



| CITY OF |  
O T T U M W A

TENATIVE AGENDA  
OTTUMWA CITY COUNCIL

REGULAR MEETING NO. 35  
Council Chambers, City Hall

December 20, 2022  
5:30 O'Clock P.M.

PLEDGE OF ALLEGIANCE

A. ROLL CALL: Council Member Hull, Pope, Roe, Galloway, McAntire and Mayor Johnson.

B. CONSENT AGENDA:

1. Minutes from Regular Meeting No. 33 on December 6, 2022 and Special Meeting No. 34 on December 13, 2022 as presented.
2. Civil Service Eligibility Lists for December 9, 2022: PW (& Landfill) Equipment Operator – Entrance.
3. Approve the payment to Winger Mechanical for \$14,923.75 for repairs to the Beach Ottumwa HVAC system.
4. Approve the purchase of repair parts for Wimco Model C Digester Mixing Pump for WPCF in the amount of \$13,730.
5. Beer and/or liquor applications for: Tequila Grill, 112 N. Market St.; Greater Ottumwa Vocal Arts Project, 529 E. Main St.; El Rancho Grande, 232 E. Main St.; Iowa BBQ Store, 2827 North Court Street, with outdoor service area; all applications pending final inspections.

C APPROVAL OF AGENDA

D. ADMINISTRATORS REPORT TO COUNCIL AND CITIZENS:

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

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

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

F. PUBLIC HEARING:

1. This is the time, place and date set for a public hearing approving the plans, specifications, form of contract and estimated cost for the City Hall Improvements Project.
  - A. Open the public hearing.
  - B. Close the public hearing.
  - C. Resolution No. 285-2022, approving the plans, specifications, form of contract and estimated cost for the City Hall Improvements Project.

RECOMMENDATION: Pass and adopt Resolution No. 285-2022.

G. ORDINANCES:

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

1. Lease Agreement between the City of Ottumwa and the US Representative Zach Nunn.

RECOMMENDATION: Approve the lease agreement for approximately 730 square feet of office space at City Hall, Room 201A and 201B, 105 East Third Street, Ottumwa, Iowa 52501, with US Representative Zach Nunn.

2. Approve the Annual Urban Renewal Report for the Westgate Urban Renewal Area, Airport Urban Renewal Area, Wildwood Drive/Highway 34 Urban Renewal Area and the Hospital District/Pennsylvania Avenue Corridor Urban Renewal Area for the fiscal year of July 2021 through June 2022 for the City of Ottumwa, Iowa.

RECOMMENDATION: Approve the annual Urban Renewal Reports for fiscal year July 2021 through June 2022.

3. Wapello County Mutual Aid Association – Mutual Aid Box Alarm System (MABAS) Plan for Wapello County Discussion.

RECOMMENDATION: Understand the upcoming implementation of MABAS for the City of Ottumwa Fire Department.

4. Envisio Public Dashboard for Comprehensive Plan.

RECOMMENDATION: Receive staff update and Envisio Public Dashboard.

#### I. RESOLUTIONS:

1. Resolution No. 284-2022, approve changes to Workplace Violence and Threats Prevention Policy.

RECOMMENDATION: Pass and adopt Resolution No. 284-2022.

2. Resolution No. 286-2022, approving an extension of the Agreement with Heartland Humane Society for the provision of animal care services.

RECOMMENDATION: Pass and adopt Resolution No. 286-2022.

3. Resolution No. 287-2022, approving the reimbursement of State and Federal funding related to the abandoned transit operations.

RECOMMENDATION: Pass and adopt Resolution No. 287-2022.

4. Resolution No. 289-2022, certifying the population of recently annexed territory (1235 Hutchinson Avenue) to the City of Ottumwa.

RECOMMENDATION: Pass and adopt Resolution No. 289-2022.

5. Resolution No. 290-2022, awarding the contract for asbestos abatement and demolition of the condemned property at 868 South Davis Street to Weston McKee of Fairfield, Iowa for the best bid \$3,500 for abatement and \$9,400 for demolition.

RECOMMENDATION: Pass and adopt Resolution No. 290-2022.

6. Resolution No. 291-2022, awarding the contract for asbestos abatement and demolition of the condemned property at 1019 West Third Street to Weston McKee of Fairfield, Iowa for the best bid \$6,000 for abatement and \$8,400 for demolition.

RECOMMENDATION: Pass and adopt Resolution No. 291-2022.

7. Resolution No. 292-2022, awarding the contract for asbestos abatement and demolition of the condemned property at 529 Albany to Weston McKee of Fairfield, Iowa for the best bid \$16,000 for abatement and \$17,900 for demolition.

RECOMMENDATION: Pass and adopt Resolution No. 292-2022.

8. Resolution No. 293-2022, awarding the contract for asbestos abatement and demolition of the condemned property at 115 South Adella to Weston McKee of Fairfield, Iowa for the best bid \$5,000 for abatement and \$9,400 for demolition.

RECOMMENDATION: Pass and adopt Resolution No. 293-2022.

#### J. PUBLIC FORUM:

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

#### K. MAYOR/CITY COUNCIL REPORT AND/OR COMMUNICATIONS

#### ADJOURN

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



[ CITY OF ]  
O T T U M W A

**FAX COVER SHEET**

City of Ottumwa

DATE: 12/15/2022 TIME: 4:10 PM 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 #35 to be held on  
12/20/2022 at 5:30 P.M.

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\*\*\* FAX MULTI TX REPORT \*\*\*  
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JOB NO.	2559	
DEPT. ID	4717	
PGS.	4	
TX INCOMPLETE	-----	
TRANSACTION OK	916606271885	KTVO
	916416823269	Ottumwa Waterworks
ERROR	916416847834	Ottumwa Courier
	916416828482	Tom FM



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\*\*\*\*\*  
\*\*\* TX REPORT \*\*\*  
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JOB NO.	2559	
DEPT. ID	4717	
ST. TIME	12/15 16:07	
SHEETS	4	
FILE NAME		
TX INCOMPLETE	-----	
TRANSACTION OK	916606271885	KTVO
	916416823269	Ottumwa Waterworks
ERROR	916416847834	Ottumwa Courier
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MEMO: Tentative Agenda for the Regular City Council Meeting #35 to be held on 12/20/2022 at 5:30 P.M.

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REGULAR MEETING NO. 33  
Council Chambers, City Hall

December 6, 2022  
5:30 O'Clock P.M.

The meeting convened at 6:03 P.M.

Present were Council Member Galloway, McAntire, Hull, Pope, Roe and Mayor Johnson.

Galloway moved, seconded by Hull to approve consent agenda items: Mins. from Regular Mtg. No. 31 on Nov. 15, 2022 and Special Mtg. No. 32 on Nov. 29, 2022 as presented; Recommend re-appointments of Dennis Willhoit and Wes Olson to Historic Preservation Commission, terms to expire 1/1/2026 and Mark Merringer to Inspection Brd. of Review, term to expire 1/18/2028; Civil Service Eligibility List for Nov. 30, 2022: WPCF – Operator Entrance; Beer and/or liquor applications for: Reds Pub LLC, 618 Church St.; Cerro Grande Meats & Market, 311 E. Main; all applications pending final inspections. All ayes.

McAntire moved, Amended by Roe and seconded by Galloway to approve the agenda as presented with removal of item from the table to be voted upon at the end of the mtg. All ayes.

City Admin. Rath updated Council on the following: Heartland Humane Society Agt.; Bridge City Sanitation (BCS); Depot Acquisition; Transfer of Transit Bldg.; Comprehensive Parks Plan/Tennis Development; ATV/UTV Usage on City Streets. Roe reminded Council when the garbage collection contract was up for bid, BCS assured us that new trucks would be ordered once the contract was approved (to address the continued appearance of the trucks and the constant seepage of liquid sewage onto city streets) but this hasn't gotten any better. Request to have BCS at an upcoming mtg. to discuss remedies to continued issues.

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

Roe moved, seconded by McAntire to approve the purchase of Sokkia GRx3 GNSS from Transit Works for Engineering Dept. for the sum \$23,024. PW Dir. Seals reported this purchase allows the dept. to perform various land surveying functions including topographic surveys, as-built surveys and construction stake outs. This equip. will gather base information for our Graphical Information Map System. The existing TopCon survey grade GPS currently being used was purchased in 2012. The current unit requires a cellular phone signal to operate, this data signal will no longer transmit after Jan. 1, 2023 rendering the unit functional obsolete. This item was budgeted through CIP for \$21,250. From the time of budget prep, prices have increased. All ayes.

Galloway moved, seconded Pope to approve the repair of Flygt Model Wastewater Pump (N. Elm Street Pump No. 3) for WPCF in the amt. \$10,296. Seals reported cost of a new unit is est. at \$90,000; this pump repair kit will allow us to keep a spare on hand for use in the future. All ayes.

Hull moved, seconded by Galloway that Res. No. 277-2022, approving Professional Services Agt. between the City and HDR Inc. for WPCF Aeration System Improvements Project and auth. the Mayor to sign Agt., be passed and adopted. Seals reported total cost of design as outlined in the agt. is not to exceed \$80,102; WPCF budgeted \$632,000 for engineering and construction of the aeration improvements. All ayes.

Roe moved, seconded by Pope that Res. No. 278-2022, approving and auth. execution of Real Estate Purchase Agt. with Lorenzo Silva and Sebastian Silva-Zuniga for 1726, 1732, 1736 and 1744 Mable, be passed and adopted. Zoning & Housing Coordinator Rusch reported in Aug. 2019, the City approved a development agt. with Lorenzo Silva & Sebastian Silva-Zuniga which transferred city-owned property on Mable to the buyers in order to complete an automotive garage in the I-1 zone within three yrs. The buyers were not able to complete this project; therefore the resolution returns their purchase price and allows the city to recover the lots for other use. All ayes.

Galloway moved, seconded by Hull that Res. No. 279-2022, accepting the proposal from Hopkins & Huebner, PC for the provision of legal services related to prosecution for the City of Ottumwa, be passed and adopted. Rath reported due to staffing changes at Ahlers & Cooney, we were asked to identify if prosecution services could be addressed by another individual / law firm. One proposal was rec'd when the RFP went out. All ayes.

Roe moved, seconded by McAntire that Res. No. 280-2022, accepting the work as final and complete and approving final pay request for Apron 2022 Improvement Project for the Ottumwa Airport, be passed and adopted. Airport Mgr. Wheaton reported Winger Companies was awarded the contract on April 5, 2022 in the amt. of \$228,853.25. Work has been completed according to plans & specs and approval of final pymt. in the amt. of \$33,197.47 be approved. All ayes.

Pope moved, seconded by McAntire that Res. No. 281-2022, approving Change Order No. 1 for the Pawnee Dr. Reconstruction Project, be passed and adopted. Seals reported CO#1 increases contract by \$62,734; total contract sum \$1,239,511. All ayes.

Hull moved, seconded by McAntire that Res. No. 282-2022, approving annual budget of the Ottumwa Water Works Brd. of Trustees for calendar yr. 2023, be passed and adopted. Rath reported Section 384.2 of Iowa Code requires City Council to adopt the budget of any municipal utility under the control of an independent board by resolution. OWW Brd. of Trustees adopted this budget after a public hearing held on Nov. 15, 2022. Roe asked what is the rate of pay increase for staff as identified in the budget. Rath was not able to identify. Vote taken Ayes: Galloway, McAntire, Hull, Pope. Nays: Roe. Motion carried 4-1.

Hull moved, seconded by Roe that Res. No. 283-2022, approving and auth. execution of an Addendum to Real Estate Purchase Agt. by and between the City and U.S. Bank, National Assoc., related to the property locally known as 809 Glenwood Ave., Ottumwa, IA, be passed and adopted. Rusch reported there is a delay with the purchaser's review of the abstract necessitating a later closing date. Original closing date was Dec. 6, 2022; this will push closing out to on or before Jan. 3, 2023. All ayes.

McAntire moved, seconded by Roe to auth. request from VenuWorks to purchase barricades and tables as capital purchase of furnishings and equip. for use at Bridge View Center, be passed and adopted. Rath introduced Scott Hallgren, Exec. Dir. BVC, to provide an update. Two part request; requesting \$25,844 to replenish what was spent to purchase barricades for use at the Buckcherry concert; after reviewing the need for these barricades, we decided to purchase additional barricades (\$17,035). This allows us to provide stage thrust (which most performers request). Second part is a request for add'l tables and carts (\$18,029.65) for use at various events. These tables are being requested to supplement the current inventory on stock. There have been a number of events at BVC where it became necessary to rent add'l tables because the qty. available in current stock was not sufficient. Total request \$60,908.65. Roe asked what is the role of Bridge View Center Inc. BVC Inc. is a non-profit governing brd. that currently oversees endowment fund that helps with projects at BVC. They started Capital Campaign 2.0 to try and



get support to fund some upcoming capital projects to work together, partnering with the City. Currently, there is no funding for capital projects, which is why the campaign started. All ayes.

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

Roe requested to have discussion/public mtg. with the Ottumwa Fire Dept. and Wapello County Emergency Mgmt. in reference to the MABAS plan and the Agt. in place for services.

Galloway thanked everyone for showing up for the Canadian Pacific Holiday Train event and the donation of \$5,000 to the Food Bank of Iowa.

There being no further business, Hull moved, seconded by Pope that the mtg. adjourn. All ayes.

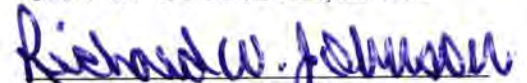
Adjournment was at 7:04 P.M.



ATTEST:

  
Christina Reinhard, CMC, City Clerk

CITY OF OTTUMWA, IOWA

  
Richard W. Johnson, Mayor

Published in the Ottumwa Courier on 12/15/2022.

## OTTUMWA CITY COUNCIL MINUTES

SPECIAL MEETING NO. 34  
Room 108, City Hall

December 13, 2022  
5:30 O'Clock P.M.

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

Present were Council Member McAntire, Hull, Pope, Roe and Mayor Johnson.  
Council Member Galloway was absent.

Roe moved, seconded by Pope to approve the agenda as presented. Motion carried 4-1. Absent: Galloway.

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

Also present: Phil Rath, City Admin., Larry Seals, PW Dir., Gene Rathje, Parks & Rec. Dir., Paul Newman, Architect with Willett Hofmann.

Discussion commenced on the City Hall HVAC Update – City Hall Remodel Project.

Rath started, the potential for remodel of first floor is a way to make it more functional and a secure work area while bringing the historical aspect back. Being able to restore some of the historical attributes, creating office space behind that, better access to the public and protected work areas for staff are the key items we are trying to accomplish.

Seals added, the first feasibility study was done back in 2018 where we looked at five different systems for this space and ended up selecting Willett Hofmann to develop plans for HVAC installation and remodel of first floor. We have had constant issues with the boiler system and have cobbled maintenance throughout the yrs. City Hall is a challenging bldg. looking at cost effectiveness, where do we start and where do we end? We want to design and build it so we don't have to again look at this years down the road. We are trying to develop a way to keep the city functioning while completing the remodel.

Paul Newman provided the tentative design items for review. Starting with the basement area where we will restore restrooms and make an area of refuge (for ADA accessibility). Moving to first floor where we are making the restrooms ADA accessible and creating another ramp for entrance. We are also re-establishing the hallway/corridor along the outside perimeter of first floor and relocating some offices to the opposite side. Restoring restrooms on second and third floors so they are ADA accessible and creating another area of refuge on the third floor. Phase one will be HVAC installation along with updates to restrooms on all four floors while Phase two is restoration/remodel of the first floor.

Seals added, from a cost perspective, it would be better to do both projects at the same time; better pricing for ordering all the materials required for the project. Will need to add cost of asbestos abatement (roughly \$75,000) to project.

Rath added, cost estimate for total project roughly \$3.5 Million (for both phases); council previously approved \$700,000 from bond issuance and \$809,000 from phase one ARPA funds for this project. That leaves approx. \$2 Million to find funding sources for. We still have some second year ARPA funds that are not allocated yet, so we could put them towards this project (\$1.3 Million) leaving approx. \$691,000 that we could pull from incoming franchise fee dollars that are not factored into any upcoming budgets. Rath has discussed with the current Finance Dir.

Our first cost estimate was \$5.4 Million for a project of this magnitude, but changing part of the scope, now we are looking at \$3.5 Million. There are many unknowns to this project as well, we may have numerous change orders throughout the process.

Roe stated we've known for a few decades that the heating/AC was bad but continued trying to fix it the best way we knew how; at some point we will be forced to spend the money to fix it and bring everything up to code.

Seals reported one of the things that has occurred since our first feasibility study is working with Alliant for rebates and cost savings on our utility expenses. Everything that we want to accomplish with this project will add to our energy efficiency and provide additional cost savings in the future.

Rath stated cost savings of doing both phases at the same time; \$3.5 Million for the total project that is if council is comfortable using ARPA funds for both years along with incoming franchise fees and bonds that we already put in place for this project. Is this plan generally acceptable to proceed? Consensus of council was to proceed.

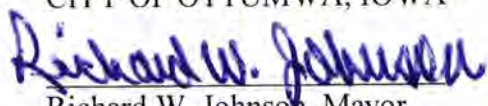
Newman confirmed the project will be constructed in two phases but bid as one project.

Identify the scope of work; next Tuesday, 12/20/2022, will be an action item to approve Plans & Specifications for this project.

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

Adjournment was at 7:03 P.M.

  
ATTEST:  
  
Christina Reinhard, CMC, City Clerk

CITY OF OTTUMWA, IOWA  
  
Richard W. Johnson, Mayor

Published in the Ottumwa Courier on 12/22/2022.

**OTTUMWA CIVIL SERVICE COMMISSION**

**PW – Equipment Operator  
Entrance Eligibility List**

1. Bradley Perkins
2. Colton Carter
3. Kevin Koontz

Certified December 9, 2022

OTTUMWA CIVIL SERVICE COMMISSION

Ed Wilson, Chairman  
Ann Youngman  
Amy Gardner

# CITY OF OTTUMWA

## Staff Summary

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

Council Meeting of: Dec 20, 2022

Park & Recreation  
Department

Gene Rathje  
Prepared By  
Gene Rathje  
Department Head

[Signature]  
City Administrator Approval

AGENDA TITLE: Invoice From Winger Mechanical for Repairs to the Beach HVAC system

\*\*\*\*\*

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

RECOMMENDATION: Approve payment of the invoice from Winger Mechanical for \$14,923.75 for repairs to the Beach Ottumwa HVAC system.

DISCUSSION: The air conditioning and dehumidification portion of the Beach HVAC system was not working. Winger Mechanical was called to make repairs. The invoice is attached. The Beach HVAC unit is now 7 years old, out of warranty, and needs occasional repairs.

Source of Funds: Operating Budget

Budgeted Item:  Budget Amendment Needed: Yes

# Winger Companies

918 HAYNE STREET  
PO BOX 637  
OTTUMWA, IA 52501-0637  
Phone: (641) 682-3407

# Invoice

Invoice Number: 0980221303

Invoice Date: 12/6/2022

Page: 1 of 2

Bill To: BEAC  
THE BEACH OTTUMWA  
101 CHURCH  
OTTUMWA, IA 52501

Service 61  
Location: THE BEACH OTTUMWA  
101 CHURCH  
OTTUMWA, IA 52501

Work Order ID	Complete Date	PO Number	Terms	Called In By
098022-1303	08/18/2022		Net Receipt of Invoice	

## Description of Work

PROBLEM - POOL AC

WORK COMPLETED - CHECKED UNIT AND FOUND STAGE 1 OFF ON LOW PRESSURE. RESET AND FOUND SOLENOID STICKING. VALVE HAS MANUAL STEAM ON BOTTOM - WAS ABLE TO GET SOLENOID OPENED. STAGE ONE RUNNING. CHECKED STAGE 2 AND FOUND IT FLAT. PRESSURE TESTED AND FOUND LEAK ON DISCHARGE 90. ALSO FOUND 2 CONDENSER FAN MOTORS BAD - WILL ORDER.

3/3 - UNIT NOT WORKING AGAIN - SOLENOID STICKING AGAIN. OPENED AND CLOSED SOLENOID WITH MAGNET SEVERAL TIMES. CYCLED POWER AND STAGE 1 RUNNING.

4/21 - CUT OUT SECTION OF PIPE AND TOOK TO SHOP TO REPAIR. UNBRAZED 90 FROM ROTO LOCK AND BRAZED IN NEW ST 90.

4/22 - REINSTALL AND PLACED ON PRESSURE TEST.

6/21 - PLACED ON VACUUM PUMP AND RECHARGED SYSTEM WITH R-410A. RESTARTED COMPRESSOR AND CHECKED OPERAION - OK.

8/18 - INSTALLED NEW CONDENSER FAN MOTORS AND CHECKED OPERATION - OK.

Qty	Item ID	Description	Date	Unit Price	Disc %	Amount
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## Services Performed

1.00	SmTITk	Hand Tool & Truck Usage	10/11/2022	40.00		40.00
				SubTotal		40.00

## Parts

1.00	9300	BRAZING TORCH USAGE	10/11/2022	15.00		15.00
1.00	09245	PUMP, VACUUM - USE	10/11/2022	15.00		15.00
70.00	523	REFRIGERANT, R-410A	10/11/2022	48.00		3,360.00
2.00		CONDENSER FAN MOTOR	10/11/2022	4,833.00		9,666.00
4.00	1	FUEL SURCHARGE 0-50 MILES	08/18/2022	6.00		24.00
				SubTotal		13,080.00

## Labor

2:00	Tech	RYAN SMITH	03/02/2022	97.50		195.00
1:30	Tech	RYAN SMITH	03/03/2022	97.50		146.25
4:00	Tech	RYAN SMITH	04/21/2022	97.50		390.00
4:00	Tech	RYAN SMITH	04/22/2022	97.50		390.00
4:00	Tech	RYAN SMITH	06/21/2022	97.50		390.00
3:00	Tech	RYAN SMITH	08/18/2022	97.50		292.50
				SubTotal		1,803.75

# Winger Companies

918 HAYNE STREET  
PO BOX 637  
OTTUMWA, IA 52501-0637  
Phone: (641) 682-3407

# Invoice

**Invoice Number:** 0980221303  
**Invoice Date:** 12/6/2022  
**Page:** 2 of 2

**Bill To:** BEAC  
THE BEACH OTTUMWA  
101 CHURCH  
OTTUMWA, IA 52501

**Service** 61  
**Location:** THE BEACH OTTUMWA  
101 CHURCH  
OTTUMWA, IA 52501

Work Order ID	Complete Date	PO Number	Terms	Called In By
098022-1303	08/18/2022		Net Receipt of Invoice	

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transfer. For inquiries call Keeley at 641-682-3407. As of 4-1-2018 a processing fee of 3.50% will added to credit card payments.

<b>Invoice Subtotal</b>	<b>14,923.75</b>
<b>Sales Tax</b>	<b>0.00</b>
<b>Invoice Total</b>	<b>14,923.75</b>
<b>Payment Received</b>	<b>0.00</b>
<b>Balance Due</b>	<b><u>14,923.75</u></b>

received  
12-15-22 1:35pm  
Item No. B.-4.

