



City of Oskaloosa
City Council Meeting Regular Session
Council Chambers
City Hall, 220 S. Market Street
Oskaloosa, IA 52577
Agenda
February 20, 2018

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

1. Invocation: Pastor Elizabeth Colton, St. Paul Congregational United Church of Christ

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, _____ Ottosson,

_____ Walling, _____ Yates.

Documents:

[20180220 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:

[20180220 COMMUNITY COMMENTS BURST.DOCX](#)

5. Recognition and appreciation for support during International Ingredient Corporation fire.

Who is submitting this City Manager Department

item.

Documents:

[20180220 ITEM RECOGNITION FOR SUPPORT.DOCX](#)

6. 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:

[20180220 CONSENT AGENDA PAGE.DOCX](#)

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

1. February 5, 2018 Regular City Council Meeting Minutes
2. February 20, 2018 Agenda

Documents:

[20180220 CONSENT AGENDA CITY CLERK MINUTES.DOCX](#)
[CITY COUNCIL MINUTES FEBRUARY 5, 2018.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:

[20180220 BOARD AND COMMISSION MINUTES.DOCX](#)
[MINUTES CS JANUARY 31, 2018.DOCX](#)
[20180108 WB MINUTES.DOCX](#)
[20180115 SPEC WB MEETING.DOCX](#)
[JAN 2018 LIB MINUTES.DOC](#)
[20180206 PZ MINUTES.DOCX](#)

C. Consider approval of FY 2018 Retail Cigarette/Tobacco/Nicotine/Vapor Permit for Shag T-Shirts & More, 200 High Avenue West, Suite 23.

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM CIGARETTE PERMITS 2017 SHAG T-SHIRTS.DOCX](#)

D. Consider approval of a new Class C Liquor License with

**Outdoor Service and Sunday Sales for Rock Island Tap LLC
dba Rock Island Tap, 206 Rock Island Avenue, effective
February 25, 2018.**

Who is submitting this City Clerk/Finance Department
item.

Documents:

[CITY COMM ROCK ISLAND TAP 02202018.DOCX](#)

**E. Consider approval of a five day application for a Class A
Liquor License from Mahaska County Pheasants dba
Mahaska County Pheasants Forever, 200 High Avenue West.**

Who is submitting this City Clerk/Finance Department
item.

Documents:

[CITY COMM MAH CO PHEASANTS 0220018.DOCX](#)

**F. Consider approval of a renewal application for a Class E
Liquor License with Class B Wine Permit, Class C Beer Permit
(Carryout Beer), and Sunday Sales for Hy-Vee, Inc., dba Hy-
Vee, 110 South D Street.**

Who is submitting this City Clerk/Finance Department
item.

Documents:

[CITY COMM HY VEE 02202018.DOCX](#)

**G. Consider a motion to receive and file financial reports for
January 2018.**

Who is submitting this City Clerk/Finance Department
item.

Documents:

[CITY COMM FINANCIAL REPORTS.DOCX](#)
[OSKALOOSA IA TREASURERS REPORT JANUARY 2018.PDF](#)

H. Consider appointments to the Municipal Housing Agency.

Who is submitting this City Manager Department
item.

Documents:

20180220 ITEM OMHA APPOINTMENT BURST.DOCX
MONTAVON OMHA FORM2018.PDF
JEN RICE APPLICATION.PDF
COLLINS APP FOR OMHA2018.PDF

I. Consider approval of payment of \$5,972.12 for work completed on the 2018 Pool Slide Rehabilitation Project.

Who is submitting this item. Public Works Department

Documents:

2018 POOL SLIDE REHABILITATION PAY APP NO 1
EXPLANATION.DOCX
2018 POOL SLIDE REHABILITATION PAY APP NO. 1.PDF

J. Consider a motion approving payment of \$4,708.06 to Area 15 Regional Planning Commission, \$935.00 to Curtis Architecture and Design PC, and \$65,412.79 to Christner Contracting Inc., totaling \$71,055.85, for work completed on the Façade Improvement Project.

Who is submitting this item. Development Services Department

Documents:

FACADE FEBRUARY 2018 PAYMENT EXPLANATION.DOCX
16DTR001 DRAW 15 INVOICES (1).PDF
16DTR001 DRAW 15 BALANCE SHEET.PDF
PROGRESS REPORT 18 - 201802.PDF

K. Consider authorization to issue a check in the amount of \$1,225 to K-9 Officer Austin Rogers for advancement of costs for canine training.

