



**City of Oskaloosa  
City Council Meeting Regular Session  
Council Chambers  
City Hall, 220 S. Market Street  
Oskaloosa, IA 52577  
Agenda  
December 21, 2015**

**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:

\_\_\_\_\_ Caligiuri, \_\_\_\_\_ Jimenez, \_\_\_\_\_ Moore, \_\_\_\_\_ Van Zetten, \_\_\_\_\_ Ver Steeg,

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

Documents: [20151221 AGENDA ITEMS 1-3.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: [20151221 COMMUNITY COMMENTS.DOCX](#)

**5. Consider a resolution of appreciation for 4th Ward City Council Member Jason Van Zetten.**

Who is submitting this City Manager Department item.

Documents: [ITEM - RESN OF APPRECIATION JVZ.DOCX](#), [RESOLUTION OF APPRECIATION JVZ FRAMED \(2\).DOC](#)

**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: [20151221 SUMMARY CONSENT AGENDA REVISED.DOCX](#), [20151221 BOARD AND COMMISSION MINUTES.DOCX](#)

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

1. December 7, 2015 Regular City Council Meeting Minutes
2. December 21, 2015 Agenda

Documents: [CITY COUNCIL MINUTES DECEMBER 7, 2015.DOC](#)

**B. Receive and file minutes of Boards and Commissions**

Any recommendations contained in minutes become effective only upon separate Council action.

1. November 23, 2015 Library Board Minutes
2. December 7, 2015 Airport Commission Minutes

Documents: [NOV 2015 LIB MINUTES.DOC](#), [AIRPORT MINUTES DEC..PDF](#)

**C. Consider approval of a renewal application for a Class C Beer Permit with Wine from Wigg's Inc. dba Wigg's Country Store, 1308 A Avenue East.**

Who is submitting this item. City Clerk/Finance Department

Documents: [CITY COMM-WIGGS.DOCX](#)

**D. Consider a motion to receive and file financial reports for November 2015.**

Who is submitting this item. City Clerk/Finance Department

Documents: [CITY COMM-FINANCIAL REPORTS \(10\).DOC](#), [OSKALOOSA IA TREASURERS REPORT NOVEMBER 2015.PDF](#)

**E. Consider a resolution adopting a revised fee schedule for the city of Oskaloosa.**

Who is submitting this item. City Manager Department

Documents: [ITEM - 20151221 ADOPTION OF FEES.DOCX](#), [FEE SCHEDULE RESN 20151221.DOC](#), [2016 FEE SCHEDULE - EDMUNDSON NOT INCLUDED.DOC](#)

**F. Consider an ordinance amending the Oskaloosa Municipal Code 12.40.00 Trees, 15.04.04.230 Permit Application Plans and Specifications, and 17.34.020 Site Plan Review Procedure – 3rd reading.**

Who is submitting this City Manager Department item.

Documents: CITY COUNCIL COMMUNICATION TREE ORDINANCE (1).DOCX, OSKALOOSA TREE ORDINANCE (1).DOCX

**G. Consider appointment to the Stephen Memorial Animal Shelter Commission.**

Who is submitting this City Manager Department item.

Documents: STEPHEN MEMORIAL ANIMAL SHELTER COMMISSION APPOINTMENT ITEM.DOCX, JENNIFER MAIN APPLICATION.PDF

**H. Consider appointment to the Water Board.**

Who is submitting this City Manager Department item.

Documents: WATER BOARD APPOINTMENT ITEM.DOCX, TACKE APPLICATION FOR WB.PDF

**I. Consider appointment to the Historic Preservation Commission.**

Who is submitting this City Manager Department item.

Documents: 20151221 ITEM HISTORIC PRESERVATION COMMISSION APPOINTMENT.DOCX, HAROLDSON APP. DEC. 2015.PDF

**J. Consider a resolution scheduling a public hearing on plans, specifications, form of contract, and estimated cost; and also ordering publication of notice of hearing, and notice to bidders for the Fire Department Renovation and Expansion Project.**

Who is submitting this City Manager's Office item.

Documents: 20151221 - FIRE STATION AGENDA ITEM SCHEDULE HEARINGS.DOC, 20151221 - FIRE STATION SCHEDULE HEARING RESO.DOCX, 20151221 - 01 PUBLIC NOTICE RE-BID.DOCX

**K. ----- END OF CONSENT AGENDA -----**  
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**7. Regular Agenda**

Documents: 20151221 AGENDA ITEM - REGULAR ACTION ITEMS.DOCX

**A. Consider a resolution approving the offer and sale of the property owned by the city located at 717 A Avenue East and**

**603 A Avenue East to Terry Anderson in the amount of \$1,500.  
(PUBLIC HEARING)**

Who is submitting this City Manager Department  
item.

Documents: [20151221 SALE OF CITY-OWNED PROPERTY.DOCX](#),  
[20151221 RESOLUTION SALE OF PROPERTY.DOCX](#), [ANDERSON  
LETTER.PDF](#), [717 A AVENUE EAST.PDF](#), [603 A AVENUE EAST.PDF](#)

**B. Consider a resolution levying a special assessment against private property for cutting and removal of weeds by the City of Oskaloosa, Iowa in accordance with Title 8, Chapter 8.20 of the City Code of the City of Oskaloosa, Iowa. (PUBLIC HEARING)**

Who is submitting this City Clerk/Finance Department  
item.

Documents: [CITY COMM-WEED ASSESSMENT SEPTEMBER.DOC](#),  
[RESOLUTION ASSESSMENT SEPTEMBER 2015.DOCX](#), [COPY OF EXHIBIT  
A SEPT 2015.XLSX](#)

**C. Discussion and possible action on the potential renewal of the city's Local Option Sales and Services Tax (LOSST).**

Who is submitting this City Manager's Office  
item.

Documents: [20151221 - LOCAL OPTION SALES TAX RENEWAL  
DISCUSSION.DOCX](#), [2001 BALLOT LANGUAGE.PDF](#), [20151207 -  
RESOLUTION CALLING ELECTION LOCAL OPTION TAX LOST ALT  
LANGUAGE.DOCX](#)

**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: [20151221 REPORTS FROM STAFF.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: [20151221CITY COUNCIL INFORMATION.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.



## City Council Communication

Meeting Date: December 21, 2015

Requested By: Mayor & City Council

**Item Title: Call to Order and Roll Call – 6:00 p.m.**

1. Invocation: Mayor David Krutzfeldt
2. Pledge of Allegiance
3. Roll Call: \_\_\_\_\_ Mayor David Krutzfeldt, Council Members:

\_\_\_\_\_ Caligiuri, \_\_\_\_\_ Jimenez, \_\_\_\_\_ Moore, \_\_\_\_\_ Van Zetten,

\_\_\_\_\_ Ver Steeg, \_\_\_\_\_ Walling, \_\_\_\_\_ Yates.

**Explanation:**

Not applicable.

**Budget Consideration:**

Not applicable.

**Attachments:**

None.



## City Council Communication

Meeting Date: December 21, 2015

Requested By: Mayor & City Council

<b>Item Title: Community Comments</b>
<b>Explanation:</b> <p>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. Time shall be limited to no more than three 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.</p>
<b>Budget Consideration:</b> <p>Not applicable.</p>
<b>Attachments:</b> <p>None.</p>



## City Council Communication

Meeting Date: December 21, 2015

Requested By: CITY COUNCIL

**Item Title: PRESENTATION**

Consider a resolution of appreciation for 4<sup>th</sup> Ward City Council Member Jason Van Zetten.

**Explanation:**

Jason Van Zetten has served as 4<sup>th</sup> Ward City Council Member since January 1, 2012. The enclosed resolution is to recognize Jason Van Zetten for his service to the City of Oskaloosa as a city council member.

Staff recommends approval of this item as presented.

**Budget Consideration:**

None

**Attachments:**

Resolution

RESOLUTION NO. 15-12-\_\_

RESOLUTION OF APPRECIATION

WHEREAS, as a member of the City Council of the City of Oskaloosa, Iowa, from January 1, 2012 through December 31, 2015, Jason Van Zetten has served the City of Oskaloosa with honor and distinction and by his conduct and high sense of public trust has earned the respect and appreciation of the citizens of the City of Oskaloosa; and

WHEREAS, Jason Van Zetten provided leadership to guide the city by his service on the Public Projects Committee, Planning Committee, and as liaison to the Oskaloosa Municipal Water Board.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Oskaloosa, Iowa, in a meeting assembled the 21st day of December 2015, by the adoption of this Resolution permanently record sincere appreciation for the service rendered by Jason Van Zetten as a member of the Oskaloosa City Council, and for the privilege that has been ours to have served with him.

PASSED AND APPROVED this 21st day of December 2015.

\_\_\_\_\_  
David Krutzfeldt, Mayor

ATTEST:

\_\_\_\_\_  
Amy Miller, City Clerk

**Consent Agenda Items: All items appearing on the Consent Agenda are considered routine in nature and no discussion is anticipated.**

- Item A. Minutes and reports from city council meetings.**  
Staff recommends council receive and file these documents.
  
- Item B. Board and Commission Minutes:**  
Staff recommends council receive and file these documents.
  
- Item C. Consider approval of a renewal application for a Class C Beer Permit with Wine from Wigg's Inc. dba Wigg's Country Store, 1308 A Avenue East.**
  
- Item D. Consider a motion to receive and file financial reports for November 2015.**
  
- Item E. Consider a resolution adopting a revised fee schedule for the city of Oskaloosa.**
  
- Item F. Consider an ordinance amending the Oskaloosa Municipal Code 12.40.00 Trees, 15.04.04.230 Permit Application Plans and Specifications, and 17.34.020 Site Plan Review Procedure – 3<sup>rd</sup> reading.**
  
- Item G. Consider appointment to the Stephen Memorial Animal Shelter Commission.**
  
- Item H. Consider appointment to the Water Board.**
  
- Item I. Consider appointment to the Historic Preservation Commission.**
  
- Item J. Consider a resolution scheduling a public hearing on plans, specifications, form of contract, and estimated cost; and also ordering publication of notice of hearing, and notice to bidders for the Fire Department Renovation and Expansion Project.**



## City Council Communication

Meeting Date: December 21, 2015

Requested By: City Manager's Office

### Item Title: CONSENT AGENDA

#### Explanation:

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. Approval of Council Minutes and Actions, subject to corrections, as recommended by the City Clerk.
  - 1. December 7, 2015 City Council Regular Meeting Minutes
  - 2. December 21, 2015 Agenda
  
- B. Receive and file the following reports and communications from advisory and operating boards and commissions:
  - 1. November 23, 2015 Library Board Minutes
  - 2. December 7, 2015 Airport Commission Minutes

#### Budget Consideration:

Not applicable.

#### Attachments:

December 7, 2015 City Council Regular Meeting Minutes  
November 23, 2015 Library Board Minutes  
December 7, 2015 Airport Commission Minutes

OSKALOOSA CITY COUNCIL  
REGULAR MEETING  
December 7, 2015

The Oskaloosa City Council met in regular session on Monday, December 7, 2015, at 6:00 p.m. with Mayor Krutzfeldt presiding and the following members answering roll call: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg, Walling and Yates

Mayor Krutzfeldt presented longevity plaques to Troy Boston, Stephen Watts, Cindy Godlove and Marilyn Johannes.

It was moved by Caligiuri, seconded by Ver Steeg to approve the consent agenda:

1. November 16, 2015 City Council Regular Meeting Minutes
2. December 7, 2015 Agenda
3. Receive and file the following reports and communications from advisory and operating boards and commission:
  - a. October 26, 2015 Library Board Minutes
  - b. November 6, 2015 Library Board Special Meeting Minutes
  - c. October 19, 2015 Water Board Minutes
  - d. November 2, 2015 Airport Commission Minutes
  - e. Claims for November 2015.
  - f. Renewal application for a Class E Liquor License with Carryout Beer and Wine from CB Liquor, Inc. dba CB Liquor, 1202 A Avenue East.
  - g. Application for a 5 day Class C Liquor License from Sodexo Management, Inc. dba William Penn University-Penn Central Mall, 200 High Avenue West, effective December 12, 2015.

The roll was called and the vote was:

AYES: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg, Walling and Yates  
NAYS: None

Whereupon the Mayor declared said motion approved.

It was moved by Caligiuri, seconded by Ver Steeg to approve Pay Request No. 8 in the amount of \$6,986.55 to Cornerstone Excavating Inc. for the 3<sup>rd</sup> Avenue East Reconstruction Project. The roll was called and the vote was:

AYES: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg, Walling and Yates  
NAYS: None

Whereupon the Mayor declared said motion approved.

It was moved by Caligiuri, seconded by Ver Steeg to approve Pay Request No. 2 in the amount of \$96,574.72 to TK Concrete Inc. for the B Avenue East Pavement Rehabilitation Project. The roll was called and the vote was:

AYES: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg, Walling and Yates  
NAYS: None

Whereupon the Mayor declared said motion approved.

It was moved by Caligiuri, seconded by Ver Steeg to approve Pay Request No. 4 in the amount of \$58,818.16 to Blommers Construction Inc. for the E Avenue East & North 12<sup>th</sup> Street Reconstruction Project. The roll was called and the vote was:

AYES: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg, Walling and Yates  
NAYS: None

Whereupon the Mayor declared said motion approved.

Caligiuri introduced Resolution No. 15-12-138 entitled "RESOLUTION ACCEPTING THE CERTIFICATE OF SUBSTANTIAL COMPLETION FOR THE E AVENUE EAST AND NORTH 12<sup>TH</sup> STREET RECONSTRUCTION PROJECT" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg, Walling and Yates  
NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 15-12-139 entitled "A RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING ON A PROPOSAL TO SELL REAL ESTATE GENERALLY KNOWN AS S 136 ½' OF E 85' LOT 1 NW SW AND GENERALLY KNOWN AS LOT 6 BLK 3 BAERS AD D, IN OSKALOOSA IOWA" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg, Walling and Yates  
NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

The Mayor announced this is the time and place for the public hearing on the sale of city-owned property located at 204 North C Street and that citizens would now have the opportunity to comment. No oral or written comments were received. The Mayor declared said hearing closed.

Walling introduced Resolution No. 15-12-140 entitled "RESOLUTION APPROVING THE CONVEYANCE OF CITY-OWNED PROPERTY LOCATED AT 204 NORTH C STREET TO KABAL CHAUCHAN FOR \$35,000" and moved its approval with stipulations presently associated with the transaction being the requirement to build the lot with a hard surface when developed, that development should occur within 18 months from recording the transaction and that development of the parcel conform with all applicable code requirements. Ver Steeg seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Jimenez, Moore, Ver Steeg, Walling and Yates  
NAYS: Van Zetten

Whereupon the Mayor declared said resolution duly adopted.

Justin Platts and Patrick Dunn of RDG Planning & Design led a presentation on the A Avenue and Market Street corridor and wayfinding improvement study.

Moore introduced "AN ORDINANCE AMENDING THE OSKALOOSA MUNICIPAL CODE 12.40.00 TREES, 15.04.04.230 PERMIT APPLICATION PLANS AND SPECIFICATIONS, AND 17.34.020 SITE PLAN REVIEW PROCEDURE" and moved its approval on the second reading. Ver Steeg seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg, Walling and Yates

NAYS: None

Whereupon the Mayor declared said ordinance approved on the second reading.

City Council members provided updates on activities, events and items of note to the public.

It was moved by Caligiuri, seconded by Moore that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 7:03 p.m.

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David Krutzfeldt, Mayor

ATTEST:

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Amy Miller, City Clerk

**MINUTES**  
**OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES**  
**MONDAY—November 23, 2015—4:00 P.M.**

The meeting was called to order by Board President Michael Collins. Roll call was taken by Board secretary Susan Hasso with Trustees Ken Allsup, Judy Bishop, Sally Posovich, Kathy Rothfus, and Mike Sytsma present. Also present was Interim Director Paulette Groet.

**Minutes:** Motion was made by Bishop, seconded by Sytsma, to approve the minutes of the October 26, 2015, Board meeting and the November 6, 2015, Special Board meeting. Motion passed.

**Board Correspondence, Public Input or Friends Report:**

Paulette reported on behalf of the Friends since no one from the Friends was present. Starting in April, the Friends would like to begin taking care of the Reading Garden grounds. They would like to have electricity put in the Reading Garden, and the Friends would be willing to pay for it. The Friends would like to sponsor the At Home in the Heartland bus, which is a traveling exhibit that comes with all things Iowa. They are looking at dates in March and May to have the bus come to the library.

**Director's Report:** Paulette Groet highlighted some of the items in her director's report to the Board.

**Programs and Events:** Children and teen programming is going well. Kilie has started a new children's program featuring the online program called Kerbal Space.

**Led Lighting:** Mike has completed 80% of the lighting changeover.

**Backflow Preventer:** The backflow preventer has been replaced by SimplexGrinnell.

**Sidewalk Repair:** Sidewalk repairs have been completed.

**AHU Controls:** Trane fixed the AHU controls so staff no longer has to manually turn the unit on and off. On the Baker Group front end of the controls an override had been installed which was preventing the unit from working properly. Trane removed the override, and the unit is working properly now.

**Revenue:** The library received a check in the amount of \$6606.92 for Open Access/Interlibrary Loan from the State of Iowa. The library also received a check for the Allender memorial in the amount of \$1251.31.

**Snow Removal:** Paulette told the Board that the Parks Department does snow removal for the library. They do the sidewalks around the building, except for the sidewalk leading to the staff entrance and the indented sidewalk at the library's front entrance. Paulette asked if the Board would agree to her hiring someone to remove snow in these two areas on a Saturday.