CITY OF OTTUMWA

Staff Summary

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

Council Meeting of: December 20, 2022

John Lloyd WPCF Superintendent  
Prepared By

Public Works - WPCF  
Department

Larry Seals LBS  
Department Head

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

AGENDA TITLE: Repair of Wimco Mixer Pump

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

RECOMMENDATION:

Approve the purchase of repair parts for a Wimco Model C Digester Mixing Pump in the amount of \$13,730.00.

DISCUSSION: This is for parts to refurbish a pump used for mixing digestate in the Primary Digester. The overhaul will be performed in house by the WPCF Maintenance Department. Due to supply issues we recommend repairing the pump rather than a replacement.

WPCF budgeted \$140,000 in 610-8-815-6399 for unclassified maintenance and repairs, and the cost will be taken out of the line item. With an expense of \$13,730 and a previous balance of \$108,816 there would be a remaining balance of \$95,086.



CITY OF OTTUMWA

Staff Summary

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

Council Meeting of: December 20, 2022

Engineering  
Department

Larry Seals  
Prepared By  
*Larry Seals*  
Department Head

*Pf RL*  
City Administrator Approval

AGENDA TITLE: Resolution #285-2022. Approving the Plans, Specifications, Form of Contract and Estimated Cost for the City Hall Improvements Project.

\*\*\*\*\*

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

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

RECOMMENDATION: Pass and adopt Resolution #285-2022.

DISCUSSION: The City of Ottumwa contracted with Willett Hofmann & Associates to evaluate the existing Heating and Cooling system currently utilized in City Hall. Our current boiler system has been repaired numerous times and in need of replacement. The current system is thought to be 90 years old. Several types of systems were evaluated based on staffs suggested floor plans, which drive overall design requirements as related to zone heating and cooling.

As part of the study six HVAC systems were evaluated. Several of the overreaching goals included the desire to install a system that provided controllability and range of temperatures within existing zones. A second major design feature in modern HVAC systems and tied to healthy work environments is the need or ability to incorporate air exchange rates by introducing outside fresh air into the conditioning units, neither of these features are available with the existing system and are required by current code when upgrading. A third major consideration was a system that can be installed in phases as remodeling occurs while allowing uninterrupted essential services.

A major factor included the need to review the entire building to identify and create a detailed plan to meet the current Federal ADA requirements for building access.

Based on the study and design of the building HVAC 6 was selected.

Additional factors include acoustical separations and security enhancements through flow separation.

Source of Funds: CIP, ARPA YR 1 & 2, Franchise Budgeted Item:

Budget Amendment Needed:

Bids will be received and opened by the City of Ottumwa on January 24, 2023 at 2:00 p.m. The bid report and bid award recommendation will be presented at the City Council meeting on February 7<sup>th</sup>, 2023, or at a later date as determined by staff.

Funding:

2022 Bond	\$ 700,000
ARPA Yr1	809,000
ARPA Yr2	1,321,788
<u>Franchise Fee</u>	<u>660,775</u>
Total	\$3,491,563

RESOLUTION #285-2022

A RESOLUTION APPROVING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT,  
AND ESTIMATED COST FOR THE CITY HALL IMPROVEMENTS PROJECT

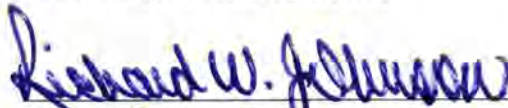
WHEREAS, The City Council of the City of Ottumwa, Iowa has conducted a public hearing on the plans, specifications, form of contract, and estimated cost for the above referenced project; and,

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

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

APPROVED, PASSED, AND ADOPTED, this 20<sup>th</sup> day of December, 2022.

CITY OF OTTUMWA, IOWA



Richard W. Johnson, Mayor



ATTEST:



Christina Reinhard, City Clerk

12/15/22

SECTION 00010 NOTICE OF PUBLIC HEARING The City Council of Ottumwa, Iowa, will hold a public hearing on the proposed Plans and Specifications, form of contract and estimate of cost for the construction of said improvements described in general as "City Hall Improvements Project, Ottumwa, Iowa" at 5:30 o'clock p.m. on the 20th day of December, 2022, in the Council Chambers, City Hall, Ottumwa, Iowa. At said hearing any interested person may appear and file objections thereto or to the cost of the improvements. At the hearing, the City will receive and consider any objections made by any interested party, to the Plans and Specifications, proposed form of Contract, and the estimate of cost for the project. The work to be done is as follows: Furnish all labor, materials and equipment to construct the following: The major design features include system 6 HVAC. This system will allow for heating and cooling with the ability for zone separation control. Additional benefits include the ability to introduce fresh air into the building as make up air. The selected system has the ability to be installed and then expanded in phases as needed without major rework. Additional improvements include first floor remodeling and redefining the original corridor which also allows for flow separation and acoustical separation needed for professional development environments. The renovation will address building wide access to meet both ADA requirements and fire protection. Additional office space will be developed for IT office, workshop and storage area in the basement. As part of the ADA requirements, all restrooms areas will be up-dated. All work and materials are to be in strict compliance with the Plans and Specifications prepared by Willett Hofmann Associates, Inc. for the City of Ottumwa which together with the proposed form of contract and estimate of cost have heretofore been approved by the City and are now on file for public examination in the office of the Clerk, and are by this reference made a part hereof as though fully set out and incorporated herein. CITY OF OTTUMWA, IOWA By: Richard W. Johnson, Mayor ATTEST: Christina Reinhard, City Clerk

Item No. H.-1.  
**received**  
12-15-22 11:20 AM

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

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

Council Meeting of: Dec 20, 2022

Philip Rath

Prepared By

Administration

Department

Department Head



City Administrator Approval

AGENDA TITLE: Lease Agreement Between the City of Ottumwa and US Representative Zach Nunn.

\*\*\*\*\*

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

RECOMMENDATION: Approve the lease agreement with US Representative Zach Nunn

DISCUSSION: This lease is a new lease with the federal Congressman and would continue to lease a regional office in City Hall currently held by US Rep Miller-Meeks through Jan. 2 2023. The lease would run from the date of execution by both parties through Jan. 2, 2025. The lease agreement is attached with this summary for review and consideration. It does still need authorization by the federal government.

Source of Funds: N/A

Budgeted Item:  Budget Amendment Needed:

## LEASE AGREEMENT

**SECTION 1. PARTIES:** THIS LEASE IS EXECUTED BY and between City of Ottumwa (Landlord), whose address for the purpose of this Lease is City Hall, 105 East Third Street, Ottumwa, Iowa 52501, and the \_\_\_\_\_ (Tenant), whose address for the purpose of this Lease is \_\_\_\_\_.

**SECTION 2. LEASED PREMISES:** Landlord leases to Tenant the following described property: Approximately 730 Square Feet (Rentable Area or Leasable Space) of office space located at City Hall, Room 201A and 201B, 105 East Third Street, Ottumwa, Iowa 52501 (Leased Premises).

**SECTION 3. TERM OF LEASE:** It is understood and agreed that the Lease shall commence upon execution of this Agreement (Date of Execution) by both parties and shall end January 2, 2025, both days inclusive.

**SECTION 4. USE OF LEASED PREMISES:** It is understood and agreed that Tenant contemplates using the Leased Premises for the purposes of a Regional office and public meeting space.

**SECTION 5. RENTAL:** Tenant agrees to pay to Landlord the following for the Leased Premises:

**5.1 Rental Rate:** For the lease term of the Date of Execution through January 2, 2025, Tenant shall pay for the use and occupancy of the Premises at a rental sum (Rental Rate) of **\$2,280.00** per year or approximately **\$3.12** per sq. ft., payable, in equal monthly installments in the amount of **\$190.00**, in arrears. Rent payments are made in arrears and are due by the last day of each month during the term of this Lease. The last month's rent is due and payable on the first (1st) day of the month immediately following the last month of the Lease.

**5.2 Prorated Rent:** In the event this Lease does not commence on the first day of the month in which Tenant takes possession, the total rent payable shall be prorated from the date of possession to the end of the month in which Tenant takes possession.

**5.3 Delinquent Rent:** If Tenant fails to pay any amounts due under this Lease within sixty (60) days after the due date as specified in Section 5.1 above, then interest shall be paid at the maximum rate established pursuant to Iowa Code section 74A.6, on the unpaid amounts until paid in full.

**SECTION 6. COVENANT OF QUIET ENJOYMENT:** So long as Tenant pays the rents reserved by this Lease and performs and observes all the covenants and provisions hereof, Tenant shall quietly enjoy the Leased Premises and have unobstructed access to said premises at all times, Saturdays, Sundays and holidays included.

**SECTION 7. LANDLORD'S DUTY OF CARE AND MAINTENANCE:** All repairs or replacements shall be made in a manner to minimize the inconvenience to Tenant and in a manner which maintains any and all security of the Leased Premises. Landlord shall be responsible for providing the following:

**7.1:** Maintenance of the roof, structural parts of the floor, walls, windows, all interior and exterior components of the building, including but not limited to ceiling tiles and carpeting, and

improvements both structural or otherwise and keeping other structural parts of the building in good repair;

**7.2:** Maintenance of the structural and surface area of the sidewalks, any and all access drives and parking lot in good repair;

**7.3:** Necessary repairs to the sewer lines and fixtures, the plumbing equipment, lines and fixtures, gas lines and fixtures, including but not limited to fire sprinkler and fire control systems, the water pipes, the ballasts for fluorescent lighting and electrical wiring;

**7.4:** Air conditioning, heating equipment and ventilating lines and fixtures; and the maintenance thereof;

**7.5:** Elevator equipment and the maintenance thereof;

**7.6:** Thermostatic control for the Leased Premises will be provided for the heating, ventilation and air conditioning systems used to heat and cool the Leased Premises.

**7.7:** Repair or removal of major landscape elements.

#### **SECTION 8. TENANT'S DUTY OF CARE AND MAINTENANCE:**

**8.1:** Tenant will not permit or allow Leased Premises to be damaged or depreciated in value, except for ordinary wear and tear, by any act or negligence of Tenant, its agents or employees. Tenant shall make no structural alterations or improvements without first obtaining the written approval of Landlord of the plans and specifications therefore, which approval shall not be unreasonably withheld.

**8.2:** Tenant will make no unlawful use of said premises and agrees to comply with all valid laws and regulations of the Board of Health, applicable City Ordinances, and of the State of Iowa and the Federal Government. This provision shall not be construed as creating any duty by Tenant to members of the general public.

**SECTION 9. LANDLORD OBLIGATIONS:** Landlord shall furnish the following items at its sole cost and expense:

**9.1:** Electric

**9.2:** Gas

**9.3:** Water/Sewer

**9.4:** Light bulbs

**9.5:** Snow and Ice removal

**9.6:** Lawn care/Landscaping

**9.7:** Pest Control

**9.8:** Optional Services Available

- Janitorial services
- Trash removal
- Office furniture
- Telephone / Internet

**SECTION 10. TENANT OBLIGATIONS:** Tenant shall obtain the following items at its sole cost and expense: NONE

**SECTION 11. COMPLIANCE WITH APPLICABLE LAWS:** Landlord is responsible for complying with all applicable provisions of the Americans With Disabilities Act of 1990 (42 U.S.C. 12101-12213) and the Iowa Civil Rights Act (Chapter 216), as well as the regulations adopted

thereunder, with respect to the Leased Premises. In the event that Tenant is fined for violations of said laws and regulations or a judgment is entered against Tenant for failing to make a reasonable accommodation for areas within the responsibility of Landlord, Landlord agrees to indemnify and hold harmless Tenant, including reasonable attorney fees and costs and expenses. In addition, Landlord shall comply with all valid laws and regulations of the Board of Health, applicable City Ordinances and of the State of Iowa and the Federal Government.

It is agreed and understood that the structural parts of the Leased Premises and the Leased Premises are the sole responsibility of Landlord and Landlord shall comply with all OSHA and IOSHA standards. In addition, Landlord understands and agrees to assume responsibility, under the terms of this Lease, to comply with all provisions of the Iowa State Building Code and the 2009 International Building Code. All physical modifications necessary to meet compliance will be made at the expense of Landlord. In the event Tenant is fined for violation of any said standards for areas within the responsibility of Landlord under the terms of this Lease, Landlord agrees to indemnify and hold harmless Tenant.

#### **SECTION 12. INSURANCE:**

**12.1:** Landlord shall insure its interest in the Leased Premises and any personal property of Landlord in the Leased Premises against fire and other hazards. Landlord shall also maintain general public liability insurance covering personal injury and property damage caused by acts or omission in the common areas of the Leased Premises including the parking lots.

**12.2:** Landlord is not responsible for any personal property or equipment provided by the Tenant. Tenant is responsible for insuring personal property against loss or damage not directly attributed to property insurance for the building.

**SECTION 13. LANDLORD'S RIGHT OF ACCESS:** Landlord, accompanied by an authorized representative of Tenant, may enter the Leased Premises at any reasonable time for the purpose of inspecting the Leased Premises or for the servicing of any utilities. Landlord shall be responsible for and shall indemnify Tenant against any loss of or injury or damage to any of Tenant's improvements, or other personal property located on the Leased Premises arising out of any act, omission or negligence of Landlord, its employees, agents, invitees, or contractors in making any inspections of or repairs, additions or alterations to the Leased Premises.

**13.1. Confidentiality:** Landlord acknowledges and understands that Tenant maintains confidential information at the Leased Premises. Landlord further acknowledges and understands that state and federal laws may impose civil and criminal penalties for the disclosure and redissemination of confidential information. Landlord's employees and contractors may come across this confidential information when performing their responsibilities under this Agreement. Landlord must take reasonable steps to make sure that its employees and any contractors do not copy, remove, disclose, or redisseminate confidential information maintained by Tenant. Landlord also agrees that any violation of this confidentiality provision may result in Tenant terminating this Agreement for cause. Lastly, Landlord agrees to indemnify the Tenant for any violations of this provision as required by this Agreement.

**13.2** Tenant acknowledges that within the Leased Premises, the Landlord has a mainframe computer which houses software programs. The mainframe computer shall be in a locked,



secured location with access only by Landlord. Landlord may enter the Leased Premises, with prior notification to the Tenant, to perform routine maintenance and repairs to the mainframe. In case of emergency, Landlord is allowed immediate access to resolve the emergency situation. Landlord shall at all times indemnify, defend and hold Tenant harmless against and from any and all claims arising from damage to the mainframe computer.

**SECTION 14. SIGNS:** Tenant shall have the right and privilege of attaching, affixing, painting, or exhibiting signs on the Leased Premises, provided only:

**14.1:** That any and all signs shall comply with the ordinances of the city or municipality in which the property is located and the laws of the State of Iowa;

**14.2:** Such signs shall not change the structure of the Leased Premises;

**14.3:** Such signs, if and when taken down, shall not damage the Leased Premises; and

**14.4:** Such signs shall be subject to the written approval of Landlord, which approval shall not be unreasonably withheld.

**SECTION 15. POSSESSION:**

**15.1 Possession of Premises:** Tenant shall be entitled to possession on the first day of the term of this Lease, and shall yield possession to Landlord on the date on which this Lease terminates, except as herein otherwise expressly provided.

**15.2 Surrender of Leased Premises at End of the Term.** Tenant agrees that upon the termination of the Lease, it will surrender, yield up and deliver the Leased Premises in good and clean condition, except for the ordinary wear and tear and depreciation arising from lapse of time, or damage without fault or liability of Tenant. Landlord and Tenant may conduct a walk-through of the Leased Premises prior to the lease expiration to review the condition of the Leased Premises. Tenant may at the expiration of the term of the Lease, or renewal or renewals thereof, remove any Tenant fixtures or equipment. Tenant shall be responsible for repairing any damages caused by said removal.

**SECTION 16. PARKING:** Staff parking is not provided as part of this Lease. Shared on-street parking is available for constituents and visitors.

**SECTION 17. DAMAGE TO LEASED PREMISES:** In the event of partial or total destruction of or damage to the Leased Premises, which damage can be reasonably repaired, as determined by Landlord, within sixty (60) days of its occurrence, this Lease shall not terminate, but rent shall be apportioned in amounts equal to the percentage of the Leased Premises that is unusable during construction. The determination regarding the usable portion of the Leased Premises shall be within the sole discretion of Tenant. If the Leased Premises cannot be repaired within sixty (60) days, Tenant may terminate this Lease by providing Landlord with written notice of termination within fifteen (15) days after Landlord determines that the damage to the Leased Premises cannot be repaired.

**SECTION 18. TERMINATION OF LEASE:**

**18.1 For Cause by Tenant:** In the event Landlord fails to observe and perform any covenant, condition or obligation created by this Lease, Tenant shall provide written notice to Landlord requesting that the breach or noncompliance be immediately remedied. In the

event that the breach or noncompliance continues to be evidenced thirty (30) days beyond the date of the written notice, Tenant may either:

**18.1.1:** Immediately terminate the Lease without additional written notice; or,

**18.1.2:** Enforce the terms and conditions of the Lease and seek any legal or equitable remedies.

**18.2 For Cause by Landlord:** In the event Tenant fails to observe and perform any covenant, condition or obligation created by this Lease, Landlord shall provide written notice to Tenant requesting that the breach or noncompliance be immediately remedied. In the event that the breach or noncompliance continues to be evidenced thirty (30) days beyond the date of the written notice, Landlord may either:

**18.2.1:** Immediately cancel or forfeit this Lease without additional written notice; or,

**18.2.2:** Enforce the terms and conditions of the Lease and seek any legal or equitable remedies.

**18.3 Termination Due to Lack of Funds or Change in Law:** Notwithstanding any other provision of this Agreement to the contrary and subject to the limitations, conditions and procedures set forth below, Tenant may terminate this Agreement without penalty by giving sixty (60) days written notice to Landlord in the event of any of the following contingencies:

**18.3.1:** If there is a reduction, at any time, of 10% or more of the funds anticipated for the continued fulfillment of this Lease either through the failure of the United States Congress or the President to appropriate funds.

**18.3.2:** In the event that an appropriation to cover the cost of this Agreement becomes available within sixty (60) days subsequent to termination under this clause, the Tenant agrees to re-enter an Agreement with the terminated Landlord under the same provisions, terms and conditions as the original lease.

**18.3.3:** In the event of termination of the Agreement due to non-appropriation, the exclusive, sole and complete remedy of the Landlord shall be to recover and possess the property subject to this Agreement. In the event of termination of this lease due to non-appropriation, Tenant shall have no further liability.

## **SECTION 19. MISCELLANEOUS:**

**19.1 Amendments:** This Lease may be amended in writing from time to time by mutual consent of the parties. All amendments to this Lease must be fully executed by both parties.

**19.2 Third Party Beneficiaries:** There are no third party beneficiaries to this Lease. This Lease is intended only to benefit Tenant and Landlord.

**19.3 Choice of Law and Forum:** The terms and provisions of this Lease shall be construed in accordance with the laws of the State of Iowa. Any and all litigation or actions commenced in connection with this Lease shall be brought in Des Moines, Iowa, in Polk County District Court for the State of Iowa. If however, jurisdiction is not proper in the Polk County District Court, the action shall only be brought in the United States District Court for the Southern District of Iowa, Central Division, provided that jurisdiction is proper in that forum.

**19.4 Assignment and Delegation:** This Lease may not be assigned, transferred or conveyed in whole or in part without the prior written consent of the other party.

**19.5 Integration:** This Lease represents the entire Lease between the parties and neither party is relying on any representation which may have been made which is not included in this Lease.

**19.6 Headings or Captions:** The paragraph headings or captions are for identification purposes only and do not limit or construe the contents of the paragraphs.

**19.7 Not a Joint Venture:** Nothing in this Lease shall be construed as creating or constituting the relationship of a partnership, joint venture, (or other association of any kind or agent/principal relationship) between the parties hereto.

**19.8 Obligations Beyond Agreement Term:** This Lease shall remain in full force and effect to the end of the specified term or until terminated or canceled pursuant to this Lease. All obligations of Tenant and Landlord incurred or existing under this Lease as of the date of expiration, termination or cancellation will survive the termination or conclusion of this Lease.

**19.9 Use of Third Parties:** Tenant acknowledges that Landlord may contract with third parties for the performance of any of Landlord's obligations under this Lease provided that Landlord remains responsible for such performance. Upon request by Tenant, Landlord shall periodically provide a list of all third party providers it uses for the substantial performance of any of Landlord's obligations under this Lease.

**19.10 Approvals:** Whenever under this Lease, provision is made for either party to obtain the written consent or approval of the other party, such response shall not be unreasonably withheld or delayed.

**19.11 Severability:** If any provision of this Lease is held to be invalid or unenforceable the remainder shall be valid and enforceable.

**19.12 Notices:** Notices under this Lease shall be in writing and delivered to the representative of the party to receive notice (identified below) at the address of the party to receive notice as it appears below or as otherwise provided for by proper notice hereunder. The effective date for any notice under this Lease shall be the date of delivery of such notice with postage prepaid thereon or by recognized overnight delivery service, such as Federal Express or UPS:

If to Landlord: City Of Ottumwa  
City Hall  
105 East Third Street  
Ottumwa, IA 52501

If to Tenant: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Any notice or communication sent by U.S. Mail under this Agreement shall be deemed given upon receipt as evidenced by the U.S. Postal Service return receipt card, or if sent by overnight delivery service, upon receipt as evidenced by the signature attained by the carrier.

**19.13 Cumulative Rights:** The various rights, powers, options, elections and remedies of either party, provided in this Lease shall be construed as cumulative and no one of them is exclusive of the other or exclusive of any rights, remedies or priorities allowed either party by law, and shall no way affect or impair the right to either party to pursue any other equitable or legal remedy to which either party may be entitled as long as any default remains in any way unremedied or unsatisfied.

**SECTION 20. SIGNATURES:**

LANDLORD:  
City of Ottumwa

Signed By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Date: \_\_\_\_\_

**TENANT:**

Signed By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Date: \_\_\_\_\_

**received**  
12-15-22 11:20 AM

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

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

Council Meeting of : Dec 20, 2022

Philip Rath

Prepared By

Administration

Department

Department Head

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

AGENDA TITLE: Approve the Annual Urban Renewal Report for FY2022

\*\*\*\*\*

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

RECOMMENDATION: Approve the Annual Urban Renewal Report for FY2022

DISCUSSION: Each year the city must complete and file a report on the revenues and expenditures related to its urban renewal areas. This report is to be approved by the City Council and submitted to the Iowa Department of Management. The report looks back at the prior fiscal year (FY2022) and covers the Westgate, Airport, Hospital / Penn Ave, Vogel, and Wildwood Dr / Hwy 34 urban renewal areas.