Who is submitting this item. Police Department

Documents:

20180220 ITEM CHECK AUTHORIZATION.DOCX

L. Consider a resolution approving Amendment No. 4 to the professional services agreement between the City of Oskaloosa and HR Green Inc. for the Brownfield Assessment Grant Project.

Who is submitting this item. Public Works Department

Documents:

HR GREEN CONTRACT AMENDMENT EXPLANATION_1 (2).DOCX
HR GREEN CONTRACT AMENDMENT RESOLUTION.DOCX
AGT-020118-CONTRACT_AMENDMENT 4 VER 1.PDF

M. Consider a resolution approving an Engagement Agreement with PFM Financial Advisors LLC.

Who is submitting this item. City Clerk/Finance Department

Documents:

201802020PFM GO CLN SERIES 2018A _1.DOCX
20180220_PFM ENGAGEMENT AGREEMENT GO CLN SERIES
2018A_1 (2).DOC
BOND TRANSACTION - FA ENGAGEMENT LETTER 2-6-2018.PDF

N. ----- END OF CONSENT AGENDA -----

7. Regular Agenda

Documents:

20180220 REGULAR AGENDA BURST.DOCX

A. Consider a resolution levying a special assessment against private property for cutting and removal of weeds by the city of Oskaloosa, Iowa in accordance with Title 8, Chapter 8.20 of the City Code of the city of Oskaloosa, Iowa. (PUBLIC HEARING)

Who is submitting this item. City Clerk/Finance Department

Documents:

CITY COMM WEED ASSESSMENT.DOCX
RESOLUTION ASSESSMENT OCTOBER 2017.DOCX
EXHIBIT A OCTOBER 2017.PDF
ASSESSMENT SCHEDULE - ALL FOR COUNCIL OCTOBER 2017
WEEDS.DOCX

B. Consider a resolution adopting the city of Oskaloosa Capital Improvement Plan, Fiscal Years 2019 through 2023. (PUBLIC HEARING)

Who is submitting this item. City Clerk/Finance Department

Documents:

CITY COMM CIP.DOCX

C. Consider a resolution instituting proceedings to take additional action and approving the reallocation of certain unspent proceeds of the General Obligation Capital Loan Notes, Series 2015A, of the City of Oskaloosa, Iowa. (PUBLIC HEARING)

Who is submitting this item. City Clerk/Finance Department

Documents:

CITY COMM REALLOCATE GO LOAN NOTES_1.DOCX
HEARING PROCEEDINGS (REALLOCATION)
(01441958X7F7E1).DOCX
LETTER OF INSTRUCTION_001.PDF

D. Consider a resolution approving the plans, specifications, form of contract, and estimated cost for the Phase 1 Sanitary Sewer System Improvements Project. (Public Hearing)

Who is submitting this item. Public Works Department

Documents:

EXPLANATION SANITARY SEWER SYSTEM IMPROVEMENTS
PHASE 1 PROJECT.DOCX
RESOLUTION SANITARY SEWER SYSTEM IMPROVEMENTS
PHASE 1 PROJECT.DOCX
EXHIBIT MAP 1 OF 2.PDF
EXHIBIT MAP 2 OF 2.PDF
FINAL PLANS.PDF
ENGINEERS OPINION OF PROBABLE COST.PDF

E. Consider a resolution awarding the contract to Cornerstone Excavating, Inc. for the Division 1 of Phase 1 Sanitary Sewer System Improvements Project.

Who is submitting this item. Public Works Department

Documents:

PHASE 1 SANITARY SEWER SYSTEM IMPROVEMENTS PROJECTS
DIVISION 1 RESOLUTION.DOCX
PHASE 1SANITARY SEWER SYSTEM IMPROVEMENTS PROJECT
DIVISION 1 EXPLANANTION.DOCX
BID TABULATION.PDF
LETTER.PDF
NOTICE OF AWARD.PDF

F. Consider a resolution awarding the contract to Visu-Sewer, Inc. for the Division 2 of Phase 1 Sanitary Sewer System Improvements Project.

