



City of Oskaloosa  
City Council Meeting Regular Session  
Council Chambers  
City Hall, 220 S. Market Street  
Oskaloosa, IA 52577  
Agenda  
January 22, 2019  
6:00 PM

**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, \_\_\_\_\_ Drost, \_\_\_\_\_ Moore, \_\_\_\_\_ Ottosson,

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

Documents:

[20190122 AGENDA ITEMS 1 TO 3 BURST.DOCX](#)

**4. Swear in new Oskaloosa Police Officer Nathan Johnson.**

Who is submitting this Police Department  
item.

Documents:

[AGENDA ITEM SWEARING IN NATE JOHNSON.DOCX](#)  
[JOHNSON OATH.PDF](#)

**5. 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:

[20190107 COMMUNITY COMMENTS BURST.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:

[20190122 CONSENT AGENDA PAGE.DOCX](#)

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

1. January 7, 2019 Regular City Council Meeting Minutes
2. January 22, 2019 Agenda

Documents:

[20190122 CONSENT AGENDA CITY CLERK MINUTES.DOCX](#)  
[CITY COUNCIL MINUTES JANUARY 7, 2019.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:

[20190122 BOARD AND COMMISSION MINUTES.DOCX](#)  
[DEC 2018 LIB MINUTES.DOC](#)  
[20190108 PZ MINUTES.DOCX](#)  
[20181210 WB MINUTES.DOCX](#)  
[201901 WB SPEC MINUTES.DOCX](#)

**C. Consider a motion to receive and file financial reports for December 2018.**

Who is submitting this City Clerk/Finance Director  
item.

Documents:

[CITY COMM FINANCIAL REPORTS \(40\).DOCX](#)  
[OSKALOOSA IA TREASURERS REPORT DECEMBER 2018 \(002\).PDF](#)

**D. Consider a motion to receive and file the Safety Committee**

**report for the fourth quarter of 2018.**

Who is submitting this item. Safety Committee

Documents:

[20190122 SAFETY COMMITTEE UPDATE COMM.DOCX](#)  
[SAFETY COMMITTEE UPDATE JANUARY 2019\(1\).DOCX](#)

**E. Consider approval of payment to McClure Engineering Co. for Creative Placemaking.**

Who is submitting this item. Development Services Department

Documents:

[1-22-2019 CC COMMUNICATION MCCLURE CP 50 PERCENT PAYMENT\\_1 \(1\).DOCX](#)  
[OSKALOOSA INVOICE JULY 2018.PDF](#)  
[OSKALOOSA INVOICE SEPTEMBER 2018.PDF](#)  
[CC PLACEMAKING STATUS REPORT JAN 2019.DOCX](#)

**F. Consider approval of a renewal application for a Class A Liquor License with Sunday Sales for Oskaloosa Lodge #340 Benevolent, dba Oskaloosa Lodge #340, B.P.O. of Elks, 202 2nd Avenue East.**

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM ELKS 01222019.DOCX](#)

**G. Consider approval of an ownership update due to a change in management for a Class C Beer Permit for DOLGENCORP, LLC dba Dollar General Store #2727, 1701 3rd Avenue East.**

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM DOLLAR GENERAL 2727 OWNERSHIP CHANGE 01222019.DOCX](#)

**H. Consider approval of a renewal application for a Class C Beer Permit with Class B Wine Permit and Sunday Sales for DOLGENCORP, LLC dba Dollar General Store #2727, 1701 3rd Avenue East.**

Who is submitting this City Clerk/Finance Director  
item.

Documents:

[CITY COMM DOLLAR GENERAL 2727 01222019.DOCX](#)

- I. **Consider approval of a new five-day application for a Class C Liquor License from Mahaska Hospice Auxiliary dba Mahaska Hospice Auxiliary, 200 High Avenue West, Penn Center Mall Center Court, effective February 9, 2019.**

Who is submitting this City Clerk/Finance Director  
item.

