



City of Oskaloosa
City Council Meeting Regular Session
Council Chambers
City Hall, 220 S. Market Street
Oskaloosa, IA 52577
Agenda
May 7, 2018

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

1. Invocation: Pastor Don Stribling, First Presbyterian 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:

[20180507 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:

[20180507 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:

[20180507 CONSENT AGENDA PAGE.DOCX](#)

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

1. April 16, 2018 Regular City Council Meeting Minutes
2. May 7, 2018 Agenda

Documents:

[20180507 CONSENT AGENDA CITY CLERK MINUTES.DOCX](#)
[CITY COUNCIL MINUTES APRIL 16, 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.

Who is submitting this City Manager's Office
item.

Documents:

[20180507 BOARD AND COMMISSION MINUTES.DOCX](#)
[WB MINUTES 20180312.DOCX](#)
[20180417 PZ MINUTES.DOCX](#)
[HPC MINUTES 4-20-18.DOCX](#)
[APRIL 24, 2018 BOA MINUTES.DOCX](#)
[20180403 AIRPORT MINUTES.PDF](#)

C. Consider payment of claims for April 2018.

Who is submitting this City Clerk/Finance Director
item.

Documents:

[CITY COMM CLAIMS.DOCX](#)
[MANUAL CHECK REPORT 04262018.PDF](#)
[COUNCIL CLAIMS LIST 04272018.PDF](#)
[CLAIMS OVER 500 .PDF](#)
[CLAIMS OVER 500 P2-.PDF](#)

D. Consider approval of a renewal application for a Special Class C Liquor License with Class B Native Wine Permit and Sunday Sales for Chuong Garden of Oskaloosa, Inc. dba Chuong Garden, 1110 A Avenue West.

Who is submitting this City Clerk/Finance Director
item.

Documents:

[CITY COMM CHUONG GARDEN 05072018.DOCX](#)

- E. Consider approval of a five day liquor license application for a Special Class C Liquor License with Beer/Wine from Sodexo America, LLC dba William Penn University - Dana Atkins Memorial Union 200 R Avenue West, effective May 10, 2018.**

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM WM PENN UNION 05072018.DOCX](#)

- F. Consider approval of a new Class C Beer Permit, with Class B Wine Permit and Sunday Sales for DOLGENCORP LLC, dba Dollar General Store #2070, 200 High Avenue West, Suite 47, effective May 21, 2018.**

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM DOLLAR GENERAL 2070 05072018.DOCX](#)

- G. Consider approval of a renewal application for a Class C Liquor License with Sunday Sales and Outdoor Service for Oskaloosa Post #2237 Veterans of Foreign Wars dba Oskaloosa Post #2237 Veterans of Foreign Wars, 1215 South 17th Street.**

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM VFW 05072018.DOCX](#)

- H. Consider approval of payment of \$8,950.00 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 3 EXPLANATION.DOCX](#)

- I. **Consider approval of payment of \$73,787.13 to DeLong Construction, Inc. for work completed on the Lacey Recreation Complex Roadway Improvement Project.**

Who is submitting this item. Public Works Department

Documents:

[LACEY ROADWAYS PAY APP NO 1 EXPLANATION.DOCX](#)
[ATTACHMENT.PDF](#)

- J. **Consider approval of Pay Application No. 2 (Final) in the amount of \$97,213.03 and Change Order No. 1 (Final) to reflect final quantity adjustments for Division 1 of the Phase 1 Sanitary Sewer System Improvements Project.**

Who is submitting this item. Public Works Department

Documents:

[EXPLANATION DIV 1 PHASE 1 SEWER PAY APP 2 AND CHANGE ORDER NO 1.DOCX](#)
[LETTER FROM GARDENS.PDF](#)
[PAY APP2 WITH ATTACHMENT.PDF](#)
[CHANGE ORDER 1 AND ATTACHMENT.PDF](#)

- K. **Consider a resolution approving and authorizing a form of Loan Agreement and authorizing and providing for the issuance of \$1,710,000 General Obligation Capital Loan Notes, Series 2018A, and levying a tax to pay said Notes; approval of the Tax Exemption Certificate and Continuing Disclosure Certificate.**

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM AUTHORIZING ISSUANCE.DOCX](#)
[OSKALOOSA \(092\) - AUTHORIZING RESOLUTION 2018 GO CLN \(01474377X7F7E1\).DOCX](#)
[LETTER OF INSTRUCTION_001 \(002\).PDF](#)

- L. **Consider a resolution approving and authorizing a form of Loan and Disbursement Agreement by and between the City of Oskaloosa, Iowa and the Iowa Finance Authority, and authorizing and providing for the issuance and securing the payment of \$3,822,000 Sewer Revenue Capital Loan Notes,**

Series 2018, of the City of Oskaloosa, Iowa, under the provision of the Code of Iowa and providing for a method of payment of said Notes; approval of the Tax Exemption Certificate.