**Bequest Fund:** Paulette said that she was notified by Jennifer Main of Edward Jones that there are a couple of bonds that are going to be called. Paulette said that Jennifer gave her recommendations for re-investing those bonds. Paulette said that according to the Investment Policy the Director and Board President must approve the re-investment of the bonds, but she wanted to make the Board aware of the choices available and get their input.

**Committee Reports:**

**Staff Committee – Jane Ireland, chair:** None

**Budget & Finance Committee – Michael Collins, chair:** None

**Policy & Planning Committee – Judy Bishop, chair:** Bishop said that the committee will meet in January to review four policies.

**Technology Committee – Ken Allsup, chair:** Allsup said that he met with Paulette to discuss getting a new public copier for the second floor. Paulette checked on a combined service agreement for all three library copiers.

**Building & Grounds – Chris Harbour, chair:** Paulette said that an HVAC technician from Winger looked at the air-venter in the boiler. He said that it could be tapped out and a plug put in. When he checked the air-venter in the second boiler, he found that it was badly corroded and also needed to be replaced. Winger will be sending an estimate for the cost of the work.

**Unfinished Business:** None

**New Business:**

**FY16 Amended Budget and FY17 Proposed Budget:** Paulette requested a tentative approval of the FY16 Amended Budget and the FY17 Proposed Budget pending approval from the City Manager and City Clerk. Motion was made by Bishop, seconded by Posovich, to approve the FY16 Amended Budget and the FY17 Proposed Budget. After a brief discussion, the motion passed.

**Library Closings for 2016:** Paulette presented the following library closing dates for 2016:

New Year’s Day-Friday, January 1, 2016	Veteran’s Day-Friday, November 11, 2016
MLK Day-Monday, January 18, 2016	Thanksgiving-Thursday, November 24, 2016
President’s Day-Monday, February 15, 2016	Day after Thanksgiving-Friday, November 25, 2016
Memorial Day-Monday, May 30, 2016	Christmas Eve-Friday, December 23 (Observed by City)
Independence Day-Monday, July 4, 2016	Christmas Eve-Saturday, December 24, 2016
Labor Day-Monday, September 5, 2016	Christmas (Sun) Monday, December 26, 2016

Motion was made by Sytsma, seconded by Bishop, to approve the library closings for 2016. Motion passed with 5 ayes and 1 nay.

**Copier Replacement:** Paulette told the Board that Forbes Office Solutions offers the best proposal on a new copier and a service agreement that would include all three copiers. She asked for a motion to approve the purchase of a new copier from Forbes Office Solutions for \$2977 to come from the Copier Fund and to approve the service agreement for all three copiers from Forbes Office Solutions. Motion was made by Bishop, seconded by Posovich, to approve the purchase of a new copier from Forbes Office Solutions for \$2977 to come from the Copier Fund and to approve the service agreement for all three copiers from Forbes Office Solutions. Collins passed the chair to Allsup so he could vote. Motion passed with Allsup abstaining.

**Boiler Repair:** When the last preventative maintenance was completed by Baker Group, they discovered an air-venter port that needed to be tapped in order for the port plug to seal properly. Baker Group has given a quote ranging from \$490.00-\$7462.00 to make the repair. Paulette Groet with Board approval contacted Winger Contracting out of Ottumwa to give a quote on the repair. When Winger was here to look at the port, they discovered that the port on the second boiler was also badly corroded and in need of being replaced. Winger gave a quote of approximately \$650.00 to repair both air-venters. Paulette asked for a motion to approve Winger repairing both air-venters for a cost of approximately \$650.00 to come from the Library Maintenance Fund. Motion was made by Rothfus, seconded by Allsup, to approve Winger repairing both air-venters for a cost of approximately \$650.00 to come from the Library Maintenance Fund. Motion passed.

Paulette told the Board that on the day that Trane was to come to work on the controls Mike was unable to access the controls on his computer. Baker said that they could fix the BAS graphics for \$1024.00 . Paulette said that she has set up one of the older notebooks for Mike to use for a month. She will let the Board know how things are going by next month’s meeting.

**Approval of Claims:** Motion was made by Sytsma, seconded by Allsup, to approve payment of the November claims. Motion passed.

**President's Remarks:** None

**Adjournment:** Motion was made by Rothfus, seconded by Bishop, to adjourn. Motion passed.

The next regular meeting will be on Monday, December 21, 2015, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso  
For the Board

**MINUTES  
OSKALOOSA AIRPORT COMMISSION**

**December 7, 2015**

Meeting of the Oskaloosa Airport Commission was called to order at 4:30 p.m. on Monday, December 7, 2015.

1. **ROLL CALL:** Roll was taken with the following present: Steve Brown, Kraig Van Hulzen, Larry Lewis, James Johnson, Jerry Strunk [Midwest Aviation] and Brad Uitermarkt [Garden & Associates].
2. **APPROVAL OF THE MINUTES:** Moved by Kraig Van Hulzen and seconded by Larry Lewis to approve the minutes of the November 2, 2015 meeting. Motion carried.
3. **FINANCIAL REPORT:** Moved by Larry Lewis and seconded by Kraig Van Hulzen to approve the financial report. Motion carried.
4. **REVIEW AND APPROVE BILLS:** Moved by Kraig Van Hulzen and seconded by Larry Lewis to pay bills totaling \$223,969.26. Motion carried.
5. **MANAGER'S REPORT:** See attached.
6. **OLD BUSINESS:**
  - a. **Pavement rehabilitation project:** Brad Uitermarkt of Garden & Associates presented a change order to the project that increases the project cost by \$30,625.00. This added to the original cost of \$192,960.00 makes the total project cost \$223,585.00. The change order was for the replacement of additional concrete panels. James Johnson moved to approve the change order. Kraig Van Hulzen seconded. Motion carried. The payment of \$212,405.75 to TK Concrete was approved with the monthly bills. This is for the total project cost less a 5% retainage. James Johnson moved for final acceptance of the project. Kraig Van Hulzen seconded. Motion carried.
  - b. **Lighting in hangars and office:** The City has received a rebate check from MidAmerican for \$1,782.20 for upgrading the lighting in the office. This is the exact amount that was expected. Midwest Aviation still has not received any additional payment over the \$6,944.00 that was received in October. It appears that MidAmerican only paid for 70% of the cost of the new bulbs and nothing on the cost of labor. No explanation has been received. Jerry Strunk is working with the lighting equipment supplier to resolve this. An additional \$2,717.20 is expected.
  - c. **Culvert slip-lining project:** Brad Uitermarkt reported that the FAA is requiring a Disadvantaged Business Enterprise [DBE] program for this project. Once established, this will be good for any project we have during the next three years. Brad said Garden & Associates can set this up, but it will require the approval of the City Council before it can go into effect. The additional cost will be \$3,000.00 and will be added to the engineering agreement that was approved last month. The FAA will cover 90% of the cost. Kraig Van Hulzen moved to establish a DBE program. James Johnson seconded. Motion carried.

- d. Soil testing: Kraig Van Hulzen reported that Mark Haines needs to get the remaining crops harvested before any soil testing can be done. He has contacted one testing company and hopes to find another.
- e. Field tiling: Mark Haines has reported that there are areas where the yield drops from about 200 bushels per acre to 60 bushels per acre due to standing water. Kraig Van Hulzen is attempting to get proposals for field tile installation and hopes to have more information by next month.

**7. NEW BUSINESS:**

- a. 2017 pre-application for Federal Airport Improvement Program: Brad Uitermarkt presented the current project list which includes taxiway and t-hangar pavement rehabilitation in FY2017 for \$250,000.00 and runway 4/22 rehabilitation in FY2019 for \$250,000.00. Larry Lewis moved to approve the current list of projects. Kraig Van Hulzen seconded. Motion carried.
- b. New mower: Jerry Strunk presented a proposal from McKim Tractor Service for a new 2016 Ferris zero turn mower. The value of the new mower is \$21,000.00 and they would allow \$16,500.00 for trade-in on the present Ferris mower which is three years old and is the same model. For a cost of \$4,500.00, we would have a new mower with a four year warranty. A new mower is included in our capital equipment replacement schedule for FY2016. Kraig Van Hulzen moved to accept this proposal. James Johnson seconded. Motion carried.
- c. Airport sign: Jerry Strunk reported the small airport sign at the driveway entrance needs to be replaced. The posts are in good shape, but the sign frame is rotten and is slowly being torn apart by the wind. He presented a proposal for a new sign from Champion Storage and Signs for \$875.00, not including installation. Kraig Van Hulzen moved to purchase the new sign. James Johnson seconded. Motion carried.
- d. Insulate walls in maintenance hangar: Jerry Strunk presented a proposal from Foam Pro for \$5,500.00 to remove the existing foam panels and spray on foam insulation. The matter was tabled until January in hopes of obtaining additional bids.
- e. January meeting date: The date of Monday, January 4<sup>th</sup> was acceptable to everyone.

- 8. ADJORN:** It was moved by Kraig Van Hulzen to adjourn at 5:26 p.m. James Johnson seconded. Motion carried.

# MWA@OOA

November 2015

## Oskaloosa Municipal Airport Monthly Report

Fuel sales: 100LL (\$5.19) 784 gal; Jet A (\$3.94)328 gal.  
Total fuel sales for November 2015=1112 gal X .05=\$55.60  
Plus telephone: \$15.28.  
Total owed OOA=\$70 88

- Shop work has slowed some due to WX and Holidays.
- Fuel sales are down due to WX and holidays.
- Aircraft sales inquiries are still encouraging.
- Plowed our first snow in November.
- Added three new hangar customers in November.
- Hope everyone had a nice Thanksgiving.
- And we at MWA wish everyone a Merry Christmas.

## UP, UP AND AWAY @ OOA

.IMS· A/P MGR/FRN



City Council Communication  
Meeting Date: December 21, 2015  
Requested By: City Clerk/Finance

**Item Title: CONSENT AGENDA**

Consider approval of a renewal application for a Class C Beer Permit with Wine from Wigg's, Inc. dba Wigg's Country Store, 1308 A Avenue East.

**Explanation:**

The application is complete and in order for approval.

Staff recommends approval.

**Budget Consideration:**

\$200.00 revenue to the General Fund

**Attachments:**

None



City Council Communication  
Meeting Date: December 21, 2015  
Requested By: City Clerk/Finance

**Item Title: CONSENT AGENDA**

Consider a motion to receive and file financial reports for November 2015.

**Explanation:**

The financial reports for November 2015 are included in your agenda packets. The target percentage for expenses this month is 41.67% except for the seasonal or once-a-year purchases.

The following two funds contain a negative fund balance for November 2015.

- General Fund Insurance – Insurance invoices are paid in the first few months of the fiscal year. September 2015 tax receipts received in October and the March 2016 tax receipts received in April will help to clear up this negative fund balance.
- General Fund Band – Band payroll is paid during the summer months and the September 2015 tax receipts received in October and the March 2016 tax receipts received in April will clear up this negative fund balance.

**Budget Consideration:**

None

**Attachments:**

November 2015 Financial Reports



# City of Oskaloosa, IA Treasurer's Report

## November 1-30, 2015

City of Oskaloosa, IA

Fund	Beginning Cash Balance	Revenue (+)	Expenses (-)	Change in Pending Payables	Change in Investments	Ending Cash Balance
001: GENERAL FUND	2,048,258.24	304,628.22	342,520.34	47,693.02	40,859.46	2,058,059.14
002: GENERAL FUND INSURANCE FUND	(10,198.03)	6,864.23	7,494.43	222.43	0.00	(10,605.80)
003: GENERAL FUND CAPITAL EQUIPMENT	176,048.93	16.41	0.00	0.00	16.41	176,065.34
004: LIBRARY COPIER REVOLVING FUND	11,160.13	506.29	443.64	367.42	1.84	11,590.20
005: GENERAL FUND BAND	(4,246.73)	1,109.63	0.00	0.00	0.00	(3,137.10)
006: GENERAL FUND - LOST	471,569.06	87,763.17	246,437.61	0.00	(157,957.24)	312,894.62
007: GENERAL FUND - UTILITY FRANCHISE FEES	417,492.50	61.62	64,752.82	0.00	0.00	352,801.30
110: ROAD USE TAX FUND	734,944.83	127,014.46	95,910.91	295.46	(91,798.76)	766,343.84
112: EMPLOYEE BENEFIT FUND	304,274.69	57,156.92	101,214.94	0.00	(43,955.87)	260,216.67
113: I-JOBS	0.00	0.00	0.00	0.00	0.00	0.00
119: EMERGENCY FUND	0.00	5,449.32	5,449.32	0.00	0.00	0.00
121: LOCAL OPTION SALES TAX FUND	87,363.42	69,591.27	156,954.69	0.00	0.00	0.00
128: ADMINISTRATION TIF	7,106.05	614.23	0.00	0.00	1.19	7,720.28
138: HOUSING DONATED FUNDS	34,740.74	0.00	0.00	0.00	0.00	34,740.74
140: HOUSING FUND	210,633.81	14,548.92	7,541.81	0.00	4,035.78	217,640.92
165: RIEFE MEMORIAL FUND	16,330.23	2.40	0.00	0.00	2.40	16,332.63
167: LIBRARY MEMORIAL FUND	587,178.49	634.80	4,370.80	1,986.80	(901.00)	585,429.29
169: MISCELLANEOUS GIFT FUND	25,351.60	1.43	1,238.90	1,238.90	1.43	25,353.03
172: WOODEN PLAYGROUND MAINT FUND	3,284.02	0.46	0.00	0.00	0.46	3,284.48
177: POLICE FORFEITURE FUND	1,738.50	0.21	0.00	0.00	0.21	1,738.71
178: LIBRARY MAINTENANCE FUND	1,210,793.42	442.06	1,250.00	(2,700.86)	(2,557.94)	1,207,284.62
180: MISCELLANEOUS GRANTS FUND	14,988.39	1,594.74	3,144.98	2,191.38	1,002.58	15,629.53
181: BROWNFIELD SITES ASSESSMENT GRANT FUND	(420.77)	4,346.12	8,520.82	4,684.57	0.00	89.10
200: DEBT SERVICE FUND	467,903.99	46,561.08	0.00	0.00	46,667.56	514,465.07
301: PARK SHELTER CAPITAL IMPROVEMENT	20,056.18	3.40	50.45	(0.35)	3.40	20,008.78
302: CITY HALL IMPROVEMENTS	23,558.24	4.01	14,791.00	14,791.00	4.01	23,562.25
304: FIRE STATION ADDITION AND REMODEL PROJECT	0.00	3,198,839.48	1,425.50	1,425.50	0.00	3,198,839.48
325: PAVEMENT MANAGEMENT	4,059.84	317,950.16	310,306.06	(1,648.46)	(312.88)	10,055.48
326: SIDEWALK IMPROVEMENTS PROJECT	164.25	3,295.83	3,051.00	(409.00)	(671.15)	0.08
328: PARKING LOT IMPROVEMENTS PHASE II	38,718.54	6.57	0.00	0.00	6.57	38,725.11
343: 2015 GO BOND FUND	3,480,506.48	21,484.79	3,307,073.27	86,749.00	0.00	281,667.00

<b>Fund</b>	<b>Beginning Cash Balance</b>	<b>Revenue (+)</b>	<b>Expenses (-)</b>	<b>Change in Pending Payables</b>	<b>Change in Investments</b>	<b>Ending Cash Balance</b>
600: WATER O&M FUND	997,937.74	0.00	0.00	0.00	0.00	997,937.74
601: WATER CONSUMER DEPOSIT FUND	88,238.88	0.00	0.00	0.00	0.00	88,238.88
603: WATER SINKING FUND	139,579.20	0.00	0.00	0.00	0.00	139,579.20
604: WATER RESERVE FUND	52,414.42	0.00	0.00	0.00	0.00	52,414.42
610: SANITARY SEWER O&M FUND	101,757.90	98,575.24	121,660.09	34,445.63	0.00	113,118.68
611: SANITARY SEWER REVENUE FUND	1,727,741.58	198,987.85	135,567.24	(514.00)	73,181.68	1,790,648.19
612: SANITARY SEWER SINKING FUND	144,168.00	36,042.00	0.00	0.00	36,000.00	180,210.00
614: SANITARY SEWER IMPROVEMENT FUND	100,614.89	950.00	0.00	0.00	1,000.00	101,564.89
660: AIRPORT FUND	274,958.94	106,215.80	3,095.94	(348.75)	102,058.45	377,730.05
661: AIRPORT PAVEMENT REHABILITATION PROJECT	0.00	7,728.56	7,966.57	238.01	0.00	0.00
740: STORM WATER UTILITY FUND	902,596.42	24,247.34	11,601.50	(4,187.01)	9,107.64	911,055.25
750: EDMUNDSON GOLF COURSE FUND	48,741.90	8.24	170.40	(314.93)	8.24	48,264.81
760: RACI MAIN STREET LOAN FUND	19,917.38	166.84	0.00	0.00	2.27	20,084.22
810: COPIER/FAX REVOLVING FUND	10,569.33	822.29	419.21	16.82	1,001.67	10,989.23
820: EMPLOYEE HEALTH SELF-INSURANCE	783,358.69	56,344.06	53,089.37	0.00	1,973.65	786,613.38
830: EMPLOYEE FLEX PLAN FUND	249.86	3,200.41	1,771.11	0.00	1,000.29	1,679.16

