



City of Oskaloosa
City Council Meeting Regular Session
Council Chambers
City Hall, 220 S. Market Street
Oskaloosa, IA 52577
Agenda
March 20, 2017

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

1. Invocation: Mayor David Krutzfeldt

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:

[20170320 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:

[20170320 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:

[20170320 CONSENT AGENDA PAGE BURST BW.DOCX](#)

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

1. March 6, 2017 Regular City Council Meeting Minutes
2. March 20, 2017 Agenda

Documents:

[20170320 CONSENT AGENDA CITY CLERK MINUTES.DOCX](#)
[CITY COUNCIL MINUTES MARCH 6, 2017.DOC](#)

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:

[20170320 CONSENT AGENDA BOARDS AND COMMISSIONS.DOCX](#)
[FEB 2017 LIB MINUTES.DOC](#)
[MAR 6, 2017 LIB MINUTES.DOC](#)
[BOA MIN 2-28-2017.DOCX](#)
[MARCH AIRPORT COMMISSION MINUTES.PDF](#)

C. Consider a motion to receive and file financial reports for February 2017.

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM FINANCIAL REPORTS_1.DOCX](#)
[OSKALOOSA IA TREASURERS REPORT FEBRUARY 20017.PDF](#)

D. Consider approval of a renewal application for a Class B Beer License with Outdoor Service for Southern Iowa Fair and Exposition dba Southern Iowa Fair and Exposition, 615 North I Street.

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM SOUTHERN IA FAIR 03202017.DOCX](#)

E. Consider approval of a renewal application for a Class A

Liquor License with Sunday Sales for Aerie No 276 Fraternal Order of Eagles dba Fraternal Order of Eagles, 215 High Avenue East.

Who is submitting this City Clerk/Finance Department item.

Documents:

[CITY COMM EAGLES 03202017.DOCX](#)

F. Consider approval of a renewal application for a Class B Beer License with Outdoor Service and Sunday Sales for MK Golf Shops dba Matt Sherlock PGA PRO, 1608 Edmundson Drive.

Who is submitting this City Clerk/Finance Department item.

Documents:

[CITY COMM MK GOLF 03202017.DOCX](#)

G. Consider approval of FY 2017 Retail Cigarette/Tobacco/Nicotine/Vapor Permit for Smokin Hot, 1109 A Avenue West, Suite C.

Who is submitting this City Clerk/Finance Department item.

Documents:

[CITY COMM CIGARETTE PERMITS 2017.DOCX](#)

H. Consider appointment to the Civil Service Commission for a four year term that begins April 1, 2017 and ends March 31, 2021.

Who is submitting this City Manager Department item.

Documents:

[20170320 ITEM CIVIL SERVICE COMMISSION APPT..DOCX](#)
[HOLMBERG CIVIL SERVICE APPLICATION.PDF](#)

I. Consider appointment of a city representative to the South Central Regional Airport Agency for a five year term that begins April 1, 2017 and ends March 31, 2022.

Who is submitting this City Manager Department item.

Documents:

[20170320 ITEM SCRAA APPT..DOCX](#)

J. Consider approval of payment of \$1,814.82 to Area 15 RPC for work completed on the Façade Improvement Project.

Who is submitting this Development Services Department
item.

Documents:

[FACADE MARCH 2017 PAYMENT EXPLANATION.DOCX](#)
[16DTR001 AREA 15 INVOICE.PDF](#)
[PROGRESS REPORT 07 - 201703.DOCX](#)

K. Consider approval of Pay Request No. 10 and Change Order No. 1 in the total amount of \$243,934.34 to DDVI, Inc. for work completed on the Oskaloosa Fire Department Expansion and Renovation Project.

Who is submitting this Fire Department
item.

Documents:

[DDVI PAY APP NO. 10 EXPLANATION.DOCX](#)
[DDVI PAY APP 10 REVISED.PDF](#)
[CHANGE ORDER NO. 1 DOCUMENT AND EXPLANATION.PDF](#)

L. 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 South 7th Street Concrete Pavement Rehabilitation Project.

Who is submitting this Public Works Director
item.

Documents:

[S 7TH ST PCC PROJECT EXPLANATION.DOCX](#)
[S 7TH ST PCC PROJECT RESOLUTION.DOCX](#)
[ENGINEERS ESTIMATE.PDF](#)
[NOTICE OF PUBLIC HEARING.PDF](#)
[NOTICE TO BIDDERS.PDF](#)
[SOUTH 7TH STREET 2017 CALENDAR.PDF](#)
[S 7TH ST PCC PRELIMINARY PLANS.PDF](#)

M. Consider a resolution transferring ownership of a vehicle owned by the City of Oskaloosa to Polk County Iowa, and accepting transfer of ownership of a vehicle from Polk County

Iowa to the City of Oskaloosa for use by the Police Department.

