



City of Oskaloosa  
City Council Meeting Regular Session  
Council Chambers  
City Hall, 220 S. Market Street  
Oskaloosa, IA 52577  
Agenda  
April 2, 2018

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

**1. Invocation: Pastor Robert Goodrich, First Christian 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, \_\_\_\_\_ Ottosson,

\_\_\_\_\_ Walling, \_\_\_\_\_ Yates.

Documents:

[20180402 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:

[20180402 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:

[20180402 CONSENT AGENDA PAGE.DOCX](#)

**A. Approval of Council Minutes and Actions, subject to corrections, as**

**recommended by the City Clerk.**

1. March 19, 2018 Regular City Council Meeting Minutes
2. April 2, 2018 Agenda

Documents:

[20180402 CONSENT AGENDA CITY CLERK MINUTES.DOCX](#)  
[CITY COUNCIL MINUTES MARCH 19, 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:

[20180402 BOARD AND COMMISSION MINUTES.DOCX](#)  
[20180228 REVISED CIVIL SERVICE COMMISSION MINUTES.PDF](#)  
[20180305 AIRPORT MINUTES.PDF](#)

**C. Consider payment of claims for March 2018.**

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM CLAIMS.DOCX](#)  
[MANUAL CHECK REPORT 03222018\\_.PDF](#)  
[COUNCIL CLAIMS LIST 03232018.PDF](#)  
[CLAIMS OVER 500 .PDF](#)

**D. Consider approval of a new Class C Beer Permit with Sunday Sales for F.O.G., L.L.C., 2214 South 11th Street, effective April 3, 2018.**

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM FOG 04022018.DOCX](#)

**E. Consider approval of a renewal application for a Class B Beer License for Big Ed's BBQ, Inc. dba Big Ed's BBQ, 104 1st Avenue East.**

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM BIG EDS 04022018 \(1\).DOCX](#)

**F. Consider approval of a renewal application for a Class C Beer Permit with Sunday Sales for RRR Properties, LLC dba Oskaloosa Cenex, 1911 17th Avenue East.**

Who is submitting this City Clerk/Finance Department item.

Documents:

[CITY COMM OSKY CENEX 04022018.DOCX](#)

**G. Consider approval of payment of \$2,675.00 for work completed on the 2018 Pool Slide Rehabilitation Project.**

Who is submitting this Public Works Department item.

Documents:

[2018 POOL SLIDE REHABILITATION PAY APP NO 2 EXPLANATION \(1\).DOCX](#)  
[PAY APP NO. 2.PDF](#)

**H. Consider a resolution adopting an AED Policy.**

Who is submitting this City Clerk/Finance Department item.

Documents:

[CITY COUNCIL COMMUNICATION AED POLICY \(002\).DOCX](#)  
[AED POLICY RESOLUTION\\_1.DOC](#)  
[AED POLICY FINAL.PDF](#)

**I. Consider a resolution authorizing the Oskaloosa Fire Department to submit a grant application to the Mahaska County Community Foundation.**

Who is submitting this Fire Department item.

Documents:

[CITY COUNCIL COMMUNICATION FOR 2018 MCCF GRANT \(003\).DOCX](#)  
[2018 MCCF GRANT RESOLUTION.DOC](#)

**J. ----- 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.

- Building Code Board of Appeals - One vacancy for an ex officio member to represent the perspective of rental housing property owners and of rental housing tenants to the Building Code Board of Appeals to serve at the pleasure of the Mayor. This is a five member board with two ex officio members that meets as needed. (5 males and 1 female currently serve with 1 vacancy for an ex officio member)
- Civil Service Commission - One vacancy for a four year term that begins April 1, 2018 and ends March 31, 2022. There are three members on the Civil Service Commission that meets as needed. (3 males 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. (5 males and 2 females)

- currently serve with one vacancy for an alternate member)
- Municipal Housing Agency – One vacancy to fill upon appointment for a term that ends February 28, 2019. This is a five member board that meets quarterly. (2 males and 2 females currently serve with 1 vacancy).
  - Water Board – Two vacancies for six year terms that begin July 1, 2018 and end June 30, 2024. This is a five member board that typically meets the second Monday of the month. (5 males currently serve).

Documents:

[20180402 BOARD AND COMMISSION VACANCIES BURST.DOCX \(2\)\\_1.DOCX](#)

## 7. Regular Agenda

Documents:

[20180402 REGULAR AGENDA BURST.DOCX](#)

### A. Consider the imposition of levying a statutory civil penalty for a first offense sale of tobacco products to a minor. (PUBLIC HEARING)

Who is submitting this item. City Attorney

Documents:

[PH SELLING TOBACCO TO MINORS.DOCX](#)  
[CITY ATTORNEY TOBACCO DOCS.PDF](#)

### B. Consider a resolution establishing the area boundaries of the Oskaloosa Façade Improvements Project Phase II as a blighted area in the City of Oskaloosa, Iowa.

Who is submitting this item. Development Services Department

Documents:

[20180402\\_SLUM AND BLIGHT COMMUNICATION.DOCX](#)  
[18DTROSK - SLUM AND BLIGHT RESOLUTION.DOCX](#)  
[18DTROSK - SLUM AND BLIGHT MAP FOR COUNCIL.DOCX](#)  
[PHASE II SLUM AND BLIGHT CITY MAP.PDF](#)

### C. Consider a resolution authorizing advancement of costs for Urban Renewal Project and certification of expenses incurred by the city for payment under Iowa Code Section 403.19.

