



City of Oskaloosa
City Council Meeting Regular Session
Council Chambers
City Hall, 220 S. Market Street
Oskaloosa, IA 52577
Agenda
February 6, 2017

Call to Order and Roll Call - 6:00 P.M.

1. Invocation: Pastor George Filber, Fellowship Bible Church

2. Pledge of Allegiance.

I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

3. Roll Call

_____ Mayor David Krutzfeldt, Council Members:

_____ Burnett, _____ Caligiuri, _____ Jimenez, _____ Moore, _____ Ver Steeg,

_____ Walling, _____ Yates.

Documents:

[20170206 AGENDA ITEMS 1 TO 3 BURST.DOCX](#)

4. Community Comments.

This item is reserved to receive comments from the community for concerns whether or not they are included in the current agenda. The community is encouraged to come and speak before the Mayor and City Council and asked to keep statements brief. Any questions are to be asked of the City Staff, Council Members, or the Mayor prior to speaking to the full Council so concerns may be properly researched and answered away from the meeting. Comments are to be directed to the Mayor and City Council only.

Documents:

[20170206 COMMUNITY COMMENTS BURST.DOCX](#)

5. Consider Adoption of Consent Agenda as Presented or Amended.

All items appearing on the Consent Agenda are considered routine by the City Council and shall be enacted by one motion. If discussion is desired, that item shall be removed, discussed separately and approved by a separate motion of the City Council.

Documents:

[20170206 CONSENT AGENDA PAGE BURST BW.DOCX](#)

A. Approval of Council Minutes and Actions, subject to corrections, as recommended by the City Clerk.

1. January 17, 2017 Regular City Council Meeting Minutes
2. January 23, 2017 Special City Council Meeting Minutes
2. February 6, 2017 Agenda

Documents:

[20170206 CONSENT AGENDA CITY CLERK MINUTES.DOCX](#)
[CITY COUNCIL MINUTES JANUARY 17, 2017.DOC](#)
[CITY COUNCIL MINUTES JANUARY 23, 2017.DOCX](#)

B. Receive and file minutes of Boards and Commissions

Any recommendations contained in minutes become effective only upon separate Council action.

The minutes of various city boards and commissions are contained in the agenda packet to receive and file.

Documents:

[20170206 CONSENT AGENDA BOARDS AND COMMISSIONS.DOCX](#)
[20161219 WB MINUTES.PDF](#)
[20170106 SPEC WB MINUTES.DOCX](#)
[20170103 AIRPORT COMMISSION MINUTES.PDF](#)
[HPC MINUTES-1-27-2017.DOCX](#)
[20160130 OHTF MINUTES.DOCX](#)

C. Consider payment of claims for January 2017.

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM CLAIMS.DOCX](#)
[MANUAL CHECK REPORT 01252017.PDF](#)
[COUNCIL CLAIMS LIST 01302017.PDF](#)
[CLAIMS OVER 500.PDF](#)
[ADDL CLAIMS OVER 500.PDF](#)

D. Consider approval of a renewal application for a Class A Liquor License with Sunday Sales from Oskaloosa Lodge #340 Benevolent, dba Oskaloosa Lodge #340, B.P.O. of Elks, 202 2nd Avenue East.

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM ELKS 02052017.DOCX](#)

E. Consider approval of a renewal application for a Class C Liquor License with Sunday Sales and Outdoor Service for The Cellar Peanut Pub LLC dba The Cellar, 206 Rock Island Avenue.

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM CELLAR 01312017.DOCX](#)

F. Consider appointment to the Historic Preservation Commission.

Who is submitting this item. City Manager Department

Documents:

[20170206 ITEM HISTORIC PRESERVATION COMMISSION APPOINTMENT.DOCX](#)
[STOUT APPLICATION FOR HPC.PDF](#)

G. Consider a resolution approving a professional services agreement between the city and Veenstra & Kimm, Inc. for building inspections and related services.

