



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, November 1, 2021, 6:00 P.M.**

**1. Invocation**

Central United Methodist Church

**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. November 1, 2021 City Council Agenda
2. October 13, 2021 City Council Special Meeting Minutes

3. October 18, 2021 City Council Regular Meeting Minutes

Documents:

[City Council Minutes October 13 2021.docx](#)  
[City Council Minutes October 18 2021.docx](#)

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

Documents:

[MIN 20211004 Airport Commission Meeting Minutes.pdf](#)  
[MIN 20210810 SCRAA Board Meeting Minutes.pdf](#)

**C. Consider payment of claims for October 2021. (Consent Agenda)**

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM\\_20211004 Claims List.docx](#)  
[COUNCIL CLAIMS LIST 10222021.pdf](#)  
[MANUAL CHECK REPORT 10212021.pdf](#)

**D. Mahaska Community Recreation Foundation Quarterly Report**

Who is submitting this item. City Manager's Office

Documents:

[COM 20211101 MCRF Quarterly Report.docx](#)  
[MCRF 3rd quarter 2021 progress report.pdf](#)

**E. Consider approval of liquor license applications. (Consent Agenda)**

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM\\_20211101 Liquor Licenses.docx](#)

**F. Consider approval of payments of \$1,095.52 to Area 15 Regional Planning Commission and \$61,531.47 to Christner Contracting, Inc. (CCI), totaling \$62,626.99, for work completed on the Façade Improvement Project Phase III. (Consent Agenda)**

Who is submitting this Development Services Department  
item.

Documents:

[COM 20211101 Facade3 Oct 2021 payments.pdf](#)  
[20DTR004 - Draw 9 - Invoices.pdf](#)  
[20DTR004 - Draw 9 - Balance Sheet.pdf](#)  
[Progress Report 03 - 202110.pdf](#)

- G. Consider approval of Pay Application No. 6, in the amount of \$27,977.02 to Drish Construction, Inc., to be paid by the Water Department, for work completed on the 5th Avenue West & South F Street Sewer & Water Improvements Project (Consent Agenda)**

Who is submitting this Public Works Department  
item.

Documents:

[COM 20211101 Pay App 6 Drish Construction.docx](#)  
[20211101\\_Letter and Pay App 6.pdf](#)

- H. Consider approval of Pay Application No. 6, in the amount of \$203,763.05 to Drish Construction, Inc., for work completed on the Meadow Creek Street Reconstruction Project (Consent Agenda).**

Who is submitting this Public Works Department  
item.

Documents:

[COM\\_20211101\\_Meadow Creek Pay App 6.docx](#)  
[20211101\\_Meadow Creek Letter and Pay App 6.pdf](#)

- I. Consider a motion appointing a representative to the Historic Preservation Commission (Consent Agenda)**

Who is submitting this City Manager's Office  
item.

Documents:

[COM 20211101 Board Appt Historic Preservation Commission.docx](#)  
[Vande Ree Carri HPC 2021.pdf](#)

- J. Consider a motion authorizing submittal of a grant application to the Pella Rolscreen Foundation for the purpose of funding Fire Department safety items (Consent Agenda)**

Who is submitting this Fire Department  
item.

Documents:

[COM 20211101 Pella Rolscreen Foundation Grant.docx](#)  
[Pella Rolscreen Founding Grant-Proposal-Form.pdf](#)

**K. Consider a resolution amending Resolution No. 20-10-142 authorizing advancement of costs for Urban Renewal Project and certification of expenses incurred by the city for payment under Iowa Code Section 403.19. (Consent Agenda)**

Who is submitting this Development Services Department  
item.

Documents:

[COM 20211101 TIF contribution amend.docx](#)  
[RES TIF advancement amend Facade 3.docx](#)  
[Res 20-10-142 Advance costs Urban Renewal Facade Phase III.pdf](#)

**L. Consider a resolution scheduling a public hearing on redistricting city wards & voting precincts. (Consent Agenda)**

Who is submitting this Development Services Department  
item.

Documents:

[COM 20211101 set hearing redistricting.docx](#)  
[RES 20211101 set hearing redistricting.doc](#)  
[existing wards map.pdf](#)  
[proposed wards map.pdf](#)  
[population deviation table.pdf](#)

**M. Consider a resolution approving tax increment finance (TIF) asking for FY 2023. (Consent Agenda)**

Who is submitting this City Clerk/Finance Department  
item.

Documents:

[COM\\_20211101 TIF Asking.docx](#)  
[RES\\_20211101 TIF Asking.docx](#)  
[CITY TIF Indebtedness Certification Nov 2021.pdf](#)

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

Who is submitting this City Clerk/Finance Department  
item.

Documents:

[COM\\_20211101 Position Discription.docx](#)  
[RES\\_20211101 Position Description.doc](#)  
[City Manager 2021.pdf](#)

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

**6. Announcement of Vacancies**

Applicants must reside in Oskaloosa and be 18 years of age unless specific specifications are stated.

- o **Airport Commission:** One vacancy for a term ending December 2021
- o **Board of Adjustment:** Two vacancies for terms beginning January 2022
- o **Building Code Board of Appeals:** One vacancy for a regular member and one for an ex officio member
- o **Historic Preservation Commission:** One vacancy for a term ending December 2022, one ending December 2023, and two for terms beginning January 2022
- o **Library Board:** One vacancy for a term ending June 2023
- o **Mahaska County Solid Waste Commission:** Four vacancies for terms beginning January 2022
- o **Municipal Housing Agency:** Two vacancies for terms ending February 2023

**7. Regular Agenda**

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

- A. **Consider a motion to receive and file the audit report and authorize payment of \$10,400 to Martens & Company, CPA, LLP and \$850 to the Auditor of the State.**

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM\\_20211101 Audit.docx](#)  
[2021 FS.pdf](#)

- B. **Consider approval of the proposed City Manager Position Profile and advertised salary range of \$123,000 to \$143,000 annually.**

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM\\_20211101 City Manager profile and salary range.docx](#)  
[CM Profile.pdf](#)  
[Job Announcement.pdf](#)  
[City Manager 2021.docx](#)

**C. Consider approval of Pay Application No. 17 in the amount of \$583,336.75 to Graphite Construction Group for the Early Childhood Education and Recreation Center.**

Who is submitting this City Manager's Office  
item.

Documents:

[COM 20211101 Early Childhood Education and Recreation Center Pay App 17.docx](#)  
[Pay App 17-September 2021 REVISED2B.pdf](#)  
[SVPA Site Observation\\_2021-10-07.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. 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.