



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, August 16, 2021, 6:00 P.M.

1. Invocation

Gateway Church of the Nazarene, Pastor Darren Melton

2. Pledge of Allegiance

3. Roll Call

_____ Mayor David Krutzfeldt, Council Members:
_____ Burnett, _____ Caligiuri, _____ Drost, _____ Moore
_____ Ottosson, _____ Walling, _____ Yates

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. 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. August 16, 2021 City Council Agenda

2. August 2, 2021 City Council Regular Meeting Minutes

Documents:

[City Council Minutes August 2 2021.docx](#)

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

Documents:

[MIN 20210727 Board of Adjustment Meeting Minutes.pdf](#)
[MIN 20210726 Library Board of Trustees Meeting Minutes.pdf](#)
[MIN 20210803 Planning and Zoning Commission Meeting Minutes.pdf](#)
[MIN 20210614 Water Board of Trustees Meeting Minutes.pdf](#)
[MIN 20210630 Water Board of Trustees Meeting Minutes.pdf](#)
[MIN 20210712 Water Board of Trustees Meeting Minutes.pdf](#)

C. Consider a motion to receive and file financial reports for July 2021. (Consent Agenda)

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM_20210816 Financial Reports.docx](#)
[Oskaloosa IA Treasurers Report July 2021.pdf](#)

D. Consider approval of a liquor license application. (Consent Agenda)

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM_20210816 Liquor Licenses.docx](#)

E. Consider a motion approving an amendment to the Capital Improvement Plan for the purchase of a vehicle for the Code Enforcement Officer up to \$25,000. (Consent Agenda)

Who is submitting this item. Development Services Department

Documents:

[COM 20210816 CIP Budget Amendment Code Vehicle.pdf](#)
[Kraig Ford Osky ecosport proposal.pdf](#)

F. Consider a resolution adopting supplement to the Oskaloosa Municipal Code of Ordinances through Ordinance No. 1442. (Consent Agenda)

Who is submitting this City Clerk/Finance Director
item.

Documents:

[COM_20210816 Code Supplement.docx](#)
[RES_20210816 Code Supplement.doc](#)

G. Consider a resolution adopting the city of Oskaloosa revised position description. (Consent Agenda)

Who is submitting this City Clerk/Finance Department
item.

Documents:

[COM_20210816 Position Discriptions.docx](#)
[RES_20210816 Position Descriptions.doc](#)
[Auto Mechanic.pdf](#)
[Code Enforcement Officer.pdf](#)
[Engineering Technician.pdf](#)
[Lead Motor Equipment Operator.pdf](#)
[Motor Equipment Operator I.pdf](#)
[Motor Equipment Operator II.pdf](#)
[Park Maintenance Lead Operator.pdf](#)
[Park Maintenance Operator I.pdf](#)
[Senior Engineering Technician.pdf](#)
[Street Supervisor.pdf](#)

H. Consider a resolution scheduling a time for a hearing on the proposition of entering into a lease and maintenance agreement for copy machines (Consent Agenda).

Who is submitting this City Manager's Office
item.

Documents:

[COM 20210802 Copier Lease Agreement.docx](#)
[RES 20210816 Copier Lease and Service Agreement.docx](#)
[Oskaloosa, City of - 1692817.pdf](#)
[Oskaloosa, City of - 1692817 - Escalation Amendment.pdf](#)
[Oskaloosa, City of - 1692817 - Non-Appropriations Addendum.pdf](#)

I. Consider a resolution scheduling a public hearing for September 20, 2021 to consider levying a special assessment against private property for weed cutting. (Consent Agenda)

Who is submitting this City Clerk/Finance Department
item.

Documents:

[COM_20210816 Weeds Schedule PH.docx](#)
[RES_20210816 PH Mowing June 2021.docx](#)
[Exhibit A Mowing June 2021.pdf](#)
[SCHEDULE FOR WEED ASSESSMENTS June 2021.pdf](#)

J. Consider a resolution scheduling a public hearing to rezone property located at 703 South Market Street. (Consent Agenda)

Who is submitting this Development Services Department
item.

Documents:

[COM 20210816 CC set hearing rezone 703 S Market.docx](#)
[RES 20210816 set hearing rezone 703 S Market.doc](#)
[Rezone application w legal description.pdf](#)
[location map.pdf](#)

K. ----- End of Consent Agenda -----

6. Code Enforcement 2nd Quarter Report

Who is submitting this Fire Department
item.

Documents:

[Comm 2021 08 16 Code Enforcement 2nd Quarter report.docx](#)
[2nd quarter 2021.pdf](#)

7. Regular Agenda

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

A. Consider a resolution authorizing the vacation and sale of the east-west alley adjacent to 401 South 11th Street (PUBLIC HEARING).

Who is submitting this Public Works Department
item.