Who is submitting this item. Public Works Department

Documents:

[SANITARY SEWER SYSTEM IMPROVEMENTS PHASE 1 PROJECTS DIVISION 2 EXPLANATION.DOCX](#)
[SANITARY SEWER SYSTEM IMPROVEMENTS PHASE 1 PROJECTS AWARD DIVISION 2 RESOLUTION.DOCX](#)
[BID TABULATION.PDF](#)
[LETTER.PDF](#)
[NOTICE OF AWARD.PDF](#)

G. Consider a resolution approving Amendment No. 1 to the contract with Garden and Associates Ltd. for the Sanitary Sewer Improvements Project.

Who is submitting this item. Public Works Department

Documents:

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

H. 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 Phase 2 Sanitary Sewer System Improvements Project.

Who is submitting this item. Public Works Department

Documents:

[EXPLANATION PHASE 2 SANITARY SEWER IMPROVEMENTS PROJECT.DOCX](#)
[RESOLUTION PHASE 2 SANITARY SEWER IMPROVEMENTS PROJECT.DOCX](#)
[PHASE 2 LOCATION MAP 1 OF 3.PDF](#)
[PHASE 2 LOCATION MAP 2 OF 3.PDF](#)
[PHASE 2 LOCATION MAP 3 OF 3.PDF](#)
[ENGINEERS ESTIMATE.PDF](#)
[NOTICE OF PUBLIC HEARING.PDF](#)
[NOTICE TO BIDDERS.PDF](#)
[PRELIMINARY PLANS PHASE 2.PDF](#)

- I. **Consider a resolution approving an agreement with Fox Engineering Associates for engineering services for the Wastewater Facility Plan Short-Term Improvements in an amount not to exceed \$79,750.**

Who is submitting this item. Public Works Department

Documents:

[SHORT-TERM FACILITY IMPROVEMENTS DESIGN CONTRACT_1 \(3\).DOCX](#)
[WASTEWATER FACILITY PLAN SHORT-TERM IMPROVEMENTS RESOLUTION.DOCX](#)
[LETTER FROM FOX AND AGREEMENT.PDF](#)

- J. **Consider approval of Pay Application No. 2 - Final in the amount of \$8,340.93 to Van Maanen Electric, Inc. for work completed on the Wayfinding Sign Installation Project.**

Who is submitting this item. Public Works Department

Documents:

[WAYFINDING SIGN PAY APP NO. 2 -FINAL EXPLANATION.DOCX](#)
[PHOTOS OF RELOCATED SIGN.DOCX](#)
[WAYFINDING SIGNS PAY APP 2.PDF](#)

- K. **Consider a resolution fixing date for a meeting on the authorization of a loan agreement and the issuance of not to exceed \$1,825,000 General Obligation Capital Loan Notes of the City of Oskaloosa, State of Iowa (for essential corporate purposes), and providing for publication of notice thereof.**

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM PH 1825000 GO CLN \(1\).DOCX](#)
[OSKALOOSA \(092\) - FIX DATE PROCEEDINGS 2018 GO CLN \(01450427X7F7E1\).DOCX](#)
[LETTER OF INSTRUCTION BONDING_001.PDF](#)

- L. **Consider a resolution approving an agreement for executive recruitment services with Moulder and Associates, LLC.**

Who is submitting this item. City Manager's Office

Documents:

[20180220_POLICE CHIEF RECRUITMENT MOULDER AND ASSOCIATES.DOCX](#)
[20180220_MOULDER AND ASSOCIATES POLICE CHIEF EXECUTIVE SEARCH.DOCX](#)
[PROPOSED SCOPE OF SERVICES OSKALOOSA.PDF](#)
[TIMELINE FOR OSKALOOSA.PDF](#)

M. Consider an ordinance to accept right-of-way dedication and to approve street names for public roadways in the vicinity of Lacey Recreation Complex.

Who is submitting this item. Public Works Department

Documents:

[EXPLANATION RENAME STREETS LACEY COMPLEX.DOCX](#)
[ORDINANCE RENAME STREETS LACEY COMPLEX.DOC](#)
[KENTFIELD DRIVE LOCATION MAP.PDF](#)
[238TH STREET LOCATION MAP.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:

[20180220 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:

[20180220 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.