Source of Funds: N/A

Budgeted Item:  Budget Amendment Needed:

**Annual Urban Renewal Report, Fiscal Year 2021 - 2022**

**Levy Authority Summary**

Local Government Name: OTTUMWA  
 Local Government Number: 90G868

<b>Active Urban Renewal Areas</b>	<b>U.R. #</b>	<b># of Tif Taxing Districts</b>
OTTUMWA WESTGATE URBAN RENEWAL	90001	10
OTTUMWA AIRPORT URBAN RENEWAL	90002	4
HOSPITAL DISTRICT PENN AVE CORRIDOR URBAN RENEWAL	90003	1
VOGEL URBAN RENEWAL	90004	1
OTTUMWA WILDWOOD DR/HWY 34	90075	1

**TIF Debt Outstanding: 17,909,375**

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<b>TIF Sp. Rev. Fund Cash Balance</b>			<b>Amount of 07-01-2021 Cash Balance</b>
<b>as of 07-01-2021:</b>	<b>-547,874</b>	<b>0</b>	<b>Restricted for LMI</b>

TIF Revenue:	425,244
TIF Sp. Revenue Fund Interest:	0
Property Tax Replacement Claims	56,798
Asset Sales & Loan Repayments:	0
<b>Total Revenue:</b>	<b>482,042</b>

Rebate Expenditures:	0
Non-Rebate Expenditures:	919,258
Returned to County Treasurer:	0
<b>Total Expenditures:</b>	<b>919,258</b>

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<b>TIF Sp. Rev. Fund Cash Balance</b>			<b>Amount of 06-30-2022 Cash Balance</b>
<b>as of 06-30-2022:</b>	<b>-985,090</b>	<b>0</b>	<b>Restricted for LMI</b>

**Year-End Outstanding TIF Obligations, Net of TIF Special Revenue Fund Balance: 17,975,207**

**Urban Renewal Area Data Collection**

Local Government Name: OTTUMWA (90G868)  
 Urban Renewal Area: OTTUMWA WESTGATE URBAN RENEWAL  
 UR Area Number: 90001

UR Area Creation Date: 05/1989

To achieve a diversified well balanced economy/standard of living/tax base with plans for land/commercial/industrial and residential development providing for installation of public works/infrastructure and amenities, elimination of blight, encourage commercial and industrial growth, rehabilitation of central business district with a sound economic base for future development.

UR Area Purpose:

**Tax Districts within this Urban Renewal Area**

	Base No.	Increment No.	Increment Value Used
OTTUMWA CITY/OTTUMWA SCH/WESTGATE UR TIF INCREM	900042	900043	1,609,248
OTTUMWA CITY AG/OTTUMWA SCH/WESTGATE AG UR TIF INCREM	900044	900045	1,066
OTTUMWA CITY/OTTUMWA SCH/WESTGATE2 UR TIF INCREM	900050	900051	613,394
OTTUMWA CITY/OTTUMWA SCH/WESTGATE3 UR TIF INCREM	900067	900068	1,576,836
OTTUMWA CITY AG/OTTUMWA SCH/WESTGATE3 UR TIF INCREM	900069	900070	0
OTTUMWA CITY/OTTUMWA SCH/WESTGATE4 TIF INCREM	900071	900072	615,010
OTTUMWACITY/OTTUMWASCH/WESTGATE #7 INCREMENT	900077	900078	124,039
OTTUMWA CITY/OTTUMWA SCHOOL/WESTGATE/SSMID 1/TIF INC	900081	900082	56,895
OTTUMWA CITY/OTTUMWA SCHOOL/WESTGATE/SSMID 2/TIF INC	900083	900084	73,612
OTTUMWA CITY/OTTUMWA SCHOOL/WESTGATE/SSMID 3/TIF INC	900085	900086	106,429

**Urban Renewal Area Value by Class - 1/1/2020 for FY 2022**

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	59,830	94,965,652	107,943,504	19,133,929	0	-258,173	232,663,276	0	232,663,276
Taxable	50,275	53,569,497	97,149,154	17,220,537	0	-258,173	175,033,807	0	175,033,807
Homestead Credits									890

**TIF Sp. Rev. Fund Cash Balance as of 07-01-2021:**

**-406,640**

**0**

**Amount of 07-01-2021 Cash Balance Restricted for LMI**

TIF Revenue: 191,193  
 TIF Sp. Revenue Fund Interest: 0  
 Property Tax Replacement Claims: 0  
 Asset Sales & Loan Repayments: 0  
**Total Revenue: 191,193**

Rebate Expenditures: 0  
 Non-Rebate Expenditures: 554,752  
 Returned to County Treasurer: 0  
**Total Expenditures: 554,752**

**TIF Sp. Rev. Fund Cash Balance as of 06-30-2022:**

**-770,199**

**0**

**Amount of 06-30-2022 Cash Balance Restricted for LMI**

## Projects For OTTUMWA WESTGATE URBAN RENEWAL

### Downtown Maintenance

Description: Downtown Beautification Program  
Main Street Iowa Program-Iowa Economic Development  
Classification: Authority  
Physically Complete: No  
Payments Complete: No

### Main Street Iowa

Description: Contribution to Main Street Iowa Program  
Main Street Iowa Program-Iowa Economic Development  
Classification: Authority  
Physically Complete: No  
Payments Complete: No

### CSO Projects

Description: Utilities Sewer Separation  
Classification: Roads, Bridges & Utilities  
Physically Complete: No  
Payments Complete: No

### 2017 Washington Apartments PDA

Description: Payment towards the costs of developing Washington  
Apartments  
Classification: Commercial - apartment/condos (residential use, classified  
commercial)  
Physically Complete: Yes  
Payments Complete: No

### 2020 Highlands PDA

Description: Payment towards the costs of redevelopment and  
renovation  
Classification: Commercial-Medical  
Physically Complete: Yes  
Payments Complete: No

### 2021 Cobblestone Hotel PDA

Description: Payment towards the costs of constructing a hotel  
Classification: Commercial - hotels and conference centers  
Physically Complete: No  
Payments Complete: No



## Debts/Obligations For OTTUMWA WESTGATE URBAN RENEWAL

### Downtown Maintenance

Debt/Obligation Type:	Other Debt
Principal:	100,000
Interest:	0
Total:	100,000
Annual Appropriation?:	Yes
Date Incurred:	12/07/2021
FY of Last Payment:	2024

### Mainstreet Ottumwa

Debt/Obligation Type:	Other Debt
Principal:	30,000
Interest:	0
Total:	30,000
Annual Appropriation?:	Yes
Date Incurred:	12/07/2021
FY of Last Payment:	2023

### 2020 GO

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	5,845,164
Interest:	2,105,848
Total:	7,951,012
Annual Appropriation?:	Yes
Date Incurred:	05/14/2020
FY of Last Payment:	2040

### Admin Fees

Debt/Obligation Type:	Other Debt
Principal:	0
Interest:	0
Total:	0
Annual Appropriation?:	Yes
Date Incurred:	07/01/2017
FY of Last Payment:	2025

### Washington Apartments Developer Agreement

Debt/Obligation Type:	Rebates
Principal:	390,000
Interest:	0
Total:	390,000
Annual Appropriation?:	Yes
Date Incurred:	11/07/2017
FY of Last Payment:	2030

### Highlands Development Agreement

Debt/Obligation Type:	Rebates
Principal:	3,800,000
Interest:	0

Total:	3,800,000
Annual Appropriation?:	Yes
Date Incurred:	05/19/2020
FY of Last Payment:	2042

### **Cobblestone Hotel**

Debt/Obligation Type:	Rebates
Principal:	2,400,000
Interest:	0
Total:	2,400,000
Annual Appropriation?:	Yes
Date Incurred:	09/21/2021
FY of Last Payment:	2045

### **Cobblestone Hotel**

Debt/Obligation Type:	Other Debt
Principal:	75,000
Interest:	0
Total:	75,000
Annual Appropriation?:	No
Date Incurred:	09/21/2021
FY of Last Payment:	2023

## Non-Rebates For OTTUMWA WESTGATE URBAN RENEWAL

TIF Expenditure Amount:	25,000
Tied To Debt:	Mainstreet Ottumwa
Tied To Project:	Main Street Iowa
TIF Expenditure Amount:	170
Tied To Debt:	Admin Fees
Tied To Project:	2021 Cobblestone Hotel PDA
TIF Expenditure Amount:	48,922
Tied To Debt:	Downtown Maintenance
Tied To Project:	Downtown Maintenance
TIF Expenditure Amount:	480,660
Tied To Debt:	2020 GO
Tied To Project:	CSO Projects

♣ Annual Urban Renewal Report, Fiscal Year 2021 - 2022

**TIF Taxing District Data Collection**

Local Government Name:	OTTUMWA (90G868)		
Urban Renewal Area:	OTTUMWA WESTGATE URBAN RENEWAL (90001)		
TIF Taxing District Name:	OTTUMWA CITY/OTTUMWA SCH/WESTGATE UR TIF INCREM		
TIF Taxing District Inc. Number:	900043		
TIF Taxing District Base Year:	1989		
FY TIF Revenue First Received:	1991		<b>UR Designation</b>
Subject to a Statutory end date?	Yes	Slum	No
Fiscal year this TIF Taxing District		Blighted	05/1989
statutorily ends:	2023	Economic Development	05/1989

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	31,225,590	31,445,050	152,040	0	-94,452	63,472,754	0	63,472,754
Taxable	0	17,614,152	28,300,545	136,836	0	-94,452	46,459,634	0	46,459,634
Homestead Credits									321

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	17,102,818	46,459,634	1,609,248	44,850,386	1,695,855

FY 2022 TIF Revenue Received: 74,339

**TIF Taxing District Data Collection**

Local Government Name:	OTTUMWA (90G868)		
Urban Renewal Area:	OTTUMWA WESTGATE URBAN RENEWAL (90001)		
TIF Taxing District Name:	OTTUMWA CITY AG/OTTUMWA SCH/WESTGATE AG UR TIF INCREM		
TIF Taxing District Inc. Number:	900045		
TIF Taxing District Base Year:	1989		
FY TIF Revenue First Received:	1991		<b>UR Designation</b>
Subject to a Statutory end date?	Yes	Slum	No
Fiscal year this TIF Taxing District		Blighted	No
statutorily ends:	2023	Economic Development	05/1989

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	59,830	0	0	0	0	0	59,830	0	59,830
Taxable	50,275	0	0	0	0	0	50,275	0	50,275
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	63,662	0	1,066	-1,066	-24

FY 2022 TIF Revenue Received: 0

**TIF Taxing District Data Collection**

Local Government Name:	OTTUMWA (90G868)		
Urban Renewal Area:	OTTUMWA WESTGATE URBAN RENEWAL (90001)		
TIF Taxing District Name:	OTTUMWA CITY/OTTUMWA SCH/WESTGATE2 UR TIF INCREM		
TIF Taxing District Inc. Number:	900051		
TIF Taxing District Base Year:	1994		
FY TIF Revenue First Received:	1996		
Subject to a Statutory end date?	Yes	Slum	UR Designation No
Fiscal year this TIF Taxing District		Blighted	07/1994
statutorily ends:	2023	Economic Development	07/1994

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	11,961,870	26,732,540	26,940	0	-47,045	41,015,198	0	41,015,198
Taxable	0	6,747,613	24,059,286	24,246	0	-47,045	32,364,208	0	32,364,208
Homestead Credits									154

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	23,761,183	17,301,060	613,394	16,687,666	630,984

FY 2022 TIF Revenue Received: 45,240

**TIF Taxing District Data Collection**

Local Government Name:	OTTUMWA (90G868)		
Urban Renewal Area:	OTTUMWA WESTGATE URBAN RENEWAL (90001)		
TIF Taxing District Name:	OTTUMWA CITY/OTTUMWA SCH/WESTGATE3 UR TIF INCREM		
TIF Taxing District Inc. Number:	900068		
TIF Taxing District Base Year:	2002		
FY TIF Revenue First Received:	2004		
Subject to a Statutory end date?	Yes	Slum	UR Designation No
Fiscal year this TIF Taxing District		Blighted	05/2002
statutorily ends:	2023	Economic Development	05/2002

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	40,837,536	29,505,960	0	0	-85,192	70,427,123	0	70,427,123
Taxable	0	23,036,214	26,555,364	0	0	-85,192	49,620,337	0	49,620,337
Homestead Credits									266

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	27,194,312	43,318,003	1,576,836	41,741,167	1,578,292

FY 2022 TIF Revenue Received: 59,267

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**TIF Taxing District Data Collection**

Local Government Name:	OTTUMWA (90G868)		
Urban Renewal Area:	OTTUMWA WESTGATE URBAN RENEWAL (90001)		
TIF Taxing District Name:	OTTUMWA CITY AG/OTTUMWA SCH/WESTGATE3 UR TIF INCREM		
TIF Taxing District Inc. Number:	900070		
TIF Taxing District Base Year:	2002		
FY TIF Revenue First Received:	2004		
Subject to a Statutory end date?	Yes	Slum	UR Designation No
Fiscal year this TIF Taxing District statutorily ends:	2023	Blighted	No
		Economic Development	05/2002

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	0	0	0	0	0

FY 2022 TIF Revenue Received: 0

**TIF Taxing District Data Collection**

Local Government Name:	OTTUMWA (90G868)		
Urban Renewal Area:	OTTUMWA WESTGATE URBAN RENEWAL (90001)		
TIF Taxing District Name:	OTTUMWA CITY/OTTUMWA SCH/WESTGATE4 TIF INCREM		
TIF Taxing District Inc. Number:	900072		
TIF Taxing District Base Year:	2009		
FY TIF Revenue First Received:	2011		
Subject to a Statutory end date?	Yes	Slum	UR Designation No
Fiscal year this TIF Taxing District statutorily ends:	2030	Blighted	11/2009
		Economic Development	11/2009

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	8,787,976	5,643,630	18,701,469	0	-27,780	33,168,279	0	33,168,279
Taxable	0	4,957,204	5,079,267	16,831,323	0	-27,780	26,882,530	0	26,882,530
Homestead Credits									125

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	54,559,403	0	615,010	-615,010	-23,254

FY 2022 TIF Revenue Received: 0

**Annual Urban Renewal Report, Fiscal Year 2021 - 2022**

**TIF Taxing District Data Collection**

Local Government Name: OTTUMWA (90G868)  
 Urban Renewal Area: OTTUMWA WESTGATE URBAN RENEWAL (90001)  
 TIF Taxing District Name: OTTUMWACITY/OTTUMWASCH/WESTGATE #7 INCREMENT  
 TIF Taxing District Inc. Number: 900078  
 TIF Taxing District Base Year: 2016  
 FY TIF Revenue First Received: 0  
 Subject to a Statutory end date? No

	UR Designation
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	2,101,960	1,703,880	0	0	-3,704	8,843,967	0	8,843,967
Taxable	0	1,185,703	1,533,492	0	0	-3,704	6,118,729	0	6,118,729
Homestead Credits									24

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	5,208,609	3,639,062	124,039	3,515,023	132,908

FY 2022 TIF Revenue Received: 2,978

**TIF Taxing District Data Collection**

Local Government Name: OTTUMWA (90G868)  
 Urban Renewal Area: OTTUMWA WESTGATE URBAN RENEWAL (90001)  
 TIF Taxing District Name: OTTUMWA CITY/OTTUMWA SCHOOL/WESTGATE/SSMID 1/TIF INC  
 TIF Taxing District Inc. Number: 900082  
 TIF Taxing District Base Year: 1994  
 FY TIF Revenue First Received: 0  
 Subject to a Statutory end date? No

	UR Designation
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	3,697,020	0	0	0	3,697,020	0	3,697,020
Taxable	0	0	3,327,318	0	0	0	3,327,318	0	3,327,318
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	2,135,998	1,561,022	56,895	1,504,127	58,377

FY 2022 TIF Revenue Received: 2,208

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**TIF Taxing District Data Collection**

Local Government Name: OTTUMWA (90G868)  
 Urban Renewal Area: OTTUMWA WESTGATE URBAN RENEWAL (90001)  
 TIF Taxing District Name: OTTUMWA CITY/OTTUMWA SCHOOL/WESTGATE/SSMID 2/TIF INC  
 TIF Taxing District Inc. Number: 900084

TIF Taxing District Base Year:	1994		<b>UR Designation</b>
FY TIF Revenue First Received:	0	Slum	No
Subject to a Statutory end date?	No	Blighted	No
		Economic Development	No

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	50,720	5,854,530	253,480	0	0	6,952,485	0	6,952,485
Taxable	0	28,611	5,269,077	228,132	0	0	6,061,605	0	6,061,605
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	4,652,732	2,299,753	73,612	2,226,141	88,626

FY 2022 TIF Revenue Received: 2,903

**TIF Taxing District Data Collection**

Local Government Name: OTTUMWA (90G868)  
 Urban Renewal Area: OTTUMWA WESTGATE URBAN RENEWAL (90001)  
 TIF Taxing District Name: OTTUMWA CITY/OTTUMWA SCHOOL/WESTGATE/SSMID 3/TIF INC  
 TIF Taxing District Inc. Number: 900086

TIF Taxing District Base Year:	1994		<b>UR Designation</b>
FY TIF Revenue First Received:	0	Slum	No
Subject to a Statutory end date?	No	Blighted	No
		Economic Development	No

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	3,360,894	0	0	0	5,026,620	0	5,026,620
Taxable	0	0	3,024,805	0	0	0	4,149,171	0	4,149,171
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	1,565,190	3,461,430	106,429	3,355,001	136,923

FY 2022 TIF Revenue Received: 4,258



**Urban Renewal Area Data Collection**

Local Government Name: OTTUMWA (90G868)  
 Urban Renewal Area: OTTUMWA AIRPORT URBAN RENEWAL  
 UR Area Number: 90002

UR Area Creation Date: 07/1994

UR Area Purpose: To plan and provide sufficient land for comm./industrial dev., install public works and facilities, eliminate blight, maintain transportation network, provide a marketable/investment climate and encourage commercial and industrial growth and expansion with a sound econ. base.

**Tax Districts within this Urban Renewal Area**

	Base No.	Increment No.	Increment Value Used
RICHLAND TWP/OTTUMWA SCH/A P TIF INCREM	900056	900057	2,815,353
OTTUMWA CITY/OTTUMWA SCH/A P TIF INCREM	900058	900059	1,246,101
OTTUMWA CITY AG/OTTUMWA SCH/A P TIF INCREM	900060	900061	5
CENTER TWP/OTTUMWA SCH/A P TIF INCREM	900062	900063	47,575

**Urban Renewal Area Value by Class - 1/1/2020 for FY 2022**

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	1,838,570	16,587,140	8,131,270	7,541,474	0	-16,668	34,081,786	0	34,081,786
Taxable	1,544,957	9,356,704	7,318,143	6,787,327	0	-16,668	24,990,463	0	24,990,463
Homestead Credits									55

**TIF Sp. Rev. Fund Cash Balance as of 07-01-2021:**

-46,651

0

**Amount of 07-01-2021 Cash Balance Restricted for LMI**

TIF Revenue: 123,469  
 TIF Sp. Revenue Fund Interest: 0  
 Property Tax Replacement Claims: 0  
 Asset Sales & Loan Repayments: 0  
**Total Revenue: 123,469**

Rebate Expenditures: 0  
 Non-Rebate Expenditures: 233,900  
 Returned to County Treasurer: 0  
**Total Expenditures: 233,900**

**TIF Sp. Rev. Fund Cash Balance as of 06-30-2022:**

-157,082

0

**Amount of 06-30-2022 Cash Balance Restricted for LMI**

## **Projects For OTTUMWA AIRPORT URBAN RENEWAL**

### **AIRPORT RUNWAY**

Description:	Airport Runway Renovation
Classification:	Roads, Bridges & Utilities
Physically Complete:	No
Payments Complete:	No

## Debts/Obligations For OTTUMWA AIRPORT URBAN RENEWAL

### GO 2019B Runway

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	1,125,000
Interest:	115,200
Total:	1,240,200
Annual Appropriation?:	Yes
Date Incurred:	11/17/2018
FY of Last Payment:	2027

## **Non-Rebates For OTTUMWA AIRPORT URBAN RENEWAL**

TIF Expenditure Amount:	233,900
Tied To Debt:	GO 2019B Runway
Tied To Project:	AIRPORT RUNWAY

**TIF Taxing District Data Collection**

Local Government Name:	OTTUMWA (90G868)		
Urban Renewal Area:	OTTUMWA AIRPORT URBAN RENEWAL (90002)		
TIF Taxing District Name:	RICHLAND TWP/OTTUMWA SCH/A P TIF INCREM		
TIF Taxing District Inc. Number:	900057		
TIF Taxing District Base Year:	1994		
FY TIF Revenue First Received:	1996		UR Designation
Subject to a Statutory end date?	Yes	Slum	No
Fiscal year this TIF Taxing District		Blighted	06/1994
statutorily ends:	2019	Economic Development	06/1994

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	1,449,310	5,997,870	8,131,270	7,541,474	0	-9,260	23,110,664	0	23,110,664
Taxable	1,217,861	3,383,358	7,318,143	6,787,327	0	-9,260	18,697,429	0	18,697,429
Homestead Credits									25

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	9,691,355	13,428,569	2,815,353	10,613,216	252,368

FY 2022 TIF Revenue Received: 75,235

**TIF Taxing District Data Collection**

Local Government Name:	OTTUMWA (90G868)		
Urban Renewal Area:	OTTUMWA AIRPORT URBAN RENEWAL (90002)		
TIF Taxing District Name:	OTTUMWA CITY/OTTUMWA SCH/A P TIF INCREM		
TIF Taxing District Inc. Number:	900059		
TIF Taxing District Base Year:	1994		
FY TIF Revenue First Received:	1996		UR Designation
Subject to a Statutory end date?	No	Slum	No
		Blighted	06/1994
		Economic Development	06/1994

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	10,437,810	0	0	0	-7,408	10,430,402	0	10,430,402
Taxable	0	5,887,908	0	0	0	-7,408	5,880,500	0	5,880,500
Homestead Credits									29

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	83,802	5,880,500	1,246,101	4,634,399	175,233

FY 2022 TIF Revenue Received: 47,130

**TIF Taxing District Data Collection**

Local Government Name: OTTUMWA (90G868)  
 Urban Renewal Area: OTTUMWA AIRPORT URBAN RENEWAL (90002)  
 TIF Taxing District Name: OTTUMWA CITY AG/OTTUMWA SCH/A P TIF INCREM  
 TIF Taxing District Inc. Number: 900061  
 TIF Taxing District Base Year: 1994  
 FY TIF Revenue First Received: 1996  
 Subject to a Statutory end date? No

	UR Designation
Slum	No
Blighted	06/1994
Economic Development	06/1994

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	230	0	0	0	0	0	230	0	230
Taxable	193	0	0	0	0	0	193	0	193
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	205	25	5	20	0

FY 2022 TIF Revenue Received: 0

**TIF Taxing District Data Collection**

Local Government Name: OTTUMWA (90G868)  
 Urban Renewal Area: OTTUMWA AIRPORT URBAN RENEWAL (90002)  
 TIF Taxing District Name: CENTER TWP/OTTUMWA SCH/A P TIF INCREM  
 TIF Taxing District Inc. Number: 900063  
 TIF Taxing District Base Year: 1994  
 FY TIF Revenue First Received: 1996  
 Subject to a Statutory end date? No

	UR Designation
Slum	No
Blighted	06/1994
Economic Development	06/1994

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	389,030	151,460	0	0	0	0	540,490	0	540,490
Taxable	326,903	85,438	0	0	0	0	412,341	0	412,341
Homestead Credits									1

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	320,348	220,142	47,575	172,567	4,005

FY 2022 TIF Revenue Received: 1,104

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**Urban Renewal Area Data Collection**

Local Government Name: OTTUMWA (90G868)  
 Urban Renewal Area: HOSPITAL DISTRICT PENN AVE CORRIDOR URBAN RENEWAL  
 UR Area Number: 90003

UR Area Creation Date: 10/2011

URA activities are designed to provide opportunities, incentives, and sites for community economic development purposes, including new and expanded commercial development using public and private investment for the sound development of public works and facilities for the efficient development and to achieve a marketable and attractive investment climate as well as a diversified, well balanced economy providing a desirable standard of living, job opportunity and strengthened tax base.