Who is submitting this item. Development Services Department

Documents:

[20180402\\_TIF FACADE CITY COUNCIL COMMUNICATION\\_1.1.DOCX](#)  
[20180402\\_RESOLUTION TIF FACADE PHASE II \(4\).DOC](#)

### D. Consider a resolution authorizing the mayor to sign and submit the Community Development Block Grant application for phase two of the

**Oskaloosa Façade Improvement Program and, if funded, to sign all contract related documents. (Public Hearing)**

Who is submitting this item. Development Services Department

Documents:

[20180402\\_CDBG APPLICATION COMMUNICATION\\_1.DOCX](#)  
[CDBG GRANT APP BUDGET SUMMARY.PDF](#)  
[FACADE GRANT RESOLUTION.DOCX](#)  
[18DTROSK - 03 - HUD DISCLOSURE FORM - UNSIGNED.PDF](#)  
[18DTROSK - 05 - FEDERAL ASSURANCES - UNSIGNED.DOC](#)  
[OSKALOOSA FACADES PHASE 2 GRANT APPLICATION.PDF](#)

**E. Consider a resolution instituting proceedings to take additional action for the authorization of a loan and disbursement agreement and the issuance of not to exceed \$850,000 Sewer Revenue Capital Loan Notes. (PUBLIC HEARING)**

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM PH SEWER LOAN NOTES.DOCX](#)  
[OSKALOOSA \(91\) - HEARING PROCEEDINGS 2018 SEWER SRF SPONSORED PROJECT \(01460971X7F7E1\).DOCX](#)  
[LETTER OF INSTRUCTION SEWER LOAN NOTES \(003\).PDF](#)

**F. Consider a resolution approving the plans, specifications, form of contract, and estimated cost for the Phase 2 Sanitary Sewer System Improvements Project. (Public Hearing)**

Who is submitting this item. Public Works Department

Documents:

[EXPLANATION SANITARY SEWER SYSTEM IMPROVEMENTS PHASE 2 PROJECT.DOCX](#)  
[RESOLUTION SANITARY SEWER SYSTEM IMPROVEMENTS PHASE 2 PROJECT.DOCX](#)  
[LOCATION MAP REDUCED SIZE.PDF](#)  
[ENGINEERS ESTIMATE.PDF](#)  
[CONSTRUCTION PLANS REDUCED SIZE.PDF](#)

**G. Consider a resolution approving the plans, specifications, form of contract, and estimated cost for the D Street Reconstruction Project. (Public Hearing)**

Who is submitting this item. Public Works Department

Documents:

[EXPLANATION D STREET RECONSTRUCTION PROJECT\\_1 \(1\).DOCX](#)  
[RESOLUTION D STREET RECONSTRUCTOIN PROJECT.DOCX](#)  
[D STREET PROJECT LOCATION.PDF](#)

ENGINEERS ESTIMATE.PDF  
SOUTH D ST PLANS REDUCED SIZE.PDF

**H. Consider a resolution approving or denying the vacation and sale of the 120' X 16.5' section of the north-south alley adjacent to 1010 B Avenue West.**

Who is submitting this item. Public Works Department

Documents:

1010 B AVENUE ALLEY VACATE EXPLANATION\_1.DOCX  
RESOLUTION TO APPROVE 1008 B AVE W ALLEY VACATE.DOCX  
RESOLUTION TO DENY 1008 B AVE W ALLEY VACATE.DOCX  
1008 B AVENUE WEST ALLEY VACATE MAP.PDF  
1008 B AVE WEST ALLEY VACATE RESPONSE TABULATION.XLS  
1008 B AVE WEST ALLEY VACATE APPLICATION.PDF

**I. Consider a resolution approving electronic bidding procedures and distribution of preliminary Official Statement.**

Who is submitting this item. City Clerk/Finance Department

Documents:

CITY COMM-ELECTRONIC BIDDING AND OS.DOCX  
OSKALOOSA (92) - APPROVE POS-ELEC BID 2018 GO CLN  
(01459600X7F7E1).DOCX  
OSKALOOSA\_ELECTRONIC\_BIDDING\_RECOMM\_LETTER\_07-10-15.PDF  
OSKALOOSA\_CITY\_OF\_IA\_PRELIMINARY\_OFFICIAL\_STATEMENT\_SERIES\_2018.PDF  
LETTER OF INSTRUCTION\_001 (003).PDF

**J. Consider an Ordinance to amend Chapter 15.50, Sections 15.50.070 and 15.50.080 of the Oskaloosa Municipal Code. (First Reading)**

Who is submitting this item. Historic Preservation Commission

Documents:

20180402 - PROPOSED HPC CODE CHANGES.DOCX  
20180402\_CHAPTER 15.50 HPC ORDINANCE.DOCX

**K. Consider an ordinance to amend City of Oskaloosa Ordinance No. 1015 Exhibit B (Marje Addition Master Plan). (Second Reading)**

Who is submitting this item. Planning & Zoning Commission

Documents:

20180402\_MARJE MASTER PLAN COMMUNICATION.DOCX  
MARJE ADDITION MAP.PDF  
20180306\_MARJE MASTER PLAN UPDATE ORDINANCE (1).DOCX  
MARJE - REVISED MASTER PLAN 2-13-18 REDUCED.PDF  
ORD 1015 - 1997 COUNCIL ACTION ON MARJE ZONING.PDF

**L. Consider a resolution to approve the preliminary plat for the Marje Addition – Plat 5.**

Who is submitting this item. Public Works Department

Documents:

[MARJE PLAT 5 EXPLANATION VER 2 \(3\).DOCX](#)  
[MARJE PLAT RESOLUTION \(1\).DOCX](#)  
[MARJE PLAT 5 PRELIMINARY.PDF](#)  
[APPLICATION.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:

[20180402 REPORTS FROM STAFF BURST.DOCX](#)

**9. Quarterly City Council Information and Reports from Council Members Serving on Boards and Commissions**

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:

[20180402 NEW QUARTERLY CITY COUNCIL INFO AND REPORTS.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.