Who is submitting this item. Development Services Department

Documents:

[20170206_INSPECTION SERVICES COMMUNICATION.DOCX](#)
[20170206_INSPECTION SERVICES RESOLUTION.DOC](#)
[20170131_INSPECTION SERVICES CONTRACT VK REV2.PDF](#)

H. Consider a resolution approving applications for residential tax abatement for value added in the urban revitalization area.

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM TAX ABATEMENT \(2\).DOCX](#)
[RESIDENTIAL TAX ABATEMENT RESOLUTION.DOC](#)
[EXHIBIT A-TAX ABATEMENT 2017.DOCX](#)

I. Consider a resolution approving an application for Industrial Tax Abatement for value added in the Urban Revitalization area of 546 9th Avenue East.

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM INDUSTRIAL TAX ABATEMENT.DOCX](#)
[RESOLUTION INDUSTRIAL TAX ABATEMENT.DOC](#)

J. Consider approval of Pay Application No. 3 in the amount of \$4,195.01 and Change Order No. 3 in the amount of -\$3,635.10 to DeLong Construction for work completed on the Safe Route to School Sidewalk Improvement Project.

Who is submitting this item. Public Works Director

Documents:

[SIDEWALK IMPROVEMENT PROJECT CHANGE ORDER NO. 3 EXPLANATION.DOCX](#)
[CHANGE ORDER LETTER FROM GARDEN ASSOCIATES.PDF](#)
[PAY APP LETTER FROM GARDEN ASSOCIATES.PDF](#)
[CHANGE ORDER NO 3.PDF](#)
[PAY APPLICATION NO 3.PDF](#)

K. ----- END OF CONSENT AGENDA -----

6. Announcement of Vacancies

This item is reserved to provide the most current information about existing or upcoming vacancies for Boards, Committees, or Commissions filled by appointment of the Mayor, or the City Council. Appointment to fill vacancies requires a separate action or confirmation by the City Council.

- Airport Commission – One vacancy to fill upon appointment for an unexpired term that ends December 31, 2021. This is a five member board that typically meets the first Monday of the month. (4 males and 0 females currently serve with 1 vacancy)
- Board of Adjustment - Two vacancies for unexpired terms, one that ends December 31, 2019 and one that ends December 31, 2020. This is a five member board that meets as needed. (5 males and 0 females currently serve)
- Civil Service Commission – One vacancy for a four year term that begins April 1, 2017 and ends March 31, 2021. This is a three member board that meets as needed. (3 males and 0 females currently serve)
- Historic Preservation Commission - One vacancy for an alternate member. This is a seven member board with two alternate members that meets as needed. (6 males and 2 females currently serve with 1 vacancy for an alternate member)
- Municipal Housing Agency – One vacancy for a two year term that begins March 1, 2017 and ends February 28, 2019. This is a five member board that meets quarterly. (2 males and 3 females currently serve)

Documents:

7. Regular Agenda

Documents:

[20170206 REGULAR AGENDA BURST.DOCX](#)

A. **Consider request from the Mahaska Community Recreation Foundation to present the MCRF Annual Report.**

Who is submitting this City Manager Department
item.

Documents:

[20170206 MCRF ANNUAL REPORT ITEM.DOCX](#)

B. **Discussion and update on the proposed Rental Housing Inspection Program.**

Who is submitting this Development Services Department
item.

Documents:

[20170206_RENTAL INSPECTION PROGRAM DISCUSSION \(1\).DOCX](#)
[20170110 RENTAL INSPECTION UPDATE MEMO.DOCX](#)

C. **Consider an ordinance amending the Oskaloosa Municipal Code section 15.04.035 International Building Code, International Mechanical Code and International Residential Code—Amendments. (THIRD READING)**

Who is submitting this City Manager Department
item.