UR Area Purpose:

**Tax Districts within this Urban Renewal Area**

	Base No.	Increment No.	Increment Value Used
OTTUMWA CITY/OTTUMWA SCH/HOSP DIST PENN AVE CORRIDOR INCREMENT	900073	900074	0

**Urban Renewal Area Value by Class - 1/1/2020 for FY 2022**

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	1,208,760	47,787,760	0	0	-3,704	61,013,148	0	61,013,148
Taxable	0	681,851	43,008,984	0	0	-3,704	51,800,855	0	51,800,855
Homestead Credits									13

**TIF Sp. Rev. Fund Cash Balance as of 07-01-2021:**

**Amount of 07-01-2021 Cash Balance Restricted for LMI**

TIF Revenue:	0
TIF Sp. Revenue Fund Interest:	0
Property Tax Replacement Claims	0
Asset Sales & Loan Repayments:	0
<b>Total Revenue:</b>	<b>0</b>

Rebate Expenditures:	0
Non-Rebate Expenditures:	0
Returned to County Treasurer:	0
<b>Total Expenditures:</b>	<b>0</b>

**TIF Sp. Rev. Fund Cash Balance as of 06-30-2022:**

**Amount of 06-30-2022 Cash Balance Restricted for LMI**

0 0

**▲ Annual Urban Renewal Report, Fiscal Year 2021 - 2022**

**TIF Taxing District Data Collection**

Local Government Name: OTTUMWA (90G868)  
 Urban Renewal Area: HOSPITAL DISTRICT PENN AVE CORRIDOR URBAN RENEWAL (90003)  
 TIF Taxing District Name: OTTUMWA CITY/OTTUMWA SCH/HOSP DIST PENN AVE CORRIDOR INCREMENT  
 TIF Taxing District Inc. Number: 900074  
 TIF Taxing District Base Year: 2011  
 FY TIF Revenue First Received: 2013  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2031

	UR Designation
Slum	No
Blighted	No
Economic Development	11/2011

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	1,208,760	47,787,760	0	0	-3,704	61,013,148	0	61,013,148
Taxable	0	681,851	43,008,984	0	0	-3,704	51,800,855	0	51,800,855
Homestead Credits									13

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	31,594,176	29,422,676	0	29,422,676	1,112,512

FY 2022 TIF Revenue Received: 0



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**Urban Renewal Area Data Collection**

Local Government Name: OTTUMWA (90G868)  
 Urban Renewal Area: VOGEL URBAN RENEWAL  
 UR Area Number: 90004

UR Area Creation Date:

UR Area Purpose:

**Tax Districts within this Urban Renewal Area**

	Base No.	Increment No.	Increment Value Used
VOGEL URBAN RENEWAL INCREMENT	900079	900080	0

**Urban Renewal Area Value by Class - 1/1/2020 for FY 2022**

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	341,660	0	0	0	341,660	0	341,660
Taxable	0	0	307,494	0	0	0	307,494	0	307,494
Homestead Credits									0

**TIF Sp. Rev. Fund Cash Balance as of 07-01-2021:**

0

**Amount of 07-01-2021 Cash Balance Restricted for LMI**

TIF Revenue: 0  
 TIF Sp. Revenue Fund Interest: 0  
 Property Tax Replacement Claims: 0  
 Asset Sales & Loan Repayments: 0  
**Total Revenue: 0**

Rebate Expenditures: 0  
 Non-Rebate Expenditures: 0  
 Returned to County Treasurer: 0  
**Total Expenditures: 0**

**TIF Sp. Rev. Fund Cash Balance as of 06-30-2022:**

0

**Amount of 06-30-2022 Cash Balance Restricted for LMI**

♣ Annual Urban Renewal Report, Fiscal Year 2021 - 2022

**TIF Taxing District Data Collection**

Local Government Name: OTTUMWA (90G868)  
 Urban Renewal Area: VOGEL URBAN RENEWAL (90004)  
 TIF Taxing District Name: VOGEL URBAN RENEWAL INCREMENT  
 TIF Taxing District Inc. Number: 900080

		UR Designation	
TIF Taxing District Base Year:	2017	Slum	No
FY TIF Revenue First Received:		Blighted	No
Subject to a Statutory end date?	No	Economic Development	No

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	341,660	0	0	0	341,660	0	341,660
Taxable	0	0	307,494	0	0	0	307,494	0	307,494
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2022	341,660	0	0	0	0

FY 2022 TIF Revenue Received: 0

**Urban Renewal Area Data Collection**

Local Government Name: OTTUMWA (90G868)  
 Urban Renewal Area: OTTUMWA WILDWOOD DR/HWY 34  
 UR Area Number: 90075

UR Area Creation Date: 08/2011

To establish and provide opportunities, incentives and sites for community economic development, including private investment in the area, plan for and provide sufficient land for commercial development in a manner that is efficient from the standpoint of providing municipal services and provide a more marketable and attractive investment climate as well as provide a diversified, well balanced economy creating job opportunities and standard of living as well as increasing the tax base.

UR Area Purpose:

**Tax Districts within this Urban Renewal Area**

	Base No.	Increment No.	Increment Value Used
OTTUMWACITY/OTTUMWASCH/OTT WILDWOOD DR/HWY 34 INCREMENT	900075	900076	2,924,559

**Urban Renewal Area Value by Class - 1/1/2020 for FY 2022**

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	3,249,510	0	0	0	3,249,510	0	3,249,510
Taxable	0	0	2,924,559	0	0	0	2,924,559	0	2,924,559
Homestead Credits									0

**TIF Sp. Rev. Fund Cash Balance as of 07-01-2021:** -94,583      0      **Amount of 07-01-2021 Cash Balance Restricted for LMI**

TIF Revenue: 110,582  
 TIF Sp. Revenue Fund Interest: 0  
 Property Tax Replacement Claims: 56,798  
 Asset Sales & Loan Repayments: 0  
**Total Revenue: 167,380**

Rebate Expenditures: 0  
 Non-Rebate Expenditures: 130,606  
 Returned to County Treasurer: 0  
**Total Expenditures: 130,606**

**TIF Sp. Rev. Fund Cash Balance as of 06-30-2022:** -57,809      0      **Amount of 06-30-2022 Cash Balance Restricted for LMI**

## Projects For OTTUMWA WILDWOOD DR/HWY 34

### Kohl's Dept. Store Development

Description:	Building and opening of Kohl's Dept. Store
Classification:	Commercial - retail
Physically Complete:	Yes
Payments Complete:	No

### Administrative Expenses

Description:	Payment of incurred legal and admin expenses
Classification:	Administrative expenses
Physically Complete:	Yes
Payments Complete:	No

### Hopkins StripMall

Description:	Payment towards costs of Hopkins Development
Classification:	Commercial - retail
Physically Complete:	No
Payments Complete:	No

## Debts/Obligations For OTTUMWA WILDWOOD DR/HWY 34

### Taxable Series 2021

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	1,280,000
Interest:	93,163
Total:	1,373,163
Annual Appropriation?:	Yes
Date Incurred:	09/18/2011
FY of Last Payment:	2031

### Hopkins Properties LLC Development Agreement

Debt/Obligation Type:	Rebates
Principal:	475,000
Interest:	0
Total:	475,000
Annual Appropriation?:	Yes
Date Incurred:	04/05/2022
FY of Last Payment:	2032

### Hopkins Properties LLC Development

Debt/Obligation Type:	Other Debt
Principal:	75,000
Interest:	0
Total:	75,000
Annual Appropriation?:	No
Date Incurred:	04/05/2022
FY of Last Payment:	2023

## Non-Rebates For OTTUMWA WILDWOOD DR/HWY 34

TIF Expenditure Amount: 128,671  
Tied To Debt: Taxable Series 2021  
Tied To Project: Kohl's Dept. Store Development

TIF Expenditure Amount: 1,935  
Tied To Debt: Hopkins Properties LLC  
Development Agreement  
Tied To Project: Administrative Expenses

◆ Annual Urban Renewal Report, Fiscal Year 2021 - 2022

Additional property taxes paid by Kohl's per agreement of \$56,798 entered as Property Tax Replacement Claims (Payment in Lieu of Taxes).

256 Characters Left

Sum of Private Investment Made Within This Urban Renewal Area  
during FY 2022

0

**TIF Taxing District Data Collection**

Local Government Name: OTTUMWA (90G868)  
 Urban Renewal Area: OTTUMWA WILDWOOD DR/HWY 34 (90075)  
 TIF Taxing District Name: OTTUMWACITY/OTTUMWASCH/OTT WILDWOOD DR/HWY 34 INCREMENT  
 TIF Taxing District Inc. Number: 900076

TIF Taxing District Base Year:	2011		<b>UR Designation</b>
FY TIF Revenue First Received:	2014	Slum	No
Subject to a Statutory end date?	No	Blighted	No
		Economic Development	08/2011

TIF Taxing District Value by Class - 1/1/2020 for FY 2022

	<b>Agricultural</b>	<b>Residential</b>	<b>Commercial</b>	<b>Industrial</b>	<b>Other</b>	<b>Military</b>	<b>Total</b>	<b>Gas/Electric Utility</b>	<b>Total</b>
Assessed	0	0	3,249,510	0	0	0	3,249,510	0	3,249,510
Taxable	0	0	2,924,559	0	0	0	2,924,559	0	2,924,559
Homestead Credits									0

	<b>Frozen Base Value</b>	<b>Max Increment Value</b>	<b>Increment Used</b>	<b>Increment Not Used</b>	<b>Increment Revenue Not Used</b>
Fiscal Year 2022	12,928	2,924,559	2,924,559	0	0

FY 2022 TIF Revenue Received: 110,582



received  
12.15.22 1:35pm

CITY OF OTTUMWA

STAFF Summary

**\*\* Action Item \*\***

Council Meeting: December 20, 2022

\_\_\_\_\_  
Tony Miller  
Prepared by

\_\_\_\_\_  
Fire  
Department

\_\_\_\_\_  
Tony Miller  
Department Head

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

**Agenda Title:** Have a discussion on the Wapello County MABAS plan.

.....  
**Recommendation:** This will be a discussion on the new County wide MABAS plan.

**Discussion:** The MABAS plan is an update on the Wapello County Mutual Aid system that the OFD has been part of since the 1980's or earlier. There will be a lot of information handed out and discussed at this meeting including the pros and cons on the effect of the OFD. Council members will have an understanding on how this will affect all aspects of the City of Ottumwa.

## Chris Reinhard

---

**From:** Philip Rath  
**Sent:** Tuesday, December 20, 2022 8:47 AM  
**To:** Cara Galloway; D McAntire; Marc Roe; Rick Johnson; Russ Hull; R Johnson personal; Sandra Pope  
**Cc:** Chris Reinhard  
**Subject:** FW: Final Draft  
**Attachments:** Explanation-Final.docx; WCRFD Building Flores 2018-Present.pdf; WCRFD - OFD.pdf; OFD Mutual Aid Given.pdf; OFD Building Fires 2018-Present.pdf; MABAS FINAL PLAN 10.25.22.pdf; FIRE DIST-WapelloCoMap-11X17SecLines (003).pdf

City Council,

Chief Miller asked me to forward this over. I have not had the opportunity to review, but wanted to forward the information to you.

**This message is addressed to more than one committee / council member. To avoid the potential for Open Meeting violation, please do NOT use REPLY ALL to respond to this message.**

Respectfully,

Philip Rath  
Administrator  
City of Ottumwa

105 East Third Street  
Ottumwa, IA 52501

(P): [641-683-0607](tel:641-683-0607)  
(M): [641-931-0952](tel:641-931-0952)

[rathp@ottumwa.us](mailto:rathp@ottumwa.us)

This email contains the thoughts, opinions, and commentary of the author alone. It is intended as a one-way transmission of a thought, idea, or information related to my role as municipal official or issues within the municipality, but is not intended to serve as an invitation for reply, rebuttal, discussion, debate or responsive commentary. Please do not respond to this email as it is the author's intention to utilize the informality and convenience of this electronic message while simultaneously avoiding any and all violations of the Open Meetings Law. **You are specifically requested to refrain from forwarding or "replying to all" with regard to its contents, so as to avoid the possible "walking quorum" proscriptions.** It is the author's motive and intent to comply with the overriding policy of the open meetings law - to ensure public access to information about governmental affairs. Your cooperation in accomplishing this end is most appreciated.

# # #

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**From:** Tony Miller <millert@ottumwa.us>  
**Sent:** Monday, December 19, 2022 1:36 PM  
**To:** Philip Rath <rathp@ottumwa.us>  
**Subject:** FW: Final Draft

Phil, if this looks okay to you can you please forward this on to council members. I do not have them in a group email or I would forward them on myself.

Thank you

Tony

**From:** Cory Bengé <bengec@ottumwa.us>  
**Sent:** Sunday, December 18, 2022 11:39 AM  
**To:** Tony Miller <millert@ottumwa.us>  
**Subject:** Final Draft

Chief,

Please review the attached document titled Explanation - Final, after you approve or make any needed changes please forward this document and the other attached documents to the CA for his review and for him to forward to council.

If you want I recommend to send all of this information out to the fire department staff so they are also aware of the information so they can form their own opinion.

Cory Bengé IAAI-CFI  
Deputy Chief/Fire Marshal  
Ottumwa Fire Department  
641-683-0666 x3  
[bengec@ottumwa.us](mailto:bengec@ottumwa.us)

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[ CITY OF ]

O T T U M W A

[Fire Department]

Date: 12/19/2022

TO: City Administrator Rath  
City Council Members  
Fire Department Staff

From: Deputy Chief Cory Bengé

RE: Wapello County Mutual Aid Box Alarm System (MABAS)

The Mutual Aid Box Alarm System (MABAS) is designed to take what we are already doing and put it on paper to predetermine who and what apparatus are going to respond to the calls where the likelihood of endangered life and property are high, which are typically structure fires. The Ottumwa Fire Department houses two boats that regularly respond out of the City of Ottumwa to rescue situations in the river and other bodies of water. We are the only department with an aerial device in Wapello County and the department responsible for providing Haz-Mat response at the technician level for Wapello County and ten surrounding counties.

For our local purpose, the term BOX alarms are automatic aid dispatches for a call for service that is a confirmed OR highly likely a structure fire. Communications Specialists have the authority to make judgement calls based on the information collected from the 911 caller. They will have a predetermined list of questions that they will ask the caller to gather pertinent information to make the call whether the call is a structure fire which trips a box alarm for those departments in the first box to respond to. The first box will be activated by the communications specialist and additional boxes and equipment will be activated by the incident commander when deemed necessary for additional resources when needed.

There are areas in the City of Ottumwa where there are no fire hydrants. This area is Lake Road and Bluegrass Road. There are areas on the edges of the city limits where there is limited water supply when fighting a fire. In these areas the need for a tender (water truck) are paramount in saving lives and property. These areas would be included into our first alarm box

Ottumwa Fire Department  
201 N. Wapello St. Ottumwa, Iowa 52501  
Telephone 641-683-0666 Fax 641-683-0663



[ CITY OF ]

O T T U M W A

## [Fire Department]

for the response of a tender from Wapello County Rural Fire Department, which would be included into the new dispatch console by address for the need for a tender when a confirmed fire is called in.

The Ottumwa Fire Department is in the initial box in four areas outside the City of Ottumwa. Dahlongea Township which is located northeast of the City of Ottumwa. Center Township which basically surrounds the city limits. The City of Agency, due to they have fire hydrants in place and the Ottumwa Generating Station (OGS) which is in Cass Township due to their large and tall structures for our aerial device Tower 1 and has its own water supply.

Since 2018 OFD has responded to 53 mutual aid calls. Of those 53, 13 of them were for the Southeast Iowa Response Group Hazardous Materials Team responses. Of the 40 remaining calls they range from calls to Oskaloosa for the use of our aerial to a call near Centerville for a swift water rescue. 6 calls were to building fires and the other calls such as car crashes, EMS calls and grass fires. Wapello County Rural Fire Department aided the Ottumwa Fire Department a total of 35 times. Of those calls four times they aided at the scene of a structure fire and five of those times they staffed their station to respond to calls in the City of Ottumwa while OFD was busy on a fire. The other calls are for EMS calls they covered when OFD was busy on other calls and grass fires. Using data from 2018 to present if the MABAS plan was in place we would have automatically responded to an average of 3 calls per year, four of them being at Ottumwa Generating Station (OGS) for the initial alarm.

Occasionally, communities face emergencies that overtax their own fire and emergency medical service operations, as well as their specialty response team capabilities. Being a part of a MABAS plan provides manpower and equipment assistance when needed. In 1970, the MABAS box alarm system was established to provide a swift, standardized and effective method of mutual aid assistance for extra alarm fires and mass casualty incidents. Today, MABAS systems are in nearly every fire department in Illinois, as well as many areas of Iowa, Indiana and Wisconsin. A fire can double in size every minute they are allowed to burn, meaning the quicker



## [Fire Department]

the response the greater the chances are to save a viable life, preserve property damage, and stabilize the incident.

Fire Department administration recommends entering into this agreement with the understanding that one year after implementation it will be reevaluated and any recommended changes be discussed with all interested parties.

WCRFD Building Fires Responded to 2018 - Present

1	7/22/2022	22185	Building fire	10580 rutledge Road	35	10/27/2019	19263	Building fire	309 kd Avenue
2	6/21/2022	22155	Building fire	4887 hessle Street	36	10/8/2019	19246	Building fire	4367 91st Avenue and river road
3	6/17/2022	22154	Building fire	706 ellis Avenue	37	9/26/2019	19240	Building fire	14270 sycamore Road
4	4/6/2022	22093	Building fire	11434 Copperhead Road	38	9/10/2019	19228	Building fire	124 North main
5	4/1/2022	22089	Building fire	608 High Street	39	7/19/2019	19185	Building fire	740 pennsylvania
6	6/4/2021	21159	Building fire	13925 Bison Trail	40	6/21/2019	19163	Building fire	3655 91 Avenue
7	1/5/2022	22007	Building fire	3434 hwy 16	41	5/26/2019	19157	Building fire	2655 n court
8	12/12/2021	21355	Building fire	13006 165 Avenue	42	4/18/2019	19090	Building fire	17747 110th Avenue
9	8/12/2021	21219	Building fire	512 West walnut	43	3/9/2019	19048	Building fire	9002 194th Avenue
10	1/6/2021	21005	Building fire	114987 118th Avenue	44	3/6/2019	19045	Building fire	201 West main
11	4/28/2021	21129	Building fire	10274 T61 Highway	45	2/23/2019	19039	Building fire	102 East main Street
12	4/5/2021	21109	Building fire	7301 194th	46	11/9/2018	18359	Building fire	20346 240th Avenue
13	4/1/2021	21098	Building fire	502 Wood Street	47	11/4/2018	18354	Building fire	10067 100TH Street
14	3/7/2021	21072	Building fire	16956 74th Street	48	10/29/2018	18341	Building fire	4254 28th Street
15	2/18/2021	21052	Building fire	132nd st and 220th ave	49	10/5/2018	18330	Building fire	111 East court Street
16	2/9/2021	21042	Building fire	11100 jewel Avenue	50	8/23/2018	18269	Building fire	1238 Hutchinson Avenue
17	1/14/2021	21014	Building fire	9384 Copperhead Road	51	5/8/2018	18148	Building fire	12737 copperhead Road
18	1/8/2021	21007	Building fire	7133 120th Avenue	52	4/29/2018	18139	Building fire	10952 dahloega Road
19	12/16/2020	20346	Building fire	5033 118th Avenue	53	2/1/2018	18037	Building fire	18591 Kirkville Road
20	11/15/2020	20305	Building fire	6249 180th Avenue	54	1/27/2018	18032	Building fire	806 wood Street
21	11/2/2020	20286	Building fire	107 West 3rd Street					
22	10/22/2020	20278	Building fire	404 1st Street					
23	10/8/2020	20253	Building fire	4910 225th Avenue					
24	9/25/2020	20243	Building fire	15719 Monroe Wapello Road					
25	7/19/2020	20199	Building fire	501 South cedar Street					
26	7/19/2020	20198	Building fire	12810 159th Trail					
27	7/9/2020	20194	Building fire	105 south Street					
28	6/7/2020	20150	Building fire	200 East walnut Street					
29	5/24/2020	20128	Building fire	16365 74th Street					
30	4/7/2020	20072	Building fire	3745 48th Avenue					
31	4/5/2020	20067	Building fire	18832 Soap Creek Road					
32	3/13/2020	20051	Building fire	2411 lake Road					
33	11/24/2019	19287	Building fire	515 East walnut					
34	11/24/2019	19286	Building fire	10898 Rutledge Road					

# of calls OFD would have been 1st box

WCRFD Aided OFD

WCRFD Mutual-Aid Given to OFD  
2018 - Present

WCRFD Incident Number	Basic Incident Full Address	Basic Aid Given Their Fire Department Name	Basic Incident Type (FD1.21)
1	18311 2 suxxes City of Ottumwa IA 52501	Ottumwa Fire Department	Medical assist, assist EMS crew
2	18319 box car alley City of Ottumwa IA 52501	Ottumwa Fire Department	Watercraft rescue
3	18320 hwy 34 City of Ottumwa IA 52501	Ottumwa Fire Department	Motor vehicle accident with no injuries.
4	18070 120th City of Ottumwa IA 52501	Ottumwa Fire Department	Brush or brush-and-grass mixture fire
5	18088 1501 North jefferson City of Ottumwa IA 52501	Ottumwa Fire Department	Brush or brush-and-grass mixture fire
6	18250 1021 overman City of Ottumwa IA 52501	Ottumwa Fire Department	Brush or brush-and-grass mixture fire
7	18310 111 East court City of Ottumwa IA 52501	Ottumwa Fire Department	Building fire
8	18312 322 East PARK City of Ottumwa IA 52501	Ottumwa Fire Department	Medical assist, assist EMS crew
9	19091 901 E Williams City of Ottumwa IA 52501	Ottumwa Fire Department	Unauthorized burning
10	19138 Main City of Ottumwa IA 52501	Ottumwa Fire Department	Good intent call, other
11	19140 102 South Davis City of Ottumwa IA 52501	Ottumwa Fire Department	EMS call, excluding vehicle accident with injury
12	19068 120th City of Ottumwa IA 52501	Ottumwa Fire Department	Grass fire
13	19137 2655 n court City of Ottumwa IA 52501	Ottumwa Fire Department	Building fire
14	19185 740 pennsylvania City of Ottumwa IA 52501	Ottumwa Fire Department	Building fire
15	19238 706 edwards City of Ottumwa IA 52501	Ottumwa Fire Department	Medical assist, assist EMS crew
16	19312 mary City of Ottumwa IA 52501	Ottumwa Fire Department	Motor vehicle accident with injuries
17	20007 Emma City of Ottumwa IA 52501	Ottumwa Fire Department	Grass fire
18	20020 7133 120th City of Ottumwa IA 52501	Ottumwa Fire Department	Dispatched and cancelled en route
19	20262 121 North Mc Lean City of Ottumwa IA 52501	Ottumwa Fire Department	EMS call, excluding vehicle accident with injury
20	20306 600 South iowa City of Ottumwa IA 52501	Ottumwa Fire Department	Medical assist, assist EMS crew
21	20307 201 South market City of Ottumwa IA 52501	Ottumwa Fire Department	Medical assist, assist EMS crew
22	21097 518 church City of Ottumwa IA 52501	Ottumwa Fire Department	Cover assignment, standby, moveup
23	21118 sandy City of Ottumwa IA 52501	Ottumwa Fire Department	Forest, woods or wildland fire
24	21169 714 West mary City of Ottumwa IA 52501	Ottumwa Fire Department	Cover assignment, standby, moveup
25	21212 City of Ottumwa IA 52501	Ottumwa Fire Department	Cover assignment, standby, moveup
26	21357 524 North wapello apt 1 City of Ottumwa IA 52501	Ottumwa Fire Department	Dispatched and cancelled en route
27	21358 714 West mary City of Ottumwa IA 52501	Ottumwa Fire Department	Cover assignment, standby, moveup
28	21359 119 South Milner City of Ottumwa IA 52501	Ottumwa Fire Department	Medical assist, assist EMS crew
29	21132 714 West mary City of Ottumwa IA 52501	Ottumwa Fire Department	Cover assignment, standby, moveup
30	22106 501 East second City of Ottumwa IA 52501	Ottumwa Fire Department	False alarm or false call, other
31	22140 Blackhawk Boat Access City of Ottumwa IA 52501	Ottumwa Fire Department	Search for person in water
32	22154 706 ellis City of Ottumwa IA 52501	Ottumwa Fire Department	Building fire
33	22217 34 City of Ottumwa IA 52501	Ottumwa Fire Department	Animal problem, other
34	22276 945 West williams City of Ottumwa IA 52501	Ottumwa Fire Department	Medical assist, assist EMS crew
35	22285 richmond ave City of Ottumwa IA 52501	Ottumwa Fire Department	Motor vehicle accident with no injuries.

