



TENTATIVE AGENDA
OTTUMWA CITY COUNCIL

REGULAR MEETING NO. 5
Council Chambers, City Hall

February 3, 2026
5:30 O'Clock P.M.

**INVOCATION: NEW LIFE CENTER
PLEDGE OF ALLEGIANCE**

- A. ROLL CALL: Council Member Duprey, Caviness, Reid, Galloway, Hoffman and Mayor Foote.
- B. CONSENT AGENDA **Part I:**
1. Minutes from Regular Meeting No. 3 on January 20, 2026, and Special Meeting No. 4 on January 27, 2026 as presented.
 2. Acknowledge and approve February 3, 2026, Claims List as submitted by the Finance Department.
 3. Acknowledge December 2025 Financial Statements as submitted by the Finance Department.
 4. Civil Service Eligibility List for January 28, 2026: Deputy Fire Chief Promotional.
 5. Recommend reappointment of Kate Bagby to the Historic Preservation Commission, term to expire 1/01/2030 and appointment of Cory Grooms to the Inspection Board of Review, term to expire 1/18/2030.
 6. Approve Drug Task Force Bryne-JAG Grant Submission via internet and authorize the Mayor and Chief of Police to sign all related documents.
 7. Resolution No. 24-2026, resolution setting the date for a public hearing on the proposal to convey interest in real property located within the West Gate Economic Development Urban Renewal Area pursuant to a proposed Purchase, Sale, and Development Agreement with JCG Rentals LLC.
- B. CONSENT AGENDA **Part II:**
8. Beer and/or liquor applications for: Uncle Buck's Bar & Grill, 518 Church St., The Keg, 622 Church St., with outdoor service area; Albia Road BP, 1340 Albia Rd., North Court BP, 1301 N. Court; Pennsylvania & Jefferson BP, 1147 N. Jefferson; All applications pending final inspections.
- C. APPROVAL OF AGENDA
- D. ADMINISTRATORS REPORT TO COUNCIL AND CITIZENS:
- All items on this agenda are subject to discussion and/or action.*
- E. IDENTIFICATION OF CITIZENS DESIRING TO COMMENT ON AGENDA ITEMS:
(When called upon by the Mayor, step to the microphone; state their name, address and agenda item to be addressed. The Mayor will invite you to address the Council when that topic is being discussed. Remarks will be limited to **three minutes or less**. The City Clerk shall keep the time and notify the Mayor when the allotted time limit has been reached. Comments are to be directly germane to the agenda item being discussed; if not directly germane as determined by the Mayor will be ruled out of order.)
- F. PUBLIC HEARING:
1. This is the time, place and date set for a public hearing on the matter of adoption of Amendment No. 2 to the Amended and Restated Ottumwa Urban Revitalization Plan for the Ottumwa Urban Revitalization Area.
 - A. Open the public hearing.
 - B. Close the public hearing.

- C. Resolution No. 14-2026, adopting the proposed Amendment No. 2 to the Amended and Restated Ottumwa Urban Revitalization Plan for the Ottumwa Urban Revitalization Area.

RECOMMENDATION: Pass and adopt Resolution No. 14-2026.

G. ORDINANCES:

1. Ordinance No. 3253-2026, an Ordinance to Reinstate the Public Safety Advisory Committee by Amending Chapter 2, Article VI, Division 5, of the Code of Ordinances of the City of Ottumwa, Wapello County, Iowa.

RECOMMENDATION: Pass the second consideration of Ordinance No. 3253-2026.

2. Ordinance No. 3254-2026, an Ordinance to add Sections 14-33 Periodic Fire Safety Inspections and 14-34 Authority to Cite to Chapter 14, Fire Prevention and Protection, of the Code of Ordinances of the City of Ottumwa, Wapello County, Iowa.

RECOMMENDATION: Pass the first consideration of Ordinance No. 3254-2026.

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

1. Historic Preservation Certified Local Government Annual Report.

RECOMMENDATION: Approve the submittal of the Ottumwa Historic Preservation Commission's 2025 Certified Local Government Annual Report to the Iowa State Historic Preservation Office and authorize the Mayor to sign the required certification.

I. RESOLUTIONS:

1. Resolution No. 7-2026, approving applications for residential and commercial tax abatements under the Urban Revitalization Plan, subject to review by the local assessor.

RECOMMENDATION: Pass and adopt Resolution No. 7-2026.

2. Resolution No. 22-2026, fixing an amount for abating a nuisance against certain lots in the City of Ottumwa for 2024 Grass & Weed Mowing Assessments totaling \$74,481.25 for 125 properties.

RECOMMENDATION: Pass and adopt Resolution No. 22-2026.

3. Resolution No. 23-2026, adopting the Amended and Restated 28E Agreement between the City of Ottumwa and the Wapello County Board of Supervisors for the implemented Solid Waste Commission.

RECOMMENDATION: Pass and adopt Resolution No. 23-2026.

4. Resolution No. 26-2026, adopt a Fire Department Fee Schedule and Rescind Resolution No. 214-2025.

RECOMMENDATION: Pass and adopt Resolution No. 26-2026.

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 improper utilization of meeting time, as determined by the Mayor, will be ruled out of order. When called upon by the Mayor, step to

the microphone; give your name, address and topic on which to address the Council. The Council is not likely to take any action on your comments due to requirements of the Open Meetings Law. Pertinent questions, comments or suggestions may be referred to the appropriate department, city administrator or legal counsel for response, if relevant.

K. MAYOR/CITY COUNCIL REPORT AND/OR COMMUNICATIONS

ADJOURN

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

*Items on the **TABLE**:

1. Resolution No. 201-2025, approving and adopting a revised Building and Facility Security Policy for the City of Ottumwa.

RECOMMENDATION: Pass and adopt Resolution No. 201-2025.



[CITY OF]

OTTUMWA

FAX COVER SHEET

City of Ottumwa

DATE: 1/30/2026 TIME: 10:20 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 #05 to be held on
2/03/2026 at 5:30 P.M.

FAX MULTI TX REPORT

JOB NO. 1098
DEPT. ID 4717
PGS. 4

TX INCOMPLETE -----
TRANSACTION OK 916606271885
916416823269
ERROR 916416847834
916416828482

KTVO
Ottumwa Waterworks
Ottumwa Courier
Tom FM



CITY OF
OTTUMWA

FAX COVER SHEET

City of Ottumwa

DATE: 1/30/2026 TIME: 10:20 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 #05 to be held on
2/03/2026 at 5:30 P.M.

TX REPORT

JOB NO. 1098
DEPT. ID 4717
ST. TIME 01/30 10:22
SHEETS 4
FILE NAME

TX INCOMPLETE -----
TRANSACTION OK 916606271885
916416823269
ERROR 916416847834
916416828482

KTVO
Ottumwa Waterworks
Ottumwa Courier
Tom FM



CITY OF
OTTUMWA

FAX COVER SHEET

City of Ottumwa

DATE: 1/30/2026 TIME: 10:20 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 #05 to be held on
2/03/2026 at 5:30 P.M.

OTTUMWA CITY COUNCIL MINUTES

Item No. B.-1.

REGULAR MEETING NO. 3
Council Chambers, City Hall

January 20, 2026
5:30 O'Clock P.M.

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

Present were Council Member Galloway, Hoffman, Duprey, Caviness, Reid and Mayor Foote.

Galloway moved, seconded by Duprey to approve consent agenda Part I: Mins. from Regular Mtg. No. 1 on Jan. 6, 2026, and Special Mtg. No. 2 on Jan. 13, 2026 as presented; Ack. and approve Jan. 20, 2026 Claims; Approve release of forfeiture funds in the amt. \$37,671 to be used by SE IA Inter-Agency Drug Task Force; Res. No. 13-2026, determining necessity and fixing date for public hearing on the matter of adoption of a proposed Amendment No. 2 to the Amended and Restated Ottumwa Urban Revitalization Plan; Res. No. 15-2026, accepting quote (\$43,351) from Brentwood Industries for Primary Clarifier Single Cell Chain and Flight Replacement for WPCF; Res. No. 19-2026, approving lease Agt. with Ottumwa Saddle Club. All ayes.

Galloway moved, seconded by Hoffman to approve consent agenda Part II: Beer and/or liquor applications for: Dollar Gen. Store #30778, 616 W. Mary; Dollar Gen. Store #7179, 721 N. Quincy Ave.; Recovery Room, 1805 W. Second. Motion carried 4-1. Ayes: Galloway, Hoffman, Duprey, Caviness. Nays: Reid.

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

Main Street Ottumwa quarterly update presented by Exec. Dir. Patrick and Brd. President Gevock.

Mayor Foote inquired if anyone from the audience wished to speak on any agenda items. The following want to discuss item I-6: Olson Miller, Robert LaPoint, Kristen Payne, Christian Schrock, Travis Decker, Jean Dell, Colleen Decker.

This was the time, place and date set for a public hearing approving Plans, Specs., Form of contract and Est. cost for the T-Hangar Project at Ottumwa Reg. Airport. Dir. of Airport Operations Wheaton reported bids due Feb. 19, 2026, est. cost of project \$1,237,105.91. No objections rec'd. Galloway moved, seconded by Hoffman to close public hearing. All ayes.

Reid moved, seconded by Caviness that Res. No. 9-2026, approving plans, specs., form of contract and est. cost of the T-Hangar Project at Ottumwa Reg. Airport, be passed and adopted. All ayes.

Caviness moved, seconded by Hoffman to pass first consideration of Ord. No. 3253-2026, Reinstate Public Safety Adv. Committee by Amending Ch. 2, Article VI, Div. 5. Opportunity for members of committee help address needs of public safety to the city and vice versa, constant coordination between city and county. Galloway suggested adding language to reflect the two members from the county should also own property or business within the city. All ayes with revisions suggested.

Galloway moved, seconded by Hoffman to receive and file request for project support for proposed mixed-use redevelopment at 105-107 and 109 E. Main St. Dir. of Comm. Dev. Eltahir presented. All ayes.

Galloway moved, seconded by Hoffman that Res. No. 10-2026, providing financial support of the Area 15 Reg. Planning Comm. for FY 26/27, be passed and adopted. Rath reported total amt. \$14,040.95 that is \$0.55 per capita. All ayes.

Caviness moved, seconded by Galloway that Res. No. 11-2026, providing financial support of the Reg. Planning Affiliation (RPA 15) for FY 26/27, be passed and adopted. Rath reported total amt. \$7,054. All ayes.

Reid moved, seconded by Galloway that Res. No. 12-2026, approving and auth. execution of Mtg. Release for 180 N. Ward St., be passed and adopted. All ayes.

Reid moved, seconded by Duprey that Res. No. 16-2026, approving change in auth. of signature from former Mayor Richard W. Johnson to current Mayor Benjamin Foote for CDBG Contract # 25-WS-030, be passed and adopted. All ayes.

Galloway moved, seconded by Caviness that Res. No. 17-2026, Approving Contract between IEDA and City of Ottumwa for CDBG program and auth. Mayor to sign Contract (CDBG Contract #25-WS-030), be passed and adopted. PW Dir./City Eng. Burgmeier reported contract awards \$491,000 for a sewer lining project. All ayes.

Reid moved, seconded by Duprey that Res. No. 18-2026, adopting Invocation Policy for the City of Ottumwa, be passed and adopted. Mayor Foote reported, starting mtg. with an invocation, brings another level of respect and solemnity. Members of the audience addressed council on this item. Council agreed they want to be protected from any perceptions of discrimination. Much discussion was had. Council agreed to add the following to the current policy as drafted: method of time stamping each request when it is received and due process for those that are disqualified from presenting. Motion carried 4-1. Ayes: Hoffman, Duprey, Caviness, Reid. Nays: Galloway.

Reid moved, seconded by Duprey that Res. No. 20-2026, approving Professional Services Agt. with WHKS for eng. services for WPCF and auth. Mayor to sign, be passed and adopted. All ayes.

Reid moved, seconded by Galloway to remove Res. No. 205-2025 from the table. All ayes.

Caviness moved, seconded by Galloway that Res. No. 205-2025, approving relocation of Historic "National Humane Alliance" Fountain from Ballingall Park to site near front entrance of Bridge View Center, be passed and adopted. Rath reported, original recommendation was to approve relocation; however, now, neither group wants to move the fountain, so staff recommends defeating the motion. Motion failed 0-5. Nays: Galloway, Hoffman, Duprey, Caviness, Reid.

Mayor inquired if anyone from the audience wished to address council on any non-agenda items. K. Howard asked for clarification on stipulations for Public Safety Adv. Comm. members and how this could eliminate anyone that rents in Ottumwa (instead of owning their property).

Res No. 201-2025 remains on the TABLE.

Council recessed at 7:38 P.M.

Regular Meeting No. 3
Conference Room 128A, City Hall

January 20, 2026

Council reconvened at 7:48 P.M.

Present were Council Member Hoffman, Duprey, Caviness, Reid and Mayor Foote. Galloway was excused under IA Code Section 21.5(1)(4): "A governmental body shall not exclude a member of the governmental body from attending a closed session, unless the member's attendance at the closed session creates a conflict of interest for the member due to the specific reason announced as justification for holding the closed session."

Hoffman moved, seconded by Reid to enter closed session in accordance with IA Code Section 21.5(1)(c). ("To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent and where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in the litigation, and in accordance with IA Code Section 622.10 to discuss attorney/client privileged and attorney work product matters with legal counsel.") Motion carried 4-0.

The meeting entered closed session at 7:50 P.M.

Hoffman moved, seconded by Caviness to return to open session at 8:30 P.M. Motion carried 4-0.

There being no further business, Hoffman moved, seconded by Caviness that the mtg. adjourn. Motion carried 4-0.

Adjournment was at 8:30 P.M.

ATTEST:


Christina Reinhard, CMC, City Clerk

CITY OF OTTUMWA, IOWA

Benjamin Foote, Mayor

Published in the Ottumwa Courier on 1/31/2026.



OTTUMWA CITY COUNCIL MINUTES

SPECIAL MEETING NO. 4
Council Chambers, City Hall

January 27, 2026
5:30 O'Clock P.M.

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

Present were Council Member Hoffman, Duprey, Caviness, Reid, Galloway and Mayor Foote.

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

Caviness moved, seconded by Hoffman that Res. No. 21-2026, approving Lease Agt. with The Hertz Corp. for space at Ottumwa Reg. Airport, be passed and adopted. Dir. of Airport Operations Wheaton reported. All ayes.

Mayor Foote began discussion on Ch. 14, Fire Prevention & Protection – Ordinance and Resolution – Fire Dept. fee schedule. Offering further clarification of process and fees. Chief Canto added, adopting both the Ord. and Res. for these processes will provide a level of consistency for the City to follow. Currently operating under 2021 International Fire Code and 2015 International Building Code.

Galloway added, we all agreed that inspections should happen, but when we don't charge fees for these services, the burden is pushed onto the taxpayers.

Looked at fee structure; Emergency Response Fees – Lift Assists were discussed in great detail. Council wants to adjust residential lift assist fee structure. The first three lift assists will be at no charge; instances four, five and six will be billed at \$100 each; followed by numbers seven and above, billed at \$250 each. Canto will adjust these fees within the Resolution and bring to council for adoption at next mtg. He also stated he will work with Finance Dept. on billing/invoicing to make the process as painless as possible.

Mayor asked if anyone from the public wished to address Ord. No. 3253-2026, Reinstatement of Public Safety Adv. Committee as it was on the agenda for this reason. Mr. Torres discussed the ongoing struggles of rehabilitating his property on Main St. and who can he contact about grant and/or assistance opportunities to get his bldg. up to code.

There being no further business, Mayor announced the mtg. will recess for five mins. Council recessed at 7:08 P.M.

Special Meeting No. 4
Conference Room 128A, City Hall

January 27, 2026

Council reconvened at 7:16 P.M.

Present were Council Member Hoffman, Duprey, Caviness, Reid, Galloway and Mayor Foote.

Galloway moved, seconded by Caviness to enter closed session in accordance with IA Code Sec. 20.17(3) ("Negotiating sessions, strategy mtgs of public employers, mediation, and deliberative process of arbitrators shall be exempt from the provisions of Ch. 21..."). All ayes.

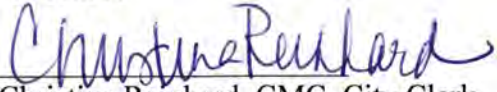
The meeting entered closed session at 7:17 P.M.

Galloway moved, seconded by Duprey to return to open session at 8:11 P.M. Motion carried 4-0.
Absent: Hoffman. (Hoffman exited closed session at 7:57 P.M.)

There being no further business, Reid moved, seconded by Galloway that the mtg. adjourn. Motion carried 4-0. Absent: Hoffman.

Adjournment was at 8:12 P.M.

ATTEST:


Christina Reinhard, CMC, City Clerk

CITY OF OTTUMWA, IOWA


Benjamin Foote, Mayor

Published in the Ottumwa Courier on 2/7/2026.



CITY OF OTTUMWA		
CLAIMS LISTING - 02/03/2026 COUNCIL MEETING		
Vendor Name	Purpose	Amount
ABOLUTE SUPPLIERS INC	OTHER MAINT & REPAIR	\$ 4,966.19
AHLERS & COONEY P.C.	LEGAL FEES	\$ 14,320.47
AIRGAS USA LLC	OPERATING SUPPLIES	\$ 273.99
ALL ROADS TRUCK & TRAILER	VHCL MTCE SUPPLIES	\$ 222.09
ALTORFER	OTHER MAINT & REPAIR	\$ 3,069.49
ARMOR EQUIPMENT	VHCL MTCE SUPPLIES	\$ 548.50
ASCENDANCE TRUCKS LLC	VHCL MTCE SUPPLIES	\$ 304.67
A-TEC RECYCLING INC	HAZARDOUS WASTE DISPOSAL	\$ 969.41
ATOMIC TERMITE & PEST	BUILDING MAINT REPAIR	\$ 115.00
Beck, Cannon	TRAINING	\$ 25.50
BLACKHAWK BODYSHOP AND	VHCL MTCE SUPPLIES	\$ 200.00
BLACK'S TIRE COMPANY LLC	VHCL MTCE SUPPLIES	\$ 539.98
BOUND TREE MEDICAL LLC	EMS SUPPLIES	\$ 707.34
BRIDGE CITY SANITATION LLC	RENTS & LEASES	\$ 845.00
BUB'S TREE CARE	TREE TRIMMING	\$ 3,075.00
C & C MANUFACTURING LLC	VHCL MTCE SUPPLIES	\$ 392.14
CAPITAL CITY BOILER &	BLDG MAINT & REPAIR	\$ 3,050.08
CENTRAL IOWA FASTENERS	OPERATING SUPPLIES	\$ 22.40
CENTRAL SALT LLC	STREET MAINT SUPPLIES	\$ 17,046.28
CHARTER MACHINE COMPANY	OTHER MAINT & REPAIR	\$ 6,821.81
CHRIS SCHARK	CLOTHING ALLOWANCE	\$ 145.52
CODY POOL	TRAVEL & CONFERENCE	\$ 241.43
CONSOLIDATED ELECTRICAL	BUILDING MAINT REPAIR	\$ 1,869.26
CORE PRODUCTS	STREET MAINT SUPPLIES	\$ 381.81
CRESCENT ELECTRIC SUP CO	VHCL MTCE SUPPLIES	\$ 5.05
DALE NORRIS	TRAINING	\$ 15.61
DANIEL OLIVER	TRAVEL & CONFERENCE	\$ 230.54
DENISES ALTERATIONS	CLOTHING ALLOWANCE	\$ 62.50
DNR	IDNR SOLID WASTE FEES	\$ 30,554.70
ECOSYSTEMS INC	SLUDGE HAULING	\$ 6,966.00
FAMILY ANIMAL CARE	OTHER PROF SERV	\$ 2,272.19
FASTENAL COMPANY	GROUND MAINT & REPAIR	\$ 8.07
FRANCIE SMITH	REFUNDS	\$ 50.00
GARDEN & ASSOCIATES LTD	OTHER PROF SERV	\$ 219.00
HAWKEYE TRUCK EQUIPMENT	VHCL MTCE SUPPLIES	\$ 440.04
HOPKINS & HUBBNER PC	LEGAL FEES	\$ 4,696.02
HPI2, LLC	SUSTENANCE SUPPLIES	\$ 1,054.50
HUPP TOYOTALIFT	VHCL MTCE SUPPLIES	\$ 266.00
INFOMAX OFF SYSTEMS INC	CONTRACTUAL SERVICES	\$ 677.32
INGRAM LIBRARY SERVICES	LIBRARY MAT.-JAMES ESTATE	\$ 2,046.12
INTEGRITY ELECTRIC	GROUND MAINT & REPAIR	\$ 1,902.41

IOWA COMMUNITIES ASSURANC	PROPERTY INSURANCE	\$ 4,787.00
J & J MOWING	CONTRACTUAL SERVICES	\$ 1,462.50
JCG LAND SERVICES INC	ENGINEERING	\$ 3,280.00
JERRY LEMEUSE	TRAVEL & CONFERENCE	\$ 779.07
JONES CONTRACTING CORP	CONTRACTUAL SERVICES	\$ 118,188.27
KLODT DOOR SERVICE LLC	BLDG MAINT & REPAIR	\$ 811.81
LASER TECHNOLOGY, INC	OTHER SMALL CAPITAL	\$ 1,435.00
LORI CREECH	OFFICE SUPPLIES	\$ 21.78
MEET OTTUMWA	CONV & VISITOR BUREAU	\$ 14,071.06
MELISSA PICKRELL	CLOTHING ALLOWANCE	\$ 79.99
MIDWEST COMMUNITY TITLE IOWA	CONTRACTUAL SERVICES	\$ 200.00
MUNICIPAL PIPE TOOL CO LL	OTHER CAPITAL EQUIP	\$ 124,787.31
NORRIS ASPHALT PAVING INC	STREET MAINT SUPPLIES	\$ 5,212.07
NORSOLV SYSTEMS ENVIRONM	OPERATING SUPPLIES	\$ 180.95
OTTUMWA GLASS	VHCL MTCE SUPPLIES	\$ 15.00
PLUMB SUPPLY COMPANY	SEWER/DRAINAGE SUPPLIES	\$ 176.72
POLK COUNTY SHERIFF	GARNISHMENTS PAYABLE	\$ 422.81
RONKEN INDUSTRIES INC	OTHER MAINT & REPAIR	\$ 86.64
ROYAL PORTABLE TOILETS	SANITATION	\$ 115.56
S & L ALL SEASON	EQUIP REPAIR	\$ 191.48
SCS ENGINEERS	ENGINEERING	\$ 4,485.38
SHIVE-HATTERY ENGINEERS	ENGINEERING	\$ 6,473.20
STEVE MUNDELL CONSTRUCTIO	BUILDING MAINT REPAIR	\$ 360.00
SUNSET LAW ENFORCEMENT	OTHER SMALL CAPITAL	\$ 9,303.50
SUPREME STAFFING INC	CONTRACT EMPLOYEES	\$ 8,270.70
SYN-TECH SYSTEMS INC.	CONTRACTUAL SERVICES	\$ 42.00
THE STITCH DOCTOR	SUSTENANCE SUPPLIES	\$ 163.44
TIM HILDRETH CO. INC.	BUILDING MAINT REPAIR	\$ 1,402.12
TORRES CONSTRUCTION	CONTRACTUAL SERVICES	\$ 1,200.00
UNITY POINT HEALTH AT WORK -DES MOINES	EMPLOYEE PHYSICALS/TESTS	\$ 4,314.27
VESSCO INC	OTHER MAINT & REPAIR	\$ 22,125.31
WAPELLO COUNTY SHERIFF	PAYMENTS TO OTHER ENTITIE	\$ 7,423.01
WAYNE'S TIRE	VHCL MTCE SUPPLIES	\$ 20.00
WINGER COMPANIES	BLDG MAINT & REPAIR	\$ 4,046.00
CHILD SUPPORT SERVICES	CHILD SUPPORT PAYABLE	\$ 1,770.21
MISSIONSQUARE	ICMA DEF COMP PAYABLE	\$ 1,555.38
ALLIANT ENERGY COMPANY	ELECTRIC	\$ 80,823.12
BRIDGE CITY SANITATION LLC	SANITATION	\$ 2,263.00
CENTURYLINK	TELEPHONE/IT	\$ 1,021.09
CENTURYLINK	TELEPHONE/IT	\$ 4.20
ELLIOTT BULK SERVICES LLC	FUEL	\$ 615.28
HUMANA INSURANCE CO	HEALTH CLAIMS	\$ 26,043.90
MIDAMERICAN ENERGY CO	NATURAL GAS	\$ 676.73
TOTAL		\$ 572,326.29

STATEMENT OF CASH BALANCES AND TREASURER'S REPORT

Item No. B.-3.

