

TENTATIVE AGENDA  
OTTUMWA CITY COUNCIL

REGULAR MEETING NO. 7  
Council Chambers, City Hall

February 19, 2019  
5:30 O'Clock P.M.

- A. ROLL CALL: Council Member Streeby, Berg, Dalbey, Roe, Stevens and Mayor Lazio.
- B. CONSENT AGENDA:
1. Minutes from Regular Meeting No. 5 on February 5, 2019 and Special Meeting No. 6 on February 12, 2019 as presented.
  2. Acknowledgement of January financial report and payment of bills as submitted by the Finance Department.
  3. Appointment of Mary Stewart to the Historic Preservation Board, term to expire 01/01/2022.
  4. Resolution No. 29-2019, authorizing a tuition scholarship application submission before the deadline of April 1, 2019 for City support of expenses for the City Clerk to attend the Iowa Municipal Professionals Institute in July 2019.
  5. Beer and/or liquor applications for: Casey's General Store #1886, 504 W. Mary Street; Hy-Vee Drugstore, 1140 N. Jefferson Street; all applications pending final inspections.
- C. APPROVAL OF AGENDA
- D. REPORTS FROM CITY OFFICERS, BOARDS, COMMISSIONS, COMMITTEES:
1. Bridge View Hotel Project
- 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. DEPARTMENTAL RECOMMENDATIONS/REPORTS:
1. Consideration of a State and Community Highway Safety Grant application to the Governor's Traffic Safety Bureau.  
  
RECOMMENDATION: Approve the grant submission and authorize the Mayor and Chief of Police to sign the application and contract upon receipt.
  2. Review and Accept the Certified Local Government Annual Report for 2018 as submitted by the Ottumwa Historic Preservation Commission.  
  
RECOMMENDATION: Authorize the Mayor to sign the annual report.
  3. Work Session update for CSO, Phase 8, Division I on routing and opinion of cost for the sewer separation project.  
  
RECOMMENDATION: Receive presentation.
- G. PUBLIC HEARING:
1. This is the time, place, and date set for a public hearing for instituting proceedings to take additional action for the issuance of not to exceed \$1,400,000 General Obligation Bonds.
    - A. Open the public hearing.
    - B. Close the public hearing.
    - C. Resolution No. 31-2019, instituting proceedings to take additional action for the issuance of not

to exceed \$1,400,000 General Obligation Bonds.

RECOMMENDATION: Pass and adopt Resolution No. 31-2019.

2. This is the time, place, and date set for a public hearing on the plans, specifications, form of contract, and estimated cost for the Beach Renovations, Phase 4 – Installation of New Wave Generation Equipment Project 2019.

- A. Open the public hearing.
- B. Close the public hearing.
- C. Resolution No. 37-2019, approving the plans, specifications, form of contract, and estimated cost for the Beach Renovations, Phase 4 – Installation of New Wave Generation Equipment Project 2019.

RECOMMENDATION: Pass and adopt Resolution No. 37-2019.

3. This is the time, place, and date set for a public hearing on the plans, specifications, form of contract, and estimated cost for the Downtown Streetscape Project.

- A. Open the public hearing.
- B. Close the public hearing.
- C. Resolution No. 38-2019, approving the plans, specifications, form of contract, and estimated cost for the Downtown Streetscape Project.

RECOMMENDATION: Pass and adopt Resolution No. 38-2019.

#### H. RESOLUTIONS:

1. Resolution No. 28-2019, fixing an amount for abating a nuisance against properties in the City of Ottumwa, Iowa for a total of \$62,175.77.

RECOMMENDATION: Pass and adopt Resolution No. 28-2019.

2. Resolution No. 32-2019, Approving Bond Disclosure Policy.

RECOMMENDATION: Pass and adopt Resolution No. 32-2019.

3. Resolution No. 33-2019, Directing the Advertisement for Sale of \$5,660,000 General Obligation Bonds, Series 2019A, and Approving Electronic Bidding Procedures and official statement.

RECOMMENDATION: Pass and adopt Resolution No. 33-2019.

4. Resolution No. 34-2019, Directing the Advertisement for Sale of \$1,880,000 General Obligation Urban Renewal Bonds, Series 2019B, and Approving Electronic Bidding Procedures and official statement.

RECOMMENDATION: Pass and adopt Resolution No. 34-2019.

5. Resolution No. 35-2019, Approving the final plat of O'Dell's First Subdivision to the City of Ottumwa, Wapello County, Iowa.

RECOMMENDATION: Pass and adopt Resolution No. 35-2019.

6. Resolution No. 36-2019, Establishing intent to enter into a development agreement with ChrisBro Hospitality for the development of a hotel at Bridge View Center in the City of Ottumwa, Wapello County, Iowa.

RECOMMENDATION: Pass and adopt Resolution No. 36-2019.

7. Resolution No. 39-2019, Awarding the contract for the WPCF-Primary Clarifier Valve Replacement Project to Winger Contracting of Ottumwa, Iowa in the amount of \$87,078.00.

RECOMMENDATION: Pass and adopt Resolution No. 39-2019.

I. ORDINANCES:

J. PUBLIC FORUM:

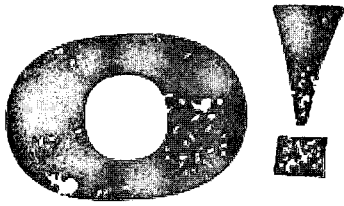
The Mayor will request comments from the public on topics of city business or operations other than those listed on this agenda. Comments shall not be personalized and limited to three minutes or less. Comments not directly applicable to operations, inappropriate, or an improper utilization of meeting 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. PETITIONS AND COMMUNICATIONS

1. Mayor and Council Reports

ADJOURN

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



CITY OF  
OTTUMWA

**FAX COVER SHEET**

City of Ottumwa

DATE: 2/15/19 TIME: 10:15 AM NO. OF PAGES 4  
(Including Cover Sheet)

TO: News Media CO: \_\_\_\_\_

FAX NO: \_\_\_\_\_

FROM: Christina Reinhard

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

MEMO: Tentative Agenda for the Regular City Council Meeting #07 to be held on 2/19/19.

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Broadcast Report

P 1  
 02/15/2019 10:34  
 Serial No. A5C0011021987  
 TC: 380731

Addressee	Start Time	Time	Prints	Result	Note
KISS	02-15 10:21	00:02:24	004/004	OK	
KTVO	02-15 10:25	00:02:52	004/004	OK	
Ottumwa Courier	02-15 10:31	00:00:57	000/004	No Ans	
KBIZ/KTWA	02-15 10:32	00:00:57	000/004	No Ans	
TOM FM	02-15 10:33	00:00:57	000/004	No Ans	

Note TMR:Timer TX, POL:Polling, ORG:Original Size Setting, FME:Frame Erase TX, DPS:Page Separation TX, MIX:Mix Original TX, CALL:Manual TX, CSAC:CSAC, FWD:Forward, PC:PC-FAX, BND:Double-Sided Binding Direction, SP:Special Original, FCODE:F-code, RTX:Re-TX, RLY:Relay, MBX:Confidential, BUL:Bulletin, SIP:SIP Fax, IPADR:IP Address Fax, I-FAX:Internet Fax

Result OK: Communication OK, S-OK: Stop Communication, PW-OFF: Power Switch OFF, TEL: RX from TEL, NG: Other Error, Cont: Continue, No Ans: No Answer, Refuse: Receipt Refused, Busy: Busy, M-Full:Memory Full, LOUR:Receiving length Over, PDUR:Receiving page Over, FIL:File Error, DC:Decode Error, MDN:MDN Response Error, DSN:DSN Response Error, PRINT:Compulsory Memory Document Print, DEL:Compulsory Memory Document Delete, SEND:Compulsory Memory Document Send.



[ CITY OF ]  
**O T T U M W A**

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

REGULAR MEETING NO. 5  
Council Chambers, City Hall

February 5, 2019  
5:30 O'Clock P.M.

The meeting convened at 5:34 P.M.

Present were Council Members Roe, Stevens, Berg, Dalbey and Mayor Lazio. Council Member Streeby was absent.

Roe moved, seconded by Dalbey to approve the following consent agenda items: Mins. from Regular Mtg. No. 2 on January 22, 2019 and Special Mtg. No. 4 on January 29, 2019 as presented; Approve the promotion of Dave Eakins to the position of full-time Transit Driver effective February 6, 2019; Approve the appointment of Henry (Hank) Harper to the position of Utility Worker – Park's Dept. effective February 25, 2019; Approve the payment to Computer Information Systems, Inc. for \$13,992 for a One Yr. License Renewal and Maint. Agt. for the Police Dept. in-house computer software; Setting March 5, 2019 as the date of a public hearing on the Proposed Adoption of the FY 2019/2020 City Budget; Res. No. 21-2019, setting February 19, 2019 as the date of a public hearing on the Proposition of the Issuance of Not to Exceed \$1,400,000 General Obligation Bonds of the City of Ottumwa, State of Iowa (For Essential Corporate Purposes) and Providing for Publication of Notice Thereof; Beer and/or liquor applications for: Hy-Vee Wine & Spirits, 2453 N. Court; Pallister Brothers Brewing Company, 116 N. Market St.; Albia Rd. BP, 1340 Albia Rd.; North Court BP, 1301 N. Court; Pennsylvania & Jefferson BP, 1147 N. Jefferson; West Second & McPherson BP, 1049 W. Second; all applications pending final inspections. All ayes.

Berg moved, seconded by Stevens to approve the agenda as presented. All ayes.

City Admin. Morris stated he and the Mayor will attend the Ottumwa Public School's S.I.A.C meeting on 2/06/19.

Mr. Seals will present an update to Council during a special work session on 2/12/19 to discuss Blakes Branch Sewer Separation Project – Division 1, Ph. 8

Community meetings will be held in the spring and summer-we will hold 2 in 2019; industrial round table will meet 2 times; and financial board will meet 3 times.

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

Sonja Ferrell, Ottumwa Public Library Dir., presented 2018 Annual Report.

- The board of Trustees of the Ottumwa Public Library approved a Strategic Plan for the library that will cover goals and plans for the next three years.

City Admin. Morris began the discussion on Financials for the Ottumwa Regional Airport.

The fund balance has fallen somewhat from previous year. This is a direct correlation to projects being done for the airport that have caused expenditures to increase.

Airport Sup. Cobler presented clarification on projects at the airport. Fuel farm and the Apron Improvement are both large projects that are great investments in the future for the airport.

Future construction for the 13/31 Runway will have an impact on traffic as some planes are larger and cannot utilize the smaller runway; however, once 13/31 is complete, it will be able to accommodate any size jet.

The FAA is paying ninety cents on the dollar for this project.

There was a deficit in fuel sales for 2018; however the revenue stayed fluid. This may be reflected by a new rental of one of the bldgs. at the airport.

Dalbey moved, seconded by Stevens to award the contract for asbestos removal at 1022 Plum Street to Weston McKee in the amount of \$9,000 and the contract for demolition to Tim Skinner in the amount of \$7,392. Dir. of Hlth. Insp. & Solid Waste, Flanagan, reported a total of 3 bids were received. All ayes.

Roe moved, seconded by Berg to approve the January 28, 2019 Ottumwa Public Safety Advisory Board Recommendations (OPSAB). All ayes.

This was the time, place, and date set for a public hearing on the 2019 Ottumwa Transit Funding. Asst. Transit Dir., Kirk, presented to receive State and Federal Funding from the IDOT, the Consolidated Funding Application allows Transit to receive STA and FTA funding. FTA \$365,203; STA \$214,235; and Federal Capital Assistance \$208,210 is being requested. No objections were received. Roe moved, seconded by Stevens to close the public hearing. All ayes.

Dalbey moved, seconded by Roe that Res. No. 20-2019, authorizing the mayor to sign the Dept. of Transportation resolution allowing Ottumwa Transit to receive State funding, be passed and adopted. All ayes.

This was the time, place, and date set for a public hearing on the plans, specifications, form of contract, and estimated cost for the Jefferson St. Reconstruction Project. Public Works Dir. Seals stated the project will consist of full width full depth reconstruction of Jefferson St. from Sixth St. north to approximately 175 ft. south of Gara St. The project will include installation of sanitary, storm and water mains. No objections were received. Berg moved, seconded by Dalbey to close the public hearing. All ayes.

Roe moved, seconded by Dalbey that Res. No. 25-2019, approving the plans, specifications, form of contract, and estimated cost for the Jefferson St. Reconstruction Project be passed and adopted. All ayes.

Berg moved, seconded by Roe that Res. No. 26-2019, approving the purchase of wave generation Equip. for Beach Ph. 4 Project through Aquatic Development Group (ADG) for a total not to exceed \$115,375, be passed and adopted. After the presentation at the 1/29/19 work session, staff is recommending the purchase of new wave generation equip. from ADG. A separate bid pkg. is being prepared for the installation of this equip. All ayes.

Roe moved, seconded by Dalbey that Res. No. 27-2019, authorizing the Mayor to sign Task Order No. 14 for Engineering Services for the Ottumwa Reg. Airport Runway 13/31 Reconstruction Extension Improv. Contract with Kirkham Michael Consulting Engineers, be passed and adopted. Task Order No. 14 includes construction engineering service provided by Kirkham Michael totaling \$50,000. All ayes.

Roe moved, seconded by Dalbey to pass the first consideration of Ord. No. 3152-2019, establishing the Downtown Ottumwa Self-Supported Municipal Improvement District (SSMID) pursuant to the provisions of Ch. 386, Code of Iowa, and providing for the establishment of certain funds and the levy of annual taxes in connection therewith. All ayes.

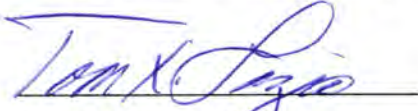
Dalbey moved, seconded by Roe to waive the second and third considerations, pass, and adopt Ord. No. 3152-2019. All ayes.

Mayor Lazio inquired if anyone from the audience wished to address an item not on the agenda. There were none.

Roe moved, seconded by Dalbey that the meeting adjourn. All ayes.

Adjournment was at 6:34 P.M.

CITY OF OTTUMWA, IOWA

  
Tom X. Lazio, Mayor

ATTEST:  
  
Christina Reinhard, City Clerk



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

SPECIAL MEETING NO. 6  
Council Chambers, City Hall

February 12, 2019  
5:30 O'Clock P.M.

Before calling the meeting to order, Mayor Lazio presented a cert. of appreciation to Fred Zesiger for his dedication to the Historic Preservation Commission for over 18 years.

Mayor Lazio mentioned the Iowa Tourism Board awarded The Canteen in the Alley outstanding restaurant for the state of Iowa. The Iowa Tourism Board also presented a 2<sup>nd</sup> place award for the Fly Ottumwa event held at the Ottumwa Regional Airport last summer.

The meeting convened at 5:35 P.M.

Present were Council Members Stevens, Streeby, Dalbey, Roe and Mayor Lazio. Council Member Berg was absent.

Roe moved, seconded by Streeby to approve the agenda with moving Item No. 2 up to No. 1 as presented. All ayes.

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

Dalbey moved, seconded by Stevens that Res. No. 22-2019, accepting the work as final and complete, approving Change Orders and release of retainage to Christner Contracting, Inc. of Ottumwa, Iowa for the Downtown Master Façade Improv. Program Ph. II, CDBG #16-DTR-002, be passed and adopted. Mr. Grefe, Area 15 RPC Senior Planner, presented overview of the program. Thirteen bldgs. and twenty-one facades were completed. Total cost \$1,189,500 with \$547,800 from Grants. The City of Ottumwa's portion totaled \$134,600. All ayes.

Work Session update for CSO, Ph. 8, Div. 1 on routing and opinion of cost for the sewer separation project. Public Works Dir. Seals presented intro. to Blake's Branch Sewer Separation which is Ph. 8 of our continued CSO work that began in 2004. The City of Ottumwa has successfully completed the first 7 phases and negotiated with IDNR to complete all phases within a 25 yr. compliant schedule.

Present from Veenstra & Kimm, Inc. engineering consultants were Ted Payseur and Randy Johnson.

- After reviewing six possible sewer main alignments, it has been determined the best route is from the Elm St. pump station northerly on Elm to Main. The initial concept was to go straight to WPCF.
- Ph. 8, Div. 1 will be construction of sanitary sewer main and storm sewer collection pipe from Iowa St. back to Blake's Branch Box, with budget est. \$5,500,000 to \$6,000,000.
- Currently reviewing the addition of storm lines along Main St. to separate and pick up existing past separation proj. and direct the flow to Blake's Branch Box Sewer which will become a storm line.
- We will evaluate the merits of adding a parallel storm system on Orchard St. to Iowa Ave.
- With the selected routing on S. Elm, we will be able to pick up sanitary flow from both Haynes and Orchard Streets.
- Next steps - meet with Iowa DNR and submit the City of Ottumwa Blake's Branch Sewer Separation Proj., Ph. 8, Div. 1 Facility Plan, and continue with design and development of construction plans, specifications, and contractual documents.

- Ph. 8, Div. 1 will utilize TIF funds, but for the next two divisions, will need to look at different funding mechanisms.

Streeby moved, seconded by Stevens that Res. No. 24-2019, Approve Change Order No. 2, for the Wapello St. and Albia Rd. Roundabout Proj. be passed and adopted. Public Works Dir. Seals stated Change Order No. 2 accounts for all change orders done to open Phase II during winter shutdown of the proj., increasing the contract \$5,694.15. Total new contract amount is \$775,620.49. Ayes: Stevens, Streeby. Nays: Dalbey, Roe. Motion failed.

Roe moved, seconded by Streeby that Res. No. 30-2019, Approve Change Order No. 1 for the Davis St. Recon. Proj., be passed and adopted. Public Works Dir. Seals stated Change Order No. 1 increases the contract \$14,470. New contract sum is \$564,162.35. All ayes.

Public Works Dir. Seals and Traffic Maint. & Electrical Suprv. Lewis presented City wide update on sign inventory and testing.

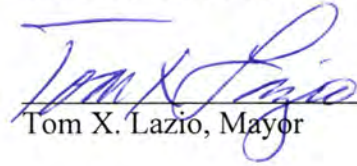
- The City of Ottumwa is responsible for signage on over 315 lane miles of streets, 57 miles of alleys, and 11 parking lots.
- The City of Ottumwa abides by the U.S. Dept. of Transportation, Federal Hwy. Admin., Manual on Uniform Traffic Control Devices (MUTCD). Section 2A.08 addresses maintaining minimum retroreflectivity.
- In 2013, the City purchased the Road Vista 922 Retroreflectometer.
- Of the total 6,107 signs the City maintains, 3,004 of these signs require retroreflectivity testing.
- Downtown parking – there are 11 downtown parking lots that the City of Ottumwa maintains and signs. Of these, 7 lots contain “permitted parking.”

Upcoming changes for Spring 2019 based on recommendations from the most recent downtown parking study presented by Area 15 RPC during work session held 5/22/2018.

- It is not recommended to eliminate the turn lane on Market St. between Main St. and River Dr. (between Bridge City TV & Appliance and River Hills Comm. Health Center).
- The turn lane on east bound Main St. at Court St. will be removed and replaced with additional parking spaces.
- Move the handicapped parking spot down towards 115 Washington St.
- Remove block-out on Second St.
- Install new public parking signs including directional signage.
- City Code will be re-written to assign new parking limitations in downtown parking lots based on the Ames model. Implement staged parking limits: 2 hr., 4 hr., and long term.
- The Code re-write will include revisions to downtown parking lots permitted parking spaces.
- On street parking is constantly evolving with different businesses that move in/out of the area. Business owners can petition our safety committee for changes to current parking limits which are then presented to OPSAB for approval or denial.

Mayor Lazio inquired if anyone from the audience wished to address an item not on the agenda. There were none.

Streeby moved, seconded by Dalbey that the meeting adjourn. All ayes. Adjournment was at 6:30 P.M.