Staff station to cover OFD calls



Ottumwa Fire Dept.  
Mutual Aid Given 2018 - Present

	OFD Incident Number	Basic Aid Given Or Received	Basic Aid Given Their Fire Department Name	Basic Incident Type (FD1.21)		Township	OFD Part of MABAS Box 1 Plan
1	180262	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	EMS call, excluding vehicle accident with injury		GREEN	No
2	180314	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Dispatched and cancelled en route		Richland	No
3	180342	Mutual aid given	Oskaloosa Fire Department	Building fire	Tower 1		No
4	180442	Mutual aid given	Blakesburg Fire Department	Breakdown of light ballast	Miller - B.Burg School	Adams	No
5	181077	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Public service assistance, other	Grass	Center	No
6	181435	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Rail vehicle fire	Train derail	Cass	No
7	181518	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Grass fire	Grass	Richland	No
8	181667	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Motor vehicle accident with injuries	Crash	Center	No
9	181898	Mutual aid given	Blakesburg Fire Department	Special type of incident, other	BOAT	Adams	No
10	181923	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Grass fire		Center	No
11	181925	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Motor vehicle accident with injuries	Chilli. Turn & 63	Richland	No
12	182900	Mutual aid given	Centerville Fire Department	Swift water rescue	Boat		No
13	190642	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Assist police or other governmental agency	REHAB		No
14	190774	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Grass fire	Grass	Richland	No
15	191116	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Assist police or other governmental agency	REHAB	Highland	No
16	191507	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Extrication of victim(s) from vehicle	Crash	Keokuk	No
17	192567	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Dispatched and cancelled en route	Poss.Fire	Center	YES
18	192637	Mutual aid given	Hedrick Fire Department	Building fire	Tower 1		No
19	193177	Mutual aid given	Eldon Fire & Rescue Inc.	Building fire	REHAB		No
20	200280	Mutual aid given	Eldon Fire & Rescue Inc.	Assist police or other governmental agency	BENGE		No
21	200954	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Authorized controlled burning	Grass		No
22	202991	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Dispatched and cancelled en route			No
23	203328	Mutual aid given	Blakesburg Fire Department	Dispatched and cancelled en route			No
24	210047	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Building fire	Fire	DAHLONEGA	YES
25	210478	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Cover assignment, standby, moveup	REHAB		No
26	210941	Mutual aid given	Eldon Fire & Rescue Inc.	Building fire	Fire		No
27	211374	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Building fire	Fire	DAHLONEGA	Yes
28	212395	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Good intent call, other	Fire	Center	Yes
29	212706	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Fire, other	OGS		Yes
30	213287	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Natural vegetation fire, other	Grass		No
31	213647	Mutual aid given	Blakesburg Fire Department	Assist police or other governmental agency	BENGE		No
32	220048	Mutual aid given	Eldon Fire & Rescue Inc.	Assist police or other governmental agency	REHAB		No

Ottumwa Fire Dept.  
Mutual Aid Given 2018 - Present

33	220234	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Smoke scare, odor of smoke	OGS	Cass	Yes
34	221329	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Service call, other	OGS	Cass	Yes
35	221776	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Search for person in water	Boat		No
36	222007	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Fires in structure other than in a building	OGS	Cass	Yes
37	222137	Mutual aid given	Oskaloosa Fire Department	Fire, other	Tower 1		No
					Cargill -		
38	222158	Mutual aid given	Eddyville Fire Department	Chimney or flue fire, confined to chimney or flue	Tower 1		No
39	223170	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Medical assist, assist EMS crew			No
40	223279	Mutual aid given	Hedrick Fire Department	Cultivated grain or crop fire	Grass		No
41	181190	Mutual aid given	Osceola Fire Department	Special type of incident, other	SIRG		
42	220447	Mutual aid given	Corydon Fire Department	Chemical spill or leak	SIRG		
43	213378	Mutual aid given	Eldon Fire & Rescue Inc.	Accident, potential accident, other	SIRG		
44	213564	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	HazMat release investigation w/no HazMat	SIRG		
45	212984	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Gasoline or other flammable liquid spill	SIRG		
46	212064	Mutual aid given	Hedrick Fire Department	Chemical spill or leak	SIRG		
47	183076	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Oil or other combustible liquid spill	SIRG		
48	190075	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	HazMat release investigation w/no HazMat	SIRG		
49	181940	Mutual aid given	Osceola Fire Department	Chemical spill or leak	SIRG		
50	191151	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	HazMat release investigation w/no HazMat	SIRG		
51	201487	Mutual aid given	Eddyville Fire Department	Chemical hazard (no spill or leak)	SIRG		
52	212436	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Vehicle accident, general cleanup	SIRG		
53	211389	Mutual aid given	Wapello County Rural Volunteer Fire Dept.	Vehicle accident, general cleanup	SIRG		

**Building Fires Responded to by Ottumwa Fire Dept.  
2018-Present**

1	12/7/2022	223929	Building fire	116 South Ash	35	1/8/2022	220076	Building fire	319 East Fifth
2	12/5/2022	223907	Building fire	806 Harvey	36	12/28/2021	213998	Building fire	404 North Forrest Avenue
3	11/29/2022	223819	Building fire	2823 North Court	37	12/8/2021	213769	Building fire	805 East Williams
4	11/24/2022	223752	Building fire	1035 South Madison Street	38	12/4/2021	213739	Building fire	1011 Glenwood
5	11/21/2022	223705	Building fire	827 Albia Road	39	12/3/2021	213726	Building fire	807 South Lillian
6	11/17/2022	223673	Building fire	827 Albia Road Apt 213	40	11/30/2021	213679	Building fire	549 Burrhus
7	10/29/2022	223449	Building fire	1140 North Elm Street	41	10/30/2021	213351	Building fire	226 South Schuyler Street
8	10/25/2022	223392	Building fire	921 Hackberry	42	10/24/2021	213293	Building fire	314 West Maple
9	10/18/2022	223326	Building fire	611 South Adella	43	9/28/2021	212997	Building fire	149 Taft Circle
10	9/14/2022	222924	Building fire	911 South James Street	44	9/10/2021	212775	Building fire	1008 Boone
11	9/7/2022	222841	Building fire	530 West Woodland	45	8/23/2021	212553	Building fire	517 North Jefferson
12	9/2/2022	222792	Building fire	1108 East Mary	46	8/9/2021	212396	Building fire	107 East Second
13	8/14/2022	222542	Building fire	1104 North Elm Street Apt 4	47	7/14/2021	212149	Building fire	425 North Green Apt Building C
14	8/5/2022	222444	Building fire	911 East Second	48	6/27/2021	211963	Building fire	306 East Park
15	6/29/2022	221980	Building fire	1316 East Mary Apt 17	49	6/10/2021	211774	Building fire	411 South Tacoma
16	6/29/2022	221969	Building fire	701 Ellis Avenue	50	6/2/2021	211667	Building fire	1791 Venture Drive
17	6/26/2022	221931	Building fire	1124 West Mary	51	5/24/2021	211554	Building fire	708 Morris
18	6/22/2022	221877	Building fire	1019 West Third	52	5/9/2021	211374	Building fire	11728 Angle Road
19	6/17/2022	221819	Building fire	706 Ellis	53	5/8/2021	211364	Building fire	409 North Clay
20	6/15/2022	221790	Building fire	1108 Monroe	54	5/5/2021	211336	Building fire	437 North Court
21	6/15/2022	221786	Building fire	1108 Monroe	55	5/1/2021	211284	Building fire	521 Ottumwa
22	5/19/2022	221492	Building fire	221 South Madison	56	4/15/2021	211093	Building fire	226 North Weller
23	5/9/2022	221353	Building fire	1312 Center St Place	57	4/15/2021	211093	Building fire	225 North Hancock
24	4/26/2022	221194	Building fire	1534 Albia Road Apt 229	58	4/15/2021	211093	Building fire	229 North Hancock
25	4/23/2022	221163	Building fire	157 South Iowa Avenue	59	4/5/2021	210997	Building fire	225 North Marion
26	4/22/2022	221150	Building fire	565 Ray	60	4/4/2021	210972	Building fire	749 Pocahontas Lane
27	3/23/2022	220849	Building fire	120 South Ransom	61	4/1/2021	210941	Building fire	502 Wood Street
28	3/15/2022	220774	Building fire	1405 Albia Road Apt Lot #1	62	3/31/2021	210933	Building fire	518 Church Street
29	3/5/2022	220653	Building fire	726 South Moore	63	3/20/2021	210801	Building fire	406 Waverly
30	3/2/2022	220622	Building fire	734 Center Avenue	64	3/13/2021	210745	Building fire	110 Lynwood Avenue
31	2/23/2022	220555	Building fire	1405 Albia Road Apt 1	65	3/10/2021	210715	Building fire	324 Fairview
32	2/8/2022	220408	Building fire	138 South Ransom Apt 4	66	3/10/2021	210715	Building fire	324 Fairview
33	2/5/2022	220376	Building fire	1001 West Williams	67	3/10/2021	210715	Building fire	324 Fairview
34	1/10/2022	220086	Building fire	1122 North Quincy	68	3/8/2021	210691	Building fire	2014 West Finley

**Building Fires Responded to by Ottumwa Fire Dept.  
2018-Present**

69	3/6/2021	210673	Building fire	114 South Davis	103	11/14/2019	193380	Building fire	417 South Sheridan
70	2/12/2021	210423	Building fire	1534 Albia Road	104	10/27/2019	193177	Building fire	KD Avenue
71	2/8/2021	210381	Building fire	950 South Webster	105	10/11/2019	192988	Building fire	533 Camille
72	1/30/2021	210265	Building fire	402 North Van Buren	106	9/24/2019	192807	Building fire	315 Tacoma
73	1/18/2021	210151	Building fire	1331 Vaughn Drive	107	9/10/2019	192637	Building fire	124 North Main Street
74	1/6/2021	210047	Building fire	11987 118th Avenue	108	9/5/2019	192583	Building fire	329 West fifth Street
75	1/5/2021	210035	Building fire	824 Prosser Street	109	8/25/2019	192441	Building fire	1133 South Street
76	12/22/2020	203894	Building fire	524 Appanoose	110	8/25/2019	192438	Building fire	522 Clinton
77	11/29/2020	203648	Building fire	1923 Richmond	111	8/25/2019	192440	Building fire	828 Lee
78	11/17/2020	203479	Building fire	308 West Sixth	112	8/25/2019	192439	Building fire	824 Lee
79	11/16/2020	203475	Building fire	308 West Sixth Street	113	8/24/2019	192428	Building fire	1413 Swanson
80	11/16/2020	203461	Building fire	506 South Fellows	114	8/16/2019	192355	Building fire	807 South Sheridan
81	10/15/2020	203091	Building fire	306 North VanBuren	115	8/15/2019	192331	Building fire	422 South Ward
82	10/12/2020	203055	Building fire	120 South Van Buren	116	7/19/2019	192078	Building fire	740 Pennsylvania
83	10/4/2020	202943	Building fire	437 Chester Avenue	117	7/4/2019	191929	Building fire	520 Minnesota
84	9/13/2020	202707	Building fire	827 Albia Road	118	6/9/2019	191647	Building fire	1502 East Main
85	8/25/2020	202496	Building fire	201 North Holt and 4th Street	119	5/28/2019	191510	Building fire	2655 North Court
86	8/11/2020	202333	Building fire	740 West Mary Street	120	5/22/2019	191448	Building fire	538 Morris Street
87	7/15/2020	202029	Building fire	1033 Bruce	121	5/20/2019	191425	Building fire	1958 Albia Road
88	7/14/2020	202018	Building fire	1706 West Second Street	122	4/12/2019	191039	Building fire	843 Richmond Avenue
89	7/13/2020	202011	Building fire	509 Queen Anne	123	3/11/2019	190684	Building fire	811 East Mary Street
90	6/18/2020	201720	Building fire	238 North Moore	124	2/3/2019	190329	Building fire	1006 Tuttle
91	5/22/2020	201412	Building fire	201 East Manning	125	1/22/2019	190209	Building fire	1118 Lillian
92	4/26/2020	201150	Building fire	551 South Morris	126	1/1/2019	190002	Building fire	2746 North Court
93	4/22/2020	201117	Building fire	806 Clinton	127	12/8/2018	183461	Building fire	129 North McLean Street
94	4/19/2020	201088	Building fire	328 North Pocahontas	128	12/7/2018	183448	Building fire	518 Ellis Avenue
95	4/17/2020	201065	Building fire	880 West Montague	129	10/22/2018	182962	Building fire	902 South Hancock
96	4/8/2020	200994	Building fire	868 South Davis	130	10/18/2018	182927	Building fire	201 Albany
97	3/8/2020	200681	Building fire	309 South Ransom	131	10/5/2018	182797	Building fire	111 East Court Street
98	2/4/2020	200365	Building fire	510 Merrouge	132	9/25/2018	182670	Building fire	513 North Court Street
99	1/31/2020	200313	Building fire	615 South Ransom Street	133	8/23/2018	182320	Building fire	1515 Mowrey Avenue
100	12/7/2019	193635	Building fire	310 Taft Avenue	134	8/19/2018	182291	Building fire	410 North Pocahontas
101	11/25/2019	193514	Building fire	911 East Fourth Street	135	7/26/2018	182062	Building fire	723 Center Avenue
102	11/19/2019	193446	Building fire	222 West Maple	136	7/10/2018	181915	Building fire	333 East Alta Vista Avenue

Building Fires Responded to by Ottumwa Fire Dept.  
2018-Present

137	6/12/2018	181599	Building fire	1111 North Quincy Avenue
138	6/10/2018	181575	Building fire	1984 West Finley Avenue
139	6/5/2018	181515	Building fire	1111 North Quincy
140	5/15/2018	181328	Building fire	529 Minneopa
141	5/6/2018	181215	Building fire	614 Boone Avenue
142	4/24/2018	181101	Building fire	903 Church Street
143	4/18/2018	181035	Building fire	417 East Second
144	4/14/2018	181000	Building fire	15229 Truman Street
145	3/21/2018	180768	Building fire	1605 East Second Street
146	3/3/2018	180606	Building fire	2008 North Court Street
147	2/6/2018	180360	Building fire	913 Russel
148	2/4/2018	180342	Building fire	2389 Highway 23
149	1/14/2018	180137	Building fire	705 Ellis
150	1/6/2018	180043	Building fire	214 East Second
151	1/2/2018	180008	Building fire	141 South Iowa Avenue

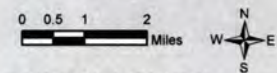
# Wapello County, Iowa Fire District Map



## MAP SYMBOLS

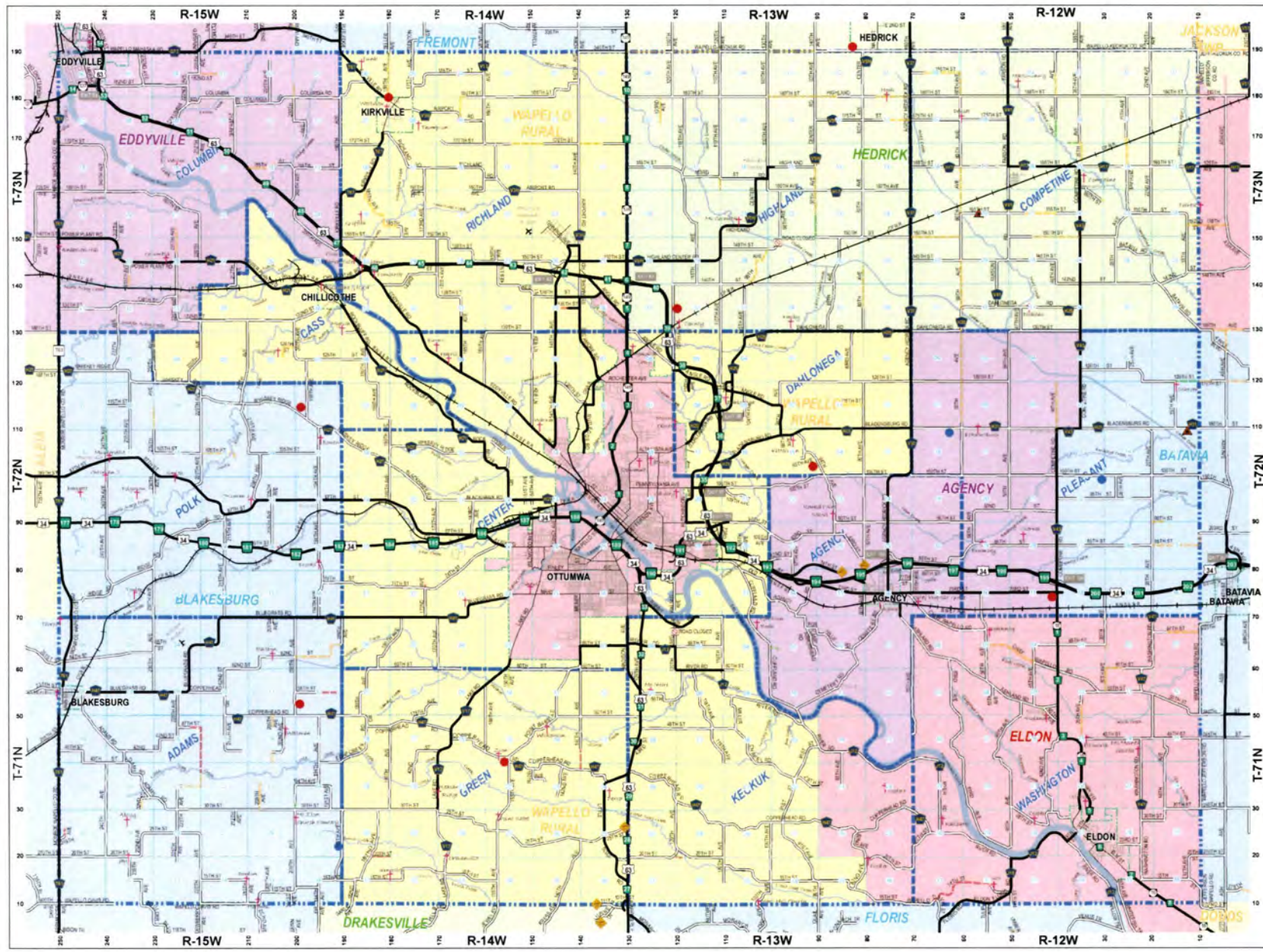
- HWY/ROAD CENTERLINES
- GRAVEL ROAD
- LEVEL A ROADS
- LEVEL B ROADS
- LEVEL C ROADS
- RAILROAD
- RIVERS AND CREEKS
- HWY MILE MARKERS
- COUNTY/STATE/US ROUTES
- CORPORATE LIMITS
- POLITICAL TOWNSHIPS
- DRY HYDRANT
- WATER TOWER

ROAD NAME	N	W
ADAMS RD	50	345
AGENCY HEDRICK RD	80	75
ALBION RD	85	185
ALBION RD	124	115
ASHLAND RD	53	40
BATAVIA RD	106	10
BLACKWATER RD	95	185
BLACKSBURG RD	110	10
BLUESHED RD	80	185
CAMP ARBORHEAD RD	65	31
CANTON RD	82	85
CHEF WAPELLO RD	60	40
CHILlicothe RD	145	185
CLIFLAND RD	60	180
COLUMBIA RD	160	185
COMPETINE RD	80	40
COPPERHEAD RD	20	85
DANKOWEGA RD	100	35
ELDON FLORES RD	20	30
FARSON RD	105	52
FOX HILLS RD	65	85
HARRIS CENTER RD	145	10
HUTCHINSON AVE	80	110
JEFFERSON WAPELLO RD	60	10
KEUK RD	100	100
KIRKVILLE RD	100	180
LAKE RD	35	180
LITTLE SOAP RD	30	130
MADISON RD	87	120
MILLER CHAPEL RD	30	110
MONROE WAPELLO RD	10	200
OLA AGENCY RD	70	80
POINT DANIEL RD	41	125
POWER PLANT RD	140	110
RABBIT RUN RD	70	110
ROCKLAND RD	100	185
ROUSE RD	90	235
RIVER RD	90	50
ROCKA BLUFF RD	130	175
RUTLEDGE RD	100	140
SCAM CREEK RD	40	185
SHAMBERG RD	130	140
WAPELLO DANIEL RD	10	200
WAPELLO HEDRICK RD	100	30
WAPELLO HARRIS RD	140	120
WASHINGTON RD	20	34
WHISKEY RIDGE	105	180



PREPARED BY: WAPELLO COUNTY GIS - JM  
 DATE: 1/27/2020  
 DATA SOURCES: IOWA DOT, WAPELLO COUNTY  
 SECONDARY ROADS DEPT,  
 IOWA GEDATA

\*THIS MAP IS SUBJECT TO REVISION WITHOUT NOTICE



## *How and When to utilize the BOX ALARM*

### **Incident Classification - Structure Fire**

A STILL ALARM on a structure fire card is any call except a structure fire, brush fire or rescue call. Still alarms normally do not require automatic mutual aid. Some examples of still alarms on a fire incident card:

- Vehicle fire no exposures
- Trash or dumpster fire no exposures
- Odor of gas in residence
- Smoke or gas in the area
- Power line down / transformer
- Flush / wash down
- Bomb threat
- Automatic fire alarms

A BOX ALARM assignment on a structure fire card is any call that involves a fire in a building, a fire that is threatening a building, or other emergency requiring mutual aid. When a Box alarm is warranted, dispatch ALL the resources listed on the Box alarm level.