12/31/2025

Fund #	Fund	Balance		Receipts	Disbursements	Balance
		11/30/2025				12/31/2025
001	GENERAL OPERATING FUND	\$ 5,732,455.66	\$	3,170,164.91	\$ (4,935,800.91)	\$ 3,966,819.66
002	PARKING RAMP	\$ 72,719.98	\$	6,063.13	\$ (3,359.18)	\$ 75,423.93
005	FRANCHISE FEES	\$ 99,629.16	\$	235.40	\$ (117.70)	\$ 99,746.86
110	ROAD USE TAX	\$ 2,342,071.66	\$	702,184.79	\$ (773,914.05)	\$ 2,270,342.40
112	EMPLOYEE BENEFITS	\$ 2,775,978.17	\$	381,613.84	\$ (190,806.92)	\$ 2,966,785.09
121	SALES TAX 1%	\$ 5,668,351.88	\$	1,464,332.11	\$ (762,241.94)	\$ 6,370,442.05
123	BONITA TIF	\$ 86,474.36	\$	204.32	\$ (102.16)	\$ 86,576.52
125	WESTGATE TIF	\$ 517,584.37	\$	37,053.26	\$ (18,526.63)	\$ 536,111.00
126	AIRPORT TIF	\$ 125,139.49	\$	5,469.90	\$ (2,734.95)	\$ 127,874.44
128	WILDWOOD HWY 34 TIF	\$ 12,493.94	\$	29.52	\$ (14.76)	\$ 12,508.70
129	RISK MANAGEMENT	\$ 1,191,325.85	\$	40,488.79	\$ (34,285.86)	\$ 1,197,528.78
130	411 MEDICAL COSTS	\$ (67,093.52)	\$	168,570.57	\$ (337,141.14)	\$ (235,664.09)
131	AIRPORT	\$ 794,721.31	\$	379,839.52	\$ (328,719.68)	\$ 845,841.15
133	LIBRARY	\$ 15,142.91	\$	137,936.54	\$ (224,767.73)	\$ (71,688.28)
135	CEMETERY	\$ 284,873.65	\$	71,090.92	\$ (97,653.23)	\$ 258,311.34
137	HAZMAT	\$ 174,786.40	\$	8,575.33	\$ (3,544.17)	\$ 179,817.56
151	OTHER BOND PROJECTS	\$ 2,177,020.75	\$	267,420.70	\$ (536,060.33)	\$ 1,908,381.12
162	SSMID DISTRICT	\$ 251,340.64	\$	2,823.52	\$ (1,411.76)	\$ 252,752.40
167	FIRE BEQUEST	\$ 14,136.40	\$	2,266.70	\$ (1,500.00)	\$ 14,903.10
171	RETIREE HEALTH	\$ 1.23	\$	-	\$ -	\$ 1.23
173	LIBRARY BEQUEST	\$ 200,585.25	\$	60,338.31	\$ (48,773.76)	\$ 212,149.80
174	COMMUNITY DEVELOPMENT	\$ 675,773.45	\$	50,798.37	\$ (100,000.00)	\$ 626,571.82
175	POLICE BEQUEST	\$ 236,034.53	\$	5,528.85	\$ (3,500.00)	\$ 238,063.38
177	HISTORIC PRESERVATION	\$ 20,081.40	\$	47.44	\$ (23.72)	\$ 20,105.12
200	DEBT SERVICE	\$ (936,489.19)	\$	204,388.06	\$ (103,344.03)	\$ (835,445.16)
301	STREET PROJECTS	\$ 3,579,449.37	\$	1,906,720.21	\$ (3,806,444.44)	\$ 1,679,725.14
303	AIRPORT PROJECTS	\$ 295,323.91	\$	17,327.87	\$ (33,957.94)	\$ 278,693.84
307	SIDEWALK & CURB PROJECTS	\$ (59.70)	\$	-	\$ -	\$ (59.70)
309	PARK PROJECTS	\$ 125,248.68	\$	-	\$ -	\$ 125,248.68
310	EQUIPMENT PURCHASE	\$ 1,248,761.37	\$	2,928.40	\$ (1,464.20)	\$ 1,250,225.57
311	LEVEE PROJECTS	\$ 956,944.89	\$	-	\$ -	\$ 956,944.89
313	EVENT CENTER CONSTR	\$ 296,835.46	\$	222,625.93	\$ (445,251.86)	\$ 74,209.53
315	SEWER CONSTRUCTION	\$ 2,486,060.05	\$	8,730,787.88	\$ (8,383,229.63)	\$ 2,833,618.30
501	CEMETERY MEMORIAL	\$ 1,133.95	\$	581,352.62	\$ (581,351.28)	\$ 1,135.29
503	CEMETERY PERPETUAL CARE	\$ 51,381.75	\$	2,189.30	\$ (2,275.61)	\$ 51,295.44
610	SEWER UTILITY	\$ 5,868,721.79	\$	2,337,796.75	\$ (2,145,558.37)	\$ 6,060,960.17
611	SEWER SINKING	\$ 269,442.91	\$	109,091.96	\$ (217,547.28)	\$ 160,987.59
613	SEWER IMPROVEMENT	\$ 4,994,677.55	\$	11,801.54	\$ (5,900.77)	\$ 5,000,578.32
670	LANDFILL	\$ 1,843,142.11	\$	357,694.41	\$ (194,913.92)	\$ 2,005,922.60
671	LANDFILL RESERVE	\$ 1,497,315.28	\$	3,537.90	\$ (1,768.95)	\$ 1,499,084.23
673	RECYCLING	\$ 578,085.51	\$	69,248.75	\$ (107,358.76)	\$ 539,975.50
690	TRANSIT FUND	\$ 677,809.79	\$	1,601.54	\$ (800.77)	\$ 678,610.56
720	BRIDGEVIEW EVENT CENTER	\$ (152,571.25)	\$	80,389.00	\$ (160,778.00)	\$ (232,960.25)
750	GOLF COURSE	\$ (67,927.66)	\$	130,307.16	\$ (104,479.72)	\$ (42,100.22)
810	POOLED INVESTMENT	\$ (52,518,452.71)	\$	4,125,425.44	\$ (2,125,425.44)	\$ (50,518,452.71)
820	PAYROLL CLEARING	\$ 231,405.81	\$	1,081,942.73	\$ (968,413.95)	\$ 344,934.59
860	PAYROLL CLEARING	\$ 7,264,979.57	\$	1,000,288.67	\$ (944,677.54)	\$ 7,320,590.70
861	PAYROLL CLEARING	\$ 317,550.53	\$	69,061.30	\$ (109,973.28)	\$ 276,638.55

862	DENTAL INSURANCE	\$	61,783.53	\$	27,491.82	\$	(25,570.74)	\$	63,704.61
863	LIFE INSURANCE	\$	102,276.23	\$	17,693.44	\$	(14,074.22)	\$	105,895.45
	TOTAL	\$	2,474,458.45	\$	28,054,769.42	\$	(28,889,561.28)	\$	1,639,666.59

INVESTMENTS AS OF 12/31/2025

INSTITUTION	INSTRUMENT	TERM	RATE	BALANCE	RENEWAL DATE
COMM 1ST C CD		12 MOS	4.25%	\$ 1,000,000	2/4/2026
COMM 1ST C CD		12 MOS	4.25%	\$ 1,000,000	2/4/2026
COMM 1ST C CD		12 MOS	4.25%	\$ 1,000,000	2/4/2026
COMM 1ST C CD		12 MOS	4.25%	\$ 1,000,000	2/4/2026
COMM 1ST C CD		12 MOS	4.25%	\$ 1,000,000	2/4/2026
COMM 1ST C CD		12 MOS	4.25%	\$ 1,000,000	3/4/2026
COMM 1ST C CD		24 MOS	3.26%	\$ 1,000,000	3/25/2026
COMM 1ST C CD		24 MOS	3.26%	\$ 1,000,000	3/25/2026
COMM 1ST C CD		24 MOS	3.26%	\$ 1,000,000	3/25/2026
IPAIT CD		12 MOS	4.13%	\$ 1,000,000	4/23/2026
IPAIT CD		12 MOS	4.13%	\$ 1,000,000	4/23/2026
IPAIT CD		12 MOS	4.13%	\$ 1,000,000	4/23/2026
IPAIT CD		12 MOS	4.13%	\$ 1,000,000	4/23/2026
COMM 1ST C CD		24 MOS	3.26%	\$ 1,000,000	4/24/2026
COMM 1ST C CD		24 MOS	3.26%	\$ 1,000,000	4/24/2026
COMM 1ST C CD		24 MOS	3.26%	\$ 1,000,000	4/24/2026
COMM 1ST C CD		12 MOS	4.25%	\$ 1,000,000	6/4/2026
COMM 1ST C CD		12 MOS	4.25%	\$ 1,000,000	6/4/2026
COMM 1ST C CD		12 MOS	4.25%	\$ 1,000,000	6/4/2026
COMM 1ST C CD		12 MOS	4.25%	\$ 1,000,000	6/4/2026
COMM 1ST C CD		12 MOS	4.25%	\$ 1,000,000	9/30/2026
COMM 1ST C CD		12 MOS	4.25%	\$ 1,000,000	9/30/2026
COMM 1ST C CD		12 MOS	4.25%	\$ 1,000,000	9/30/2026
COMM 1ST C CD		12 MOS	4.25%	\$ 1,000,000	10/14/2026
COMM 1ST C CD		12 MOS	4.25%	\$ 1,000,000	10/14/2026
IPAIT CD		24 MOS	4.30%	\$ 1,000,000	4/21/2027
IPAIT CD		24 MOS	4.30%	\$ 1,000,000	4/21/2027
IPAIT CD		24 MOS	4.30%	\$ 1,000,000	4/21/2027
IPAIT CD		24 MOS	4.30%	\$ 1,000,000	4/21/2027
IPAIT IBA		NONE	3.58%	\$ 1,518,004	NONE
ISB SAVINGS		NONE	3.70%	\$ 16,054,949	NONE
			4.01%	\$ 46,572,952.77	

OTTUMWA CIVIL SERVICE COMMISSION

Deputy Fire Chief – Promotional Eligibility List

1. David Cronin

Certified January 28, 2026

OTTUMWA CIVIL SERVICE COMMISSION

Ed Wilson, Chairman
Ann Youngman
Amy Gardner



February 3, 2026

TO: Ottumwa City Council Members

FROM: Benjamin Foote, Mayor

SUBJECT: APPOINTMENT TO CITY BOARDS AND/OR COMMISSIONS

Recommend re-appointment to the Historic Preservation Commission, term to expire 01/01/2030.

Katharine (Kate) Bagby
1109 N. Court

Recommend appointment to the Inspection Board of Review, term to expire 1/18/2030 due to a vacancy.

Cory Grooms
5618 150th Ave.

Application for Re-Appointment to City Advisory Board

Print

Submitted by: Katharine Bagby

Submitted On: 2025-12-18 16:34:17

Submission IP: 185.229.59.115 (172.31.72.232)

timwy-187maw-181

Status: Accepted

Priority: Normal

Assigned To: Chris Reinhard

Due Date: Open



APPLICATION FOR RE-APPOINTMENT TO CITY ADVISORY BOARD OR COMMISSION

The information contained on this form is for the use of the Mayor and City Council in order to review your request to continue serving on a City Advisory Board, Commission, Committee, or Task Force.

We ask that your re-appointment application be submitted timely before the end of your current term in order to accommodate your request. If you elect to not be re-appointed, kindly remit a resignation letter specifying the last day you will be serving on appointed board.

* Board, Commission, Committee, or Task Force to which re-appointment is desired (check all that apply):

- ☐ Airport Advisory Board ☐ Board of Library Trustees ☐ Cemetery Trustees ☐ Civil Service Commission
☒ Historic Preservation Commission ☐ Human Rights Commission ☐ Inspection Board of Review
☐ Ottumwa Housing Authority Board ☐ Parks Advisory Board ☐ Planning and Zoning Commission
☐ Waterworks Board of Trustees ☐ Zoning Board of Adjustment

* First Name

Katharine

* Last Name

Bagby

* Street Address

1109 N. Court

* City

Ottumwa

* State

IA

* Zip Code

52501

* Home/Cell Phone

5054178317

Email

kate@katebagby.com

Business Name

Business Street Address

1109 N. Court

City

Ottumwa

State

IA

Zip Code

52501

* Present Occupation

Retired HS School Teacher

* Previous Employment

HS Teacher

*** Date Available for Re-appointment**

12/18/2025

mmar MM/DD/YYYY

Answer the following:

Community Service

*** List boards, commissions, committees, and organizations you are currently serving or have served on, offices held, and in what city. Please explain why you are requesting to be re-appointed. Please elaborate on how/what you have contributed to the board/commission that you have served upon.**

I serve briefly on the Sandoval County, NM, Planning and Zoning Commission, Dulce Teachers Union COPE officer (union political campaign support and organizer of events), President of the Cuba Independent School District Teachers Union, Member of International Alliance of Theatrical and Stage Employees (IATSE) Local 480 I currently serve on the Ottumwa Area Arts Council, and am a volunteer at the Iowa Heartland History Connection where I have been involved in student learning activities at the Museum. I am requesting reappointment to finish work begun during my first two years. I've shared learning from State Historic Preservation Summit 2024 and participated in Cemetery Tours sponsored by the OHPC 2024/2025 and Kiwanis Club 2025.

*** Please list any professional or vocational licenses or certificates you hold. If none, type in "none."**

Licences I hold are NM Level III B - School Administration Level III Master Teacher in the following areas: K-12 Specialty License in Visual Arts, Tech Ed., School Technology Coordinator, English Language Arts, Social Studies and Film Technology, Advanced Placement Endorsement in Language Arts, Art History and Art Studio.

Personal

*** Are you related to any employee or appointee of the City of Ottumwa?**

☐ Yes ☒ No

If yes, please indicate name(s) and relationship(s).

*** Rules of law and ethics prohibit members from participating in and voting on matters in which they may 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 relations to your responsibilities as a member of the advisory body to which you seek re-appointment?**

☐ Yes ☒ No

If yes, please indicate any potential conflicts.

*** Are you aware of the time commitment necessary to fulfill the obligations of the advisory body to which you seek re-appointment.**

☒ Yes ☐ No

Please furnish brief written responses to the following questions:

*** What is there specifically in your background, training, education, or interests which qualifies you as a re-appointee?**

I've been doing quite a bit of historical research in the area regarding not family history here in SE Iowa, I've been restoring my home both inside and out on North Court since I arrived here in August of 2023, much to my satisfaction. I have an enthusiasm in crafts and the made and built environment

*** What do you see as the objectives and goals of the advisory body to which you seek re-appointment?**

To work at the task of gaining appreciation and visibility by encouraging and enlisting volunteers to not only preserve the historical assets of Ottumwa, but to advance the strategies and efforts involved in civic pride in the community by maintaining community assets and individual properties, streets and sidewalks.

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

Short terms goals and objectives with specific tasks, outcomes and a timeline with responsibilities, and indicators spelled out and updated at each meeting. Also, attention to the foundations and follow the rules sets forth in the bylaws, record keeping, archives, a broad base of essential knowledge among civil organizations, with informational support for new comers and current residents of Ottumwa, IA.

* I herby certify that the above information is correct to the best of my knowledge.

☒ I certify the information is correct to the best of my knowledge.

* By selecting the "I Agree" checkbox, I am signing this document electronically. I agree that my electronic signature is the legal equivalent of my manual/handwritten signature on this document. By selecting "I Agree" using any device, means, or action, I consent to the legally binding terms and conditions of this document. I further agree that my signature on this document is as valid as if I personally signed the document in writing.

☒ I Agree

* Name

Katharine Bagby

* Date

12/18/2025

City of Ottumwa

The Mayor will review your current attendance, participation, interpersonal relationships, compliance with policies on conflict of interest and confidentiality, philanthropic contributions and community outreach when making the decision to reappoint you to a board/commission.

The strength of a board or commission depends on the productive and meaningful contributions of each individual member. The City of Ottumwa looks to support governance excellence based on a solid, continuing commitment to board service and ongoing adherence to established expectations for behavior and performance.

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.

Additional File 1

No file chosen

Additional File 2

No file chosen

Additional File 3

No file chosen

Additional File 4

No file chosen

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 re-appointment.

Year of Birth

1954

Gender Identity

female

Number of years a city resident

Ottumwa

HUMAN RIGHTS COMMISSION MEMBER APPLICANT ONLY

The Human Rights Commission seeks to model service leadership and respect in its work with Commission members and the community. List your current experience working on diverse teams, public bodies, or committees, and skills related to intergroup dialogues and team building with diverse communities that would be a benefit to your reappointment to the Human Rights Commission:



AUTHORIZATION FOR RELEASE OF PERSONAL INFORMATION

I do hereby authorize a review of and full disclosure of all records concerning myself to any duly authorized agent of the City of Ottumwa.

The intent of this authorization is to give my consent for disclosure of records, including background reports, complaints, or grievances filed by or against me.

I understand that any information obtained by a personal history background investigation, which is developed directly or indirectly, in whole or in part, upon this release authorization will be considered in determining my suitability for serving on a Board/Commission. I also certify that any person(s) who may furnish such information concerning me shall not be held accountable for giving this information; and I do hereby release said person(s) from any and all liability which may be incurred as a result of furnishing such information. I authorized the designated city official to conduct a routine background investigation. I further release the Ottumwa Police Department and the City of Ottumwa from any and all liability, which may be incurred as a result of collecting such information.

* I have read and fully understand the contents of this "Authorization for Release of Personal Information".

☒ I have read and fully understand the contents

* Date of Birth

02/20/1954

(Print Name and Title)

* By selecting the "I Agree" checkbox, I am signing this document electronically. I agree that my electronic signature is the legal equivalent of my manual/handwritten signature on this document. By selecting "I Agree" using any device, means, or action, I consent to the legally binding terms and conditions of this document. I further agree that my signature on this document is as valid as if I personally signed the document in writing.

☒ I Agree

* Name

Katharine Bagby

* Date

12/18/2025

(Print Name and Title)

* Board/Commission re-applying for:

- ☐ Airport Advisory Board ☐ Board of Library Trustees ☐ Cemetery Trustees ☐ Civil Service Commission
☒ Historic Preservation Commission ☐ Human Rights Commission ☐ Inspection Board of Review
☐ Ottumwa Housing Authority Board ☐ Parks Advisory Board ☐ Planning and Zoning Commission
☐ Waterworks Board of Trustees ☐ Zoning Board of Adjustment

Application for Appointment to City Advisory Board

Print

Submitted by: Cory Grooms

Submitted On: 2026-01-14 14:12:27

Submission IP: 166.181.81.207 (172.31.25.151)

proxy-IP (aws-IP)

Status: Accepted

Priority: Normal

Assigned To: Sherrie Jones

Due Date: Open



APPLICATION FOR APPOINTMENT TO CITY ADVISORY BOARD

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 the the initial form is still usable.

* Board, Commission, Committee, or Task Force to which appointment is desired (check all that apply):

- ☐ Airport Advisory Board ☐ Board of Library Trustees ☐ Cemetery Trustees ☐ Civil Service Commission
☐ Historic Preservation Commission ☐ Human Rights Commission ☒ Inspection Board of Review
☐ Ottumwa Housing Authority Board ☐ Parks Advisory Board ☒ Planning and Zoning Commission
☐ Waterworks Board of Trustees ☐ Zoning Board of Adjustment

* First Name

Cory

* Last Name

Grooms

* Street Address

5618, 150 Th Ave

* City

Ottumwa

* State

IA

* Zip Code

52501

* Home/Cell Phone

6417779847

Email

coryg@norrisasphalt.com

Business Name

Business Street Address

City

State

Zip Code

*** Present Occupation**

Estimator/Project Manager

*** Previous Employment**

Sales Manager

*** Date Available for Appointment**

02/13/2026

Format: MM/DD/YYYY

Answer the following:

Community Service

*** List boards, commissions, committees, and organizations you are currently serving or have served on, offices held, and in what city.**

Tenco, Ottumwa

*** Please list any professional or vocational licenses or certificates you hold. If none, type in "none."**

Aggregate sampling HMA 1 certification

Personal

*** Have you ever worked for the City of Ottumwa?**

If yes, please list start date(s) and name(s) of department(s).

☐ Yes ☒ No

*** Are you related to any employee or appointee of the City of Ottumwa?**

☐ Yes ☒ No

If yes, please indicate name(s) and relationship(s).

*** Rules of law and ethics prohibit members from participating in and voting on matters in which they may 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 relations to your responsibilities as a member of the advisory body to which you seek appointment?**

☐ Yes ☒ No

If yes, please indicate any potential conflicts.

Please furnish brief written responses to the following questions:

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

I have a great interest in seeing Ottumwa grow. I have been in management most of my working career. I believe my management skills could assist in moving Ottumwa forward.

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

Collaborate with a team to come up with the best ways to make Ottumwa the city all that it can be

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

I have worked in construction most of my working career life. I have experience not only in vertical construction but also horizontal construction. I believe that I can offer valuable insight to conversations others might not think of.

Human Rights Commission Member Applicants Only

The Human Rights Commission seeks to model service leadership and respect in its work with Commission members and the community. List your experience working on diverse teams, public bodies, or committees, and skills related to intergroup dialogues and team building with diverse communities:

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

☒ I certify the information is correct to the best of my knowledge.

* By selecting the "I Agree" checkbox, I am signing this document electronically. I agree that my electronic signature is the legal equivalent of my manual/handwritten signature on this document. By selecting "I Agree" using any device, means, or action, I consent to the legally binding terms and conditions of this document. I further agree that my signature on this document is as valid as if I personally signed the document in writing.

☒ I Agree

* Name

Cory Grooms

* Date

01/14/2026





AUTHORIZATION FOR RELEASE OF PERSONAL INFORMATION

I do hereby authorize a review of and full disclosure of all records concerning myself to any duly authorized agent of the City of Ottumwa.

The intent of this authorization is to give my consent for disclosure of records, including background reports, complaints, or grievances filed by or against me.

I understand that any information obtained by a personal history background investigation, which is developed directly or indirectly, in whole or in part, upon this release authorization will be considered in determining my suitability for serving on a Board/Commission. I also certify that any person(s) who may furnish such information concerning me shall not be held accountable for giving this information; and I do hereby release said person(s) from any and all liability which may be incurred as a result of furnishing such information. I authorized the designated city official to conduct a routine background investigation. I further release the Ottumwa Police Department and the City of Ottumwa from any and all liability, which may be incurred as a result of collecting such information.

* I have read and fully understand the contents of this "Authorization for Release of Personal Information".

☒ I have read and fully understand the contents

* Date of Birth

02/14/1969



* By selecting the "I Agree" checkbox, I am signing this document electronically. I agree that my electronic signature is the legal equivalent of my manual/handwritten signature on this document. By selecting "I Agree" using any device, means, or action, I consent to the legally binding terms and conditions of this document. I further agree that my signature on this document is as valid as if I personally signed the document in writing.

☒ I Agree

* Name

Cory Grooms

* Date

01/14/2026

FORM # 88WZ020000

* Board/Commission applying for:

- ☐ Airport Advisory Board ☐ Board of Library Trustees ☐ Cemetery Trustees ☐ Civil Service Commission
☐ Historic Preservation Commission ☐ Human Rights Commission ☒ Inspection Board of Review
☐ Ottumwa Housing Authority Board ☐ Parks Advisory Board ☒ Planning and Zoning Commission
☐ Waterworks Board of Trustees ☐ Zoning Board of Adjustment

One of the goals of the City Council is to balance advisory board appointments with respect to areas of expertise, advocacy experience, community involvement, profession, education, race, creed, ethnicity, color, sex, sexual orientation, gender identity, national origin, age, religion, disability, and geographic identification. Addressing any or all of these factors in your application will help the Mayor and City Council assess your application.

OPTIONAL

The following information is desirable but not required for appointment. Please complete any of the information requested below to the best of your knowledge. Failure to fill in any or all of the information does NOT disqualify applicants from consideration.

Areas of expertise

Vertical and horizontal construction

Advocacy experience

Community involvement

Current profession

Estimator/project manager

Highest level of education

12

Race

Creed

Ethnicity

Color

Sex

Male

Sexual orientation

Gender identity

National origin

Age

56

Religion

Christian

Disability

None

received
 1-28-26 11:20AM

CITY OF OTTUMWA

Staff Summary

** ACTION ITEM **

Council Meeting of : Feb 3, 2026

Police

Department

Lt. Jason Bell

Prepared By

Chief Chad Farrington

Department Head



City Administrator Approval

AGENDA TITLE: Consideration of Drug Task Force Byrne-JAG Grant.

☐

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

☐

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

RECOMMENDATION: To approve the submission via the internet and authorize the Mayor and Chief of Police to sign all related documents.

DISCUSSION:

The Ottumwa Police Department is the grant administrator for the Southeast Iowa Inter-Agency Drug Task Force which includes funding for two Ottumwa Police Department officers and one Wapello County Deputy. This will be the 37th year this grant has provided funding for the Drug Task Force.

The City of Ottumwa and Wapello County will provide funding to make up the difference not covered by the Byrne/JAG Grant. The funding has been included in the 2026/2027 budget. The Southeast Iowa Inter-Agency Drug Task Force includes the counties of Davis, Jefferson, Keokuk, Van Buren, and Wapello.

Source of Funds: 001-112-6010

Budgeted Item:



Budget Amendment Needed: No

650362 - Southeast Iowa Inter-Agency Drug Task Force

Application Details

Funding Opportunity: 647650-SFY 2027 JAG/SCIP/RSAT/PSN
Funding Opportunity Due Date: Feb 5, 2026 4:30 PM
Program Area: Byrne-Justice Assistance Grant Program (JAG)
Status: Editing
Stage: Final Application

Initial Submit Date:
Initially Submitted By:
Last Submit Date:
Last Submitted By:

Contact Information

Primary Contact Information

First Name*: Jason Phillip Bell
First Name Middle Name Last Name
Title:
Previous Name:
Email*: bellj@ottumwa.us
Address*: 330 W. 2nd

Ottumwa Iowa 52501
City State/Province Postal Code/Zip
Phone*: (641) 683-0631 Ext.
Phone
###-###-####
Fax: ###-###-####

Organization Information

Name*: Ottumwa Police Department
Organization Type*: City Government

DUNS: 10-670-8212
##-###-####
Tax Id:
Unique Entity Identifier (UEI):
Organization Website: <http://www.cityofottumwa.org>
Address*: 330 West Second Street

Ottumwa Iowa 52501
City State/Province Postal Code/Zip
Phone*: (641) 683-0636 Ext.
###-###-####
Fax: (641) 683-0656
###-###-####

Minority Impact Statement

Minority Impact Statement

Does the proposed grant program or policy have a disproportionate or unique **positive impact** on minority persons? *: No

Could the proposed grant program or policy have a disproportionate or unique **negative impact** on minority persons? *: No

I hereby certify the information above is complete and accurate to the best of my knowledge.*: Yes

Chief Chad Farrington
Title First Name Last Name

Information & Instructions

Application Information & Instructions

General Grant Program Information and Instructions are available as an Adobe Acrobat (pdf) file in this solicitation. (See Attachments - Program Application Instructions). Application instructions are also available on the Office of Drug Control Policy website.

Grantees are strongly encouraged to review this information. Failure to comply with grant requirements may result in disqualification of your application. Contact Dennis Wiggins with questions 515-805-4141 or wiggins@dps.state.ia.us

General Grant Program
Information and Instructions
have been received and
reviewed. *:

Yes

Cover Sheet

Legal Applicant

Legal Applicant - Agency*: Ottumwa Police Department
Unit of government making application

This is the person who will sign the grant contract/certifications on behalf of the applicant agency.

Legal Applicant - Name & Title*: Benjamin Foote Mayor, City of Ottumwa
First and Last Name Title

Legal Applicant E-mail*: footeb@ottumwa.us

Enter the Unique Entity ID (UEI) assigned by SAM.gov. The Federal Government transitioned to the UEI April 4, 2022. The UEI replaced your DUNS number as the unique identifier for Federal Contractors and Assistance Recipients

Unique Entity ID*: EBZ4BALLJJV6
12 characters

The Vendor ID is the number assigned to your agency by the state accounting system. The ID is used by state agencies to direct payments to the address and accounting systems defined by you. If you don't know your Vendor ID, first check with your accounting staff and then contact ODCP or State Accounting.

Vendor ID Number*: 0000-2130148
Four zeros followed by a dash and seven digit ID(0000-XXXXXXX)

Project Director

Project Director*: Jason Bell
First Name Last Name

Street*: 330 W. 2nd Street

Street:

City/State/Zip Code*: Ottumwa Iowa 52501
City State Zip Code

Phone*: 641-683-0631
Enter 10 digit number - no special characters

e-mail*: bellj@ottumwa.us

Fiscal Officer

Fiscal Officer*: Cole O'Donnell
First Name Last Name

Phone*: 641-683-0622
Enter 10 digit number - no special characters

e-mail*: odonnellc@ottumwa.us

Project Title

Descriptive Title of the Project*: Southeast Iowa Inter-Agency Drug Task Force

Level of Government

Indicate the Applicant Agency level of government. *:

Municipal

High Risk Designation

Has the applicant agency been identified by a State or Federal Agency as a high risk grantee or been suspended or debarred? *:

No

Other Project Support

Does this application request funding to expand or continue a project which was initiated with another funding source? *:

No

Civil Rights Training

Budget Detail Worksheet - No Match

Personnel

Position/Title & Employing Agency	Federal Share Priority
Unit Supervisor, Ottumwa Police Department	\$30,345.00 1
Investigator, Wapello County Sheriff's Department	\$30,345.00 2
Investigator, Ottumwa Police Department	\$30,345.00 3
	\$91,035.00

Fringe Benefits

Position/Title & Employing Agency	Federal Share Priority
No Data for Table	

Overtime

Position/Title & Employing Agency	Computation	Federal Share Priority
No Data for Table		

Travel

Purpose of Travel	Location	Item/Computation	Federal Share Priority
No Data for Table			

Equipment

Item	Computation	Federal Share Priority
------	-------------	------------------------

No Data for Table

Supplies

Item	Computation	Federal Share Priority
------	-------------	------------------------

No Data for Table

Procurement Contracts

Item	Computation	Federal Share Priority
------	-------------	------------------------

No Data for Table

Other Costs

Item	Computation	Federal Share Priority
------	-------------	------------------------

No Data for Table

Budget Summary

Federal Total*:	\$91,035.00
-----------------	-------------

Budget Justification - 2024

Personnel

Costs should be consistent with agency written policies, compensation should be reasonable and consistent with that paid for similar work in other comparable agencies.