  
\_\_\_\_\_  
Tom X. Lazio, Mayor

ATTEST:

  
\_\_\_\_\_  
Christina Reinhard, City Clerk



Vendor #	Vendor Name	Check Number	Check Date	Amount	Reason
00198	ABC PEST CONTROL INC.	200158	01/11/2019	42.95	BLDG MAINT & REPAIR
00320	ACCO	200064	01/04/2019	62.50	OPERATING SUPPLIES
00679	ADVANTAGE ADMINISTRATORS	200326	01/18/2019	2,833.20	OTHER PROF SERV
00688	AFSCME/IA COUNCIL 61	200345	01/25/2019	176.25	LIBRARY UNION DUES PAYABL
00690	AFLAC	200159	01/11/2019	1,911.96	AFLAC DEDUCTION PAYABLE
00800	AHLERS & COONEY P.C.	200346	01/25/2019	130.00	LEGAL FEES
00855	AIRGAS-NORTH CENTRAL	200160	01/11/2019	131.69	SUSTENANCE SUPPLIES
01700	ALLIANT ENERGY/IPL	200065	01/04/2019	83,979.35	ELECTRIC
01790	AL MARTIN REAL ESTATE &	200162	01/11/2019	250.00	CONTRACTUAL SERVICES
02080	ALTORFER INC.	200066	01/04/2019	1,006.38	VHCL MTCE SUPPLIES
03595	AMERICAN PUBLIC WRKS ASSC	200259	01/18/2019	680.00	DUES & MEMBERSHIPS
05116	ARAWARK	200260	01/18/2019	261.40	JANITORIAL
05117	ARAWARK	200067	01/04/2019	225.59	OPERATING SUPPLIES
05124	ARCHANGEL SERVICES, LLC	200068	01/04/2019	2,316.67	MISC CONTRACT WORK
05450A	ARNOLD MOTOR SUPPLY, LLP	200163	01/11/2019	950.91	OPERATING SUPPLIES
05581	ASCAP	200164	01/11/2019	357.00	DUES & MEMBERSHIPS
05668	A-TEC RECYCLING INC	200262	01/18/2019	1,706.27	HAZARDOUS WASTE DISPOSAL
05700	ATOMIC TERMITE & PRST	200165	01/11/2019	205.00	VHCL MTCE SUPPLIES
05848	AUTOMATIC SYSTEMS CO	200166	01/11/2019	2,259.00	OPERATING SUPPLIES
05860	AUTOZONE	200263	01/18/2019	2,518.98	VHCL MTCE SUPPLIES
06006	BP	200264	01/18/2019	1,388.91	VHCL-FUEL
06012	BMI	200265	01/18/2019	358.00	DUES & MEMBERSHIPS
06481	BAILEY OFFICE OUTFITTERS	200073	01/04/2019	997.96	OFFICE SUPPLIES
06780	BAKER & TAYLOR	200167	01/11/2019	318.66	LIBRARY MAT.-JAMES ESTATE
06994	BANLEACO	200266	01/18/2019	669.30	PHOTOCOPIES
07016	BARKER LEMAR ENGINEERING	200168	01/11/2019	6,038.50	CONTRACTUAL SERVICES
07873	JASON BELL	200268	01/18/2019	28.99	VHCL MTCE SUPPLIES
07879	CORY BENCE	200169	01/11/2019	8.00	TRAVEL & CONFERENCE
08985	BITUMINOUS MATERIALS	200348	01/25/2019	2,146.42	STREET MAINT SUPPLIES
09360	BLACK'S TIRE COMPANY LLC	200075	01/04/2019	514.42	VHCL MTCE SUPPLIES
09515	BLOOMFIELD COMMUNICATIONS	200269	01/18/2019	61.15	TELEPHONE/IT
09522	WELLMARK BC & BS OF IOWA	200349	01/25/2019	22,707.20	MEDICARE PREMIUMS
09680	GEORGE BOITNOTT	200270	01/18/2019	446.50	CONTRACTUAL SERVICES
10079	BOUND TREE MEDICAL LLC	200271	01/18/2019	297.90	TOOLS & SMALL EQUIP
11496	BRIDGE CTY SANITATION LLC	200272	01/18/2019	134,436.78	REFUSE HAULING
11506	BRIDGE VIEW CENTER	200170	01/11/2019	2,809.58	TRAINING
12328	BROWN SUPPLY CO	200076	01/04/2019	310.00	VHCL MTCE SUPPLIES
12500	BUB'S TREE CARE	200274	01/18/2019	5,200.00	TREE TRIMMING
13270	BYWATER SOLUTIONS, LLC	200352	01/25/2019	7,080.00	CONTRACTUAL SERVICES
13589	CDW GOVERNMENT	200077	01/04/2019	17.42	OFFICE SUPPLIES
13609	CIT	200328	01/18/2019	384.39	OFFICE SUPPLIES
14236	GREG CANTRELL	200078	01/04/2019	56.00	TRAVEL & CONFERENCE
14315	CAPITAL CITY BOILER &	200275	01/18/2019	467.50	BUILDING MAINTENANCE REPA
15600	CARROLL DISTRIBUTING	200172	01/11/2019	253.68	STREET MAINT SUPPLIES
16300	CENTRAL IOWA FASTENERS	200079	01/04/2019	105.70	OPERATING SUPPLIES
16310A	CENTRAL SERVICE & SUPPLY,	200276	01/18/2019	173.47	OPERATING SUPPLIES
16402	CENTURYLINK	200174	01/11/2019	4,339.33	TELEPHONE/IT
16403	CENTURYLINK	200279	01/18/2019	187.66	TELEPHONE/IT
17031	CHICAGO HB DANCERS, INC.	200175	01/11/2019	197.50	PROGRAM SUPPLIES
17500	CHRISTNER CONTRACTING INC	200080	01/04/2019	14,644.62	CAPITAL IMPROVEMENTS
17620	CINTAS CORPORATION	200176	01/11/2019	38.25	SUSTENANCE SUPPLIES
17801	CITY OF OTTUMWA CEMETERY	200177	01/11/2019	5,000.00	CASH INVESTED-CD'S
18379	CLEMONS INC OF OTTUMWA	200178	01/11/2019	877.06	VHCL MTCE SUPPLIES
18502	CLUB SENTRY SOFTWARE	200081	01/04/2019	32.95	TECHNOLOGY SERVICES

Vendor #	Vendor Name	Check Number	Check Date	Amount	Reason
18980	COLLECTION SERVICES	200354	01/25/2019	4,825.59	CHILD SUPPORT PAYABLE
20329	RICHARD OR KRIS CONLEY	200082	01/04/2019	380.00	JANITORIAL
20332	CONFLUENCE, INC	200280	01/18/2019	19,634.65	CONTRACTUAL SERVICES
21404	COUNTY MATERIALS CORP.	200083	01/04/2019	1,749.71	SEWER/DRAINAGE SUPPLIES
21825	CREDIT UNION	200355	01/25/2019	38,587.92	CREDIT UNION PAYABLE
21842	CRESYOTECH ELECTRIC SUP CO	200151	01/09/2019	528.95	TOOLS & SMALL EQUIP
22096	CRYPTOTECH DEICING TECHNOLO	200085	01/04/2019	4,112.00	STREET MAINT SUPPLIES
22469	DJ CLEANING COMPANY	200086	01/04/2019	1,900.00	JANITORIAL
22599	RICHARD DAMM	200181	01/11/2019	8.00	TRAVEL & CONFERENCE
22608	DANI'S AUTO SUPPLY LLC	200089	01/04/2019	5,026.44	VHCL MTCE SUPPLIES
23032	JO ANNE DAVIS	200182	01/11/2019	44.46	OPERATING SUPPLIES
24326	DEMCO	200356	01/25/2019	572.86	OPERATING SUPPLIES
25381	DENNIS DRAPER	200090	01/04/2019	102.00	RETIREE CONTRIBUTIONS
25390	R. D. DRENKOW & CO INC	200357	01/25/2019	4,671.30	R.D. DRENKOW/FLEX PAY
25394	DRISH CONSTRUCTION, INC.	200184	01/11/2019	21,150.04	CONTRACTUAL
25585	DUPERON CORPORATION	200185	01/11/2019	686.96	OPERATING SUPPLIES
26452	MICHELLE EBERT	200186	01/11/2019	30.00	BIRTHDAY PARTY REVENUE
26640	ECOSYSTEMS INC	200187	01/11/2019	24,633.00	SLUDGE HAULING
27010	ELECTRICAL ENG & EQUIP CO	200091	01/04/2019	650.27	SUSTENANCE SUPPLIES
27011	ELECTRONIC ENGINEERING	200359	01/25/2019	64.95	VHCL MTCE SUPPLIES
27272	ELLIOTT BULK SERVICES LLC	200188	01/11/2019	7,833.05	VHCL-FUEL
27280	ELLIOTT OIL COMPANY	200360	01/25/2019	20,241.57	VHCL-FUEL
27787	ENVIRONMENTAL RESOURCES	200092	01/04/2019	289.83	LAB SUPPLIES
28610	EYES & EARS	200361	01/25/2019	500.00	PUBLIC INFORMATION
29300	FASTENAL COMPANY	200190	01/11/2019	165.77	TOOLS & SMALL EQUIP
29630	SONJA FERRELL	200363	01/25/2019	800.00	TRAINING
30119	FIRESTONE COMPLETE AUTO C	200284	01/18/2019	159.98	VHCL MTCE SUPPLIES
30119A	FIRESTONE	200191	01/11/2019	295.36	VHCL MTCE SUPPLIES
30148	FIREMANS ASSC	200364	01/25/2019	1,731.00	FIRE UNION DUES PAYABLE
30560	FISHER SCIENTIFIC	200192	01/11/2019	257.22	LAB SUPPLIES
31424	FUTURE ENVIRONMENTAL INC.	200365	01/25/2019	65.00	MISCELLANEOUS
31459	GRP & ASSOCIATES	200285	01/18/2019	52.00	HAZARDOUS WASTE DISPOSAL
31682	GALLS LLC	200094	01/04/2019	8,458.49	SUSTENANCE SUPPLIES
32443	BRETT GEIGER	200366	01/25/2019	6,478.65	CDBG MASTER FACADE II
32914	GOLDEN WEST INDUSTRIAL	200194	01/11/2019	230.03	TOOLS & SMALL EQUIP
33635	GREAT WESTERN SUPPLY CO	200095	01/04/2019	864.10	OPERATING SUPPLIES
33648	GREATER OTTUMWA PARTNERS	200195	01/11/2019	10,000.00	CONTRACTUAL SERVICES
34332	HDR ENGINEERING, INC.	200367	01/25/2019	2,513.93	ENGINEERING
34659	HAINES AUTO SUPPLY, INC.	200287	01/18/2019	42.86	VHCL MTCE SUPPLIES
34900	HAMILTON PRODUCE COMPANY	200196	01/11/2019	2,122.18	PROPANE GAS
36302	HEARTLAND HUMANE SOCIETY	200197	01/11/2019	113.00	OTHER PROF SERV
36500	HEIMAN FIRE EQUIPMENT	200368	01/25/2019	389.95	OPERATING SUPPLIES
36850	HELMUTH REPAIR, INC.	200096	01/04/2019	22.00	OPERATING SUPPLIES
37415	HICKENBOTTOM INC	200097	01/04/2019	187.83	OPERATING SUPPLIES
37476	HILL PRODUCTIONS & MEDIA	200098	01/04/2019	25.00	ADVERT/LEGAL PUBL
38281	WALTER HORNBACK	200099	01/04/2019	56.00	TRAVEL & CONFERENCE
39438	HY-VEE ACCOUNTS RECEIVABL	200288	01/18/2019	110.86	SUSTENANCE SUPPLIES
40024A	IAMEA & CITY OF AMES	200330	01/18/2019	315.00	TRAINING
40155	IDEXX DISTRIBUTION INC	200369	01/25/2019	696.66	LAB SUPPLIES
41480	ICMA RETIREMENT TRUST 457	200370	01/25/2019	4,283.52	ICMA DEF COMP PAYABLE
41505	IMWCA	200289	01/18/2019	9,381.95	WORKMENS COMPENSATION
41600	IDEAL READY MIX	200100	01/04/2019	811.74	STREET MAINT SUPPLIES
41655	ILLOWA INVESTMENT INC	200371	01/25/2019	2,245.24	CONTRACTUAL SERVICES
41920A	INDUSTRIAL CHEMICAL CO IN	200101	01/04/2019	103.00	OPERATING SUPPLIES

Vendor #	Vendor Name	Check Number	Check Date	Amount	Reason
41925	INDUSTRIAL MEDICINE	200290	01/18/2019	114.00	EMPLOYEE PHYSICALS/TESTS
42090	INFOMAX OFF SYSTEMS INC	200373	01/25/2019	857.38	CONTRACTUAL SERVICES
42160	INGRAM LIBRARY SERVICES	200374	01/25/2019	2,891.12	LIBRARY MAT.-JAMES ESTATE
42170	INLAND TRUCK PARTS & SERV	200292	01/18/2019	116.18	VHCL MTCE SUPPLIES
43265	INTERSTATE BATTERY	200201	01/11/2019	681.70	VHCL MTCE SUPPLIES
43286	IOWA ASSC OF HOUSING	200202	01/11/2019	35.00	DUES & MEMBERSHIPS
43290	IAMU	200203	01/11/2019	937.00	TRAINING
43295D	IA ASSOC PRO FIRE CHIEFS	200293	01/18/2019	100.00	DUES & MEMBERSHIPS
43388	IOWA CIVIL CONTRACTING, IN	200331	01/18/2019	182,981.03	CONTRACTUAL SERVICES
43460	IOWA COMM ASSURANCE POOL	200204	01/11/2019	1,307.43	MISCELLANEOUS
43492	IOWA D.A.R.E. ASSOCIATION	200205	01/11/2019	300.00	OPERATING SUPPLIES
43501	IA DEPT OF TRANSPORTATION	200206	01/11/2019	1,200.00	TRAINING
43524A	IDNR OPERATOR CERTIFICATI	200103	01/04/2019	30.00	TRAINING
43880A	IA LAW ENFORCEMENT ACADEM	200104	01/04/2019	175.00	TRAINING
43975	IOWA MUNICIPAL ATTORNEYS	200332	01/18/2019	100.00	TRAVEL & CONFERENCE
45905	JOE KENT'S MACHINE &	200294	01/18/2019	511.34	OPERATING SUPPLIES
45974	JOHN DEERE FINANCIAL	200333	01/18/2019	17.37	OPERATING SUPPLIES
46150	JOHNS APPLIANCE	200207	01/11/2019	134.50	BLDG MAINT & REPAIR
46900	MIKE JONES	200208	01/11/2019	20.80	SUSTENANCE SUPPLIES
46902	RACHEL JONES	200105	01/04/2019	109.95	SUSTENANCE SUPPLIES
48003	BILL KEITH	200209	01/11/2019	8.00	TRAVEL & CONFERENCE
48798	KIECK'S CAREER APPAREL	200210	01/11/2019	236.95	SUSTENANCE SUPPLIES
49041	ALLYSON KIRKING	200211	01/11/2019	28.34	TRAVEL & CONFERENCE
49042	KIRKHAM MICHAEL	200212	01/11/2019	33,244.55	INFRASTRUCTURE
49206	KLODT DOOR SERVICE LLC	200106	01/04/2019	418.69	OPERATING SUPPLIES
50560	BOB LANCASTER OIL CO INC	200295	01/18/2019	2,725.34	VHCL-FUEL
51060	LAWSON PRODUCTS INC	200108	01/04/2019	155.54	OPERATING SUPPLIES
51361	LEE'S PHOTOGRAPHY	200296	01/18/2019	1,689.00	OTHER CAPITAL EQUIP
51969	LIBERTY TIRE SERVICES LLC	200297	01/18/2019	2,291.33	TIRE DISPOSAL
52254	LISCO	200298	01/18/2019	223.00	TECHNOLOGY SERVICES
52990	LOKTRONICS SECURITY CORP	200109	01/04/2019	86.15	OPERATING SUPPLIES
54181	MAHER PLUMBING & HEATING	200375	01/25/2019	726.08	BLDG MAINT & REPAIR
54390	MANATT'S INC	200299	01/18/2019	915.13	STREET MAINT SUPPLIES
55260	MARTINS FLAG COMPANY	200300	01/18/2019	170.31	OPERATING SUPPLIES
55311	MASSMUTUAL RETIREMENT SER	200376	01/25/2019	500.00	HARTFORD DEF COMP PAYABLE
55378	MMIT BUSINESS SOLUTIONS G	200111	01/04/2019	167.34	PHOTOCOPIES
56642	MCGOWEN, HURST, CLARK &	200377	01/25/2019	3,000.00	OTHER PROF SERV
57195	MCMASTER-CARR	200378	01/25/2019	375.88	OPERATING SUPPLIES
57385	MENARDS	200303	01/18/2019	1,105.03	OPERATING SUPPLIES
57388	MENKE PROFESSIONAL AUTO P	200112	01/04/2019	616.79	VHCL MTCE SUPPLIES
58500	MIDAMERICAN ENERGY CO	200114	01/04/2019	2,482.26	NATURAL GAS
59100	MID STATE ORGANIZED CRIME	200115	01/04/2019	200.00	DUES & MEMBERSHIPS
59301	MIDWEST AUTO GLASS & TIRE	200379	01/25/2019	60.00	VHCL MTCE SUPPLIES
59386	MIDWEST UNDERGROUND	200214	01/11/2019	52,900.00	HEAVY MOTORIZED EQUIP
60097	TONY MILLER	200215	01/11/2019	8.00	TRAVEL & CONFERENCE
60610	ZACH MIKITA	200341	01/22/2019	264.00	TRAVEL & CONFERENCE
61261	MONSTER WORLDWIDE, INC.	200116	01/04/2019	270.00	ADVERT/LEGAL PUBL
61785	MOTION INDUSTRIES	200154	01/09/2019	875.52	OPERATING SUPPLIES
62551	MUNDELL & ASSOCIATES	200305	01/18/2019	9,850.00	OTHER SMALL CAPITAL
62575	MUNICIPAL FIRE & POLICE	200118	01/04/2019	118,413.78	FIRE RETIREMENT
62580	MUNICIPAL PIPE TOOL CO LL	200119	01/04/2019	360.53	VHCL MTCE SUPPLIES
64400	NATIONWIDE RETIREMENT SOL	200380	01/25/2019	4,220.00	NRS-NATION RETIRE SOL
65985	NORSOLV SYSTEMS ENVIRONM	200381	01/25/2019	311.90	OPERATING SUPPLIES
66077	NORTHERN SAFETY COMPANY	200120	01/04/2019	73.11	OPERATING SUPPLIES

Vendor #	Vendor Name	Check Number	Check Date	Amount	Reason
66548	THE OFFICE CENTER	200217	01/11/2019	50.00	OFFICE/COMP. EQUIP MAINT.
66561	OFFICIAL PEST CONTROL	200218	01/11/2019	55.00	SUSTENANCE SUPPLIES
66730	OHARA HARDWARE	200122	01/04/2019	294.81	OPERATING SUPPLIES
66737A	OLD DOMINION BRUSH	200306	01/18/2019	926.18	VHCL MTCE SUPPLIES
67089	ON-SITE INFORMATION	200219	01/11/2019	75.60	OTHER PROF SERV
67098	O'REILLY AUTOMOTIVE	200123	01/04/2019	806.33	VHCL MTCE SUPPLIES
67101	OTC BRANDS INC	200220	01/11/2019	316.47	PROGRAM SUPPLIES
67670	OTTUMWA AREA CHAMBER OF	200221	01/11/2019	8,519.00	DOWNTOWN MAINTENANCE
67680	OTTUMWA AREA CHAMBER OF	200222	01/11/2019	259.09	DUES & MEMBERSHIPS
67752	OTTUMWA CHIROPRACTIC CLIN	200383	01/25/2019	85.00	EMPLOYEE PHYSICALS/TESTS
67759	OTTUMWA COMMUNITY SCHOOLS	200307	01/18/2019	304.80	OFFICE SUPPLIES
68000	OTTUMWA COURIER	200384	01/25/2019	700.49	ADVERT/LEGAL PUBL
68144	OTTUMWA ECONOMIC DEVELOPM	200385	01/25/2019	5,000.00	CONTRIBUTION/OEDC
68192	OTTUMWA FIBER LLC	200225	01/11/2019	150.00	TECHNOLOGY SERVICES
68556	OTTUMWA NAPA	200124	01/04/2019	616.01	OPERATING SUPPLIES
68560	OTTUMWA PRINTING, INC.	200226	01/11/2019	2,796.00	ADVERT/LEGAL PUBL
69040	OTTUMWA WATER AND HYDRO	200125	01/04/2019	10,752.18	BILLING FEES-WW
69688	DIXIE L PARKER	200126	01/04/2019	1,400.00	JANITORIAL
70610	PAYMENT REMITTANCE CENTER	200336	01/18/2019	9,729.57	LIBRARY MAT.-JAMES ESTATE
70614	PAVROLL FORMS COM	200227	01/11/2019	42.45	OPERATING SUPPLIES
71520	PETTY CASH/CITY CLERK	200337	01/18/2019	116.13	VHCL MTCE SUPPLIES
72035	PIPESTONE VET CLINIC OF	200228	01/11/2019	73.00	OTHER PROF SERV
72253	PPG ARCHITECTURAL FINISHE	200309	01/18/2019	10.42	STREET MAINT SUPPLIES
72266	PIZZA RANCH - OTTUMWA	200386	01/25/2019	389.87	OPERATING SUPPLIES
72561	PLUMB SUPPLY COMPANY-OT	200310	01/18/2019	714.97	OPERATING SUPPLIES
72856	POLCO	200387	01/25/2019	3,000.00	PUBLIC INFORMATION
73125	POSTMASTER (CEMETERY)	200388	01/25/2019	50.00	POSTAGE & SHIPPING
73432	PRE-APPROVED AUTO	200127	01/04/2019	266.66	MISCELLANEOUS
73960	PROFESSIONAL COMPUTER	200229	01/11/2019	99.99	TECHNOLOGY SERVICES
74216	PULSE TECHNOLOGY PARTNERS	200311	01/18/2019	208.87	EQUIP REPAIR
74450	QCI THERMAL SYSTEMS, INC.	200389	01/25/2019	6,905.00	CAPITAL IMPROVEMENTS
74751	R.G. CONSTRUCTION, LLC	200230	01/11/2019	74,800.15	CONTRACTUAL SERVICES
74955	RACOM CORPORATION	200390	01/25/2019	5,003.98	TOOLS & SMALL EQUIP
75901	RECORDED BOOKS INC	200231	01/11/2019	3,161.96	LIBRARY MAT.-JAMES ESTATE
76040	REED & REED, INC	200232	01/11/2019	155.00	RAMP MAINT & REPAIR
76998	RIDGWAY ELECTRIC, LLC	200391	01/25/2019	285.00	BLDG MAINT & REPAIR
77307	BRETT ROBERTS	200343	01/22/2019	244.00	TRAVEL & CONFERENCE
77570	ROGUE	200312	01/18/2019	1,695.29	OTHER CAPITAL EQUIP
77807	ROSS POWERSPORTS	200313	01/18/2019	4.95	VHCL MTCE SUPPLIES
77965	ROTARY CLUB OF OTTUMWA	200233	01/11/2019	155.00	DUES & MEMBERSHIPS
77975	ROTO-ROOTER	200129	01/04/2019	239.50	SANITATION
78279	S & L ALL SEASON	200130	01/04/2019	3.18	VHCL MTCE SUPPLIES
78718	SANDRY FIRE SUPPLY LLC	200131	01/04/2019	383.86	TOOLS & SMALL EQUIP
79358	SCHUMACHER ELEVATOR CO	200392	01/25/2019	476.79	BLDG MAINT & REPAIR
79970	LARRY SEALS	200235	01/11/2019	8.00	TRAVEL & CONFERENCE
80050	SECRETARY OF STATE	200132	01/04/2019	30.00	DUES & MEMBERSHIPS
81355	BARBARA SHEWRY	200236	01/11/2019	8.00	MISCELLANEOUS
81431	KINDA SHORT	200393	01/25/2019	60.00	RECORDING & COURT FEES
82135	SINCLAIR TRACTOR	200133	01/04/2019	172.80	SUSTENANCE SUPPLIES
82198	TIM SKINNER TRUCKING AND	200237	01/11/2019	6,298.00	CONTRACTUAL SERVICES
82951	PATRICIA & CHRIS SMITH	200394	01/25/2019	2,590.56	PROPERTY OWNER CONTRIBUTI
83100A	SNAP-ON-TOOLS	200395	01/25/2019	93.00	TOOLS & SMALL EQUIP
83428	SE IA CITY CLERKS ASSOC	200134	01/04/2019	20.00	DUES & MEMBERSHIPS
83523	S.E. IOWA DRUG TASK FORCE	200156	01/09/2019	119.00	TECHNOLOGY SERVICES