Some examples of BOX ALARMS on a fire incident card:

- A fire in a building (residence, business, agriculture building, commercial building; any building larger than a utility shed)
- Fires outside of a structure where the structure is an exposure
- Odors of smoke or something burning in a structure
- A vehicle fire in a garage (advise if a garage is attached to the house or not. If not, what proximity?)
- Serious entrapments in a structure or below grade such as building collapse, grain bin or trench collapse.

### **ADDITIONAL ALARM LEVELS:**

2nd, 3rd, or 4th alarms are additional calls for equipment to the same fire or disaster area. In these levels of alarms, ONLY the specific resources called for by command should be dispatched. For example, Command may say "dispatch a 2<sup>nd</sup> alarm for tankers". Only the departments listed under tankers on the 2<sup>nd</sup> alarm line would be dispatched.

### **DISPATCH VOICE SCRIPT:**

XXX Departments, respond to a Box Alarm assignment for (describe incident) at (address or directions) in (township or city).

Support entities such as utilities and EMA will require phone calls.

Send the CAD alert first before activating tones.

This gives responders adequate time to push their response mode on the phone app.

## **The Mutual Aid Box Alarm System (MABAS)**

### **OFD would respond on an initial alarm to the following Structure**

Cass Township Chillicothe Generating Station-Tower 1--3 staff  
City of Agency- E-102--3 staff  
Center Township—E-102 3 staff  
Dahlonge Township—E-102 3 staff

### **We would not respond to the following:**

Adams Township  
Agency Township  
Columbia Township  
Competine Township  
Pleasant Township East & West  
Polk Township  
Washington Township

### **We would not respond to the following cities on an initial call:**

Batavia\*  
Blakesburg\*  
Chillicothe\*  
Eddyville\*  
Eldon\*  
Kirkville\*

### **We would respond on a second Alarm:**

Cardinal Schools\*\*  
Green Township\*\*  
Highland Township\*\*  
Keokuk Township\*\*  
Richland Township\*\*

\*Would respond on a mutual aid call after the MABAS plan was initiated and additional assistance was still needed.

\*\*Would respond on a mutual aid call after the MABAS plan was initiated. In this situation there will be at least two-three fire departments already on scene of an emergency. If additional assistance was still needed OFD may be called.



OFD or the Southeast Iowa Response Group (SIRG) would respond on a mutual aid request to any of the Eddyville complex facilities involving a fire or haz mat emergency.

A mutual aid emergency response is when the fire department having jurisdiction requests mutual aid from other Wapello County Fire Departments after arriving on scene of an emergency.

An automatic aid emergency response is when multi fire departments from Wapello County will respond to an emergency upon the initial alarm.

The OFD has a rehab trailer that can respond to any structure fire/haz mat emergency in Wapello County if requested. This is used in extreme cold or extreme hot weather to keep our firefighters safe from the elements.

Wapello County Mutual Aid Association  
Mutual Aid Box Alarm System Plan for Wapello County  
Wapello County Emergency Operations Plan, ESF 4 Firefighting & EMS

# ONE TEAM, ONE FIGHT



"The right resources at the right time in the right place for the right reasons".  
-Chris Leinhart, Illinois MABAS

"This plan was created for the purpose of providing automatic mutual aid for confirmed or highly likely structure fires and other situations requiring the simultaneous response of multiple fire departments for the quick resolution of a structure fire or other catastrophic emergency. This plan was based upon principles used in the Illinois MABAS system which is the home state for this concept. This plan was adapted to the needs of our rural Iowa county by the Wapello County Emergency Management Agency for and on the behalf of the Wapello County Mutual Aid Association as part of the Wapello County Emergency Operations Plan, Emergency Support Function 4 Fire & EMS. This plan's primary goal is to improve firefighter safety, provide optimal customer service for those taxpayers requiring the services of the fire department and to gain maximum proficiency credit from insurers of emergency services, business owners and home owners. Our communities rely on fire departments to mitigate and respond to all types of emergencies. During the most critical of those emergencies, it is imperative our response is well coordinated, timely and efficient."

-Tim Richmond, Wapello Co. EMA

Draft 8.4.21  
Final approval 7.20.22

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> BLAKESBURG	<b>BOX ALARM TYPE:</b> <b>STRUCTURE FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> ADAMS TOWNSHIP	<b>AUTHORIZED SIGNATURE:</b>

### LOCAL DISPATCH AREA:

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Blakesburg 201 Blakesburg 202	Blakesburg 206	Blakesburg 208 Blakesburg 209	Blakesburg 210	Blakesburg 90-76	Extrication Grain Bin

### MABAS BOX ALARM:

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
BOX	Blakesburg Wapello Rural	Blakesburg Wapello Rural Eddyville			ORMICS Blakesburg	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Eddyville	Albia			Monroe Co.	
3 <sup>RD</sup>		Agency			Davis Co.	
4 <sup>TH</sup>						

# ADAMS TWP

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Agency	<b>BOX ALARM TYPE:</b> <b>STRUCTURE FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> AGENCY CITY	<b>AUTHORIZED SIGNATURE:</b>

### LOCAL DISPATCH AREA:

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Agency 301	Agency 306	Agency 308	Agency 311	ORMICS	Extrication EMS ATV Grain Bin

### MABAS BOX ALARM:

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
BOX	Agency Ottumwa	Agency Wapello Rural Eldon			ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Wapello Rural Eldon	Batavia			Jefferson Co.	
3 <sup>RD</sup>		Hedrick				
4 <sup>TH</sup>						

# AGENCY CITY

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Agency	<b>BOX ALARM TYPE:</b> <b>STRUCTURE FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> AGENCY TOWNSHIP	<b>AUTHORIZED SIGNATURE:</b>

**LOCAL DISPATCH AREA:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Agency 301	Agency 306	Agency 308	Agency 311	ORMICS	Extrication EMS ATV Grain Bin

**MABAS BOX ALARM:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
BOX	Agency Eldon	Agency Batavia Eldon			ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Wapello Rural	Wapello Rural			Jefferson Co.	
3 <sup>RD</sup>		Hedrick				
4 <sup>TH</sup>						

# AGENCY TWP

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Blakesburg	<b>BOX ALARM TYPE:</b> <b>STRUCTURE</b> <b>FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
	<b>LOCATION OR AREA:</b> CITY OF BLAKESBURG	<b>AUTHORIZED SIGNATURE:</b>

### LOCAL DISPATCH AREA:

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Blakesburg 201 Blakesburg 202	Blakesburg 206	Blakesburg 208 Blakesburg 209	Blakesburg 210	90-76 ORMICS	Extrication Grain Bin

### MABAS BOX ALARM:

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
<b>BOX</b>	Blakesburg Wapello County Rural	Blakesburg Wapello County Rural Eddyville			Blakesburg ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Eddyville	Albia			Monroe Co.	
3 <sup>RD</sup>		Agency				
4 <sup>TH</sup>						

# BLAKESBURG CITY

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Eldon	<b>BOX ALARM TYPE:</b> <b>STRUCTURE</b> <b>FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> CARDINAL SCHOOLS	<b>AUTHORIZED SIGNATURE:</b>

**LOCAL DISPATCH AREA:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Eldon 401 Eldon 402	Eldon 406	Eldon 408	Eldon 411 Eldon 412	Eldon 414 ORMICS	Extrication Boat Grain Bin Ice Rescue

**MABAS BOX ALARM:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
BOX	Eldon Agency Batavia	Eldon Agency Batavia			ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Ottumwa Wapello Rural	Wapello Rural Douds			Davis Co.	
3 <sup>RD</sup>	Douds	Blakesburg Eddyville Floris			Jefferson Co.	
4 <sup>TH</sup>						

# CARDINAL SCHOOLS

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Wapello County Rural	<b>BOX ALARM TYPE:</b> <b>STRUCTURE FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> <b>CASS TOWNSHIP</b> Including **Alliant- Ottumwa Generating Station	<b>AUTHORIZED SIGNATURE:</b>

**LOCAL DISPATCH AREA:**

**ALARM**

LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
<b>STILL</b>	Wapello Rural 801 Wapello Rural 802	Wapello Rural 806	Wapello Rural 808 Wapello Rural 809	Wapello Rural 811 Wapello Rural 812	Wapello Rural 814 ORMICS	Extrication EMS ATV

**MABAS BOX ALARM:**

**ALARM**

**LEVEL**

BOX	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
<b>BOX</b>	Wapello Rural Eddyville Ottumwa-Tower 1**	Wapello Rural Eddyville Agency			ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
<b>2<sup>ND</sup></b>	Blakesburg	Blakesburg Fremont Hedrick			Blakesburg 90-76	
<b>3<sup>RD</sup></b>					Mahaska Co.	
<b>4<sup>TH</sup></b>						

# CASS TWP



## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Wapello County Rural	<b>BOX ALARM TYPE:</b> <b>STRUCTURE</b> <b>FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> CENTER TOWNSHIP	<b>AUTHORIZED SIGNATURE:</b>

### LOCAL DISPATCH AREA:

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Wapello Rural 801 Wapello Rural 802	Wapello Rural 806	Wapello Rural 808 Wapello Rural 809	Wapello Rural 811 Wapello Rural 812	Wapello Rural 814 ORMICS	Extrication EMS ATV

### MABAS BOX ALARM:

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
BOX	Wapello Rural Ottumwa	Wapello Rural Eddyville Agency			ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Blakesburg (S. of river) Eddyville (N. of river)	Hedrick Blakesburg			Blakesburg 90-76	
3 <sup>RD</sup>		Eldon			Davis Co.	
4 <sup>TH</sup>						

# CENTER TWP

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Wapello County Rural	<b>BOX ALARM TYPE:</b> <b>STRUCTURE FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> CITY OF CHILlicothe	<b>AUTHORIZED SIGNATURE:</b>

### LOCAL DISPATCH AREA:

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Wapello Rural 801 Wapello Rural 802	Wapello Rural 806	Wapello Rural 808 Wapello Rural 809	Wapello Rural 811 Wapello Rural 812	Wapello Rural 814 ORMICS	Extrication EMS ATV

### MABAS BOX ALARM:

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
BOX	Wapello Rural Eddyville	Wapello Rural Eddyville Agency			ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Blakesburg	Blakesburg Fremont			Blakesburg 90-76	
3 <sup>RD</sup>		Hedrick			Mahaska Co.	
4 <sup>TH</sup>						

# CHILlicothe CITY

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Eddyville	<b>BOX ALARM TYPE:</b> <b>STRUCTURE FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> COLUMBIA TOWNSHIP	<b>AUTHORIZED SIGNATURE:</b>

### LOCAL DISPATCH AREA:

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Eddyville E701 Eddyville E702	Eddyville E706 Eddyville E707	Eddyville E708 Eddyville E709	E712 E713	ORMICS Mahaska Co.	Extrication Boat/Water Rescue Grain Bin Ice Rescue

### MABAS BOX ALARM:

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
BOX	Eddyville Wapello Rural	Eddyville Blakesburg Wapello Rural			Blakesburg 90-76 ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Blakesburg	Oskaloosa Fremont			Mahaska Co.	
3 <sup>RD</sup>		Albia				
4 <sup>TH</sup>						

# COLUMBIA TWP

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Hedrick	<b>BOX ALARM TYPE:</b> <b>STRUCTURE</b> <b>FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> COMPETINE TOWNSHIP	<b>AUTHORIZED SIGNATURE:</b>

### LOCAL DISPATCH AREA:

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Hedrick	Hedrick	Hedrick	Hedrick	Hedrick QRS ORMICS	

### MABAS BOX ALARM:

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
<b>BOX</b>	Hedrick Wapello Rural	Hedrick Wapello Rural Agency			Hedrick QRS ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Agency	Batavia			Keokuk Co.	
3 <sup>RD</sup>	Batavia	Eldon				
4 <sup>TH</sup>						

# COMPETINE TWP

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Wapello County Rural	<b>BOX ALARM TYPE:</b> <b>STRUCTURE</b> <b>FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> DAHLONEGA TOWNSHIP	<b>AUTHORIZED SIGNATURE:</b>

**LOCAL DISPATCH AREA:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Wapello Rural 801 Wapello Rural 802	Wapello Rural 806	Wapello Rural 808 Wapello Rural 809	Wapello Rural 811 Wapello Rural 812	Wapello Rural 814 ORMICS	Extrication EMS ATV

**MABAS BOX ALARM:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
BOX	Wapello Rural Ottumwa	Wapello Rural Agency Hedrick			ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Eldon Agency	Batavia Eldon			Blakesburg 90-76	
3 <sup>RD</sup>		Fremont			Keokuk Co.	
4 <sup>TH</sup>						

# DAHLONEGA TWP

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Eddyville	<b>BOX ALARM TYPE:</b> <b>STRUCTURE</b> <b>FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> CITY OF EDDYVILLE	<b>AUTHORIZED SIGNATURE:</b>

**LOCAL DISPATCH AREA:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Eddyville E701 Eddyville E702	Eddyville E706 Eddyville E707	Eddyville E708 Eddyville E709	E712 E713	ORMICS	Extrication Boat/Water Rescue Grain Bin Ice Rescue

**MABAS BOX ALARM:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
BOX	Eddyville Wapello Rural	Eddyville Blakesburg Wapello Rural			Blakesburg 90-76 ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Blakesburg	Oskaloosa Fremont			Mahaska Co.	
3 <sup>RD</sup>		Albia			Monroe Co.	
4 <sup>TH</sup>						

# EDDYVILLE CITY

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Eldon	<b>BOX ALARM TYPE:</b> <b>STRUCTURE FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> ELDON CITY	<b>AUTHORIZED SIGNATURE:</b>

**LOCAL DISPATCH AREA:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Eldon 401 Eldon 402	Eldon 406	Eldon 408	Eldon 411 Eldon 412	Eldon 414 ORMICS	Extrication Boat/Water Rescue Grain Bin Ice Rescue

**MABAS BOX ALARM:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
BOX	Eldon Wapello Rural	Eldon Agency Wapello Rural			ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Douds Agency	Douds Floris Batavia			Davis Co.	
3 <sup>RD</sup>		Hedrick			Jefferson Co.	
4 <sup>TH</sup>						

# ELDON CITY

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Wapello County Rural	<b>BOX ALARM TYPE:</b> <b>STRUCTURE</b> <b>FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> GREEN TOWNSHIP	<b>AUTHORIZED SIGNATURE:</b>

**LOCAL DISPATCH AREA:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Wapello Rural 801 Wapello Rural 802	Wapello Rural 806	Wapello Rural 808 Wapello Rural 809	Wapello Rural 811 Wapello Rural 812	Wapello Rural 814 ORMICS	Extrication EMS ATV

**MABAS BOX ALARM:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
BOX	Wapello Rural Blakesburg	Wapello Rural Blakesburg Agency			ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Ottumwa	Eldon Eddyville			Blakesburg 90-76	
3 <sup>RD</sup>					Davis Co.	
4 <sup>TH</sup>						

# GREEN TWP



## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Hedrick	<b>BOX ALARM TYPE:</b> <b>STRUCTURE FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> HIGHLAND TOWNSHIP	<b>AUTHORIZED SIGNATURE:</b>

**LOCAL DISPATCH AREA:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Hedrick	Hedrick	Hedrick	Hedrick	Hedrick QRS ORMICS	

**MABAS BOX ALARM:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
<b>BOX</b>	Hedrick Wapello Rural	Hedrick Wapello Rural Agency			Hedrick QRS ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Ottumwa	Fremont			Keokuk Co.	
3 <sup>RD</sup>	Agency	Batavia			Mahaska Co.	
4 <sup>TH</sup>						

# HIGHLAND TWP

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Eddyville	<b>BOX ALARM TYPE:</b> <b>STRUCTURE</b> <b>FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> <b>CITY OF KIRKVILLE</b>	<b>AUTHORIZED SIGNATURE:</b>

**LOCAL DISPATCH AREA:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Eddyville E701 Eddyville E702	Eddyville E706 Eddyville E707	Eddyville E708 Eddyville E709	E712 E713	ORMICS Mahaska Co.	Extrication Boat/Water Rescue Grain Bin Ice Rescue

**MABAS BOX ALARM:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
BOX	Eddyville Wapello Rural	Eddyville Wapello Rural Agency			Blakesburg 90-76 ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Blakesburg	Fremont Oskaloosa				
3 <sup>RD</sup>						
4 <sup>TH</sup>						

# KIRKVILLE CITY

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Wapello County Rural	<b>BOX ALARM TYPE:</b> <b>STRUCTURE</b> <b>FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> <b>KEOKUK TOWNSHIP</b>	<b>AUTHORIZED SIGNATURE:</b>

**LOCAL DISPATCH AREA:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Wapello Rural 801 Wapello Rural 802	Wapello Rural 806	Wapello Rural 808 Wapello Rural 809	Wapello Rural 811 Wapello Rural 812	Wapello Rural 814 ORMICS	Extrication EMS ATV

**MABAS BOX ALARM:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
<b>BOX</b>	Wapello Rural Eldon	Wapello Rural Agency Eldon			ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Ottumwa	Floris Blakesburg				
3 <sup>RD</sup>						
4 <sup>TH</sup>						

# KEOKUK TWP

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Wapello County Rural	<b>BOX ALARM TYPE:</b> <b>STRUCTURE</b> <b>FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> <b>OTTUMWA AIRPORT</b>	<b>AUTHORIZED SIGNATURE:</b>

**LOCAL DISPATCH AREA:**

**ALARM**

LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
<b>STILL</b>	Wapello Rural 801 Wapello Rural 802 Ottumwa 101 Ottumwa 103 Ottumwa Tower 1	Wapello Rural 806	Wapello Rural 808 Wapello Rural 809	Wapello Rural 811 Wapello Rural 812	Wapello Rural 814 ORMICS Blakesburg 90-76	Extrication EMS ATV

**MABAS BOX ALARM:**

**ALARM**

LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
<b>BOX</b>	Wapello Rural Ottumwa	<i>Only if requested (airport has hydrants) Wapello Rural Eddyville</i>			ORMICS Blakesburg 90-76	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
<b>2<sup>ND</sup></b>	Eddyville	Agency Hedrick			Mahaska Co.	
<b>3<sup>RD</sup></b>					Keokuk Co.	
<b>4<sup>TH</sup></b>						

# OTTUMWA AIRPORT

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Ottumwa	<b>BOX ALARM TYPE:</b> <b>STRUCTURE FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> OTTUMWA CITY	<b>AUTHORIZED SIGNATURE:</b>

**LOCAL DISPATCH AREA:**

**ALARM**

LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
<b>STILL</b>	Ottumwa 101 Ottumwa 102 Ottumwa 103 (on duty crew)		Truck 109	Ottumwa 411	Squad 1 ORMICS	Extrication Boat/Water Rescue Ice Rescue Aerial- Tower 1 Haz-Mat Rehab/Air Trailer
<b>2<sup>ND</sup></b>	Call back crew				Blakesburg 90-76	
<b>3<sup>RD</sup></b>	All Call				Davis Co.	

**MABAS BOX ALARM:**

**ALARM**

LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
<b>BOX</b>	Wapello Rural Agency	<i>(only if requested)</i> Wapello Rural Agency			ORMICS	Wapello Co EMA Utilities (Electric & Water) <i>Other aerials if requested:</i> Oskaloosa Fairfield Albia

**At the third alarm level of OFD internal policy WCRFD is requested to staff their station for additional calls for OFD.**

# OTTUMWA CITY

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Batavia	<b>BOX ALARM TYPE:</b> <b>STRUCTURE FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> PLEASANT TOWNSHIP EAST	<b>AUTHORIZED SIGNATURE:</b>

**LOCAL DISPATCH AREA:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Batavia	Batavia	Batavia		ORMICS	Extrication

**MABAS BOX ALARM:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
<b>BOX</b>	Batavia Agency	Batavia Agency Eldon			ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Eldon	Hedrick Libertyville			Jefferson Co.	
3 <sup>RD</sup>	Hedrick	Packwood			Keokuk Co.	
4 <sup>TH</sup>						

# PLEASANT TWP-EAST

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Agency	<b>BOX ALARM TYPE:</b> <b>STRUCTURE</b> <b>FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> PLEASANT TOWNSHIP WEST	<b>AUTHORIZED SIGNATURE:</b>

### LOCAL DISPATCH AREA:

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Agency 301	Agency 306	Agency 308	Agency 311	ORMICS	Extrication EMS ATV Grain Bin

### MABAS BOX ALARM:

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
BOX	Agency Batavia	Agency Batavia Eldon			ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Eldon	Wapello Rural			Jefferson Co.	
3 <sup>RD</sup>		Hedrick			Keokuk Co.	
4 <sup>TH</sup>						

# PLEASANT TWP-WEST

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b>	<b>BOX ALARM TYPE:</b> <b>STRUCTURE</b> <b>FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> POLK TWP	<b>AUTHORIZED SIGNATURE:</b>

**LOCAL DISPATCH AREA:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Blakesburg 201 Blakesburg 202	Blakesburg 206	Blakesburg 208 Blakesburg 209	Blakesburg 210	Blakesburg 90-76 ORMICS	Extrication Grain Bin

**MABAS BOX ALARM:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
<b>BOX</b>	Blakesburg Wapello Rural	Blakesburg Wapello Rural Eddyville				Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Eddyville	Albia				
3 <sup>RD</sup>						
4 <sup>TH</sup>						

# POLK TWP



## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Wapello County Rural	<b>BOX ALARM TYPE:</b> <b>STRUCTURE</b> <b>FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> RICHLAND TOWNSHIP	<b>AUTHORIZED SIGNATURE:</b>

### LOCAL DISPATCH AREA:

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Wapello Rural 801 Wapello Rural 802	Wapello Rural 806	Wapello Rural 808 Wapello Rural 809	Wapello Rural 811 Wapello Rural 812	Wapello Rural 814 ORMICS	Extrication EMS ATV

### MABAS BOX ALARM:

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
BOX	Wapello Rural Hedrick	Wapello Rural Eddyville Agency			ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Eddyville Ottumwa	Fremont Hedrick			Blakesburg 90-76	
3 <sup>RD</sup>					Mahaska Co.	
4 <sup>TH</sup>						

# RICHLAND TWP

## WAPELLO COUNTY MUTUAL AID BOX ALARM SYSTEM

<b>DEPARTMENT NAME:</b> Eldon	<b>BOX ALARM TYPE:</b> <b>STRUCTURE FIRE</b>	<b>EFFECTIVE DATE:</b> September 1, 2021
<b>BOX ALARM #:</b>	<b>LOCATION OR AREA:</b> WASHINGTON TOWNSHIP	<b>AUTHORIZED SIGNATURE:</b>

**LOCAL DISPATCH AREA:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
STILL	Eldon 401 Eldon 402	Eldon 406	Eldon 408	Eldon 411 Eldon 412	Eldon 414 ORMICS	Extrication Boat/Water Rescue Grain Bin Ice Rescue

**MABAS BOX ALARM:**

ALARM LEVEL	ENGINES	WATER TENDERS (TANKERS)	BRUSH TRUCKS	ATV	EMS	SPECIAL EQUIPMENT
BOX	Eldon Wapello Rural	Eldon Agency Wapello Rural			ORMICS	Wapello Co EMA Utilities (Electric & Water) Ottumwa- Rehab trailer, extreme temps
2 <sup>ND</sup>	Agency Douds	Douds Floris Batavia			Davis Co.	
3 <sup>RD</sup>		Hedrick			Jefferson Co.	
4 <sup>TH</sup>						

# WASHINGTON TWP

**received**  
12-19-22 11:31A

# CITY OF OTTUMWA

## Staff Summary

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

Council Meeting of: Dec 20, 2022

Planning & Development  
Department

Zach Simonson  
Prepared By  
Zach Simonson  
Department Head

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

AGENDA TITLE: ENVISIO PUBLIC DASHBOARD FOR COMPREHENSIVE PLAN

\*\*\*\*\*

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

RECOMMENDATION: Recieve staff update on Envisio Public Dashboard

DISCUSSION: The City has contracted with Envisio to organize and share updates about progress on the Our Ottumwa 2040 Comprehensive Plan. With the first round of updates complete, the public dashboard is prepared to launch. Staff will briefly show the dashboard during the meeting and share information on how members and the public can check on plan progress going forward.