Documents:

[20170206_FROST FOOTING CODE CHANGE COMMUNICATION \(3\).DOCX](#)
[20170103_FROST FOOTING ORD \(2\).DOCX](#)

D. **Consider an ordinance amending Oskaloosa Municipal Code, Chapter 13.08, Section 13.08.570(A) - User charge, for the purpose of providing necessary funding associated with the operation and maintenance of the city's wastewater treatment works. (Third Reading)**

Who is submitting this City Manager Department
item.

Documents:

20170206_SANITARY SEWER RENTAL CHARGE_2 (1).DOCX
20170103_SEWER USER FEE INCREASE (2).DOC
OSKALOOSA_SEWER_CASHFLOW_11-16-2016.PDF

- E. Consider a resolution for preliminary approval of plans, specifications, form of contract, estimated cost, ordering publication of notice of hearing, notice to bidders, setting the date for a public hearing, and authorizing to receive and open bids for the Façade Improvement Project.**

Who is submitting this Development Services Department
item.

Documents:

FACADE PROJECT COMMUNICATION (2).DOCX
FACADE PROJECT RESOLUTION.DOCX
16DTR001 - MAP - SECTION 106.PDF
FACADE IMPROVEMENT PROJECT COST ESTIMATE.PDF
NOTICE OF PUBLIC HEARING - FACADE PROJECT.DOCX
ADVERTISEMENT FOR BIDS FINAL.DOCX
OSKALOOSA FACADE IMPROVEMENTS CONSTRUCTION
DOCUMENTS (1).PDF

- F. Consider a resolution for preliminary approval of plans, specifications, form of contract, estimated cost, ordering publication of notice of hearing, notice to bidders, setting the date for a public hearing, and authorizing to receive and open bids for the 2017 Sanitary and Storm Sewer Improvements Project.**

Who is submitting this Public Works Director
item.

Documents:

SEWER PROJECTS EXPLANATION.DOCX
SEWER PROJECTS RESOLUTION.DOCX
EXHIBIT MAPS.PDF
ENGINEERS ESTIMATE.PDF
04 NOTICE TO BIDDERS.DOC
04A NOTICE OF PUBLIC HEARING.DOC
2017 CONSTRUCTION SCHEDULE.PDF
2017 PROJECT PRELIM PLANS 01-26-2017.PDF

- G. Consider a resolution adopting the proposed 2016-2017 budget amendment and the proposed 2017-2018 budget and setting date for public hearing.**

Who is submitting this City Clerk/Finance Department
item.

Documents:

[CITY COMM PROPOSED BUDGET.DOCX](#)
[BUDGET PH RES.DOC](#)
[COPY OF FY18CITYBUDGET.PDF](#)

8. Report on Items from City Staff.

- a) City Manager
- b) City Clerk.

- c) City Attorney.

This item is reserved to receive reports from the City Manager, City Clerk, and/or the City Attorney.

Documents:

[20170206 REPORTS FROM STAFF BURST.DOCX](#)

9. City Council Information

This item is reserved to receive reports from the Mayor and City Council. This is an opportunity for the members of the City Council to provide updates on activities, events, or items of note to the public. This is also the opportunity for the City Council to request future agenda items, or request items to be sent to Committee for review and discussion.

Documents:

[20170206 CITY COUNCIL INFORMATION BURST.DOCX](#)

10. Adjournment

THE REQUIREMENT THAT AN ORDINANCE BE READ THREE (3) TIMES BEFORE PASSAGE MAY BE WAIVED BY COUNCIL UPON AN AFFIRMATIVE VOTE OF SIX (6) OF THE SEVEN (7) COUNCIL MEMBERS. THE PUBLIC IS ADVISED TO TAKE NOTE OF THIS PROCESS AND BE PREPARED TO SPEAK EITHER FOR OR AGAINST ANY ORDINANCE AT THE TIME OF FIRST READING.

If you require special accommodations, please contact the City Manager's Office at least 24 hours prior to the meeting at (641) 673-9431.