List by Position Title. Base salary rate and other paid compensation need to be listed separately. Include any formulas used. Also include percent of time involved in this project. (Example - Computer Programmer Salary \$90,000 x 30% = \$27,000) \$27,000 is the amount you are requesting for this position.

Overtime should be included as a separate line item in the Overtime section below.

Personnel:

The current award for the Southeast Iowa Inter-Agency Drug Task Force is \$86,700. This amount is divided equally between the three funded positions totaling \$28,900 each.

This fiscal year we are allowed to apply for no more than 105% of our current award for continuation grantees. This amount is calculated by multiplying \$86,700 by 1.05 for a total of \$91,035. Dividing that amount equally for our three funded positions allocates \$30,345 for each position.

After July 1, 2026, the annual salary for our drug task force supervisor, which is our priority 1 funded position, will be \$101,795.19. The annual salary for the Wapello County Deputy Investigator, which is our priority 2 funded position, will be \$83,159.39. The annual salary for the Ottumwa Police Department investigator, which is our priority 3 funded position, will be \$92,028.78. These three positions are assigned to the drug task force full time for 100% of their regular hours worked.

Personnel Benefits

Benefits	Position/Title	Employing Agency	% to project	Insurance			Workers Comp	Unemployment	Total (Federal Share)
				FICA	- Health, Dental, Life	Retirement			
Position #1			0.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Position #2			0.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Position #3			0.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Position #4			0.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Position #5			0.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Position #6			0.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Position #7			0.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Position #8			0.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Position #9			0.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Position #10			0.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Position #11			0.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Position #12			0.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Position #13			0.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Position #14			0.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Position #15			0.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total									\$0.00

OT

Describe how OT will be utilized, list over time rate(s) and the number of overtime hours to be worked.

Overtime:

Travel

Transportation and subsistence of project personnel for project related travel and travel for training events. Out of state travel requires prior approval from ODCP. State travel policies apply. State travel policies are available on the Iowa Department of Administrative Services website.

Include contractor/consultant travel in Procurement Contracts section.

Travel:

Equipment

Type of equipment, quantity and unit price. Purpose of purchase and percent of time involved in project, and staff who will use the equipment. (Definition of Equipment = item with a value of \$10,000 and a life expectancy of 1 year or more - if an item does not meet this definition include it in the Supplies line item.) Use procedures consistent with agency's written procurement policies.

Equipment:

Supplies

Supplies, printing, expendables (telephone, gas, electricity). Relate costs to project activities. Itemize all expenses. Miscellaneous expenses will not be funded

Supplies:

Procurement Contracts

Individual consultants or service organizations. Specify purpose of contract and itemize all consultant fees, consultant expenses, and contracts.

Legal applicant shall follow the same policies and procedures used for competitive bid and procurement from its non-federal funds.

Contract services require ODCP approval.

Contract Services:

Other Costs

List items by type. Generally, Other Expenses include items such as rent, indirect costs, operating expenses, telephone, data services, rent, etc.

Other Costs:

New/Continuation Applicants

Is this an application for a new program? *:

No

See definition of "new" and "continuation" applicant in the solicitation instructions.

Cash Match

Does your project budget include cash or in-kind match?*::

Yes

If applicable, describe the level and source of in-kind and cash match. :

The City of Ottumwa and Wapello County have both budgeted to cover the portion of wages for their respective staff not funded by the Byrne Jag Grant through the Office of Drug Control Policy.

Enter

Presentation Preference

Please indicate your preference of date/time, should your application be approved for a presentation with the review team.

Identify up to three preferences for the presentation date & if you prefer morning or afternoon.

03-03-26/Afternoon

03-04-26/Afternoon

1st choice (date/morning or afternoon) 2nd choice (date/morning or afternoon)

Presentations will tentatively take place February 23rd - March 12th.

If selected, the Project Director identified in this application will receive an invitation to the grant reviewer interview via e-mail. The e-mail will identify the date/time and will include a link to the interview.

Note: It is unlikely that ODCP will be able to accommodate every applicant's preferred interview date/time. If you are assigned a date/time that you are unable to comply with, contact the ODCP for direction.

:

03-10-26/Afternoon

3rd choice (date/morning or afternoon)

Please note if there are any special accommodations required to participate in the grant review interview.:

Abstract - Combined Applications

Application Abstract

Maximum of 4,000 characters

Provide a descriptive summary of the need/problem to be addressed.

Describe the key activities of the proposed project.

Describe the expected outcomes of the proposed project.

*:

The Southeast Iowa Inter-Agency Drug Task Force covers a five county area in southeast Iowa with a total population of 77,198. The City of Ottumwa, our task force's largest community, has a population of 25,350 and is geographically a hub to drug distribution to the outlying areas in the task force coverage area and beyond. The City of Ottumwa is located in Wapello County. Drug distribution and use continue to be a problem in our area of the state. Methamphetamine continues to be the most widely abused drug in our area. According to the "Methamphetamine- Substance Abuse Brief" published by the Iowa Health and Human Services website in January of 2023, Wapello County Ranks highest in the State of Iowa for methamphetamine related treatment by county. According to the Iowa Crime reporting System, Wapello County had the highest Crime Density per 100,000 population in 2024, even though we are 20th out of 99 counties in population size. Wapello County also has a poverty rate of 16.71% which is in the 3rd highest in the state between 2019-2023.

Key activities of the drug task force are to investigate and successfully prosecute drug traffickers, drug trafficking organizations, and drug users. This is accomplished through various investigative methods such as; conducting controlled purchases of illegal narcotics; executing search warrants; interdiction of controlled substances through shipping and mail providers; surveillance of case targets; analyzing intelligence obtained from search warrants of cellular phones and social media; preparing for court by engaging with the prosecuting attorney; and continued interaction with our local, state, and federal law enforcement partners.

We expect that we will reduce the availability of illegal drugs to our task force coverage area and in turn create more positive living conditions for the communities we serve. Also, persons arrested and convicted from task force cases are usually required to participate in a drug treatment program as part of their probation or while they are in the prison system. This provides the arrestee an opportunity for treatment services that they would not have had without intervention by law enforcement.

Address each of the questions above - limit 4,000 characters.

Letters of Support - New Grantees

Letters of Support

Does your application include letters of support (New Applicants)?*:

Letters of Support

Description	File Name	Type	Size	Upload Date
No files attached.				

received
1-29-26 8AM

Item No. B.-7.

CITY OF OTTUMWA Staff Summary

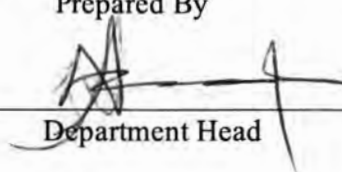
**** ACTION ITEM ****

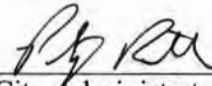
Council Meeting of: Feb 3rd, 2026

Community Development
Department

Amal Eltahir

Prepared By


Department Head


City Administrator Approval

AGENDA TITLE: Consider resolution No 24-2026 setting date for hearing on purchase, sale and development agreement for 105-107 and 109 E Main Street.



****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 Resolution

DISCUSSION:

JCG Rentals LLC has expressed interest in the redevelopment of 105-107 and 109 E. Main Street. These properties were acquired by the City through the Iowa Code Chapter 657A, due to prolonged vacancy and deteriorated conditions. The developer is proposing a mixed-use project that would include approximately 10 multi-family residential apartment units, an elevator to improve accessibility, a laundromat, and a proposed storefront golf simulator. This item fixes the date for hearing on a development agreement and terms for disposal of the above mentioned properties.

Prior Council Action

Council approved motion to receive and file project proposal on January 20, 2026.

Comprehensive & Strategic Plan Alignment

The proposed project aligns with the downtown revitalization and housing goals.

Budget Impact

None at this time. This item is setting a date for hearing.

ITEM TO INCLUDE ON AGENDA

CITY OF OTTUMWA, IOWA

February 3, 2026

5:30 P.M.

West Gate Economic Development Urban Renewal Plan

- Resolution setting the date for a public hearing on the proposal to convey interest in real property located within the West Gate Economic Development Urban Renewal Area pursuant to a proposed a Purchase, Sale, and Development Agreement with JCG Rentals LLC.

IMPORTANT INFORMATION

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

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

February 3, 2026

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

JoElla Duprey, Keith Caviness, Dan Reid, Cara Galloway, Bill Hoffman Jr.

Absent: _____

Vacant: _____

* * * * *

Council Member Reid then introduced the following proposed Resolution entitled "RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING ON THE PROPOSAL TO CONVEY INTERESTS IN REAL PROPERTY LOCATED WITHIN THE WEST GATE ECONOMIC DEVELOPMENT URBAN RENEWAL AREA, PURSUANT TO A PROPOSED PURCHASE, SALE, AND DEVELOPMENT AGREEMENT WITH JCG RENTALS LLC, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF", and moved that the same be adopted. Council Member Hoffman seconded the motion to adopt. The roll was called, and the vote was:

AYES: Duprey, Caviness, Reid, Galloway, Hoffman

NAYS: _____

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

RESOLUTION NO. 24-2026

RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING ON THE PROPOSAL TO CONVEY INTERESTS IN REAL PROPERTY LOCATED WITHIN THE WEST GATE ECONOMIC DEVELOPMENT URBAN RENEWAL AREA PURSUANT TO A PROPOSED PURCHASE, SALE, AND DEVELOPMENT AGREEMENT WITH JCG RENTALS LLC, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, by Resolution No. 39-1989, adopted May 2, 1989, this Council found and determined that certain areas located within the City are eligible and should be designated as an urban renewal area under Iowa law, and approved and adopted the West Gate Economic Development Urban Renewal Plan (the "Urban Renewal Plan" or "Plan") for the West Gate Economic Development Urban Renewal Area (the "Urban Renewal Area" or "Area") described therein, which Plan has been amended several times, and is on file in the office of the Recorder of Wapello County; and

WHEREAS, it is desirable that properties within the Area be redeveloped as part of the overall redevelopment area covered by said Plan; and

WHEREAS, the City has received a proposal from JCG Rentals LLC (the "Developer"), in the form of a proposed Purchase, Sale, and Development Agreement (the "Agreement") by and between the City and the Developer, pursuant to which, among other things, the Developer would agree to acquire the Development Property from the City for the purchase price of \$1 plus the obligation to construct certain Minimum Improvements (as defined in the Agreement) on certain real property located within the Urban Renewal Area as defined and legally described in the Agreement (the "Development Property") and consisting of the rehabilitation of the Existing Buildings on the Development Property into mixed-use buildings, to include Commercial Improvements and Residential Improvements, together with all related site improvements, as outlined in the proposed Agreement; and

WHEREAS, the City finds the payment of the purchase price and other obligations being assumed by Developer under the Agreement constitute fair market value for the Development Property consistent with Iowa Code Section 403.8; and

WHEREAS, the Agreement further proposes that the City will make up to five (5) consecutive annual payments of Blight Remediation Grants to Developer consisting of 100% of the Tax Increments pursuant to Section 403.19, Code of Iowa, and generated by the construction of the Minimum Improvements, the cumulative total for all such payments not to exceed the lesser of \$110,000, or the amount accrued under the formula outlined in the proposed Agreement, under the terms and following satisfaction of the conditions set forth in the Agreement; and

WHEREAS, the Agreement also proposes that Developer and the City will enter into a Minimum Assessment Agreement with the County setting the minimum actual value for the completed Minimum Improvements on the Development Property for tax purposes at not less than \$1,000,000; and

WHEREAS, the City finds that the existence of the Minimum Assessment Agreement will satisfy the competitive bidding requirement consistent with Iowa Code Section 403.8; and

WHEREAS, Chapters 15A and 403, Code of Iowa, (the "Urban Renewal Law") authorize cities to make grants for blight remediation and economic development in furtherance of the objectives of an urban renewal project and to appropriate such funds and make such expenditures as may be necessary to carry out the purposes of said Chapters, and to levy taxes and assessments for such purposes; and

WHEREAS, the Council has determined that the Agreement is in the best interests of the City and the residents thereof and that the performance by the City of its obligations thereunder is a public undertaking and purpose and in furtherance of the Plan and the Urban Renewal Law and, further, that the Agreement and the City's performance thereunder is in furtherance of appropriate blight remediation and economic development activities and objectives of the City within the meaning of Chapters 15A and 403, Code of Iowa, taking into account the factors set forth therein; and

WHEREAS, to comply with the procedural requirements of the Iowa Code, pursuant to Iowa Code Sections 364.7 and 403.8, it is deemed sufficient if the action hereinafter described be taken, including that this Council has set forth its proposal in this Resolution and should now set a date for a public hearing on the proposed conveyance of the City's interests in the Development Property, at which time this Council proposes to take action thereon and to receive oral and/or written objections from any resident or property owner of said City to such action.

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

Section 1. That this Council meet in the Council Chambers, City Hall, 105 East Third Street, Ottumwa, Iowa, at 5:30 P.M. on February 17, 2026, for the purpose of taking action on the matter of the proposal to convey interest in real property to JCG Rentals LLC and to enter into a Purchase, Sale, and Development Agreement with JCG Rentals LLC.

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

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

(One publication required)

**NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF
THE CITY OF OTTUMWA IN THE STATE OF IOWA, ON THE
MATTER OF THE PROPOSAL TO CONVEY REAL PROPERTY
TO JCG RENTALS LLC PURSUANT TO A PROPOSED
PURCHASE, SALE, AND DEVELOPMENT AGREEMENT,
AND THE HEARING THEREON**

PUBLIC NOTICE is hereby given that the Council of the City of Ottumwa in the State of Iowa, will hold a public hearing on February 17, 2026, at 5:30 P.M. in the Council Chambers, City Hall, 105 East Third Street, Ottumwa, Iowa, at which meeting the Council proposes to take action on the proposal to enter into a Purchase, Sale, and Development Agreement (the "Agreement") with JCG Rentals LLC (the "Developer"), and the proposal to convey certain real property (the "Development Property") located within the West Gate Economic Development Urban Renewal Area to the Developer, pursuant to the terms and conditions of the Agreement.

The Development Property includes the following property:

105 & 107 E Main

The Northwest 15 ½ feet of Lot 297 and the Southeast 8 4 feet of Lot 298, Block 23, Original Plat of the City of Ottumwa, Wapello County, Iowa; AND The Northwest 23½ feet of the Southeast 41 ½ feet of Lot 297, Block 23, of the Original Plat of the City of Ottumwa, Wapello County, Iowa;

and

109 E Main

The 18 feet off of the Southeast side of Lot 297 in Block 23 in the Original Plat of the City of Ottumwa, Iowa.

Pursuant to the terms and conditions in the Agreement, the Developer would acquire the Development Property from the City for the purchase price of \$1.00 (the "Purchase Price") plus the obligation to construct certain Minimum Improvements on the Development Property, consisting of the rehabilitation of the Existing Buildings on the Development Property into mixed-use buildings, including Commercial Improvements and Residential Improvements, together with all related site improvements.

The Agreement would further obligate the City to make up to five (5) consecutive annual payments of Blight Remediation Grants to Developer consisting of 100% of the Tax Increments pursuant to Section 403.19, Code of Iowa, and generated by the construction of the Minimum Improvements, the cumulative total for all such payments not to exceed the lesser of \$110,000, or the amount accrued under the formula outlined in the proposed Agreement, under the terms and following satisfaction of the conditions set forth in the Agreement.

The Agreement also proposes that Developer and the City will enter into a Minimum Assessment Agreement with the County setting the minimum actual value of the completed

Minimum Improvements on the Development Property for tax purposes at not less than \$1,000,000.

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

At the above meeting the Council shall receive oral or written objections from any resident or property owner of said City, to the proposal to enter into the Agreement with the Developer. After all objections have been received and considered, the Council will at this meeting or at any adjournment thereof, take additional action on the proposal or will abandon the proposal to authorize said Agreement.

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

Dated this 3 day of February, 2026.

Christina Reinhard

City Clerk, City of Ottumwa in the State of Iowa

(End of Notice)

PASSED AND APPROVED this 3rd day of February, 2026.



Mayor

ATTEST:



City Clerk

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF WAPELLO

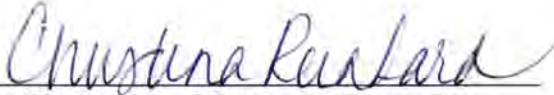
)

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 3rd day of February, 2026.



4906-1430-8747-1\10981-195


City Clerk, City of Ottumwa, State of Iowa

STATE OF IOWA)
) SS
COUNTY OF WAPELLO)

NOTICE OF PUBLIC HEARING

_____, 2026.

WITNESS my official signature at Ottumwa, Iowa, this _____ day of _____, 2026.

City Clerk, City of Ottumwa, State of Iowa

(SEAL)

received
1-29-26 8 AM

Item No. F.-1.

CITY OF OTTUMWA Staff Summary

**** ACTION ITEM ****

Council Meeting of: February 3rd,
2026

Community Development
Department

Amal Eltahir

Prepared By

[Signature]
Department Head

[Signature]
City Administrator Approval

AGENDA TITLE: Consider resolution No.14-2026 adopting Amendment No .2 to the Amended and Restated Ottumwa Urban Revitalization Plan.

☒ **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 Resolution.

DISCUSSION:

The City of Ottumwa adopted the Amended and Restated Urban Revitalization Plan in December 2021 to encourage reinvestment and redevelopment through property tax exemptions for qualifying residential, commercial, and industrial improvements. The Plan was amended in 2024 to align with recent changes to Iowa Code Chapter 404. Amendment No. 2 proposes a targeted update to the Plan to better support residential reinvestment while maintaining compliance with state law and preserving existing incentive structures.

Comprehensive & Strategic Plan Alignment

The proposed action advances the housing goal by encouraging more investment in single family housing.

ITEMS TO INCLUDE ON AGENDA

CITY OF OTTUMWA, IOWA

February 3, 2026

5:30 P.M.

Amended and Restated Ottumwa Urban Revitalization Plan

- Public hearing on the matter of the adoption of Amendment No. 2 to the Amended and Restated Ottumwa Urban Revitalization Plan for the Ottumwa Urban Revitalization Area
- Resolution adopting the proposed Amendment No. 2 to the Amended and Restated Ottumwa Urban Revitalization Plan for the Ottumwa Urban Revitalization Area

IMPORTANT INFORMATION

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

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

February 3, 2026

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

JoElla Duprey, Keith Caviness, Dan Reid, Cara Galloway, Bill Hoffman Jr.

Absent: _____

Vacant: _____

* * * * *

This being the time and place fixed for a public hearing on the matter of the adoption of Amendment No. 2 to the Amended and Restated Ottumwa Urban Revitalization Plan, the Mayor asked the City Clerk whether any written objections had been filed with respect to the proposed Amendment. The City Clerk reported that zero written objections had been filed. The Mayor then called for any oral objections to the adoption of the Amendment and none were made. The public hearing was closed.

Council Member Reid then introduced the following Resolution entitled "RESOLUTION ADOPTING AMENDMENT NO. 2 TO THE AMENDED AND RESTATED OTTUMWA URBAN REVITALIZATION PLAN FOR THE OTTUMWA URBAN REVITALIZATION AREA," and moved:

- ☒ that the Resolution be adopted.
- ☐ to defer action on the Resolution and the proposal to the meeting to be held at _____ .M. on the _____ day of _____, 2026, at this place.

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

AYES: Duprey, Caviness, Reid, Galloway, Hoffman

NAYS: _____

Whereupon, the Mayor declared the measure duly adopted.

RESOLUTION NO. 14-2026

RESOLUTION ADOPTING AMENDMENT NO. 2 TO THE
AMENDED AND RESTATED OTTUMWA URBAN
REVITALIZATION PLAN FOR THE OTTUMWA URBAN
REVITALIZATION AREA

WHEREAS, pursuant to the provisions of Iowa Code Chapter 404, by resolution adopted December 21, 2021, the City of Ottumwa, Iowa (the "City"), designated certain areas of the City as a revitalization area, by the adoption of the Amended and Restated Ottumwa Urban Revitalization Plan ("Plan") for the Ottumwa Urban Revitalization Area (the "Revitalization Area" or "Area"); and

WHEREAS, the Amended and Restated Ottumwa Urban Revitalization Plan has subsequently been amended by the adoption of Amendment No. 1 to the Amended and Restated Plan in 2024; and

WHEREAS, the Council has previously determined that the urban revitalization area within the City is a suitable revitalization area authorized by Iowa Code Chapter 404; and

WHEREAS, a proposed Amendment No. 2 to the Plan ("Amendment") has been prepared, the purpose of which is to update the exemption schedule for property assessed as residential anywhere in the Area from three years to five years for Qualifying Improvements completed after February 1, 2026; and

WHEREAS, after published and mailed notice was given, as required by Iowa Code Section 404.2, the City Council held a public hearing at its meeting on February 3, 2026, on the Amendment and considered all objections, comments, and evidence presented.

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

Section 1. That all objections received, if any, at the public hearing referred to in the preamble above are found to be without sufficient merit to preclude the City from adopting the proposed Amendment.

Section 2. That the Amendment, attached hereto as Exhibit 1 and incorporated herein by reference, be and the same is hereby approved and adopted as "Amendment No. 2 to the Amended and Restated Ottumwa Urban Revitalization Plan for the City of Ottumwa, State of Iowa", and that the Amendment is hereby in all respects approved. The City Clerk is hereby directed to file a certified copy of the Amendment, along with a copy of this Resolution, with the Recorder for Wapello County, Iowa, to be recorded, and with the Assessor for Wapello County, Iowa.

Section 3. That, notwithstanding any prior resolution, ordinance, plan, amendment, or other documents, the Amendment shall be in full force and effect from the date of this Resolution until the Council amends or repeals the Plan, as amended.

Section 4. That all other provisions of the previously adopted Plan, as previously amended, not affected or otherwise revised by the Amendment are hereby ratified, confirmed, and approved in all respects, and that all resolutions or parts of resolutions in conflict herewith be and the same are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED this 3rd day of February, 2026.



Mayor

ATTEST:



City Clerk

ATTACH AMENDMENT NO. 2
LABELED AS EXHIBIT 1 HERE

AMENDMENT NO. 2
TO THE
AMENDED AND RESTATED OTTUMWA URBAN REVITALIZATION PLAN
FOR THE
OTTUMWA URBAN REVITALIZATION AREA

City of Ottumwa, Iowa

INTRODUCTION

The City of Ottumwa, Iowa ("City") adopted the Amended and Restated Ottumwa Urban Revitalization Plan ("Amended and Restated Plan" or "Plan") for the Ottumwa Urban Revitalization Area (the "Urban Revitalization Area" or "Area") by action of the City Council on December 21, 2021. The Amended and Restated Plan was adopted to continue to promote the revitalization of properties in the Area, by providing tax abatement on eligible improvements on properties assessed as commercial, industrial, or residential.

In 2024, the City amended the Plan by an Amendment No. 1 to align the provisions of the Amendment and Restated Plan with the revised provisions of Iowa Code Chapter 404. The City is further amending the Plan with the adoption of this Amendment No. 2 to the Amended and Restated Plan ("Amendment" or "Amendment No. 2") to update the exemption schedule for property assessed as residential anywhere in the Area from three years to five years for Qualifying Improvements completed after February 1, 2026.

Except as modified by this Amendment, the provisions of the Amended and Restated Plan, as previously amended, are hereby ratified, confirmed, and approved and shall remain in full force and effect as provided therein. All subsections of the Amended and Restated Plan, as previously amended, not mentioned in this Amendment shall continue to apply to the Plan and the Area. In case of any conflict or uncertainty, the terms of this Amendment shall control and any parts of the Amended and Restated Plan in conflict with this Amendment are hereby repealed.

AMENDMENT TO THE PLAN

The specific changes being made by this Amendment to the Amended and Restated Plan, as previously amended, include the following:

1. Section IX of the Amended and Restated Plan, as previously amended, providing the available tax exemption schedules under the Amended and Restated Plan, is hereby repealed in its entirety and replaced with the following:

The following exemption schedules are available for Eligible Properties with Qualifying Improvements under this Plan:

Residential (Qualifying Improvements Completed by February 1, 2026)

All Eligible Property assessed as residential is eligible to receive exemption from taxation on the actual value added by the Qualifying Improvements completed by February 1, 2026. The amount of the exemption is one hundred percent (100%) on the actual value added by the Qualifying Improvements; *provided, however, that the exemption from taxation shall not apply to property tax levies imposed by a school district for applications submitted on or after July 1, 2024, as and to the extent required by Iowa Code Section 404.3D.* The exemption is for a period of three (3) years.

Residential – Historical Contributing Building (Qualifying Improvements Completed by February 1, 2026)

All Eligible Property assessed as residential and (1) listed as a “contributing building” in the nomination papers for the Court Hill Historic District, Fifth Street Bluff Historic District, Vogel Place Historic District or North Fellows Historic District, or (2) individually listed on the National Register of Historic Places is eligible to receive an exemption from taxation on the actual value added by the Qualifying Improvements completed by February 1, 2026. In order to be eligible for this exemption, the Qualifying Improvements must not increase the population density of the facilities being improved and must be found to by the Ottumwa Historic Preservation Commission to be historically sensitive based on the criteria established by the Ottumwa Planning and Development Department.

The amount of the exemption is one hundred percent (100%) on the actual value added by the Qualifying Improvements; *provided, however, that the exemption from taxation shall not apply to property tax levies imposed by a school district for applications submitted on or after July 1, 2024, as and to the extent required by Iowa Code Section 404.3D.* The exemption is for a period of five (5) years.

This exemption is available for this particular subset of residential property in lieu of the general residential property exemption set forth above, and is made available to further the City’s planning objectives with respect to preserving and appropriately redeveloping significant historical structures.

Residential (Qualifying Improvements Completed After February 1, 2026)

All Eligible Property assessed as residential is eligible to receive exemption from taxation on the actual value added by the Qualifying Improvements completed after February 1, 2026. The amount of the exemption is one hundred percent (100%) on the actual value added by the Qualifying Improvements; *provided, however, that the exemption from taxation shall not apply to property tax levies imposed by a school district for applications submitted on or after July 1, 2024, as and to the extent required by Iowa Code Section 404.3D.* The exemption is for a period of five (5) years.

Residential with Three or More Separate Dwelling Units

All Eligible Property assessed as residential under Iowa Code Section 441.21(14)(a)(6) on or after January 1, 2022, having three or more separate dwelling units, is eligible to receive an exemption from taxation on the actual value added by the Qualifying Improvements; *provided, however, that the exemption from taxation shall not apply to property tax levies imposed by a school district for applications submitted on or after July 1, 2024, as and to the extent required by Iowa Code Section 404.3D.* The exemption is for a period of ten (10) years. The amount of the partial exemption is equal to a percent of the actual value added by the Qualifying Improvements, determined as follows:

First Year	—	100%
Second Year	—	100%
Third Year	—	80%
Fourth Year	—	80%
Fifth Year	—	60%
Sixth Year	—	60%
Seventh Year	—	40%
Eighth Year	—	40%
Ninth Year	—	20%
Tenth Year	—	20%

This exemption is available for this particular subset of residential property in lieu of the general residential property exemption set forth above, and is made available to further the City's planning objectives with respect to ensuring the availability of a variety of housing options and promoting the development of multi-family residential properties.

