



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

**Call to Order and Roll Call - Monday, June 20, 2022, 6:00 P.M.**

**1. Invocation: Lifehouse Community Church**

**2. Pledge of Allegiance**

**3. Roll Call**

\_\_\_ Mayor David Krutzfeldt, Council Members:

\_\_\_ Almond, \_\_\_ Burnett, \_\_\_ Caligiuri, \_\_\_ Comfort, \_\_\_ Drost, \_\_\_ Hermsen, \_\_\_ Ossian

**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 speak before the Mayor and City Council and asked to keep statements brief. Time shall be limited to no more than three (3) minutes. 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.

For those wishing to provide comment during the meeting, the Mayor will call for public comment.

**5. OATH OF OFFICE: Mayor David Krutzfeldt will administer the oath of office to City Manager Amal Eltahir.**

**6. Recognize retirement of Reserve Firefighter Jay Carolus**

Who is submitting this Fire Department  
item.

Documents:

[COM 20220620 Firefighter Carolus Retirement.pdf](#)

## **7. 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.

### **A. Consider approval of Council Agenda and Minutes, subject to corrections (Consent Agenda)**

Consider approval of Council Agenda and Minutes, subject to corrections.  
(Consent Agenda)

1. June 20, 2022 City Council Agenda
2. June 6, 2022 City Council Regular Meeting Minutes

Documents:

[City Council Minutes June 6 2022 \(2\).docx](#)

### **B. Consider a motion to receive and file reports and communications from advisory and operating boards and commissions (Consent Agenda)**

Documents:

[MIN 20220523 Library Board of Trustees Meeting Minutes.pdf](#)  
[MIN 20220509 Water Board of Trustees Meeting Minutes.pdf](#)

### **C. Consider a motion to receive and file financial reports for May 2022. (Consent Agenda)**

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM\\_20220620 Financial Reports.docx](#)  
[Oskaloosa IA Treasurers Report May 2022.pdf](#)

### **D. Consider approval of FY2023 Retail Cigarette/Tobacco/Nicotine/Vapor Permits. (Consent Agenda)**

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM\\_20220620 Cigarette Permits.docx](#)  
[FY 2023 RETAIL CIGARETTE for council.docx](#)

### **E. Consider approval of payment of \$2,240.00 to Curtis Architecture & Design for work completed on the Façade Improvement Project Phase III. (Consent Agenda)**

Who is submitting this item. Development Services Department

Documents:

[COM 20220620 Facade3 Jun 2022 payment.pdf](#)  
[Curtis invoice 6-2-22.pdf](#)

**F. Consider approval of Pay Application No. 1 in the amount of \$18,701.11 to Minturn, Inc. for the 3-Lane Conversion and Traffic Signal Installation Project (Consent Agenda).**

Who is submitting this item. Public Works Department

Documents:

[COM 20220606 TSIP Pay App 1 V2.docx](#)  
[McClure Pay App 1 Summary Letter.pdf](#)  
[CoO Signed Pay App 1.pdf](#)  
[Minturn Insurance and Photos of Offsite Materials for Pay App 1.pdf](#)

**G. Consider a motion appointing representatives to the Oskaloosa Municipal Water Board of Trustees (Consent Agenda)**

Who is submitting this item. City Manager's Office

Documents:

[COM 20220620 Water Board Appointment.docx](#)  
[Erwin Tony Water Board 2022.pdf](#)  
[Walling Tom Water Board 2022.pdf](#)

**H. Consider a motion approving payment of \$920.00 to Bailey Office Outfitters for office guest seating.**

Who is submitting this item. Police Department

Documents:

[COM 20220620 Claims.docx](#)

**I. Consider approving and authorizing submittal of a 28E agreement to Mahaska County (Consent Agenda)**

Who is submitting this item. Police Department

Documents:

[COM 20220620 Mahaska County 28E Submittal.docx](#)  
[28E Parking Tickets.pdf](#)

**J. Consider a resolution approving an amendment to the professional services agreement with Garden & Associates, LTD for the 5th Avenue Sanitary Sewer Improvements Project. (Consent Agenda)**

Who is submitting this item. Public Works Department

Documents:

[COM\\_20220620\\_5th Avenue Sanitary Sewer Engineering Contract V2.docx](#)  
[RES\\_20220620\\_5th Avenue Sanitary Sewer Engineering Contract.docx](#)  
[20220620\\_Letter from Gardens.pdf](#)  
[20220620\\_Contract Amendment.pdf](#)

**K. Consider a resolution approving the Amended and Restated 28E agreement between the city of Oskaloosa and the Forest Cemetery Association. (Consent Agenda)**

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM 20220620 Forest Cemetery amendment.docx](#)  
[RES 20220620 Amend 28E Forest Cemetery.docx](#)  
[Amended and Restated Forest Cemetery Association 28E \(Final copy\).pdf](#)  
[Amended and Restated Forest Cemetery Association 28E \(Red line version\).pdf](#)

**L. Consider a resolution providing for the financial support of the Regional Planning Affiliation for Region 15 (Consent Agenda).**

Who is submitting this item. City Manager's Office

Documents:

[COM 20220620 Area 15 RPA Local Match.docx](#)  
[RES 20220620 Area 15 RPA Local Match.docx](#)