# REVENUE REPORT

## Account Detail

City of Oskaloosa, IA

For Fiscal: 2015-2016 Period Ending: 11/30/2015

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 001 - GENERAL FUND</b>					
41 - TAXES	-2,736,109.00	-164,421.48	-1,333,340.20	-1,402,768.80	48.73 %
42 - LICENSES AND PERMITS	-232,200.00	-14,177.29	-121,173.82	-111,026.18	52.19 %
43 - USE OF MONEY & PROPERTY	-4,150.00	-354.07	-1,724.01	-2,425.99	41.54 %
44 - INTERGOVERNMENTAL	-323,924.00	-6,606.92	-66,858.55	-257,065.45	20.64 %
45 - CHARGES FOR SERVICES	-131,200.00	-1,963.16	-28,889.83	-102,310.17	22.02 %
46 - SPECIAL ASSESSMENTS	0.00	0.00	-306.00	306.00	
47 - MISCELLANEOUS REVENUES	-70,550.00	-10,441.04	-45,364.09	-25,185.91	64.30 %
48 - OTHER FINANCING SOURCES	-1,498,661.00	-106,664.26	-533,403.13	-965,257.87	35.59 %
<b>Fund 001 Total:</b>	<b>-4,996,794.00</b>	<b>-304,628.22</b>	<b>-2,131,059.63</b>	<b>-2,865,734.37</b>	<b>42.65 %</b>
<b>Fund: 002 - GENERAL FUND INSURANCE FUND</b>					
41 - TAXES	-114,665.00	-6,864.23	-55,822.77	-58,842.23	48.68 %
43 - USE OF MONEY & PROPERTY	0.00	0.00	-0.10	0.10	
44 - INTERGOVERNMENTAL	-4,620.00	0.00	-2,310.21	-2,309.79	50.00 %
<b>Fund 002 Total:</b>	<b>-119,285.00</b>	<b>-6,864.23</b>	<b>-58,133.08</b>	<b>-61,151.92</b>	<b>48.73 %</b>
<b>Fund: 003 - GENERAL FUND CAPITAL EQUIPMENT</b>					
43 - USE OF MONEY & PROPERTY	-230.00	-16.41	-80.89	-149.11	35.17 %
<b>Fund 003 Total:</b>	<b>-230.00</b>	<b>-16.41</b>	<b>-80.89</b>	<b>-149.11</b>	<b>35.17 %</b>
<b>Fund: 004 - LIBRARY COPIER REVOLVING FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-1.84	-8.29	8.29	
47 - MISCELLANEOUS REVENUES	-6,500.00	-504.45	-2,985.57	-3,514.43	45.93 %
<b>Fund 004 Total:</b>	<b>-6,500.00</b>	<b>-506.29</b>	<b>-2,993.86</b>	<b>-3,506.14</b>	<b>46.06 %</b>
<b>Fund: 005 - GENERAL FUND BAND</b>					
41 - TAXES	-18,537.00	-1,109.63	-9,048.91	-9,488.09	48.82 %
43 - USE OF MONEY & PROPERTY	0.00	0.00	-0.25	0.25	
44 - INTERGOVERNMENTAL	-747.00	0.00	-373.46	-373.54	49.99 %
<b>Fund 005 Total:</b>	<b>-19,284.00</b>	<b>-1,109.63</b>	<b>-9,422.62</b>	<b>-9,861.38</b>	<b>48.86 %</b>
<b>Fund: 006 - GENERAL FUND - LOST</b>					
43 - USE OF MONEY & PROPERTY	-1,800.00	-48.41	-355.03	-1,444.97	19.72 %
47 - MISCELLANEOUS REVENUES	-925,000.00	-87,714.76	-415,137.54	-509,862.46	44.88 %
<b>Fund 006 Total:</b>	<b>-926,800.00</b>	<b>-87,763.17</b>	<b>-415,492.57</b>	<b>-511,307.43</b>	<b>44.83 %</b>
<b>Fund: 007 - GENERAL FUND - UTILITY FRANCHISE FEES</b>					
42 - LICENSES AND PERMITS	-450,000.00	0.00	-193,339.28	-256,660.72	42.96 %
43 - USE OF MONEY & PROPERTY	-900.00	-61.62	-262.74	-637.26	29.19 %
<b>Fund 007 Total:</b>	<b>-450,900.00</b>	<b>-61.62</b>	<b>-193,602.02</b>	<b>-257,297.98</b>	<b>42.94 %</b>
<b>Fund: 110 - ROAD USE TAX FUND</b>					
44 - INTERGOVERNMENTAL	-1,135,213.00	-123,201.24	-651,247.05	-483,965.95	57.37 %
45 - CHARGES FOR SERVICES	0.00	-25.00	-663.00	663.00	
47 - MISCELLANEOUS REVENUES	0.00	-3,788.22	-3,946.32	3,946.32	
48 - OTHER FINANCING SOURCES	0.00	0.00	-1,771.15	1,771.15	
<b>Fund 110 Total:</b>	<b>-1,135,213.00</b>	<b>-127,014.46</b>	<b>-657,627.52</b>	<b>-477,585.48</b>	<b>57.93 %</b>
<b>Fund: 112 - EMPLOYEE BENEFIT FUND</b>					
41 - TAXES	-954,051.00	-57,112.79	-465,489.92	-488,561.08	48.79 %
43 - USE OF MONEY & PROPERTY	0.00	-44.13	-136.48	136.48	
44 - INTERGOVERNMENTAL	-38,446.00	0.00	-19,221.71	-19,224.29	50.00 %
<b>Fund 112 Total:</b>	<b>-992,497.00</b>	<b>-57,156.92</b>	<b>-484,848.11</b>	<b>-507,648.89</b>	<b>48.85 %</b>
<b>Fund: 119 - EMERGENCY FUND</b>					
41 - TAXES	-91,031.00	-5,449.32	-44,367.06	-46,663.94	48.74 %
44 - INTERGOVERNMENTAL	-3,668.00	0.00	-1,834.04	-1,833.96	50.00 %
<b>Fund 119 Total:</b>	<b>-94,699.00</b>	<b>-5,449.32</b>	<b>-46,201.10</b>	<b>-48,497.90</b>	<b>48.79 %</b>

REVENUE REPORT

For Fiscal: 2015-2016 Period Ending: 11/30/2015

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 121 - LOCAL OPTION SALES TAX FUND</b>					
41 - TAXES	-994,915.00	-69,591.27	-501,480.29	-493,434.71	50.40 %
<b>Fund 121 Total:</b>	<b>-994,915.00</b>	<b>-69,591.27</b>	<b>-501,480.29</b>	<b>-493,434.71</b>	<b>50.40 %</b>
<b>Fund: 122 - HOTEL/MOTEL TAX REVENUE FUND</b>					
41 - TAXES	-105,000.00	0.00	-30,156.80	-74,843.20	28.72 %
<b>Fund 122 Total:</b>	<b>-105,000.00</b>	<b>0.00</b>	<b>-30,156.80</b>	<b>-74,843.20</b>	<b>28.72 %</b>
<b>Fund: 128 - ADMINISTRATION TIF</b>					
41 - TAXES	-13,011.00	-613.04	-7,105.21	-5,905.79	54.61 %
43 - USE OF MONEY & PROPERTY	0.00	-1.19	-2.73	2.73	
<b>Fund 128 Total:</b>	<b>-13,011.00</b>	<b>-614.23</b>	<b>-7,107.94</b>	<b>-5,903.06</b>	<b>54.63 %</b>
<b>Fund: 140 - HOUSING FUND</b>					
43 - USE OF MONEY & PROPERTY	-550.00	-35.78	-173.91	-376.09	31.62 %
45 - CHARGES FOR SERVICES	-1,900.00	-454.00	-908.00	-992.00	47.79 %
47 - MISCELLANEOUS REVENUES	-43,398.00	-14,059.14	-28,115.35	-15,282.65	64.78 %
<b>Fund 140 Total:</b>	<b>-45,848.00</b>	<b>-14,548.92</b>	<b>-29,197.26</b>	<b>-16,650.74</b>	<b>63.68 %</b>
<b>Fund: 165 - RIEFE MEMORIAL FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-2.40	-11.83	11.83	
<b>Fund 165 Total:</b>	<b>0.00</b>	<b>-2.40</b>	<b>-11.83</b>	<b>11.83</b>	
<b>Fund: 167 - LIBRARY MEMORIAL FUND</b>					
43 - USE OF MONEY & PROPERTY	-13,225.00	901.00	-1,768.84	-11,456.16	13.37 %
45 - CHARGES FOR SERVICES	0.00	-57.50	-159.92	159.92	
47 - MISCELLANEOUS REVENUES	-38,500.00	-1,396.30	-36,918.52	-1,581.48	95.89 %
48 - OTHER FINANCING SOURCES	0.00	-82.00	-722.77	722.77	
<b>Fund 167 Total:</b>	<b>-51,725.00</b>	<b>-634.80</b>	<b>-39,570.05</b>	<b>-12,154.95</b>	<b>76.50 %</b>
<b>Fund: 169 - MISCELLANEOUS GIFT FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-1.43	-7.43	7.43	
47 - MISCELLANEOUS REVENUES	0.00	0.00	-1,843.46	1,843.46	
<b>Fund 169 Total:</b>	<b>0.00</b>	<b>-1.43</b>	<b>-1,850.89</b>	<b>1,850.89</b>	
<b>Fund: 172 - WOODEN PLAYGROUND MAINT FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-0.46	-2.28	2.28	
<b>Fund 172 Total:</b>	<b>0.00</b>	<b>-0.46</b>	<b>-2.28</b>	<b>2.28</b>	
<b>Fund: 177 - POLICE FORFEITURE FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-0.21	-1.03	1.03	
<b>Fund 177 Total:</b>	<b>0.00</b>	<b>-0.21</b>	<b>-1.03</b>	<b>1.03</b>	
<b>Fund: 178 - LIBRARY MAINTENANCE FUND</b>					
43 - USE OF MONEY & PROPERTY	-42,000.00	-442.06	-13,904.52	-28,095.48	33.11 %
<b>Fund 178 Total:</b>	<b>-42,000.00</b>	<b>-442.06</b>	<b>-13,904.52</b>	<b>-28,095.48</b>	<b>33.11 %</b>
<b>Fund: 179 - FIRE DEPT FEMA GRANT FUND</b>					
44 - INTERGOVERNMENTAL	-191,710.00	0.00	0.00	-191,710.00	0.00 %
48 - OTHER FINANCING SOURCES	-10,090.00	0.00	0.00	-10,090.00	0.00 %
<b>Fund 179 Total:</b>	<b>-201,800.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-201,800.00</b>	<b>0.00 %</b>
<b>Fund: 180 - MISCELLANEOUS GRANTS FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-2.58	-10.34	10.34	
44 - INTERGOVERNMENTAL	0.00	-1,277.16	-5,539.78	5,539.78	
47 - MISCELLANEOUS REVENUES	0.00	-315.00	-1,065.00	1,065.00	
48 - OTHER FINANCING SOURCES	0.00	0.00	-3,127.51	3,127.51	
<b>Fund 180 Total:</b>	<b>0.00</b>	<b>-1,594.74</b>	<b>-9,742.63</b>	<b>9,742.63</b>	
<b>Fund: 181 - BROWNFIELD SITES ASSESSMENT GRANT FUND</b>					
44 - INTERGOVERNMENTAL	-200,000.00	-4,346.12	-49,526.69	-150,473.31	24.76 %
<b>Fund 181 Total:</b>	<b>-200,000.00</b>	<b>-4,346.12</b>	<b>-49,526.69</b>	<b>-150,473.31</b>	<b>24.76 %</b>
<b>Fund: 199 - WFP RISE PAYMENT FUND</b>					
47 - MISCELLANEOUS REVENUES	0.00	0.00	-16,214.00	16,214.00	
<b>Fund 199 Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>-16,214.00</b>	<b>16,214.00</b>	
<b>Fund: 200 - DEBT SERVICE FUND</b>					
41 - TAXES	-758,594.00	-45,454.52	-369,800.19	-388,793.81	48.75 %

## REVENUE REPORT

For Fiscal: 2015-2016 Period Ending: 11/30/2015

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 200 - DEBT SERVICE FUND</b>					
43 - USE OF MONEY & PROPERTY	-800.00	-667.56	-1,757.00	957.00	219.63 %
44 - INTERGOVERNMENTAL	-30,569.00	0.00	-15,283.67	-15,285.33	50.00 %
46 - SPECIAL ASSESSMENTS	0.00	-439.00	-8,267.00	8,267.00	
48 - OTHER FINANCING SOURCES	-660,000.00	0.00	-667,561.12	7,561.12	101.15 %
<b>Fund 200 Total:</b>	<b>-1,449,963.00</b>	<b>-46,561.08</b>	<b>-1,062,668.98</b>	<b>-387,294.02</b>	<b>73.29 %</b>
<b>Fund: 301 - PARK SHELTER CAPITAL IMPROVEMENT</b>					
43 - USE OF MONEY & PROPERTY	-3,600.00	-3.40	-986.41	-2,613.59	27.40 %
<b>Fund 301 Total:</b>	<b>-3,600.00</b>	<b>-3.40</b>	<b>-986.41</b>	<b>-2,613.59</b>	<b>27.40 %</b>
<b>Fund: 302 - CITY HALL IMPROVEMENTS</b>					
43 - USE OF MONEY & PROPERTY	0.00	-4.01	-18.88	18.88	
48 - OTHER FINANCING SOURCES	-2,000.00	0.00	-1,980.00	-20.00	99.00 %
<b>Fund 302 Total:</b>	<b>-2,000.00</b>	<b>-4.01</b>	<b>-1,998.88</b>	<b>-1.12</b>	<b>99.94 %</b>
<b>Fund: 304 - FIRE STATION ADDITION AND REMODEL PROJECT</b>					
48 - OTHER FINANCING SOURCES	-2,979,021.00	-3,198,839.48	-3,198,839.48	219,818.48	107.38 %
<b>Fund 304 Total:</b>	<b>-2,979,021.00</b>	<b>-3,198,839.48</b>	<b>-3,198,839.48</b>	<b>219,818.48</b>	<b>107.38 %</b>
<b>Fund: 321 - NE BRIDGE REPLACEMENT PROJECT</b>					
44 - INTERGOVERNMENTAL	-719,784.00	0.00	0.00	-719,784.00	0.00 %
48 - OTHER FINANCING SOURCES	-179,946.00	0.00	0.00	-179,946.00	0.00 %
<b>Fund 321 Total:</b>	<b>-899,730.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-899,730.00</b>	<b>0.00 %</b>
<b>Fund: 322 - BURLINGTON ROAD RECONSTRUCTION FUND</b>					
48 - OTHER FINANCING SOURCES	-23,000.00	0.00	0.00	-23,000.00	0.00 %
<b>Fund 322 Total:</b>	<b>-23,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-23,000.00</b>	<b>0.00 %</b>
<b>Fund: 325 - PAVEMENT MANAGEMENT</b>					
43 - USE OF MONEY & PROPERTY	0.00	-0.33	-241.56	241.56	
47 - MISCELLANEOUS REVENUES	0.00	-10,055.15	-172,015.74	172,015.74	
48 - OTHER FINANCING SOURCES	-1,013,000.00	-307,894.68	-677,752.82	-335,247.18	66.91 %
<b>Fund 325 Total:</b>	<b>-1,013,000.00</b>	<b>-317,950.16</b>	<b>-850,010.12</b>	<b>-162,989.88</b>	<b>83.91 %</b>
<b>Fund: 326 - SIDEWALK IMPROVEMENTS PROJECT</b>					
43 - USE OF MONEY & PROPERTY	0.00	-0.08	-0.93	0.93	
44 - INTERGOVERNMENTAL	0.00	0.00	-17,269.31	17,269.31	
46 - SPECIAL ASSESSMENTS	0.00	0.00	-164.00	164.00	
48 - OTHER FINANCING SOURCES	-40,000.00	-3,295.75	-32,411.33	-7,588.67	81.03 %
<b>Fund 326 Total:</b>	<b>-40,000.00</b>	<b>-3,295.83</b>	<b>-49,845.57</b>	<b>9,845.57</b>	<b>124.61 %</b>
<b>Fund: 328 - PARKING LOT IMPROVEMENTS PHASE II</b>					
43 - USE OF MONEY & PROPERTY	0.00	-6.57	-32.42	32.42	
<b>Fund 328 Total:</b>	<b>0.00</b>	<b>-6.57</b>	<b>-32.42</b>	<b>32.42</b>	
<b>Fund: 343 - 2015 GO BOND FUND</b>					
48 - OTHER FINANCING SOURCES	-4,150,000.00	-21,484.79	-4,322,258.45	172,258.45	104.15 %
<b>Fund 343 Total:</b>	<b>-4,150,000.00</b>	<b>-21,484.79</b>	<b>-4,322,258.45</b>	<b>172,258.45</b>	<b>104.15 %</b>
<b>Fund: 600 - WATER O&amp;M FUND</b>					
43 - USE OF MONEY & PROPERTY	-20,660.00	0.00	-6,995.65	-13,664.35	33.86 %
45 - CHARGES FOR SERVICES	-2,282,330.00	0.00	-603,162.18	-1,679,167.82	26.43 %
47 - MISCELLANEOUS REVENUES	-4,800.00	0.00	-1,746.80	-3,053.20	36.39 %
<b>Fund 600 Total:</b>	<b>-2,307,790.00</b>	<b>0.00</b>	<b>-611,904.63</b>	<b>-1,695,885.37</b>	<b>26.51 %</b>
<b>Fund: 601 - WATER CONSUMER DEPOSIT FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	0.00	-8.88	8.88	
<b>Fund 601 Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>-8.88</b>	<b>8.88</b>	
<b>Fund: 603 - WATER SINKING FUND</b>					
48 - OTHER FINANCING SOURCES	-418,787.00	0.00	-104,684.37	-314,102.63	25.00 %
<b>Fund 603 Total:</b>	<b>-418,787.00</b>	<b>0.00</b>	<b>-104,684.37</b>	<b>-314,102.63</b>	<b>25.00 %</b>
<b>Fund: 604 - WATER RESERVE FUND</b>					
48 - OTHER FINANCING SOURCES	-102,000.00	0.00	-25,500.00	-76,500.00	25.00 %
<b>Fund 604 Total:</b>	<b>-102,000.00</b>	<b>0.00</b>	<b>-25,500.00</b>	<b>-76,500.00</b>	<b>25.00 %</b>