Documents:

[COM_20210816_401 South 11th Street Alley Vacate.docx](#)
[RES_20210816_401 South 11th Street Alley Vacate.docx](#)
[20210816_Location Map.pdf](#)
[20210816_Pictures.docx](#)
[20210816_Application.pdf](#)

B. Consider a resolution levying a special assessment against private property for sidewalk replacement. (Public Hearing)

Who is submitting this City Clerk/Finance Department
item.

Documents:

[COM_20210816 Levy Sidewalk Assessments.docx](#)
[RES_20210816 Sidewalk Assessments.docx](#)
[Exhibit A Sidewalks 06042021.pdf](#)
[Assessment schedule - Sidewalks 06042021.docx](#)
[20210715 Sidewalk Assessment Memo for 2020 Assessments.docx](#)

C. Consider a resolution levying a special assessment against private property for weed cutting. (Public Hearing)

Who is submitting this City Clerk/Finance Department
item.

Documents:

[COM_20210816 Weeds.docx](#)
[RES_20210816 Mowing May 2021.docx](#)
[Exhibit A Mowing May 2021.pdf](#)
[Assessment schedule - Mowing May 2021.docx](#)

D. Consider a resolution amending and certifying the Fiscal Year 2022 Budget Amendment. (PUBLIC HEARING)

Who is submitting this City Clerk/Finance Department
item.

Documents:

[COM_20210816 Budget Amendment.docx](#)
[RES_20210816 Budget Amendment 1.docx](#)
[PublicHearingNotice \(7\).pdf](#)

E. Consider a resolution approving a site plan for a drive-thru restaurant located at 703 South Market Street

Who is submitting this Development Services Department
item.

Documents:

[COM CC 20210816 Pizza Hut site plan.docx](#)
[RES 20210816 Pizza Hut site plan.docx](#)
[application.pdf](#)
[location map.pdf](#)
[Oskaloosa Pizza Hut Delco Site Plan 7-27-21 11x17.pdf](#)
[Exterior Elevations 11x17.pdf](#)

F. Consider a resolution entering into an agreement with RDG Planning & Design for the Oskaloosa Comprehensive Plan &

Zoning Code update project.

Who is submitting this Development Services Department item.

Documents:

[COM CC 20210816 Comp Plan Zoning RDG.docx](#)
[RES 20210816 Comp Plan Zoning contract RDG.docx](#)
[consultant finalist comparison.docx](#)
[2021_08_16 Oskaloosa Agreement RDG signed.pdf](#)
[02 Oskaloosa Exhibit A Scope of Services DRAFT.docx](#)

G. Consider a resolution approving a license agreement with Bird Rides, Inc. for use of public rights of way

Who is submitting this Development Services Department item.

Documents:

[COM 20210816 Bird Rides agreement.docx](#)
[RES 20210816 Bird Rides License Agreement.docx](#)
[LICENSE AGREEMENT for scooters 7.23.21 SC revised.docx](#)
[Overview.pdf](#)

H. Consider an ordinance amending Oskaloosa Municipal Code Sections 5.04.360 and 5.04.370 to allow limited consumption and open containers of alcoholic beverages in the proposed Trolley Stop Alley between 111-113 High Avenue West. (2nd reading)

Who is submitting this Development Services Department item.

Documents:

[COM 20210816 2nd ord trolley stop alley consumption.docx](#)
[ORD 20210816 consumption Trolley Stop Alley.docx](#)
[location map.pdf](#)

I. Consider an ordinance amending Oskaloosa Municipal Code Chapter 10.24 – “Stop and Yield Requirements” – 2nd Reading.

Who is submitting this Public Works Department item.

Documents:

[COM_20210816_2nd St and 3rd Ave Stop Signs.docx](#)
[ORD_20210816_2nd St and 3rd Ave Stop Sign.docx](#)
[20210816_Location Map 2nd Street and 3rd Avenue Stop Signs.pdf](#)

J. Consider approval of Pay Application No. 15 in the amount of \$1,805,177.96 to Graphite Construction Group for the Early Childhood Education and Recreation Center.

Who is submitting this City Manager's Office
item.

Documents:

[COM 20210816 Early Childhood Education and Recreation Center Pay App 15.pdf](#)
[Pay App 15 August 2021.pdf](#)
[SVPA Site Observation_2021-07-29.pdf](#)
[SVPA Site Observation_2021-08-05.pdf](#)
[Oskaloosa_WEADFieldReport_2021-07-29.pdf](#)
[20210809_IMEG Site Observation.pdf](#)

8. 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

9. 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.

10. 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.

Who is submitting this City Manager's Office
item.

Documents:

[COM 20210816 Closed Session Litigation.docx](#)

11. Consider a Resolution approving a 28E Agreement between the city of Oskaloosa and the Mahaska County Emergency Management Commission

Who is submitting this City Manager's Office
item.

Documents:

COM 20210816_28E Agreement EMA E911 Dispatch Svcs.docx
RES 20210816_28E Agreement EMA Dispatch Services.docx
28E Agreement Oskaloosa EMA 2021.pdf

12. **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.