Vendor #	Vendor Name	Check Number	Check Date	Amount	Reason
83880	SOUTHERN IOWA DIESEL, INC	200238	01/11/2019	509.16	VHCL MTCE SUPPLIES
83920	SOUTHERN IOWA ELECTRIC	200239	01/11/2019	88.92	OPERATING SUPPLIES
83941	SPANISH SOLUTIONS LLC	200396	01/25/2019	61.25	OTHER PROF SERV
85220	STAR EQUIPMENT LTD	200397	01/25/2019	54.65	VHCL MTCE SUPPLIES
85262	STATE HYGIENIC LABORATORY	200240	01/11/2019	26.00	CONTRACTUAL SERVICES
86970	SUPREME STAFFING INC	200314	01/18/2019	6,871.13	CONTRACTUAL SERVICES
87593	TK CONCRETE	200338	01/18/2019	26,182.76	CONTRACTUAL SERVICES
87751	THE TRANSIT & PARATRANSIT	200339	01/18/2019	128.00	TRAINING
88000	TEAMSTER LOCAL UNION 238	200398	01/25/2019	3,367.60	PUBLIC WKS UNION DUE PAYA
88053	TECHNOLOGY SERV & SOLUTIO	200242	01/11/2019	4,998.00	SMALL OFFICE EQUIP
88345	TESTAMERICA LABORATORIES	200135	01/04/2019	1,383.38	LAB SUPPLIES
89090	TOTAL CHOICE SHIPPING	200243	01/11/2019	17.90	POSTAGE & SHIPPING
89214	TRACTOR SUPPLY CREDIT PLA	200244	01/11/2019	158.72	STREET MAINT SUPPLIES
89462A	TREASURER STATE OF IOWA	200245	01/11/2019	1,709.00	SALES TAX PAYABLE
89545	TRI-TECH FORENSICS, INC	200136	01/04/2019	220.14	TOOLS & SMALL EQUIP
89855	TRUITT ABSTRACT COMPANY	200246	01/11/2019	625.00	CONTRACTUAL SERVICES
90846	UPS	200400	01/25/2019	495.29	POSTAGE & SHIPPING
90885	UNITYPOINT CLINIC	200401	01/25/2019	142.00	DUES & MEMBERSHIPS
91500	UNIVERSITY OF LOUISVILLE	200344	01/22/2019	1,590.00	TRAINING
91835	USA BLUE BOOK	200139	01/04/2019	4,156.48	LAB SUPPLIES
92000	UTILITY EQUIPMENT COMPANY	200317	01/18/2019	2,988.26	SEWER/DRAINAGE SUPPLIES
92297	VANDER HAAGS INC	200318	01/18/2019	145.00	VHCL MTCE SUPPLIES
92555	THE VAN METER COMPANY	200320	01/18/2019	4,444.40	OPERATING SUPPLIES
92640	VAUGHN AUTOMOTIVE	200249	01/11/2019	271.93	VHCL MTCE SUPPLIES
92648	VEENSTRA & KIMM INC	200140	01/04/2019	21,665.75	MISCELLANEOUS
92679	VERIZON WIRELESS	200251	01/11/2019	1,155.61	TELEPHONE/IT
92680	VERMEER SALES & SERVICE	200141	01/04/2019	393.31	VHCL MTCE SUPPLIES
92923	VISION INDUSTRIAL SALES	200321	01/18/2019	545.40	VHCL MTCE SUPPLIES
94000	WALMART COMMUNITY/RFCSLC	200405	01/25/2019	878.12	OPERATING SUPPLIES
94001	WALMART COMMUNITY/RFCSLC	200142	01/04/2019	128.68	OPERATING SUPPLIES
94235	WAPELLO CO CLERK OF COURT	200322	01/18/2019	470.00	RECORDING & COURT FEES
94235A	WAPELLO CO CLERK OF COURT	200406	01/25/2019	328.68	GARNISHMENTS PAYABLE
94235B	WAPELLO CO CLERK OF COURT	200144	01/04/2019	235.00	RECORDING & COURT FEES
94235C	WAPELLO CO CLERK OF COURT	200145	01/04/2019	235.00	RECORDING & COURT FEES
94644	WAPELLO COUNTY EXTENSION	200407	01/25/2019	35.00	TRAINING
94704	WAPELLO COUNTY RECORDER	200146	01/04/2019	435.00	RECORDING & COURT FEES
94704A	WAPELLO COUNTY RECORDER	200254	01/11/2019	3.25	RECORDING & COURT FEES
94720	WAPELLO COUNTY SHERIFF	200255	01/11/2019	6,564.13	NATURAL GAS
95000	WAPELLO COUNTY UNITED WAY	200409	01/25/2019	70.00	UNITED WAY DED PAYABLE
95120	WAPELLO RURAL WATER ASSC	200256	01/11/2019	43.93	WATER
95368	WAYNE'S TIRE	200257	01/11/2019	1,347.88	VHCL MTCE SUPPLIES
95611	WELLMARK BC & BS OF IOWA	200410	01/25/2019	337,717.70	GROUP HEALTH CLAIMS
97305	WINDSTREAM	200148	01/04/2019	550.14	TELEPHONE/IT
97320	WINGER COMPANIES	200149	01/04/2019	16,817.00	CAPITAL IMPROVEMENTS
97334	WINN CORP	200412	01/25/2019	15,081.67	STREET MAINT SUPPLIES
97577	WOODRIVER ENERGY LLC	200157	01/09/2019	23,052.89	NATURAL GAS

TOTAL NUMBER OF CHECKS 483 WRITTEN TO 262 VENDORS FOR 1,596,504.14

Internal Revenue Service  
 Internal Revenue Service  
 Internal Revenue Service  
 Treasurer, St of Iowa  
 IPERS

76,423.29 Payroll tax and withholding  
 79,863.51 Payroll tax and withholding  
 81,912.76 Payroll tax and withholding  
 39,525.00 Withholding - Iowa  
 80,544.57 Payroll tax and withholding  
 \* (1,953,743.27 Total disbursements January 2019



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BEG. PERIOD BALANCE	CASH DEBITS	CASH CREDITS	END PERIOD BALANCE	OUTSTANDING CHECKS	TREASURY BALANCE
TOTALS FOR FUND 001	GENERAL OPER	3645430.27	807656.23	1104372.31	3348714.19	15025.17	3363739.36
TOTALS FOR FUND 002	PARKING RAMP	28405.34	1064.00	215.00	29254.34		29254.34
TOTALS FOR FUND 110	ROAD USE TAX	4410160.02	377244.35	357238.46	4430165.91	2426.24	4432592.15
TOTALS FOR FUND 112	EMPLOYEE BEN	562480.25	57508.56	444367.00	175621.81		175621.81
TOTALS FOR FUND 119	EMERGENCY FU		1454.70	1454.70			
TOTALS FOR FUND 121	SALES TAX 1%	1925105.16	262648.45	27583.66	2160169.95		2160169.95
TOTALS FOR FUND 124	VOGEL URBAN						
TOTALS FOR FUND 125	WESTGATE TIF	276595.91	3641.94	8519.00	271718.85		271718.85
TOTALS FOR FUND 126	AIRPORT TIF						
TOTALS FOR FUND 127	PENNSYLVANIA						
TOTALS FOR FUND 128	WILDWOOD HWY	112108.32			112108.32		112108.32
TOTALS FOR FUND 129	RISK MANAGEM	1169068.27	26566.48	16983.97	1178650.78		1178650.78
TOTALS FOR FUND 131	AIRPORT FUND	77806.72	73326.49	41124.72	110008.49		110008.49
TOTALS FOR FUND 133	LIBRARY FUND	323619.37	37056.50	74786.81	285889.06	7880.00	293769.06
TOTALS FOR FUND 135	CEMETERY FUN	-27330.56	17059.49	20677.88	-30948.95	85.00	-30863.95
TOTALS FOR FUND 137	HAZ-MAT FUND	146313.50	19046.35	4281.58	161078.27	28.00	161106.27
TOTALS FOR FUND 141	2018 UPPER S	-28404.22		74800.15	-103204.37		-103204.37
TOTALS FOR FUND 142	HOAP/HILP ES						
TOTALS FOR FUND 143	EPA BROWNIE						
TOTALS FOR FUND 144	2013 CDBG HO						
TOTALS FOR FUND 145	DOWNTOWN REV						
TOTALS FOR FUND 146	DOWNTOWN STR						
TOTALS FOR FUND 147	CDBG P-2 MAS						
TOTALS FOR FUND 148	2016 OWW CDB	-98119.18	62035.21	9069.21	-45153.18	9069.21	-36083.97
TOTALS FOR FUND 151	OTHER BOND P	787719.93	1877.15	33025.76	756571.32	773.00	757344.32
TOTALS FOR FUND 167	FIRE BEQUEST	25393.83	897.64	3384.29	22907.18		22907.18
TOTALS FOR FUND 169	START UP FUN						
TOTALS FOR FUND 171	RETIREE HEAL	758145.49	97398.00	102580.40	752963.09	102.00	753065.09
TOTALS FOR FUND 173	LIBRARY BEQU	188726.94	126.00	4376.39	184476.55		184476.55
TOTALS FOR FUND 174	COMMUNITY DE	73435.65			73435.65		73435.65
TOTALS FOR FUND 175	POLICE BEQUE	87998.57	505.00	837.87	87665.70	389.87	88055.57
TOTALS FOR FUND 177	HISTORIC PRE	1783.17			1783.17		1783.17
TOTALS FOR FUND 200	DEBT SERVICE	2074410.83	24905.16		2099315.99		2099315.99
TOTALS FOR FUND 301	STREET PROJE	903331.30	44996.37	229413.91	718913.76	718913.76	718913.76
TOTALS FOR FUND 303	AIRPORT PROJ	106505.45	125747.00	33244.55	199007.90		199007.90
TOTALS FOR FUND 307	SIDEWALK & C	189450.13		29706.07	159744.06		159744.06
TOTALS FOR FUND 309	PARK PROJECT	307304.72		20712.30	286592.42		286592.42
TOTALS FOR FUND 311	LEVEE PROJEC	179038.81			179038.81		179038.81
TOTALS FOR FUND 313	EVENT CENTER	-4322.67		329.57	-4652.24		-4652.24
TOTALS FOR FUND 315	SEWER CONSTR	863434.94		54508.82	808926.12		808926.12
TOTALS FOR FUND 320	WEST END FLO						
TOTALS FOR FUND 501	CEMETERY MEM	3710.46		5000.00	-1289.54		-1289.54
TOTALS FOR FUND 503	CEMETERY PER	10.00	270.00		280.00		280.00
TOTALS FOR FUND 610	SEWER UTILIT	1596168.32	518282.81	473567.30	1640883.83	7055.00	1647938.83
TOTALS FOR FUND 611	SEWER SINKIN	735998.00	106833.00		842831.00		842831.00
TOTALS FOR FUND 612	STORM WATER						
TOTALS FOR FUND 613	SEWER IMPROV	3050242.00	41707.00		3091949.00		3091949.00
TOTALS FOR FUND 670	LANDFILL FUN	1425918.02	67289.85	123882.83	1369325.04	28.00	1369353.04
TOTALS FOR FUND 671	LANDFILL RES	1093884.00			1093884.00		1093884.00
TOTALS FOR FUND 673	RECYCLING	174020.34	34450.98	50645.17	157826.15	1195.00	159021.15
TOTALS FOR FUND 690	TRANSIT FUND	923386.12	47521.01	80584.62	890322.51	1389.91	891712.42
TOTALS FOR FUND 695	1015 TRANSIT						

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BEG. PERIOD BALANCE	CASH DEBITS	CASH CREDITS	END PERIOD BALANCE	OUTSTANDING CHECKS	TREASURY BALANCE
TOTALS FOR FUND 720	BRIDGEVIEW E	107836.16			107836.16		107836.16
TOTALS FOR FUND 750	GOLF COURSE	1210.62			1210.62		1210.62
TOTALS FOR FUND 810	POOLED INVES	-31470064.28	32953.08	258.12	-31437369.32		-31437369.32
TOTALS FOR FUND 820	PAYROLL CLEA	296502.02	1061872.32	1132565.98	225808.36	4048.84	229857.20
TOTALS FOR FUND 840	EQUIPMENT PU	1421335.52			1421335.52		1421335.52
TOTALS FOR FUND 860	GROUP HEALTH	3389304.86	333073.96	283450.05	3438928.77		3438928.77
TOTALS FOR ALL LISTED FUNDS		1815058.42	4287015.08	4847548.45	1254525.05	49495.24	1304020.29



February 19, 2019

**TO:** Ottumwa City Council Members  
**FROM:** Tom X. Lazio, Mayor  
**SUBJECT:** APPOINTMENT TO CITY BOARDS AND/OR COMMISSIONS

Recommend appointment to the Historic Preservation Board, term to expire 1/01/2022.

Mary Stewart  
1618 N. Court

CITY OF OTTUMWA  
Biographical Data for Appointment to City Advisory Board

received  
2-11-19

The information contained on this form is for the use of the Mayor and City Council in order to fill vacancies on City Advisory Boards Commissions, Committees, or Task Forces.

Biographical forms may be submitted at any time during the year; however, they will be purged January 31 of each year. If you have not been appointed to an advisory board during the preceding year, and still desire appointment, please resubmit an updated biographical form or advise in writing that the initial form is still usable.

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

Historic Preservation Commission

Name: Mary Stewart Telephone: 641 680 3260  
Email: (optional) mary.stewart.court@gmail.com

Address: 1618 N. Court ZIP: 52501

Business: NA Telephone: NA

Address: NA ZIP: NA

Date Available for Appointment 2/8/2019 E-Mail: \_\_\_\_\_

Present occupation: Retired

Previous Employment: College administrator

Answer the following: (Use additional sheets if necessary)

**Community Service:**

(List boards, commissions, committees and organizations currently serving or have served on, offices held and in what city).

Ottumwa League of Women Voters  
American Civil Liberties Union  
Wapello County Democratic Central Comm.  
Ottumwa Divas with Dollars  
Heartland Humane Society

Please list any professional or vocational licenses or certificates you hold.

NA

**Personal:**

(Have you ever worked for the City of Ottumwa?)

Yes \_\_\_\_\_ No

(If yes, please list dates and names of departments)

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

Yes \_\_\_\_\_ No

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

Yes \_\_\_\_\_ No

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

Yes  No \_\_\_\_\_

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

1. What is there specifically in your background, training, education, or interests which qualifies you as an appointee?

I spent my professional career as an educator designing and implementing programs. I reside in a 100 year plus home in a historic (below)

2. What do you see as the objectives and goals of the advisory body to which you seek appointment?

I believe we should be dedicated to preserving the artifacts of the past in a manner that impacts the present and the future with integrity.

3. How would you help achieve these objectives and goals? What special qualities can you bring to the advisory body?

I would view issues and concerns objectively, with an eye toward fiscal impacts and community development.

1. cont. district. I have the interest, the time and the commitment preserving and building on the history of Ottumwa.

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

Mary Stewart  
Signature

2/8/2019  
Date

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

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

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

The following information is desirable but not required for appointment.

Year of Birth \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_

Number of years a city resident \_\_\_\_\_

**YOUTH BOARD  
MEMBER APPLICANT ONLY**

\_\_\_\_\_  
Name of School

\_\_\_\_\_  
Year

FILE

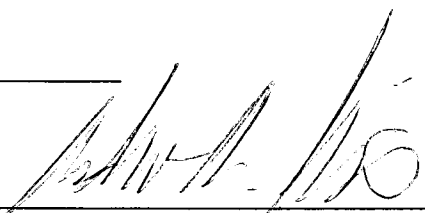
**CITY OF OTTUMWA**  
**Staff Summary**

**\*\* ACTION ITEM \*\***

Council Meeting of : Feb 19, 2019

City Clerk

Department



City Administrator Approval

Christina Reinhard

Prepared By

Christina Reinhard CR

Department Head

AGENDA TITLE: Resolution No. 29-2019, authorizing a tuition scholarship application submission before the deadline of April 1, 2019 for City support of expenses to attend the Iowa Municipal Professionals Institute in July 2019.

\*\*\*\*\*

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

RECOMMENDATION: Pass and adopt Resolution No. 29 -2019

DISCUSSION: The City recognizes that Iowa local governments are required to comply with multiple federal, state and local laws and agency rules, and the City Clerk is encouraged to attend the Iowa Municipal Professionals Institute sponsored by the Iowa Municipal Finance Officers Association and the Iowa League of Cities, held annually during the month of July. Scholarships are awarded on a reimbursement basis upon successful completion of at least thirty hours of classes at the Institute in July 2019. I am registering for forty-three (43) hours required to obtain my Iowa Municipal Clerk Certification.

Source of Funds:

Budgeted Item:  Budget Amendment Needed: No

RESOLUTION NO. 29-2019

RESOLUTION AUTHORIZING A TUITION SCHOLARSHIP APPLICATION SUBMITTED BEFORE THE DEADLINE OF APRIL 1, 2019, FOR CITY SUPPORT OF EXPENSES DURING ATTENDANCE AT THE IOWA MUNICIPAL PROFESSIONALS INSTITUTE IN JULY 2019

WHEREAS, the City recognizes that Iowa local governments are required to comply with multiple federal, state, and local laws and agency rules, and

WHEREAS, training is provided annually by the Iowa Municipal Professionals Institute and sponsored by the Iowa Municipal Finance Officers Association and the Iowa League of Cities, and

WHEREAS, the City Council hereby encourages the City Clerk to seek a tuition scholarship to assist the financing of such training, and

WHEREAS, provisions have been made in the City's budget in support of providing this important training to include travel, housing, meals and salary while attending, and

WHEREAS, the Council is aware that all scholarships are awarded on a reimbursement basis. It is understood that upon successful completion of at least thirty hours of classes at the Institute in July 2019, the city will be reimbursed for the amount of the scholarship awarded within 30 days, and

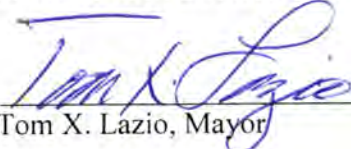
WHEREAS, applicants must show proof from their municipality that they are authorized to attend the Institute.

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

Authorize a tuition scholarship application be submitted before the deadline of April 1, and pledges city support for all those expenses mentioned above during attendance at the Iowa Municipal Professionals Institute in July 2019; and

PASSED, ADOPTED and APPROVED this 19<sup>th</sup> day of February, 2019.

CITY OF OTTUMWA, IOWA

  
Tom X. Lazio, Mayor

ATTEST:

  
Christina Reinhard, City Clerk



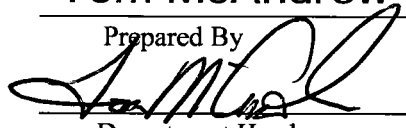


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CITY OF OTTUMWA  
CITY OF OTTUMWA  
**CITY OF OTTUMWA**  
Staff Summary

**\*\* ACTION ITEM \*\***

Council Meeting of: Feb 19, 2019

Police  
Department

Tom McAndrew  
Prepared By  
  
Department Head

  
City Administrator Approval

AGENDA TITLE: Consideration of a State and Community Highway Safety Grant application to the Governor's Traffic Safety Bureau.

\*\*\*\*\*  
 \*\*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.\*\*\*

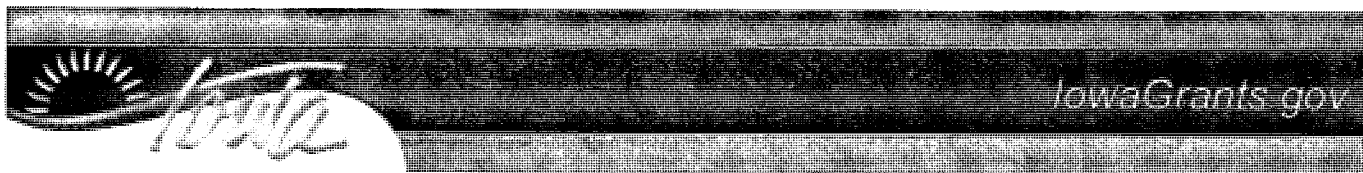
RECOMMENDATION: Approve the grant submission and authorize the Mayor and Chief of Police to sign the application and contract upon receipt.

DISCUSSION: The Police Department has partnered with the Governor's Traffic Safety Bureau since 1988 to enhance our traffic safety efforts. Previous grants have been used to purchase traffic safety related equipment and to pay overtime wages for special traffic enforcement activities. This partnership has helped us to combat both personal injury and alcohol related crashes.

We have been invited to submit an application for a one year grant. This proposal requests \$12,000.00 in grant funding to be used for overtime wages and an additional \$13,500.00 for equipment (3 in-car video cameras). The grant will pay 100% of the overtime wages and 100% of the equipment.

Source of Funds:

Budgeted Item:  Budget Amendment Needed:



### Application

#### 294258 - 2020 GTSB non-STEP Highway Safety Grants

296669 - Ottumwa PD 2019 402  
Governor's Traffic Safety Bureau

Status: Editing

Submitted Date:

#### Applicant Information

##### Project Officer

AnA User Id MICKEY.HUCKS@IOWAID  
 First Name\* Mickey Hucks  
First Name Middle Name Last Name  
 Title: Lieutenant  
 Email:\* hucksm@ci.ottumwa.ia.us  
 Address:\* 330 w. second st.

##### Organization Information

Organization Name:\* Ottumwa Police Department  
 Organization Type:\* City Government  
 DUNS: 10-670-8212  
 Organization Website: www.cityofottumwa.org  
 Address: 330 West Second Street

City\* Ottumwa Iowa 52501  
City State/Province Postal Code/Zip

Phone:\* 641-683-0633  
Phone Ext.