REVENUE REPORT

For Fiscal: 2015-2016 Period Ending: 11/30/2015

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 610 - SANITARY SEWER O&amp;M FUND</b>					
48 - OTHER FINANCING SOURCES	-2,066,107.00	-98,575.24	-783,719.90	-1,282,387.10	37.93 %
<b>Fund 610 Total:</b>	<b>-2,066,107.00</b>	<b>-98,575.24</b>	<b>-783,719.90</b>	<b>-1,282,387.10</b>	<b>37.93 %</b>
<b>Fund: 611 - SANITARY SEWER REVENUE FUND</b>					
43 - USE OF MONEY & PROPERTY	-3,000.00	-181.68	-1,025.19	-1,974.81	34.17 %
45 - CHARGES FOR SERVICES	-1,824,300.00	-197,375.94	-820,606.26	-1,003,693.74	44.98 %
46 - SPECIAL ASSESSMENTS	0.00	-282.00	-2,557.00	2,557.00	
47 - MISCELLANEOUS REVENUES	0.00	-1,148.23	-1,148.23	1,148.23	
<b>Fund 611 Total:</b>	<b>-1,827,300.00</b>	<b>-198,987.85</b>	<b>-825,336.68</b>	<b>-1,001,963.32</b>	<b>45.17 %</b>
<b>Fund: 612 - SANITARY SEWER SINKING FUND</b>					
48 - OTHER FINANCING SOURCES	-432,504.00	-36,042.00	-180,210.00	-252,294.00	41.67 %
<b>Fund 612 Total:</b>	<b>-432,504.00</b>	<b>-36,042.00</b>	<b>-180,210.00</b>	<b>-252,294.00</b>	<b>41.67 %</b>
<b>Fund: 614 - SANITARY SEWER IMPROVEMENT FUND</b>					
48 - OTHER FINANCING SOURCES	-11,400.00	-950.00	-4,750.00	-6,650.00	41.67 %
<b>Fund 614 Total:</b>	<b>-11,400.00</b>	<b>-950.00</b>	<b>-4,750.00</b>	<b>-6,650.00</b>	<b>41.67 %</b>
<b>Fund: 660 - AIRPORT FUND</b>					
43 - USE OF MONEY & PROPERTY	-206,532.00	-97,459.45	-97,653.56	-108,878.44	47.28 %
47 - MISCELLANEOUS REVENUES	-11,000.00	-8,756.35	-19,688.53	8,688.53	178.99 %
<b>Fund 660 Total:</b>	<b>-217,532.00</b>	<b>-106,215.80</b>	<b>-117,342.09</b>	<b>-100,189.91</b>	<b>53.94 %</b>
<b>Fund: 661 - AIRPORT PAVEMENT REHABILITATION PROJECT</b>					
44 - INTERGOVERNMENTAL	-45,000.00	-6,956.00	-6,956.00	-38,044.00	15.46 %
48 - OTHER FINANCING SOURCES	-5,000.00	-772.56	-772.56	-4,227.44	15.45 %
<b>Fund 661 Total:</b>	<b>-50,000.00</b>	<b>-7,728.56</b>	<b>-7,728.56</b>	<b>-42,271.44</b>	<b>15.46 %</b>
<b>Fund: 740 - STORM WATER UTILITY FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-101.99	-516.92	516.92	
45 - CHARGES FOR SERVICES	-229,000.00	-24,145.35	-98,014.47	-130,985.53	42.80 %
<b>Fund 740 Total:</b>	<b>-229,000.00</b>	<b>-24,247.34</b>	<b>-98,531.39</b>	<b>-130,468.61</b>	<b>43.03 %</b>
<b>Fund: 750 - EDMUNDSON GOLF COURSE FUND</b>					
43 - USE OF MONEY & PROPERTY	-8,500.00	-8.24	-41.55	-8,458.45	0.49 %
47 - MISCELLANEOUS REVENUES	-300.00	0.00	0.00	-300.00	0.00 %
<b>Fund 750 Total:</b>	<b>-8,800.00</b>	<b>-8.24</b>	<b>-41.55</b>	<b>-8,758.45</b>	<b>0.47 %</b>
<b>Fund: 760 - RACI MAIN STREET LOAN FUND</b>					
43 - USE OF MONEY & PROPERTY	-377.00	-2.27	-11.21	-365.79	2.97 %
47 - MISCELLANEOUS REVENUES	-1,597.00	-164.57	-822.85	-774.15	51.52 %
<b>Fund 760 Total:</b>	<b>-1,974.00</b>	<b>-166.84</b>	<b>-834.06</b>	<b>-1,139.94</b>	<b>42.25 %</b>
<b>Fund: 810 - COPIER/FAX REVOLVING FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-1.67	-7.69	7.69	
47 - MISCELLANEOUS REVENUES	0.00	-820.62	-3,846.33	3,846.33	
<b>Fund 810 Total:</b>	<b>0.00</b>	<b>-822.29</b>	<b>-3,854.02</b>	<b>3,854.02</b>	
<b>Fund: 820 - EMPLOYEE HEALTH SELF-INSURANCE</b>					
43 - USE OF MONEY & PROPERTY	0.00	-101.20	-468.04	468.04	
47 - MISCELLANEOUS REVENUES	0.00	-56,242.86	-429,952.15	429,952.15	
<b>Fund 820 Total:</b>	<b>0.00</b>	<b>-56,344.06</b>	<b>-430,420.19</b>	<b>430,420.19</b>	
<b>Fund: 830 - EMPLOYEE FLEX PLAN FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-0.29	-2.13	2.13	
45 - CHARGES FOR SERVICES	0.00	-44.00	-220.00	220.00	
47 - MISCELLANEOUS REVENUES	0.00	-3,156.12	-17,358.66	17,358.66	
<b>Fund 830 Total:</b>	<b>0.00</b>	<b>-3,200.41</b>	<b>-17,580.79</b>	<b>17,580.79</b>	
<b>Report Total:</b>	<b>-28,630,009.00</b>	<b>-4,803,780.86</b>	<b>-17,397,315.03</b>	<b>-11,232,693.97</b>	<b>60.77 %</b>

# EXPENSE TRIAL BALANCE

City of Oskaloosa, IA

Account Detail

For Fiscal: 2015-2016 Period Ending: 11/30/2015

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 001 - GENERAL FUND</b>					
1010 - POLICE OPERATIONS	1,760,768.00	130,727.02	732,672.03	1,028,095.97	41.61 %
1030 - EMERGENCY MANAGEMENT	7,805.00	0.00	1,299.72	6,505.28	16.65 %
1050 - FIRE DEPARTMENT	850,916.00	51,628.54	337,589.88	513,326.12	39.67 %
1070 - BUILDING INSPECTIONS	99,475.00	17,325.70	48,682.81	50,792.19	48.94 %
1090 - ANIMAL CONTROL	73,000.00	0.00	0.00	73,000.00	0.00 %
1900 - 911 DISPATCH	157,519.00	0.00	78,759.50	78,759.50	50.00 %
2010 - ROADS, BRIDGES, SIDEWALKS	20,000.00	0.00	0.00	20,000.00	0.00 %
2030 - STREET LIGHTING	94,000.00	20,687.71	72,331.21	21,668.79	76.95 %
2080 - AIRPORT	45,000.00	0.00	5,462.01	39,537.99	12.14 %
4010 - LIBRARY SERVICES	565,547.00	35,732.99	247,582.80	317,964.20	43.78 %
4030 - PARKS	174,225.00	13,329.72	88,077.37	86,147.63	50.55 %
4031 - POOL	138,033.00	147.25	84,119.48	53,913.52	60.94 %
4050 - CEMETERY	50,000.00	0.00	50,000.00	0.00	
5020 - ECONOMIC DEVELOPMENT	40,000.00	0.00	18,750.00	21,250.00	46.88 %
5040 - PLANNING & ZONING	1,950.00	50.82	465.27	1,484.73	23.86 %
6010 - CITY MANAGER	292,850.00	20,725.97	119,383.04	173,466.96	40.77 %
6011 - CITY COUNCIL & MAYOR	138,004.00	20,215.55	56,758.07	81,245.93	41.13 %
6020 - CLERK, TREAS. & FINANCIAL ADMIN	290,839.00	29,798.73	136,397.09	154,441.91	46.90 %
6030 - ELECTIONS	9,000.00	0.00	0.00	9,000.00	0.00 %
6040 - LEGAL SERVICES & CITY ATTORNEY	79,600.00	8,502.89	27,355.75	52,244.25	34.37 %
6050 - CITY HALL & GENERAL BUILDINGS	107,388.00	4,966.61	39,854.75	67,533.25	37.11 %
9500 - ENGINEERING (ALLOCATED)	0.00	-11,319.16	18,641.97	-18,641.97	
<b>Fund 001 Total:</b>	<b>4,995,919.00</b>	<b>342,520.34</b>	<b>2,164,182.75</b>	<b>2,831,736.25</b>	<b>43.32 %</b>
<b>Fund: 002 - GENERAL FUND INSURANCE FUND</b>					
6060 - TORT LIABILITY	116,631.00	7,494.43	79,223.43	37,407.57	67.93 %
<b>Fund 002 Total:</b>	<b>116,631.00</b>	<b>7,494.43</b>	<b>79,223.43</b>	<b>37,407.57</b>	<b>67.93 %</b>
<b>Fund: 003 - GENERAL FUND CAPITAL EQUIPMENT</b>					
6050 - CITY HALL & GENERAL BUILDINGS	12,000.00	0.00	0.00	12,000.00	0.00 %
6900 - OTHER GEN'L GOVT	151,028.00	0.00	0.00	151,028.00	0.00 %
<b>Fund 003 Total:</b>	<b>163,028.00</b>	<b>0.00</b>	<b>0.00</b>	<b>163,028.00</b>	<b>0.00 %</b>
<b>Fund: 004 - LIBRARY COPIER REVOLVING FUND</b>					
4010 - LIBRARY SERVICES	5,300.00	443.64	1,150.12	4,149.88	21.70 %
<b>Fund 004 Total:</b>	<b>5,300.00</b>	<b>443.64</b>	<b>1,150.12</b>	<b>4,149.88</b>	<b>21.70 %</b>
<b>Fund: 005 - GENERAL FUND BAND</b>					
4020 - BAND	22,549.00	0.00	17,771.32	4,777.68	78.81 %
<b>Fund 005 Total:</b>	<b>22,549.00</b>	<b>0.00</b>	<b>17,771.32</b>	<b>4,777.68</b>	<b>78.81 %</b>
<b>Fund: 006 - GENERAL FUND - LOST</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	832,946.00	246,437.61	645,411.33	187,534.67	77.49 %
<b>Fund 006 Total:</b>	<b>832,946.00</b>	<b>246,437.61</b>	<b>645,411.33</b>	<b>187,534.67</b>	<b>77.49 %</b>
<b>Fund: 007 - GENERAL FUND - UTILITY FRANCHISE FEES</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	458,000.00	64,752.82	99,752.82	358,247.18	21.78 %
<b>Fund 007 Total:</b>	<b>458,000.00</b>	<b>64,752.82</b>	<b>99,752.82</b>	<b>358,247.18</b>	<b>21.78 %</b>
<b>Fund: 110 - ROAD USE TAX FUND</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	1,091,417.00	86,459.90	546,364.44	545,052.56	50.06 %
2030 - STREET LIGHTING	45,150.00	0.00	0.00	45,150.00	0.00 %
2040 - TRAFFIC CONTROL & SAFETY	33,319.00	1,935.27	8,547.55	24,771.45	25.65 %
2050 - SNOW REMOVAL	79,873.00	1,100.65	3,826.10	76,046.90	4.79 %
2070 - STREET CLEANING	41,755.00	6,415.09	27,226.26	14,528.74	65.20 %
<b>Fund 110 Total:</b>	<b>1,291,514.00</b>	<b>95,910.91</b>	<b>585,964.35</b>	<b>705,549.65</b>	<b>45.37 %</b>

## EXPENSE TRIAL BALANCE

For Fiscal: 2015-2016 Period Ending: 11/30/2015

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 112 - EMPLOYEE BENEFIT FUND</b>					
9100 - TRANSFER OUT	1,058,414.00	101,214.94	369,834.53	688,579.47	34.94 %
<b>Fund 112 Total:</b>	<b>1,058,414.00</b>	<b>101,214.94</b>	<b>369,834.53</b>	<b>688,579.47</b>	<b>34.94 %</b>
<b>Fund: 119 - EMERGENCY FUND</b>					
9100 - TRANSFER OUT	94,699.00	5,449.32	46,201.10	48,497.90	48.79 %
<b>Fund 119 Total:</b>	<b>94,699.00</b>	<b>5,449.32</b>	<b>46,201.10</b>	<b>48,497.90</b>	<b>48.79 %</b>
<b>Fund: 121 - LOCAL OPTION SALES TAX FUND</b>					
5900 - COMMUNITY SCHOOLS	994,915.00	156,954.69	501,480.29	493,434.71	50.40 %
<b>Fund 121 Total:</b>	<b>994,915.00</b>	<b>156,954.69</b>	<b>501,480.29</b>	<b>493,434.71</b>	<b>50.40 %</b>
<b>Fund: 122 - HOTEL/MOTEL TAX REVENUE FUND</b>					
4040 - RECREATION	105,000.00	0.00	30,156.80	74,843.20	28.72 %
<b>Fund 122 Total:</b>	<b>105,000.00</b>	<b>0.00</b>	<b>30,156.80</b>	<b>74,843.20</b>	<b>28.72 %</b>
<b>Fund: 128 - ADMINISTRATION TIF</b>					
5020 - ECONOMIC DEVELOPMENT	13,430.00	0.00	0.00	13,430.00	0.00 %
<b>Fund 128 Total:</b>	<b>13,430.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13,430.00</b>	<b>0.00 %</b>
<b>Fund: 138 - HOUSING DONATED FUNDS</b>					
5030 - HOUSING & URBAN RENEWAL	17,371.00	0.00	0.00	17,371.00	0.00 %
<b>Fund 138 Total:</b>	<b>17,371.00</b>	<b>0.00</b>	<b>0.00</b>	<b>17,371.00</b>	<b>0.00 %</b>
<b>Fund: 140 - HOUSING FUND</b>					
5030 - HOUSING & URBAN RENEWAL	111,100.00	7,541.81	26,465.75	84,634.25	23.82 %
<b>Fund 140 Total:</b>	<b>111,100.00</b>	<b>7,541.81</b>	<b>26,465.75</b>	<b>84,634.25</b>	<b>23.82 %</b>
<b>Fund: 167 - LIBRARY MEMORIAL FUND</b>					
4010 - LIBRARY SERVICES	72,650.00	4,370.80	18,679.82	53,970.18	25.71 %
<b>Fund 167 Total:</b>	<b>72,650.00</b>	<b>4,370.80</b>	<b>18,679.82</b>	<b>53,970.18</b>	<b>25.71 %</b>
<b>Fund: 169 - MISCELLANEOUS GIFT FUND</b>					
1010 - POLICE OPERATIONS	0.00	0.00	1,272.24	-1,272.24	
1050 - FIRE DEPARTMENT	0.00	1,238.90	2,266.95	-2,266.95	
4020 - BAND	0.00	0.00	603.22	-603.22	
4031 - POOL	0.00	0.00	88.79	-88.79	
<b>Fund 169 Total:</b>	<b>0.00</b>	<b>1,238.90</b>	<b>4,231.20</b>	<b>-4,231.20</b>	
<b>Fund: 172 - WOODEN PLAYGROUND MAINT FUND</b>					
4030 - PARKS	1,639.00	0.00	0.00	1,639.00	0.00 %
<b>Fund 172 Total:</b>	<b>1,639.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,639.00</b>	<b>0.00 %</b>
<b>Fund: 177 - POLICE FORFEITURE FUND</b>					
1010 - POLICE OPERATIONS	3,500.00	0.00	671.83	2,828.17	19.20 %
<b>Fund 177 Total:</b>	<b>3,500.00</b>	<b>0.00</b>	<b>671.83</b>	<b>2,828.17</b>	<b>19.20 %</b>
<b>Fund: 178 - LIBRARY MAINTENANCE FUND</b>					
4010 - LIBRARY SERVICES	45,500.00	1,250.00	13,761.54	31,738.46	30.25 %
<b>Fund 178 Total:</b>	<b>45,500.00</b>	<b>1,250.00</b>	<b>13,761.54</b>	<b>31,738.46</b>	<b>30.25 %</b>
<b>Fund: 179 - FIRE DEPT FEMA GRANT FUND</b>					
1050 - FIRE DEPARTMENT	201,800.00	0.00	0.00	201,800.00	0.00 %
<b>Fund 179 Total:</b>	<b>201,800.00</b>	<b>0.00</b>	<b>0.00</b>	<b>201,800.00</b>	<b>0.00 %</b>
<b>Fund: 180 - MISCELLANEOUS GRANTS FUND</b>					
1010 - POLICE OPERATIONS	0.00	1,398.31	9,950.70	-9,950.70	
1050 - FIRE DEPARTMENT	0.00	1,734.10	4,000.00	-4,000.00	
4030 - PARKS	0.00	0.00	5,758.00	-5,758.00	
4040 - RECREATION	0.00	12.57	9,491.08	-9,491.08	
<b>Fund 180 Total:</b>	<b>0.00</b>	<b>3,144.98</b>	<b>29,199.78</b>	<b>-29,199.78</b>	
<b>Fund: 181 - BROWNFIELD SITES ASSESSMENT GRANT FUND</b>					
2900 - OTHER PUBLIC WORKS	200,000.00	8,520.82	57,958.41	142,041.59	28.98 %
<b>Fund 181 Total:</b>	<b>200,000.00</b>	<b>8,520.82</b>	<b>57,958.41</b>	<b>142,041.59</b>	<b>28.98 %</b>
<b>Fund: 199 - WFP RISE PAYMENT FUND</b>					
5020 - ECONOMIC DEVELOPMENT	16,214.00	0.00	16,214.00	0.00	
<b>Fund 199 Total:</b>	<b>16,214.00</b>	<b>0.00</b>	<b>16,214.00</b>	<b>0.00</b>	