Commercial or Industrial

All Eligible Property assessed as commercial or industrial is eligible to receive an exemption from taxation on the actual value added by the Qualifying Improvements. The exemption is for a period of five (5) years. The amount of the partial exemption is equal to a percent of the actual value added by the Qualifying Improvements, determined as follows:

First Year	—	80%
Second Year	—	65%
Third Year	—	45%
Fourth Year	—	25%
Fifth Year	—	10%

EFFECTIVE DATE OF AMENDMENT

This Amendment No. 2 shall become effective on the date it is approved by Resolution by the City Council of the City of Ottumwa, Iowa ("Effective Date"). All exemptions awarded prior to the Effective Date shall continue until their expiration.

4934-2606-7585-1\10981-192

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 3rd day of February, 2026.



4911-6078-5799-1\10981-192


City Clerk, City of Ottumwa, State of Iowa

Type of Document: RESOLUTION ADOPTING AMENDMENT NO. 2 TO THE AMENDED AND RESTATED OTTUMWA URBAN REVITALIZATION PLAN FOR THE OTTUMWA URBAN REVITALIZATION AREA (INCLUDING THE AMENDMENT LABELED AS EXHIBIT 1 AND ATTACHED TO THE RESOLUTION)

Return Document to: Amal Eltahir
City of Ottumwa
105 E. Third St.
Ottumwa, IA 52501

Preparer Information: Nathan J. Overberg
Ahlers & Cooney, P.C.
100 Court Ave., Ste. #600
Des Moines, IA 50309
(515) 243-7611

Taxpayer Information: N/A

GRANTORS: N/A

GRANTEES: N/A

LEGAL DESCRIPTION: All real property contained within the incorporated limits of the City of Ottumwa, Wapello County, State of Iowa.

CITY CLERK'S CERTIFICATION TO COUNTY ASSESSOR

I hereby certify that attached hereto are true and correct copies of the following documents, the originals of which are on file in the records of the undersigned;

- i. Amendment No. 2 to the Amended and Restated Ottumwa Urban Revitalization Plan for the City of Ottumwa, Iowa,
- ii. The Resolution adopting said Amendment No. 2 to the Amended and Restated Ottumwa Urban Revitalization Plan, approved by the City Council on _____, 2026, and

Dated this _____ day of _____, 2026.

Clerk of the City of Ottumwa

(CITY SEAL)

COUNTY ASSESSOR'S CERTIFICATE

I, _____, County Assessor of the County of Wapello, Iowa, hereby certify that on the _____ day of _____, 2026, there was filed in my office a copy of Amendment No. 2 to the Amended and Restated Ottumwa Urban Revitalization Plan and a Resolution adopting said Amendment.

I further certify that said Amendment and Resolution have been placed on file in the office of the Assessor for the County of Wapello, Iowa.

Assessor for the County of Wapello, Iowa

DATE: _____



AMENDMENT NO 2- REVITALIZATION PLAN

Resolution No. 14-2026

Council Meeting Feb 3rd, 2026

WHY??

2024

- Single Family Permits - 5
- Condemned - 21
- Demoed - 15



2025

- Single Family Permits - 4
- Condemned - 11
- Demoed - 10



EXEMPTION SCHEDULE

NO CHANGE

Residential – Completed by Feb. 1, 2026

- 100% exemption on value added
- 3-year duration
- School district levies excluded for applications submitted on/after July 1, 2024

EXEMPTION SCHEDULE

NO CHANGE

Residential – Historic Buildings

- Contributing buildings in designated historic districts
- Listed on the National Register of Historic Places

Requirements:

- Improvements approved by HPC
- 100% exemption on added value for 5 years



Encourage historic preservation and adaptive reuse



EXEMPTION SCHEDULE

CHANGE

Residential – Completed After Feb. 1, 2026

- 100% exemption
- 5-year duration
- School district levies excluded (per state law)



Incentivize more development



[CITY OF]
OTTUMWA

EXEMPTION SCHEDULE

Residential – 3 or More Dwelling Units

- Applies to multi-family residential properties
- 10-year sliding scale on added value:
 - Years 1–2: 100%
 - Years 3–4: 80%
 - Years 5–6: 60%
 - Years 7–8: 40%
 - Years 9–10: 20%

NO CHANGE



Promote housing options

EXEMPTION SCHEDULE

Commercial & Industrial

- 5-year phased exemption on added value:

- Year 1: 80%
- Year 2: 65%
- Year 3: 45%
- Year 4: 25%
- Year 5: 10%

NO CHANGE



Support business investment & job creation



EFFECTIVE DATE

- **Effective upon City Council approval**
- **Previously approved exemptions remain unchanged until expiration**

APPROVAL PROCESS

ASSESSOR: Present Assessed Value \$ _____
Assessed Value with Improvements \$ _____
Eligible or Not Eligible for Tax Abatement: _____
Signature _____ Date _____

- 1** • Submit Application to Planning & Zoning by Feb1
- 2** • Council Approval
- 3** • County Assessor determines eligibility

REMODELS

Qualifying Improvements must be at least:

- **15% of assessed value for commercial**
- **10% for assessed for residential**

SUMMARY

- **Updating SFD exemption Schedule to 5 Year**
- **Others remain the same**
- **Iowa Code 404.3D (school district levy exclusions)**
- **Action & Incentive program align with housing, historic preservation, and economic development goals**

received
29.2026 315

Item No. G.-1.

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of : 2/3/26

Administration

Department

Mayor Foote

Prepared By

Department Head

City Administrator Approval

AGENDA TITLE: Ordinance No. 3253-2026, an Ordinance Reinstating the Public Safety Advisory Committee by Amending Chapter 2, Article VI, Division 5 of the Code of Ordinances of the City of Ottumwa, Iowa.

RECOMMENDATION: Pass the Second Consideration of Ordinance No. 3253-2026.

DISCUSSION: The City of Ottumwa previously discontinued the Public Safety Advisory Committee by Ordinance No. 3234-2024 on December 17, 2024. The current Ottumwa City Council wishes to reinstate this Committee with a revised purpose and scope of duties.

The purpose of this division is to establish a public safety committee working as an advisory and communication board to the Ottumwa Fire Department, Ottumwa Police Department and Traffic Engineer.

ORDINANCE NO 3253-2026

AN ORDINANCE REINSTATING THE PUBLIC SAFETY ADVISORY COMMITTEE BY AMENDING CHAPTER 2, ARTICLE VI, DIVISION 5 OF THE CODE OF ORDINANCES OF THE CITY OF OTTUMWA, IOWA

WHEREAS, the City of Ottumwa previously discontinued the Public Safety Advisory Committee by Ordinance No. 3234-2024 on December 17, 2024; and

WHEREAS, the Ottumwa City Council wishes to reinstate the Public Safety Advisory Committee for the City of Ottumwa, Iowa with a revised purpose and scope of duties.

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

SECTION ONE. The Public Safety Advisory Committee is hereby reinstated

SECTION TWO. The Municipal Code of the City of Ottumwa, Iowa is hereby amended by repealing and replacing Chapter 2, Article VI, Division 5 in its entirety as follows:

DIVISION 5. – Public Safety Advisory Committee

Section 2-506. -Purpose:

The purpose of this division is to establish a public safety committee working as an advisory and communication board to the Ottumwa Fire Department, Ottumwa Police Department and Traffic Engineer. The committee shall be composed of local private business owners, community leaders and Ottumwa residents. The committee shall be available to the public and shall hold public meetings to achieve the outlined powers and duties in serving the community of Ottumwa.

Section 2-507. -Definitions:

When used in this division, unless the context otherwise requires:

Committee means the Public Safety Advisory Committee created by this division.

Section 2-508. -Committee Appointed:

- a) The Committee shall consist of five (5) members appointed by the mayor with approval of the city council, for terms of four years. Terms shall be staggered so that no more than two (2) members' terms expire in any one year. Three (3) members are to be residents of the City of Ottumwa; two (2) members are to be residents of Wapello County.
- b) A Committee member shall not serve more than two consecutive terms, unless there are no qualified applicants to fill the seat. In this case, a Committee member may serve three consecutive terms. Partial terms, whether to fill a vacancy or for an initial appointment, shall not count for purposes of these term limits.

- c) In the event that a vacancy occurs in the membership of the Committee by death, resignation or otherwise prior to the normal expiration of the appointee's term, the mayor, with the approval of the city council, shall appoint a person to serve out the remainder of the unexpired term.
- d) Any member or all members of the Committee may be removed from office at any time by the mayor with the approval of the city council. The Committee shall annually elect one of its members to be chairperson.
- e) The members of the Committee shall serve without salary, wages or other compensation provided that they may receive reimbursement for actual and necessary expenses incurred as allowed by the city council pursuant to such procedures and policies for the reimbursement of expenses as shall be established from time to time.
- f) A liaison member shall be assigned from the city council with the option of two liaison members should there be interest. Liaison members shall not be voting members of the Committee.
- g) The Committee shall meet with the Police Chief, Fire Chief, Public Works Director and other city department heads regarding the public safety of the City of Ottumwa in coordination with each meeting to ensure regular communication, coordination and direction with each department and the City of Ottumwa.

Section 2-509. -Powers and Duties:

The Committee's powers and duties shall include:

- a) Meeting once a month on a consistent date established by the Committee and any additional meetings as called for by the Committee chairperson.
 - 1) An agenda for each meeting shall be made available a minimum of 24 hours prior to each meeting.
 - 2) A quorum shall be established when a minimum of three (3) voting members are present for a meeting.
- b) Listening to community members and determining a direction and vision regarding the public safety aspects of the City of Ottumwa.
- c) Provide research, study and reports on various aspects regarding public safety as directed by the mayor and/or city administrator.
- d) The Committee shall recommend to the mayor and city council policies and programs with the objective of implementing Committee goals concerning the wellbeing, growth, facilities and coordination of the Fire, Police and Streets departments.
- e) Collaborating with organizations and individuals in the community to provide a comprehensive vision for the Public Safety of Ottumwa citizens.
- f) To work in conjunction with the mayor, city council, city administrator and finance director to identify, document and report to the city council and community any suggested revisions to the Fire, Police and Streets departments to accommodate future growth and to maintain a sustainable workforce.

- g) Provide assistance and input for any future hiring of the Fire Chief, Police Chief and Traffic Engineer in coordination with the Civil Service Commission.
- h) The Committee shall not have the power or authority to review the conduct of any city employees covered by Iowa Code Chapter 80F.

Section 2-510. -Non-voting youth seat:

- a) The Committee may include a non-voting youth member who is between the ages of 14 to 18 and who resides in the city.
- b) The youth member shall be appointed by the mayor with the approval of the council and shall serve a term of one year.
- c) The youth member shall be selected from a pool of applicants who have demonstrated an interest in civic government and finances, and who have completed an application.
- d) The youth member shall have the right to attend all meetings of the Committee and to participate in all discussions but may not vote on any matter before the Committee. The youth member may not participate in or attend closed sessions of the Committee.
- e) The purpose of the non-voting youth seat is to provide a voice for youth in the work of the Committee, to incorporate the next generation of ideas into the Committee's decisions and to promote greater understanding and engagement between the Committee and the youth community.

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

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

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

PASSED on its first consideration the 20 day of January, 2026.

PASSED on its second consideration the 3 day of February, 2026.

Requirement of consideration and vote at two (2) prior Council meetings suspended the day of , 2026.

APPROVED this day of , 2026.

CITY OF OTTUMWA, IOWA

By: _____
Benjamin Foote, Mayor

_____ No action taken by Mayor.

_____ Vetoed this _____ day of _____, 2026.

Benjamin Foote, Mayor

_____ Repassed and adopted over the veto this _____ day of _____, 2026.

_____ Veto affirmed this _____ day of _____, 2026 by failure of vote taken to repass.

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

ATTEST:

Christina Reinhard, City Clerk

4912-2133-6968-1\10981-1000

received
1-29-2026 315

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 3, 2026

Fire
Department

Chief Canto
Prepared By
Chief Canto
Department Head

Pf Rt
City Administrator Approval

AGENDA TITLE: Ordinance No. 3254-2026, Adding Sections 14- 33 Periodic Fire Safety Inspections and 14- 34, Authority to Cite, to Chapter 14, Fire Protection and Prevention of the Municipal Code of the City of Ottumwa,

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

RECOMMENDATION: Pass the first Consideration of Ordinance No. 3254- 2026.

DISCUSSION: The above additions to Chapter 14, Fire Protection and Prevention outlines building occupancy classifications as defined in the International Fire Code as well as the frequency requirement of periodic fire safety inspections for said occupancies.

Source of Funds:

Budgeted Item: ☐ Budget Amendment Needed:

ORDINANCE 3254-2026

AN ORDINANCE TO ADD SECTIONS 14-33 AND 14-34 TO CHAPTER 14, FIRE PREVENTION AND PROTECTION, OF THE CODE OF ORDINANCES OF THE CITY OF OTTUMWA, WAPELLO COUNTY, IOWA, TO REQUIRED PERIODIC FIRE SAFETY INSPECTIONS, REPEAL CONFLICTING ORDINANCES, AND PRESCRIBE A PENALTY FOR VIOLATIONS.

BE ORDAINED BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA:

Section 1. Sections 14-33 and 14-34 of Chapter 14 of the Code of Ordinances of the City of Ottumwa shall be added as follows:

Sec. 14-33 — Periodic fire safety inspections.

- (a) Buildings shall be classified according to the occupancy classifications as defined in the International Fire Code (IFC). Periodic fire safety inspections by the Fire Marshal, or his/her designee, may be conducted in buildings annually, every 2 years, or every 3 years, depending on the building's occupancy risk classification as provided below and identified in the National Fire Protection Association (NFPA) 1730 Standard- Standard on Organization and Deployment of Fire Prevention Inspection and Code Enforcement, Plan Review, Investigation, and Public Education Operations. Except as otherwise provided, the occupancy risk classifications specified below include all groups within the IFC/NFPA occupancy classification. Where multiple use groups apply to a building, the applicable period for inspection for the entire building will be the period applicable to the risk classification that comprises the greatest percentage of the total square footage of the building.

(l) High Risk Occupancy Classifications Requiring Annual Inspections:

- a. Assembly Group A
- b. Group E Educational facility that includes Group E Daycare facilities.
- c. Factory Industrial Group F (Occupancies exceeding the threshold quantities of Hazardous Material related to Hazardous Chemical Inventory Reporting (EPCRA Sections 311-312)- Section 311 and 312 (Tier 2 reporting) of the Emergency Planning and Community Right-To-Know Act (EPCRA).
- d. High Hazard Group H
- e. Mercantile Group M that provides the sale and consumption of alcoholic beverages.

- f. Residential Group R (Group R-1 and Group R-2, only, as specified below)
 - Residential Group R-1: Hotels, Motels, and Transient Boarding Houses, only.
 - Residential Group R-2: Senior Living Complexes, Dormitories, Apartment Buildings and Multi-family Residential Buildings with more than two family units. (Common areas only).
- g. Other High Risk Occupancies, Not defined in the IFC (Critical Infrastructure, City Buildings, Public Safety Buildings).

(2) Medium Risk Occupancy Classifications Requiring Inspections Every 2 Years:

- a. Group E Educational Facilities that do not include daycare facilities.
- b. Factory Group F (Occupancies not exceeding Hazardous Chemical Inventory Reporting (EPCRA Sections 311-312) Section 311 and 312 (Tier 2 reporting) of the Emergency Planning and Community Right-To-Know Act (EPCRA).
- c. Mercantile Group M (Occupancies using or offering sale of Hazardous Materials).
- d. Storage Group S (Occupancies with Hazardous Materials)

(3) Low Risk Occupancy Classifications Requiring Inspections Every 3 Years:

- a. Business Group B
- b. Mercantile Group M (Occupancies without Hazardous Materials)
- c. Storage Group S (Occupancies without Hazardous Materials)
- d. Miscellaneous Group U

Use Group I occupancies are regulated and inspected by the State of Iowa Department of Inspections, Appeals and Licensing as well as the Iowa State Fire Marshal's Office. These occupancies are not subject to periodic fire inspections by the City of Ottumwa Fire Prevention Bureau. Single-family dwellings and the dwelling units in two-family and multiple-family dwellings also are not subject to periodic fire inspections.

- (b) The Fire Marshal, or his /her designee, shall have the authority to enter a building at any reasonable time to conduct an inspection required under this section and as provided in Sections 104 and 106 of the IFC.

(1) If the building is occupied, permission to enter will first be requested.

- (2) If the building is unoccupied, a reasonable effort will be made to locate the owner or other person who is in charge or control of the building to request permission to enter.
- (3) If entry is refused or permission cannot otherwise be reasonably obtained, the Fire Marshal may employ any legal means to obtain authorization to enter, including, but not limited to obtaining a search warrant from a court of competent jurisdiction.

Sec. 14-34 – Authority to cite violations.

Fire officials acting under the authority of Iowa Code sec. 100.41, Authority to cite violations, may issue citations in accordance with Iowa Code Ch. 805, for violations of state and/or local safety regulations.

Section 2. Severability. This ordinance and each article, section, subsection, paragraph, subparagraph, part, provision, sentence, word and portion thereof are hereby declared to be severable, and if they or any of them are declared to be invalid or unenforceable for any reason by a court of competent jurisdiction, it is hereby provided that the remainder of this ordinance shall not be affected thereby.

Section 3. Repealer. All ordinances or portions of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

Section 4. When Effective. This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

Passed on its first consideration on the 3 day of February, 2026.

Passed on its second consideration on the ____ day of _____, 20__.

Final passage and adoption the ____ day of _____, 20__.

CITY OF OTTUMWA

Benjamin Foote, Mayor

____ No action taken by Mayor.

____ Vetoed this ____ day of _____, 20__.

By: _____
Benjamin Foote, Mayor

_____ Repassed and adopted over the veto the _____ day of _____, 20__.

_____ Veto affirmed this _____ day of _____, 20__.

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

ATTEST:

By: _____
Christina Reinhard, City Clerk

received
1-28-26 2pm

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 3rd, 2026

Community Development

Department

Amal Eltahir

Prepared By

Amal Eltahir

Department Head

City Administrator Approval

AGENDA TITLE: Consider Motion to approve the submittal of the Ottumwa Historic Preservation Commission's 2025 Certified Local Government (CLG) Annual Report to the Iowa State Historic Preservation Office and authorize the mayor to sign the required certification.

☐

****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 Motion

DISCUSSION:

As part of the City of Ottumwa's participation in the Certified Local Government (CLG) program, the Historic Preservation Commission (HPC) is required to prepare and submit an annual report documenting its activities, compliance with program standards, and progress toward its adopted work plan. The CLG Annual Report must be reviewed by the City Council and signed by the mayor prior to submission to the State Historic Preservation Office.

The attached 2025 CLG Annual Report summarizes the commission's meetings, preservation planning activities, public outreach and education efforts, training participation, partnerships, and challenges encountered during the year. Council approval is needed to authorize submitting the report in accordance with state requirements and to maintain the City's good standing in the program. Brenda Case, Chair of the Ottumwa

Historic Preservation Commission, will briefly present the annual report to Council.

Consistency with the Strategic Plan

Approval of the Certified Local Government (CLG) Annual Report is consistent with the City's Comprehensive Plan and Strategic Plan goals related to community identity, historic preservation, quality of life, and long-term reinvestment.

Budget Considerations

Approval of this item has no budget impact.

NOT SUBMITTED

Reviewers cannot see your material until you submit your application. Once you have finished the last step, you will receive a confirmation message and ID number.

Iowa Economic Development Authority

SHPO CLG Annual Report 2025

Ottumwa Historic Preservation Commission / Brenda Case
105 E. Third
Ottumwa, IA 52501, United States
6417777607
case.brenda7@gmail.com

Forms [Edit](#)

SHPO Certified Local Government Annual Report * indicates a required field

Under the CLG Agreement with the State, local governments and their historic preservation commissions are responsible for submitting an annual report documenting the commission's preservation work and that they have met the requirements of the CLG program.

This annual report is also an important tool for your commission to evaluate its own performance and to plan for the coming year.

We look forward to hearing from each CLG this year!

1.

I am aware this report must be presented and reviewed by either the City Council or the Board of Supervisors prior to submission and requires a signature from either the mayor or the chair of the board of supervisors.

The signature form is located here: https://iowa1.sharepoint.com/:w:/s/PublicShares-SHPO2/EWJOyE84x5BEqsMBNQhGagMBGTwUBVRnzrokBawjj6h_3w?e=08uYUM

yes

2. Name of the city, county, or land use district:

Please choose from the drop down list.

Ottumwa Historic Preservation Commission

3. Did your commission undertake any survey or identification projects during 2025?

CLG Standards are in your local government's Certified Local Government (CLG) Agreement and the 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.

Yes

3.1.

Please describe the survey or identification project your commission worked on in 2025.

Our City of Ottumwa Historic Preservation Plan identifies the south side as an area to be considered for eligibility. We toured the area and included our collective memory in our discussions. The south side is not one homogeneous area. It's history is that of being a complete town. Areas are unique depending on the culture, demographics, and occupations of the residents. We will seek training and assistance in surveying the individual sections of South Ottumwa, as it was originally named, that may meet eligibility criteria.

4. Did your commission undertake any registration/nomination projects in 2025?

The CLG reviews all National Register nominations for any resources that lies within the jurisdiction of the historic preservation commission.

No

5.

Within your local government's jurisdiction were any National Register of Historic Places listed properties moved or demolished in 2025?

If you need a list of the properties that are listed on the National Register of Historic Places within your jurisdiction, please contact historic.preservation@iowaeda.com

No

6. Does your local government designate local landmarks or local districts?

IMPORTANT: Most local governments do not have a program for local designation. If you have questions about whether you have a local designation program or not, please contact the CLG Coordinator at historic.preservation@iowaeda.com before you complete this section.

No

7.

Has your community passed any ordinances that directly or indirectly impact the preservation of historic resources?

No

8.

Did your city, county, LUD or its historic preservation commission undertake any of the following activities in this calendar year? 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!

Please check all that apply!

CLG Standards found in CLG Agreement and National Historic Preservation Act:

- 1) The CLG will enforce all appropriate state and local ordinances for designating and protecting historic properties.
- 2) The CLG shall provide for adequate public participation in the local historic preservation programs.

a. Historic preservation planning. Examples include the development or revision of an preservation plan, development of a work plan for your commission, etc. | 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. | 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.

8.1.

Describe your communities historic preservation planning activities in this calendar year.

a. Ottumwa Historic Preservation Commission (OHPC) identified objectives within our 2024 historic preservation plan that can be done by members; by the City Community Development staff; and those for which we will engage contractors. Early targets for implementation will be to operationalize the Historic District Overlay District, municipal

code Article XXVII; and engage resources to create design guidelines.

b. OHPC provided guidance regarding the importance of historic preservation standards in repair work to be performed on historic built objects. A granite fountain manufactured circa 1906 and presented to the city in 1908 by the National Humane Alliance was proposed to be moved from the Historic Railroad NRHD to another venue. It is not a contributing feature of the NRHD where it currently resides. OHPC offered information on existing standards for the safe restoration of granite, and related questions to be asked of any contractor to be engaged in the work. We offered to help find a qualified contractor for both the moving and restoration of the fountain.

c. A walking tour was held in the Ottumwa Cemetery NRHD where OHPC members, community theater actors, and Kiwanians portrayed citizens from Ottumwa's past. This year, each person celebrated by reenactors had been murdered and were buried in the cemetery. The theme was "Only Murders in the Cemetery" as a play on a similarly named program streaming on hulu. The tour is a very popular event with the community. We hosted over 500 guests.

8.2.

Describe your communities assistance with preservation issues or projects in this calendar year.

Please be specific (address(es) of the property(ies), what was the issue(s), what assistance was provided.

8.3.

Please describe your community's public education programs in his calendar year.

Please provide specific details such as date of event, description of the event, how many people participated, whether the commission partnered with other organizations.

September 26, 2025 -- Ottumwa Cemetery NRHD Walking Tour, 500+ attendees, in partnership with Ottumwa Community Players and Ottumwa Hy-Noon Kiwanis

9.

Were there any issues, challenges or successes your preservation commission encountered or accomplished this year?

Our chairperson, architectural historian Molly Naumann, died suddenly in March 2025. In the same month, our staff liaison, director of community development Zach Simonson was released from city employment. Two additional members had recently left the commission due to interpersonal conflict. Elections were held in April. Brenda Case was chosen as chair. She discovered that the CLG report for 2024 was late. With help from Allison Archambo of SHPO, Case was able to locate that report, complete it, and have it approved by the city council on May 6, 2025 and then submitted to the state.

Case requested guidance from SHPO on how best to recover and move forward after our losses. Archambo attended the OHPC meeting on June 25. She discussed priorities,

including a fully seated commission. She also shared what the group is doing well and provided ideas to build upon what we are already implementing. Archambo also presented the commission with a set of Preservation Briefs for our education and outreach. This visit was integral in regaining our footing and moving forward.

We had been temporarily guided by the City Administrator until Amal Eltahir joined the City as the Director of Community Development in June 2025. That job comes with many responsibilities, including the HPC. As roles and relationships were being developed and communicated the HPC did not meet in September, October, or November. This should complete our recovery from the difficult events of 2024.

This year was a total rebuild for us. We are proud that we sent two members to Summit in Muscatine, and accomplished a significant portion of our 2025 work plan. Incidentally, our chair person ran for mayor, which diverted much of her attention from June to November. ~~Her bid was 15 votes short of victory.~~

We filled the last opening on the commission with Shelbi Dexter, a graduate of the Ottumwa Leadership Academy, Nurse Practitioner, and history buff in September.

10. What partnerships did your commission form or continue with other entities?

Examples include local main street office, local school, historical society, library, museum, service club, etc.

If none, enter N/A

Main Street Ottumwa Director Kristine Patrick attends OHPC meetings regularly. We are sharing plans and information. We are collaborating on Preservation Month 2026 plans. Two commission members, Bob Swanson and Kate Bagby, are also part of the Iowa Heartland History Connection museum.

11.

Did your historic preservation commission receive any grants (other than CLG) this year? If so, please describe. If none, enter N/A.

N/A

12. Does your Historic Preservation Commission have a website?

Yes

12.1. What is the website address?

https://www.ottumwa.us/government/boards_and_commissions/historic_preservation_commission.php

13.

List dates of public commission meetings held (please note these are meetings actually held with a quorum, not just those that were scheduled).

CLG Standards found in CLG Agreement and National Historic Preservation Act:

- 1) The CLG will organize and maintain a historic preservation commission, which must meet at least three (3) times per year.
- 2) 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.
- 3) The commission will comply with Iowa Code Chapter 21 (open meetings) in its operations.
- 4) Commission members will participate in state-sponsored or state-approved historic preservation training activities.

April 23, June 25, August 27, December 10

14.

Based on the work plan submitted last year for your commission please provide a self assessment of the progress your commission made on the initiatives and programs that were identified last year.

There were 5 projects and goals named on our 2025 work plan. We completed two of the projects 100% and one is 25% complete. We met 66% of one goal and 50% of the other. We feel good about this progress, especially considering the challenges we faced and the reduced number of meetings we were able to complete.

15. Where are your official CLG files located?

Please describe where the paper or physical files are stored and where the digital records are being stored.

In the Community Development Office at City Hall

16.

In this calendar year, what was the dollar amount of the historic preservation commission's annual budget?

We recommend that the local government provide the commission a minimum of \$750 annual budget to pay for training and other commission expense.

600.00

17. Additional Budget information

This is an optional question, if there is any additional information you wish to share with the State Historic Preservation Office regarding your community's budget.

funding for our projects is on an ad hoc basis

18. 2026 Work Plan

Each Commission should develop an annual work plan for the upcoming year. Please include the project(s), initiatives and programs your commission plans to begin or complete.