Program Area of Interest\* Governor's Traffic Safety Bureau

Fax: 641-683-4584

Ottumwa Iowa 52501  
City State/Province Postal Code/Zip

Phone: 641-683-0636  
Ext.

Fax: 641-683-0656

#### Contract Information

##### Head of Agency

Type name exactly as it will appear in your contract. Do Not use All Caps nor All Lower Case.

Department Head First Name\* Tom  
The individual with authority to sign the contract i.e. Chief, Sheriff, Director

Type name exactly as it will appear in your contract. Do Not use All Caps nor All Lower Case.

Department Head Last Name\* McAndrew

Please enter the title of your agency head. Example: Director, Chief, Ms. Mr.

Agency Head Title\* Chief

##### Project Administrator (Contact Person)

The Contact Person responsible for project activities.

Project Administrator First Name\* Mickey  
This individual can also sign claims and correspondence.

Project Administrator Last Name\* Hucks  
This individual can also sign claims and correspondence.

Please enter the title of your Project Administrator. Example: Officer, Clerk, Ms. Mr.

**Project Administrator Title\*** Lieutenant

Example: Anytown Police Department (Type exactly as agency should appear in your contract NOT ALL CAPS nor all lower case)

**Agency Name\*** Ottumwa Police Department

**Agency Mailing Address\*** 330 W. Second St.

**Agency City\*** Ottumwa

**Agency State\*** Iowa

**Agency Zip Code+4\*** 52501 2505  
Zip code+4

**Agency Phone Number\*** 641-683-0635

**Agency Fax Number\*** 641-683-4584

**Project Administrator's E-mail Address\*** hucksm@ci.ottumwa.ia.us  
Throughout the program year, information will be sent to this address.

**Payment Information**

**Issue Payment To: (City/County/Sheriff's Office)\*** City of Ottumwa  
This information will be used to provide reimbursement payments to your agency.

**Payment Mailing Address\*** 330 W. Second St.

**Payment City\*** Ottumwa

**Payment State\*** Iowa

**Payment Zip Code\*** 52501

**Finance Person** Lt. Mickey Hucks  
Provide a contact for financial matters

**Finance Phone #** 641-683-0633  
Optional

**Finance E-mail** hucksm@ci.ottumwa.ia.us  
Optional

**Personnel**

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**Enter the Number of full-time officers\* - REQUIRED FOR OT FUNDING** 42

**Average rate of overtime pay** \$45.00

Optional

**Number of paid part-time or reserve officers** 0

**Average rate of pay** \$0.00

**Agency Information**

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**Required Information if Equipment is Requested**

**Number of Marked Vehicles in Department's Fleet** 14

<b>Number of Unmarked Vehicles in Department's Fleet</b>	3
<b>Number of Working Radars Owned by Department</b>	14
<b>Number of Working PBTs Owned by Department</b>	16
<b>Number of Working Lidars Owned by Department</b>	1
<b>Number of Working In-Car Cameras Owned by Department</b>	14

**Equipment**

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**Is the Requested Equipment to Replace GTSB-Funded Equipment\***

Yes

If yes to this question, please list the equipment and it's date of purchase in the field that will be presented after you click save.

**Equipment List**

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<b>Equipment</b>	<b>Date Purchased</b>
in-car video camera system	12/03/2012
in-car video camera system	12/03/2012
in-car video camera system	12/03/2012

**Equipment Upgrade**

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**Is the Equipment Requested an Upgrade of Existing Equipment\***

Yes

**If Yes, Give Reasons Why the Upgrade is Needed**

We upgraded 10 in-car video camera systems from Flashback 1 to Flashback 2 purchased through GTSB grant funding in 2012. The units are experiencing issues related to age and are in need of upgrades to the Flashback HD models from L3 Mobile-Vision. We replaced 4 through funding from GTSB in the current budget year. We have 3 remaining FB2 that we want to upgrade to the FBHD models.

Example: Upgrading from analog to digital.

**Project Description**

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**Provide responses to the following (REQUIRED):**

**Problem Statement: SPEED\***

1) Briefly describe traffic safety problem(s) related to speed that you want to address. Include pertinent traffic data like number of speeding citations for your jurisdiction.

Safety of the motoring public in and around the Ottumwa area is one of the Department's primary missions. In 2018, the City had 230 personal damage accidents, 128 personal injury accidents and 1 fatality. Speed played a role in the accidents as 22 speed related charges were issued. During the 2018 grant year, 178 speed citations were issued by the Department.

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**Goal Objectives/Performance Measures:\***

2) *What results do you hope to attain and how will they be measured?*

It is the Department's goal to reduce the amount of accidents in Ottumwa by enforcement as well as providing informational public service announcements. The Department will conduct at least 300 hours of enforcement. Speed related citations will increase during the upcoming grant year resulting in a lower amount of personal injury accidents. We will maintain monthly statistics to be provided to GTSB to monitor the Department's progress in the area of speed enforcement.

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**Proposed Activities:\***

3) *Describe the methods by which you propose to achieve your objectives. (OT Enforcement, Educational presentations, Outreach, etc.)*

The Department will conduct overt uniform enforcement activities. It is the goal of the Department to inform the public of our efforts regarding joint projects with our sister department throughout the year. Through the use of public information activities we will provide the public with awareness of the results of driving too fast.

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**Problem Statement: OCCUPANT PROTECTION\***

1) *Briefly describe traffic safety problem(s) related to occupant protection/seatbelts that you want to address. Include pertinent traffic data like observed belt usage rate for your jurisdiction and number of seat belt citations issued in the previous year.*

Seat belt usage has become automatic for most Ottumwans due to the Department's efforts in the past several years. However, progress continues to be needed through enforcement to keep the usage rates high. The Department seat belt citations have dropped in 2018. In years past, the seat belts citations were typically 200 or more.

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**Goal Objectives/Performance Measures:\***

2) *What results do you hope to attain and how will they be measured?*

It is the Department's goal to increase the amount of seat belt usage and maintain a 92% average. The Department will maintain a monthly statistic count of any enforcement that occurs. The Department will conduct at least 300 hours of total high-visibility enforcement and directed covert activities to increase the amount of citations in the area of occupant protection.

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**Proposed Activities:\***

3) *Describe the methods by which you propose to achieve your objectives. (OT Enforcement, Educational presentations, Outreach, etc.)*

The Department will conduct at least 300 hours of high-visibility enforcement and directed covert activities. The Department will conduct 2 occupant protection surveys during the grant year. The results will be published as well as our efforts during joint projects with our sister agencies.

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**Problem Statement: IMPAIRED DRIVING\***

1) Briefly describe traffic safety problem(s) related to impaired driving that you want to address. Include pertinent traffic data like number of OWI arrests for your jurisdiction.

During the 2018 year, the Department had 149 OWI (Alcohol and/or Drug) arrests. 19 were charges as a result of accidents.

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**Goal Objectives/Performance Measures:\***

2) What results do you hope to attain and how will they be measured?

Through the Department's efforts we hope to reduce the amount of OWI arrests in relation to the total amount of traffic stops conducted. By tracking monthly statistics the Department will be able to show the ratio and the successes.

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**Proposed Activities:\***

3) Describe the methods by which you propose to achieve your objectives. (OT Enforcement, Educational presentations, Outreach, etc.)

The Department will conduct both high-visibility traffic enforcement, covert enforcement in and around high traffic areas in Ottumwa. By way of communicating via public service announcements and public release information the Department will continue to receive cooperation with our partners. We will conduct enforcement operations in the evening hours where high risk driving takes place. The Department will continue to work with the media outlets in and around Ottumwa to have the public assist in the area of reducing impaired driving.

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## Agency Commitment

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**Commitment Statements**

1) Conduct program activities within the time frame of the contract and submit a timely monthly or quarterly report and a final accumulative report on program activities, successes and/or failures;

**Conduct program activities:\***      Yes

2) Submit claims for reimbursement on GTSB provided forms with proper original signature within 90 days of expenses being paid.

**Submit claims:**                      Yes

**For Law Enforcement Agencies ONLY**

3) Conduct high visibility traffic enforcement directed at alcohol/drug-related, occupant protection, speed, stop sign/stop light and other moving violations:

**Conduct traffic enforcement:**      Yes

4) Conduct at least two special traffic enforcement projects such as saturation patrols or checkpoints with at least one project conducted during nighttime hours:

**Conduct special projects:** Yes

5) Conduct at least twelve public information/education activities;

**Conduct public activities:** Yes

6) For 402 grants: Conduct and publicize results of 2 observational occupant protection surveys in March and August.

**Conduct 2 surveys:** Yes

#### **Required if these Items are Selected**

7) If funding is received for educational materials, traffic safety educational information must be pre-approved and distributed in support of the program. For 405d grants, materials must contain an impaired driving prevention message.

**Funding received for education:** No

8) If funding is received for program-related travel, a travel request will be submitted 8 weeks prior to out-of-state travel and a post-travel report submitted within 2 weeks of return.

**Funding received for travel:** No

9) If funding is received for equipment, it will be purchased to support the program and an HSP-3 form and a digital photograph of the equipment with the serial number will be submitted. If the equipment cost is \$5,000 or more (regardless of the reimbursement amount) special prior approval from NHTSA must be received.

**Funding received for equipment:** Yes

#### **Signature**

**Name of Agency Head:\*** Tom McAndrew

### **Minority Impact Statement**

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#### **Question # 1**

1. The proposed grant programs or policies could have a disproportionate or unique POSITIVE IMPACT on minority persons. \*

Not Applicable

If YES, describe the positive impact expected from this project

Indicate the group(s) positively impacted.

#### **Question # 2**

2. The proposed grant project programs or policies could have a disproportionate or unique NEGATIVE IMPACT on minority persons. \*

No

If YES, describe the negative impact expected from this project.

If YES, present the rationale for the existence of the proposed program or policy.

If YES, provide evidence of consultation with representatives of the minority groups impacted.

Indicate the group(s) negatively impacted.

**Question # 3**

3. The proposed grant project programs or policies are NOT EXPECTED TO HAVE A DISPROPORTIONATE OR UNIQUE IMPACT on minority persons. \*

Yes

If YES, present the rationale for determining no impact.

The proposed grant project program is not expected to have a disproportionate or unique impact on minority persons. As part of this project, we will be conducting traffic enforcement in which violators will be stopped, regardless of race or gender, and issued a traffic citation or given a warning. The purpose of the traffic enforcement is to reduce the number and severity of accidents in our community. We currently collect and maintain data on all traffic stops by race and gender, and our statistics show no disproportionate impact on any minority group. We will continue to collect data on all traffic stops and I'm confident that the statistics will continue to show there is no disproportionate impact on any minority group.

**Certification**

I hereby certify that the information on this form is complete and accurate, to the best of my knowledge.\*

Yes

Name of Person Submitting Certification. \*

Mickey Hucks

Title of Person Submitting Certification\*

Lieutenant

**Objective/Performance Measures**

---

**Personnel:**

# of OT hours for traffic enforcement	300
# of OT hours for educational presentations	0
Program training-related travel	0

**Commodities**

Explain educational materials being requested (brochures, coloring books, posters etc. must include impaired driving prevention information pre-approved by GTSB)

**Equipment allowed only under 402 grants**

Number of hand-held radar(s) being requested (if any)	0 max allowed \$1,000/radar
Number of moving radar(s) being requested (if any)	0 max allowed \$1,500/radar
Number of lidar(s) being requested (if any)	0 max allowed \$3,000/lidar
Number of TruCam lidar(s) being requested (if any)	0 max allowed \$4,500/lidar



Number of speed trailer(s) being requested (if any) 0  
max allowed \$4,500/speed trailer

**Equipment allowed under 402 & 405d grants**

Number of in-car video camera(s) being requested (if any) 3  
max allowed \$4,500/camera

Number of PBTs being requested (if any) 0  
max allowed \$450/PBT

Number of fatal vision goggle kits (if any) 0  
max allowed \$850/set of Fatal Vision Goggles

Please list other items being requested (if any)

### Project Budget

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Requested Program Elements	Highway Safety Funds	Federal Awarded Amount
<b>Personal Services</b>		
OT Enforcement Hours	\$12,000.00	\$12,000.00
OT Educational Presentations	\$0.00	\$0.00
Program training-related travel	\$0.00	\$0.00
<b>Commodities</b>		
Educational materials	\$0.00	\$0.00
<b>Equipment under 402 only</b>		
Handheld Radar (Max. \$1,000 each)	\$0.00	\$0.00
Moving Radar (Max. \$1,500 each)	\$0.00	\$0.00
Lidar (laser radar) (Max. \$3,000 each)	\$0.00	\$0.00
TruCam Lidar (Max. \$4,500 each)	\$0.00	\$0.00
Speed trailer (Max. \$4,500 each)	\$0.00	\$0.00
<b>Equipment under 402 and 405d</b>		
In-car Video Camera (Max. \$4,500 each)	\$13,500.00	\$13,500.00
PBT (Max. \$450 each)	\$0.00	\$0.00
Fatal Vision Goggle Kit (Max. \$850 each)	\$0.00	\$0.00
Other items requested	\$0.00	\$0.00

### Comments

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#### Comments

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CITY OF OTTUMWA  
OTTUMWA, IOWA


**CITY OF OTTUMWA**  
**Staff Summary**

**\*\* ACTION ITEM \*\***

Council Meeting of: Feb 19, 2018

Planning & Development  
Department

Isaac J. Pezley  
Prepared By  
Kevin C. Flanagan  
Department Head

  
\_\_\_\_\_  
City Administrator Approval

AGENDA TITLE: Certified Local Government Annual Report

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

RECOMMENDATION: Review and Accept Certified Local Government Annual Report

DISCUSSION: The Ottumwa Historic Preservation Commission has completed the Certified Local Government Annual Report for 2018 and has submitted the Report to City Council to be reviewed and accepted. The CLG Annual Report is required to be completed and submitted to Paula Mohr with the Iowa Department of Cultural Affairs

Source of Funds:

Budgeted Item:  Budget Amendment Needed:

The Annual Report ensures the Ottumwa Historic Preservation Commission completes certain requirements to remain in good standing as a Certified Local Government. Such requirements include: meeting at least three times a year and attending at least one state-sponsored or state-approved training sessions.

At the January 23, 2019 Historic Preservation Commission meeting the Historic Preservation Commission reviewed and accepted the Annual Report. Historic Preservation Commission members requested the Annual Report be submitted to the City Council for review before being signed and submitted to Paula Mohr.

If you have any questions, please contact Isaac Pezley, City Planner, 641-683-0618 or [pezleyi@ci.ottumwa.ia.us](mailto:pezleyi@ci.ottumwa.ia.us).

[For SHPO use only]		
Received	_____	
Minimum no. of meetings?	yes	no
Required training?	yes	no
Fully appointed commission?	yes	no
Has the commission been active?	yes	no
Has the commission accomplished at least one project?	yes	no
Comments:	_____ _____	
Approved/CLG in good standing	yes	no
More information requested	_____	
Entered into database	_____/_____ _____	

**IOWA CERTIFIED LOCAL GOVERNMENT  
2018 ANNUAL REPORT (January 2018-December 2018)**

NAME OF THE CITY, COUNTY, OR LAND USE DISTRICT: City of Ottumwa

Section I.  
Locating Historic Properties  
Identification, Evaluation, and Registration Activity

CLG Standards found in CLG Agreement and National Historic Preservation Act

- ◆ The CLG shall maintain a system for the survey and inventory of historic and prehistoric properties in a manner consistent with and approved by the STATE.
- ◆ The CLG will review National Register nominations on any property that lies in the jurisdiction of the local historic preservation commission.

1. Please provide complete reports and site inventory forms from historic identification/survey, evaluation, and/or registration/nomination projects that your commission completed in 2018. Do not include projects that were funded with a CLG grant or mandated by the Section 106 review and compliance process as we already have these in our files. N/A

2. How many National Register of Historic Places (NRHP) properties in your City, County, or LUD were altered, moved, or demolished in 2018? Please identify the property (historic name and address) and the action Benson Building at 214 E. Second: structure fire

3. In 2018, how many additional properties did your city place on its list **of locally designated** historic landmarks and/or historic districts?

*Most of Iowa's CLGs do not have a local designation program. If you have questions about whether you have a locally designation program or not, please contact Paula Mohr before you complete this section.*

*(As a reminder, **before** your elected officials approve or change local districts or ordinances, you must send a copy to the State Historic Preservation Office for review and comment. Please allow at least 45 days for our review) Please attach a copy of the final designation nomination(s) and ordinance(s).*

Date the ordinance(s) reviewed and commented by SHPO     N/A    

4. In 2018, what were the actions to revise, amend, change, or de-list a **locally designated** property? Please attach documentation of the review and appeal process and decisions made by the historic preservation commission, planning and zone commission, city Council, District Court or other governmental agency or official involved with the process. (use additional pages if needed) **Ottumwa Historic Preservation Commission sent letter to Paula Mohr to de-list the Benson Building**

## Section II

### Managing, Protecting, and Preserving Historic Properties

- ◆ The CLG will enforce all appropriate state and local ordinances for designating and protecting historic properties
  - ◆ The CLG shall provide for adequate public participation in the local historic preservation programs
4. Did your city, county, LUD or its historic preservation commission undertake any of the following activities in 2018? Please think broadly about this question and include any activity (small or large) that facilitated historic preservation in your community. This is your opportunity to boast about your accomplishments and get credit for the great work you do! (use additional pages if needed)
- \_\_\_\_\_
- a. Historic preservation planning. Examples include the development or revision of a preservation plan, development of a work plan for your commission, etc. (use additional pages if needed) **Historic Preservation Commission drafted a Brick Street Policy and submitted the draft to City Staff, Commission members have also begun research to apply for future preservation plan grants.**
  - b. Provided technical assistance on historic preservation issues or projects. Examples include working with individual property owners, business owners,

institutions to identify appropriate treatments and find appropriate materials, research advice, etc. Please be specific (use additional pages if needed)

N/A

- c. Sponsored public educational programming in historic preservation. Examples include training sessions offered to the public, walking tours, open houses, lectures, Preservation Month activities, etc. (use additional pages if needed) Preservation Commission members have submitted articles about Historical subjects to the Ottumwa Courier
5. If the city or county amended its historic preservation ordinance or resolution or passed additional ordinances or resolutions that impact historic properties, please attach copies of the amendments and new ordinances or resolutions.

*(As a reminder, before your elected officials approve local districts or ordinances, you must send a copy to the State Historic Preservation Office for comment. Please allow at least 45 days for our review.)*

Brick Street Policy has been submitted to City Staff but has not been acted on.

7. If new or revised design standards and/or guidelines were developed and adopted during 2018, please attach a copy. N/A

8. Are there any particular issues, challenges, and/or successes your preservation commission has encountered or accomplished this year? (use additional pages if needed) Historic Preservation Commission has drafted a Brick Street Policy that had difficulties being signed off by City Staff and advancing to the Planning and Zoning Commission and City Council.

9. Does your commission have a website and if so, what is the address?  
[https://www.cityofottumwa.com/departments/planning\\_and\\_development/](https://www.cityofottumwa.com/departments/planning_and_development/)

### Section III

#### Historic Preservation Program Administration

- The CLG will organize and maintain a historic preservation commission, which must meet at least three (3) times per year.
- The commission will be composed of community members with a demonstrated positive interest in historic preservation, or closely related fields, to the extent available in the community.
- The commission will comply with Iowa Code Chapter 21 (open meetings) in its operations.
- Commission members will participate in state-sponsored or state-approved historic preservation training activities.

10. List dates of meetings held (please note these are meetings actually held with a quorum, not just those that were scheduled). February 18, March 30, April 25, May 23, June 27, August 22, September 26, November 28, December 20.

11. We recommend that each commission have a budget with a minimum of \$750 to pay for training and other commission expenses. In 2018, what was the dollar amount for the historic preservation commission's annual budget? The Historic Preservation Commission currently has \$1,783.17 in their budget.

12. Where are your official CLG files located? Our official CLG files are located at City Hall with the Planning & Development Department

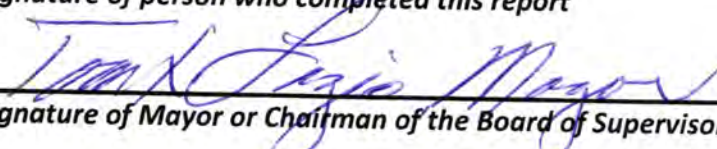
13. Each commission should develop a work plan for the coming year. This work plan should include the project(s), initiatives and programs you plan to begin or complete. Please attach your work plan to your annual report.

14. Please update the attached CLG Personnel Information Table (this must be completed).

15. Please attach biographical sketches for commissioners who were newly appointed in 2018 or 2019. Please be sure newly appointed commissioners sign and date their statement.

16. Please complete the 2018 Commission Training Table.

PLEASE SIGN and DATE

<i>Signature of person who completed this report</i>	<i>Date</i>
	<u>2-19-19</u>
<i>Signature of Mayor or Chairman of the Board of Supervisors</i>	<i>Date</i>

Please retain a copy for your official CLG file and send a PDF of the signed document to [paula.mohr@iowa.gov](mailto:paula.mohr@iowa.gov). OR you can mail a hard copy with original signatures to the address below. The deadline is February 28, 2019.

Paula A. Mohr  
State Historical Society of Iowa  
600 East Locust St,  
Des Moines IA 50319-0290  
[Paula.mohr@iowa.gov](mailto:Paula.mohr@iowa.gov)

If you have questions, please contact me at: (515) 281-6826.

Thank you for your timely response!



## 2018 Historic Preservation Training Table

An important requirement of the Certified Local Government program is annual state-sponsored or state-approved training undertaken by at least one member of the historic preservation commission and/or staff liaison. In this table, provide information about the commissioners' involvement in historic preservation training, listing the name of the conference, workshop or meeting (including on-line training opportunities); the sponsoring organization; the location and date when the training occurred. Be sure to provide the names of commissioners, staff, and elected officials who attended.