## EXPENSE TRIAL BALANCE

For Fiscal: 2015-2016 Period Ending: 11/30/2015

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 200 - DEBT SERVICE FUND</b>					
7010 - DEBT SERVICE	1,449,427.00	0.00	667,561.12	781,865.88	46.06 %
<b>Fund 200 Total:</b>	<b>1,449,427.00</b>	<b>0.00</b>	<b>667,561.12</b>	<b>781,865.88</b>	<b>46.06 %</b>
<b>Fund: 301 - PARK SHELTER CAPITAL IMPROVEMENT</b>					
4030 - PARKS	840.00	50.45	382.18	457.82	45.50 %
<b>Fund 301 Total:</b>	<b>840.00</b>	<b>50.45</b>	<b>382.18</b>	<b>457.82</b>	<b>45.50 %</b>
<b>Fund: 302 - CITY HALL IMPROVEMENTS</b>					
6050 - CITY HALL & GENERAL BUILDINGS	150.00	14,791.00	14,872.07	-14,722.07	9,914.71 %
<b>Fund 302 Total:</b>	<b>150.00</b>	<b>14,791.00</b>	<b>14,872.07</b>	<b>-14,722.07</b>	<b>9,914.71 %</b>
<b>Fund: 304 - FIRE STATION ADDITION AND REMODEL PROJECT</b>					
1050 - FIRE DEPARTMENT	2,979,021.00	1,425.50	1,425.50	2,977,595.50	0.05 %
<b>Fund 304 Total:</b>	<b>2,979,021.00</b>	<b>1,425.50</b>	<b>1,425.50</b>	<b>2,977,595.50</b>	<b>0.05 %</b>
<b>Fund: 321 - NE BRIDGE REPLACEMENT PROJECT</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	899,730.00	0.00	0.00	899,730.00	0.00 %
<b>Fund 321 Total:</b>	<b>899,730.00</b>	<b>0.00</b>	<b>0.00</b>	<b>899,730.00</b>	<b>0.00 %</b>
<b>Fund: 322 - BURLINGTON ROAD RECONSTRUCTION FUND</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	23,000.00	0.00	0.00	23,000.00	0.00 %
<b>Fund 322 Total:</b>	<b>23,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>23,000.00</b>	<b>0.00 %</b>
<b>Fund: 325 - PAVEMENT MANAGEMENT</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	1,013,000.00	310,306.06	1,866,058.17	-853,058.17	184.21 %
<b>Fund 325 Total:</b>	<b>1,013,000.00</b>	<b>310,306.06</b>	<b>1,866,058.17</b>	<b>-853,058.17</b>	<b>184.21 %</b>
<b>Fund: 326 - SIDEWALK IMPROVEMENTS PROJECT</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	40,000.00	3,051.00	58,564.20	-18,564.20	146.41 %
<b>Fund 326 Total:</b>	<b>40,000.00</b>	<b>3,051.00</b>	<b>58,564.20</b>	<b>-18,564.20</b>	<b>146.41 %</b>
<b>Fund: 343 - 2015 GO BOND FUND</b>					
1050 - FIRE DEPARTMENT	3,490,000.00	3,285,588.48	3,402,602.98	87,397.02	97.50 %
6900 - OTHER GEN'L GOVT	0.00	21,484.79	57,176.35	-57,176.35	
7010 - DEBT SERVICE	660,000.00	0.00	667,561.12	-7,561.12	101.15 %
<b>Fund 343 Total:</b>	<b>4,150,000.00</b>	<b>3,307,073.27</b>	<b>4,127,340.45</b>	<b>22,659.55</b>	<b>99.45 %</b>
<b>Fund: 600 - WATER O&amp;M FUND</b>					
8000 - WATER PLANT OPERATIONS	546,574.00	0.00	131,590.71	414,983.29	24.08 %
8001 - WATER DISTRIBUTION	1,774,215.00	0.00	475,160.01	1,299,054.99	26.78 %
8006 - WATER OFFICE	736,998.00	0.00	164,065.06	572,932.94	22.26 %
8009 - WASTE WATER OPERATIONS	0.00	0.00	3,026.15	-3,026.15	
<b>Fund 600 Total:</b>	<b>3,057,787.00</b>	<b>0.00</b>	<b>773,841.93</b>	<b>2,283,945.07</b>	<b>25.31 %</b>
<b>Fund: 603 - WATER SINKING FUND</b>					
8001 - WATER DISTRIBUTION	418,738.00	0.00	0.00	418,738.00	0.00 %
<b>Fund 603 Total:</b>	<b>418,738.00</b>	<b>0.00</b>	<b>0.00</b>	<b>418,738.00</b>	<b>0.00 %</b>
<b>Fund: 604 - WATER RESERVE FUND</b>					
8001 - WATER DISTRIBUTION	100,000.00	0.00	16,236.32	83,763.68	16.24 %
<b>Fund 604 Total:</b>	<b>100,000.00</b>	<b>0.00</b>	<b>16,236.32</b>	<b>83,763.68</b>	<b>16.24 %</b>
<b>Fund: 610 - SANITARY SEWER O&amp;M FUND</b>					
8015 - SANITARY SEWER-TREATMENT	1,272,373.00	64,752.83	506,904.86	765,468.14	39.84 %
8016 - SANITARY SEWER-COLLECTION	793,734.00	56,907.26	226,300.13	567,433.87	28.51 %
<b>Fund 610 Total:</b>	<b>2,066,107.00</b>	<b>121,660.09</b>	<b>733,204.99</b>	<b>1,332,902.01</b>	<b>35.49 %</b>
<b>Fund: 611 - SANITARY SEWER REVENUE FUND</b>					
8015 - SANITARY SEWER-TREATMENT	2,510,011.00	135,567.24	968,679.90	1,541,331.10	38.59 %
<b>Fund 611 Total:</b>	<b>2,510,011.00</b>	<b>135,567.24</b>	<b>968,679.90</b>	<b>1,541,331.10</b>	<b>38.59 %</b>
<b>Fund: 612 - SANITARY SEWER SINKING FUND</b>					
8015 - SANITARY SEWER-TREATMENT	432,504.00	0.00	0.00	432,504.00	0.00 %
<b>Fund 612 Total:</b>	<b>432,504.00</b>	<b>0.00</b>	<b>0.00</b>	<b>432,504.00</b>	<b>0.00 %</b>
<b>Fund: 660 - AIRPORT FUND</b>					
8035 - AIRPORT	218,340.00	3,095.94	61,484.78	156,855.22	28.16 %
<b>Fund 660 Total:</b>	<b>218,340.00</b>	<b>3,095.94</b>	<b>61,484.78</b>	<b>156,855.22</b>	<b>28.16 %</b>

## EXPENSE TRIAL BALANCE

For Fiscal: 2015-2016 Period Ending: 11/30/2015

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 661 - AIRPORT PAVEMENT REHABILITATION PROJECT</b>					
8035 - AIRPORT	50,000.00	7,966.57	15,695.13	34,304.87	31.39 %
<b>Fund 661 Total:</b>	<b>50,000.00</b>	<b>7,966.57</b>	<b>15,695.13</b>	<b>34,304.87</b>	<b>31.39 %</b>
<b>Fund: 740 - STORM WATER UTILITY FUND</b>					
8065 - STORM WATER	531,974.00	11,601.50	143,842.44	388,131.56	27.04 %
<b>Fund 740 Total:</b>	<b>531,974.00</b>	<b>11,601.50</b>	<b>143,842.44</b>	<b>388,131.56</b>	<b>27.04 %</b>
<b>Fund: 750 - EDMUNDSON GOLF COURSE FUND</b>					
8070 - GOLF GREENS MAINTENANCE	3,000.00	0.00	0.00	3,000.00	0.00 %
8071 - GOLF PRO SHOP	20,024.00	170.40	4,279.94	15,744.06	21.37 %
<b>Fund 750 Total:</b>	<b>23,024.00</b>	<b>170.40</b>	<b>4,279.94</b>	<b>18,744.06</b>	<b>18.59 %</b>
<b>Fund: 760 - RACI MAIN STREET LOAN FUND</b>					
8060 - HOUSING & URBAN RENEWAL	10,682.00	0.00	0.00	10,682.00	0.00 %
<b>Fund 760 Total:</b>	<b>10,682.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,682.00</b>	<b>0.00 %</b>
<b>Fund: 810 - COPIER/FAX REVOLVING FUND</b>					
9310 - COPIER REVOLVING	0.00	419.21	2,925.79	-2,925.79	
<b>Fund 810 Total:</b>	<b>0.00</b>	<b>419.21</b>	<b>2,925.79</b>	<b>-2,925.79</b>	
<b>Fund: 820 - EMPLOYEE HEALTH SELF-INSURANCE</b>					
9320 - EMPLOYEE HEALTH SELF-INSURANCE	0.00	53,089.37	409,478.28	-409,478.28	
<b>Fund 820 Total:</b>	<b>0.00</b>	<b>53,089.37</b>	<b>409,478.28</b>	<b>-409,478.28</b>	
<b>Fund: 830 - EMPLOYEE FLEX PLAN FUND</b>					
9330 - EMPLOYEE FLEX PLAN	0.00	1,771.11	19,170.69	-19,170.69	
<b>Fund 830 Total:</b>	<b>0.00</b>	<b>1,771.11</b>	<b>19,170.69</b>	<b>-19,170.69</b>	
<b>Report Total:</b>	<b>30,796,454.00</b>	<b>5,019,284.72</b>	<b>14,593,355.05</b>	<b>16,203,098.95</b>	<b>47.39 %</b>



City Council Communication  
Meeting Date: December 21, 2015  
Requested By: City Manager's Office

**Item Title: CONSENT AGENDA**

Consider a resolution adopting a revised fee schedule for the city of Oskaloosa.

**Explanation:**

Through the years various fees of the city have been adopted by separate action. In 2009 city staff gathered all fees into one resolution for City Council approval with the recommendation that the fee schedule be reviewed once a year to adjust fees as needed. Attached is the revised fee schedule for approval.

Following is a summary of the changes made to the fee schedule:

- Increased records search (over one hour) fee from \$20 to \$30
- Increased the Housing Trust Fund program processing fee from \$75 to \$100
- Excavation permit was changed to Right-of-way permit (for construction) and tree fees were added.
- Added transient merchant application fee under Police Department (established by Ordinance No. 1376)
- Changed the bicycle license fee from \$1.00 to no charge.
- Corrected the fire false alarm charges to comply with Resolution No. 04-06-43.
- Added swimming pool group rate admission fee of \$3.50 per person for 10 or more.
- Changed excavation permit to public right of way construction permit.

Staff recommends approval of this item as presented.

**Budget Consideration:**

Revenues for the FY 2016 and FY 2017 budgets are based on fees calculated from the attached fee table. Any adjustments to the fees up or down may result in a financial impact to the city's budget.

**Attachments:**

Resolution with attached fee schedule.

RESOLUTION NO. \_\_\_\_\_

RESOLUTION ADOPTING REVISED FEE SCHEDULE FOR THE CITY OF OSKALOOSA

WHEREAS, the City of Oskaloosa charges fees for city services provided; and

WHEREAS, the City of Oskaloosa incurs expenses related to the performance of various city services;

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Oskaloosa, Iowa, does hereby adopt the attached revised fee schedule which is hereby made a part of this resolution to set fees for various city services and other fees as set forth in the attachments.

PASSED AND APPROVED the \_\_\_\_ day of \_\_\_\_\_ 2015.

\_\_\_\_\_  
David Krutzfeldt, Mayor

ATTEST:

\_\_\_\_\_  
Amy Miller, City Clerk

## Fee Schedule

Effective January 1, 2016  
Resolution No.



### Administrative Services/All Departments:

#### COPYING OF RECORDS

8½" x 11" black and white	\$0.25 per page
8½" x 11" color	\$0.50 per page
8½" x 14" or 11" x 17" black and white	\$1 per page
8½" x 14" or 11" x 17" color	\$2 per page
Copies of audio tapes or CD/DVD	\$25
Copies of video tapes or CD/DVD	\$25
Duplicate digital photos	\$5
Fax - domestic	\$1 per page
Fax - international	\$2 per page

#### MISCELLANEOUS FEES

Records search (over one hour)	\$30 per hr. plus copy charge
Non-sufficient funds check fee	\$30
Civil service tests	Actual cost
Certified mailings	Actual cost
Personnel rates	Hourly rate plus benefits

## Fire Department:

### EQUIPMENT RATES

(One hour minimum)

Engine 74, 75 or 77	\$400 per hour
Engine 70	\$300 per hour
Tanker 76	\$240 per hour
Attack 72 or 79	\$180 per hour
Car 71 or 73	\$120 per hour
Generator 78	\$85 per hour

### MISCELLANEOUS FEES

Incident report	\$5
Burning permit	\$10
Extrication	\$300 per vehicle (Includes one engine and 2 personnel)
Extrication	\$500 per vehicle (includes all necessary equipment and personnel)
False alarms – 3 per calendar year (Resolution No. 04-06-43)	No charge
Excess of 3 alarms in calendar year	\$200 per alarm
Haz-Mat light response	\$150 per hour (Includes 1 vehicle and 2 personnel)
Haz-Mat heavy response	\$250 per hour (Includes 2 vehicles and 4 personnel)
Additional response vehicle	\$100 per hour per vehicle
Additional personnel	\$20.50 per hour per employee
Absorbent material	\$12 per bag
“P” absorbent pads	\$1 each or \$200 per box
“M” absorbent pads	\$2.16 each or \$80 per box
“C” absorbent pads	\$2.70 each or \$100 per box
Absorbent booms	\$100 each
30 gallon salvage drum	\$130 each
55 gallon salvage drum	\$160 each
Damaged equipment	Billed at replacement cost plus shipping
Equipment cleaning	Billed at parts and labor cost

**Oskaloosa Housing Trust Fund (OHTF):**

MISCELLANEOUS FEES

Housing Trust Fund program processing & recording fees	\$100
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MISCELLANEOUS FEES

Photocopies or printing: black and white (self-service only)	\$0.20 per page
Photocopies or printing: color (self-service only)	\$0.50 per page
Temporary cards (fee refunded upon surrender of the card)	\$25
Adult replacement cards	\$5
Overdue materials/magazines (fine reduced 50% if paid at the time items are returned).	\$0.15 per day (max. \$5)
Overdue video materials (fine reduced 50% if paid at the time items are returned in good working condition).	\$1 per day (max. \$10)
Overdue music CDs (fine reduced 50% if paid at the time items are returned in good working condition).	\$0.15 per day (max. \$5)
Overdue toys and other library items (fine reduced 50% if paid at the time items are returned in good working condition).	\$2 per day (max. \$20)
Overdue A/V equipment including GPS (fine reduced 50% if paid at the time items are returned in good working condition).	\$5 per day (max. \$50)
Inter-library loan fee	\$2 per item
Inter-library loan - materials ordered but not picked up	\$5

## Parks and Recreation:

### MISCELLANEOUS FEES

Bandstand PA system	
Non-profit organizations	\$50
Private use or private organizations	\$100

### PARK SHELTER RENTAL

Park shelter half day	\$20
Park shelter full day	\$30

### SWIMMING POOL RATES

Daily admission	\$4
Night Admission (After 5:00 p.m.)	\$2
Children under Two	Free
Group Rate admission fee – 10 or more	\$3.50 per person
Season Pass – Family (Before Memorial Day Weekend)	\$144 + tax
Season Pass – Individual (Before Memorial Day Weekend)	\$72 + tax
Season pass – Family	\$160+ tax
Season pass – Individual	\$80+ tax
Punch card (10 punches)	\$35+ tax
Daycare - youth or adult	\$3.50
Non-swimmer fee - youth or adult	\$1
Pool rental fee (maximum 3 hours)	\$165 per hr.
Birthday parties (maximum 12 swimmers)	\$30 + \$2 per person over 12

## Edmundson Municipal Golf Course:

Edmundson's course and cart fees are set by Harvest Point, LLC and Matt Sherlock, PGA Professional

**Police Department:**

MISCELLANEOUS FEES

Bicycle license	No charge
False alarm - 1 <sup>st</sup> and 2 <sup>nd</sup>	No charge
3rd	\$25
4th	\$50
5th + (per calendar year)	\$100
Golf cart registration (per calendar year)	No charge
Parking permit for resident	\$50/6 months
Second hand dealer permit (City Code 5.28.100)	No charge
Transient merchant application fee (by Ordinance No. 1376)	\$20