2026 Ottumwa HPC Work Plan.pdf

19.

Does your commission have any vacancies? If so, how many? If you have no vacancies please enter N/A.

Please also use this field to describe any plans the commission has to fill those vacant positions.

N/A

20. Commission Members

Please include all commission members in this table.

If the commissioner represents a locally designated district please provide the district in their role field.

If the commissioner doesn't have an email address please enter a phone number.

For any new commissioners please include the biographical sketch in the following question.

First and Last Name	Mailing Address	Email Address	Term	Role
Brenda Case	1530 N Elm St	case.brenda7@gmail.com	1/1/2029	Chair
Robert Swanson	165 W Alta Vista Ave	bodhranplayer55@gmail.com	1/1/2029	Member
Kate Bagby	1109 N Court	kate@katebagby.com	1/1/2026	Member

Lorna Benge	205 Pleasant St	lornabenge4@gmail.com	1/1/2026	Member
Shelbi Dexter	1317 Center Street PL	shelbi.dexter@gmail.com	1/1/2029	Member

21.

Please attach biographical sketch or resume for any commissioners were appointed in last calendar year.

Please be sure newly appointed commissioners sign and date their statement.

[Historic Pres. BIOGRAPHICAL SKETCH - Filled Out.pdf](#)

22.

Which of your commission members, staff, and/or elected officials attended the 2025 Preserve Iowa Summit?

Now is also a good time to start planning to attend the 2026 Preserve Iowa Summit in Ankeny on June 2 & 3, 2026

Kate Bagby and Brenda Case

23. Commission 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, please provide information about the commissioners' involvement in historic preservation training (beyond or instead of the Preserve Iowa Summit), listing the name of the conference, workshop or meeting (including online 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 Event	Sponsor Organization	Location	Date	Name of Attendees
Rebuilding OHPC	Allison Archambo, SHPO	Ottumwa Historic Railroad NRHD	06/25/2025	Members present: Brenda Case, Chair; Kate Bagby; Lorna Benge Staff present:

Phil Rath, City
Administrator; Amal
Eltahir, Community
Development
Director; Jake Rusch,
Zoning & Housing
Coordinator; Keelie
Johnson, Clerk;
Allison Archambo,
SHPO – CLG
Coordinator

24. Chief Elected Official

Did your communities Chief Elected Official (Mayor, Chairman of the Board of Supervisors, or President of LUD Trustees) change in 2025?

No

25. Has the contact information for your communities staff liaison changed?

If you have a new staff liaison please select yes.

Yes

25.1. Please provide updated contact information for your staff liaison.

Please include their First & Last Name, Job Title, Mailing Address, Phone number, & Email Address.

Amal Eltahir, Director of Community Development, Ottumwa City Hall, 105 E. Third Street, Ottumwa Iowa 52501, (641) 683-0694 eltahira@ottumwa.us

26.

What training topic would be most helpful for your Historic Preservation Commission?

The basics: terminology, criteria, evaluation, nomination, process of getting a property or district listed, what types of standards exist (preservation briefs), local / national designation. Molly Naumann used to do a course she called Preservation 101. There is only one member still on the commission that attended that training. It would be valuable for all members to receive the same.

27. Suggestions for improvement

The CLG program is here to support the Historic Preservation Commissions across Iowa. Do you have any suggestions for how we can improve our services to your commissions?

Recordings of training on a variety of preservation topics available on the web would be valuable, but I wouldn't want you to post anything that might prevent people from attending Summit

I want to express gratitude to Allison Archambo for attending a meeting of the OHPC earlier this year. Her support was very helpful as we gained our footing after the losses we experienced in 2024.

28. Authorized Official Signature

https://iowa1.sharepoint.com/:w:/s/PublicShares-SHPO2/EWJOyE84x5BEqsMBNQhGagMBGTwUBVRnzrokBawjj6h_3w?e=HeBDes

[signature page.pdf](#)

29.

Agenda or minutes from the public meeting where this report was presented to the City Council or Board of Supervisors.

[blank agenda.odt](#)

MEDIA Edit



2025 cemetery 1

Historic Cemetery Tour, NRHD - retired Ottumwa attorney Richard Gaumer re-enacts Webber, the father of his actual law partner. HPC member Bob Swanson portrays his own grandfather who is one of Iowa's great unsolved murder mysteries.



2025 cemetery 2

Brenda Case, OHPC chair, center, in fur capelet and red dress, reenacts Catherine Leahy, who was murdered in 1931 by a spurned would-be paramour.

2025 cemetery 3

Two Hy-Noon Kiwanis members portray a famously murdered madame (indeed!) and a beloved school teacher.



Shelbi Dexter

New member 2025



signature page



**BIOGRAPHICAL SKETCH
APPLICANT FOR HISTORIC PRESERVATION COMMISSION**

NAME: Shelbi Dexter

ADDRESS: 1317 Center Street Place

PHONE NUMBERS: WORK: _____

HOME: _____

MOBILE: (641) 226-1699

EMAIL ADDRESS: shelbi.dexter@gmail.com

INTEREST IN 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; use the back and/or extra sheets if necessary)

EDUCATION: _____

My educational background as a Family Nurse Practitioner has emphasized public health, safety, equity, and long-term community planning - all values I believe intersect meaningfully with historic preservation.

EMPLOYMENT: _____

My clinical practice relies on interdisciplinary collaboration. The same collaborative mindset benefits preservation work, where decisions require input across technical, economic, legal, and cultural considerations. Additionally, I see daily how the built environment influences social connection, mental health, physical activity, and community well-being. Preservation plays a role in strengthening those same determinants by anchoring identity, walkability, and neighborhood vitality.

INTERESTS: _____

While I am newer to formal historic preservation work, I am deeply motivated to learn and contribute. I believe thoughtful preservation sustains community character, supports economic vitality, and ensures that development respects the stories and identities that make Ottumwa distinctive.

While serving on the **Ottumwa 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 _____

01/20/2026

Date

2026 Ottumwa Historic Preservation Commission Work Plan

Historic Preservation Plan Projects

- **Local Historic Districts**
 - Operationalize Article XXVII: Historic District Overlay District ordinance
 - Designate NRHDs as local overlay districts
- **Design Guidelines**
 - Begin process (RFI/RFP) to draft design guidelines

Educational Programs and Events

- **Public Event to keep historic preservation in the community consciousness**
 - Plan and execute another Historic Ottumwa Cemetery Tour with reenactments
- **Conduct Walking Tour of the Central Park NRHD for Historic Preservation Month 2026.**
 - Engage the public, teach about Ottumwa history, and raise funds

Historic Preservation Commission Management

- Increase attendance at Preservation Summit 2026
- Obtain SHPO approved training in preservation (ie: Preservation 101)
- Begin building a library of recommended reading for members

Certified Local Government Annual Report 2025

Name of Certified Local Government:

OTTUMWA HISTORIC PRESERVATION COMMISSION

Signature of person who completed this report_ 

I certify that a representative of the historic preservation commission has attended a public meeting and presented the details of this report to the city council (city CLG) or the Board of Supervisors (county CLG).

Date of public meeting:

Name of Mayor or Chairman of the Board of Supervisors: Benjamin Foote



Signature of Mayor or Chairman of the Board of Supervisors

Please upload this completed form with your annual report on SlideRoom. Thank you.

received
1-29-26 12p

Item No. I.-1.

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of : Feb 3, 2026

Planning & Development
Department

Jake Rusch

Prepared By

Amal Eltahir

Department Head



City Administrator Approval

AGENDA TITLE: Resolution No. 7-2026. A Resolution approving applications for residential and commercial tax abatement under the Urban Revitalization Plan, subject to review by the local assessor.

☐

****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. 7-2026

DISCUSSION: This resolution approves 8 residential and 1 commercial tax abatement applications subject to review by the local assessor. There is 3 new home, 1 new multi-residential remodel, and 1 commercial remodel that applied for tax abatement assistance. The other applicants made improvements to their existing properties. The total value of all improvements is estimated at \$1,733,000.00.

Tax abatement is available city wide for both residential and commercial properties.

Source of Funds:

Budgeted Item:

☐

Budget Amendment Needed:

RESOLUTION NO. 7-2026

A RESOLUTION APPROVING APPLICATIONS FOR RESIDENTIAL AND COMMERCIAL TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN, SUBJECT TO REVIEW BY THE LOCAL ASSESSOR.

WHEREAS, the City of Ottumwa, Iowa, adopted the City of Ottumwa 1992 Urban Revitalization Plan on June 4, 1991; and

WHEREAS, in December, 2002, the City of Ottumwa, Iowa, adopted a Commercial Tax Abatement Plan for properties in the Rochester North Urban Revitalization Area; and

WHEREAS, on January 4, 2005, the City of Ottumwa, Iowa, adopted a Commercial Tax Abatement Plan for properties in the Downtown North Urban Revitalization Plan; and

WHEREAS, on April 4, 2017, the City of Ottumwa, adopted Amendment No. 2 to the 1992 Urban Revitalization Plan expanding commercial and industrial tax abatement throughout the city effective May 1, 2017; and

WHEREAS, all plans provide for property tax abatement for the actual value added by improvements to real estate according to different schedules for abatement; and

WHEREAS, the persons listed on Exhibit A have completed improvements in conformance with the adopted tax abatement plan for the city wide residential, the Rochester North or the Downtown Urban Revitalization Plan; and

WHEREAS, the individuals listed on Exhibit A have completed an application for tax abatement and have selected a schedule for said abatement; and

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

That the applications for tax abatement which are listed are hereby approved by the City Council of the City of Ottumwa, Iowa, subject to review by the local assessor.

Approved, passed and adopted this 3rd of February 2026.

CITY OF OTTUMWA, IOWA

BY B F - C
Benjamin Foote, Mayor

ATTEST:
Chris Reinhard
Chris Reinhard, City Clerk

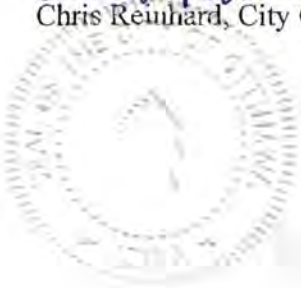


Exhibit A Tax Abatement 2024

Application	Project	Property owners	Address	Cost of Improvements	Miscellaneous
2025-1	Commercial - 5 year Sliding Scale	Stewart Property LLC	1255 N. Elm Street	\$200,000.00	Remodel commercial property
2025-2	Residential - 3 year 100%	Dennis and Denise Leffler	19 Asbury Circle	\$190,000	New Home
2025-3	Residential - 3 year 100%	Vance and Rebecca Frueh	16 Pinehurst	\$325,000	New Home
2025-4	Residential - 3 year 100%	Andrea Rosson	3 Traxler	\$245,000	New Home
2025-5	Residential - 3 year 100%	Cara Galloway	738 Minneopa	\$25,000	Home Improvements
2025-6	Residential - 3 year 100%	Jane Anne Wise	419 E Maple Ave	\$23,000	Home Improvements
2025-7	Residential - 3 year 100%	Jason Mills	133 Vogel Avenue	\$35,000.00	Home Improvements
2025-8	Residential - 3 year 100%	Rippling Waters	805 Lee Avenue	\$90,000.00	Home Improvements
2025-9	Residential - 10 year sliding scale	JCG Rentals	227 W Fourth	\$600,000.00	Multi Residential
2025			Total:	\$1,733,000	

General
Improvements - 5
New Home - 3

Commercial
Improvements - 1

Application No. _____
Date Returned: _____
Received by: (initial) _____

**CITY OF OTTUMWA, IOWA
APPLICATION FOR TAX ABATEMENT
UNDER THE URBAN REVITALIZATION PLAN**

____ Approval of Improvements Completed
____ Prior Approval for Intended Improvements*

Address of Property: 1255 North Elm Street

Legal Description of Property: _____

Title Holder or Contract Buyer: Stewart Property LLC

Address of Owner (if different than above): _____
Phone number (day): 641 455 0128

Existing Property Use: ☐ Residential ☐ Multi-residential ☒ Commercial
 ☐ Industrial ☐ Undeveloped

Proposed Property Use: ☐ Residential ☐ Multi-residential ☒ Commercial
 ☐ Industrial

Proposed Occupancy: ☐ Owner-occupied ☒ Rental

Nature of Improvements: ☐ New construction ☒ Addition ☐ General Improvements
Describe specifically: _____

Edward Jones rents from me and I am the Edward Jones Advisor. FYI if it matters.

Estimated or actual date of completion: 12/31/25
Estimated or actual cost of improvements: \$ \$200,000
Building Permit No.: 7020

Tax Exemption Schedule Selected - only one selection allowed: (see reverse side for full exemption schedules)

☐ Residential: Standard (3-year 100%) ☐ Residential: 3+ Dwelling Unit (10-year sliding scale)
☐ Residential: Historical Building (5-year 100%) ☒ Commercial or Industrial (5-year sliding scale)
 ☐ Multi-Residential (Completed prior to Jan. 1, 2022)

If applicable, the name(s) of the tenants (if different than the owner) that occupied the building on April 21, 1992: _____

SIGNED:  DATE: 12/30/25

Return completed form to the Planning and Development Department, City Hall, Room 204, after improvements are completed.

* Prior approval will require City Council action before permits or construction will be allowed to begin. Contact Economic Development staff prior to making this selection.

FOR CITY COUNCIL USE:

Approved by Ottumwa City Council on
2/3/2026

ASSESSOR: Present Assessed Value \$ _____
Assessed Value with Improvements \$ _____
Eligible or Not Eligible for Tax Abatement: _____

Signature _____ Date _____

**URBAN REVITALIZATION (COMMERCIAL PROPERTY EXEMPTION)
MINIMUM ASSESSMENT AGREEMENT**

THIS MINIMUM ASSESSMENT AGREEMENT ("Minimum Assessment Agreement") is dated as of January 29, 2026, by and between the City of Ottumwa, Iowa (the "City"), an Iowa municipal corporation, and Stewart Property LLC ("Owner").

WHEREAS, consistent with the provisions of the City's Amended and Restated Urban Revitalization Plan, as amended (the "Plan"), the Owner has submitted an Application for Tax Abatement dated as of December 30, 2026 (the "Application") regarding certain commercial real estate owned by Owner and located in the Ottumwa Urban Revitalization Area, which real estate is legally described as follows:

**LEGAL DESCRIPTION: PT AL13 SWNE SEC19 CM 30S & 578.65E NW COR
SWNE/E130-ELM/SW 86.4/W126.8/N86BG EX PT SOLD IN BK 201 6 PG 2374**

Known locally as: 1255 N Elm, Ottumwa, Iowa

(the "Property");

WHEREAS, the Application describes certain improvements that have been constructed on the Property (the "Eligible Improvements"); and

WHEREAS, pursuant to Iowa Code Section 404.3C, the City and Owner desire to establish a Minimum Actual Value for the Eligible Improvements and Property following completion of the Eligible Improvements for the duration of the tax abatement requested by the Owner by submission of the Application, under the provisions of the Plan; and

WHEREAS, the Wapello County Assessor has reviewed the preliminary plans and specifications for the Eligible Improvements that are contemplated to be constructed.

NOW, THEREFORE, the parties to this Minimum Assessment Agreement, in consideration of the promises, covenants and agreements made by each other, do hereby agree as follows:

1. Upon substantial completion of construction of the Eligible Improvements, but in no event later than January 1, 2026, the minimum actual value fixed for assessment purposes for the Eligible Improvements and the Property (building and land value) in the aggregate shall be not less than Two hundred forty thousand one hundred and forty Dollars (\$240,140), before rollback.

The Minimum Actual Value shall terminate and be of no further force or effect as of December 31, 2030 ("Assessment Termination Date"). Upon the Assessment Termination Date, this Minimum Assessment Agreement shall no longer control the assessment of the Property.

2. This Minimum Assessment Agreement shall be promptly recorded by the City with the Recorder of Wapello County, Iowa. Such filing shall constitute notice to any subsequent encumbrancer of the Property (or part thereof), whether voluntary or involuntary, and this Minimum Assessment Agreement shall be binding and enforceable in its entirety against any such subsequent encumbrancer, including the holder of any mortgage. The City shall pay all costs of recording.

3. This Minimum Assessment Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties hereto and their respective successors and permitted assigns.

4. Nothing herein shall be deemed to waive the rights of Owner from seeking administrative or legal remedies to reduce the actual value assignment made by the Assessor in excess of the Minimum Actual Value established herein. In no event, however, shall Owner seek to reduce the actual value to an amount below the Minimum Actual Value established herein during the term of this Minimum Assessment Agreement. This Minimum Assessment Agreement may be amended or modified and any of its terms, covenants, representations, warranties or conditions waived, only by a written instrument executed by the parties hereto, or in the case of a waiver, by the party waiving compliance.

5. If any term, condition or provision of this Minimum Assessment Agreement is for any reason held to be illegal, invalid or inoperable, such illegality, invalidity or inoperability shall not affect the remainder hereof, which shall at the time be construed and enforced as if such illegal or invalid or inoperable portion were not contained herein.

6. The Minimum Actual Value herein established shall be of no further force and effect and this Minimum Assessment Agreement shall terminate pursuant to the Assessment Termination Date set forth in Section 1 above.

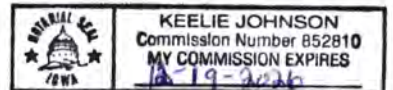
[Remainder of this page is blank. Signatures start on the next page.]

Company: Stewart Property LLC

By: [Signature]

Print Name: Dustin Stewart

Its: Member



STATE OF IOWA)
) SS
COUNTY OF WAPELLO)

¹⁶ This record was acknowledged before me on this 2nd day of January,
2023, by Keelie Johnson, as the Notary of Public,
on behalf of whom the record was executed.

Keelie Johnson
Notary Public in and for said state

[Signature page to Minimum Assessment Agreement – Owner]



(SEAL)

CITY OF OTTUMWA, IOWA

By: B. F. T.
Mayor

ATTEST:

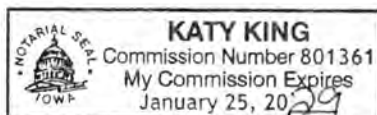
By: Chris Reinhard
City Clerk

STATE OF IOWA)
) SS
COUNTY OF WAPELLO)

On this 4th day of February, 2026, before me a Notary Public in and for said State, personally appeared Benjamin Foote and Chris Reinhard, to me personally known, who being duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Ottumwa, Iowa, a Municipality created and existing under the laws of the State of Iowa, and that the seal affixed to the foregoing instrument is the seal of said Municipality, and that said instrument was signed and sealed on behalf of said Municipality by authority and resolution of its City Council, and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said Municipality by it voluntarily executed.

Katy King
Notary Public in and for the State of Iowa

[Signature page to Minimum Assessment Agreement – City]



CERTIFICATION OF ASSESSOR

The undersigned, having reviewed the plans and specifications for the Eligible Improvements to be constructed, and being of the opinion that the minimum actual value contained in the foregoing Minimum Assessment Agreement appears reasonable, hereby certifies as follows:

The undersigned Assessor, being legally responsible for the assessment of the above described property upon completion of the improvement to be made on it, certifies that the actual value assigned to that land and improvements upon completion shall be not less than \$240,140.

Assessor for Wapello County, Iowa

Date

STATE OF IOWA)
) SS
COUNTY OF WAPELLO)

Subscribed and sworn to before me by _____, Assessor for Wapello County, Iowa on this _____ day of _____, 20__.

Notary Public for the State of Iowa

Consistent with Iowa Code §404.3C, a copy of Iowa Code §404.3C is attached, as follows:

1. For revitalization areas established under this chapter on or after the effective date of this division of this Act and for first-year exemption applications for property located in a revitalization area in existence on the effective date of this division of this Act filed on or after the effective date of this division of this Act, commercial property shall not receive a tax exemption under this chapter unless the city or county, as applicable, and the owner of the qualified real estate enter into a written assessment agreement specifying a minimum actual value until a specified termination date for the duration of the exemption period.

2. a. The assessment agreement shall be presented to the appropriate assessor. The assessor shall review the plans and specifications for the improvements to be made to the property and if the minimum actual value contained in the assessment agreement appears to be reasonable, the assessor shall execute the following certification upon the agreement:

The undersigned assessor, being legally responsible for the assessment of the above described property upon completion of the improvements to be made on it, certifies that the actual value assigned to that land and improvements upon completion shall not be less than\$

b. The assessment agreement with the certification of the assessor and a copy of this subsection shall be filed in the office of the county recorder of the county where the property is located. Upon completion of the improvements, the assessor shall value the property as required by law, except that the actual value shall not be less than the minimum actual value contained in the assessment agreement. This subsection does not prohibit the assessor from assigning a higher actual value to the property or prohibit the owner from seeking administrative or legal remedies to reduce the actual value assigned except that the actual value shall not be reduced below the minimum actual value contained in the assessment agreement. An assessor, county auditor, board of review, director of revenue, or court of this state shall not reduce or order the reduction of the actual value below the minimum actual value in the agreement during the term of the agreement regardless of the actual value which may result from the incomplete construction of improvements, destruction or diminution by any cause, insured or uninsured, except in the case of acquisition or reacquisition of the property by a public entity. Recording of an assessment agreement complying with this subsection constitutes notice of the assessment agreement to a subsequent purchaser or encumbrancer of the land or any part of it, whether voluntary or involuntary, and is binding upon a subsequent purchaser or encumbrancer.

Application No. _____
Date Returned: _____
Received by: (initial) _____

**CITY OF OTTUMWA, IOWA
APPLICATION FOR TAX ABATEMENT
UNDER THE URBAN REVITALIZATION PLAN**

____ Approval of Improvements Completed
____ Prior Approval for Intended Improvements*

Address of Property: 19 Asbury Circle

Legal Description of Property: _____

Title Holder or Contract Buyer: Dennis & Denise Leffler

Address of Owner (if different than above): _____
Phone number (day): _____

Existing Property Use: ☒ Residential _____ Multi-residential _____ Commercial
_____ Industrial _____ Undeveloped

Proposed Property Use: ☒ Residential _____ Multi-residential _____ Commercial
_____ Industrial

Proposed Occupancy: ☒ Owner-occupied _____ Rental

Nature of Improvements: ☒ New construction _____ Addition _____ General Improvements
Describe specifically: New house set on old foundation.

Estimated or actual date of completion: 3-31-25
Estimated or actual cost of improvements: \$ 190,000
Building Permit No.: _____

Tax Exemption Schedule Selected - only one selection allowed: (see reverse side for full exemption schedules)
☒ Residential: Standard (3-year 100%) _____ Residential: 3+ Dwelling Unit (10-year sliding scale)
_____ Residential: Historical Building (5-year 100%) _____ Commercial or Industrial (5-year sliding scale)
_____ Multi-Residential (Completed prior to Jan. 1, 2022)

If applicable, the name(s) of the tenants (if different than the owner) that occupied the building on April 21, 1992: _____

SIGNED: Dennis Leffler DATE: 5-21-25

Return completed form to the Planning and Development Department, City Hall, Room 204, after improvements are completed.

* Prior approval will require City Council action before permits or construction will be allowed to begin. Contact Economic Development staff prior to making this selection.

FOR CITY COUNCIL USE:

Approved by Ottumwa City Council on
2/3/2024

ASSESSOR: Present Assessed Value \$ _____
Assessed Value with Improvements \$ _____
Eligible or Not Eligible for Tax Abatement: _____

Signature _____ Date _____

Application No. _____
Date Returned: _____
Received by: (initial) _____

**CITY OF OTTUMWA, IOWA
APPLICATION FOR TAX ABATEMENT
UNDER THE URBAN REVITALIZATION PLAN**

____ Approval of Improvements Completed
____ Prior Approval for Intended Improvements*

Address of Property: 16 Pinehurst Circle

Legal Description of Property: _____

Title Holder or Contract Buyer: Vance & Rebecca Frueh

Address of Owner (if different than above): _____
Phone number (day): _____

Existing Property Use: ☒ Residential _____ Multi-residential _____ Commercial
_____ Industrial _____ Undeveloped

Proposed Property Use: ☒ Residential _____ Multi-residential _____ Commercial
_____ Industrial

Proposed Occupancy: _____ Owner-occupied _____ Rental

Nature of Improvements: _____ New construction _____ Addition _____ General Improvements
Describe specifically: New home

Estimated or actual date of completion: 01/23/23 ?
Estimated or actual cost of improvements: \$ 325,000
Building Permit No.: _____

Tax Exemption Schedule Selected - only one selection allowed: (see reverse side for full exemption schedules)

☒ Residential: Standard (3-year 100%) _____ Residential: 3+ Dwelling Unit (10-year sliding scale)
_____ Residential: Historical Building (5-year 100%) _____ Commercial or Industrial (5-year sliding scale)
_____ Multi-Residential (Completed prior to Jan. 1, 2022)

If applicable, the name(s) of the tenants (if different than the owner) that occupied the building on April 21, 1992: _____

SIGNED: Rebecca Frueh DATE: 08/28/25

Return completed form to the Planning and Development Department, City Hall, Room 204, after improvements are completed.

* Prior approval will require City Council action before permits or construction will be allowed to begin. Contact Economic Development staff prior to making this selection.

FOR CITY COUNCIL USE:

Approved by Ottumwa City Council on
2/3/2026

ASSESSOR: Present Assessed Value \$ _____
Assessed Value with Improvements \$ _____
Eligible or Not Eligible for Tax Abatement: _____

Signature _____ Date _____

Application No _____
Date Returned: _____
Received by: (initial) _____

**CITY OF OTTUMWA, IOWA
APPLICATION FOR TAX ABATEMENT
UNDER THE URBAN REVITALIZATION PLAN**

☐ Approval of Improvements Completed
☐ Prior Approval for Intended Improvements*

Address of Property: 3 Traxler Dr. Ottumwa, Ia. 52501

Legal Description of Property: _____

Title Holder or Contract Buyer: Andreea Rossen

Address of Owner (if different than above): _____

Phone number (day): _____

Existing Property Use: ☒ Residential ☐ Multi-residential ☐ Commercial
☐ Industrial ☐ Undeveloped

Proposed Property Use: ☒ Residential ☐ Multi-residential ☐ Commercial
☐ Industrial

Proposed Occupancy: ☒ Owner-occupied ☐ Rental

Nature of Improvements: ☐ New construction ☐ Addition ☐ General Improvements
Describe specifically: _____

New Home

Estimated or actual date of completion: 8-2024
Estimated or actual cost of improvements: \$ 245,000
Building Permit No.: 5356

Tax Exemption Schedule Selected - only one selection allowed: (see reverse side for full exemption schedules)

☒ Residential: Standard (3-year 100%) ☐ Residential: 3+ Dwelling Unit (10-year sliding scale)
☐ Residential: Historical Building (5-year 100%) ☐ Commercial or Industrial (5-year sliding scale)
☐ Multi-Residential (Completed prior to Jan. 1, 2022)

If applicable, the name(s) of the tenants (if different than the owner) that occupied the building on April 21, 1992: _____

SIGNED: Andreea Rossen DATE: 4-9-25

Return completed form to the Planning and Development Department, City Hall, Room 204, after improvements are completed.

* Prior approval will require City Council action before permits or construction will be allowed to begin. Contact Economic Development staff prior to making this selection.