Name of Training Session: **2018 FORUM**

Sponsoring organization: **National Alliance of Preservation Commissions**

Location: **Des Moines, Iowa**

Date: **July 2018**

Names of commission members, staff and elected officials who attended the Preserve Iowa Summit (*please note this must be completed. If no one attended, enter none*):  
**Brenda Case, Fred Zesiger, John Ohlinger**

Name of Training Session: Preservation 101

Sponsoring organization: Clarke County Development Corp

Location: Osceola, Iowa

Date: November 10, 2018

Names of historic preservation commissioners, staff and elected officials who attended:  
Dennis Willhoit, Brenda Case

Name of Training Session: NAPC Short Course

Sponsoring organization: NAPC

Location: Des Moines, Iowa

Date: July 18, 2018

Names of historic preservation commissioners, staff and elected officials who attended:  
John Ohlinger

Name of Training Session: Framing Historic Documents

Sponsoring organization: Centerville Historic Preservation Commission

Location: Centerville, Iowa

Date: November 20, 2018

Names of historic preservation commissioners, staff and elected officials who attended:  
John Ohlinger

**Biographical Sketch**  
**Applicant for Historic Preservation Commission**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

WORK PHONE NUMBER WORK: (\_\_\_\_) \_\_\_\_\_

HOME PHONE NUMBER: (\_\_\_\_) \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

**INTEREST IN LOCAL HISTORY AND HISTORIC PRESERVATION (Describe education, employment, memberships, publications, and/or other activities which indicate your interest in and commitment to historic preservation; or provide a statement detailing your interest in local history and commitment to historic preservation)**

EDUCATION: \_\_\_\_\_

EMPLOYMENT: \_\_\_\_\_

INTERESTS: \_\_\_\_\_

While serving on the \_\_\_\_\_ Historic Preservation Commission, I will work to insure that the commission enforces the Historic Preservation Ordinance/Resolution; upholds the CLG Agreement with the State of Iowa, and works in compliance with the Secretary of the Interior's Standards for Archaeology and Historic Preservation.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

CLG Personnel Table

A. Please list the names of the Historic Preservation Commissioners who served during calendar year 2018:

Brenda Case, John Ohlinger, Fred Zesiger, Joyce Kramer, Connie Ferguson, Dennis Willhoit, Stacie Latham

B. CHIEF ELECTED OFFICIAL 2018 (note this is beginning January 2019)

Name of Mayor, Chairman of Board of Supervisors, or President of LUD Trustees:

First Name: Tom

Last Name: Lazio

Mailing Address: \_\_\_\_\_

Phone Number: ( ) \_\_\_\_\_

Email Address: mayor@ci.ottumwa.ia.us

C. STAFF PERSON FOR THE HISTORIC PRESERVATION COMMISSION (**required**)

First Name: Isaac

Last Name: Pezley

Job Title: City Planner

Mailing Address: Planning & Development Dept. City Hall, 105 E. Third St., Ottumwa, IA 52501

Phone Number: (641) 683-0618

Email Address: pezleyi@ci.ottumwa.ia.us

**2019 HISTORIC PRESERVATION COMMISSION: Please note that this is for 2019**

Please complete the following and provide information about your new 2019 commission.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Historic District). Specify the month, day, and year that the commissioner's term will end (Term Ends). If a commission member serves as contact with the State Historic Preservation Office for the Commission, please circle yes. **Electronic and mailed communication will be sent to the staff person for the commission and the contact.**

**CHAIRPERSON/COMMISSIONER**

First Name Brenda

Last Name: Case

Mailing Address (please provide full mailing address including city and zip code): 521 Glenwood Ave., Ottumwa, IA 52501

Home Phone Number: (641) 680-8904

Work Phone Number: (641) 682-6504

Email Address: brenda.case@iowacourts.gov

Representative, Name of Local Historic District: \_\_\_\_\_

Term Ends: Month 1 Day 1 Year 2022

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle Yes No

**VICE CHAIRPERSON/COMMISSIONER**

First Name John

Last Name: Ohlinger

Mailing Address (please provide full mailing address including city and zip code): 419 N. Court St. Ottumwa, IA 52501

Home Phone Number: (847) 772-0475

Work Phone Number: ( ) \_\_\_\_\_

Email Address: ohlingerj@hotmail.com

Representative, Name of Local Historic District: \_\_\_\_\_

Term Ends: Month 1 Day 1 Year 2022

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle Yes No

**COMMISSIONER**

First Name Fred

Last Name: Zesiger

Mailing Address (please provide full mailing address including city and zip code): 407 N. Court St. Ottumwa, IA 52501

Home Phone Number: (641) 226-1353

Work Phone Number: (641) 799-3464

Email Address: director@mainstreetottumwa.com

Representative, Name of Local Historic District: \_\_\_\_\_

Term Ends: Month 1 Day 1 Year 2019

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle Yes No

**COMMISSIONER**

First Name Dennis  
Last Name: Willhoit

Mailing Address (please provide full mailing address including city and zip code): P.O. Box 1205 Ottumwa, IA 52501

Home Phone Number: (515) 418-5692

Work Phone Number: (515) 418-5692

Email Address: dennis.willhoit@gmail.com

Representative, Name of Local Historic District: \_\_\_\_\_

Term Ends: Month 1 Day 1 Year 2022

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle Yes No

**COMMISSIONER**

First Name Stacie  
Last Name: Latham

Mailing Address (please provide full mailing address including city and zip code): 130 Vogel Ave. Ottumwa, IA 52501

Home Phone Number: (641) 455-4840

Work Phone Number: ( ) \_\_\_\_\_

Email Address: stacielatham@msn.com

Representative, Name of Local Historic District: \_\_\_\_\_

Term Ends: Month 1 Day 1 Year 2022

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle Yes No

## 2019 Ottumwa Historic Preservation Commission Work Plan

- **Projects to Complete from 2018**
  - Brick Street Policy
  - Historic Preservation Handbook
- **Projects planned for 2019**
  - Trolley tour
    - Planned for May 11, 2019
- **Projects planning to undertake in 2019**
  - Apply for CLG Grant cycle
  - Work with City of Ottumwa on the City's Comprehensive Plan
  - Discuss future of Historic Railroad Park with the Legacy Foundation

FILE  
CITY OF OTTUMWA  
2019 FEB 14 PM 1:06  
Staff Summary  
CITY OF OTTUMWA  
\*\* ACTION ITEM \*\*

Council Meeting of: February 19, 2019

\_\_\_\_\_  
Engineering Department  
Department

\_\_\_\_\_  
Alicia Bankson  
Prepared By  
*Larry Seals*  
Department Head

*[Signature]*  
\_\_\_\_\_  
City Administrator Approval

AGENDA TITLE: Work Session update for CSO, Phase 8 Division I on routing and opinion of cost for the sewer separation 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.\*\*

PURPOSE: Provide an update for all City Council members on the status of routing and opinion of cost for Phase 8, Division 1 of the sewer separation project and to present additional videos.

DISCUSSION: City staff has been working with our consulting engineer to review and evaluate possible routing options and associated cost for the Phase VIII Div. I sewer separation project. After reviewing six possible sewer main alignments, we have determine the best route would be from the Elm Street Pump Station northerly on Elm Street to Main Street.

We are currently reviewing the addition of storm lines along Main Street to separate and pick up existing past separation projects and direct the flow to the Blake's Branch Box Sewer which will become a storm line. We will be evaluating the merits of adding a parallel storm system on Orchard Street to Iowa Avenue.

With the selected routing on South Elm we will be able to pick up sanitary flow from both Haynes and Orchard Street.

Source of Funds:

Budgeted Item:

Budget Amendment Needed:





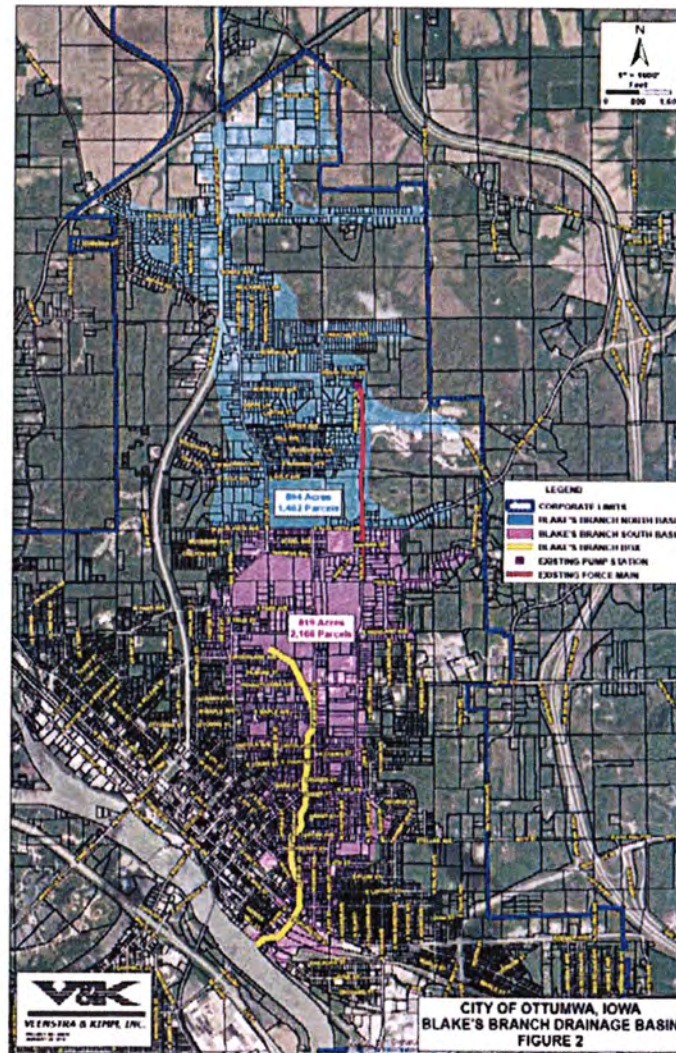
# BLAKE'S BRANCH SEWER SEPARATION

City of Ottumwa  
February 12, 2019



# OTTUMWA

## BLAKE'S BRANCH SEWER SEPARATION – PHASE 8



# BLAKE'S BRANCH SEWER SEPARATION

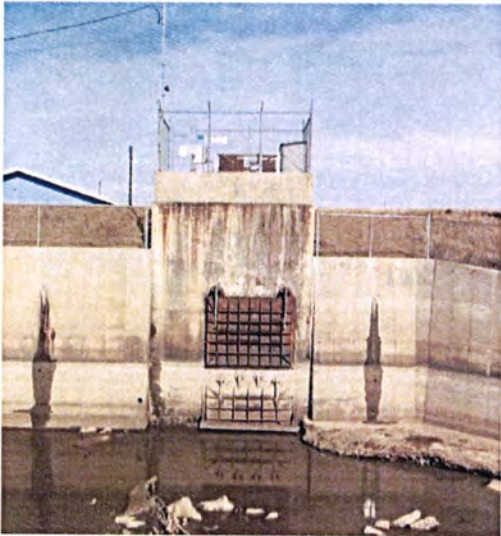
## PHASE 8 - DIVISION 1

### PROJECT UPDATE

- ◉ City applied and was accepted for IDNR SRF Planning & Design Loan
- ◉ Development of Phase 8, Division 1 Concept
- ◉ Development of Iowa DNR Facility Plan
  - Facility Plan is a requirement of Code of Iowa
  - Facility Plan is for Phase 8, Division 1, 2 and 3
  - Phase 8 Division 1 and 2 projects will construct new 36" sanitary sewer pipe in Street Right-of-Ways (as much as practicable)
  - Phase 8 Division 1 and 2 projects will utilize existing 10 FT x 8 FT brick box as storm sewer
  - Division 1 will construct new sanitary sewer from Blake's Branch Box to existing Elm Street Pump Station.
  - Division 1 will construct new storm sewer pipe along Main Street to intercept storm sewer and direct back to Blake' Branch Box.



# BLAKE'S BRANCH PHASE 8, DIVISION 1 DRONE FLIGHT



# PROJECTS/DIVISIONS

- Division 1- Construction sanitary sewer main and storm sewer collection pipe from Iowa Street back to Blake's Branch Box, (UPDATED).
  - Approximately 4,900 LF of new sanitary sewer pipe
  - Approximately 2,700 LF of new storm sewer pipe
  - Approximately 4,700 LF of new pavement (12 Block)
- Division 2 - Construction of new separate sanitary sewer main near start of box to Main Street and N. Birch Street.
  - Approximately 9,000 LF of new sanitary pipe
  - Approximately 4,600 LF of new pavement (16 Blocks)
  - Approximately 220 parcels that may require easement acquisition
- Division 3- Construction of separate storm sewer laterals to connect to Blake's Branch Box. Division 3 may include small runs of sanitary sewer laterals. Division 3 may be broke up into 5 separate projects.
  - Project A (South)
    - Approximately 7,500 LF of new storm pipe
    - Approximately 1,000 LF of new sanitary pipe
    - Approximately 7,500 LF of 26 FT wide new pavement (25 Blocks)
  - Project B (Middle)
    - Approximately 1,500 LF of new storm pipe
    - Approximately 4,900 LF of new sanitary pipe
    - Approximately 6,400 LF of 26 FT wide new pavement (22 Blocks)
  - Project C (Middle)
    - Approximately 19,700 LF of new storm pipe
    - Approximately 18,800 LF of 26 FT wide new pavement (63 Blocks)
  - Project D (North and East)
    - Approximately 8,900 LF of new storm pipe
    - Approximately 8,900 LF of 26 FT wide new pavement (30 Blocks)
  - Project D (North and West)
    - Approximately 18,050 LF of new storm pipe
    - Approximately 16,350 LF of 26 FT wide new pavement (55 Blocks)
  - Project A - D has approximately 1,450 parcels that may require easement acquisition.

# BLAKE'S BRANCH SEWER SEPARATION BUDGET ESTIMATES

- ◉ Division 1- Construction sanitary sewer main and possible pump station from end of Project A to WWTF. Possible to include storm sewer collection pipe from Iowa Street back to Blake's Branch Box.
  - Project Budget \$5.50 to \$6.0 million dollars
- ◉ Division 2 - Construction of new separate sanitary sewer main near start of box to Main Street and N. Birch Street.
  - Project Budget \$6.0 to \$6.50 million dollars
- ◉ Division 3- Construction of separate storm sewer laterals to connect to Blake's Branch Box.
  - Project A (South)
    - ◉ Project Budget \$3.75 to \$4.25 million dollars
  - Project B (Middle)
    - ◉ Project Budget \$3.0 to \$3.5 million dollars
  - Project C (Middle)
    - ◉ Project Budget \$6.1 to \$6.6 million dollars
  - Project D (North & East)
    - ◉ Project Budget \$4.1 to \$4.6 million dollars
  - Project D (North & West)
    - ◉ Project Budget \$7.5 to \$8.0 million dollars
- ◉ Total Project Budget \$36.0 to \$39.5 million dollars

# BLAKE'S BRANCH SEWER SEPARATION SCHEDULE

- ◎ 2019 - 2020 Phase 8, Div. 1 Design
  - Includes State Historic Preservation review
  - Includes Brownfield/Contaminated sites identification.
  - Includes Wetland Delineations
  - Includes Geotechnical Soil Investigation
  - Includes Easement identification and acquisition
  - Includes IDNR Facility Plan and Construction Permit acquisition
  - Discuss possible inclusion of water main replacement project within the construction corridor.
  - Discuss possible inclusion of Orchard and Hayne street sewer separation and pavement improvements
- ◎ 2020 - 2025 Phase 8 Div. 2 - 3 Projects.



## NEXT STEPS

- ◉ Meet with Iowa DNR and submit City of Ottumwa Blake's Branch Sewer Separation Project Phase 8, Division 1 Facility Plan
- ◉ Continue with Design and Development of Construction plans, specifications and contractual documents.

# QUESTIONS



City of Ottumwa

Staff Summary

Council Meeting of: February 19, 2019

Item No. \_\_\_\_\_

Robert Jay


Prepared By



Dept. Head

Finance Department

Department

  
\_\_\_\_\_  
City Administrator

Agenda Title: Resolution No. 31-2019 Instituting Proceedings to Take Additional Action for the Issuance of Not to Exceed \$1,400,000 General Obligation Bonds.

.....  
Purpose: Resolution No. 31-2019 Instituting Proceedings to Take Additional Action for the Issuance of Not to Exceed \$1,400,000 General Obligation Bonds.

Recommendation: Pass and Adopt Resolution No. 31-2019.

Discussion: These bonds will be used to finance the Landfill Cell development project.

FILED

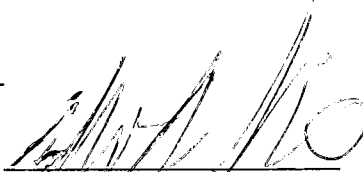
City of Ottumwa  
2019 FEB 12 AM 11:35  
Staff Summary

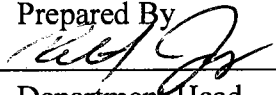
CITY OF OTTUMWA

Council Meeting of: February 19, 2019

Item No. \_\_\_\_\_

\_\_\_\_\_  
Finance Department  
Department

  
\_\_\_\_\_  
City Administrator

\_\_\_\_\_  
Robert Jay  
Prepared By  
  
\_\_\_\_\_  
Department Head

Agenda Title: Public Hearing on the Resolution Instituting Proceedings to Take  
Additional Action For the Issuance of Not to Exceed \$1,400,000 General Obligation  
Bonds.

.....  
Purpose: A public hearing is required by the Code of Iowa prior to the issuance of  
General Obligation Bonds.

Recommendation: Open Public Hearing.  
Call for written and oral objections.  
Close public hearing.  
Consider objections and determine whether to proceed with additional  
action or defer action.

Discussion: These bonds will be used to finance the Landfill Cell development project.

**ITEMS TO INCLUDE ON AGENDA**

**CITY OF OTTUMWA, IOWA**

Not to exceed \$1,400,000 General Obligation Bonds

- Public hearing on the issuance.
- 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 19, 2019

The City Council of the City of Ottumwa, State of Iowa, met in regular session, in the Council Chambers, City Hall, 105 East 3rd Street, Ottumwa, Iowa, at 5:30 P.M., on the above date. There were present Mayor Lazio, in the chair, and the following named Council Members:

Berg, Dalbey, Roe, Stevens

Absent: Streeby

Vacant: NONE

\* \* \* \* \*

The Mayor announced that this was the time and place for the public hearing and meeting on the matter of the issuance of not to exceed \$1,400,000 General Obligation Bonds, in order to provide funds to pay the costs of the acquisition, construction, reconstruction, extension, improvement, and equipping of works and facilities useful for the collection and disposal of solid waste, for essential corporate purposes, and that notice of the proposal to issue the Bonds had been published as provided by Section 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 Bonds. The Clerk advised the Mayor and the Council that zero written objections had been filed. The Mayor then called for oral objections to the issuance of the Bonds and none 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 issuance of the Bonds to be closed.

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

Whereupon, Council Member Roe 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 \$1,400,000 GENERAL OBLIGATION BONDS", 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 bonds to the meeting to be held at \_\_\_\_\_ .M. on the \_\_\_\_\_ day of \_\_\_\_\_, 2019, at this place.

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

AYES: Berg, Dalbey, Roe, Stevens

NAYS: None

Whereupon, the Mayor declared the measure duly adopted.

**Resolution No. 31-2019**  
RESOLUTION INSTITUTING PROCEEDINGS TO TAKE  
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO  
EXCEED \$1,400,000 GENERAL OBLIGATION BONDS

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 issuance of not to exceed \$1,400,000 General Obligation Bonds, for the essential corporate purposes, in order to provide funds to pay the costs of the acquisition, construction, reconstruction, extension, improvement, and equipping of works and facilities useful for the collection and disposal of solid waste, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Bonds; 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 \$1,400,000 General Obligation Bonds, 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 Bonds. The amounts so advanced shall be reimbursed from the proceeds of the Bonds 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 19<sup>th</sup> day of February, 2019.

  
\_\_\_\_\_  
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 20th day of February, 2019.

Christe Ruffalo  
City Clerk, City of Ottumwa, State of Iowa



01561863-1\10981-135

FILED  
CITY OF OTTUMWA  
2019 FEB 14 PM 1:06  
Staff Summary  
CITY OF OTTUMWA  
OTTUMWA **\*\* ACTION ITEM \*\***

Council Meeting of: February 19, 2019

\_\_\_\_\_  
Parks Department  
Department

\_\_\_\_\_  
Alicia Bankson  
Prepared By

\_\_\_\_\_  
*Gene Rathje*  
Department Head

\_\_\_\_\_  
*[Signature]*  
City Administrator Approval

AGENDA TITLE: Resolution #37-2019. Approving the Plans, Specifications, Form of Contract and Estimated Cost for Phase 4 – Beach Renovations; Installation of New Wave Generation Equipment Project 2019.

\*\*\*\*\*  
 \*\*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 #37-2019.

DISCUSSION: This project will involve providing the labor and equipment to completely remove and dispose of designated existing wave generation equipment and installation of new equipment provided by the City of Ottumwa.

Bids will be received and opened by the City of Ottumwa on March 13, 2019 at 2:00 pm. The bid report and bid award recommendation will be presented at the City Council meeting on March 19, 2019 or at a later date as determined by staff. Actual work on this project will begin on or about May 1, 2019 with the installation complete by May 24, 2019. Engineer's Opinion of Cost: \$30,000.00.