PARKING TICKETS

Parking ticket (general) (City Code 10.76.021)	\$10 up to 30 days	\$15 after 30 days
Parking ticket (snow ordinance) (City Code 10.76.021)	\$25 up to 30 days	\$35 after 30 days

RECORDS

Crash-accident reports (up to 10 pages)	\$5
Criminal history/in-house public records only	\$5
Police reports (up to 10 pages)	\$5
Reports in excess of 10 pages	\$0.50 per page

**Public Works Department (includes Engineering and Planning & Zoning):**

MISCELLANEOUS FEES

Preliminary plats	\$30 + \$5 per lot
Final plats	\$50 + \$5 per lot
Rezoning requests	\$250 (includes cost of signs)
Site plans review	
Initial review	\$100
Additional site plans review required by changes, additions or revisions to approved plans:	\$25 per hour
Board of Adjustment	
Residential submittal	\$100
Commercial submittal	\$200
Street or alley vacation	
Non-refundable application fee	\$100
Refundable vacation fee	
Residential alleys	\$0.50 per SF
Commercial alleys	\$1 per SF
Streets	\$1 per SF
<p>Note: one-half of the refundable vacation fee must be paid prior to final city council approval. If the abutting property owner does not purchase their portion of the street or alley, then the remaining half of the vacation fee shall be paid 30 days after final city council approval.</p>	
Conditional use request	\$100
Maps	
24" X 36"	\$25
8½" X 11" black and white	\$0.25 per page
8½" X 11" color	\$0.50 per page
8½" X 14" or 11" x 17" black and white	\$1 per page
8½" X 14" or 11" X 17" color	\$2 per page
Parcel map research	15 minutes free, then \$7 per hour
Special orders such as GIS – graphic research assistance	15 minutes free, then \$20 per hour
Temporary street closure permit (per event)	\$25
Street signage rental	\$25/day per sign
<p>Snow removal on private property: minimum of one hour charged. Fee includes first hour at a \$50 charge. After first</p>	

hour, fee shall be charged by the quarter hour.	
1st removal	\$250 fee + \$12.50 per quarter hour hr.
2nd removal	\$300 fee + \$12.50 per quarter hour hr.
3rd removal	\$350 fee + \$12.50 per quarter hour hr.
4th removal	\$400 fee + \$12.50 per quarter hour hr.
5th removal	\$450 fee + \$12.50 per quarter hour hr.
6th removal and every subsequent removal after	\$500 fee + \$12.50 per quarter hour hr.
Weed removal on private property: minimum of one hour charged. Fee includes first hour at a \$50 charge. After first hour, fee shall be charged by the quarter hour.	
1st removal	\$250 fee + \$12.50 per quarter hour hr.
2nd removal	\$300 fee + \$12.50 per quarter hour hr.
3rd removal	\$350 fee + \$12.50 per quarter hour hr.
4th removal	\$400 fee + \$12.50 per quarter hour hr.
5th removal	\$450 fee + \$12.50 per quarter hour hr.
6th removal and every subsequent removal after	\$500 fee + \$12.50 per quarter hour hr.
Tree trimming on the right-of-way: minimum of one hour charged. Fee includes first hour at a \$50 charge. After first hour, fee shall be charged by the quarter hour.	
1st trimming	\$250 fee + \$12.50 per quarter hour hr.
2nd trimming	\$300 fee + \$12.50 per quarter hour hr.
3rd trimming	\$350 fee + \$12.50 per quarter hour hr.
4th trimming	\$400 fee + \$12.50 per quarter hour hr.
5th trimming	\$450 fee + \$12.50 per quarter hour hr.
6th trimming and every subsequent trimming after	\$500 fee + \$12.50 per quarter hour hr.

PERMIT FEES - BUILDING

Total Valuation	Fee
\$1 to \$500	\$30
\$501 to \$2,000	\$30 for first \$500 plus \$2 for each additional \$100, or fraction thereof, to and including \$2,000
\$2,001 to \$25,000	\$60 for first \$2,000 plus \$12.50 for each additional \$1,000, or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$347.50 for first \$25,000 plus \$9 for each additional \$1000, or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$572.50 for first \$50,000 plus \$6.25 for each additional \$1000, or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$885 for first \$100,000 plus \$5 for each additional \$1000, or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$2,885 for first \$500,000 plus \$4.25 for each additional \$1000, or fraction thereof, to and including \$1,000,000
\$1,000,001 and over	\$5,010 for first \$1,000,000 plus \$2.75 for each additional \$1000, or fraction thereof
Re-inspections	\$30

Plan review fee is required in addition to permit fee.

Commercial = 50% of applicable building permit fee (note: all plan review fees apply to new commercial, tenant improvements as well as multifamily).

Notes:

Owner and/or contractor may be subject to an administrative penalty fee in addition to applicable permit fee if work commences prior to securing building permit.

Permit application made prior to project completion:

Permit + Penalty Fee = 2 X permit fee (City Ordinance 15.04.360)

PERMIT FEES - ELECTRICAL

Temporary services	\$35
Residential installations or service entrance not exceeding three outlets or fixtures	\$35

Residential installations exceeding three outlets or fixtures, or cost per dwelling unit	\$55
Commercial installations, factory, or other building	\$55 plus \$10 per \$1,000 or fraction thereof electrical contract cost in excess of \$2,000
Extra inspections	\$35
Re-inspections	\$35

PERMIT FEES - MECHANICAL

For issuance of each permit for installations up to \$2,000	\$35
For issuance of each permit for installations of \$2,001 or more	\$35 Plus \$10 per \$1,000 or fraction thereof mechanical contract in excess of \$2,000
Re-inspections	\$35

PERMIT FEES - MISCELLANEOUS

Right of way permit (including but not limited to):	
Demolition building permit – Commercial	\$50
Demolition building permit – Residential	\$30
Driveway (Hard Surface)	< 15 feet: \$30.00, >15 feet: \$40
Driveway Culvert	No Charge
House moving	\$30
Public right of way construction permit	\$30
Sidewalk	< 15 feet: \$30.00, >15 feet: \$40
Street or Lane Closure *Approved by Resolution by City Council	\$25
Street Repairs	< 15 feet: \$30.00, >15 feet: \$40
Tree Planting	No Charge
Tree Removal	No Charge
Utility Work	Sewer tap: \$150.00, Sewer inspection: \$30

Note:

1. "Right-of-way" means that part of the street, avenue, or highway within city limits lying between the lot line and the curb line; or, on unpaved streets, that part of the street, avenue, or highway lying between the lot line and that portion of the street usually traveled by vehicular traffic.

PERMIT FEES - PLUMBING

For issuance of each permit for installations up to \$2,000	\$35
For issuance of each permit for installations of \$2,001 or more	\$35 plus \$10 per \$1,000 or fraction thereof plumbing contract in excess of \$2,000
Extra inspections	\$30
Re-inspection	\$30
Sanitary sewer connection (City Code 13.08.120)	\$30
Sanitary sewer inspection fee (Plumbing permit)	\$30
Sanitary sewer tap - by city personnel (includes saddle price)	\$150
Private sewage disposal permit (City Code 13.08.470)	\$20

Note:

1. The City of Oskaloosa as a rule shall charge non-profit organizations for building permit and other related development fees for services provided by the public works and engineering department, including, but not limited to, plan review, inspection and permit issuance. Exemptions to this include municipal departments, specific legal and binding agreements with the city or when the waiver of fees is used as an economic incentive.

**Wastewater Department:**

SEPTIC OR SEWAGE DISPOSAL (on-site)

Description	Fee per load
Septic or sewage materials derived from the pumping out or cleaning of on-site sewage disposal systems within Mahaska County.	\$0.100 per gallon
Septic or sewage materials derived from the pumping out or cleaning of on-site sewage disposal systems outside Mahaska County.	\$0.150 per gallon

Note:

2. The above rates shall be determined from the signed source and quantity record to be provided by all sewage disposal service providers.
3. The septage disposal facility will be open and readily available during normal operating hours of 7 A.M. and 3:30 P.M., Monday through Friday. Hours of operation for weekends and City Holidays will be 7 A.M. to 11 A.M. Access during non-operating hours will result in a service fee of \$200, per call out.



## City Council Communication

Meeting Date: December 21, 2015

Requested By: City Manager's Office

**Item Title: CONSENT AGENDA**

Consider an ordinance amending the Oskaloosa Municipal Code 12.40.00 Trees, 15.04.04.230 Permit Application Plans and Specifications, and 17.34.020 Site Plan Review Procedure – 3<sup>rd</sup> reading.

**Explanation:**

After the news of the Emerald Ash Borer, and the effects the borer would have on the city's right-of-way tree population, the City of Oskaloosa applied for and was awarded the Sustainable Urban Forestry Training and Assistance Grant (SUFTA) from the Iowa Department of Natural Resources (DNR) Urban Forestry Division. Through this grant, City staff and Oskaloosa Trees Forever received training that is critical in maintaining a healthy right-of-way tree population.

In order to ensure that Oskaloosa continues to benefit from right-of-way trees, city staff is proposing changes to Oskaloosa Municipal Code 12.40.00 Trees, 15.04.04.230 Permit Application Plans and Specifications, and 17.34.020 Site Plan Review Procedure. These changes will ensure that property owners continue to maintain right-of-way trees, while new commercial and residential construction include right-of-way trees in their site plans.

The changes to the tree ordinance will help to ensure that Oskaloosa will have a healthy urban canopy. Right-of-way trees are an important asset to the city, with numerous community benefits including infrastructure, economic development, and quality of life.

Following are the most significant changes made to the tree ordinance:

- A goal of 10 percent tree diversification
- A right-of-way tree plan will be required on new residential and commercial construction site plans
- Property owners will be required to obtain a permit to plant or remove trees in the right-of-way and to pay a fee which is determined by council
- Property owners will be required to maintain the right-of-way trees adjacent to their property
- Right-of-way trees will continue to be a priority for the city

The Planning and Zoning Commission recommended adoption of the Ordinance by a vote of 4-0 at the November 9, 2015 Planning and Zoning meeting.

City Council approved the second reading of the ordinance at the December 7, 2015 city council meeting.

**Budget Consideration:**

There is no immediate budget consideration from the ordinance changes except for the fees associated with updating the Oskaloosa Municipal Code and publishing the proposed ordinance. However, staff recommends the city begin to plan to purchase trees. Planting trees annually will maintain and increase the urban canopy. In order for the City of Oskaloosa to increase their urban canopy by 1 percent over the next thirty years, 120 trees must be planted annually.

**Attachments:**

Revised Ordinance, Current Tree Ordinance, Tree Presentation, Oskaloosa Approved Tree List

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING THE OSKALOOSA MUNICIPAL CODE 12.40.00 TREES, 15.04.04.230 PERMIT APPLICATION PLANS AND SPECIFICATIONS, AND 17.34.020 SITE PLAN REVIEW PROCEDURE

BE IT ENACTED by the City Council of the City of Oskaloosa, Iowa:

SECTION 1. Chapter 12.40- Trees is hereby deleted in its entirety:

SECTION 2. Chapter 12.40- Trees shall read as follows:

**12.40.000 Trees**

**12.40.010 Purpose**

**12.40.020 Definitions**

**12.40.030 Urban Tree Canopy and Species Diversification Goals**

**12.40.040 Right-of-Way Trees**

**12.40.050 Responsibility for Maintenance of Right-of-Way Trees**

**12.40.060 Assessment**

**12.40.070 Protection of Trees in Public Places**

**12.40.080 Tree Topping Prohibited.**

**12.40.090 Urban Forester**

**12.40.100 Penalty**

12.40.010 - Purpose.

~~The purpose of this chapter is to beautify and preserve the appearance of the city by regulating and providing for the planting, care and removal of trees.~~

The purpose of this chapter is to protect and promote public health and safety, and to improve the aesthetic qualities of the community by regulating tree management and landscaping activities. The intent of the regulations is to reduce wind turbulence, heat, and noise; to prevent erosion and reduce stormwater runoff; to protect private and public property and vehicular and pedestrian rights-of-way; and to promote aesthetic quality and otherwise create a pleasant community environment.

(Ord. 1073 §1(part), 2000)

12.40.020 - Definitions.

For use in this chapter, the following terms are defined:

"Parking" means that part of the street, avenue or highway in the city not covered by sidewalk and lying between the lot line and the curb line; or, on unpaved streets, that part of the street, avenue or highway lying between the lot line and that portion of the street usually traveled by vehicular traffic.

"Approved Tree List" is a list of acceptable shade and small trees that have been proven adaptable to, and suitable for urban conditions in the city.

"Prohibited Tree List" is a list of unacceptable trees which have characteristics that are not ideal for the right-of-way.

"Right-of-way" means that part of the street, avenue, or highway within city limits lying between the lot line and the curb line; or, on unpaved streets, that part of the street, avenue, or highway lying between the lot line and that portion of the street usually traveled by vehicular traffic.

"Right-of-Way Tree Plan" is a plan requiring the planting of trees in the right-of-way for all new residential and commercial development.

"Shade tree" means a deciduous woody plant which is characteristically over thirty (30) feet in height when it reaches maturity and has a single trunk rooted in the ground which supports all of its branches, rather than several stems supporting the main leafy growth.

"Small Tree" is a shade tree that is less than thirty (30) feet in height at maturity.

"Tree topping" means the severe cutting back or indiscriminate removal of a majority of a tree's branches or limbs so that stubs remain within a tree crown so as to remove the normal canopy and disfigure the tree.

"Urban forester" means the person designated by the city manager to be charged with the responsibilities of enforcement of the city of Oskaloosa's tree ordinance.

is the person designated by the city manager to be charged with the responsibilities of enforcement of the City of Oskaloosa's tree ordinance:

(Ord. 1073 §1(part), 2000)

#### 12.40.030 Urban Tree Canopy and Species Diversification Goals

The City of Oskaloosa will work to maintain the Urban Tree Canopy Goal stated in the Approved Tree List. The city will also work to promote the diversification of tree species. The diversification goal is that no single tree species exceeds ten percent (10%) of the right-of-way tree total along any given street

## ~~12.40.030--Planting-Generally.~~

~~No tree shall be planted in any street or parking except in accordance with the provisions set forth in Sections 12.40.040 through 12.40.070.~~

### 12.40.040 Right-of-Way Trees

1. Planting. The city wishes to encourage the orderly planting of trees along public right-of-way. Therefore, the city is authorized to provide, or allow residents to provide, trees for planting with the cooperation of the property owner adjacent to the right-of-way. Right-of-way trees shall be selected and located in order to avoid interference with overhead and underground utilities. Right-of-way trees shall be installed in accordance with the following:

a. Permit. A right-of-way permit from the Oskaloosa Public Works Department is required prior to the planting of a tree within the public right-of-way to ensure appropriate species, spacing, location, and size.

b. Species. Trees planted in the right-of-way must be from the Approved Tree List and promote the species diversification goal. Trees planted in the right-of-way that are not on the approved tree list may be subject to removal by the Urban Forester at the expense of the adjacent property owner.

c. Minimum Spacing. Approved shade trees shall have minimum spacing of forty (40) feet. Approved small trees shall have a minimum spacing of thirty (30) feet. The minimum tree spacing requirements shall apply to all newly planted trees only.

d. Location. All right-of-way trees shall be planted at least forty (40) feet from any city street intersection. Right-of-way trees shall be planted at least ten (10) feet from any driveway or alley entrance. Shade trees require a minimum right-of-way width of nine (9) feet. Small trees require a right-of-way minimum width of five (5) feet. For best practice, trees must be planted mid-way between the curb or street edge and the edge of the sidewalk or property line. Tree spacing may be altered at the discretion of the Urban Forester if utilities or other restrictions exist.

e. Size. All new trees shall have a minimum diameter of one (1) inch measured four (4) feet above grade immediately after planting.

2. Removal. The Urban Forester shall have the authority to evaluate the health of any tree located within the right-of-way and shall have the authority to determine whether said tree is dead or diseased. The Urban Forester shall also have the authority to determine if tree removal is warranted and has the authority to remove any tree that poses risk of personal injury or property damage. All tree stumps must be ground down, backfilled with soil to match the existing grade, and reseeded. Property owners shall not be required to remove dead or diseased trees on publicly owned property or right-of-way.

a. Permit. A right-of-way permit from the Oskaloosa Public Works Department is required prior to the removal of any tree within the public right-of-way.

b. Insurance. Prior to issuing a right-of-way permit and as a condition thereto, the property owner shall file proof of liability insurance coverage in the amount of not less than three hundred thousand dollars (\$300,000) with the Public Works Department. Contractors and professional tree removal companies shall file proof of liability insurance coverage in the amount of not less than five hundred thousand dollars (\$500,000).

3. Right-of-Way Tree Plan. Residential and commercial developments shall submit a right-of-way tree plan meeting the provisions of this chapter for the right-of-way adjacent to that development. The right-of-way tree plan shall clearly denote the locations of existing utilities and the proposed tree species, spacing, and locations.

a. Site Plan Review. A right-of-way tree plan meeting the provisions of this chapter shall be submitted for review as part of the site plan requirements in Section 17.34.020.

b. Residential Development. A right-of-way tree plan meeting the provisions of this chapter shall be submitted for review for all building permit applications meeting the requirements of Section 15.04.230.

c. Number of Trees. The required number of trees on any given site plan, will be determined by the tree spacing requirements and the length of the right-of-way abutting the developed property.

d. The Public Works Director, in consultation with the Urban Forester, may approve minor plan modifications or an alternative landscaping plan, provided that those plans are consistent with the goals and purposes of this chapter.

