



City of Oskaloosa
City Council Meeting Regular Session
Council Chambers
City Hall, 220 S. Market Street
Oskaloosa, IA 52577
Agenda
June 4, 2018

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

1. Invocation: Pastor William Tvedt, Jubilee Family 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, _____ Moore, _____ Ottosson, _____ Walling, _____ Yates.

Documents:

[20180604 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:

[20180604 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:

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

1. May 21, 2018 Regular City Council Meeting Minutes
2. June 4, 2018 Agenda

Documents:

[20180604 CONSENT AGENDA CITY CLERK MINUTES.DOCX](#)
[CITY COUNCIL MINUTES MAY 21, 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:

[20180604 BOARD AND COMMISSION MINUTES.DOCX](#)
[WB MINUTES 041118.DOCX](#)
[HPC MINUTES 5-18-18.DOCX](#)
[MAY 22, 2018 BOA MINUTES.DOCX](#)
[CIVIL SERVICE MINUTES APRIL 10, 2018.DOCX](#)
[AIRPORT MINUTES.PDF](#)

C. Consider payment of claims for May 2018.

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM CLAIMS.DOCX](#)
[MANUAL CHECK REPORT 05242018_.PDF](#)
[COUNCIL CLAIMS LIST 05252018.PDF](#)
[CLAIMS OVER 500 .PDF](#)
[CLAIMS OVER 500 P2-.PDF](#)

D. Consider approval of a renewal application for a Class C Beer Permit with Class B Native Wine Permit and Sunday Sales for Casey's Marketing Company dba Casey's General Store #2350, 1902 South Market Street.

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM CASEYS 2350 06042018.DOCX](#)

E. Consider approval of a renewal application for a Class C Beer Permit with Sunday Sales for Casey's Marketing Company dba Casey's General Store #2366, 1809 9th Avenue East.

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM CASEYS 2366 06042018.DOCX](#)

F. Consider appointment to the Civil Service Commission.

Who is submitting this item. City Manager Department

Documents:

[20180604 ITEM CIVIL SERVICE COMMISSION APPT..DOCX](#)
[SHULLAW CIVIL SERVICE APPLICATION.PDF](#)

G. Consider a resolution scheduling a public hearing on vacation and sale of the 120' X 16.5' section of the north-south alley adjacent to 1210 B Avenue West and referring the request to the Planning & Zoning Commission.

Who is submitting this item. Public Works Department

Documents:

[1210 B AVE W ALLEY VACATE EXPLANATION.DOCX](#)
[1210 B AVE W ALLEY VACATE RESOLUTION.DOCX](#)
[1210 B AVENUE WEST ALLEY VACATE MAP.PDF](#)
[ALLEY PICTURES.DOCX](#)
[1210 B AVENUE WEST ALLEY VACATE APPLICATION.PDF](#)

H. Consider a resolution scheduling a public hearing on vacation and sale of the 49' X 16' section of the east-west alley adjacent to 1009 9th Avenue East and referring the request to the Planning & Zoning Commission.

Who is submitting this item. Public Works Department

Documents:

[1009 9TH AVENUE EAST ALLEY VACATE EXPLANATION_1.DOCX](#)
[1009 9TH AVENUE EAST ALLEY VACATE RESOLUTION.DOCX](#)
[1009 9TH AVENUE EAST ALLEY VACATE MAP.PDF](#)
[ALLEY PICTURES.DOCX](#)
[1009 9TH AVENUE EAST ALLEY VACATE REQUEST.PDF](#)

I. Consider approval of payment of \$133,548.91 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 2 EXPLANATION.DOCX](#)
[LACEY ROADWAYS PAY APP NO 2.PDF](#)

J. Consider a resolution approving an amendment to the Oskaloosa Employee Handbook.

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM EMPLOYEE HANDBOOK.DOCX](#)
[20180604_EMPLOYEE HANDBOOK AMENDMENT \(3\).DOC](#)

K. Consider a resolution amending the purchasing policy for the city of Oskaloosa, Iowa.

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM PURCHASING POLICY.DOCX](#)
[RESOLUTION NO APPROVE PURCHASING POLICY.DOCX](#)
[PURCHASE POLICY DRAFT 5-7-2018.PDF](#)

L. Consider a resolution authorizing the use of public funds to aid economic development.

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM ECONOMIC DEVELOPMENT.DOCX](#)
[RESOLUTION ECONOMIC DEVELOPMENT_1.DOC](#)

M. Consider a resolution approving Change Order No. 1 to the construction contract with Musco Sports Lighting, LLC for the new street lighting on D Street Reconstruction Project.

Who is submitting this item. Public Works Department

Documents:

MUSCO CHANGE ORDER 1 EXPLANATION.DOCX
MUSCO CONTRACT AMENDMENT RESOLUTION.DOCX
CHANGE ORDER NO. 1.PDF

N. Consider a resolution approving a supplemental agreement to the contract with Snyder and Associates, Inc. to add inspection services for reconstructing the traffic signal at the intersection of A Avenue and D Street.