RESOLUTION #37-2019

A RESOLUTION APPROVING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATED COST FOR THE BEACH RENOVATIONS PHASE 4, WAVE GENERATION PROJECT 2019

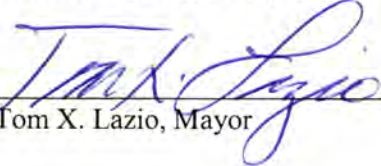
WHEREAS, The City Council of the City of Ottumwa, Iowa has conducted a public hearing on the plans, specifications, form of contract, and estimated cost for the above referenced project; and,

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 19<sup>th</sup> day of February, 2019

CITY OF OTTUMWA, IOWA

  
\_\_\_\_\_  
Tom X. Lazio, Mayor

ATTEST:

  
\_\_\_\_\_  
Christina Reinhard, City Clerk

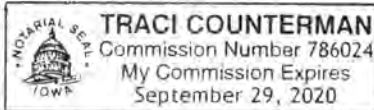


# PROOF OF PUBLICATION

STATE OF IOWA  
WAPELLO COUNTY

I, Ron Gutierrez, being duly sworn on my oath, say I am the Publisher of the Ottumwa Courier, a newspaper printed in said Wapello County, Iowa and of general circulation there in, and that the advertisement

Notice of Public Hearing  
City of Ottumwa-Engineering Dept hereto attached  
was published in said newspaper for 1 consecutive weeks to-wit: 2/7/19 Subscribed and sworn  
to before me, and in my presence, by the said 7th day of February, 2019



Traci Counterman  
Notary Public

In and for Wapello County

Printer's fee \$20.45

## CC NOTIFICATION

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 Phase 4 Beach Renovations, Installation of New Wave Generation Equipment Project, Ottumwa, Iowa at 5:30 o'clock p.m. on the 19th of February, 2019, 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 and equipment to install the following: Remove and dispose of existing wave generation equipment and install new wave generation equipment provided by the City. 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: Tom X. Lazio, Mayor ATTEST: Christina Reinhard, City Clerk

PH-  
Ph 4 Beach  
wave gen equip P/S

FILED

2019 FEB 14 PM 2:32 CITY OF OTTUMWA

CITY OF OTTUMWA

Staff Summary

**\*\* ACTION ITEM \*\***

Council Meeting of: February 19, 2019

Engineering Department

Alicia Bankson  
Prepared By  
*Darryl Sead*  
Department Head

*[Signature]*  
City Administrator Approval

AGENDA TITLE: Resolution #38-2019. Approving the Plans, Specifications, Form of Contract and Estimated Cost for Downtown Streetscape 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 #38-2019.

DISCUSSION: The project consist of complete reconstruction of the 100, 200, and 300 blocks of Main Street. It will include full width full depth PCC reconstruction. The project will include replacement of sanitary sewer lines and sewer laterals. In addition, new water mains and service lines will be installed during the project. New ADA compliant sidewalks will be installed.

Legacy Foundation in conjunction with Main Street has been coordinating with business owners/operators and Genus (landscape architects) during the development of the proposed improvements which include permeable pavers, bio gardens and decorative lighting.

Ottumwa Water Works has budgeted \$511,000 for water main and service line replacement.

Bids will be received and opened by the City of Ottumwa on April 10, 2019. The bid report and bid award recommendation will be presented at the City Council meeting on April 16, 2019 or at a later date as determined by staff.

Engineer's Opinion of Cost: 2-6-2018

	CDBG Community Facilities Grant	Legacy	City of Ottumwa
Funding:		\$2,346,000	\$3,070,000
	\$ 800,000	(400,000)	(400,000)
		\$1,946,000	\$2,670,000

Source of Funds: FY19 CIP                      Budgeted Item: Yes                      Budget Amendment Needed: No

RESOLUTION #38-2019

A RESOLUTION APPROVING THE PLANS, SPECIFICATIONS, FORM OF  
CONTRACT, AND ESTIMATED COST FOR THE  
DOWNTOWN STREETScape PROJECT

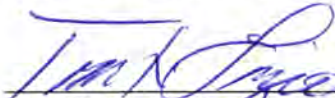
WHEREAS, The City Council of the City of Ottumwa, Iowa has conducted a public hearing on the plans, specifications, form of contract, and estimated cost for the above referenced project; and,

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 19<sup>th</sup> day of February, 2019

CITY OF OTTUMWA, IOWA

  
\_\_\_\_\_  
Tom X. Lazio, Mayor

ATTEST:

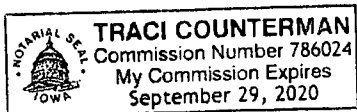
  
  
\_\_\_\_\_  
Christina Reinhard, City Clerk

# PROOF OF PUBLICATION

STATE OF IOWA  
WAPELLO COUNTY

I, Ron Gutierrez, being duly sworn on my oath, say I am the Publisher of the Ottumwa Courier, a newspaper printed in said Wapello County, Iowa and of general circulation there in, and that the advertisement

Main Street Project  
City of Ottumwa hereto attached was  
published in said newspaper for 1 consecutive weeks to-wit: 2/14/19 Subscribed and sworn to  
before me, and in my presence, by the said 14th day of February 2019



*Traci Counterman*

Notary Public

In and for Wapello County

Printer's fee \$22.09

## COI SMENT

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 Ottumwa Main Street Improvement Project, Ottumwa, Iowa at 5:30 o'clock p.m. on the 19th day of February 2019, 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: Furnish all labor, materials, and equipment to construct the 100, 200 and 300 blocks of Main Street from the intersections Court Street to Jefferson Street, including replacement of sanitary sewer, storm sewer, water mains, street lighting, plantings, site furnishings and upgrades to pavement and surface amenities. All work and materials are to be in strict compliance with the Plans and Specifications prepared by Genus Landscape Architects, 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:  
Tom X. Lazio, Mayor ATTEST:  
Christina Reinhard, City Clerk

*PH  
approve P/S  
Main Street Improv.  
- Streetscape*



FILED  
CITY OF OTTUMWA  
2019 FEB -6 AM 8:53  
Staff Summary  
CITY OF OTTUMWA  
\*\* ACTION ITEM \*\*

Council Meeting of: Feb 19, 2019

Jody Gates

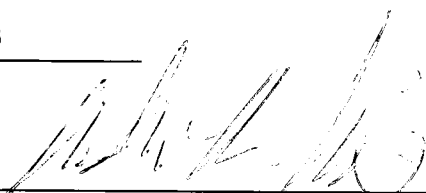
Prepared By

Kevin C Flanagan 

Department Head

Health & Inspections

Department

  
\_\_\_\_\_  
City Administrator Approval

AGENDA TITLE: Resolution No. 28 - 2019, a resolution by the Ottumwa City Council fixing an amount for abating a nuisance against certain properties in the City of Ottumwa, 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 No. 28 - 2019

DISCUSSION: Nuisances were abated by the City on the four properties on this resolution. When nuisances are abated by the City, the costs are billed to the property owners, and when the costs remain unpaid they are assessed to the real estate taxes. Abatement costs on this resolution total \$62,175.77 There are three demolitions and one nuisance on the resolution.

Source of Funds: 151-3-342

Budgeted Item:  Budget Amendment Needed:

RESOLUTION NO. 28 – 2019

A RESOLUTION BY THE OTTUMWA CITY COUNCIL FIXING AN AMOUNT FOR ABATING A NUISANCE AGAINST CERTAIN PROPERTIES IN THE CITY OF OTTUMWA, IOWA

WHEREAS, the nuisances existing on the properties located at 614 Boone, 210 Oakwood, 926 W. Third and 328 S. Ward were abated by the City of Ottumwa, and;

WHEREAS, the Code of Iowa, Section 364.12, allows the City Council to assess costs of abating nuisances against real estate taxes in the same manner as the property tax, and;

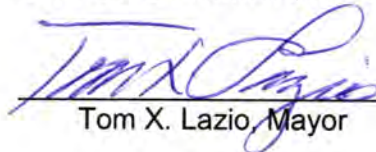
WHEREAS, said costs are as follows:

1. 614 Boone – legal description – Lot 37 in J.J. McCoy Baker's Fourth Addition to the City of Ottumwa, Wapello County, Iowa, owner David E. Miller and the nuisance abatement costs are \$10,004.64 – Parcel #007416100020000.
2. 210 Oakwood – legal description – Lot 20 in Court Park Addition to the City of Ottumwa, Wapello County, Iowa, owner Timothy Schafer and the nuisance abatement costs are \$485.21 – Parcel #007413160018000.
3. 926 W. Third – legal description – Lot 39 and the Southeast 11 feet of Lot 40 in Dixon and Hutchinson Addition to the City of Ottumwa, Wapello County, Iowa, owners James Scott Rupp and Kimberly A Skinner and the nuisance abatement costs are \$40,554.99 – Parcel #007413230037000.
4. 328 S. Ward – legal description – Lot 9, except the South 14 feet thereof, and the South 14 feet of Lot 10 in Leighton and Bannister's First Addition to the City of Ottumwa, Wapello County, Iowa, owner John Henry Shepherd, Jr. and the nuisance abatement costs are \$11,130.93 – Parcel #007416640011000.

NOW, THEREFORE BE IT RESOLVED THAT the foregoing amount is assessed against the above property as set forth hereinabove.

Passed and adopted this 19<sup>th</sup> day of February 2019.

CITY OF OTTUMWA, IOWA

  
\_\_\_\_\_  
Tom X. Lazio, Mayor

ATTEST:

  
\_\_\_\_\_  
Christina Reinhard, City Clerk



FILE  
City of Ottumwa  
2019 FEB 12 AM 11:35  
Staff Summary

Council Meeting of: February 19, 2019

Item No. \_\_\_\_\_

Robert Jay

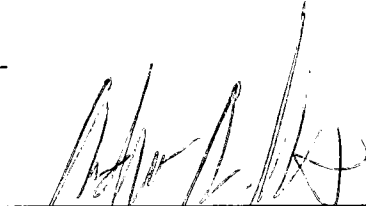
Prepared By



Dept. Head

Finance Department

Department

  
City Administrator

Agenda Title: Resolution No. 32-2019 Approving Bond Disclosure Policy.

.....  
Purpose: Resolution No. 32-2019 Approving Bond Disclosure Policy.

Recommendation: Pass and Adopt Resolution No. 32-2019.

Discussion: The SEC has revised their bond disclosure requirements. This revised disclosure policy assures compliance for the City.

**ITEMS TO INCLUDE ON AGENDA**

**CITY OF OTTUMWA, IOWA**

- Resolution Approving Bond Disclosure Policy

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

February 19, 2019

The City Council of the City of Ottumwa, State of Iowa, met in regular session, in the Council Chambers, City Hall, 105 East 3rd Street, Ottumwa, Iowa, at 5:30 P.M., on the above date. There were present Mayor Lazio, in the chair, and the following named Council Members:

Berg, Dalbey, Roe, Stevens

Absent: Streeby

Vacant: None

\* \* \* \* \*

Resolution No: 32-2019

RESOLUTION APPROVING BOND DISCLOSURE POLICY

WHEREAS, the City of Ottumwa, Iowa, is a political subdivision, organized and existing under and by virtue of the constitution and laws of the State of Iowa who routinely sells municipal securities to underwriters; and

WHEREAS, Rule 15c2-12 promulgated under the Securities Exchange Act of 1934, as amended (the "Rule"), imposes requirements upon the City's municipal securities offerings including providing an official statement and a continuing disclosure agreement with the purchaser or underwriter in connection with each new issuance of obligations which fall within the Rule; and

WHEREAS, to provide a protocol for future compliance with the Rule, the City has prepared a Bond Disclosure Policy outlining procedures related to the preparation of its primary and secondary disclosures for existing and future municipal securities issued by the City.

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

Section 1. The Bond Disclosure Policy attached hereto as Exhibit A is hereby adopted and approved.

Section 2. The Finance Director identified as the Disclosure Coordinator therein is hereby approved and shall take any and all action necessary to properly implement the Policy.

PASSED AND APPROVED this 19<sup>th</sup> day of February, 2019.

  
\_\_\_\_\_  
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 20th day of February, 2019.

Christ Reulard  
City Clerk, City of Ottumwa, State of Iowa



(SEAL)

**BOND DISCLOSURE POLICY**  
**City of Ottumwa, Iowa**  
**Approved: February 19, 2019**

**Article I**  
***General Overview***

Section 1.01. Purpose. This Bond Disclosure Policy ("Policy") of the City of Ottumwa, Iowa (the "City") is intended to ensure that the City efficiently carries out its primary (offering) and secondary (continuing) disclosure obligations with respect to Securities it issues or guarantees pursuant to Rule 15c2-12, as amended (the "Rule"), promulgated under the Securities Exchange Act of 1934, as amended.

Section 1.02. Background. The Rule prohibits underwriters from purchasing bonds, notes or other obligations for resale to private investors unless the issuer provides an official statement and contractually promises to provide specified disclosures as required in the Rule. To facilitate compliance with the Rule, each issuer must enter into a continuing disclosure agreement ("Disclosure Agreement(s)") with the purchaser or underwriter in connection with each new issuance of Securities, thereby creating a contractual promise on behalf of the issuer to provide the market with these disclosures. The City is responsible for ensuring that all disclosure documents contain accurate information. The SEC has asserted that, under Rule 10b-5, "disclosure documents used by municipal issuers, such as official statements, are subject to the prohibition against false or misleading statements of material facts, including the omission of material facts necessary to make the statements made, in light of the circumstances in which they were made, not misleading."

Section 1.03. Securities Subject to the Rule. Various offerings of Securities are fully or partially exempt from the continuing disclosure provisions under the Rule. Offerings with an aggregate original principal amount of less than \$1 million ("Small Offerings"), offerings sold prior to July 3, 1995 ("Old Offerings") and offerings sold by an issuer directly to investors without using a broker, dealer, or municipal securities dealer as an underwriter or placement agent ("Direct Offerings") are entitled to certain exemptions from all continuing disclosure provisions under the Rule, unless the City voluntarily agrees to provide continuing disclosures for an otherwise exempt offering. Such exempt offerings may constitute a "Financial Obligation" under a Disclosure Agreement entered into after February 27, 2019.

Section 1.04. Definitions. In addition to the terms defined above, the following capitalized terms shall have the following meanings:

- (A) "Annual Reports" shall have the meaning set forth in Section 4.01 of this Policy.



(B) "Disclosure Coordinator" means the individual designated in Section 2.01 of this Policy.

(C) "Disclosure Counsel" means legal counsel (which may be bond counsel retained under separate engagement for a series of Securities) engaged for the purpose of assisting the City in meeting its primary and secondary market disclosure obligations.

(D) "EMMA" means the Electronic Municipal Market Access system of the MSRB. Information regarding submissions to EMMA is currently available at <http://emma.msrb.org/>.

(E) "Employee" means any person who, as part of his or her employment, has regular responsibility for the administration of matters related to Securities and Financial Obligations.

(F) "Financial Advisor" means a municipal advisor engaged for the purpose of assisting with the City's structuring and sale of Securities and incurrence of Financial Obligations.

(G) "Financial Obligation" means a (i) debt obligation<sup>1</sup>; (ii) derivative instrument entered in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (iii) guarantee of (i) or (ii).

By way of further explanation of the definition:

- a. The term Financial Obligation is intended to distinguish debt, debt-like, and debt-related obligations (which could impact the City's liquidity, overall creditworthiness, or an existing Securities-holder's rights) from ordinary financial and operating obligations incurred in the normal course of City operations.
- b. The term Financial Obligation shall not include Securities as to which an official statement has been provided to the MSRB consistent with the Rule.
- c. The term Financial Obligation includes lease arrangements entered into by the City that operate as vehicles to borrow money, e.g. create an obligation to repay borrowed money over time under the terms of a

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<sup>1</sup> The term "debt obligation" includes, but is not limited to: (1) any short-term or long-term debt obligation of the City under the terms of an indenture, loan agreement or similar contract; (2) a direct purchase of municipal securities of the City by an investor; (3) a direct loan to the City by a bank; and (4) generally, lease arrangements entered into by the City that operate as a vehicle to borrow money. The City should analyze each "Financial Obligation" upon the facts and circumstances in accordance with the Rule, and any subsequent guidance thereunder by the SEC.

lease equivalent to a similar obligation incurred under the terms of an indenture, loan agreement or similar contract, but does not include lease arrangements that are not vehicles to borrow money (e.g. operating leases) which do not represent competing debt of the City.

- d. A "derivative instrument" includes a swap, security-based swap, futures contract, forward contract, option, any combination of the foregoing, or any similar instrument to which the City is a counterparty, designed to hedge against the risks of a related debt obligation, as opposed to such vehicles designed to mitigate investment risk.

(H) "Fiscal Year" means the fiscal year of the City, beginning on July 1 and ending on the following June 30.

(I) "Listed Event" means any of the events listed in Exhibit A of this Policy.

(J) "MSRB" means the Municipal Securities Rulemaking Board or any other Municipal Securities Rulemaking Board by the Rule.

(K) "Official Statement" shall have the meaning set forth in Section 3.01 of this Policy.

(L) "SEC" means the United States Securities and Exchange Commission.

(M) "Securities" means any securities issued by, or whose payment is guaranteed, by the City that are subject to the Rule.

## **Article II**

### ***Key Participants and Responsibilities***

Section 2.01. Disclosure Coordinator. By adoption of this Policy, the City hereby appoints the Finance Director to act as the Disclosure Coordinator hereunder.

Section 2.02. Responsibilities. The Disclosure Coordinator is responsible for the following tasks:

- (A) reviewing and approving all preliminary and final official statements relating to the City's Securities, together with any supplements, for which a Disclosure Agreement is required (each, an "Official Statement"), before such documents are released, in accordance with Article III below;
- (B) moderating City Council (or departmental, if delegated) approval of all Financial Obligations triggering a Listed Event Notice under any new Disclosure Agreement entered into after February 27, 2019;

- (C) reviewing the City's status and compliance with Disclosure Agreements, including filings of disclosure documents thereunder and in compliance with this Policy, in accordance with Articles IV and V below;
- (D) serving as a "point person" for personnel to communicate issues or information that should be or may need to be included in any disclosure document;
- (E) recommending changes to this Policy to the City Council as necessary or appropriate;
- (F) communicating with third parties, including coordination with outside consultants assisting the City, in the preparation and dissemination of disclosure documents to make sure that assigned tasks have been completed on a timely basis and making sure that the filings are made on a timely basis and are accurate;
- (G) in anticipation of preparing disclosure documents, soliciting "material" information (as defined for purposes of federal securities law) from Employees identified as having knowledge of or likely to have information of Listed Events under Article IV or relevant to Disclosure Agreements;
- (H) maintaining records documenting the City's compliance with this Policy; and
- (I) ensuring compliance with training procedures as described below.

The responsibilities of the Disclosure Coordinator to make certain filings with the MSRB under Articles IV (Annual Report Filings) and V (Listed Event Filings) may be delegated by contract to a dissemination agent, under terms approved by the City Council.

### **Article III** ***Official Statements***

Section 3.01. Review and Approval of Official Statements. Whenever the City issues Securities, an Official Statement may be prepared. Each of these Official Statements contains information relating to the City's finances. The Disclosure Coordinator (with advice from Bond Counsel, any retained Disclosure Counsel, and/or Financial Advisor) shall have primary responsibility for ensuring that all such information is accurate and not misleading in any material aspect. The Official Statement may also include a certification that the information contained in the Official Statement regarding the City, as of the date of each Official Statement, does not contain any untrue

statement of material fact or omit to state any material fact necessary to make the information contained in the Official Statement, in light of the circumstances under which it was provided, not misleading. When undertaking review of a final or preliminary Official Statement, the Disclosure Coordinator shall:

- (A) review the Official Statement to ensure: (i) that there are no material misstatements or omissions of material information in any sections, (ii) that the information relating to the City that is included in the Official Statement is accurate, and (iii) that when necessary the information relating to the City has been reviewed by a knowledgeable Employee or other appropriate person;
- (B) draft, or cause to be drafted, for the Official Statement descriptions of (i) any material current, pending or threatened litigation, (ii) any material settlements or court orders and (iii) any other legal issues that are material information for purposes of the Official Statement; and
- (C) report any significant disclosure issues and concerns to the City Council (with advice, as necessary, from Bond Counsel, retained Disclosure Counsel, if any, and/or Financial Advisor).

Section 3.02. Submission of Official Statements to City Council for Approval. The Disclosure Coordinator shall submit all Official Statements to the City Council for review and approval. The City Council shall undertake such review it deems necessary, following consultation with the Disclosure Coordinator, Bond Counsel, retained Disclosure Counsel, if any, and/or the Financial Advisor to fulfill the City Council's responsibilities under applicable federal and state securities laws.

#### **Article IV** ***Annual Report Filings***

Section 4.01. Overview. Under the Disclosure Agreements the City has entered into in connection with certain of its Securities, the City is required each year to file Annual Reports with the EMMA system. Such Annual Reports are generally required to include: (1) certain updated financial and operating information as outlined in each Disclosure Agreement, and (2) the City's audited financial statements. The documents, reports and notices required to be submitted to the MSRB pursuant to this Policy shall be submitted through EMMA in an electronic format (searchable PDF), and shall be accompanied by identifying information, in the manner prescribed by the MSRB, or in such other manner as is consistent with the Rule. A description of the format and information presently prescribed to be filed with EMMA is included in Exhibit B. To facilitate the City's Disclosure Agreements the Disclosure Coordinator shall:

- (A) maintain a record of all Disclosure Agreements of the City using a chart substantially in the form attached as Exhibit C, which shall identify and docket all deadlines;
- (B) schedule email reminders on the EMMA website for each issue of Securities to help ensure timely filing of financial disclosures;
- (C) ensure that preparation of the Annual Reports commences as required under each specific Disclosure Agreement; and
- (D) comply with the City's obligation to file Annual Reports by submitting or causing the required (i) annual financial information and operating data and (ii) audited financial statements to be submitted to the MSRB through EMMA.
  - (i) In the event audited financial statements are not available by the filing deadline imposed by the Disclosure Agreement, the Disclosure Coordinator shall instead timely submit unaudited financial statements, with a notice to the effect that the unaudited financial statements are being provided pending completion of audited financial statements and that the audited financial statements will be submitted to EMMA when they have been prepared. In the event neither audited nor unaudited financial statements are timely posted, the City shall file a "failure to file notice" in accordance with the Rule. The failure to file notice for audited financial statements may include information describing the nature and/or cause of the failure to meet the contractual deadline and, if available, an approximate timeframe for when the completed audited financial statement is expected to be submitted. Audited financial statements shall be filed as soon as available. If updated financial and operating information is not posted by the filing deadline, the Disclosure Coordinator shall cause a "failure to file notice" to be posted to EMMA in accordance with the Rule.
  - (ii) All documents submitted to the MSRB through EMMA that are identified by specific reference to documents already available to the public on the MSRB's Internet website or filed with the SEC shall be clearly identified by cross reference.