FOR CITY COUNCIL USE:

Approved by Ottumwa City Council on
2/3 /2024

ASSESSOR: Present Assessed Value \$ _____
Assessed Value with Improvements \$ _____
Eligible or Not Eligible for Tax Abatement: _____

Signature _____ Date _____

Application No. _____
Date Returned: _____
Received by: (initial) _____

CITY OF OTTUMWA, IOWA
APPLICATION FOR TAX ABATEMENT
UNDER THE URBAN REVITALIZATION PLAN

____ Approval of Improvements Completed
____ Prior Approval for Intended Improvements*

Address of Property: 738 Minneopa Ave Ottumwa, Iowa 52501

Legal Description of Property: # 007416340004000 Emanuel Irreg Lot 4

Title Holder or Contract Buyer: Cara Galloway

Address of Owner (if different than above): _____

Phone number (day): _____

Existing Property Use: ☒ Residential ☐ Multi-residential ☐ Commercial
☐ Industrial ☐ Undeveloped

Proposed Property Use: ☐ Residential ☐ Multi-residential ☐ Commercial
☐ Industrial

Proposed Occupancy: ☐ Owner-occupied ☐ Rental

Nature of Improvements: ☐ New construction ☐ Addition ☒ General Improvements

Describe specifically: New Roof, New Siding, Bathroom update, ~~Removal~~ Removed

Carpet - refinished floors, Removed panel walling (dining room) replaced w/ drywall

Estimated or actual date of completion: 8-30-25

Estimated or actual cost of improvements: \$ 25,000

Building Permit No.: _____

Tax Exemption Schedule Selected - only one selection allowed: (see reverse side for full exemption schedules)

☒ Residential: Standard (3-year 100%) ☐ Residential: 3+ Dwelling Unit (10-year sliding scale)
☐ Residential: Historical Building (5-year 100%) ☐ Commercial or Industrial (5-year sliding scale)
☐ Multi-Residential (Completed prior to Jan. 1, 2022)

If applicable, the name(s) of the tenants (if different than the owner) that occupied the building on April 21, 1992: _____

SIGNED: _____

DATE: 1-13-25

Return completed form to the Planning and Development Department, City Hall, Room 204, after improvements are completed.

* Prior approval will require City Council action before permits or construction will be allowed to begin. Contact Economic Development staff prior to making this selection.

FOR CITY COUNCIL USE:

Approved by Ottumwa City Council on

2/3/2024

ASSESSOR: Present Assessed Value \$ _____

Assessed Value with Improvements \$ _____

Eligible or Not Eligible for Tax Abatement: _____

Signature _____

Date _____

Application No. _____
Date Returned: _____
Received by: (initial) _____

CITY OF OTTUMWA, IOWA
APPLICATION FOR TAX ABATEMENT
UNDER THE URBAN REVITALIZATION PLAN

____ Approval of Improvements Completed
____ Prior Approval for Intended Improvements*

Address of Property: 419 E Maple Ave, Ottumwa, IA 52501

Legal Description of Property: 419 E Maple Ave (House)

Title Holder or Contract Buyer: JANE ANNE WISE

Address of Owner (if different than above): _____

Phone number (day): 440-289-7614

Existing Property Use: ☒ Residential ☐ Multi-residential ☐ Commercial
☐ Industrial ☐ Undeveloped

Proposed Property Use: ☒ Residential ☐ Multi-residential ☐ Commercial
☐ Industrial

Proposed Occupancy: ☒ Owner-occupied ☐ Rental

Nature of Improvements: ☒ New construction ☐ Addition ☒ General Improvements
Describe specifically: New Metal Roof (April 2025) Deck (Aug/Sept 2025)

Estimated or actual date of completion: Dec 2025

Estimated or actual cost of improvements: \$ 23,000.00

Building Permit No.: _____

Tax Exemption Schedule Selected - only one selection allowed: (see reverse side for full exemption schedules)

☐ Residential: Standard (3-year 100%) ☐ Residential: 3+ Dwelling Unit (10-year sliding scale)
☐ Residential: Historical Building (5-year 100%) ☐ Commercial or Industrial (5-year sliding scale)
☒ Multi-Residential (Completed prior to Jan. 1, 2022)

If applicable, the name(s) of the tenants (if different than the owner) that occupied the building on April 21, 1992: _____

SIGNED: [Signature] DATE: 1/9/26

Return completed form to the Planning and Development Department, City Hall, Room 204, after improvements are completed.

* Prior approval will require City Council action before permits or construction will be allowed to begin. Contact Economic Development staff prior to making this selection.

FOR CITY COUNCIL USE:

Approved by Ottumwa City Council on

2/3/2026

ASSESSOR: Present Assessed Value \$ _____

Assessed Value with Improvements \$ _____

Eligible or Not Eligible for Tax Abatement: _____

Signature _____ Date _____

Application No. _____
Date Returned: _____
Received by: (initial) _____

CITY OF OTTUMWA, IOWA
APPLICATION FOR TAX ABATEMENT
UNDER THE URBAN REVITALIZATION PLAN

____ Approval of Improvements Completed
____ Prior Approval for Intended Improvements*

Address of Property: 133 Vogel Ave. Ottumwa, Iowa 52501

Legal Description of Property: Residential Home,

Title Holder or Contract Buyer: Jason mills

Address of Owner (if different than above): _____
Phone number (day): 641 226 8222

Existing Property Use: ☒ Residential _____ Multi-residential _____ Commercial
_____ Industrial _____ Undeveloped

Proposed Property Use: ☒ Residential _____ Multi-residential _____ Commercial
_____ Industrial

Proposed Occupancy: ☒ Owner-occupied _____ Rental

Nature of Improvements: _____ New construction _____ Addition ☒ General Improvements
Describe specifically: new roof, new furnace and A/C. New interior

paint and new stove and dishwasher

Estimated or actual date of completion: Jan 7th 2026

Estimated or actual cost of improvements: \$ 35,000.00

Building Permit No.: _____

Tax Exemption Schedule Selected - only one selection allowed: (see reverse side for full exemption schedules)

____ Residential: Standard (3-year 100%) _____ Residential: 3+ Dwelling Unit (10-year sliding scale)
☒ Residential: Historical Building (5-year 100%) _____ Commercial or Industrial (5-year sliding scale)
_____ Multi-Residential (Completed prior to Jan. 1, 2022)

If applicable, the name(s) of the tenants (if different than the owner) that occupied the building on April 21, 1992: _____

SIGNED: Jason mills DATE: 12/31/2025

Return completed form to the Planning and Development Department, City Hall, Room 204, after improvements are completed.

* Prior approval will require City Council action before permits or construction will be allowed to begin. Contact Economic Development staff prior to making this selection.

FOR CITY COUNCIL USE:

Approved by Ottumwa City Council on
2/3/2026

ASSESSOR: Present Assessed Value \$ _____
Assessed Value with Improvements \$ _____
Eligible or Not Eligible for Tax Abatement: _____

Signature _____ Date _____

Application No. _____
Date Returned: _____
Received by: (initial) _____

**CITY OF OTTUMWA, IOWA
APPLICATION FOR TAX ABATEMENT
UNDER THE URBAN REVITALIZATION PLAN**

☒ Approval of Improvements Completed
☐ Prior Approval for Intended Improvements*

Address of Property: 805 Lee Avenue

Legal Description of Property: CLINTON PLACE LOT 13 BLK 9

Title Holder or Contract Buyer: Rippling Waters

Address of Owner (if different than above): 315 E Main Street Ottumwa, IA 52501
Phone number (day): 641-954-0461

Existing Property Use: ☒ Residential ☐ Multi-residential ☐ Commercial
☐ Industrial ☐ Undeveloped

Proposed Property Use: ☒ Residential ☐ Multi-residential ☐ Commercial
☐ Industrial

Proposed Occupancy: ☐ Owner-occupied ☒ Rental

Nature of Improvements: ☐ New construction ☐ Addition ☒ General Improvements

Describe specifically: New roof, siding, windows, flooring, HVAC, plumbing, electrical, cabinetry, doors, garage roof and siding

Estimated or actual date of completion: 10/31/2025
Estimated or actual cost of improvements: \$ 90,000
Building Permit No.: 6638

Tax Exemption Schedule Selected - only one selection allowed: (see reverse side for full exemption schedules)
☒ Residential: Standard (3-year 100%) ☐ Residential: 3+ Dwelling Unit (10-year sliding scale)
☐ Residential: Historical Building (5-year 100%) ☐ Commercial or Industrial (5-year sliding scale)
☐ Multi-Residential (Completed prior to Jan. 1, 2022)

If applicable, the name(s) of the tenants (if different than the owner) that occupied the building on April 21, 1992: Donald Bailey

SIGNED: Holly Berg DATE: 12/30/2025

Return completed form to the Planning and Development Department, City Hall, Room 204, after improvements are completed.

* Prior approval will require City Council action before permits or construction will be allowed to begin. Contact Economic Development staff prior to making this selection.

FOR CITY COUNCIL USE:

Approved by Ottumwa City Council on
2/3/2026

ASSESSOR: Present Assessed Value \$ _____
Assessed Value with Improvements \$ _____
Eligible or Not Eligible for Tax Abatement: _____

Signature _____ Date _____

Application No. _____
Date Returned: _____
Received by: (initial) _____

CITY OF OTTUMWA, IOWA
APPLICATION FOR TAX ABATEMENT
UNDER THE URBAN REVITALIZATION PLAN

____ Approval of Improvements Completed
____ Prior Approval for Intended Improvements*

Address of Property: 227 W. 4th St. Ottumwa

Legal Description of Property: Attached

Title Holder or Contract Buyer: JLG Rentals

Address of Owner (if different than above): 10550 Rutledge Rd

Phone number (day): 641-749-7448

Existing Property Use: ☐ Residential ☒ Multi-residential ☐ Commercial
☐ Industrial ☐ Undeveloped

Proposed Property Use: ☐ Residential ☒ Multi-residential ☐ Commercial
☐ Industrial

Proposed Occupancy: ☐ Owner-occupied ☒ Rental

Nature of Improvements: ☐ New construction ☐ Addition ☐ General Improvements

Describe specifically: Building has been completely renovated to
make apartments

Estimated or actual date of completion: 12/1/2025

Estimated or actual cost of improvements: \$600,000.00

Building Permit No.: 6384

Tax Exemption Schedule Selected - only one selection allowed: (see reverse side for full exemption schedules)

☐ Residential: Standard (3-year 100%) ☒ Residential: 3+ Dwelling Unit (10-year sliding scale)
☐ Residential: Historical Building (5-year 100%) ☐ Commercial or Industrial (5-year sliding scale)
☐ Multi-Residential (Completed prior to Jan. 1, 2022)

If applicable, the name(s) of the tenants (if different than the owner) that occupied the building on April 21, 1992: N/A

SIGNED: Jeremiah Groom DATE: _____

Return completed form to the Planning and Development Department, City Hall, Room 204, after improvements are completed.

* Prior approval will require City Council action before permits or construction will be allowed to begin. Contact Economic Development staff prior to making this selection.

FOR CITY COUNCIL USE:

Approved by Ottumwa City Council on

2/3/2024

ASSESSOR: Present Assessed Value \$ _____

Assessed Value with Improvements \$ _____

Eligible or Not Eligible for Tax Abatement: _____

Signature _____ Date _____



CITY OF OTTUMWA
STAFF SUMMARY

Council Meeting of: February 3, 2026

Item No: _____

Cathy Shepherd

Prepared By

— SR

Health

Department

Amal Eltahir

Department Head

City Administrator

AGENDA TITLE: Resolution No. 22-2026, a Resolution by the Ottumwa City Council assessing 2024 weed mowing charges against certain lots in the City of Ottumwa, Iowa.
.....

PURPOSE: This resolution assesses 2024 weed mowing charges of \$74,481.25 to 125 properties.

RECOMMENDATION: Pass and adopt Resolution No. 22-2026.

DISCUSSION: The attached report lists 125 properties that were mowed by the City's mowing contractor in 2024. Owners whose properties were mowed in 2024 were billed for the mowing charges and those charges on the attached list remain unpaid. Total charges for mowing assessment for 2024, including administrative fees, are \$74,481.25.

Costs recovered are detailed in the chart shown.

Mowing Year	# of Properties	Calendar Assessment Cost	Fiscal Year	Fiscal Year Mowing Costs Recovered
2020	118	\$33,300.00	2020	\$1475.00
2021	120	\$37,590.00	2021	\$1,910.00
2022	53	\$17,860.00	2022	\$600.00
2023	67	\$53,245.00	2023	\$3,842.50

RESOLUTION NO. 22-2026

A RESOLUTION BY THE OTTUMWA CITY COUNCIL ASSESSING 2024 WEED MOWING CHARGES AGAINST CERTAIN LOTS IN THE CITY OF OTTUMWA, IOWA.

WHEREAS, in accordance with Section 24-6(c) of the Municipal Code of the City of Ottumwa, Iowa, public notice was given to property owners of the City to cut or destroy any weeds, vines, brush and dead, damaged or unsightly bushes, trees or other offensive growth; and

WHEREAS, upon the failure of the property owner to cut or destroy said growth, the City caused the same to be done by the City of Ottumwa's weed mowing contractor for calendar year 2024, and said costs to be assessed to the owner or owners of the lot or parcel of ground; 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 in accordance with Section 24-6(c) of the Ottumwa Municipal Code, said costs and expenses associated with the cutting of weeds are to be assessed against the owner of said lots or parcels; and

WHEREAS, said costs for the mowing of weeds, vines, etc., for calendar year 2024 are attached and made a part of this resolution.

NOW, THEREFORE BE IT RESOLVED THAT the attached 2024 weed mowing charges be assessed against the respective properties and the City Clerk to certify said assessments to the County Treasurer to be collected on the tax rolls.

Passed and Adopted this 3rd day of February, 2026.

City of Ottumwa, Iowa



Benjamin Foote, Mayor

ATTEST:



Chris Reinhard, City Clerk



February 4, 2026

Wapello County Treasurer
Wapello County Courthouse
101 W. Fourth
Ottumwa, IA 52501

RE: Res. No. 22-2026 – Assessing 2024 Weed Mowing Charges Against
Certain Lots in the City of Ottumwa, Iowa.

Please find enclosed Resolution No. 22-2026 containing properties that will
need assessed 2024 Weed Mowing Charges from the City of Ottumwa.

Please let me know should you require anything additional to complete this
request.

Thank-you!

Sincerely,

Christina Reinhard
City Clerk

cc: Amal Eltahir, Community Development Director

2024 ASSESSED MOWING FEES

	ADDRESS MOWED	OWNER'S NAME	LEGAL DESCRIPTION	TOTAL FEES	ASSESSED FEES	W/ASSESSED FEES
1	2ND ST E LOT 3 BLK 22	TOMMY D THOMAS	007410120203000 BLAKES ADD LOT 3 BLK 22	\$180.00	\$150.00	\$330.00
2	2ND ST E 640	WISE MEN PROPERTIES	007410700001000 HAMMONDS SUB OF OL 3 SE 50' LOT 1 (640 E SECOND)	\$310.00	\$150.00	\$460.00
3	2ND ST E 713	JACOB PHILLIPS	007410120121000 BLAKES ADD LOT 11 BLK 13 (713 E SECOND)	\$147.50	\$150.00	\$297.50
4	2ND ST W 805	VILMA COLLINS	007413230020000 DIXON & HUTCHINSON'S ADD. LOT 14 (805 W SECOND)	\$245.00	\$150.00	\$395.00
5	2ND ST W 1010	JETT JOHNSON	007413720004000 NORTHWESTERN ADD LOT 3 (1010 W SECOND)	\$600.00	\$150.00	\$750.00
6	3RD ST W 901	CHUCK & BARBARA RUBY	007413230055000 DIXON & HUTCHINSONS ADD SE 1/2 LOT 52 &	\$550.00	\$150.00	\$700.00
7	3RD ST W 905	CHUCK & BARBARA RUBY	007413230056000 DIXON & HUTCHINSON'S ADD. SE 54' OF NW 1/2 LOT 52.(VACANT LAND,THIRD ST)	\$550.00	\$150.00	\$700.00
8	3RD ST W 920	BEN/SUSAN STIVERS	007413230036000 DIXON & HUTCHINSON'S ADD. LOT 38	\$180.00	\$150.00	\$330.00
9	3RD ST W 926	INTEGRITY INVESTMENT REO	007413230037000 DIXON & HUTCHINSON'S ADD LOT 39 & SE 11' LOT 40	\$147.50	\$150.00	\$297.50
10	4TH ST W 432	MARCENE MAE PUDEK	007413760072000 OTTUMWA ORIGINAL NE 99' LOT 115 BLK 8 ;NW 10' OF NE 99' OF LOT 116 BLK 8	\$147.50	\$150.00	\$297.50
11	4TH ST W 618	LAWRENCE/SARAH LAUMEYER	007413460011000 A.G.HARROW'S ADD NW 14'LOT 13;ALL LOT 14; NW 36'OF A.L.36 SW NE SEC 24-72-14	\$180.00	\$150.00	\$330.00
12	5TH ST W 131	PAUL D TRUITT	007413760003000 OTTUMWA ORIGINAL NW 63.66' OF SW 83' LOT 20 IN 1/2-BLK 4 (131 W FIFTH)	\$180.00	\$150.00	\$330.00
13	5TH ST W 209	MARY N WELCH	7413760146000 OTTUMWA ORIGINAL LOT 22 IN 1/2-BLK 5 (209 W FIFTH)	\$400.00	\$150.00	\$550.00
14	5TH ST N 453	SMITH, STEPHEN	7413660006000 MAJOR&SMITH SUB GIL. S 52 1/2' N105' E 130' L2 & UND INT PRIVATE ALLEY IN REAR	\$600.00	\$150.00	\$750.00
15	ADAMS AVE 103 S	JIMMIE PETERSON	007411010089000 MANNING'S 2ND ADD S 47' LOT 15 BLK 4 (103 S ADAMS)	\$1,150.00	\$150.00	\$1,300.00
16	ADAMS AVE 305 S	MARILYN/BERNARD DE KRAAI	007411370020000 SCHWORMS PARK LOT 21 (305 S ADAMS)	\$147.50	\$150.00	\$297.50
17	ADELLA ST S LOT 37	GWENDOLYN R SANDERS	007416140008000 H BEAVERS 2ND LOT 37(LAND S-ADELLA)	\$700.00	\$150.00	\$850.00

18	ADELLA ST S LOT 48	GWENDOLYN R SANDERS	007416140019000 H BEAVERS 2ND LOT 48 (LAND-S ADELLA)	\$550.00	\$150.00	\$700.00
19	ALBIA RD 1405	1405 ALBIA RD OTTUMWA IA LLC	007417540256000 PT AL13 S1/2 NW 26-7 2-14 DES AS FOLL:\$45 6' E367'FOLL: BG C N W/E ALG MOWERY ETC.	\$400.00	\$150.00	\$550.00
20	BENTON ST N 220	BRANDO LEGRA RAMOS	007414070012000 SUMMERS SUB. DIV. LOT 6. (220 N BENTON)	\$245.00	\$150.00	\$395.00
21	BOONE AVE 501	LORNA CAMPBELL	007416500055000 A E HAMMONDS 2ND ADD LOT 85 (501 BOONE)	\$700.00	\$150.00	\$850.00
22	BOONE AVE 703	KEVIN J MUSGROVE	007416100008000 J.J.MC COY BAKER'S 4TH ADD. LOT 25 (703 BOONE)	\$147.50	\$150.00	\$297.50
23	BRICK ROW 2818	MICHAEL/KARLA FISHER	007411460008000 UNDERWOOD'S 1ST ADD LOT 8 (2818 BRICK ROW)	\$375.00	\$150.00	\$525.00
24	CASTLE ST 1309	CHAD/ WENDY YNDESTAD-TOOPES	007413100003000 CASTLE'S 2ND ADD. LOTS 3 & 4 (1309 CASTLE)	\$1,200.00	\$150.00	\$1,350.00
25	CENTER ST 734	END OF THE ROAD LLC	7411190042000 NORRIS SUB OL 33 LOT 37 (734 CENTER)	\$800.00	\$150.00	\$950.00
26	CHERRY ST S LOT 8	MALLORICK INVESTMENTS	007410120168000 BLAKES ADD LOT 8 BLK 17 (VAC LOT-S CHERRY)	\$800.00	\$150.00	\$950.00
27	CHESTER AVE 1503	ALEX'S RENTALS LLC	007416170082000 BLAKE PARK HEIGHTS LOT 79 (1503 CHESTER)	\$300.00	\$150.00	\$450.00
28	CLARENCE ST 326	SCOTT D CARPENTER	007413500025000 HIGHLAND PARK ADD. LOT 27 (326 CLARENCE)	\$180.00	\$150.00	\$330.00
29	CLINTON AVE 709	LIRIDON ALIU	007416060035000 H T BAKERS 1ST ADD LOT 35 (709 CLINTON)	\$147.50	\$150.00	\$297.50
30	COOPER AVE N 714	RYAN NEGRETTE	007410330041000 COOPERS ADD LOT 27 (714 N COOPER)	\$350.00	\$150.00	\$500.00
31	COURT ST E 140	AUDREY HARSHBARGER	007411270006000 PORTER AND CO SUB LT S 4&5;LT 6 EX PT SOL D TO JOHNS;NW 38.5' LTS11&12(140 E COURT	\$180.00	\$150.00	\$330.00
32	COURT ST N 427	RONNIE E/DELORES MILLS	007414030003000 STEWART'S SUB OF GODFREYS E 120' LOT 7 (427 N COURT)	\$375.00	\$150.00	\$525.00
33	COURT ST N 437	DIANA DAVIDSON	007414030001000 STEWART'S SUB OF GODFREY'S LOT 5 (437 N COURT)	\$1,250.00	\$150.00	\$1,400.00
34	COURT N 510 ST	KENNETH KENT	ELLIOTT'S ADD LOT 1 EX PT NE OF TERRACE DR (510 N COURT)	\$950.00	\$150.00	\$1,100.00
35	COURT ST N 1908	MICHAEL. SCHAFER	007410610006000 GRANDVIEW ADDITION LOT 5 (1908 N COURT)	\$293.75	\$150.00	\$443.75
36	DAVIS ST N 113	MARY N WELCH	007417190023000 R S SMITHS 3RD ADD S 44' LOT 46 BLK 6 (113 N DAVIS)	\$550.00	\$150.00	\$700.00
37	DAVIS ST N 120	RICKY L SAMPSON	007417190035000 R S SMITH'S 3RD ADD S 33' LOT 53 BLK 7 (120 N DAVIS)	\$1,100.00	\$150.00	\$1,250.00

38	DAVIS ST N 122	TOMMY FRAZIER	007417190034000 R S SMITH'S 3RD ADD N 33' LOT 53 BLK 7 (122 N DAVIS)	\$147.50	\$150.00	\$297.50
39	DAVIS ST S 868	SHAWN/ANGELA KELLAR	007416510084000 J.B.HAMMOND'S SUB. LOT 484 (868 S DAVIS)	\$400.00	\$150.00	\$550.00
40	ELLIS AVE 845	OSCAR LEON	007416980035000 ROBINSON'S 4TH ADD LOT 129 EX E 3' AKA W 47' LOT 129 (845 ELLIS)	\$130.00	\$150.00	\$280.00
41	FELLOW AVE S 134	DIXIE LEON	007410830112000 JANNEY ADD LOT 31 BLK 4 (134 S FELLOWS)	\$600.00	\$150.00	\$750.00
42	FELLOWS AVE S 145	FELIPE MENDOZA	007410830061000 JANNEY ADD LOT 11 BLK 3 (145 S FELLOWS)	\$650.00	\$150.00	\$800.00
43	FELLOWS AVE S 153	GLORIA WHITE	7410830059000 JANNEY ADD LOT 9 BLK 3 (153 S FELLOWS)	\$600.00	\$150.00	\$750.00
44	FINLEY AVE E 206	BRANDON D WATSON	007417200078000 R.S.SMITH'S 4TH ADD N 22' LOT 1 BLK 18 (206 E FINLEY)	\$600.00	\$150.00	\$750.00
45	FOSTER AVE S 419	JEREMY & ALMA BROWN	007411000023000 MANNINGS 1ST ADD LOT 20 BLK 1	\$650.00	\$150.00	\$800.00
46	GARA ST 202	J & D INVESTMENTS LLC	007410760001000 HENDERSHOTTS SUB OF O.L.32 - LOT 1 (202 GARA)	\$180.00	\$150.00	\$330.00
47	GARA ST 414	GEORGE POST/BECKY RUPE	007410560007000 FOSTER/CHAMBERS ADD LOT 12 (414 GARA)	\$147.50	\$150.00	\$297.50
48	GATEWAY DR 555	STEVEN BALL; TASHA BACON-KIMMEL	007413670034000 MARINA GATEWAY PT OF PARCELS RE 4 & 1-19 (555 GATEWAY DR)	\$196.25	\$150.00	\$346.25
49	GLADSTONE ST 516	DONALD K WILSON	007417540197000 PT AL3 SESE BG 200'W & 130N W LN MILNER ST & N SD BURRHUS/W 46.85/N/SE&S TO BG	\$600.00	\$150.00	\$750.00
50	GLADSTONE ST 604	KEVIN HARLAND	007416790022000 OVERMANS ADD LOT 1 BLK 10 (604 GLADSTONE)	\$342.50	\$150.00	\$492.50
51	GRACE ST 722	TIM TOOPES	007417220007000 SOWDERS SUB LOT7 BLK 15 ALSO W 1/2 ALLEY IN REAR (722 GRACE)	\$180.00	\$150.00	\$330.00
52	HAMMOND AVE 1211	INTEGREITY INVESTMENT REO	007417250015000 SUNNYSIDE ADD LOT 18 (1211 HAMMOND)	\$227.50	\$150.00	\$377.50
53	HANCOCK ST S 902	DANIEL D/CHRISTY L HAMRE	7416540114000 HARDING PARK ADD. LOT 1 BLK 3 (902 S HANCOCK)	\$850.00	\$150.00	\$1,000.00
54	HERRMAN AVE 412	HENRY/VALERIE SHEPHERD	007072931636000 PT A L 3 SE 29-72-13 KNOWN AS LOTS 21&22 HERRMANN'S SUB	\$180.00	\$150.00	\$330.00
55	HIGHLAND AVE 1214	OLD GROVE INVESTMENTS LLC	7413500019000 HIGHLAND PARK ADD E 55' LOT 21 (1214 W HIGHLAND)	\$550.00	\$150.00	\$700.00
56	HOLT ST LOT 1	ERIC D MORROW	007414250002000 LOT 2 OF LOT 1 OF ZOLLARS SUB. W 1/2 NE	\$300.00	\$150.00	\$450.00
57	HOLT ST N 201	KEVIN NEWTON SKINNER	007414040003010 SUMMERS ADDITION SE 66' LOT 2 (201 N HOLT)	\$180.00	\$150.00	\$330.00

