



City of Oskaloosa  
City Council Meeting Regular Session  
Council Chambers  
City Hall, 220 S. Market Street  
Oskaloosa, IA 52577  
Agenda  
February 5, 2018

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

**1. Invocation: Andy Watts, Youth Pastor, Gateway Church of the Nazarene**

**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:

[20180205 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:

[20180205 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:

[20180205 CONSENT AGENDA PAGE.DOCX](#)

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

1. January 16, 2018 Regular City Council Meeting Minutes
2. January 22, 2018 Special City Council Meeting Minutes
2. February 5, 2018 Agenda

Who is submitting this City Manager Department item.

Documents:

[201801191055552818S \(1\).DOCX](#)  
[CITY COUNCIL MINUTES 1-16-2018.DOC](#)  
[CITY COUNCIL MINUTES JANUARY 22, 2018.DOCX](#)

**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 Department item.

Documents:

[20180205 BOARD AND COMMISSION MINUTES.DOCX](#)  
[20180111 OHTF MINUTES.DOCX](#)  
[AIRPORT MINUTES.PDF](#)  
[BOA MIN 10-10-2017.DOCX](#)  
[JAN 23 2018 BOA MINUTES.DOCX](#)  
[SCRAA MINUTES DECEMBER 2017.PDF](#)  
[HPC MINUTES 1-19-18.PDF](#)

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

Who is submitting this City Clerk/Finance Department item.

Documents:

[CITY COMM CLAIMS.DOCX](#)  
[MANUAL CHECK REPORT01262018.PDF](#)  
[COUNCIL CLAIMS LIST 01262018.PDF](#)  
[CLAIMS OVER 500 .PDF](#)

**D. Consider approval of a renewal application for a Class C Liquor License with Sunday Sales for The Klubhouse LLC**

**dba The Klubhouse LLC, 607 High Avenue West.**

Who is submitting this City Clerk/Finance Department item.

Documents:

[CITY COMM KLUBHOUSE 02052018.DOCX](#)

- E. 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 Department item.

Documents:

[CITY COMM LEGION 02052018.DOCX](#)

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

Who is submitting this City Clerk/Finance Department item.

Documents:

[CITY COMM DOLLAR GENERAL 2727 OWNERSHIP CHANGE 02202018.DOCX](#)

- G. 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 Department item.

Documents:

[CITY COMM DOLLAR GENERAL 2727 02052018.DOCX](#)

- H. Consider approval of a five day application for a Special Class C Liquor License with Beer/Wine from Sodexo America, LLC dba William Penn University - Dana Atkins Memorial, 200 R Avenue West effective February 17, 2018.**

Who is submitting this City Clerk/Finance Department item.

Documents:

[CITY COMM WM PENN UNION 02052018.DOCX](#)

- I. **Consider approval of a renewal application for a Special Class C Liquor License with Sunday Sales for Taso's Inc. dba Taso's Steakhouse, 109-111 High Avenue West.**

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM TASOS 02052018.DOCX](#)

- J. **Consider approval of payment of \$11,060.00 to TK Concrete Inc. for work completed on the 2018 Storm Sewer Intake Repairs Project.**

Who is submitting this item. Public Works Department

Documents:

[2018 INTAKE REPAIRS PAY APP NO 2 EXPLANATION\\_1.DOCX](#)  
[2018 INTAKE REPAIR PAY APP NO 2.PDF](#)

- K. **Consider a resolution approving applications for residential tax abatement for value added in the urban revitalization area.**

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM TAX ABATEMENT.DOCX](#)  
[RESIDENTIAL TAX ABATEMENT RESOLUTION.DOC](#)  
[EXHIBIT A-TAX ABATEMENT 2018.DOCX](#)

- L. **Consider a resolution fixing date for a meeting on the proposal to reallocate certain unspent proceeds of the General Obligation Capital Loan Notes, Series 2015A, of Oskaloosa, Iowa, and providing for publication of notice thereof.**

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM SCHEDULE PH REALLOCATE GO LOAN NOTES.DOCX](#)

**M. Consider a resolution approving a Contract with Area 15 Regional Planning Commission for a Housing Condition Survey in the amount of \$9,000.**