**Article V**  
***Listed Event Filings***

Section 5.01. Disclosure of Listed Events. Pursuant to Rule 15c2-12(b)(5)(i)(C), the City is obligated to disclose to the MSRB notice of certain specified events with respect to the Securities (a "Listed Event"). Employees shall be instructed to notify the Disclosure Coordinator upon becoming aware of any of the Listed Events in the City's Disclosure Agreements. The Disclosure Coordinator may consult with Bond Counsel, retained Disclosure Counsel, if any, or the Financial Advisor, to determine if an occurrence is a Listed Event, and whether a filing is required or is otherwise desirable. If such a filing is deemed necessary, the Disclosure Coordinator shall cause a notice of the Listed Event (a "Listed Event Notice") that complies with the Rule to be prepared, and the Disclosure Coordinator shall file the Listed Event Notice as required by the Rule as follows:

- (A) Prior to issuance of new Securities after February 27, 2019, a complete list of current Financial Obligations shall be compiled in accordance with Exhibit D hereof, and submitted to the Disclosure Coordinator for continuous monitoring with regard to compliance with all Disclosure Agreements entered into on or after February 27, 2019.
- (B) The Disclosure Coordinator shall monitor and periodically review the Listed Events identified on Exhibit A, in connection with the Disclosure Agreements identified on the chart in Exhibit C to determine whether any event has occurred that may require a filing with EMMA. To the extent Disclosure Coordinator determines notice for an event is not required based on the event not achieving a level of materiality, Disclosure Coordinator shall document the basis for the determination.
- (C) Securities to which the Listed Event or Events are applicable, in a timely manner not in excess of ten (10) business days after the occurrence of the Listed Event.
- (D) The Disclosure Coordinator shall monitor Securities data on EMMA regarding rating agency reports for rated Securities, and may subscribe to any available ratings agency alert service regarding the ratings of any Securities.

**Article VI**  
***Miscellaneous***

Section 6.01. Documents to be Retained. The Disclosure Coordinator shall be responsible for retaining records demonstrating compliance with this Policy. The Disclosure Coordinator shall retain an electronic or paper file ("Transcript") for each

Annual Report the City completes. Each Transcript shall include final versions of documents submitted to the MSRB through EMMA, and any documentation related to determinations of materiality (or immateriality) of events. The Transcript shall be maintained for the period that the applicable Securities are outstanding, and for a minimum of five [5] years after the date the final Annual Report for an issue of Securities is posted on EMMA.

Section 6.02. Education and Training. The City shall conduct periodic training to assist the Disclosure Coordinator, Employees and the City Council, as necessary and appropriate, in understanding and performing their responsibilities under this Policy. Such training sessions may include a review of this Policy, the disclosure obligations under the Disclosure Agreement(s), applicable federal and state securities laws, including the Listed Events in Exhibit A, and the disclosure responsibilities and potential liabilities of members of City staff and members of the City Council. Training sessions may include meetings with Bond Counsel, retained Disclosure Counsel, if any, Dissemination Agent, if any, or Financial Advisor, and teleconferences, attendance at seminars or conferences where disclosure responsibilities are discussed, and/or recorded presentations. Disclosure Coordinator shall maintain a record of training activities in furtherance of this Policy.

Section 6.03. Public Statements Regarding Financial Information. Whenever the City makes statements or releases information relating to its finances to the public that is reasonably expected to reach investors and the trading markets (including, without limitation, all Listed Event notices, statements in the annual financial reports, and other financial reports and statements of the City), the City is obligated to ensure that such statements and information are accurate and complete in all material aspects. The Disclosure Coordinator shall assist the Mayor, Clerk's Office, City Attorney, and City Council in ensuring that such statements and information are accurate and not misleading in any material aspect. Investment information published on the City's website may include a cautionary statement at the request of the Disclosure Coordinator, substantially as follows:

"The only information on this website that is posted with the intention of reaching the investing public, including bondholders, rating analysts, investment advisors, or any other members of the investment community, is located on the "investor information" web pages. Other than the specific information presented in the investor information web pages, no other information on the City's website is intended to be the basis of or should be relied upon in making an investment decision. Because each security issued by the City or its related entities may involve different sources of payment and security, you should refer for additional information to the official statement and continuing disclosure filings for the particular security. The information posted in the investor information web pages speaks only as of its date."

## EXHIBIT A

### LISTED EVENTS

*The following events automatically trigger a requirement to file on EMMA within ten (10) business days of their occurrence (listed events are subject to change by the SEC):*

- (1) Principal and interest payment delinquencies;
- (2) Non-payment related defaults, *if material*;
- (3) Unscheduled draws on debt service reserves reflecting financial difficulties;
- (4) Unscheduled draws on credit enhancements reflecting financial difficulties;
- (5) Substitution of credit or liquidity providers, or their failure to perform;
- (6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the security, or other material events affecting the tax status of the security;
- (7) Modifications to rights of security holders, *if material*;
- (8) Bond calls, *if material*, and tender offers;
- (9) Defeasances;
- (10) Release, substitution, or sale of property securing repayment of the securities, *if material*;
- (11) Rating changes;
- (12) Bankruptcy, insolvency, receivership or similar event of the obligated person;

Note to paragraph (b)(5)(i)(C)(12):

For the purposes of the event identified in paragraph (b)(5)(i)(C)(12) of this section, the event is considered to occur when any of the following occur:  
The appointment of a receiver, fiscal agent or similar officer for an obligated person in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of



the assets or business of the obligated person, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the obligated person.

(13) The consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, *if material*;

(14) Appointment of a successor or additional trustee or the change of name of a trustee, *if material*;

*Additionally, the following events apply to Disclosure Agreements entered into by the City on or after February 27, 2019:*

(15) Incurrence of a Financial Obligation of the obligated person, *if material\**, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a Financial Obligation of the obligated person, any of which affect security holders, *if material\**; and

(16) Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a Financial Obligation of the obligated person, any of which reflect financial difficulties.

\*Materiality is determined upon the incurrence of each distinct event, taking into account all relevant facts and circumstances. A Financial Obligation is considered to be incurred when it is enforceable against the City and notice thereof should be filed at that time. Event notices for Financial Obligations (e.g. under 15 and 16 above) should generally include a description of the material terms of the Financial Obligation, including: (i) date of the incurrence, (ii) principal amount, (iii) maturity and amortization; (iv) interest rate(s), if fixed, or method of computation, if variable, (v) other appropriate terms, based on the circumstances. In addition to a summary of material terms, the City may alternatively, or in addition, submit related materials, such as transaction documents (which may require some redaction), terms sheets prepared in connection with the Financial Obligation, or continuing covenant agreements or financial covenant reports.

## EXHIBIT B

### **Suggested Practices in Submitting Annual Financial Information to EMMA\***

#### **Annual Financial Information is to be submitted to EMMA as follows:**

- through the EMMA Dataport;
- in one or more electronic word-searchable portable document format files configured to permit documents to be saved, viewed, printed and retransmitted by electronic means ("properly formatted pdf file"); and
- indexed by the submitter as "Annual Financial Information and Operating Data" – this EMMA indexing category should be used for all submissions consisting of one or both parts of an annual financial information submission. A submission should be indexed in EMMA by the submitter as "Annual Financial Information and Operating Data" if it consists of complete annual financial information (including audited financial statements and/or the CAFR).

#### **If the audited financial statements have not been prepared in time to meet the deadline:**

- file unaudited financial statements with a notice to the effect that the unaudited financial statements are being provided pending completion of audited financial statements and that the audited financial statements will be submitted to EMMA when they have been prepared.

#### **If annual financial information is provided by reference to other submitted documents file:**

- a notice that includes specific reference to a document available on the EMMA website or the SEC (such as, but not limited to, an official statement), to the extent that such document in fact includes the information required to be include in the annual financial information; and
- the submitter should confirm that such document in fact is available from the EMMA website or the SEC and should include in such notice (A) a textual description of the document that includes the required information, with sufficient detail for a reasonable person to determine the precise document being referenced, and (B) an active hyperlink to the pdf file of such document as then posted on the EMMA website or to the SEC's EDGAR system; further, if such document includes audited financial

statements, the submitter should also index such submission as "Audited Financial Statements or CAFR" in addition to (but not instead of) "Annual Financial Information and Operating Data" unless the submitter submits such audited financial statements separately to EMMA.

**Failure to file notices are to be submitted to EMMA as follows:**

- through the EMMA Dataport;
- as an electronic word-searchable and properly formatted pdf file; and
- indexed by the submitter as "Failure to Provide Annual Financial Information."

\* Procedures subject to change

**EXHIBIT C**  
**DISCLOSURE AGREEMENT INVENTORY**  
*Complete upon each new issuance*

NAME OF ISSUE/PRINCIPAL AMOUNT	DATE OF ISSUE	FINAL MATURITY DATE	CUSIP FOR FINAL MATURITY	DATE BY WHICH ANNUAL REPORTS MUST BE FILED (OR "EXEMPTION" UNDER THE RULE)	ANNUAL REPORTS INFORMATION TO BE FILED	SOURCE OF INFORMATION	DATE INFORMATION WAS FILED
					1.	1.	
					1.	1.	

**EXHIBIT D**  
**FINANCIAL OBLIGATION INVENTORY**  
*Update Upon Incurrence*

DESCRIPTION OF SECURITY AND ORIGINAL PAR AMOUNT	DATE INCURRED	FINAL PAYMENT DATE	MATERIAL TERMS (RATES/PAYMENT/DEFAULT/REMEDIES)	PLEGED SECURITY	SOURCE OF INFORMATION	DATE INFORMATION WAS FILED ON EMMA

01558672-2\10981-000

FILE  
City of Ottumwa  
2019 FEB 12 AM 11:36  
Staff Summary

Council Meeting of: February 19, 2019

Item No. \_\_\_\_\_

Robert Jay

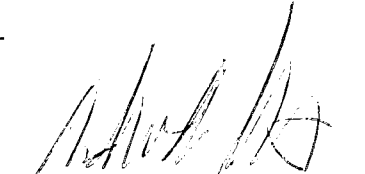
Prepared By



Dept. Head

Finance Department

Department

  
\_\_\_\_\_  
City Administrator

Agenda Title: Resolution No. 33-2019 Directing The Advertisement For Sale of \$5,660,000 General Obligation Bonds, Series 2019A, And Approving Electronic Bidding Procedures And Official Statement.

.....

Purpose: Resolution No. 33-2019 Directing The Advertisement For Sale of \$5,660,000 General Obligation Bonds, Series 2019A, And Approving Electronic Bidding Procedures And Official Statement.

Recommendation: Pass and Adopt Resolution No. 33-2019.

Discussion: These bonds will be used to finance the 2019 CIP.

**ITEMS TO INCLUDE ON AGENDA**

**CITY OF OTTUMWA, IOWA**

\$5,660,000 General Obligation Bonds, Series 2019A

- Resolution directing the advertisement for sale and approving electronic bidding procedures and Official Statement.

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

February 19, 2019

The City Council of the City of Ottumwa, State of Iowa, met in regular session, in the Council Chambers, City Hall, 105 East 3rd Street, Ottumwa, Iowa, at 5:30 P.M., on the above date. There were present Mayor Lazio, in the chair, and the following named Council Members:

Berg, Dalbey, Roe, Stevens

Absent: Streeby

Vacant: None

\* \* \* \* \*



Council Member Roe introduced the following Resolution entitled "RESOLUTION DIRECTING THE ADVERTISEMENT FOR SALE OF \$5,660,000 GENERAL OBLIGATION BONDS, SERIES 2019A, AND APPROVING ELECTRONIC BIDDING PROCEDURES AND OFFICIAL STATEMENT" and moved its adoption. Council Member Berg seconded the Resolution to adopt. The roll was called and the vote was,

AYES: Berg, Dalbey, Roe, Stevens

NAYS: \_\_\_\_\_

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

**Resolution No. 33-2019**  
RESOLUTION DIRECTING THE ADVERTISEMENT FOR  
SALE OF \$5,660,000 GENERAL OBLIGATION BONDS,  
SERIES 2019A, AND APPROVING ELECTRONIC BIDDING  
PROCEDURES AND OFFICIAL STATEMENT

WHEREAS, the Issuer is in need of funds to pay costs of the acquisition, restoration, or demolition of abandoned, dilapidated, or dangerous buildings, structures or properties; construction, reconstruction and repair of street and paving improvements, and sewer utility improvements, essential corporate purpose(s), and it is deemed necessary and advisable that General Obligation Bonds, to the amount of not to exceed \$4,500,000 be authorized for said purpose(s); and

WHEREAS, pursuant to notice published as required by Section 384.25 of the Code of Iowa, this Council has held a public meeting and hearing upon the proposal to institute proceedings for the issuance of the Bonds, and the Council is therefore now authorized to proceed with the issuance of said Bonds for such purpose(s); and

WHEREAS, the Issuer is in need of funds to pay costs of acquisition, construction, reconstruction, extension, improvement, and equipping of works and facilities useful for the collection and disposal of solid waste, essential corporate purpose(s), and it is deemed necessary and advisable that General Obligation Bonds, to the amount of not to exceed \$1,400,000 be authorized for said purpose(s); and

WHEREAS, pursuant to notice published as required by Section 384.25 of the Code of Iowa, this Council has held a public meeting and hearing upon the proposal to institute proceedings for the issuance of the Bonds, and the Council is therefore now authorized to proceed with the issuance of said Bonds for such purpose(s); and

WHEREAS, the City is in need of funds to pay costs of improvements to the Bridge View Center, general corporate purpose(s), and it is deemed necessary and advisable that General Obligation Bonds, to the amount of not to exceed \$200,000 be authorized for said purpose(s); and

WHEREAS, the Issuer has a population of more than 5,000 but not more than 75,000, and the Bonds for these purposes do not exceed \$700,000; and

WHEREAS, pursuant to notice published as required by Section 384.26 of the Code of Iowa, the Council of the City has held public meeting and hearing upon the proposal to institute proceedings for the issuance of Bonds for general corporate purpose(s) in the amounts as above set forth, and, no petition for referendum having been received, the Council is therefore now authorized to proceed with the issuance of said Bonds for such purpose(s); and

WHEREAS, pursuant to Section 384.28 of the Code of Iowa, it is hereby found and determined that the various general obligation bonds authorized as hereinabove described shall be combined for the purpose of issuance in a single issue of \$5,660,000 General Obligation Bonds as hereinafter set forth; and

WHEREAS, in conjunction with its Municipal Advisor, Speer Financial, the City has caused a Preliminary Official Statement to be prepared outlining the details of the proposed sale of the Bonds; and

WHEREAS, the Council has received information from its Municipal Advisor evaluating and recommending the procedure hereinafter described for electronic, facsimile and internet bidding to maintain the integrity and security of the competitive bidding process and to facilitate the delivery of bids by interested parties; and

WHEREAS, the Council deems it in the best interests of the City and the residents thereof to receive bids to purchase such Bonds by means of both sealed and electronic internet communication.

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

Section 1. That the receipt of electronic bids by facsimile machine and through the SpeerAuction Competitive Bidding System described in the Notice of Sale and Official Statement are hereby found and determined to provide reasonable security and to maintain the integrity of the competitive bidding process, and to facilitate the delivery of bids by interested parties in connection with the offering at public sale.

Section 2. That General Obligation Bonds, Series 2019A, of City of Ottumwa, State of Iowa, in the amount of \$5,660,000, to be issued as referred to in the preamble of this Resolution, to be dated April 1, 2019, be offered for sale pursuant to the published advertisement.

Section 3. That the Preliminary Official Statement in the form presented to this meeting be and the same hereby is approved as to form and deemed final for purposes of Rule 15c2-12 of the Securities and Exchange Commission, subject to such revisions, corrections or modifications

as the Mayor and City Clerk, upon the advice of bond counsel and the City's Municipal Advisor, shall determine to be appropriate, and is authorized to be distributed in connection with the offering of the Bonds for sale.

Section 4. That the Clerk is hereby directed to publish notice of sale of the Bonds at least once, the last one of which shall be not less than four clear days nor more than twenty days before the date of the sale. Publication shall be made in the "Ottumwa Courier", a legal newspaper, printed wholly in the English language, published within the county in which the Bonds are to be offered for sale or an adjacent county. The notice is given pursuant to Chapter 75 of the Code of Iowa, and shall state that this Council, on the 5<sup>th</sup> day of March, 2019, at 5:30 P.M., will hold a meeting to receive and act upon bids for said Bonds, which bids were previously received and opened by City Officials at 10:30 A.M. on said date. The notice shall be in substantially the following form:

(To be published on or before February 28, 2019)

## NOTICE OF BOND SALE

Time and Place of Sealed Bids: Bids for the sale of Bonds of the City of Ottumwa, State of Iowa, hereafter described, must be received at the office of the City Clerk, City Hall, 105 East 3rd Street, Ottumwa, Iowa; Telephone: 641-683-0620 (the "Issuer") before 10:30 A.M. (Series 2019A) and 11:00 A.M. (Series 2019B), on the 5<sup>th</sup> day of March, 2019. The bids will then be publicly opened and referred for action to the meeting of the City Council in conformity with the TERMS OF OFFERING.

The Bonds: The Bonds to be offered are the following:

GENERAL OBLIGATION BONDS, SERIES 2019A, in the amount of \$5,660,000\*, to be dated April 1, 2019

GENERAL OBLIGATION URBAN RENEWAL BONDS, SERIES 2019B, in the amount of \$2,100,000\*, to be dated April 1, 2019

(collectively the "Bonds")

\*Subject to principal adjustment pursuant to official Terms of Offering.

Manner of Bidding: Open bids will not be received. Bids will be received in any of the following methods:

- Sealed Bidding: Sealed bids may be submitted and will be received at the office of the City Clerk at City Hall, 105 East 3rd Street, Ottumwa, Iowa.
- Electronic Internet Bidding: Electronic internet bids will be received at the office of the City Clerk at City Hall, 105 East 3rd Street, Ottumwa, Iowa. The bids must be submitted through the SPEERAUCTION competitive bidding system.
- Electronic Facsimile Bidding: Electronic facsimile bids will be received at the office of the City Clerk at City Hall, 105 East 3rd Street, Ottumwa, Iowa (facsimile number: 640-683-0613) or the City's Municipal Advisor, Speer Financial, Waterloo, Iowa (facsimile number: 319-291-6828). Electronic facsimile bids will be treated as sealed bids.

Consideration of Bids: After the time for receipt of bids has passed, the close of sealed bids will be announced. Sealed bids will then be publicly opened and announced. Finally, electronic internet bids will be accessed and announced.

Sale and Award: The sale and award of the Bonds will be held at the Council Chambers, City Hall, 105 East 3rd Street, Ottumwa, Iowa at a meeting of the City Council on the above date at 5:30 P.M.

Official Statement: The Issuer has issued an Official Statement of information pertaining to the Bonds to be offered, including a statement of the Terms of Offering and an Official Bid Form, which is incorporated by reference as a part of this notice. The Official Statement may be obtained by request addressed to the City Clerk, City Hall, 105 East 3rd Street, Ottumwa, Iowa; Telephone: 641-683-0620 or the Issuer's Municipal Advisor, Speer Financial, 531 Commercial Street, Waterloo, Iowa, 50703, Telephone: 319-291-2077.

Terms of Offering: All bids shall be in conformity with and the sale shall be in accordance with the Terms of Offering as set forth in the Official Statement.

Legal Opinion: The Bonds will be sold subject to the opinion of Ahlers & Cooney, P.C., Attorneys of Des Moines, Iowa, as to the legality and their opinion will be furnished together with the printed Bonds without cost to the purchaser and all bids will be so conditioned. Except to the extent necessary to issue their opinion as to the legality of the Bonds, the attorneys will not examine or review or express any opinion with respect to the accuracy or completeness of documents, materials or statements made or furnished in connection with the sale, issuance or marketing of the Bonds.

Rights Reserved: The right is reserved to reject any or all bids, and to waive any irregularities as deemed to be in the best interests of the public.

By order of the City Council of the City of Ottumwa, State of Iowa.

---



City Clerk, City of Ottumwa, State of Iowa

(End of Notice)

PASSED AND APPROVED this 19<sup>th</sup> day of February, 2019.

  
\_\_\_\_\_  
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 20th day of February, 2019.

Christa Reinhard

City Clerk, City of Ottumwa, State of Iowa

(SEAL)

CERTIFICATE

STATE OF IOWA )  
 ) SS  
COUNTY OF WAPELLO )

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

NOTICE OF BOND SALE  
(\$5,660,000 General Obligation Bonds, Series 2019A)

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

\_\_\_\_\_, 2019.

WITNESS my official signature this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
City Clerk, City of Ottumwa, State of Iowa

(SEAL)



FILE  
City of Ottumwa

2019 FEB 12 AM 10:00  
Staff Summary

Council Meeting of: February 19, 2019

Item No. \_\_\_\_\_

Robert Jay

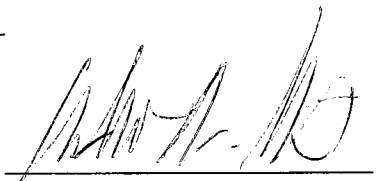
Prepared By



Dept. Head

Finance Department

Department



City Administrator

Agenda Title: Resolution No. 34-2019 Directing The Advertisement For Sale of \$1,880,000 General Obligation Urban Renewal Bonds, Series 2019B, And Approving Electronic Bidding Procedures And Official Statement.

.....  
Purpose: Resolution No. 34-2019 Directing The Advertisement For Sale of \$1,880,000 General Obligation Urban Renewal Bonds, Series 2019B, And Approving Electronic Bidding Procedures And Official Statement.

Recommendation: Pass and Adopt Resolution No. 34-2019.

Discussion: These bonds will be used to finance the 2019 CIP.

**ITEMS TO INCLUDE ON AGENDA**

**CITY OF OTTUMWA, IOWA**

\$1,880,000 General Obligation Urban Renewal Bonds, Series 2019B

- Resolution directing the advertisement for sale and approving electronic bidding procedures and Official Statement.