58	HOLT ST N 320	TIMOTHY CLAWSON	007414250020000 S 1' LT4 OF LT8 ZOLLARS SUB; LT5 OF LT8 ZOLLARS SUB W1/2 NE(320 N HOLT)	\$650.00	\$150.00	\$800.00
59	IOWA AVE N 214	CAROLINE J CANNY	007411280011000 REDMAN'S 1ST ADD LOT 10 (214 N IOWA AVE)	\$1,050.00	\$150.00	\$1,200.00
60	IOWA AVE S 157	KIMBERLY ROSS	007410830088000 JANNEY ADD LOT 8 BLK 4 (157 S IOWA AVE)	\$600.00	\$150.00	\$750.00
61	IOWA AVE S 305	E & R LC	007410750053030 HAYNES ADD LOTS 1&2 EX S 20' (305 S IOWA)	\$147.50	\$150.00	\$297.50
62	JEFFERSON ST N PT L 1 & 2	WISE MEN PROPERTIES	007410440002000 DUFFYS ADD PT L 1&2; BG WCOR L1 SAID ADD /NE 50 1/2/S40E ALG LN 2' SW FROM & PARL	\$81.25	\$150.00	\$231.25
63	JEFFERSON ST N 518	WISE MEN PROPERTIES	007410440001000 DUFFYS ADD NEPT L 1& 2 ALSO PT L 1&2 ALSO SW1/2 ALLEY BTWN L 2&3(518 N JEFFESON)	\$212.50	\$150.00	\$362.50
64	KRUGER ST 514	ROBERT J CARLSON	007410310022000 CONANT & CHAMBERS LOT 26	\$800.00	\$150.00	\$950.00
65	LILLIAN ST 755	MARIO R/SHAN A DOMINGUEZ	007416320003000 COWANS 2ND ADD LOT 4 BLK 1 (755 LILLIAN)	\$180.00	\$150.00	\$330.00
66	LILLIAN ST 831	KELLY WILLIAMS	007416320026000 COWANS 2ND ADD LOT 19 BLK 3 (831 LILLIAN)	\$850.00	\$150.00	\$1,000.00
67	LILLIAN ST 926	THOMAS TOLLENAAR	007416320091000 COWANS 2ND ADD LOT 7 BLK 6 (926 LILLIAN)	\$550.00	\$150.00	\$700.00
68	LINCOLN AVE 402	ANTHONY/MELISSA GARRETT	007411390014000 SISSON'S SUB.W 60'OF LOTS 13,14 &15 &1/2 ALLEY ADJ ON W (402 LINCOLN)	\$1,350.00	\$150.00	\$1,500.00
69	LINCOLN AVE 621	CRAIG/REBECCA BOYER	007410460004000 EAST OTTUMWA LOT 5 (621 E LINCOLN)	\$1,250.00	\$150.00	\$1,400.00
70	MADISON AVE S 1037	WHITNEE REAKAY ASHBY	007416540349000 HARDING PARK ADD ALL EX E 17' LOT 29 BLK 8 (1037 S. MADISON)	\$115.00	\$150.00	\$265.00
71	MAIN ST E 2401	IGNACIA CASTILLO DE GAYTAN	007411090023000 MINERAL SPRINGS ADD LOT 21 (2401 E. MAIN)	\$650.00	\$150.00	\$800.00
72	MAIN ST E 2425	JOY L HOWARD	7411090029000 MINERAL SPRINGS ADD LOT 27 (2425 E. MAIN)	\$850.00	\$150.00	\$1,000.00
73	MAIN ST W 1515	EMILIO/MELINDA MORENO	007413080004000 CALDWELL PARK ADD LOT 4 & NWLY 10' LOT 3 (1515 W MAIN)	\$350.00	\$150.00	\$500.00
74	MARION ST N 311	HAROLD KEMPF	007413760159000 OTT. ORIG. PT LT'S 26 &27 1/2 BLK 6 CM 70' 5" NE OF SE COR LT/ AS IN BK 452 PG 218	\$245.00	\$150.00	\$395.00
75	MARION ST N 312	WILLIAM KAHL	007413760225000 OTT ORIG PT LT25 1/2 BLK5 CM 98'NE OF SW COR LT 25/NE50/SE 79.2/SW54/NW-BG	\$147.50	\$150.00	\$297.50
76	MARY E ST, 602 LOT 1	JUAN JOSE PEREZ ESPARAZA	7416540054000 HARDING PARK ADD LOT 1 BLK 2 (602 E. MARY)	\$850.00	\$150.00	\$1,000.00
77	MC LEAN N ST 310	C AND J ENTERPRISE LLC	007413030004000 BROWN'S 1ST ADD LOT 2 (310 N. MC LEAN)	\$600.00	\$150.00	\$750.00

78	MC LEAN N ST 354	DEB BRILES	007414350044000 AL 26 W 1/2 NE SEC24 (BEING 435'X207'X13 3'X10.5'X156.5'X152. 5') (354 N MC LEAN)	\$245.00	\$150.00	\$395.00
79	MER ROUGE AVE 309	IAT 87 LLC	7411600063000 AUD.SUB-DIV SE SEC. 29-72-13, N 100' OF AL 4,SE SEC.29-72-13 (309 MER ROUGE)	\$350.00	\$150.00	\$500.00
80	MILNER ST S 642	BUCK YOUNG BIBBY	007417380015000 WILLIAMS 6TH ADD N 1/3 W 1/2 LOT 4 (642 S MILNER) (VIN GD10232399)	\$180.00	\$150.00	\$330.00
81	MINNESOTA ST 510	ALEJANDRO GUZMAN	007417310100000 WILLIAMS PARK ADD LOT 105 (510 MINNESOTA)	\$180.00	\$150.00	\$330.00
82	MONROE ST 1228	BRENT C MORROW	007417250081000 SUNNYSIDE ADD LOT 87 (1228 MONROE)	\$212.50	\$150.00	\$362.50
83	MOORE ST N 167	LORNA CAMPBELL	007417180087000 R S SMITH'S 2ND ADD LOT 38 BLK 7 (167 N. MOORE)	\$147.50	\$150.00	\$297.50
84	MOORE ST S 317	MARK/MARY WELCH	007417340023000 WILLIAMS 2ND ADD MID 1/3 OF E 1/2 OF LOT 5 BLK 8 (317 S. MOORE)	\$180.00	\$150.00	\$330.00
85	MOORE ST S 442	JOYCE ANN JOHNSON - IN TRUST FOR BENEFIT	007417340078000 WILLIAMS 2ND ADD LOT 24 BLK 11 (442 S. MOORE)	\$550.00	\$150.00	\$700.00
86	MORRIS ST 625	DONALD E/BETTY L MCCONAUGHEY	007416590218000 JEFFERSON PARK ADD E 1/2 LOT 220 (625 MORRIS)	\$277.50	\$150.00	\$427.50
87	OTTUMWA ST 107	WILLIAM KAHL	007413310021000 GODFREY'S SUB E 50'OF W 100'LOT 16 & E 60'OF W 110'OF LOT 17 (107 OTTUMWA)	\$180.00	\$150.00	\$330.00
88	OTTUMWA ST 220	JEMARSA PARTNERS	007413220003000 DEVINS SUB OF GILMOR ES SUB. LOT 3 (220 OTTUMWA ST)	\$180.00	\$150.00	\$330.00
89	PARIS ST 225	AMANDA WEMER	007413790021000 PARK PLACE LOT 21 (225 PARIS)	\$700.00	\$150.00	\$850.00
90	PARK AVE E 306	SARAH ANN MURPHEY	007410960001000 MAHON'S 2ND SUB LOT 1 & N 1/2 VAC FELIX ST ADJ (306 E PARK)	\$800.00	\$150.00	\$950.00
91	PENNSYLVANIA AVE E 307	JONAS GUTIERREZ	7410510008000 ELMWOOD ADD LOT 8 & W 1/2 LOT 9 (307 E PENN)	\$342.50	\$150.00	\$492.50
92	PLUM ST 1014	DANIEL ROJAS	007410120094000 BLAKES ADD LOT 3 BLK 11 (1014 PLUM)	\$115.00	\$150.00	\$265.00
93	PLUM ST 1018	LESLIE SALAS VILLATORO	007410120093000 BLAKES ADD LOT 2 BLK 11 (1018 PLUM)	\$147.50	\$150.00	\$297.50
94	RANSOM ST N 167	KENNETH MISKIMINS	007417180047000 R S SMITHS 2ND ADD LOT 20 BLK 5 (167 N RANSOM)	\$200.00	\$150.00	\$350.00
95	SHERIDAN AVE S 505	CROSBY & BAUM PROPERTIES LLC	007416500002000 A.E.HAMMONDS 2ND ADD LOT 30 (505 S SHERIDAN)	\$180.00	\$150.00	\$330.00
96	SHERIDAN AVE S 518	MARJEAN KOCEJA	007416500016000 A.E.HAMMONDS 2ND ADD LOT 46 (518 S SHERIDAN)	\$600.00	\$150.00	\$750.00
97	SILK AVE 903	LARRY A MORRIS	007416540263000 HARDING PARK ADD LOT 31 BLK 5 (903 SILK)	\$800.00	\$150.00	\$950.00

98	SPRING ST 606	DIXIE PFAFF	007411170009000 J M MC ELROY ADD LOT 7 (606 SPRING)	\$245.00	\$150.00	\$395.00
99	STELLAR AVE 1311	DONALD E/ HAROLD E/MABEL REEVES	007410600033000 GARFIELD PARK ADD LOT 9 BLK 2 (1311 STELLER)	\$310.00	\$150.00	\$460.00
100	SUMMIT ST 538	ORVILLE HUX	007413580032000 WM. KRANER'S ADD. LOTS 29 & 30. (538 SUMMIT)	\$147.50	\$150.00	\$297.50
101	TINDELL ST 301	TAX HOLDING LLC	007413960038000 SIBERELLS 1ST ADD LOT 40 & 41 BLK 4 (301 TINDELL)	\$1,050.00	\$150.00	\$1,200.00
102	TUTTLE ST LOT 16 1006	WILLIAM T/LADONNA K BEALL	007416540248000 HARDING PARK ADD. LOT 16 BLK 5 (LOT ON TUTTLE)	\$800.00	\$150.00	\$950.00
103	TUTTLE ST LOT 17 1006	WILLIAM T/LADONNA K BEALL	7416540249000 HARDING PARK ADD. LOT 17 BLK 5 (LOT ON TUTTLE)	\$800.00	\$150.00	\$950.00
104	TUTTLE ST LOT 18 1006	WILLIAM T/LADONNA K BEALL	7416540250000 HARDING PARK ADD. LOT 18 BLK 5 (1006 TUTTLE)	\$800.00	\$150.00	\$950.00
105	TUTTLE ST 1032	JAMES H SEAMANS JR	007416540260000 HARDING PARK ADD. LOT 28 BLK 5 (1032 TUTTLE)	\$800.00	\$150.00	\$950.00
106	TUTTLE ST 1054	JAMES H SEAMANS	007416540261000 HARDING PARK ADD. LOT 29 BLK 5 (1054 TUTTLE)	\$800.00	\$150.00	\$950.00
107	TUTTLE ST 1056	JAMES H SEAMANS JR	007416540262000 HARDING PARK ADD. LOT 30 BLK 5 (1056 TUTTLE)	\$800.00	\$150.00	\$950.00
108	VAN BUREN AVE N 428	HAP LLC	007411300026000 REDMAN'S 3RD LOT 70 (428 N VAN BUREN)	\$180.00	\$150.00	\$330.00
109	VAN BUREN AVE S LOT 23 BLK 3	ERIC GONZALEZ-CHAVEZ	007411010074000 MANNING'S 2ND ADD LOT 23 BLK 3 (LOT ON S VAN BUREN)	\$125.00	\$150.00	\$275.00
110	VAN BUREN AVE S 120	ERIC GONZALEZ-CHAVEZ	007411010073000 MANNING'S 2ND ADD LOT 22 BLK 3 (120 S VAN BUREN)	\$175.00	\$150.00	\$325.00
111	VENTURE DR OUTLOT 5	HORNE DEVELOPMENT LP	7417840004000 HORNE SECOND SUB OF LOT 3 OF HORNE SUB DIV OUTLOT 5	\$750.00	\$150.00	\$900.00
112	WALNUT AVE N 105	DOROTHY MAE BLAKELY (ROSS)	007411290016000 KATE REDMANS 2ND ADD LOT 43	\$450.00	\$150.00	\$600.00
113	WAPELLO ST N 524	IOWA REAL ESTATE RETALS LI LLLC	007413200024000 CURTS SUB OF GILMORE LOT 14(524 N WAPELLO UNITS 1-5)	\$147.50	\$150.00	\$297.50
114	WARD ST S 233	ERIC GONZALEZ-CHAVEZ	007417330025000 M J WILLIAMS ADD S 55' E 1/2 LOT 18 (233 S WARD)	\$147.50	\$150.00	\$297.50
115	WARD ST S 242	MUHAMMAD AL AMIN BIN ZAINAL ABIDIN	007416550008000 HARSCH & WAGNERS SUB LOT 9 (242 S WARD)	\$200.00	\$150.00	\$350.00
116	WARD ST S 250	ROY E HENRY	007417330016000 M J WILLIAMS ADD S 4 I 1/4' OF W 1/2 LOT 15 (250 S WARD)	\$180.00	\$150.00	\$330.00
117	WARD ST S 556	STOCKDALL, DONNIE JI	007416610008000 KENNEDY'S SUB LOT 8 (556 S WARD)	\$850.00	\$150.00	\$1,000.00

118	WASHINGTON ST N 318	PAUL D TRUITT	007413760002000 OTTUMWA ORIGINAL NE 45'OF NW 63.66'OF LOT 20 BLK 1/2-4 (318 N WASHINGTON)	\$440.00	\$150.00	\$590.00
119	WAVERLY AVE 416	MICHAEL A HEADY SR	007411310070000 RIVERVIEW ADD LOT 13 BLK 5 (416 WAVERLY)	\$700.00	\$150.00	\$850.00
120	WAVERLY AVE 424	KIMBERLY SUE JOHNS	007411310068000 RIVERVIEW ADD LOT 11 BLK 5 (424 WAVERLY)	\$650.00	\$150.00	\$800.00
121	WEBSTER ST S 1054	DANIEL V STRODA	007416910094000 PROSSERS SUB LOTS 97 & 98 (1054 S WEBSTER)	\$550.00	\$150.00	\$700.00
122	WELLER ST S 1016	COLT A STEWART	007416540073000 HARDING PARK ADD LOT 21 BLK 2 (1016 S WELLER) (VIN 0252463H)	\$550.00	\$150.00	\$700.00
123	WELLER ST S 1021	EARL/PENNY NORDQUIST	007416540031000 HARDING PARK ADD LOT 35 BLK 1 (1021 S WELLER)	\$800.00	\$150.00	\$950.00
124	WELLER ST S 1023	EARL/PENNY NORDQUIST	007416540030000 HARDING PARK ADD LOT 34 BLK 1 (1023 S WELLER)	\$800.00	\$150.00	\$950.00
125	WOODLAND AVE E 214	SHAWN ALLEN KELLAR	007410490004000 A.L. EATONS ADD 5.5' LOT3 & W34.3' LOT 4 EX PT 18'X6.32 ON E SIDE(214 E WOOD)	\$180.00	\$150.00	\$330.00
			TOTAL ASSESSED FEES	\$57,543.75	\$18,750.00	\$ 74,481.25

received
1-28-26 2pm

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 3, 2026

Philip Rath

Prepared By

Administration

Department

Department Head



City Administrator Approval

AGENDA TITLE: Resolution 23-2026 - Resolution Approving an Amended and Restated Joint Agreement with Wapello County for the Operation and Maintenance of Sanitary Landfill

☐

Public hearing required if this box is checked.

RECOMMENDATION: Pass and adopt Resolution 23-2026

DISCUSSION: The Solid Waste Commission comprised of the elected officials for both the City of Ottumwa and Wapello County has been operating under a 28E agreement to manage the landfill. This arrangement has worked well over this period; however, there are some areas of the document which have been identified to be updated or clarified. Ahlers and Cooney was contacted to proceed with assisting the two entities with the draft update a copy of which is attached for reference. The Solid Waste Commission was good with the revision, which now requires adoption by each entity for approval and submission to the Secretary of State.

Source of Funds: N/A

Budgeted Item:

☐

Budget Amendment Needed:

RESOLUTION NO. 23-2026

RESOLUTION APPROVING AN AMENDED AND RESTATED JOINT AGREEMENT WITH WAPELLO COUNTY FOR THE OPERATION AND MAINTENANCE OF SANITARY LANDFILL

WHEREAS, since 1973, the City of Ottumwa ("City") and Wapello County ("County") have jointly owned and operated a solid waste disposal system, pursuant to a 28E Agreement ("Original Agreement"); and

WHEREAS, The City and the County desire to continue the partnership identified in the Original Agreement with some minor amendments to better define the rights and responsibilities of the parties as it relates to the operation of the solid waste disposal system; and

WHEREAS, an amended and restated agreement was drafted to update language and clarify the roles and responsibilities of the parties, now and into the future.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Ottumwa, Iowa, that the proposed Amended and Restated Joint Agreement for Operation and Maintenance of Sanitary Landfill (a copy of which is attached hereto for reference) between the City of Ottumwa and Wapello County is hereby approved; and

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

APPROVED, PASSED AND ADOPTED, this 3rd day of February, 2026.

CITY OF OTTUMWA, IOWA



Benjamin Foote, Mayor

ATTEST:



Christina Reinhard, City Clerk

AMENDED AND RESTATED JOINT AGREEMENT FOR OPERATION
AND MAINTENANCE OF SANITARY LANDFILL

This Amended and Restated Joint Agreement ("Agreement") is made and entered into this _____ day of _____, 2026, by and between the City of Ottumwa, Iowa, a municipal corporation, hereinafter referred to as Ottumwa, and the County of Wapello, a municipal corporation, hereinafter referred to as Wapello County, pursuant to the provisions of Chapter 28E, Code of Iowa.

WHEREAS, since 1973, Ottumwa and Wapello County have jointly owned and operated a solid waste disposal system, pursuant to a 28E Agreement ("Original Agreement"); and

WHEREAS, Ottumwa and Wapello County desire to enter into this Agreement to better define the rights and responsibilities of the parties as it relates to the operation of the solid waste disposal system.

IT IS HEREBY COVENANTED AND AGREED by and between the aforesaid Ottumwa and Wapello County, and each of them, as follows:

ARTICLE I.
ORIGINAL AGREEMENT TERMINATED

Ottumwa and Wapello County agree that the Original Agreement is terminated as of the effective date of this Agreement.

ARTICLE II.
FORMATION AND PURPOSE

Ottumwa and Wapello County shall maintain and operate a solid waste disposal system for the use and benefit of Ottumwa and Wapello County and other "public agencies" permitted to use said system pursuant to Article IV hereinafter. Such solid waste disposal system shall include all improvements, works, facilities, and property-real and personal, and rights therein, and all appurtenances necessary, useful and convenient for the treatment, deposit and disposal of solid waste, garbage, ashes, trash or any solid refuse matter as allowed by the laws of the State of Iowa and the rules of the Iowa Department of Natural Resources.

ARTICLE III.
DURATION, RENEWAL, EXTENSION, TERMINATION AND WITHDRAWAL

The term of this agreement shall be for a period of ten (10) years from the date of execution hereof. This agreement shall automatically renew for additional terms of ten (10) years each so long as neither Ottumwa or Wapello County give notice of intention not to extend and renew this agreement one hundred twenty (120) days prior to the time of the termination of the original term of this agreement or any extended or renewed term, said notice to be in writing and delivered to the clerks of the "public agencies" a party to this agreement, or using said landfill pursuant to the

permission hereinafter set out. At the time of the delivery of said notice if the remaining party to this agreement desires and elects to continue using and maintaining said landfill, it may do so, but only after said party has purchased or made arrangements to purchase the interest in the landfill of the party electing not to continue in said operation. The value of said interest shall be based solely upon the value of the physical assets involved in the landfill operation and located at said landfill site, including all real property, involved in said operation and the value shall be the value at the date the expiration of said original term or renewed term. All "public agencies" not a party to this agreement but using said landfill pursuant to the permission hereinafter granted, may also continue to use said landfill if this said agreement is renewed or extended, or if one of the parties to this agreement desires to continue the operation of said landfill. If neither parties to this agreement desire to renew the same, any "public agencies" using said landfill at the time of the expiration of the original term or renewed term may contract with the parties to this agreement for the purchase or lease of the landfill site and the property, real and personal, involved in the operation of said site and all other interests of the parties of this agreement.

This joint agreement may not be terminated prior to the expiration of the original term or any renewed term once said term has commenced, unless a resolution is adopted by both Ottumwa and Wapello County, providing for the early termination of said agreement and only then if said resolutions are adopted six (6) months prior to the date of said proposed termination. Such termination shall not be made effective earlier than the end of the fiscal year following the adoption of said resolutions of termination. Upon said resolutions being adopted, immediate notice shall be given to all "public agencies" using said landfill under the permission granted herein, and if any of said "public agencies" desire to continue to use said landfill site and continue to operate the same, arrangements shall be made for the purchase of said site, including all property, real and personal, utilized in the operation thereof, prior to the proposed date of termination.

If this agreement is not renewed or extended or continued in operation as provided above, and the operation of said landfill site is discontinued, all the property, real and personal, held jointly by the parties to this agreement and utilized in the operation of said landfill site shall be valued as of the date of the discontinuance of the operation of said landfill and shall be sold with the proceeds of said sale being divided between the parties as their interests in said property exist at the time of said sale.

No "public agency" not a party to this agreement, but permitted as hereinafter provided, to use said landfill site, shall withdraw or cease to use said landfill site during the period for which permission to use said site was granted unless said "public agency" shall notify Ottumwa and Wapello County in writing one hundred twenty (120) days from the date of said intended withdrawal and then withdrawal shall be permitted at the end of the fiscal year following the notification of said intent to withdraw and said "public agency" withdrawing from the use of said landfill shall have all obligations incurred in the use of said landfill up to the end of said fiscal year paid in full by the time of said withdrawal.

ARTICLE IV. NEW MEMBERS

Upon application made to and after agreement of Ottumwa and Wapello County, "public agencies" located in Wapello County or adjacent thereto, may be permitted to use said sanitary landfill site during the term of said permitted use and under the rules and regulations set forth in this agreement and only after a contract is entered into by and between said "public agency" and Ottumwa and Wapello County, wherein said permission is granted and payment for consideration of said use is set forth. Said permission shall not be unreasonably withheld.

Said new members shall not be a party to this agreement nor have any rights in said agreement except as expressly set out herein, nor shall they have any right in the management and operation of said landfill or any interest in the assets or property used in said operation of said system.

New members, upon being permitted to use said landfill, shall have the right to request a meeting with the parties to this agreement and any other "public agencies" using said site for the purpose of suggesting ways in which said operation may be improved or presenting any grievances.

All rural residents of Wapello County who are not residents of Ottumwa or any other incorporated city or town in Wapello County, shall automatically be permitted to use said landfill system, their being deemed, for the purposes of this agreement, to be represented by Wapello County, a party to this agreement but their use shall be subject to this agreement and the rules, regulations and rates set out herein or by amendment hereto.

ARTICLE V. SITE

The site of said sanitary landfill operation shall be on the property described in Exhibit "A" hereto attached and made a part hereof by this reference. Said site is presently jointly owned by Ottumwa and Wapello County.

ARTICLE VI. OPERATION AND MANAGEMENT OF SYSTEM

Ottumwa and Wapello County shall jointly operate, maintain, manage and administer the solid waste disposal system contemplated herein and may exercise the powers pertaining to the operation of said system as afforded municipal corporations and "public agencies" in the State of Iowa, except as hereinafter limited in this agreement.

Ottumwa and Wapello County may, upon agreement of both parties, contract for the operation of said system by an independent contractor experienced in the operation of solid waste disposal systems, if this is deemed advisable. Said contract shall set out the obligations of said contractor but in no manner shall said contract diminish or restrict the overall management and administration of said system by said Ottumwa and Wapello County.

Ottumwa shall provide support services for the solid waste disposal system. Support services include finance, payroll, human resources, information technology, and legal support. Ottumwa shall also provide professional liability, auto liability, general liability, and umbrella liability coverage for all system operations, including insurance coverage for damage to buildings and equipment.

It is agreed that:

- a. For purposes of bidding of equipment and capital purchases, Ottumwa shall act as the contracting authority for the solid waste disposal system and will advertise for and hold the letting of all required bids.
- b. Ottumwa shall employ under its Policies and Procedures all regular and probationary employees needed for the operation of the solid waste disposal system to carry out the purposes of this Agreement.
- c. Ottumwa shall employ and manage all personnel pursuant to its employee and administrative policies and procedures, union contracts, ordinances and other applicable laws.
- d. Ottumwa shall provide for accounting practices and financial tracking of the solid waste disposal system activities separately from other Ottumwa activities. Annually, Ottumwa shall deliver an annual financial report to Wapello County for review following the completed audit of the previous fiscal year.
- e. Ottumwa shall have custody of and maintain all books and records of the solid waste disposal system on behalf of Ottumwa and Wapello County. Wapello County shall have the right, at any time upon reasonable notice, to review and inspect the books and records of the solid waste disposal system.
- f. Ottumwa shall, through its accounts payable system, pay all bills of the solid waste disposal system.
- g. Ottumwa shall provide professional services to include, but not limited to, human resources, finance - including payroll and accounting, and legal services. These services are provided at cost, and shall be re-evaluated annually.
- h. Each year, Ottumwa shall calculate the cost to provide administrative services and insurance coverage for the solid waste disposal system. Such costs shall be included in the annual budget for the solid waste disposal system.

Rules and regulations concerning the operation of said solid waste disposal system shall be promulgated by the parties to this Agreement and each party agrees to enforce and abide by such rules and regulations.

ARTICLE VII. MEETINGS

Such meetings as are necessary shall be called by the Chairman of the Board of Supervisors of Wapello County in even numbered calendar years or the Mayor of Ottumwa in odd numbered calendar years, which said meetings will be jointly held and only upon a quorum of each governmental body being present. All business transacted at said meeting shall be upon approval of both governmental bodies.

All meetings shall be open to the public and notification given to all news media and the public as required by law.

ARTICLE VIII. EXPENSES OF OPERATION

The costs of operation, maintenance, management and administration of the solid waste disposal system contemplated herein shall be allocated and apportioned among all the "public agencies" a party to this agreement or using this agreement pursuant to the permission granted hereinabove, in the same ratio as the population of each municipal corporation bears to the total population of all municipal corporations a party to this agreement. Wapello County's population shall not include the population of the incorporated cities and towns located therein if said incorporated cities and towns make application for and are granted permission to use the system. Once the determination of the share of the cost to be allocated to each said municipal corporation is determined, it shall be the obligation of said municipal corporation to determine the manner in which said share shall be obtained.

Additional land, easements and rights of way shall be purchased by Ottumwa and Wapello County on a fifty-fifty share basis, with no interest being obtained therein by any other "public agencies" by reason of their permitted use of said landfill system and payment for said use.

ARTICLE IX. ANNUAL BUDGET

No later than ninety (90) days from the time which municipal corporations must certify their budget to the Auditor of Wapello County, a budget shall be prepared by Ottumwa and Wapello County for the operation of said landfill during the next budget year. The budget shall indicate the share of the proposed costs to be incurred by each of the municipal corporations a party to this agreement or using said site, and said budget shall be sent to the clerks of the municipal corporations. Upon receipt of said budget, meetings may be held with the municipal corporations using said site and if any "public agency" objects to the proposed share of expense to be allocated to said body, objections shall be made immediately to Ottumwa and Wapello County. Upon the receipt of said objections, the same shall be considered and the "public agency" submitting the same shall be notified immediately as to the decision of Ottumwa and Wapello County. Within sixty (60) days from the date set for the certification of budgets of municipal corporations to the Wapello County Auditor, the proposed budget for the operation of said sanitary landfill shall be approved by Ottumwa and Wapello County and notification shall be given immediately to all "public agencies" using this site so that the allocated share of said body may be included in their budget to be submitted to the Wapello County Auditor. In the event a "public agency" still does not agree with the share allocated to said public body, said public body shall immediately notify Ottumwa and Wapello County of their withdrawal from the use of said landfill site at the commencement of the forthcoming new year of operation. The provisions of Article III shall apply to said withdrawal where applicable.