Source of Funds:

Budgeted Item:  Budget Amendment Needed:

**received**  
12.13.22 8:30AM

# CITY OF OTTUMWA

## Staff Summary

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

Council Meeting of : Dec 20, 2022

Administration  
Department

Barbara Codjoe  
Prepared By  
Barbara Codjoe  
Department Head

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

AGENDA TITLE: Resolution #284-2022 - Approve Changes to Workplace Violence and Threats Prevention Policy

\*\*\*\*\*

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

RECOMMENDATION: Pass and adopt resolution #284-2022

DISCUSSION: After going through our first round of qualifications, some questions have come up and clarification has been documented with this updated policy.

- 1) Employees are required to qualify with each weapon that they would be carrying.
- 2) Employees must successfully complete the marksmanship and additional training during the same session in order to qualify to carry.

Source of Funds: N/A

Budgeted Item:  Budget Amendment Needed:

RESOLUTION NO. 284-2022

RESOLUTION APPROVE UPDATED WORKPLACE VIOLENCE AND THREATS  
PREVENTION POLICY

**WHEREAS**, the City of Ottumwa, Iowa had approved a Violence in the Workplace policy on December 21, 2021 and;

**WHEREAS**, staff for the City of Ottumwa has reviewed the current Violence in the Workplace policy and determined the current policy does not meet the short and long term care for employees and operational needs for the employer, and;

**WHEREAS**, staff has drafted a revised Workplace Violence and Threats Prevention Policy to meet the needs of both employee and employer and finds that approval of said policies and procedures, as revised, would be in the best interest of the City and the employees of the City, and;

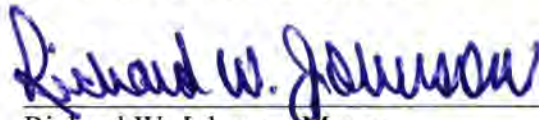
**WHEREAS**, the City Council of the City of Ottumwa, Iowa desires to approve the new Workplace Violence and Threats Prevention Policy in accordance with the Municipal Code of the City of Ottumwa, sections 2-144 and 2-145

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Ottumwa, Iowa, that the current Violence in the Workplace policy and any supplements thereafter are hereby repealed and that the attached updated Workplace Violence and Threats Prevention Policy are hereby adopted in their place with an effective date of December 20, 2022.

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

PASSED, ADOPTED and APPROVED this 20th day of December 2022.

CITY OF OTTUMWA, IOWA

  
Richard W. Johnson, Mayor

ATTEST:

  
  
Christina Reinhard, City Clerk

## **PURPOSE**

The City is committed to providing a safe workplace for its employees and a safe environment for the citizens of the community, and has a zero tolerance policy toward any intimidating, threatening or violent behavior at the workplace. This policy applies to any form of violence occurring on the worksite, or involving City employees engaged in the performance of their work duties whether on or off the worksite. Violence occurring at other locations involving City employees will come under this policy if it adversely affects the interests of the City. Supervisors will work to the extent reasonably possible to ensure that employees are free from intimidating, threatening and violent behavior while at work.

## **POLICY**

Patrons and employees may carry a concealed weapon while performing his or her job duties so long as that employee can legally carry a concealed weapon ("eligible employee"). It is the responsibility of the employee to understand state and federal laws and to know whether he or she can legally carry a concealed pistol. An eligible employee may carry a concealed pistol on city owned property unless prohibited by federal or state law. An eligible employee must comply with all requirements of the law when carrying a concealed weapon. The employee must always keep the weapon completely concealed, except for those instances where necessary for self-defense or transferring to locked storage. Weapons must always be in the immediate control of the eligible employee in a holster or in locked storage, and the employee cannot leave his or her weapon unattended in or on his or her workstation or in a purse, bag, desk, filing cabinet, or other storage container left behind at the employee's office.

Patrons and employees who carry authorized, concealed or unconcealed weapons or display intimidating, threatening and/or violent behavior will be held accountable under City policy and work rules, as well as local, state and federal law. An employee who harasses, threatens, attempts to or inflicts bodily harm to co-workers, representatives of other agencies, or members of the public is in violation of this policy. All City managers and employees are responsible for committing to and becoming involved in the prevention of workplace violence and promotion of a safe work environment.

Violence is defined as any direct, conditional or implied threat, intentional act or other conduct that reasonably arouses fear, hostility, intimidation or the apprehension of harm in its target or witnesses, regardless of the location of such acts. Workplace violence includes vandalism or the destruction of property at the worksite belonging to an employee, citizen, vendor or the City. The City property includes all items owned or leased. Weapons include any item that, in the manner it is used or intended to be used is likely to produce death, physical injury or property damage.

Workplace violence includes intimidations or threats, which is an implication or expression of intent to inflict physical or emotional harm and/or actions that a reasonable person would perceive as a threat to personal safety or property.

Threatening behaviors include, but are not limited to the following:

- Non-verbal threats (i.e. glaring, starting with intent to intimidate, or insulting gestures)
- Mail, facsimile, messages, phone calls, texts, e-mail or any correspondence deemed by a reasonable person to be intimidating, threatening or coercing.
- Intimidating, stalking or coercing fellow employees on or off premises at any time, for any purpose, that in the employer's judgment affects the interest of the City.

**(A) Responsibilities and Reporting Procedures**

- a. **Employer Responsibilities:** The City will work with employees to provide a safe workplace while recognizing that employees in addition to patrons may desire to carry concealed weapons in a non-threatening manner.
- b. **Employee Responsibilities:** An Employee desiring
  - i. All City employees have a responsibility to notify their immediate supervisor, or in the absence of their supervisor, another supervisor, of any intimidating or threatening behavior that they witness, receive or have been told that another person has witnessed or received. The notified supervisor shall make a determination whether to contact the police department.
  - ii. Employee involvement entails understanding and complying with the prevention program and security measures; participating in complaint or suggestion procedures covering safety and security concerns; participating on teams when assigned that receive reports of incidents or problems; conducting inspections and making recommendations for corrective strategies; and participating in training and education programs that cover techniques to recognize escalating agitation, assaultive behavior or criminal intent, and discussing appropriate responses.
  - iii. Employees who desire the option to carry a concealed weapon in the workplace shall meet and maintain the following criteria:
    1. Employee shall have a valid Iowa Non-Professional CCW permit.
    2. Valid Iowa Non-Professional CCW permit to carry shall be verified by the Chief of Police (or their designee) initially and prior to implementing this policy, annually, and at any time according to Iowa State Law. Employee must carry permit at all times.
    3. Employee successfully qualifies by completing a marksmanship course with use of the weapon/s they intend to carry prior to allowing carrying or possessing and at least annually thereafter. A certified firearms instructor that follows recognized law enforcement qualification standards must provide the course.
      - a. If the employee intends to carry different weapons, they will need to qualify with each weapon.
    4. Additional training such as "Shoot/Don't Shoot" to be completed in combination with weapons qualification training. Training records to be verified and kept on file of the Director of Human Resources. Each employee must successfully complete the marksmanship and additional training during the same session in order to qualify to carry.
    5. All weapons to be carried, ammunition, and accessories (holsters, laser sights, etc.) must meet minimum safety standards that are at least equal to the Firearms policy from the Ottumwa Police Department.
    6. Weapons "carried" shall be completely concealed at all times and not to be withdrawn for any reason other than to remove for securing purposes or in use of self-defense (last resort).
    7. If employee is to enter a posted or other "firearm/weapons free zone" and is not authorized to carry in that zone, weapons shall be secured in a designated location with high degree of theft

- prevention strategies (lock boxes, safes, or racks w/ electronic or other means of security).
8. Employees who possess a concealed weapon in the workplace without complying with these requirements may be subject to discipline up to and including termination.
- c. Management Responsibilities:
    - i. All supervisors have a responsibility to review this policy with new employees and periodically review this policy with all employees within their department. Additionally, they are responsible for maintaining a working environment that is as safe as possible for City employees.
    - ii. If information received determines there may be potential for a threatening or violent situation, it is the supervisor's responsibility to immediately notify the police department and/or the City Administrator. Supervisors are required to maintain a written record that documents the incident until such time as that information is turned over.
    - iii. Supervisors can help prevent workplace violence and threats by: knowing the early behavior pattern warning signs, knowing the sequence of workplace violence, and reducing the risk of violence. Periodic employee surveys should be conducted for ideas on the potential for violence, holes in security and other risk factors.
- (B) Retaliation:
- a. Retaliation against any employee for filing a complaint of workplace violence, or for assisting, testifying, or participating in the investigation of such a complaint, is illegal and is prohibited by this City and by federal statutes.
  - b. Retaliation is a form of employee misconduct. Any evidence of retaliation shall be considered a separate violation of this policy and shall be handled by the same complaint procedures established for workplace violence complaints.
  - c. Monitoring to ensure that retaliation does not occur is the responsibility of city administration, supervisors and the appropriate internal investigative authority.
- (C) Restraining Orders:
- a. Individuals who apply for and obtain an injunction or restraining order must provide to their manager and/or the Director of Human Resources:
    - i. A copy of the petition and declaration used to seek the order.
    - ii. A copy of any temporary protective restraining order and/or
    - iii. A copy of a protective restraining order that is made permanent.
  - b. In cases of potential discrimination and/or sexual harassment allegations or charges, managers are obligated to begin the investigatory process.
- (D) Violence Prevention:
- a. Training: The City should develop and conduct workplace violence prevention training programs on a bi-annual basis.
  - b. Worksite Analysis: To the extent possible the City should assess the work environment for signs of potential violence or workplace hazards. Formal assessments may include, but are not limited to: analysis of the physical jobsite, operations and procedures for existing or potential hazards for violence, the City's vulnerability to violence and a determination of appropriate preventive actions, a review of discipline, medical, safety, worker's compensation, and insurance records (including OSHA 300 logs and police reports) to identify incidents of



threats or violence, trends pertaining to particular areas, units, jobs, activities or times, the frequency and severity of incidents, and the establishment of a baseline for measuring improvement.

- c. [The following are examples of different types of preventative measures that may be taken:
  - i. Engineering Measures: New construction or physical changes to City facilities to control access; installation of alarm systems, panic buttons, cellular phones, cameras, motion detectors and the like; installation of metal detection devices to discover weapons; mirrors, effective indoor and outdoor lighting, windows in offices; escape routes for employees; secure restrooms, lounges and locker areas for employees; and locking access to unused doors (keeping local fire codes in mind).
  - ii. Administrative Control Measures: Rules that clearly prohibit violence, harassment, fighting, weapons, drugs and alcohol, etc.; requiring employees to report threats, harassment and assaults; employee procedures for responding to danger created by intruders, customers or clients; assistance to employees in requesting police help, filing charges and obtaining protective orders; working with law enforcement agencies to maintain security and report incidents; setting procedures and responsibilities for periodic evaluation of security hazards and solutions; ensuring adequate staff coverage at all times; identification cards, badges, sign-in logs, etc. for employees and visitors; providing security escorts to parking lots during late or evening hours or in dangerous areas; limiting situations when employees work alone; confidentiality of personnel information, such as address, phone and work schedule; and flexible leaves, schedules and transfer policies for those at risk.]

## DEFINITIONS

- (A) Intimidation or Threat:
  - a. Implication or expression of intent to inflict physical or emotional harm and/or actions that a reasonable person would perceive as a threat to personal safety or property.
  - b. Words or actions which cause a person to avoid social contact or to do or refrain from doing an act, including supervisory discipline, by inducing fear.
  - c. Threatening behaviors include, but are not limited to:
    - i. Non-verbal threats (i.e. glaring, staring with the intent to intimidate, or insulting gestures.
    - ii. Mail, facsimile, messages, phone calls, text, e-mail or any correspondence deemed by a reasonable person to be intimidating, threatening or coercing.
    - iii. Intimidating, stalking or coercing fellow employees on or off premises at any time, for any purpose, that in the City's judgment affects the interest of the City.
- (B) Violence:
  - a. Any direct, conditional or implied threat, intentional act or other conduct which reasonably arouses fear, hostility, intimidation or the apprehension of harm in its target or witnesses, regardless of the location of such acts.

- b. Workplace violence: Includes vandalism or the destruction of property at the worksite belonging to an employee, citizen, vendor or the City. The City property includes all items owned or leased.
- (C) Weapon: The statutory definition of “dangerous weapon” is contained in Section 702.7 and “offensive weapon” is contained in Section 724.1, Iowa Code, which states: “a dangerous weapon is any instrument or device designed primarily for use in inflicting death or injury upon a human being...”
- (D) Workplace/Worksite: Any location where employees are carrying out their job duties or are contacted for reasons related to their job duties.

<b>EMPLOYEE</b>	
Name	Telephone Number: Work: _____ Home: _____
Work Office Address (street, city, state, zip)	Employee Classification
Manager's Name	Telephone Number
<b>INCIDENT</b>	
Name of Assaulter/Threatener:	Are they an employee? <i>Yes No</i>
Date of Assault/Threat:	Location:
Assault/Threat was from:      Personal Confrontation    Telephone Conversation    Other Please Explain:	
Were there witnesses? <i>Y N</i> If yes, how many? _____. Provide information below and attach their statements. Determine if witnesses prefer to remain anonymous due to the concern of retaliation by the aggressor.	
<b>WITNESSES</b> (If additional witnesses, provide information on attached sheet of paper.)	
Witness 1 – Name	Telephone Number Work: _____ Home: _____
Address (street, city, state, zip)	Witness Role (employee, customer)
Witness 2 – Name	Telephone Number: Work: _____ Home: _____
Address (street, city, state, zip)	Witness Role (employee, customer)
<b>IF ASSAULTED</b> , answer the following questions:	
1. What started the assault?	
2. What did the person say when you were assaulted?	
3. What was used to hit/strike/injure you?	
4. What injuries did you sustain? Was medical treatment necessary?	
5. How did the assault end?	
6. How did you leave the assault site?	

<b>IF THREATENED</b> , answer the following questions:		
1. As closely as possible, what were the exact words used?		
2. Was the person in a position to carry out the threat immediately?		
3. How serious do you believe the threat was, and why?		
<b>EMPLOYEE RELATED ACTIONS</b> ( <i>Employee must complete</i> )		
1. What actions did the employee take? ( <i>i.e. filed worker's compensation, obtained medical treatment, used sick leave, vacation, etc.</i> )		
2. What specific actions from the City/Village does the employee request related to assault/threat? If none, so indicate.		
<b>LAW ENFORCEMENT INFORMATION</b> ( <i>Attach copy of police report when possible</i> )		
Law Enforcement Agency Contacted Name of Person/Officer	Date Contacted	Telephone Number
Was a written report completed? <i>YES NO</i> What action was taken/promised?		
<b>MANAGER ACTIONS</b>		
Directions given to employee ( <i>i.e. go home, go to hospital, etc.</i> )		
Manager Recommendations: Prosecution Restraining Order Letter to Threatener Other ( <i>specify</i> ):		
<b>NOTIFICATION DATES</b>		
Date report was received:	Was employee notified of chosen action? <i>YES NO</i>	Was the Safety Officer notified of the incident? <i>YES NO</i>
Was management notified? <i>YES NO</i>	Was the EAP Officer notified? <i>YES NO</i>	Was the employee/management notified of other options that can be pursued personally? <i>YES NO</i>

**received**  
12-15-22 8AM

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

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

Council Meeting of : Dec 20, 2022

Philip Rath

Prepared By

Administration

Department

Department Head

City Administrator Approval

AGENDA TITLE: Approve Resolution 286-2022 Approving an Extension of the Agreement with Heartland Humane Society for the Provision of Animal Care Services.

\*\*\*\*\*

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

RECOMMENDATION: Pass and adopt Resolution 286-2022

DISCUSSION: This is an extension of the agreement between the City and Heartland Humane Society to provide animal care services for the stray dogs and cats that are picked up by the City's Police Department. This extension has been reviewed and updated with recommendations by both entities. Key revisions include a longer term, additional compensation for the shelter, and defined expectations of the entities. The City will continue to work with local Veterinary Services and qualified boarding facilities for the care of those animals which are injured, deemed aggressive or designated as dangerous under the City Code.

Source of Funds: N/A

Budgeted Item:

Budget Amendment Needed:

**RESOLUTION NO. 286-2022**

**A RESOLUTION APPROVING AN EXTENSION OF THE AGREEMENT  
WITH HEARTLAND HUMANE SOCIETY  
FOR THE PROVISION OF ANIMAL CARE SERVICES.**

WHEREAS, the Ottumwa City Council proposes to continue to partner with Heartland Humane Society for the provision of Animal Care Services within the City of Ottumwa; and

WHEREAS, Heartland Humane Society has agreed to become the City's Animal Shelter for the placement of animals within the City of Ottumwa; and

WHEREAS, the Agreement is within the City's police powers to enter into such an agreement.

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



That the Mayor is hereby authorized to sign the proposed Agreement with Heartland Humane Society for the provision of animal care services on behalf of the City of Ottumwa.

PASSED, APPROVED AND ADOPTED this 20<sup>th</sup> day of December, 2022.

CITY OF OTTUMWA, IOWA

By   
Richard W. Johnson, Mayor

ATTEST:

  
  
Christina Reinhard, City Clerk

**MEMORANDUM OF AGREEMENT  
BETWEEN  
THE CITY OF OTTUMWA, IOWA  
AND  
HEARTLAND HUMANE SOCIETY  
FOR THE PROVISION OF ANIMAL CARE SERVICES**

The City of Ottumwa (hereinafter referred to as “City”) and Heartland Humane Society (hereinafter referred to as the “Heartland”), enter into this Memorandum of Agreement (hereinafter referred to as the “Agreement”) on this 20 day of December, 2022.

WHEREAS, Heartland operates a non-profit, no-kill shelter for dogs and cats in the Ottumwa area; and

WHEREAS, Heartland provides animal care and shelter services (collectively known as “Animal Care Services”), and operates a facility for the provision of said services (“animal shelter”); and

WHEREAS, City, through its Community Services Officer and the Ottumwa Police Department, routinely picks up and impounds unrestrained dogs and cats, pursuant to local laws, ordinances, and policies; and

WHEREAS, City does not maintain and operate its own animal shelter to provide necessary Animal Care Services for impounded dogs and cats, and therefore has a need for the type of Animal Care Services provided by Heartland;

WHEREAS, Heartland is willing to continue to provide Animal Care Services, along with its animal shelter, to the City; and

WHEREAS, City finds providing public funds in exchange for Heartland’s Animal Care Services for impounded animals generates a public benefit in the form of facilitating the enforcement of local laws, preventing unrestrained dogs and cats from roaming the City, and furnishing humane treatment of such impounded dogs and cats; and

WHEREAS, City believes the fulfillment of this Agreement is in the vital and best interests of the City, is in accord with the public purposes and provisions of the applicable State and local laws and requirements, and makes efficient use of the City’s powers and funds; and

WHEREAS, City seeks to extend this Memorandum of Agreement for the purposes previously stated.

NOW, THEREFORE, City and Heartland agree as follows:

**1. Term.**

This agreement shall be effective the 1<sup>st</sup> day of January, 2023 and shall remain in effect for a period through December 31, 2025, unless terminated in the manner set forth below. This agreement shall renew automatically for one additional year to provide both parties an opportunity to review the agreement and negotiate any new terms and/or fees related to successor agreement(s).

**2. Definitions.**

“Animal Care Services” means housing and care in accordance with Heartland’s policies and procedures and consistent with applicable Iowa Department of Agriculture and Land Stewardship requirements as well as City Ordinances.

“City Animal” means an animal found within the incorporated city limits of Ottumwa, Iowa and transported to Heartland by the Ottumwa Community Service Officer or Police Department for holding.

“Mandatory Stray Hold Period” means the minimum seven (7) business day period an animal is held in impoundment while its owners may make a claim of recovery.

“Reserved Kennels” means the ten (10) kennels reserved for the exclusive use by City Animals.

**3. Fee Schedule and Invoicing.**

A. Base Services Fee.

City agrees to pay \$43,800 annually for Heartland to maintain Reserved Kennels for City Animals to be held during the Mandatory Stray Hold Period. This rate shall be paid quarterly in four equal installments on or around the first day of the quarter and covers the Animal Care Services fee during the Mandatory Stray Hold Period. Excluded from the Animal Care Services covered by the quarterly Base Service Fee installments are any vaccinations or treatments required to house City Animals. Also excluded from the quarterly Base Service Fee installments is the housing of additional City Animals in excess of those housed in the Reserved Kennels (i.e., Non-Reserved Kennel Animal Care Services). City shall pay the daily Non-Reserved Kennel Animal Care Service fee for City Animals housed outside of the Reserved Kennels during the Mandatory Stray Hold Period. However, if space becomes available in a Reserved Kennel during this period, the City Animal shall be moved into the kennel and the daily Non-Reserved Kennel Animal Care Service fee rate will no longer be assessed for that individual City Animal.

B. Additional Animal Care Services Fee.

Heartland shall provide additional Animal Care Services to City based on the following fee schedule:



Non-Reserved Kennel Animal Care Services Fee: \$12 per animal per day  
Animal Assessment, Parvo Vaccination, and Flea Treatment: \$15 per animal  
Rabies Vaccination, if required: \$30 per animal

Heartland agrees to invoice City monthly for additional Animal Care Services fees, and City agrees to pay said invoices within thirty (30) days of receipt of the same. No payment shall be issued by the City to Heartland without a supporting invoice provided by Heartland representing the services rendered.

**4. Minimum Shelter, Reclamation, and Transfer of Ownership.**

A. Minimum Shelter (Mandatory Stray Hold Period).

City Animals shall remain in Heartlands's care and shelter for a minimum of seven (7) business days of impoundment (Mandatory Stray Hold Period), and possibly longer depending upon holidays, weekends, or court ordered quarantines.