Who is submitting this City Clerk/Finance Director
item.

Documents:

[CITY COMM SRF 2018_1.DOCX](#)
[OSKALOOSA \(091\) - AUTHORIZING RESOLUTION 2018 SEWER SRF \(01475707X7F7E1\).DOCX](#)
[LETTER OF INSTRUCTION_001 \(003\).PDF](#)

- M. Consider a resolution appointing Bankers Trust Company of Des Moines, Iowa, to serve as paying agent, note registrar, and transfer agent, approving the payment agent and note registrar and transfer agent agreement and authorizing the execution of the agreement.**

Who is submitting this City Clerk/Finance Director
item.

Documents:

[CITY COMM BANKERS TRUST.DOCX](#)
[BANKERS TRUST RESOLUTION.DOCX](#)
[LETTER OF INSTRUCTION_001 \(002\).PDF](#)

- N. Consider a resolution of support and financial commitment for the Main Street Program in Oskaloosa, Iowa.**

Who is submitting this City Manager's Office
item.

Documents:

[20180507_MAIN STREET IOWA PROGRAM AGREEMENT.DOCX](#)
[20180507_MAIN STREET OSKALOOSA PROGRAM SUPPORT RESO.DOCX](#)
[OSKALOOSA_AGREEMENT.PDF](#)

- O. Consider a resolution authorizing an Agreement for Assignment of Mahaska County held tax sale certificates.**

Who is submitting this City Manager Department
item.

Documents:

[20180507 ASSIGNMENT BUCK GROVE TRUST.DOCX](#)
[20180507 BUCK GROVE LAND ACQUISITION RESN.DOCX](#)

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

Who is submitting this item. Historic Preservation Commission

Documents:

[20180507 - PROPOSED HPC CODE CHANGES_1 \(1\).DOCX](#)
[20180402_ CHAPTER 15.50 HPC ORDINANCE \(1\).DOCX](#)

Q. ----- 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 to fill upon appointment for a term that ends March 31, 2022. There are three members on the Civil Service Commission that meets as needed. (2 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).
- Planning and Zoning Commission - One vacancy to fill upon appointment for a term that ends April 30, 2022. This is a seven member board that meets monthly as needed. (2 females and 5 males currently serve)
- 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).

Who is submitting this item. City Manager Department

Documents:

[20180507 BOARD AND COMMISSION VACANCIES BURST.DOCX \(2\)_1.DOCX](#)

7. Regular Agenda

Documents:

[20180507 REGULAR AGENDA BURST.DOCX](#)

A. Consider a resolution adopting proposals for employee life and health insurance programs for fiscal year 2019.

Who is submitting this City Clerk/Finance Director
item.

Documents:

[CITY COMM INSURANCE \(3\).DOCX](#)
[HEALTH INSURANCE RENEWAL RESOLUTION.DOCX](#)
[2018 CITY OF OSKALOOSA BEARENCE RENEWAL PROPOSAL TO CITY COUNCIL.PDF](#)

B. Consider request from the Mahaska Community Recreation Foundation to report on quarterly activities of MCRF.

Who is submitting this City Manager Department
item.

Documents:

[20180507 MCRF QUARTERLY REPORT.DOCX](#)
[2018 MCRF 1ST QTR REPORT.PDF](#)

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

Who is submitting this Public Works Department
item.

Documents:

[EXPLANATION D STREET LIGHTING PROJECT \(1\).DOCX](#)
[RESOLUTION D STREET LIGHTING PROJECT.DOCX](#)
[D STREET LIGHTING PROJECT LOCATION.PDF](#)
[D STREET LIGHTING 8 MARCH 2018.PDF](#)
[ENGINEERS OPINION OF PROBABLE COST.PDF](#)

D. Consider a resolution approving a site plan for the Fellowship Bible Church located at 111 North I Street.

Who is submitting this Public Works Department
item.