Documents:

[CITY COMM MAHASKA HOSPICE 5 DAY 01222019.DOCX](#)

- J. **Consider approval of a renewal application for a Class C Liquor License with Sunday Sales for Harry L Anderson Post No 34 Iowa dba Harry Anderson Post #34 American Legion, 302 High Avenue East.**

Who is submitting this City Clerk/Finance Director  
item.

Documents:

[CITY COMM LEGION 01222019.DOCX](#)

- K. **Consider appointments to the Housing Trust Fund Committee.**

Who is submitting this City Manager Department  
item.

Documents:

[20190122 - HOUSING TRUST FUND COMMITTEE.DOCX](#)  
[BERNICE HAHN APPLICATION.PDF](#)  
[NOEL STAHL APP. 2018.PDF](#)

- L. **Consider a resolution scheduling a time for hearing for considering the matter of levying a special assessment against private property for sidewalk replacement by the city in accordance with section 12.12 of the city code of the city of Oskaloosa, Iowa and directing notice to the owner of the property to be assessed.**

Who is submitting this City Clerk/Finance Director  
item.

Documents:

[CITY COMM-SCHEDULE PH SIDEWALKS.DOCX](#)  
[RESOLUTION NO PH SIDEWALKS 11162018.DOCX](#)  
[EXHIBIT A 11162018.PDF](#)  
[SCHEDULE FOR SIDEWALK ASSESSMENTS 11162018.PDF](#)

- M. Consider a resolution scheduling a time for hearing for considering the matter of levying a special assessment against private property for snow removal by the city in accordance with section 12.12 of the city code of the city of Oskaloosa, Iowa, and directing notice to the owners of the property to be assessed.**

Who is submitting this item. City Clerk/Finance Director

Documents:

[CITY COMM SCHEDULE PH SNOW.DOCX](#)  
[RESOLUTION PH 11252018 SNOW REMOVAL.DOCX](#)  
[EXHIBIT A 11252018 SNOW \(002\).PDF](#)  
[SCHEDULE FOR SNOW ASSESSMENT 11252018 \(002\).PDF](#)

- N. Consider a resolution scheduling a public hearing on vacation and sale of the 66.5 foot by 16.5 foot section of the north-south alley adjacent to 315 North L Street.**

Who is submitting this item. Public Works Department

Documents:

[EXPLANATION 315 N L ST ALLEY VACATE.DOCX](#)  
[RESOLUTION 315 N L ST ALLEY VACATE.DOCX](#)  
[LOCATION MAP - 315 NORTH L STREET VACATE.PDF](#)  
[PICTURES.DOCX](#)  
[315 N L ALLEY VACATE APPLICATION.PDF](#)

- O. Consider a resolution amending Resolution No. 18-08-148 approving a Professional Services Agreement between the city and Curtis Architecture & Design PC.**

Who is submitting this item. Development Services Department

Documents:

[20190111\\_AMENDED COMMUNICATION IEDA CDBG FACADE DESIGN CURTIS ARCHITECTS.DOCX](#)  
[20190122 AMENDMENT TO\\_IEDA CDBG FACADE DESIGN CURTIS ARCHITECTURE RESO.DOC](#)

**P. Consider a resolution requesting release from federal obligations for real property no longer needed for an aeronautical purpose at the Oskaloosa Municipal Airport.**

Who is submitting this City Manager's Office  
item.

Documents:

[20190122\\_FEDERAL RELEASE FROM OBLIGATIONS AND NEUP REQUEST OOA\\_1.DOCX](#)  
[20190122\\_OOA LAND NEUP OBLIGATIONS RELEASE RESOLUTION ADDITIONS.DOCX](#)  
[HDR TASK ORDER 2.PDF](#)

**Q. Consider an ordinance amending Oskaloosa Municipal Code, Chapter 13.08, Section 13.08.570(A) - User charge, for the purpose of providing necessary funding associated with the operation and maintenance of the city's wastewater treatment works. (third reading)**

Who is submitting this City Manager's Office  
item.