B. Reclamation by Owner.

In the event a City Animal is to be reclaimed by its owner within the Mandatory Stray Hold Period, the owner will pay a reclaim fee plus any applicable board fees prior to the animal being released to the owner. Said owner shall pay said fees at the Law Enforcement Center and shall be given a receipt and release. The owner shall then take the receipt and release to Heartland, where the animal to be reclaimed will be released by Heartland to its owner. If the owner cannot provide verification of a rabies vaccination, the animal shall not be released until it has been vaccinated as required by State Statute and City Ordinances.

C. Transfer of Ownership.

If the animal is not redeemed by the owner, said animal upon the termination of the Mandatory Stray Hold Period AND authorization of the City, shall become the sole property of Heartland, which shall assume all liability for the animal's care and control from the date said animal was placed in the care of Heartland by the Ottumwa Police Department. City Animals relinquished to Heartland shall be moved from the Reserved Kennels into the general enclosures.

**5. Acceptance of Animals.**

A. Generally.

Heartland agrees to accept any City dog or cat picked up by the Ottumwa Police Department and deemed suitable for placement with Heartland, except as noted below. Heartland shall provide an acceptable enclosed structure to house up to ten (10) dogs, ten (10) cats, or any combination of dogs and cats up to ten (10) (Reserved Kennels) at any one time. The animals deposited by the City must be placed in an enclosed structure specifically approved by the City. Heartland may take additional dogs and cats if room is available and said animals can be properly isolated during

the Mandatory Stray Hold Period. Additional City Animals accepted by Heartland may be invoiced at the Non-Reserved Kennel Animal Care Services per animal per day rate for the number of days they are held during the Mandatory Stray Hold Period outside of Reserved Kennels. City has the right to inspect the facility where City Animals are kept any time without notice.

Those animals deemed suitable for release to Heartland will be deposited by the Ottumwa Police Department at Heartland, which shall make arrangements for the housing of those animals in a separate location that can be accessed by the Ottumwa Police Department both during and after hours.

Heartland will ensure that said animals released to its custody shall be adequately cared for and held in a secure location that is isolated from other Heartland animals. These secure locations shall meet all minimum care requirements as set forth in City Ordinances and State statutes and regulations.

Heartland shall promptly be responsible for posting photographs of impounded City Animals and information regarding said animals on the City Law Enforcement's Facebook page dedicated to animal welfare. City shall give a qualified Heartland designated staff member access to said social media platform for this purpose only.

#### B. After Hours.

Dogs and cats deemed suitable for placement with Heartland will be deposited at Heartland by officers of the Ottumwa Police Department. Heartland shall make available to the Ottumwa Police Department Officers the ability to deposit said animals at Heartland at any time. At all times other than normal business hours, Heartland shall make available the services of at least one on-call employee who shall receive notification of after - hours deliveries of dogs or cats and be available to attend to such animals in a timely fashion if requested by City.

#### C. Prohibited Animals.

Animals that are prohibited by City Ordinance (*e.g.*, animals designated as dangerous) or those animals deemed aggressive or seriously injured or ill shall not be taken to Heartland, but will be taken to a veterinary services or qualified boarding facility in or around the City of Ottumwa. Those animals may still be claimed by their owners or placed in a suitable location, depending on the circumstances, but may not be available for adoption by Heartland to City residents.

#### D. Records.

Heartland agrees to keep records of all animals City brings to Heartland and the animals' dispositions.

**6. Animal Shelter.**

Nothing in this Agreement should be construed to provide City the right to otherwise use, control, or occupy the animal shelter beyond the terms stated herein, and the parties further agree that the operation, management, and control of the animal center is the sole responsibility of Heartland.

**7. Report to City.**

Heartland shall provide the City with a written report regarding Animal Care Services provided under this Agreement, no less than once per annum.

**8. Termination.**

Either party may terminate this Agreement for any reason upon sixty (60) days written notice to the other party.

**9. Notice.**

Notice by Heartland to City must be in writing and addressed to:  
City Administrator  
City of Ottumwa  
105 East Third Street  
Ottumwa, IA 52501

Notice by City to Heartland must be in writing and addressed to:  
Manager  
Heartland Humane Society  
314 Fox Sauk Road  
Ottumwa, IA 52501

Notice is sufficient if delivered by regular mail.

**10. Indemnification/Hold Harmless.**

Each party agrees to release, indemnify and hold the other party, its officers and employees harmless from and against any and all liabilities, damages, business interruptions, delays, losses, claims, judgments, of any kind whatsoever, including all costs, attorney fees, and expenses incidental thereto, that may be suffered by, or charged to, the party by reason of any loss or damage to any property or injury to or death of any person or animal arising out of or by reason of any breach, violation or non-performance by the other party or its servants, employees or agents of any covenant or condition of this Agreement, or by any act or failure to act of those persons.

The parties shall not be liable for failure to perform under this Agreement or for any loss, injury, damage or delay of any nature whatsoever resulting therefrom caused by any act of God, fire,

flood, accident, strike, labor dispute, riot, insurrection, war or any other cause beyond the respective party's control.

**11. Waiver.**

The waiver by either party of any covenant or condition of this Agreement shall not thereafter preclude such party from demanding performance in accordance with the terms of this Agreement.

**12. Severability.**

If a provision of this Agreement shall be finally declared void or illegal by any court or administrative agency having jurisdiction over the parties to this Agreement, the entire Agreement shall not be void, but the remaining provisions shall continue in effect as nearly as possible in accordance with the original intent of the parties.

**13. Entire Agreement.**

This Agreement sets forth all the covenants, promises, agreements, and conditions between City and Heartland concerning Animal Care Services, and there are no other covenants, promises, agreements or conditions, either oral or written, between them. This Agreement may not be modified or amended in any manner except by an instrument in writing executed by the parties.

**14. Counterparts.**

This Agreement may be executed in any number of counterparts, each of which shall constitute one and the same instrument.

*(remainder of page intentionally left blank; signature page to follow)*

Dated this 20 day of December, 2022.

CITY OF OTTUMWA, IOWA,  
an Iowa municipal corporation

*Richard W. Johnson*

Richard W. Johnson  
Mayor

ATTEST:

*Christina Reinhard*

Christina Reinhard  
City Clerk

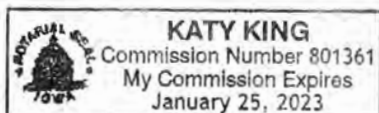
STATE OF IOWA            )  
  ) ss:  
COUNTY OF WAPELLO    )

On this 20 day of December, 2022, before me a Notary Public in and for said County, personally appeared Richard W. Johnson and Christina 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 municipal corporation, created and existing under the laws of the State of Iowa and that said record was signed on behalf of said municipal corporation by authority and resolution of its City Council, and said Mayor and City Clerk acknowledged said record to be the free act and deed of said municipal corporation by it voluntarily executed.

*Katy King*

Notary Public in and for the State of Iowa

[Signature page to Agreement – City of Ottumwa, Iowa]





# CITY OF OTTUMWA

## Staff Summary

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

Council Meeting of : Dec 20, 2022

Administration

Department

Prepared By

Philip Rath

Department Head



City Administrator Approval

AGENDA TITLE: Approve Resolution 287-2022 a resolution to reimburse state and federal funding related to the abandoned transit operations.

\*\*\*\*\*

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

RECOMMENDATION: Pass and adopt Resolution 287-2022

DISCUSSION: Following an extensive process, the city has received confirmation of the reimbursement amount requested by the state and federal government for funding previously received by the City on behalf of the transit program. This funding was depreciating over the life of the asset; however, with the abandonment of the city operated service the funding needs to be returned or the asset utilized for transit purposes. Wapello County Emergency Management is interested in the building and satisfying the reimbursement will allow the city to sell the asset. The total requested reimbursement is \$299,747.22.

Source of Funds: General Fund

Budgeted Item:

Budget Amendment Needed: Yes

**RESOLUTION NO. 287-2022**

**RESOLUTION TO REIMBURSE STATE AND FEDERAL FUNDING RELATED TO THE ABANDONED TRANSIT OPERATIONS**

**WHEREAS**, the City of Ottumwa had previously received state and federal funding related to building improvements for the city-operated transit system; and

**WHEREAS**, those funds were received under the premise the building would remain a function of transit while the asset depreciated; and

**WHEREAS**, the City has ceased its transit operations and is interested in selling the building to Wapello County Emergency Management; and

**WHEREAS**, the City has received an invoice of \$122,722.22 from the state for reimbursement of prior funding; and

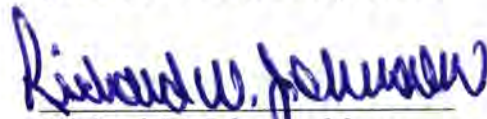
**WHEREAS**, the City has received a notice of \$177,205.00 from the state on behalf of the federal reimbursement of prior funding.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Ottumwa, Iowa, that City reimburse the state and federal government in the amounts listed above.

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

APPROVED, PASSED AND ADOPTED, this 20<sup>th</sup> day of December, 2022.

CITY OF OTTUMWA, IOWA



Richard W. Johnson, Mayor

ATTEST:



Christina Reinhard, City Clerk





Iowa Department of Transportation  
800 Lincoln Way  
Ames, IA 50010



# INVOICE

Date	Invoice Number
10/11/2022	CI-0011716

Payment Terms	Due Date
Immediate	10/11/2022

Any questions call: 515-239-1072

Bill To:
OTTUMWA, CITY OF 105 E 3RD ST. OTTUMWA, IA 52501 United States of America

Remit To:
Iowa Department of Transportation 800 Lincoln Way Ames, IA 50010 United States of America

Description: Public Transit Infrastructure Grant Emma Street Facility Useful Life Buyout

Page 1 of 1

Quantity	Sales Item	Item Description	Price Each	Amount
0			0.00	122,722.22

Net Amount:	122,722.22
Tax	0.00
Total Invoice Amount	USD 122,722.22

DETACH AND RETURN WITH CASH/CHECK PAYMENT TO:

CASHIER OFFICE  
IOWA DEPARTMENT OF TRANSPORTATION  
800 LINCOLN WAY  
AMES, IA 50010

OTTUMWA, CITY OF

INVOICE NO: CI-0011716 AMOUNT ENCLOSED: \_\_\_\_\_

PLEASE WRITE YOUR INVOICE NUMBER ON YOUR CHECK

**received**  
12-15-22 1130A

# CITY OF OTTUMWA

## Staff Summary

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

Council Meeting of: Dec 20, 2022

Planning & Development  
Department

Zach Simonson  
Prepared By  
Zach Simonson  
Department Head

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

AGENDA TITLE: RESOLUTION NO. 289-2022: RESOLUTION CERTIFYING THE POPULATION OF RECENTLY ANNEXED TERRITORY TO THE CITY OF OTTUMWA.

\*\*\*\*\*

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

RECOMMENDATION: Pass and adopt Resolution No. 289-2022.

DISCUSSION: On November 1, 2022, the Council approved the annexation of a parcel at 1235 Hutchinson. Iowa Code requires that the City adopt a resolution certifying the population of the newly annexed territory. Resolution No. 289-2022 certifies that the population of this undeveloped, vacant lot is zero.

Source of Funds:

Budgeted Item:  Budget Amendment Needed:

RESOLUTION NO. 289-2022

**RESOLUTION CERTIFYING THE POPULATION OF RECENTLY  
ANNEXED TERRITORY TO THE CITY OF OTTUMWA**

WHEREAS, on November 1, 2022, the City Council approved the annexation of certain territory to the City of Ottumwa, Iowa; and

WHEREAS, pursuant to Iowa Code Section 321.3(4), the mayor and council are required to certify to the treasurer of state the actual population of any annexed territory as determined by the last certified federal census of said territory.

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

Section 1. That the annexed territory is legally described as follows:

A part of Lot Nine (9) of Wm. Hammond's Subdivision of the South Half of the Northwest Quarter (NW 1/4) of Section 20, Township 72 North, Range 13 West of the 5th P.M., in Wapello County, Iowa, being more particularly described as follows, to-wit:

Beginning at the Northeast Corner of said Lot Nine (9); thence South  $89^{\circ}33'27''$  West along the South right of way line of East Pennsylvania Avenue in the City of Ottumwa, Wapello County, Iowa extended to the East, a distance of 219.97 feet; the South  $2^{\circ}06'21''$  West along an existing fence line and this line extended Southwesterly, a distance of 305.46 feet to a point on the South line of said Lot Nine (9) as heretofore evidenced by Iron Pins; thence North  $89^{\circ}37'19''$  East along the said South line of Lot Nine (9), a distance of 231.19 feet to an existing Iron Pin at the Southeast Corner of said Lot Nine (9); thence North along the East line of said Lot Nine (9), the same being the West right of way line of Hutchinson Avenue, a distance of 305.42 feet to the point of beginning. Half inch Iron Pins with Plastic Survey Caps, "Graham R.L.S. 3955" have been set at the Northeast, Northwest and Southwest Corners of the above described Tract of Land.

AND

The adjacent road right-of-way to the centerline of Pennsylvania Ave.

AND

The adjacent road right-of-way to the centerline of Hutchinson Ave.

Section 2. That the population of the annexed territory is zero.

Section 3. That the City Clerk is hereby directed to send a copy of this Resolution to the Treasurer of the State of Iowa as required by Iowa Code Section 312.3(4).

PASSED AND APPROVED this 20 day of December, 2022.



ATTEST:

Christina Parkard

City Clerk

Richard W. Johnson  
Mayor

received  
12-15-22 8AM

Item No. I.-5.

# CITY OF OTTUMWA

## Staff Summary

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

Council Meeting of: Dec. 20, 2022

Building and Code Enforcement  
Department

Jake Rusch

Prepared By

Zach Simonson

Department Head

City Administrator Approval

AGENDA TITLE: Resolution No.290-2022. A resolution awarding the contract for Asbestos abatement and demolition of the condemned property at 868 S Davis.

\*\*\*\*\*

**\*\*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 290-2022

DISCUSSION: Bids for this project were accepted until 2 P.M. on December 13, 2022. One Asbestos bid and one demolition bid was received. Weston Mckee submitted the best bids in the amount of \$3,500 for Asbestos and \$9,400 for demolition. Staff recommends awarding him the contract. A bid tab is attached.

RESOLUTION NO. 290-2022

A RESOLUTION AWARDING THE CONTRACT FOR ASBESTOS ABATEMENT AND DEMOLITION OF THE CONDEMNED PROPERTY AT 868 S DAVIS.

WHEREAS, the City of Ottumwa was accepted bids for the above referenced project until 2pm on December 13, 2022; and

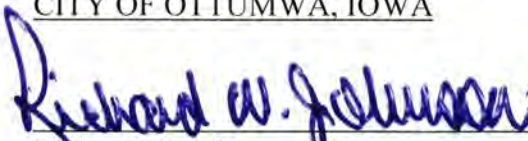
WHEREAS, the lowest qualified bid was from Weston McKee in the amount of \$3,500 for asbestos abatement and \$9,400 for demolition and leveling of the lot.

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

Weston McKee be awarded the contract for asbestos abatement and demolition of the condemned property at 868 S Davis in the amount of \$3,500 for asbestos abatement and \$9,400 for demolition and leveling of the lot.

APPROVED, PASSED AND ADOPTED this 20<sup>th</sup> day of December 2022.

CITY OF OTTUMWA, IOWA



Richard W. Johnson, Mayor

ATTEST:



Christina Reinhard, City Clerk



868 S Davis	Asbestos	Demolition	Total
Weston McKee	\$3,500.00	\$9,400.00	\$12,900.00
Best Bid For Demolition and			
Asbestos removal is Weston McKee			\$12,900

**received**  
12-15-22 8AM

# CITY OF OTTUMWA

## Staff Summary

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

Council Meeting of : Dec. 20, 2022

Jake Rusch

Prepared By

Building and Code Enforcement

Department

Zach Simonson *ZS*

Department Head

*[Signature]*

City Administrator Approval

AGENDA TITLE: Resolution No.291-2022. A resolution awarding the contract for Asbestos abatement and demolition of the condemned property at 1019 W Third.

\*\*\*\*\*

**\*\*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 291-2022

DISCUSSION: Bids for this project were accepted until 2 P.M. on December 13, 2022. Two Asbestos bids and two demolition bids were received. Weston Mckee submitted the best bids in the amount of \$6,000 for Asbestos and \$8,400 for demolition. Staff recommends awarding him the contract. A bid tab is attached.



RESOLUTION NO. 291-2022

A RESOLUTION AWARDED THE CONTRACT FOR ASBESTOS ABATEMENT AND DEMOLITION OF THE CONDEMNED PROPERTY AT 1019 W THIRD.

WHEREAS, the City of Ottumwa has accepted bids for the above referenced project until 2pm on December 13, 2022; and

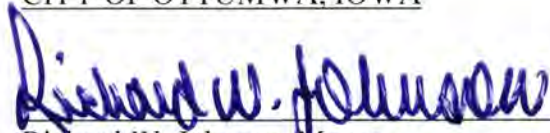
WHEREAS, the lowest qualified bid was from Weston McKee in the amount of \$6,000 for asbestos abatement and \$8,400 for demolition and leveling of the lot.

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

Weston McKee be awarded the contract for asbestos abatement and demolition of the condemned property at 1019 W Third in the amount of \$6,000 for asbestos abatement and \$8,400 for demolition and leveling of the lot.

APPROVED, PASSED AND ADOPTED this 20<sup>th</sup> day of December 2022.

CITY OF OTTUMWA, IOWA

  
Richard W. Johnson, Mayor

ATTEST:

  
Christina Reinhard, City Clerk



<b>1019 W Third</b>	<b>Asbestos</b>	<b>Demolition</b>	<b>Total</b>
<b>Weston McKee</b>	<b>\$6,000.00</b>	<b>\$8,400.00</b>	<b>\$14,400.00</b>
<b>Dan Laursen</b>	<b>\$7,000.00</b>	<b>\$12,000.00</b>	<b>\$19,000.00</b>
<b>Best Bid For Demolition and</b>			
<b>Asbestos removal is Weston McKee</b>			<b>\$14,400</b>

received  
12-16-22 SAM

Item No. I.-7.

# CITY OF OTTUMWA

## Staff Summary

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

Council Meeting of: Dec. 20, 2022

Jake Rusch

Prepared By

Building and Code Enforcement

Department

Zach Simonson *ZS*

Department Head

*PJ Rt*

City Administrator Approval

AGENDA TITLE: Resolution No.292-2022. A resolution awarding the contract for Asbestos abatement and demolition of the condemned property at 529 Albany.

\*\*\*\*\*

**\*\*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 292-2022

DISCUSSION: Bids for this project were accepted until 2 P.M. on December 13, 2022. Two Asbestos bids and two demolition bids were received. Weston Mckee submitted the best bids in the amount of \$16,000 for Asbestos and \$17,900 for demolition. Staff recommends awarding him the contract. A bid tab is attached.

RESOLUTION NO. 292-2022

A RESOLUTION AWARDED THE CONTRACT FOR ASBESTOS ABATEMENT AND DEMOLITION OF THE CONDEMNED PROPERTY AT 529 ALBANY.

WHEREAS, the City of Ottumwa has accepted bids for the above referenced project until 2pm on December 13, 2022; and

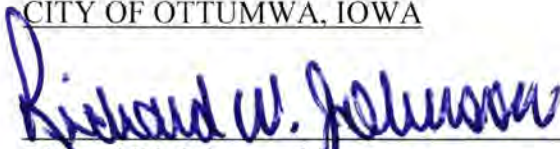
WHEREAS, the lowest qualified bid was from Weston McKee in the amount of \$16,000 for asbestos abatement and \$17,900 for demolition and leveling of the lot.

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



Weston McKee be awarded the contract for asbestos abatement and demolition of the condemned property at 529 Albany in the amount of \$16,000 for asbestos abatement and \$17,900 for demolition and leveling of the lot.

APPROVED, PASSED AND ADOPTED this 20<sup>th</sup> day of December 2022.

CITY OF OTTUMWA, IOWA

  
Richard W. Johnson, Mayor

ATTEST:

  
  
Christina Reinhard, City Clerk

<b>529 Albany</b>	<b>Asbestos</b>	<b>Demolition</b>	<b>Total</b>
<b>Weston McKee</b>	<b>\$16,000.00</b>	<b>\$17,900.00</b>	<b>\$33,900.00</b>
<b>Dan Laursen</b>	<b>\$20,000.00</b>	<b>\$18,900.00</b>	<b>\$38,900.00</b>
<b>Best Bid For Demolition and Asbestos removal is Weston McKee</b>			<b>\$33,900</b>

received  
12-15-22 8AM

Item No. I.-8.

# CITY OF OTTUMWA

## Staff Summary

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

Council Meeting of : Dec. 20, 2022

Jake Rusch

Prepared By

Building and Code Enforcement

Department

Zach Simonson *ZS*

Department Head

*PRK*

City Administrator Approval

AGENDA TITLE: Resolution No.293-2022. A resolution awarding the contract for Asbestos abatement and demolition of the condemned property at 115 S Adella.

\*\*\*\*\*

**\*\*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 293-2022

DISCUSSION: Bids for this project were accepted until 2 P.M. on December 13, 2022. Two Asbestos bids and two demolition bids were received. Weston Mckee submitted the best bids in the amount of \$5,000 for Asbestos and \$9,400 for demolition. Staff recommends awarding him the contract. A bid tab is attached.

RESOLUTION NO. 293-2022

A RESOLUTION AWARDED THE CONTRACT FOR ASBESTOS ABATEMENT AND DEMOLITION OF THE CONDEMNED PROPERTY AT 115 S ADELLA.

WHEREAS, the City of Ottumwa has accepted bids for the above referenced project until 2pm on December 13, 2022; and

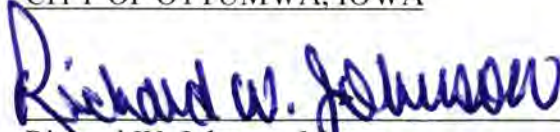
WHEREAS, the lowest qualified bid was from Weston McKee in the amount of \$5,000 for asbestos abatement and \$9,400 for demolition and leveling of the lot.

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

Weston McKee be awarded the contract for asbestos abatement and demolition of the condemned property at 115 S Adella in the amount of \$5,000 for asbestos abatement and \$9,400 for demolition and leveling of the lot.

APPROVED, PASSED AND ADOPTED this 20<sup>th</sup> day of December 2022.

CITY OF OTTUMWA, IOWA

  
Richard W. Johnson, Mayor

ATTEST:

  
  
Christina Reinhard, City Clerk

<b>115 S Adella</b>	<b>Asbestos</b>	<b>Demolition</b>	<b>Total</b>
<b>Weston McKee</b>	<b>\$5,000.00</b>	<b>\$9,400.00</b>	<b>\$14,400.00</b>
<b>Dan Laursen</b>	<b>\$8,000.00</b>	<b>\$20,500.00</b>	<b>\$28,500.00</b>
<b>Best Bid For Demolition and</b>			
<b>Asbestos removal is Weston McKee</b>			<b>\$14,400</b>