Who is submitting this item. Development Services Department

Documents:

20180205\_COUNCIL HOUSING CONDITION SURVEY  
COMMUNICATION.DOCX  
20180205\_HOUSING CONDITION SURVEY RESOLUTION.DOC  
CONTRACT AND PROPOSAL.PDF

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

Who is submitting this item. City Manager's Office

Documents:

20180205\_PFM RATE AND REVENUE SUFFICIENCY STUDY.DOCX  
20180205\_PFM ENGAGEMENT AGREEMENT UTILITY RATE  
STUDY.DOC  
OSKALOOSA - RATE STUDY - ENGAGEMENT LETTER 01-09-  
2018.PDF  
OSKALOOSA CITY - DISCLOSURE OF CONFLICTS OF INTEREST 01-  
09-2018.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 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 – Two vacancies for two year terms that begin March 1, 2018 and end February 29, 2020; and 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).

Documents:

[20180205 BOARD AND COMMISSION VACANCIES BURST.DOCX \(2\).DOCX](#)

## 7. Regular Agenda

Documents:

[20180205 REGULAR AGENDA BURST.DOCX](#)

**A. 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 \$8,267,600 Sewer Revenue Capital Loan Notes. (PUBLIC HEARING)**

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM PH SEWER LOAN NOTES\\_1.DOCX](#)  
[OSKALOOSA \(091\) - LETTER OF INSTRUCTION HEARING 2018 SEWER SRF \(01446043X7F7E1\) \(002\).PDF](#)  
[OSKALOOSA \(91\) - HEARING PROCEEDINGS 2018 SEWER SRF \(01440414X7F7E1\).DOCX](#)

**B. Fire Department presentation of 4th Quarter Code Enforcement Report.**

Who is submitting this item. Fire Department

Documents:

[20180205\\_FIRE DEPARTMENT NUISANCE ENFORCEMENT PRESENTATION.DOCX](#)  
[OCT-DEC 2017 2.0.PDF](#)

**C. Consider appointments to an ad hoc committee to conduct an audit of the Oskaloosa Rental Housing Inspection Program.**

Who is submitting this item. Development Services Department

Documents:

[20180205\\_ RENTAL INSPECTION AUDIT COMMUNICATION.DOCX](#)

- D. Consider a resolution to approve, and direct the Mayor to execute, a professional services agreement with Garden and Associates, Ltd. for engineering services related to new streetlight poles on D Street in an amount not to exceed \$10,000.00.**

Who is submitting this item. Public Works Department

Documents:

[EXPLANATIONSOUTH D ST LIGHT POLES ENGINEERING CONTRACT.DOCX](#)  
[RESOLUTION \(36\).DOCX](#)  
[AGREEMENT FOR D STREET LIGHTING.PDF](#)

- E. Consider a resolution approving the 2018 Pool Slide Rehabilitation Project.**

Who is submitting this item. Public Works Department

Documents:

[2018 POOL SLIDE REHABILITATION EXPLANATION\\_1.DOCX](#)  
[2018 POOL SLIDE REHABILITATION RESOLUTION\\_1.DOCX](#)  
[QUOTE TABULATION.XLSX](#)  
[2018 POOL SLIDE REHABILITATION CONTRACT.PDF](#)

- F. Consider a resolution adopting the proposed 2017-2018 budget amendment and the proposed 2018-2019 budget and setting the date for the public hearing.**

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM PROPOSED BUDGET.DOCX](#)  
[BUDGET PH RES.DOC](#)  
[FY19CITYBUDGET.PDF](#)

- G. Consider a resolution setting time and place to conduct a public hearing on the city of Oskaloosa Capital Improvement Plan for Fiscal Years 2019 through 2023.**

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM PH CIP.DOCX](#)  
[RESOLUTION - PUBLIC HEARING CIP 02052018.DOC](#)

**H. 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 item. City Manager Department

Documents:

[20180205\\_SANITARY SEWER RATE ADJUSTMENT 2018.DOCX](#)  
[20180205\\_SEWER USER FEE INCREASE 2018\\_1.DOC](#)

**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:

[20180205 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:

[20180205 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.