Who is submitting this item. Public Works Department

Documents:

EXPLANATION AMEND INSPECTION SA CONTRACT D ST SIGNAL.DOCX
RESOLUTION AMEND INSPECTION SA CONTRACT D ST SIGNAL.DOCX
SA CONTRACT AMENDMENT.PDF

O. ----- 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).

Documents:

20180604 BOARD AND COMMISSION VACANCIES BURST.DOCX (2)_1.DOCX

7. Regular Agenda

Documents:

[20180604 REGULAR AGENDA BURST.DOCX](#)

A. Consider a motion approving the conditional appointment of Benjamin Boeke as Chief of Police.

Who is submitting this City Manager's Office
item.

Documents:

[20180604_CONDITIONAL APPOINTMENT OF BOEKE POLICE
CHIEF.DOCX](#)
[PROPOSED MEMORANDUM OF UNDERSTANDING OFFER OF
EMPLOYMENT ACCEPTED.DOC](#)

B. Consider a resolution accepting the bid and approving the conveyance of city-owned property located at 1212 1st Ave West. (PUBLIC HEARING)

Who is submitting this Development Services Department
item.

Documents:

[1212 1ST AVE WEST STREET DISPOSITION
COMMUNICATION_1.DOCX](#)
[SALE OF PROPERTY 1212 1ST AVE WEST RESOLUTION FOR
HABITAT FOR HUMANITY.DOCX](#)
[1212 1ST AVE WEST \(PARCEL B\) BID FROM MAHASKA COUNTY
HABITAT FOR HUMANITY.PDF](#)
[1212 1ST AVE WEST \(PARCEL B\) FROM RICK VANDESTROET.PDF](#)
[CONCEPT_REDUCED.PDF](#)
[6088 POS 2.PDF](#)

C. Consider a resolution accepting the bid and approving the conveyance of city-owned property on 1st Avenue West adjacent to 1208 1st Avenue West to Rick VandeStroet for \$200. (PUBLIC HEARING).

Who is submitting this Development Services Department
item.

Documents:

[20180604_1ST AVE W PROPERTY COMMUNICATION \(1\).DOCX](#)
[SALE OF PROPERTY 1ST AVE WEST RESOLUTION FOR RICK
VANDESTROET.DOCX](#)
[1ST AVE WEST \(PARCEL C\) BID FROM RICK VANDESTROET.PDF](#)
[MAP LOCATION.PDF](#)

D. Consider a resolution approving Creative Placemaking proposal by McClure Engineering Company and directing staff to execute a Professional Services Agreement.

Who is submitting this Development Services Department
item.

Documents:

[20180604_CREATIVE PLACEMAKING COMMUNICATION.DOCX](#)
[20180604_CREATIVE PLACEMAKING MCCLURE RESO.DOC](#)
[OSKALOOSA PROPOSAL.PDF](#)
[OSKALOOSA STANDARD AGREEMENT.PDF](#)

E. Consider a resolution fixing date for a public hearing on the proposal to enter into a Development Agreement with Marje, L.C.

Who is submitting this City Manager's Office
item.

Documents:

[20180604_MARJE DEVELOPMENT AGREEMENT SETTING HEARING.DOCX](#)
[MARJE, LC DEVELOPMENT AGREEMENT - EXECUTION VERSION.PDF](#)
[MARJE L.C. DA - RESOLUTION SETTING DATES.PDF](#)

F. Consider A Resolution in Support of the Proposed Terms To Be Included in an Agreement for Private Development By and Between the City of Oskaloosa and a Private Developer for the Development of an Apartment Complex at 1315 B Avenue West.

Who is submitting this Development Services Department
item.

Documents:

[20180604_BURRELL APARTMENTS COMMUNICATION.DOCX](#)
[20180604_BURRELL RESOLUTION OF SUPPORT.DOCX](#)
[BURRELL SITE PLAN SCHEME 1 REDUCED.PDF](#)
[BURRELL APARTMENTS - B AVE WEST PAVING.PDF](#)
[BURRELL APARTMENTS - B AVE WEST PAVING ESTIMATE.PDF](#)
[BURRELL APARTMENTS - SANITARY SEWER.PDF](#)
[BURRELL APTS - SANITARY SEWER COSTS.PDF](#)

G. Consider approval of final payment in the amount of \$6,150.00 to TK Concrete Inc. and completion of work for the 2018 Storm Sewer Intake Repairs Project.

Who is submitting this Public Works Department
item.

Documents:

[2018 INTAKE REPAIRS PAY APP NO 3 - FINAL EXPLANATION.DOCX](#)
[PAY APP 3.PDF](#)
[BEFORE AND AFTER PHOTOS.DOCX](#)

H. Consider approval of final payment in the amount of \$21,777.88 and completion of work on the 2018 Pool Slide Rehabilitation Project.

Who is submitting this Public Works Department
item.

Documents:

[2018 POOL SLIDE REHABILITATION PAY APP NO 4 - FINAL EXPLANATION.DOCX](#)
[PAY APP 4 - FINAL.PDF](#)
[BEFORE AND AFTER PICTURES.DOCX](#)

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:

[20180604 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:

[20180604 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.