(Ord. 1073 §1(part), 2000)

~~12.40.040 – Planting-Alignment.~~ See 12.40.040 Right-of-Way Trees Section 1 D

All trees planted in any street shall be planted in the parking midway between the outer line of the sidewalk and the curb. In the event a curb line is not established, trees shall be planted on a line ten feet from the property line.

(Ord. 1073 §1(part), 2000)

~~12.40.050 – Planting-Spacing.~~ See 12.40.040 Right-of-Way Trees Section 1 D

Trees shall not be planted on the parking if it is less than nine feet in width, or contains less than eighty-one square feet of exposed soil surface per tree. Trees shall not be planted closer than twenty feet to street intersections (property lines extended) and ten feet to driveways. If

it is at all possible trees should be planted inside the property lines and not between the sidewalk and curb.

(Ord. 1073 §1(part), 2000)

~~12.40.060 - Planting-Prohibited trees.~~ See 12.40.040 Right-of-Way Trees Section 1 B

No person shall plant in any street any fruit-bearing tree or any tree of the kinds commonly known as cottonwoods, all poplar species, box elders, Siberian elm, Chinese elm and American elm (except hybrid and Dutch elm disease resistant cultivars of American elm shall be encouraged), European mountain ash, black and honey locusts (except thornless cultivars), pin oak, silver maple, all willows (salix sp.), Russian olive, tree of heaven, catalpa, weeping birch or other pendulace branched trees of any kind, evergreens, conifers, or shrubs of any kind without prior permission of the city.

(Ord. 1073 §1(part), 2000)

~~12.40.070 - Planting-Exceptions.~~

The council may upon request permit exceptions to the restrictions imposed herein when deemed in the interest of the city.

(Ord. 1073 §1(part), 2000)

~~12.40.080 - Duty to trim.~~ 12.40.050 Responsibility for Maintenance of Right-of-Way Trees

The owner or agent of the abutting property shall keep the trees on or overhanging the street trimmed so that all branches will be at least fifteen feet above the surface of the street and eight feet above the sidewalks.

The owner, tenant and their agent, if any, of the property abutting the public right-of-way on which trees exist shall be jointly and severally responsible for the maintenance of those trees under this chapter. Such trees shall be maintained in good condition so as to present a healthy and orderly appearance and shall be kept free from refuse and debris. The owner or agent of the abutting property shall keep the trees on or overhanging the street trimmed so that all branches will be at least fifteen (15) feet above the surface of the street and eight (8) feet above sidewalks. The city will take responsibility for the trimming or removal of all damaged right-of-way trees in the event

(Ord. 1073 §1(part), 2000)

~~12.40.090~~ 060 - Assessment.

If the abutting property owner fails to trim the trees as required in this chapter, the city may serve notice on the abutting property owner requiring him to do so within five days. If he fails to trim the trees within that time, the city may perform the required action and assess the costs against the abutting property for collection in the same manner as a property tax.

If the owner, tenant and their agent, if any, of the property abutting the public right-of-way on which trees exist fails to trim the trees as required by this chapter, the city may serve notice to said property owner requiring them to do so within thirty (30) days. If the property owner fails to trim the trees within that time or does not perform the trimming to the satisfaction of the Urban Forester, the city may complete the required action and assess the costs against the abutting property for collection in the same manner as a property tax. The tree trimming fee rates are set by resolution by the city council and are stated in the Oskaloosa Fee Schedule.

(Ord. 1073 §1(part), 2000)

~~12.40.100 – Supervision of public tree trimming.~~

~~It is unlawful for any person to trim or cut any tree in a street or public place unless the work is done under the supervision of the city.~~

12.40.070 Protection of Trees in Public Places

No person shall fasten any sign, box, wire, rope, or other material to any tree in any right-of-way, park, or public place, except by permission of the city. No person shall break, deface, injure, or destroy any tree or shrub in any right-of-way, park, or public place. Wiring and staking trees to protect and encourage proper growth is allowed.

12.40.080 Tree Topping Prohibited.

It is unlawful for any person to top any tree located upon public grounds or right-of-way. Trees damaged by storms or other causes, or trees near or under utility wires or other obstructions where other pruning practices are impractical may be exempted from this prohibition at the determination of the Urban Forester.

(Ord. 1073 §1(part), 2000)

~~12.40.110 – Removal Authority.~~ See 12.40.040 Right-of-Way Trees Section 3

~~The urban forester shall remove any tree on the streets of the city which interferes with the making of improvements or with travel thereon. He shall additionally remove any trees on the street, not on private property, which have become diseased, or which constitute a danger to the public, or which may otherwise be declared a nuisance.~~

(Ord. 1073 §1(part), 2000)

12.40.120 – Removal Permits. See 12.40.040 Right-of-Way Trees Section 2

Any person, or persons, removing any tree within the city, or trimming any tree within the city, which such tree or portion thereof to be trimmed will on removal, or in trimming endanger any adjacent private property, including public utilities, or block any street or sidewalk, shall prior thereto obtain from the urban forester a permit for the removal or trimming, stating the location of such tree or trees, and the proposed time or times of trimming or removal, and shall provide adequate protection of the general public prior to the trimming or removal thereto. Prior to issuing such permit and as a condition thereto, the applicant shall file proof of this coverage of liability insurance in the amount of not less than three hundred thousand dollars with the clerk.

(Ord. 1073 §1(part), 2000)

12.40.130 – 12.40.090 Urban forester.

The city shall appoint an urban forester. The employee shall be appointed by the city manager or designee. The urban forester shall direct, regulate and control the planting, care and removal of all trees and shrubs growing in any streets, park or public place of the city. The urban forester shall advise the owners and occupants of private property regarding the kind, culture, care and disposal of any tree or shrub within the city limits. The urban forester shall cause the provisions of this code relating to trees and shrubs in streets, parks and public places to be enforced. The urban forester shall discharge duties that may be required by the city manager or designee. The urban forester shall serve as an ex-officio member of the Oskaloosa trees forever committee.

The city shall appoint an Urban Forester. The employee shall be appointed by the City Manager or designee. The Urban Forester shall direct, regulate, and control the planting, care, and removal of all trees and shrubs growing in any street right-of-way, park, or public place. The Urban Forester shall advise the owners and occupants of private property regarding the kind, culture, care, and disposal of any tree or shrub within the city limits. The Urban Forester shall cause the provisions of this code relating to trees and shrubs in the right-of-way, parks, and public places to be enforced.

(Ord. 1073 §1(part), 2000)

(Ord. No. 1276, § 1, 8-17-2009)

12.40.140 – City tree committee.

There is created and established a city tree committee for the city whose membership will be composed of members of the Oskaloosa trees forever committee. This committee will report to the city council at least annually on its activities. Members of the committee shall receive no compensation from the city. The committee shall choose its own officers, make rules and

regulations and keep a journal of its proceedings. A majority of the members shall be a quorum for the transaction of business. It shall be the responsibility of the committee to study, investigate, council and develop a written plan for the care, preservation, trimming, planting, replanting, removal or disposition of trees in city public areas. The committee shall strive to promote and educate the citizens of the city on the values and care needs of public trees within the city. The committee shall pursue grant opportunities and other sources of funding to enhance tree planting and maintenance within the city. The committee when requested by the city shall consider, investigate, make finding, report and recommend upon any special matter of question within the scope of its work. The committee shall coordinate its activities with the urban forester and shall assist the urban forester with various community-wide activities.

(Ord. 1073 §1(part), 2000)

12.40.150 ~~12.40.070~~ - Protection of trees in public places.

Fastening Materials to Trees: No person shall fasten any sign, box, wire, rope or other material to any tree or shrub in any street, park or public place, except by permission of the city. Wiring and staking trees to protect and encourage proper growth shall not be prohibited. No person shall break, deface, injure or destroy any tree or shrub in any street, park or public place. The practices of topping of trees and stubbing of branches shall not be allowed.

No person shall fasten any sign, box, wire, rope, or other material to any tree in any right-of-way, park, or public place, except by permission of the city. No person shall break, deface, injure, or destroy any tree or shrub in any right-of-way, park, or public place. Wiring and staking trees to protect and encourage proper growth is allowed.

(Ord. 1073 §1(part), 2000)

12.40.160 ~~100~~ - Penalty.

Any person violating any provision of this chapter shall be guilty of a simple misdemeanor.

(Ord. 1073 §1(part), 2000)

SECTION 3: 15.04.04.230 PERMIT APPLICATION PLANS AND SPECIFICATIONS shall include the following in paragraph A: The plans and specifications shall include a Right-of-Way Tree Plan meeting the requirements of Section 12.40.00

SECTION 4: 17.34.020 - SITE PLAN REVIEW PROCEDURE shall include the following in Section F paragraph 10: The plans and specifications shall include a Right-of-Way Tree Plan meeting the requirements of Section 12.40.00.

SECTION 5: REPEALER. All ordinances or parts thereof in conflict with the provisions of this ordinance are hereby repealed.

SECTION 6: SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of this ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 7: WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

Passed by the Council the \_\_\_\_\_ day of \_\_\_\_\_ 2015, and approved this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

\_\_\_\_\_  
David Krutzfeldt, Mayor

ATTEST:

\_\_\_\_\_  
Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_ 2015.

\_\_\_\_\_  
Amy Miller, City Clerk



## City Council Communication

Meeting Date: December 21, 2015

Requested By: Mayor & City Council

**Item Title: CONSENT AGENDA**

Consider appointment to the Stephen Memorial Animal Shelter Commission.

**Explanation:**

The term of Martha Comfort on the Stephen Memorial Animal Shelter Commission expires at the end of December. Comfort has indicated she does not want to be considered for reappointment. The city has received an application from Jennifer Main. This is a three member board with one representative from the city. Terms on the Stephen Memorial Animal Shelter Commission are for two years. Appointments to the Stephen Memorial Animal Shelter Commission are made by the City Council.

Recommended Action: Consider appointment of Jennifer Main to the Stephen Memorial Animal Shelter Commission for a two year term that expires December 31, 2017.

**Budget Consideration:**

Not applicable.

**Attachments:**

Application from Jennifer Main.

## Application for Board or Commission

---

According to Oskaloosa Charter Article V Section 5.1, All members of boards, commissions and committees shall be registered voters of the City of Oskaloosa except rural members of the Library Board. Are you a registered voter?  
\*

Yes

No

Board or commission applying for (choose one from list):\*

Other (not listed)

Board or commission not listed above:

Name of applicant:\*

Address of Applicant\*

Phone number (day)\*

Phone number (evening)

Email address:\*

Would you like to be interviewed for this position?\*

Yes

No

Why are you interested in this position?\*

Your experience that would be beneficial to the board or commission:\*

Other civic experience:

\* indicates required fields.



City Council Communication  
Meeting Date: December 21, 2015  
Requested By: Mayor & City Council

**Item Title: CONSENT AGENDA**

Consider appointment to the Water Board.

**Explanation:**

An ordinance increasing the number of Water Board members from three to five was adopted at the November 2, 2015 city council meeting so there are currently two openings for Water Board members due to the increase in members; one for a term that ends June 30, 2016, and one for a term that ends June 30, 2018. This is now a five member board that typically meets the third Monday of the month. The city has received an application for appointment to the Water Board from Kevin M. Tacke. Appointments to the Water Board are made by the Mayor with City Council approval. The Mayor recommends that Tacke be appointed to the Water Board for the term that ends June 30, 2018.

Recommended Action: Consider appointment of Kevin M. Tacke to the Water Board for a term that expires June 30, 2018.

**Budget Consideration:**

Not applicable.

**Attachments:**

Application from Kevin M. Tacke.

## Application for Board or Commission

According to Oskaloosa Charter Article V Section 5.1,  
All members of boards, commissions and  
committees shall be registered voters of the City of  
Oskaloosa except rural members of the Library  
Board. Are you a registered voter?  
\*

Yes

No

Board or commission applying for (choose one from  
list):\*

Water Board of Trustees

Board or commission not listed above:

Name of applicant:\*

Address of Applicant\*

Phone number (day)\*

Phone number (evening)

Email address:\*

Would you like to be interviewed for this position?\*

Yes

No

Why are you interested in this position?\*

Your experience that would be beneficial to the board  
or commission:\*

Other civic experience:

\* indicates required fields.



City Council Communication  
Meeting Date: December 21, 2015  
Requested By: Mayor & City Council

**Item Title: CONSENT AGENDA**

Consider appointment to the Historic Preservation Commission.

**Explanation:**

The terms of Adam Haroldson and Kerri Boender on the Historic Preservation Commission expire December 31, 2015. Currently three males and three females serve with one vacancy. Adam Haroldson has indicated he would like to be considered for reappointment but Kerri Boender does not want to be reappointed. As of this writing, no other applications have been received. This is a seven member board that meets as needed. Terms are for three years. Appointments to the Historic Preservation Commission are made by the City Council.

Recommended Action: Consider appointment of Adam Haroldson to the Historic Preservation for a three year term that begins January 1, 2016 and ends December 31, 2018.

**Budget Consideration:**

Not applicable.

**Attachments:**

Application from Adam Haroldson.

## Application for Board or Commission

---

According to Oskaloosa Charter Article V Section 5.1, All members of boards, commissions and committees shall be registered voters of the City of Oskaloosa except rural members of the Library Board. Are you a registered voter?  
\*

Yes

No

Board or commission applying for (choose one from list):\*

Historic Preservation Committee

Board or commission not listed above:

Name of applicant:\*

Address of Applicant\*

Phone number (day)\*

Phone number (evening)

Email address:\*

Would you like to be interviewed for this position?\*

Yes

No

Why are you interested in this position?\*

Your experience that would be beneficial to the board or commission:\*

Other civic experience:

\* indicates required fields.



City Council Communication  
Meeting Date: December 21, 2015  
Requested By: City Manager's Office

**Item Title: CONSENT AGENDA**

Consider a resolution scheduling a public hearing on plans, specifications, form of contract, and estimated cost; and also ordering publication of notice of hearing, and notice to bidders for the Fire Department Renovation and Expansion Project.

**Explanation:**

Rohrbach & Associates has redesigned the project plans and specifications for the Fire Department Renovation and Expansion Project. This item allows staff to proceed with scheduling a public hearing on plans and specifications, and a bid letting date for the project.

If the project is awarded, construction is proposed to commence in the spring of 2016. The anticipated work completion time is 425 calendar days.

Staff is recommending approval of the attached resolution scheduling the necessary public hearing for January 4, 2016 at 6:00pm in the council chambers. Approval of this item also allows staff to advertise from January 5, 2016 – February 9, 2016 to obtain bids for the Fire Department Renovation and Expansion Project. Bids will be due and opened on February 9, 2016 at 2:00pm. The results of the bids will be presented to the City Council for consideration on February 16, 2016.

**Budget Consideration:**

No financial impact is associated with scheduling the public hearing. Minimal charges will be incurred as a result of printing the notice.

**Attachments:**

Resolution  
Notice to bidders

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION FOR SETTING A DATE OF PUBLIC HEARING ON PLANS, SPECIFICATIONS,  
AND ESTIMATED COST; AND ORDERING THE ADVERTISEMENT FOR BIDS ON THE  
REDESIGNED FIRE DEPARTMENT RENOVATION AND EXPANSION PROJECT**

WHEREAS, the Council has authorized the preparation of the proposed plans, specifications, contract documents, and estimate of cost for the Oskaloosa Fire Department Renovation and Expansion Project, which will be on file in the office of the City Clerk for public inspection on December 22, 2015; and

WHEREAS, before the plans, specifications, form of contract and estimate of cost may be adopted, and contract for the construction of the public improvements is entered into, it is necessary, pursuant to Chapter 26 of the Code of Iowa to hold a public hearing and to advertise for bids.

NOW, THEREFORE BE IT HEREBY RESOLVED by the City of Oskaloosa City Council in session this 21st day of December, 2015, as follows:

Section 1. That it is hereby determined that it is necessary and advisable to construct certain public improvements described in general as Oskaloosa Fire Department Renovation and Expansion project, in the manner set forth in the plans and specifications, and form of contract, above referred to, the cost thereof to be paid in accordance with the provisions as set out in the published Notice of Hearing and Letting, the public improvements more generally described as follows: 6,817 square feet of new construction for three apparatus bays and the necessary support facilities and approximately 2,794 square feet within the existing fire house for renovated second floor fire fighter living quarters. Under alternate bid, 911 square feet of new construction for one additional apparatus bay and 2,628 square feet of renovated of the existing apparatus bay.

Section 2. That this Council will meet on the 4th day of January, 2016, at 6:00 p.m., at which time it will hold a public hearing on the proposed plans and specifications for the aforementioned project. At the hearing, any interested person may appear and file objections to the proposed plans, specifications, form of contract, or estimated cost of the project.

Section 2. That the amount of the bid security to accompany each bid shall be in an amount which shall conform to the provisions of the notice to bidders as part of said specifications.

Section 3. That the City Clerk shall publish Notice of Hearing and Notice to Bidders the same being in the form herein above specified, which publication shall be made in the Oskaloosa Herald, a legal newspaper printed wholly in the English language, printed in Oskaloosa, Iowa, and of general circulation therein, which publication shall be in accordance with the State Code of Iowa.

Section 4. That bids will be received by the City of Oskaloosa at the Office of the City Clerk at City Hall, 220 South Market Street, Oskaloosa, IA until 2:00 p.m. on the 9th day of February, 2016, in connection with the aforementioned project.

Section 5. That this Council will meet at the City Council Chambers, Oskaloosa City Hall, Oskaloosa, Iowa, on the 16th day of February, 2016, at 6:00 p.m., and will consider all bids filed pursuant to the plans, specifications, form of contract, and cost for the aforementioned project.

PASSED AND APPROVED this \_\_\_\_\_ day of December, 2015.