Documents:

[20190122 SANITARY SEWER RATE ADJUSTMENT 2019\\_1.DOCX](#)  
[20190122 SEWER USER FEE INCREASE ORDINANCE 2019 \(1\).DOCX](#)  
[FINAL OSKALOOSA SEWER CASHFLOW\\_V1\\_BASE\\_CASE\\_MARCH EFF DATE.PDF](#)

**R. ----- END OF CONSENT AGENDA -----**

**7. Regular Agenda**

Documents:

[20190122 REGULAR AGENDA BURST.DOCX](#)

**A. Presentation of 2018 4th Quarter Code Enforcement Report.**

Who is submitting this Fire Department  
item.

Documents:

[CITY COUNCIL COMMUNICATION FOR CODE ENFORCEMENT 4TH QTR. 2018.DOCX](#)  
[4TH QTR 2018 REPORT.PDF](#)

**B. Consider a request to authorize the vacation and sale of the 133 foot by 16.5 foot section of the north-south alley adjacent**

**to 301 and 307 North L Street. (PUBLIC HEARING)**

Who is submitting this item. Public Works Department

Documents:

EXPLANATION 301 AND 307 N L STREET ALLEY VACATE  
VER1.DOCX  
RESOLUTION 301 AND 307 N L STREET ALLEY VACATE.DOCX  
301 NORTH L STREET VACATE MAP.PDF  
PICTURES.DOCX  
301 N L ALLEY VACATE APPLICATION UPDATED.PDF  
307 N L ALLEY VACATE APPLICATION.PDF  
SURVEY RESPONSES.PDF

**C. Consider a resolution levying a special assessment against the property owned by David A. and Deborah L. Carothers at 322 North C Street in Oskaloosa, Iowa for clean up to abate a nuisance. (PUBLIC HEARING)**

Who is submitting this item. Fire Department

Documents:

COUNCIL COMMUNICATION NUISANCE ABATEMENT.DOCX  
ASSESSMENT RESOLUTION.DOCX  
SCHEDULE FOR NUISANCE ASSESSMENT 322 NORTH C ST.PDF  
322 N C ABATEMENT DOCS.PDF

**D. Consider a resolution authorizing the Mayor to sign and submit the Community Development Block Grant application for the 2019 CDBG Housing Pilot Program and, if funded, to provide local match and sign all contract related documents. (Public Hearing)**

Who is submitting this item. Development Services Department

Documents:

HOUSING PILOT GRANT CC COMMUNICATION.DOCX  
HOUSING PILOT GRANT RESOLUTION.DOCX  
19OTOSK - 2 - CDBG APPLICATION - DRAFT.PDF  
19OTOSK - 4 - SOURCES AND USES OF FUNDS - DRAFT.PDF  
19OTOSK - 7 - HUD DISCLOSURE FORM - UNSIGNED.PDF  
19OTOSK - 7 - FEDERAL ASSURANCES - UNSIGNED.DOC

**E. Consider a resolution setting a date for a public hearing on an ordinance to add a new chapter 17.38 - "BUILDING MATERIALS AND DESIGN STANDARDS" to Title 17 of the Oskaloosa Municipal Code.**

Who is submitting this item. Development Services Department

Documents:

[1-22-19 CC COMMUNICATION SET HEARING\\_1 \(2\).DOC](#)  
[PRESENTATION3 ON ARCHITECTURAL STANDARDS CC 1-22-19.PDF](#)  
[1-22-19 CC RESOLUTION BUILDING MATERIALS AMEND.DOCX](#)

**F. Consider an ordinance amending Chapter 10.48 of the Oskaloosa Municipal Code for two (2) fifteen-minute parking stalls on High Avenue West – 1st Reading.**

Who is submitting this item. Public Works Department

Documents:

[EXPLANATION HIGH AVE W PARKING RESTRICTION.DOCX](#)  
[HIGH AVENUE WEST SHORT TERM PARKING ORDINANCE.DOCX](#)  
[MAP SHORT TERM PARKING HIGH AVE WEST.PDF](#)  
[SURVEY RESPONSES.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:

[20190122 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:

[20190122 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.