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

February 19, 2019

The City Council of the City of Ottumwa, State of Iowa, met in regular session, in the Council Chambers, City Hall, 105 East 3rd Street, Ottumwa, Iowa, at 5:30 P.M., on the above date. There were present Mayor Lazio, in the chair, and the following named Council Members:

Berg, Dalbey, Roe, Stevens

Absent: Streeby

Vacant: None

\* \* \* \* \*

Council Member Dalbey introduced the following Resolution entitled "RESOLUTION DIRECTING THE ADVERTISEMENT FOR SALE OF \$1,880,000 GENERAL OBLIGATION URBAN RENEWAL BONDS, SERIES 2019B, AND APPROVING ELECTRONIC BIDDING PROCEDURES AND OFFICIAL STATEMENT" and moved its adoption. Council Member Roe seconded the Resolution to adopt. The roll was called and the vote was,

AYES: Berg, Dalbey, Roe, Stevens

NAYS: \_\_\_\_\_

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

**Resolution No. 34-2019**

**RESOLUTION DIRECTING THE ADVERTISEMENT FOR SALE OF \$1,880,000 GENERAL OBLIGATION URBAN RENEWAL BONDS, SERIES 2019B, AND APPROVING ELECTRONIC BIDDING PROCEDURES AND OFFICIAL STATEMENT**

WHEREAS, the Issuer is in need of funds to pay costs of aiding in the planning, undertaking and carrying out of urban renewal projects under the authority of Iowa Code chapter 403 and the Urban Renewal Plan, as amended, for the Ottumwa Airport Urban Renewal Area, including for runway improvements, essential corporate purpose(s), and it is deemed necessary and advisable that General Obligation Urban Renewal Bonds, to the amount of not to exceed \$1,400,000 be authorized for said purpose(s); and

WHEREAS, pursuant to notice published as required by Sections 384.25 and 403.12 of the Code of Iowa, this Council has held a public meeting and hearing upon the proposal to institute proceedings for the issuance of the Bonds, and the Council is therefore now authorized to proceed with the issuance of said Bonds for such purpose(s); and

WHEREAS, the Issuer is in need of funds to pay costs of aiding in the planning, undertaking and carrying out of urban renewal projects under the authority of Iowa Code chapter 403 and the West Gate Urban Renewal Plan, as amended, including the repair, remodeling, and improvement to the Beach Aquatic Center to be issued in one or more series, essential corporate purpose(s), and it is deemed necessary and advisable that General Obligation Urban Renewal Bonds, to the amount of not to exceed \$700,000 be authorized for said purpose(s); and

WHEREAS, pursuant to notice published as required by Sections 384.25 and 403.12 this Council has held a public meeting and hearing on April 19, 2016 upon the proposal to institute proceedings for the issuance of not to exceed \$3,000,000 General Obligation Bonds, and all

objections, if any, to such Council action made by any resident or property owner of the City were received and considered by the Council; and no petition having been filed, it is the decision of the Council that additional action be taken for the issuance of said Bonds for such purpose(s), and that such action is considered to be in the best interests of the City and the residents thereof; and

WHEREAS, the City has previously issued an aggregate amount of \$2,100,000 for such purposes in its prior General Obligation Bonds, Series 2016A, 2017 and 2018, leaving \$900,000 of original authority of which the City plans to use \$700,000 in the current issue; and

WHEREAS, in conjunction with its Municipal Advisor, Speer Financial, the City has caused a Preliminary Official Statement to be prepared outlining the details of the proposed sale of the Bonds; and

WHEREAS, the Council has received information from its Municipal Advisor evaluating and recommending the procedure hereinafter described for electronic, facsimile and internet bidding to maintain the integrity and security of the competitive bidding process and to facilitate the delivery of bids by interested parties; and

WHEREAS, the Council deems it in the best interests of the City and the residents thereof to receive bids to purchase such Bonds by means of both sealed and electronic internet communication.

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

Section 1. That the receipt of electronic bids by facsimile machine and through the Speer Auction Competitive Bidding System described in the Notice of Sale and Official Statement are hereby found and determined to provide reasonable security and to maintain the integrity of the competitive bidding process, and to facilitate the delivery of bids by interested parties in connection with the offering at public sale.

Section 2. That General Obligation Urban Renewal Bonds, Series 2019B, of City of Ottumwa, State of Iowa, in the amount of \$1,880,000, to be issued as referred to in the preamble of this Resolution, to be dated April 1, 2019, be offered for sale pursuant to the published advertisement.

Section 3. That the Preliminary Official Statement in the form presented to this meeting be and the same hereby is approved as to form and deemed final for purposes of Rule 15c2-12 of the Securities and Exchange Commission, subject to such revisions, corrections or modifications as the Mayor and City Clerk, upon the advice of bond counsel and the City's Municipal Advisor, shall determine to be appropriate, and is authorized to be distributed in connection with the offering of the Bonds for sale.

That the Clerk is hereby directed to publish notice of sale of the Bonds at least once, the last one of which shall be not less than four clear days nor more than twenty days before the date of the sale. Publication shall be made in the "Ottumwa Courier", a legal newspaper, printed wholly in the English language, published within the county in which the Bonds are to be offered

for sale or an adjacent county. The notice is given pursuant to Chapter 75 of the Code of Iowa, and shall state that this Council, on the 5<sup>th</sup> day of March, 2019, at 5:30 P.M., will hold a meeting to receive and act upon bids for said Bonds, which bids were previously received and opened by City Officials at 11:00 A.M. on said date. The notice shall be in substantially the following form:

(To be published on or before February 28, 2019)

## NOTICE OF BOND SALE

Time and Place of Sealed Bids: Bids for the sale of Bonds of the City of Ottumwa, State of Iowa, hereafter described, must be received at the office of the City Clerk, City Hall, 105 East 3rd Street, Ottumwa, Iowa; Telephone: 641-683-0620 (the "Issuer") before 10:30 A.M. (Series 2019A) and 11:00 A.M. (Series 2019B), on the 5<sup>th</sup> day of March, 2019. The bids will then be publicly opened and referred for action to the meeting of the City Council in conformity with the TERMS OF OFFERING.

The Bonds: The Bonds to be offered are the following:

GENERAL OBLIGATION BONDS, SERIES 2019A, in the amount of \$5,660,000\*, to be dated April 1, 2019

GENERAL OBLIGATION URBAN RENEWAL BONDS, SERIES 2019B, in the amount of \$2,100,000\*, to be dated April 1, 2019

(collectively the "Bonds")

\*Subject to principal adjustment pursuant to official Terms of Offering.

Manner of Bidding: Open bids will not be received. Bids will be received in any of the following methods:

- Sealed Bidding: Sealed bids may be submitted and will be received at the office of the City Clerk at City Hall, 105 East 3rd Street, Ottumwa, Iowa.
- Electronic Internet Bidding: Electronic internet bids will be received at the office of the City Clerk at City Hall, 105 East 3rd Street, Ottumwa, Iowa. The bids must be submitted through the SPEERAUCTION competitive bidding system.
- Electronic Facsimile Bidding: Electronic facsimile bids will be received at the office of the City Clerk at City Hall, 105 East 3rd Street, Ottumwa, Iowa (facsimile number: 640-683-0613) or the City's Municipal Advisor, Speer Financial, Waterloo, Iowa (facsimile number: 319-291-6828). Electronic facsimile bids will be treated as sealed bids.

Consideration of Bids: After the time for receipt of bids has passed, the close of sealed bids will be announced. Sealed bids will then be publicly opened and announced. Finally, electronic internet bids will be accessed and announced.

Sale and Award: The sale and award of the Bonds will be held at the Council Chambers, City Hall, 105 East 3rd Street, Ottumwa, Iowa at a meeting of the City Council on the above date at 5:30 P.M.

Official Statement: The Issuer has issued an Official Statement of information pertaining to the Bonds to be offered, including a statement of the Terms of Offering and an Official Bid Form, which is incorporated by reference as a part of this notice. The Official Statement may be obtained by request addressed to the City Clerk, City Hall, 105 East 3rd Street, Ottumwa, Iowa; Telephone: 641-683-0620 or the Issuer's Municipal Advisor, Speer Financial, 531 Commercial Street, Waterloo, Iowa, 50703, Telephone: 319-291-2077.

Terms of Offering: All bids shall be in conformity with and the sale shall be in accordance with the Terms of Offering as set forth in the Official Statement.

Legal Opinion: The Bonds will be sold subject to the opinion of Ahlers & Cooney, P.C., Attorneys of Des Moines, Iowa, as to the legality and their opinion will be furnished together with the printed Bonds without cost to the purchaser and all bids will be so conditioned. Except to the extent necessary to issue their opinion as to the legality of the Bonds, the attorneys will not examine or review or express any opinion with respect to the accuracy or completeness of documents, materials or statements made or furnished in connection with the sale, issuance or marketing of the Bonds.

Rights Reserved: The right is reserved to reject any or all bids, and to waive any irregularities as deemed to be in the best interests of the public.

By order of the City Council of the City of Ottumwa, State of Iowa.

---

City Clerk, City of Ottumwa, State of Iowa

(End of Notice)



PASSED AND APPROVED this 19<sup>th</sup> day of February, 2019.

  
\_\_\_\_\_  
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 20th day of February, 2019.

Christ Reulard  
City Clerk, City of Ottumwa, State of Iowa



(SEAL)

CERTIFICATE

STATE OF IOWA )  
 ) SS  
COUNTY OF WAPELLO )

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

NOTICE OF BOND SALE  
(\$1,880,000 General Obligation Urban Renewal Bonds, Series 2019B)

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

\_\_\_\_\_, 2019.

WITNESS my official signature this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
City Clerk, City of Ottumwa, State of Iowa

(SEAL)

FILED

2019 FEB 14 PM 12:00

CITY OF OTTUMWA


**CITY OF OTTUMWA**  
**Staff Summary**

**\*\* ACTION ITEM \*\***

Council Meeting of: Feb 19, 2018

Planning & Development  
Department

Isaac J. Pezley  
Prepared By  
Kevin C. Flanagan  
Department Head

  
\_\_\_\_\_  
City Administrator Approval

AGENDA TITLE: Resolution No. 35- 2019

\*\*\*\*\*

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

RECOMMENDATION: Pass and adopt Resolution No. 35-2019

DISCUSSION:

Glen O'Dell is submitting a preliminary and final plat for the proposed O'Dell's First Subdivision. O'Dell's First Subdivision would take the current properties addressed 739 S. Webster, a property located directly west of 739 S. Webster, 805 S. Webster and a lot directly south of 805 S. Webster and create two lots.

Source of Funds:

Budgeted Item:  Budget Amendment Needed:

Located at the current 739 S. Webster there is a primary residential structure as well as an accessory structure. These two structures would be located on Lot 1 of the proposed O'Dell's First Subdivision. Located at the current 805 S. Webster there is one primary residential structure, this structure would be located on Lot 2 of the proposed O'Dell's First Subdivision. At current time the applicant, Glen O'Dell, is not planning any further development on either Lot 1 or Lot 2 of the proposed O'Dell's First Subdivision. If those plans change, any such development would be subject to the current zoning and building regulations. The preliminary and final plats have both been reviewed by the city engineers and have been deemed acceptable by City Engineer Dwight Dohlman.

The applicant has supplied all the requirements pertaining to preliminary and final plats as set forth by the Ottumwa City Code Section 33 Chapters 73 and 74. Staff's recommendation is to approve the final plat as it is presented.

At the February 4, 2019 Planning and Zoning Commission Meeting the Planning and Zoning Commission moved to accept the staff's recommendation to pass a favorable recommendation to the City Council. That motion carried with a vote of 8-0.

If you have any questions, please contact Isaac Pezley, City Planner, 641-683-0618 or [pezleyi@ci.ottumwa.ia.us](mailto:pezleyi@ci.ottumwa.ia.us).

**RESOLUTION NO. 35-2019**

A RESOLUTION APPROVING THE FINAL PLAT OF O'DELL'S FIRST SUBDIVISION OF THE CITY OF OTTUMWA, WAPELLO COUNTY, IOWA

WHEREAS, O'Dell's First Subdivision, City of Ottumwa, Wapello County, Iowa, is being described as follows, to-wit:

O'Dell's First Subdivision, in The City Of Ottumwa, being a part of the Southeast Quarter of the Southeast Quarter of Section 35, Township 72 North, Range 14 West, of the 5<sup>th</sup> P.M., Wapello County, Iowa, previously described in the Special Warranty Deed in Book 2012, Page 4438, and the Court Officer Deed in Book 472, Page 13, and more particularly described as follows:

Commencing at the northwest corner of the Southeast Quarter of the Southeast Quarter of said Section 35; thence S 0°03'38" W 398.52 ft with the west line of the Southeast Quarter of the Southeast Quarter of Said Section 35; thence S 89°59'13" E 482.93 ft; thence N 0°09'09" W 149.92 ft; thence S 89°59'13" E 175.24 ft to the west line of Webster Street; thence N 0°03'47" W 247.62 ft with the west line of Webster Street; thence N 89°54'04" W 657.07 ft to the Point of Beginning, containing 5.41 acres more or less.

WHEREAS, the Ottumwa Planning and Zoning Commission recommended approval of the O'Dell's First Subdivision Final Plat at its February 4th, 2019 meeting; and

NOW, THEREFORE, be it resolved by the City Council of the City of Ottumwa, Iowa:

That the Final Plat known as O'Dell's First Subdivision, City of Ottumwa, Wapello County, Iowa, is hereby accepted, and the Mayor and the City Clerk are hereby authorized to sign the plat and attest to the same and certify a true copy of this Resolution to the County Recorder of Wapello County, Iowa, as provided by law and all other public officers as required by law.

Passed and adopted this 19<sup>th</sup> day of February 2019.

CITY OF OTTUMWA, IOWA

By   
Tom X. Lazio, Mayor

ATTEST:



Christina Reinhard, City Clerk



**INDEX LEGEND:**  
 County: Wapello  
 Section: 35-72-14  
 Aliquot Part: SE1/4-SE1/4  
 City: Ottumwa  
 Proprietor: Glen O'Dell and Jodi K Odell, husband and wife.  
 Surveyor: Wendell W. Folkerts, P.E. & L.S. #6366  
 Company: B&T Engineering Services, Inc.  
 Telephone: 641-472-0825  
 Cell: 641-777-0574  
 Return to: 806 Fairview Drive, Fairfield, IA 52556.

**FINAL PLAT [Minor Subdivision]**

O'DELL'S FIRST SUBDIVISION  
 IN  
 THE CITY OF OTTUMWA  
 IN  
 SE-SE, SEC 35, TP72N, R 14W, of the 5th P.M.  
 WAPELLO COUNTY, IOWA

SHEET 1 OF 1

Subdivider and Owner: Glen O'Dell and Jodi K Odell, husband and wife.  
 Requested by: Glen O'Dell  
 Zoning: Residential.

APPROVED BY:

WAPELLO COUNTY AUDITOR \_\_\_\_\_ DATE

CITY OF OTTUMWA MAYOR \_\_\_\_\_ DATE

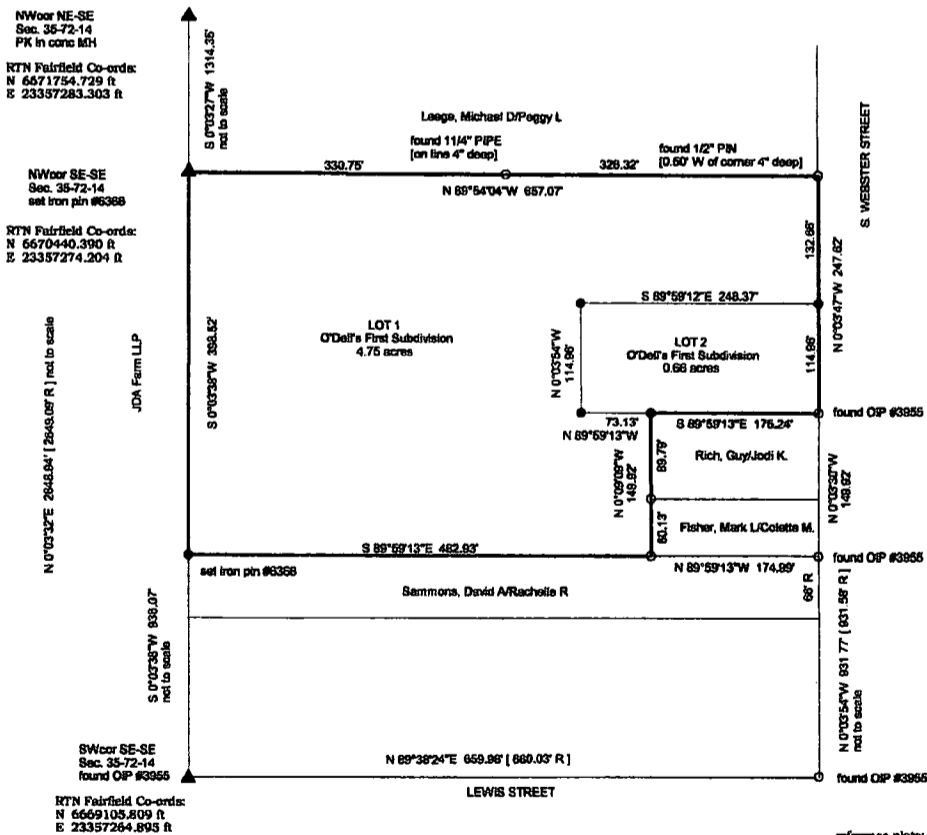
CITY OF OTTUMWA - PLANNING & ZONING \_\_\_\_\_ DATE

CITY OF OTTUMWA - ENGINEERING \_\_\_\_\_ DATE

O'Dell's First Subdivision, in The City of Ottumwa, being a part of the Southeast Quarter of the Southeast Quarter of Section 35, Township 72 North, Range 14 West, of the 5th P.M., Wapello County, Iowa, previously described in the Special Warranty Deed in Book 2012, Page 4438, and the Court Officer Deed in Book 472, Page 13, and more particularly described as follows:

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Bearings & Distance are based upon GPS observations.



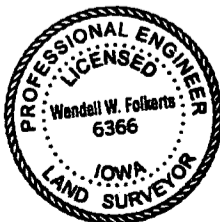
Bearings and distances are the result of GPS observations using one point localization. Coordinates shown are IA RTN Fairfield.

reference plats:  
 corner certificate book: 1 page 876 & 877  
 plat book: 12E page 790

Prepared by & Return to: B&T ENGINEERING SERVICES, INC. 806 Fairview Drive, Fairfield, Iowa, 52556. Phone 641-472-0825 Cell 641-777-0574 Proj# OD326

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

Signed: *Wendell W. Folkerts* 12-6-2018 date  
 Wendell W. Folkerts, P.E. & L.S. date  
 License No 6366  
 My license renewal date is December 31, 2019  
 Pages or sheets covered by this seal: \_\_\_\_\_



SCALE: 1" = 150'





RESOLUTION #39-2019

A RESOLUTION AWARDING THE CONTRACT FOR THE  
WPCF – PRIMARY CLARIFIER VALVE REPLACEMENT PROJECT

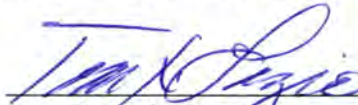
WHEREAS, The City Council of the City of Ottumwa, Iowa did advertise and accept bids for the above referenced project; and,

WHEREAS, Bids were received, proper, and mathematically correct.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA THAT: The award of contract for the above referenced project is made to the lowest responsible bidder, Winger Contracting of Ottumwa, Iowa in the amount of \$87,078.00.

APPROVED, PASSED, AND ADOPTED, this 19<sup>th</sup> day of February, 2019.

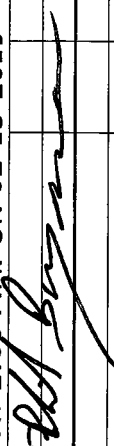
CITY OF OTTUMWA, IOWA

  
\_\_\_\_\_  
Tom X. Lazio, Mayor

ATTEST:

  
\_\_\_\_\_  
Christina Reinhard, City Clerk



WPCF - Primary Clarifier Valves									
February 13, 2019									
ITEM	DESCRIPTION	UNIT	QTY	CONSTRUCTION UNIT PRICE	CONSTRUCTION ESTIMATE EXTENSION	UNIT PRICE	Winger EXTENSION		
1	Mob / Demob	LS	1		\$0.00	\$ 2,500.00	\$2,500.00		
2	Replace 3 Primary Clarifier Drain Valves	LS	1		\$0.00	\$ 47,688.00	\$47,688.00		
3	Replace Stairs and Handrail	LS	1		\$0.00	\$ 5,154.00	\$5,154.00		
<b>TOTAL</b>					<b>\$76,000.00</b>		<b>\$55,342.00</b>		
<b>BID TABULATION FOR ALTERNATE OR SEPARATE WORK</b>									
3	Valve Vault	LS	1		\$0.00	\$ 31,736.00	\$31,736.00		
<b>TOTAL</b>					<b>\$41,000.00</b>		<b>\$31,736.00</b>		
<b>GRAND TOTAL</b>					<b>\$117,000.00</b>		<b>\$87,078.00</b>		
<p>I HEREBY CERTIFY THAT THIS IS A TRUE TABULATION OF THE BIDS RECEIVED AT 2:00 P.M. ON 02-13-2019</p> <p>BY: Phillip Burgmeier </p>									



CITY OF OTTUMWA, IA  
 WPCF PRIMARY CLARIFIER DRAIN VALVE REPLACEMENT  
 Planholders on QuestCDN - 01/31/2019

Company Name	DocType	Designation	Bus. Ty	Contact	Line1	City	State	Zip	Phone	Fax	Email
Dodge Data & Analytics	eBidDoc	Plan Room		Melanie Yancey	4300 Beltway Place, Suite 150	Arlington	TX	76018	800-393-6343	8176087129	dodge.does@construction.com
WRH, Inc. a/a Wendler Construction, Inc.	eBidDoc	Prime Bidder		Virginia Possehl	1648 T Avenue	South Amiana	IA	52334	319-622-3816	319-622-6095	yposseh1@wendlerinc.com