Each municipal corporation sharing in the expense of the operation of said landfill site shall pay the Ottumwa Finance Department twenty-five percent (25%) of its apportioned share of the annual budget within ten (10) days after the beginning of the new year of operation, and the balance in equal shares on or before April 30, July 31 and October 31, unless a different schedule of payments is established by agreement of the parties to this agreement. Said funds shall be disbursed at the direction of Wapello County and Ottumwa.

ARTICLE X.
ASSIGNMENT

No municipal corporation a party to this agreement or using said site pursuant to permission granted herein shall assign its interest.

ARTICLE XI.
AMENDMENTS

This agreement may be amended by joint agreement of Ottumwa and Wapello County and upon execution of appropriate resolution, said amendment shall become a part of this said agreement as if originally set out herein.

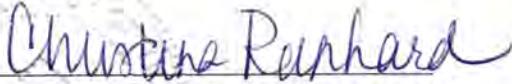
IN WITNESS WHEREOF the said municipal corporations who are parties hereto, have, on the day and year written above, caused these presents to be signed by the respective municipal officers thereto, duly authorized and have caused their respective corporate seals to be hereto affixed.

CITY OF OTTUMWA



Benjamin Foote, Mayor

ATTEST:



Christina Reinhard, City clerk

WAPELLO COUNTY

ATTEST:

received
1-29-2026 315

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of: Feb 3, 2026

Fire
Department

Chief Canto
Prepared By
Chief Canto
Department Head


City Administrator Approval

AGENDA TITLE: A RESOLUTION TO ESTABLISH A FIRE DEPARTMENT FEE
SCHEDULE

☐

Public hearing required if this box is checked.

RECOMMENDATION: Pass and adopt Resolution No. 26-2026

DISCUSSION: The city council by resolution may set charges for providing fire suppression and fire inspections, permits and responding to motor vehicle crashes, smoke complaints, false alarms, rescue and other emergency services within the city limits. In the fee setting process, the fire department considered applicable laws and statutes, as well as the full cost of providing the service including both direct and indirect costs related to the service.

Source of Funds:

Budgeted Item:

☐

Budget Amendment Needed:

Fire department fee structures are important because they help ensure that emergency services are adequately funded and equipped to respond quickly and effectively. Fire departments face significant and ongoing costs— from maintaining vehicles and life- saving equipment to training personnel and upgrading communication systems. A well- designed fee structure provides a predictable revenue stream that supports these critical functions, especially in communities where tax revenues alone may not cover the growing demands placed on emergency services. Additionally, fee structures help distribute costs more fairly among those who use or benefit from specific services. For example, inspections, permits, false alarm responses, and specialized rescue operations often require substantial time and resources. By charging fees for these activities, fire departments can avoid placing the entire financial burden on general taxpayers. This approach not only promotes equity but also encourages responsible behavior, such as maintaining fire and life codes.

Resolution No. 26-2026

**A RESOLUTION ADOPTING A FIRE DEPARTMENT FEE SCHEDULE AND
RESCINDING RESOLUTION NO. 214-2025**

WHEREAS, Resolution No. 214-2025 was adopted on December 2, 2025 by the Ottumwa City Council and will hereby be rescinded with adoption of this resolution; and

WHEREAS, the City Council of Ottumwa, Iowa by resolution may set charges for providing fire suppression and fire inspections, permits and responding to motor vehicle crashes, smoke complaints, false alarms, rescue and other emergency services within the city limits as stated within Chapter 14- FIRE PROTECTION AND PREVENTION- 14. 3 Fire Department Fees; and

WHEREAS, this resolution outlines costs associated with services provided by the Ottumwa Fire Department that go beyond standard emergency response; and

WHEREAS, this resolution also helps recover costs for non- emergency or specialized services (e.g., fire inspections, permits, false alarm responses, special event standby, technical rescue and hazardous material responses).

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF OTTUMWA, IOWA hereby adopts the resolution for a Fire Department Fee Schedule, hereto attached.

APPROVED, PASSED AND ADOPTED this 3rd day of February 2026



Benjamin Foote, Mayor



ATTEST:



Christina Reinhard, City Clerk

FIRE DEPARTMENT FEE SCHEDULE

Administrative charges

Fire department invoices will include a charge of **20 percent of the total billing or \$100.00**, whichever is less for accounting functions performed. This will be included in the following incidents:

- a. Technical Rescue Incidents
- b. Incidents involving drivers operating under the influence
- c. Cost recovery from incidents involving utilities
- d. Motor Vehicle Accidents
- e. Hazardous Materials Incidents

Apparatus and Personnel Costs

The fees for cost recovery billings shall be as follows (one-hour minimum and 15-minute increments after initial hour): This would include, but not limited to the following:

- a. Fireworks/pyrotechnics display
- b. Technical Rescue Incidents
- c. Incidents involving drivers operating under the influence
- d. Cost recovery from incidents involving utilities
- e. Motor Vehicle Accidents
- f. Standby

1. Administrative vehicle.....**\$50.00 per hour**
2. Utility vehicle.....**\$50.00 per hour**
3. Ladder truck.....**\$200.00 per hour**
4. Engine.....**\$150.00 per hour**
5. Fire Chief—**Actual hourly wage plus benefits.**
6. Deputy Chief—**Actual hourly wage plus benefits.**
7. Assistant Chief—**Actual hourly wage plus benefits.**
8. Suppression Captain—**Actual hourly wage plus benefits.**
9. Firefighter (All levels)—**Actual hourly wage plus benefits.**

Educational services

1. American Heart Association - CPR class (per person/per class).....**\$65.00**
2. American Heart Association first aid class (per person/per class).....**\$65.00**
3. Fire extinguisher training (per person/per class).....**\$30.00**

Fire Prevention Fees

Annual Fire safety inspections

The fees for fire safety inspections shall be charge as follows:

1. 0 to 2,499 square feet.....**\$250.00**
2. 2,500 to 4,999 square feet.....**\$300.00**
3. 5,000 to 7,499 square feet.....**\$350.00**
4. 7,500 to 9,999 square feet.....**\$400.00**
5. 10,000 to 14,999 square feet.....**\$450.00**
6. 15,000 to 24,999 square feet.....**\$500.00**
7. 25,000 to 49,999 square feet.....**\$550.00**
8. 50,000 to 99,999 square feet.....**\$600.00**
9. 100,000 square feet plus.....**\$650.00**

Re-inspection Fees

1. First re-inspection.....**No charge**
2. Second re-inspection (same violation) unresolved.....**\$250.00**
3. Third re-inspection (same violation) unresolved.....**\$300.00**
4. Fourth re-inspection (same violation) unresolved.....**\$350.00**
5. Fifth and subsequent re-inspections (same violation) unresolved.....**\$500.00**

Fire Protection Equipment Installation or Renovation Review, Inspection and Acceptance Testing

1. Kitchen hood suppression system- **\$100.00**
2. Fire sprinkler system or fire alarm system: (if building has both systems fee will be 1.5 times)
 - a. Building size 0-4,999 square feet: **\$275.00**
 - b. Building size 5,000 – 14,999 square feet: **\$400.00**
 - c. Building size 15,000 square feet – 99,999 square feet: **\$550.00**
 - d. Building size 100,00 square feet and above: **\$650.00**
3. Standpipe System (if separate from sprinkler system)- **\$100.00**
4. Other fire protection systems not covered above- **\$100.00**

Plan reviews

The charge for each review by the fire department of one-family residential detached condominium, subdivision plat, site plan, unplatted land development, construction plan, or hazardous material plan. **\$150.00**

Hazardous Chemical Inventory Reporting (EPCRA Sections 311-312)- Section 311 and 312 (Tier 2 reporting) of the Emergency Planning and Community Right-To-Know Act (EPCRA)

Any facility that manufacturers, utilizes, generates, stores, or disposes of a hazardous material is subject to a site-specific fee of \$150.00 will be added to the initial plan review and/or annual fire inspection cost for all occupancies that fall under this category.

Safety and special inspections

The fees for a safety and special inspection performed by the fire department shall be at an hourly rate of the member performing the inspection. (See Apparatus and Personnel Costs)

Fireworks/pyrotechnics display permit

The fees for fireworks/pyrotechnics display shall be as follows:

1. Fireworks.....**\$300.00**
2. On-stage pyrotechnics.....**\$350.00**
3. Fireworks display would require the presence of a member from the fire marshal's office during the actual display. This cost would be incurred and based on personnel cost and billed to the responsible party. (See Apparatus and Personnel Cost)
4. If in the determination of the fire marshal, fire suppression personnel and apparatus are required to be present during the display due to fire and life safety concerns, the cost thereof will be charged to the responsible party. (See Apparatus and Personnel Cost)

Emergency Response Fees

Lift Assists

1. Lift assist: fee for service to cover lift assist/unnecessary responses to skilled nursing or assisted living facilities. The fee would be assessed to the facility, not the patient and only assessed when the resident is clearly not injured and refuses care, treatment and/or transport.....\$350.00
2. Lift assist: fee for service to cover lift assist/unnecessary responses to residential properties. The fee would be assessed for the patient and only assessed when the resident is clearly not injured and refuses care and/or treatment. These fees will be assessed starting at the third incident within a calendar year in which the department responds to the request for a lift assist. The department may reduce or waive any charges for such services at the discretion of the Fire Chief and/or the City Administrator.
 - a. Forth to sixth instance\$100.00 each occurrence
 - b. Seventh instance and subsequent incidents..... \$250.00 each occurrence

Technical rescue incidents

The city shall charge fees associated with a technical rescue incident. This cost would be incurred and billed to the responsible party (See Apparatus and Personnel Cost). Technical rescue incidents include the following:

1. Trench rescue
2. Confined space rescue
3. Rope rescue
4. Water rescue (to include ice rescue)
5. Structural collapse
6. Machinery rescue
7. Car into a building

Cost recovery from incidents involving utilities

1. The city shall charge fees associated with an incident related to electric service incidents to include, but not limited to, downed wires, transformer fires, and downed utility poles. The charge will be based on the Apparatus and Personnel costs and billed to the responsible party or directly to the electric utility company.
2. The city shall charge fees associated with an incident related to gas service incidents to include, but not limited to, struck gas lines, malfunctioning gas line distribution stations, or other gas service issues. The charge will be based on the Apparatus and Personnel costs and billed to the responsible party or directly to the gas utility company.

Stand-by

Department equipment or personnel for the purpose of providing standby fire, rescue, or emergency medical services necessary to support a nonemergency event/situation, will be billed to the responsible party at the hourly rates established in this chapter. The charge will be based on the Apparatus and Personnel costs. The department may reduce or waive any charges for such services at the discretion of the Fire Chief and/or the City Administrator.

Motor vehicle accidents

When the fire department responds to a motor vehicle accident and it is determined that a party or parties violated a local ordinance or state law, actual costs incurred by the department in responding to and mitigating such incident shall be imposed upon the responsible party, including, but not limited to:

1. The established rate for the apparatus, personnel and other items required, in the determination of the officer in command, to respond and be present and/or to stand by at the scene of the emergency response. Such fee shall be for costs incurred to the department thereof that apparatus, personnel, and other items are used or are required at the site by the officer in command. Personnel related charges shall commence at the time personnel are

dispatched to the emergency incident and shall continue until all personnel have concluded their related responsibilities. The department may reduce or waive any charges for such services at the discretion of the Fire Chief and/or the City Administrator.

Incidents involving drivers operating under the influence

1. The dispatch, provision or utilization of police, firefighting, emergency medical and/or rescue services by the city or by a law enforcement agency or private individual or entity operating at the request or direction of the city, in connection with an traffic accident involving one or more motor vehicles where one or more of the persons involved was operating a motor vehicle while under the influence of or impaired by alcoholic liquor or a controlled substance or a combination thereof or while having an unlawful blood alcohol level or bodily alcohol content; or

Purpose

1. The city council finds that a significant number of traffic arrests and accidents that occur in the city involve persons who have operated a motor vehicle while under the influence of or impaired by alcoholic liquor or a controlled substance or a combination thereof or while having an unlawful blood alcohol level or bodily alcohol content.

2. The city council also finds there is a high incidence of personal injury and property damage relative to traffic accidents involving persons who operate motor vehicles while under the influence of or impaired by alcoholic liquor or a controlled substance or a combination thereof or while having an unlawful blood alcohol level or bodily alcohol content.

3. Consequently, a significantly greater operational and financial burden is placed upon law enforcement, firefighting, emergency medical and rescue services by persons who operate motor vehicles while under the influence of or impaired by an alcoholic liquor or a controlled substance or a combination thereof or while having an unlawful blood alcohol level or bodily alcohol content.

4. Additionally, the City finds that individuals or entities that through there unlawful action create an emergency response, shall be liable. Iowa Code section 321J.2(13) provides that a court may order restitution to be paid to "any public agency for the costs of the emergency response" for an OUI.

5. Therefore, the purpose of this section is to require responsible person(s) to pay the cost of such services. **-\$500.00**

Failure to pay expense

1. Default. Any neglect or failure by a person responsible under this division for the expense of an emergency response to fully pay the bill within 30 days of billing shall be considered to be default.

2. Recovery through civil proceedings. The city may commence civil proceedings to recover the expenses and all other costs authorized by law.

Hazardous Materials Incidents

1. Hazardous material means any substance or material which, in the determination of the city fire chief, is dangerous or harmful to the environment or human or animal life, health or safety or that constitutes a danger or threat to the public health, safety, or welfare, including but not limited to explosives,

pyrotechnics, flammable gas, flammable compressed gas, nonflammable compressed gas, flammable liquid, oxidizing material, poisonous gas, poisonous liquid, irritating material, etiologic material, radioactive material, corrosive material, liquefied petroleum gas, or any other hazardous substance or material as defined under the Fire Prevention Code or Iowa Code pertaining to hazardous waste management.

2. Hazardous material incident means a fire, explosion, spill, leak or other accidental, negligent, improper or dangerous discharge or release of a hazardous material.

3. Responsible party means any person who owns, possesses or controls a hazardous material involved in a hazardous material incident, and any person whose transportation, storage, handling, sale, use or processing of a hazardous material causes or results in a hazardous material incident.

Purpose

Hazardous material incidents, as defined are declared to be a public nuisance. Therefore, the purpose of this division is to require the reporting of hazardous material incidents; to provide for the removal, lawful disposal and cleanup of hazardous materials that are accidentally, negligently, improperly or dangerously discharged or released; and further to require responsible parties to reimburse the city for the city's cost incurred in responding to or abating such incidents.

Enforcement

1. Violations. A responsible party who violates any requirement of this section can be guilty of a misdemeanor.

2. Enforcement authority. This division shall be enforceable by the city police department, the city fire chief, and the city fire chief's authorized representatives, who shall have authority to issue and serve appearance citations.

Reporting and cleanup

1. Reporting of hazardous material incident. A responsible party shall immediately and fully report to the city fire department the known details regarding the occurrence of a hazardous material incident.

2. Cleanup of hazardous material. Except in regard to a hazardous material incident which, in the fire department's determination, creates, causes or may result in a dangerous or emergency condition, the responsible party shall immediately, fully, safely and lawfully clean up, remove and dispose of the hazardous material involved in the hazardous material incident and fully restore the area to its prior condition.

3. Dangerous or emergency conditions. In regard to a hazardous material incident which, in the fire department's determination, creates, causes or may result in a dangerous or emergency condition, the fire department may take any necessary steps and prescribe any necessary restrictions and requirements to protect persons and property until the dangerous or emergency condition is abated.

Reimbursement of City's cost

1. Liability. Where, due to a responsible party's neglect, failure or inability to immediately, fully or properly fulfill the requirements of this section, or, due to the existence of a dangerous or emergency condition, it is necessary for the fire department to inspect, investigate, clean up or otherwise respond to or take action to abate a hazardous material incident, the responsible party shall be liable to and shall reimburse the city, within 30 days of billing, for the city's costs incurred.

2. **The fee structure for Hazardous Materials response is established by the Iowa Fire Service and authorized through Iowa Code 455B.392. This fee schedule is updated each January according to the CPI-U.**

Failure to reimburse

If a responsible party neglects or fails to reimburse the city as required in this section, the city, in addition to criminal prosecution may institute appropriate civil legal action to recover the city's costs

received
11-13-25 8AM

TABLE

CITY OF OTTUMWA
Staff Summary

**** ACTION ITEM ****

Council Meeting of : Nov 18, 2025

Philip Rath

Prepared By

Administration

Department

Department Head



City Administrator Approval

AGENDA TITLE: Resolution 201-2025 - Resolution Approving and Adopting a Revised
Building and Facility Security Policy for the City of Ottumwa

☐

Public hearing required if this box is checked.

RECOMMENDATION: Pass and adopt Resolution 201-2025

DISCUSSION: One of the reasons for the renovation of city hall was to increase the facility security for employees and public assets, similar to other buildings and facilities throughout the city. Upon review of how other municipal entities addressed this, an outdated, general facility security policy was identified. The attached policy provides an update which outlines the procedures for how the City will manage access to secure areas within municipal buildings and facilities. In addition to security, the policy is aimed to aid in limiting the spread of illness, enhancing operational efficiency, achieving regulatory compliance and other areas.

Source of Funds: N/A

Budgeted Item:

☐

Budget Amendment Needed:

GALLOWAY MOVED, SECONDED BY MCANTIRE TO TABLE ITEM
MOTION CARRIED 4-1. AYES: REID, GALLOWAY, HOFFMAN, MCANTIRE. NAYS:
CAVINESS.

RESOLUTION NO. 201-2025

RESOLUTION APPROVING AND ADOPTING A REVISED BUILDING AND FACILITY SECURITY POLICY FOR THE CITY OF OTTUMWA

WHEREAS, the City of Ottumwa is committed to providing and maintaining a safe and secure workplace for all employees, visitors and public assets; and

WHEREAS, it is a best practice to have a policy to prevent the unauthorized access of secure areas in order to: reduce the risk of data breaches, achieve regulatory compliance, enhance operational efficiency, ensure the safety of employees and visitors, limit the spread of illness, and provide better visibility and control over who has access to various resources; and

WHEREAS, the City of Ottumwa has a general, outdated policy outlining the procedures for managing access to secure areas within municipal buildings and facilities; and

WHEREAS, the attached policy has been drafted to update the procedures for managing access to secure areas within municipal buildings and facilities.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Ottumwa, Iowa, that the City's Building and Facility Security Policy is hereby adopted and that the Mayor and City Clerk are hereby authorized and directed to execute said resolution.

APPROVED, PASSED AND ADOPTED, this 18th day of November, 2025.

CITY OF OTTUMWA, IOWA

Richard W. Johnson, Mayor

ATTEST:

Christina Reinhard, City Clerk

TABLED

RESOLUTION NO. 201-2025

RESOLUTION APPROVING AND ADOPTING A REVISED BUILDING AND FACILITY SECURITY POLICY FOR THE CITY OF OTTUMWA

WHEREAS, the City of Ottumwa is committed to providing and maintaining a safe and secure workplace for all employees, visitors and public assets; and

WHEREAS, it is a best practice to have a policy to prevent the unauthorized access of secure areas in order to: reduce the risk of data breaches, achieve regulatory compliance, enhance operational efficiency, ensure the safety of employees and visitors, limit the spread of illness, and provide better visibility and control over who has access to various resources; and

WHEREAS, the City of Ottumwa has a general, outdated policy outlining the procedures for managing access to secure areas within municipal buildings and facilities; and

WHEREAS, the attached policy has been drafted to update the procedures for managing access to secure areas within municipal buildings and facilities.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Ottumwa, Iowa, that the City's Building and Facility Security Policy is hereby adopted and that the Mayor and City Clerk are hereby authorized and directed to execute said resolution.

APPROVED, PASSED AND ADOPTED, this 18th day of November, 2025.

CITY OF OTTUMWA, IOWA

Richard W. Johnson, Mayor

ATTEST:

Christina Reinhard, City Clerk

Building & Facility Security Policy

The City of Ottumwa is committed to maintaining a safe and secure workplace for all employees, visitors, and public assets. This policy applies to all municipal buildings, facilities, and offices and is applicable to employees and all non-employees including members of the public, contractors, vendors and guests who enter a City of Ottumwa facility.

PURPOSE

The purpose of the City of Ottumwa Secure Access Policy is to outline the procedures for how the City manages access to secure areas within City buildings and facilities. This policy has been adopted to prevent the unauthorized access of secure areas in order to: reduce the risk of data breaches, achieve regulatory compliance, enhance operational efficiency, ensure the safety of employees and visitors, limit the spread of illness, and provide better visibility and control over who has access to various resources.

DEFINITIONS

Authorized Personnel	Any employee who has a permanent office or work space within the building or facility, Ottumwa Police Department employees, any employee considered MAINTENANCE PERSONNEL, or members of the City Council and Mayor.
Common Area	Spaces open to the public, like lobbies and public meeting rooms. Anyone can use these spaces while the facility is open as long as their activities do not disrupt business or violate any other City policy.
Escort	AUTHORIZED PERSONNEL responsible for supervising and accompanying a VISITOR of the building or facility.
Maintenance Personnel	This includes vendors and employees who provide routine and emergency maintenance within City buildings and facilities. This includes janitorial services, maintenance of mechanical or technological equipment as well as the replacement of disposable goods (e.g. filters and bulbs).
Secure Area	Places in City buildings and facilities such as server rooms, private offices, and/or storage areas that contain sensitive information or equipment. Access is limited to AUTHORIZED PERSONNEL and their monitored guests.
Visitor	Any employee, citizen, contractor or other individual(s) who does not have a permanent office, work space, or reports to the specific location they are visiting.

POLICY

1. All reasonable precautions will be taken to prohibit unauthorized access to SECURE AREAS in City owned buildings and facilities.
2. All buildings and outdoor equipment not monitored on a 24 hour per day basis will be kept locked while unattended.
3. Damage to buildings, property, security gates, fences, signs, locks, etc. shall be repaired promptly.

4. Access to SECURE AREAS is limited to AUTHORIZED PERSONNEL and monitored VISITORS.
5. Employees must have appropriate credentials (e.g., key cards, biometric access, mechanical keys) to enter SECURE AREAS.
6. All areas deemed secure and sensitive will be clearly marked with appropriate signage indicating "Authorized Access Only."

VISITOR MANAGEMENT

- 1) MAINTENANCE PERSONNEL may access SECURED AREAS as needed, based upon their responsibilities, and must follow safety guidelines. Vendors who need to be left alone in SECURED AREAS to complete their maintenance work should be approved by the highest ranking employee of the building or their designee prior to being left unattended. When authorized to work unattended, MAINTENANCE PERSONNEL shall check in and out with the approving entity or their designee when entering or leaving the building or facility. This is to ensure all individuals are accounted for in the case of an emergency situation.
- 2) VISITORS are welcome in common areas; however, they must have an ESCORT when entering SECURED AREAS.
 - To gain access to a SECURE AREA, VISITORS should either contact the individual directly upon arrival or identify who they wish to meet with by speaking to the employee at the entrance and/or utilizing the phone and directory (where available).
 - VISITORS who are granted access will be greeted by AUTHORIZED PERSONNEL to escort them to their destination.
 - VISITORS should not be left alone in secure areas and are to be accompanied at all times while traveling through SECURE AREAS.
 - Host employees are responsible for ensuring their VISITORS comply with safety and confidentiality rules and regulations.
- 3) To maintain a professional work environment, VISITORS are encouraged to refrain from long personal visits during work hours. Exchanges of brief pleasantries are acceptable, but extended non-work conversations should be reserved for break periods and take place in common areas or designated break spaces to minimize distractions to the employee and/or co-workers.
- 4) In the event of an emergency, all VISITORS must follow the evacuation or shelter-in-place procedures for the building or facility.

IDENTIFICATION BADGES

As a vital part of our security system, a City of Ottumwa identification badge with your name, photo and department will be issued to each employee. Your City-issued ID badge helps keep our facilities secure and may provide employee access to areas they are authorized to enter. The badge also helps identify you as an employee of the City of Ottumwa to other employees who may not otherwise know you or your employment status.

- 1) Unless completing a safety sensitive work assignment, employees are encouraged to wear identification badges in an area which is clearly visible to others. Employees who are unable or unwilling to visibly wear their ID badge must carry it on them and be able to produce it upon request.

- 2) Employees will be provided a professional badge holder when they are provided their ID. Employees are welcome to use a personalized holder as long as it is appropriate for the workplace. Badge holders which are offensive, distracting, or unprofessional should be avoided.
- 3) If your identification badge is lost or stolen, the employee is to report the loss to Human Resources or Info Tech as soon as possible so a replacement can be issued and security measures can be taken to address the affected facilities.
- 4) Frequent issues with lost or damaged badges, or failure to wear them appropriately may lead to disciplinary action.

Upon separation from the City, employees will be required to return ID badges to their supervisor or Human Resources department. At the time of separation the supervisor shall inform their department head, who shall notify the City Administrator, Info Tech, and Human Resources.

TRAINING AND AWARENESS

- 1) Employees will receive training on the importance of security and access control procedures during onboarding, with routine updates following and when major revisions to the policy occur.
- 2) Employee observations of any unauthorized attempts to access SECURE AREAS should be reported to their supervisor immediately.

CONSEQUENCES OF POLICY VIOLATION

- 1) Any employee found violating this policy may face disciplinary action, which could include termination, depending on the severity of the violation.
- 2) Visitors who fail to adhere to this policy may be asked to leave the premises and could be restricted from future visits.

REVIEW AND AMENDMENTS

- 1) This policy will be reviewed bi-annually or as needed to ensure its effectiveness and compliance with security standards.
- 2) Suggestions for amendments are welcomed and can be submitted to the City Administrator for consideration.
- 3) Revisions to personnel access for SECURE AREAS must be approved and documented by the respective Department Head and City Administrator.



CITY OF
OTTUMWA

Citizen Input Request Form

2-3-2026

Council Meeting Date

Name:

KATIE HEWARD

Address:

1111 Harrison St.

Item No. to Address:

G2 + I4

(Agenda will be provided to complete this section)

If you are addressing the Council on an item not listed on the agenda, briefly explain the item you wish to speak on:

Public Comment:

Bridge View Cir.

The Mayor will invite you to address the City Council at the appropriate time. When called upon by the Mayor, step to the microphone and please state your name for the record. Comments are to be directly germane to City business, operations, or an item listed on this agenda. Remarks shall not be personalized and will be limited to three minutes or less. The City Clerk shall keep the time and notify the Mayor when the allotted time limit has been reached. Comments not directly germane to City business, operations, or an item listed on the agenda, as determined by the Mayor, will be ruled out of order. If you are addressing an item not listed on the agenda the Council will not take any action on the item due to requirements of the Open Meetings Law. Pertinent questions, comments or suggestions may be referred to the appropriate department for response, if relevant.



CITY OF
OTTUMWA

Citizen Input Request Form

2-3-2026

Council Meeting Date

Name:

Rick Hindley

Address:

ELDON IA

Item No. to Address:

G1

(Agenda will be provided to complete this section)

If you are addressing the Council on an item not listed on the agenda, briefly explain the item you wish to speak on:

The Mayor will invite you to address the City Council at the appropriate time. When called upon by the Mayor, step to the microphone and please state your name for the record. Comments are to be directly germane to City business, operations, or an item listed on this agenda. Remarks shall not be personalized and will be limited to three minutes or less. The City Clerk shall keep the time and notify the Mayor when the allotted time limit has been reached. Comments not directly germane to City business, operations, or an item listed on the agenda, as determined by the Mayor, will be ruled out of order. If you are addressing an item not listed on the agenda the Council will not take any action on the item due to requirements of the Open Meetings Law. Pertinent questions, comments or suggestions may be referred to the appropriate department for response, if relevant.