Who is submitting this item. Police Department

Documents:

[PD COMMUNICATION.DOCX](#)
[RESOLUTION FOR TRANSFER OF VEHICLES.DOCX](#)

- N. Consider a resolution approving an Engagement Agreement with Public Financial Management Inc., in its capacity as Municipal Advisor, to the city of Oskaloosa, Iowa in connection with financial planning services and development of planning models.**

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM PFM ENGAGEMENT LETTER.DOCX](#)
[RESOLUTION ENGAGEMENT AGREEMENT.DOC](#)
[OSKALOOSA RETAINER - MA ENGAGEMENT LETTER 2-27-17.PDF](#)
[OSKALOOSA G-42 DISCLOSURE OF CONFLICTS OF INTEREST 2-27-17.PDF](#)

- O. Consider a resolution scheduling a public hearing for April 17, 2017 to consider levying a special assessment against private property for nuisance abatement in accordance with Iowa Code §384.60, and directing notice to the owners of the property to be assessed.**

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM PH 412 NORTH H.DOCX](#)
[RESOLUTION NO PH NUISANCE 412 NORTH H \(002\).DOCX](#)
[ASSESSMENT SCHEDULE - 412 NORTH H ST.DOCX](#)
[412 NORTH H ABATEMENT PACKET \(002\).PDF](#)

- P. Consider a resolution adopting supplement to the Oskaloosa Municipal Code of Ordinances through Ordinance No. 1393.**

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM CODE SUPPLEMENT \(2\).DOCX](#)

Q. ----- **END OF CONSENT AGENDA** -----

6. Regular Agenda

Documents:

[20170320 REGULAR AGENDA BURST.DOCX](#)

- A. Consider a request for reduction of sanitary sewer charges from Donna Saner for property located at 1713 Pella Ave., Lot 6.**

Who is submitting this City Manager Department
item.

Documents:

[20170306 SANER REQUEST FOR REDUCTION IN SEWER CHARGES.DOCX](#)
[SANER SEWER CHARGE REDUCTION REQUEST DOCS.PDF](#)
[SANITARY SEWER LEAK POLICY.PDF](#)
[SANITARY SEWER REDUCTION REQUEST HISTORY.PDF](#)

- B. Consider a request for reduction of sanitary sewer charges from Hector Briceno for his residence located at 818 North H Street.**

Who is submitting this City Manager Department
item.

Documents:

[20170306 BRICENO REQUEST FOR REDUCTION IN SEWER CHARGES.DOCX](#)
[BRICENO REQUEST.PDF](#)
[BRICENO RESPONSE FROM WD.PDF](#)
[SANITARY SEWER LEAK POLICY.PDF](#)
[SANITARY SEWER REDUCTION REQUEST HISTORY.PDF](#)

- C. Consider an ordinance amending Title 16, Chapter 16.04 of the Oskaloosa Municipal Code pertaining to Subdivisions - 1st reading. (PUBLIC HEARING)**

Who is submitting this Public Works Director
item.

Documents:

[EXPLANATION MINOR SUBDIVISION ORDINANCE.DOCX](#)
[MINOR SUBDIVISION ORDINANCE.DOCX](#)
[EXHIBIT A.PDF](#)

D. Consider an ordinance to add Chapter 15.60 – Rental Housing Inspection to the Oskaloosa Municipal Code and to amend Chapter 15.04.150 – Board of Appeals in the Oskaloosa Municipal Code. (SECOND READING)

Who is submitting this Development Services Department
item.

Documents:

[20170320_RENTAL INSPECTION COMMUNICATION_1.DOCX](#)
[20170320_RENTAL INSPECTION ORDINANCE.DOCX](#)

E. Consider an ordinance amending the city code of the City of Oskaloosa by amending Section 2.08.080 Compensation for the Mayor. (1st reading)

Who is submitting this City Manager Department
item.

Documents:

[20170320_MAYOR COMPENSATION INCREASE.DOCX](#)
[MAYOR AND COUNCIL COMPENSATION SURVEY.PDF](#)
[MAYOR COMPENSATION ORDINANCE.DOCX](#)

F. Consider a resolution to participate in reconstructing the shared salt storage facility at the Iowa Department of Transportation maintenance facility.

Who is submitting this Public Works Director
item.

Documents:

[IOWA DOT SALT STORAGE EXPLANATION.DOCX](#)
[RESOLUTION SALT STORAGE.DOCX](#)
[OSKALOOSA 28E SIGNED.PDF](#)

G. Consider a resolution approving an amendment to the contract with Garden and Associates Ltd. for professional services for the 2017 Sanitary and Storm Sewer Improvements Project.

Who is submitting this Public Works Director
item.

Documents:

[GARDEN INSPECTION CONTRACT EXPLANATION REV 2.DOCX](#)
[GARDEN INSPECTION CONTRACT RESOLUTION REV 1.DOCX](#)
[LETTER FROM GARDEN AND ASSOCIATES.PDF](#)

7. 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:

[20170320 REPORTS FROM STAFF BURST.DOCX](#)

8. 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:

[20170320 CITY COUNCIL INFORMATION BURST.DOCX](#)

9. 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.