Documents:

[FBC SITE PLAN COUNCIL EXPLANATION.DOCX](#)

FBC SITE PLAN RESOLUTION.DOCX
LOCATION MAP.PDF
SITE PLAN REDUCED SIZE.PDF
SITE PLAN APPLICATION.PDF

E. Consider a resolution approving the site plan for the International Ingredient Corporation located at 2387 Highway 23.

Who is submitting this Planning & Zoning Commission
item.

Documents:

20180507_INTL INGREDIENT COMMUNICATION.DOCX
20180507_INTL INGREDIENT SITE PLAN RESOLUTION (1).DOCX
2387 HWY 23 SITE PLAN LOCATION.PDF
SITE PLAN 4-11-18 REDUCED.PDF
SITE PLAN APPLICATION.PDF

F. Consider a resolution awarding the contract to Musco Sports Lighting, LLC for the new street lighting for the D Street Reconstruction Project.

Who is submitting this Public Works Department
item.

Documents:

S D STREET NEW STREET LIGHTING PROJECT
EXPLANATION.DOCX
S D STREET NEW STREET LIGHTING PROJECT RESOLUTION 2
(1).DOCX
LETTER FROM GARDENS AND NOTICE OF AWARD.PDF
BID TAB.PDF

G. Consider a resolution approving Amendment No. 2 to the contract with Garden and Associates Ltd. for the Sanitary Sewer Improvements Project.

Who is submitting this Public Works Department
item.

Documents:

EXPLANATION AMEND 2 INSPECTION GA CONTRACT SANITARY
SEWER PROJECT.DOCX
RESOLUTION AMEND 2 INSPECTION GA CONTRACT SANITARY
SEWER PROJECT.DOCX
LETTER FROM GARDEN AND CONTRACT AMENDMENT.PDF

H. Consider a resolution accepting the completion of Division 1 of the Phase 1 Sanitary Sewer System Improvements Project by Cornerstone Excavating, Inc. and approving the retainage

in the amount of \$14,336.90.

Who is submitting this Public Works Department
item.

Documents:

[PHASE 1 SANITARY PROJECTS DIVISION 1 COMPLETION
EXPLANATION.DOCX](#)
[PHASE 1 SANITARY PROJECTS DIVISION 1 COMPLETION
RESOLUTION.DOCX](#)
[LETTER FROM GARDENS.PDF](#)
[LOCATION MAP.PDF](#)
[PICTURES.DOCX](#)

- I. Consider a resolution approving and directing the city attorney to initiate condemnation proceedings for a property located within the City of Oskaloosa.**

Who is submitting this Public Works Department
item.

Documents:

[CONDEMNATION EXPLANATION_2_1.DOCX](#)
[CONDEMNATION RESOLUTION.DOC](#)
[CONDEMNATION PROCESS.PDF](#)
[VANEGMOND EASEMENT.PDF](#)
[VANEGMOND CONDEMNATION MAP.PDF](#)

- J. Consider a motion to receive and file the City of Oskaloosa Rental Housing Inspection Program 2018 Audit Report.**

Who is submitting this Rental Inspection Audit Committee
item.

Documents:

[20180507_RECEIVE AND FILE RENTAL INSPECTION 2018 AUDIT
REPORT.DOCX](#)
[RENTAL INSPECTION AUDIT REPORT 2018.DOCX](#)

- K. Consider a motion directing city staff to proceed with the demolition of 313 South 3rd Street and with the prosecution of the owner as a violator of Oskaloosa Municipal Code 15.30.**

Who is submitting this Development Services Department
item.

Documents:

[20180507_DEMOLITION OF 313 S 3RD STREET.DOCX](#)
[DEFICIENCIES OF 313 SOUTH 3RD.DOCX](#)

L. Consider a motion to proceed with the survey and indicate the intent to sell a portion of the city-owned lot located adjacent to 433 North 6th Street.

Who is submitting this Development Services Department item.

Documents:

[433 NORTH 6TH.DOCX](#)
[433 NORTH 6TH LOCATION.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:

[20180507 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:

[20180507 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.