**M. Consider a resolution providing for the financial support of the Regional Planning Commission (Consent Agenda).**

Who is submitting this item. City Manager's Office

Documents:

[COM 20220620 Area 15 RPC Funding Request.docx](#)

**N. Consider a resolution setting a public hearing for July 18, 2022 for levying a special assessment for a nuisance abatement at 713 3rd Avenue East in accordance with Oskaloosa Municipal Code 8.08.080 (CONSENT AGENDA)**

Who is submitting this item. Fire Department

Documents:

[COM 20220620 713 3rd Avenue East Nuisance Abatement.docx](#)  
[RES 20220620 713 3rd Avenue East Set Public Hearing.docx](#)  
[Assessment Schedule 713 3rd Avenue East.pdf](#)

**O. ----- End of Consent Agenda -----**

**8. Regular Agenda**

The following agenda items require specific action by the City Council:

**A. Consider a resolution for levying a special assessment for a nuisance abatement at 1215 3rd Avenue West in accordance with Oskaloosa Municipal Code 8.08.080. (PUBLIC HEARING)**

Who is submitting this item. Fire Department

Documents:

[COM 20220620 1215 3rd Avenue West Nuisance Abatement Public Hearing.docx](#)  
[RES 20220620 1215 3rd Avenue West Public Hearing.docx](#)  
[Clerk Certified Assessment Schedule 1215 3rd Avenue West.docx](#)  
[Photo Documentaion 1215 3rd Avenue West.docx](#)

**B. Consider a resolution approving the voluntary annexation of property owned by Jeffrey and Lori Smith and generally located at 2089 263rd Street. (Public Hearing)**

Who is submitting this item. Development Services Department

Documents:

[COM 20220620 annex smith 2089 263rd St.docx](#)  
[RES 20220620 annex smith 2089 263rd St.docx](#)  
[City location map.pdf](#)  
[Beacon location map.pdf](#)  
[Voluntary Annexation Application signed.pdf](#)

**C. Consider a resolution awarding a contract to Josiah Updegraff to complete the improvements at Edmundson Park**

## **- Masonry Work Project.**

Who is submitting this item. Public Works Department

### Documents:

[COM\\_20220620\\_FY 23 Edmundson Park Masonry V2.docx](#)  
[RES\\_20220606\\_FY23 Edmundson Park Masonry.docx](#)  
[Edmundson Park - Shelter D.pdf](#)  
[DSC05143.JPG](#)  
[DSC05148.JPG](#)  
[DSC05150.JPG](#)  
[Contract Documents.pdf](#)  
[Letter from Josiah Updegraff.pdf](#)

## **D. Consider an ordinance amending Title 15, "Buildings and Construction", of the Oskaloosa Municipal Code. (1st Reading)**

Who is submitting this item. Development Services Department

### Documents:

[COM 20220620 code adoption title 15.docx](#)  
[ORD 20220620 code amends title 15 final.docx](#)  
[Presentation study session 2021 code adoptions.pdf](#)  
[2021 BCEGS Report.pdf](#)  
[BCEGS grades in Iowa - Verisk Community Hazard Mitigation Services.pdf](#)  
[Significant changes 2021 IBC.pdf](#)  
[Significant changes 2021 IRC.pdf](#)  
[Neighboring Communities Building Code Adoptions.docx](#)

## **E. Consider approval of payment of \$14,339.98 to SVPA for services completed on the Early Childhood Recreation and Education Center.**

Who is submitting this item. City Manager's Office

### Documents:

[COM 20220620 SVPA Services Invoices.docx](#)  
[SVPA 2022-6-3.pdf](#)  
[SVPA 2022-6-3.01.pdf](#)  
[Site Observation\\_2022-05-05.pdf](#)  
[Site Observation\\_2022-06-02.pdf](#)

## **9. Report on items from City staff**

This item is reserved to receive reports from the following:

a) City Manager:

b) City Clerk

c) City Attorney

**10. City Council Information**

This item is reserved to receive reports from the Mayor and City Council. This is an opportunity for the Mayor or Council to provide updates on activities, events, or items of note to the public. This is also the opportunity for the Mayor or Council to request future agenda items, or request items to be sent to Committee for review and discussion.

**11. CLOSED SESSION Litigation: Consider holding a closed session under Iowa Code Section 21.5.1.c. to discuss strategy with legal counsel on a matter presently in litigation or in which litigation is imminent, where disclosure would be likely to prejudice or disadvantage the city's position.**

Acting pursuant to the requirements of the Iowa Public Information Board, I, Mayor David Krutzfeldt, would state and indicate that the closed session to follow is to discuss strategy in a pending matter with David D. Dixon, the city attorney and legal counsel for the city of Oskaloosa, Iowa, acting pursuant to the contract existing between the parties.

Open session action may follow this item.

**12. OPEN SESSION Action: Consider a motion to take action on any item discussed in Closed Session after the Closed Session.**

This item is reserved for the City Council to take possible action regarding discussion related to contract matters for the Early Childhood Education and Recreation Center project.

**13. Adjournment**

If you require special accommodations, please contact the city manager's office at least 24 hour prior to the meeting at 641.673.9431.