---

David Krutzfeldt,  
Mayor

ATTEST:

---

Amy Miller, City Clerk

**NOTICE OF PUBLIC HEARING AND LETTING**  
**OSKALOOSA FIRE DEPARTMENT RENOVATION AND EXPANSION,**  
**CITY OF OSKALOOSA, IOWA**

Notice is hereby given that a public hearing will be held before the City Council of Oskaloosa, Iowa in the Council Chambers, City Hall, 220 South Market Street, Oskaloosa, Iowa, on Monday, January 4, 2016, commencing at 6:00 P.M., Local Time, on the proposed drawings, specifications, form of contract and estimated cost for the **OSKALOOSA FIRE DEPARTMENT RENOVATION AND EXPANSION** project described in the Drawings and Specifications now on file in the Office of the City Clerk. At said hearing, the City Council will receive and consider any objections made by any interested party to said Construction Documents.

Sealed bids will be received at the Office of the City Clerk of the City of Oskaloosa, Iowa located in City Hall, 220 South Market Street, in said City, until 2:00 P.M., Local Time, Tuesday, February 9, 2016, for the construction of the project, as described in the Construction Documents. Each proposal shall be sealed in an envelope marked "Proposal for Oskaloosa Fire Department Renovation and Expansion, Oskaloosa, Iowa".

Sealed proposals will be opened and bids tabulated at a public meeting, presided over by the City Manager or his designee, in the 2nd Floor Council Chambers, City Hall, at 2:00 P.M., Local Time, on Tuesday, February 9, 2016. Bids will be acted upon by the City Council at the meeting scheduled to be held at 6:00 P.M., Local Time, on Tuesday, February 16, 2016.

Copies of said Contract Documents are available at the office of the City Clerk of Oskaloosa for examination by the public. Construction Documents for private use may be obtained from Rapids Reprographics, 415 Highland Avenue #100, Iowa City, Iowa, (319) 354-5950 upon deposit of One Hundred Forty dollars (\$140.00) for each set; which is refundable upon receipt of the Drawings and Specifications, if the Construction Documents are returned in good condition within fifteen (15) days from the date of letting. A non-refundable postage and handling fee of Twenty-five dollars (\$25.00) will be added for each set of Construction Documents to be mailed. Special arrangements must be made for overnight mail delivery.

The general nature of the work on which bids are requested includes renovation of the Fire Department's existing apparatus bay and firefighter living quarters; construction of a new addition containing more (and larger) apparatus bays and equipment storage spaces, offices and support rooms, and an elevator and stairway providing access to the upper floors of City Hall; and related site work; in accordance with the Contract Documents.

The work includes, but is not limited to, excavation, concrete foundations, masonry and brick veneer, structural steel framing, carpentry, standing-seam metal and EPDM membrane roofing, overhead sectional doors, interior framing, finishes and equipment, vehicle ventilation systems; mechanical, electrical, plumbing, communications and security systems; and site grading, paving and utilities.

Bidder is encouraged to attend pre-bid conference at 10:00 A.M. local time on Tuesday, January 26, 2016, in the Council Chambers, City Hall, 220 South Market Street, Oskaloosa, Iowa. A tour of the affected areas of the facility will follow the conference.

Each bidder shall accompany its bid with bid security as defined in Iowa Code Section 26.8, as security that the successful Bidder will enter into a contract for the work bid upon, and will furnish after Award of Contract a corporate surety bond, in a form acceptable to the Jurisdiction, for the faithful performance of the contract, in an amount equal to 100% of the amount of the Contract. The Bidder's security shall be in the amount fixed in the Instruction to Bidders, and shall be in the form of a cashier's check or a certified check drawn on an FDIC-insured bank in Iowa, or on an FDIC-insured bank chartered under the laws of the United States; or a certified share draft drawn on a credit union in Iowa, or chartered under the laws of the United States; or a bid bond on the form provided in the Contract Documents with corporate surety satisfactory to the Jurisdiction. The bid shall contain no condition except as provided in the Specifications.

By virtue of statutory authority; preference will be given to products and provisions grown, and coal produced, within the State of Iowa, and preference will be given to Iowa domestic labor in the construction of the improvements.

In accordance with Iowa statutes, a resident bidder shall be allowed a preference as against a nonresident bidder from a state or foreign country if that state or foreign country gives or requires any preference to bidders from that state or foreign country, including but not limited to any preference to bidders, the imposition of any type of labor force preference, or any other form of preferential treatment to bidders or laborers from that state or foreign country. The preference allowed shall be equal to the preference given or required by the state or foreign country in which the nonresident bidder is a resident. In the instance of a resident labor force preference, a nonresident bidder shall apply the same resident labor force preference to a public improvement in this state as would be required in the construction of a public improvement by the state or foreign country in which the nonresident bidder is a resident.

The Contractor shall NOT include sales or use taxes in the bid. Pursuant to Iowa Code and Iowa Administrative Code, the Contractor will be authorized to purchase building materials that will be incorporated into real property on this project tax-free. Iowa Construction Sales Tax Exemption Certificates will be issued by the City, which will authorize suppliers of building materials to sell materials exempt from Iowa sales tax and any applicable local option sales tax and school infrastructure local option sales tax to the entity listed on the certificate. Upon award of the Contract, the successful Contractor will be required to provide project information on the contractor, and each subcontractor and supplier requiring the exemption certificates. Contractor will maintain records identifying the materials purchased sales tax exempt and will maintain records verifying the use of said materials on said improvement.

The Contract will be awarded to the lowest responsive, responsible bidder. However, the City reserves the right to reject any or all proposals, re-advertise for new bids, to waive irregularities, and to accept any proposals, which in the opinion of the City Council, is deemed to be in the best interest of the City.

The City of Oskaloosa reserves the right to defer acceptance of any bid for a period of sixty (60) calendar days after receipt of bids, and no bid may be withdrawn during this period.

Each successful Bidder will be required to furnish a corporate surety bond in an amount equal to 100% of its Contract price. Said bond shall be issued by a responsible surety approved by City of Oskaloosa, and shall guarantee the faithful performance of the Contract and the terms and conditions therein contained, and shall guarantee the prompt payment of all material and labor, and protect and save harmless the City of Oskaloosa from claims and damages of any kind caused by the operations of the Contract.

The work on this project shall begin upon receipt of the Notice to Proceed, and be fully completed in no more than Four Hundred Twenty-five (425) calendar days. It is anticipated that the Notice to Proceed will be issued on or around February 22, 2016.

Liquidated damages in the amount of Five Hundred Dollars (\$500.00) per working day will be assessed for each day that the work shall remain uncompleted after the end of the Contract period with due allowance for extension of Contract period due to conditions beyond the control of the Contractor.

Payment to the Contractor for said improvements will be made in monthly estimates, and one final payment. Monthly estimates will be equivalent to ninety-five percent (95%) of the Contract value of the work completed during the preceding calendar month. Such monthly payment will in no way be construed as an act of acceptance for any part of the work partially or totally.

Final payment to the Contractor will be made no earlier than thirty (30) days from and after final acceptance of the work by the Jurisdiction. Before final payment is made, the Contractor shall file with the Jurisdiction lien waivers from material suppliers and/or subcontractors showing that they were paid in full for materials supplied and/or work performed on the project.

Published upon order of the City Council of Oskaloosa, Iowa.

Amy Miller,  
City Clerk of the City of Oskaloosa, Iowa

Publish in the Oskaloosa Herald, Oskaloosa, Iowa on December 28, 2015.



City Council Communication  
Meeting Date: December 21, 2015

**Item Title: REGULAR AGENDA**

**Explanation:**

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

**Budget Consideration:**

Not applicable.

**Attachments:**

None.



City Council Communication  
Meeting Date: December 21, 2015  
Requested By: City Manager's Office

**Item Title: PUBLIC HEARING**

Consider a resolution approving the offer and sale of the property owned by the city located at 717 A Avenue East and 603 A Avenue East to Terry Anderson in the amount of \$1,500. (PUBLIC HEARING)

**Explanation:**

The purpose of this item is to hold a public hearing on the potential land transaction between the city of Oskaloosa and Terry Anderson in the amount of \$1,500. Mr. Anderson has indicated the property located at 717 A Avenue East will be rehabilitated, and the structure at 603 A Avenue East will be demolished with the intention to build a new single story, single family, house within two years.

A public hearing is required prior to the city council taking official action on this item. The public hearing will allow the city to receive comments on the proposed sale as well as any additional offers for the acquisition of the properties.

The city is the holder of record title to the property located at 717 A Avenue East in Oskaloosa, Iowa, legally described as: *The South One Hundred Thirty-six and one-half feet of the East Eighty-five feet of Lot One of the Northwest Quarter of the Southwest Quarter of Section Eighteen, Township Seventy-five, Range Fifteen, Mahaska County Iowa;* and at 603 A Avenue East in Oskaloosa, Iowa, legally described as: *Lot 3 of Block 6 of Baer's Addition to the City of Oskaloosa, Iowa.*

Staff has received an offer in the amount of \$1,500 from Mr. Terry Anderson, owner of TJA Construction, to purchase the properties for development: rehabilitating the property at 717 A Avenue East into two units and demolishing the structure at 603 A Avenue East and building a new single story, single family house on the property within two years.

Action associated with this item:

Open public hearing, receive comments, close hearing and approve the resolution approving conveyance of city-owned property at 717 A Avenue East and 603 A Avenue East to Terry Anderson for \$1,500.

**Budget Consideration:**

\$1,500 to the General Fund.

**Attachments:**

Resolution, Anderson letter, parcel information

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION APPROVING THE CONVEYANCE OF CITY-OWNED PROPERTY LOCATED AT 717 A AVENUE EAST AND 603 A AVENUE EAST TO TERRY ANDERSON FOR \$1,500.**

WHEREAS, the City Council of the city of Oskaloosa wishes to consider the sale of city-owned property generally located at the 717 A Avenue East and 603 A Avenue East to Terry Anderson described as:

*The South One Hundred Thirty-six and one-half feet of the East Eighty-five feet of Lot One of the Northwest Quarter of the Southwest Quarter of Section Eighteen, Township Seventy-five, Range Fifteen, Mahaska County Iowa;*  
and  
*Lot 3 of Block 6 of Baer's Addition to the City of Oskaloosa, Iowa.*

WHEREAS, Terry Anderson has offered to the city of Oskaloosa the total purchase price of \$1,500 for the purchase of the properties; and

WHEREAS, there is no known current or future public need for the properties proposed to be sold and the city will not be inconvenienced by the sale of said properties; and

WHEREAS, a public hearing was conducted on December 21, 2015 at 6:00 p.m. in the City Council Chambers, 220 South Market Street, Oskaloosa, Iowa, at which time persons were able to appear and speak for or against the sale of the properties described above.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the city of Oskaloosa, Iowa, that the City Council of Oskaloosa, Iowa approves the conveyance of city-owned properties at 717 A Avenue East and 603 A Avenue East, legally described above, to Terry Anderson in the amount of \$1,500.

PASSED AND APPROVED the 21st day of December, 2015.

\_\_\_\_\_  
David Krutzfeldt, Mayor

ATTEST:

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Amy Miller, City Clerk

J.S. Properties LLC  
2010 Suffolk Road  
Oskaloosa, IA 52577  
641-295-9046

11-2-2015

To: City of Oskaloosa  
Re: House located at 717 A Ave. East and 603 A Ave East  
From: J.S. Properties

I would like to make an offer on the 2 above properties owned by the city.

In my offer on 717 A Ave. East I will rehab this property and make 2 units in this building.

1<sup>st</sup> floor would be a three bedroom unit and the 2<sup>nd</sup> floor would be a 2 bedroom unit. Some of the items that would be done would include exterior painting and roofing as well as interior updating. This property has an old boiler still in with the old pipes with asbestos wrapping which would also be taken care of.

The property at 603 would be demo with the intention of building a new single story single family house on this property with-in 2 years.

My offer is \$1500.00 for both properties and I will take care of all asbestos in 717 A Ave. This offer is with the properties in as in condition.

Terry Anderson



TJA Construction

## Summary

<b>Parcel ID</b>	1118312011
<b>Office Map</b>	971
<b>Property Address</b>	717 A Ave East Oskaloosa
<b>Sec/Twp/Rng</b>	18-75-15
<b>Brief Legal Description</b>	S 136 1/2' OF E 85' LOT 1 NW SW (Note: Not to be used on legal documents)
<b>Document(s)</b>	REC: 2004-1027 REC: 2005-3462 (9/8/2005) CON: 2008-3025 (8/28/2008) REC: 2009-3252 (8/28/2009) REC: 2015-2677 (9/1/2015)
<b>Gross Acres</b>	0.00
<b>Exempt Acres</b>	N/A
<b>Net Acres</b>	0.00
<b>CSR</b>	N/A
<b>Class</b>	R - Residential (Note: This is for tax purposes only. Not to be used for zoning.)
<b>Tax District</b>	OSKALOOSA
<b>School District</b>	OSKALOOSA SCH



If this property is being split, please contact the Assessor's Office at 641-673-5805 for property information.

## Owner

**Primary Owner**  
(Deed Holder)  
City Of Oskaloosa  
220 South Market St  
Oskaloosa, IA 52577-

**Secondary Owner**  
**Mailing Address**

## Land

**Lot Dimensions** Regular Lot: 85.00 x 137.00  
**Lot Area** 0.27 Acres; 11,645 SF

## Residential Dwellings

**Residential Dwelling**

**Occupancy** Two-Family Conversion  
**Style** 2 Story Frame  
**Architectural Style** N/A  
**Year Built** 1900  
**Condition** Below Normal  
**Grade what's this?** N/A  
**Brick or Stone Veneer**  
**Total Gross Living Area** 3,016 SF  
**Attic Type** None;  
**Basement Area Type** Full  
**Basement Area** 1,404  
**Basement Finished Area**

Plumbing	2 Full Bath; 1 Sink;
Fireplaces	1 Masonry;
Porches	1S Frame Enclosed (61 SF); 1S Frame Open (166 SF);
Decks	Bsmt Entry-Low (20 SF);
Additions	1 Story Frame (208 SF);
Garages	

## Sales

Date	Seller	Buyer	Recording	NUTC	Type	Multi Parcel	Amount
8/28/2015	PALACIOS, AARON JOSEPH	CITY OF OSKALOOSA IOWA	2015-2677	Sale to/by Government/Exempt Organization	Change of Title		\$0.00
8/28/2008	CK ENTERPRISES LC	PALACIOS, AARON JOSEPH	2009-3252	Fulfillment of Prior Year Contract	Warranty Deed		\$0.00
8/28/2008	CK ENTERPRISES LC	PALACIOS, AARON JOSEPH	2008-3025	Unuseable Sale - Other	Contract		\$35,000.00
9/8/2005	CK ENTERPRISES LC	MARTIN, ADAM/JESSICA	2005-3462	Contract Forfeiture	Affidavit		\$0.00
3/19/2004	CK ENTERPRISES LC	MARTIN, ADAM/JESSICA	2004-1027	Normal Arms-Length Transaction	Contract		\$40,360.00
5/23/1997			273-41	Normal Arms-Length Transaction	Warranty Deed		\$36,500.00

+

## Valuation

	2015	2014	2013	2012	2011
Classification	Residential	Residential	Residential	Residential	Residential
+ Land	\$13,260	\$13,260	\$13,260	\$13,260	\$14,850
+ Building	\$57,230	\$57,230	\$57,230	\$22,010	\$23,960
= Total Assessed Value	\$70,490	\$70,490	\$70,490	\$35,270	\$38,810

VALUES ARE NOT CERTIFIED UNTIL APRIL 1ST AND ARE SUBJECT TO BOARD OF REVIEW

## Taxation

	2014 Pay 2015-2016	2013 Pay 2014-2015	2012 Pay 2013-2014
+ Taxable Land Value	\$7,390	\$7,213	\$7,003
+ Taxable Building Value	\$31,896	\$31,133	\$11,625
+ Taxable Dwelling Value	\$0	\$0	\$0
= Gross Taxable Value	\$39,286	\$38,346	\$18,628
- Military Exemption	\$0	\$0	\$0
= Net Taxable Value	\$39,286	\$38,346	\$18,628
x Levy Rate (per \$1000 of value)	36.84406	35.90845	37.25362
= Gross Taxes Due	\$1,447.46	\$1,376.95	\$693.96
- Ag Land Credit	\$0.00	\$0.00	\$0.00
- Disabled and Senior Citizens Credit	\$0.00	\$0.00	\$0.00

- Family Farm Credit	\$0.00	\$0.00	\$0.00
- Homestead Credit	(\$178.69)	(\$174.16)	(\$180.68)
- Business Property Credit	\$0.00	\$0.00	\$0.00
- Prepaid Tax	\$0.00	\$0.00	\$0.00
<b>= Net Taxes Due</b>	<b>\$1,268.00</b>	<b>\$1,202.00</b>	<b>\$514.00</b>

## Pay Property Taxes

[Click here to pay property taxes for this parcel.](#)

## Tax History

Year	Due Date	Amount	Paid	Date Paid	Receipt
2014	March 2016	\$634	No		15155
	September 2015	\$634	No		
2013	March 2015	\$601	Yes	3/31/2015	15135
	September 2014	\$601	Yes	3/31/2015	
2012	March 2014	\$257	Yes	6/6/2014	15123
	September 2013	\$257	Yes	6/6/2014	

## Iowa Land Records

REC: 2005-3462 (9/8/2005)

REC: 2015-2677 (9/1/2015)

REC: 2009-3252 (8/28/2009)

CON: 2008-3025 (8/28/2008)

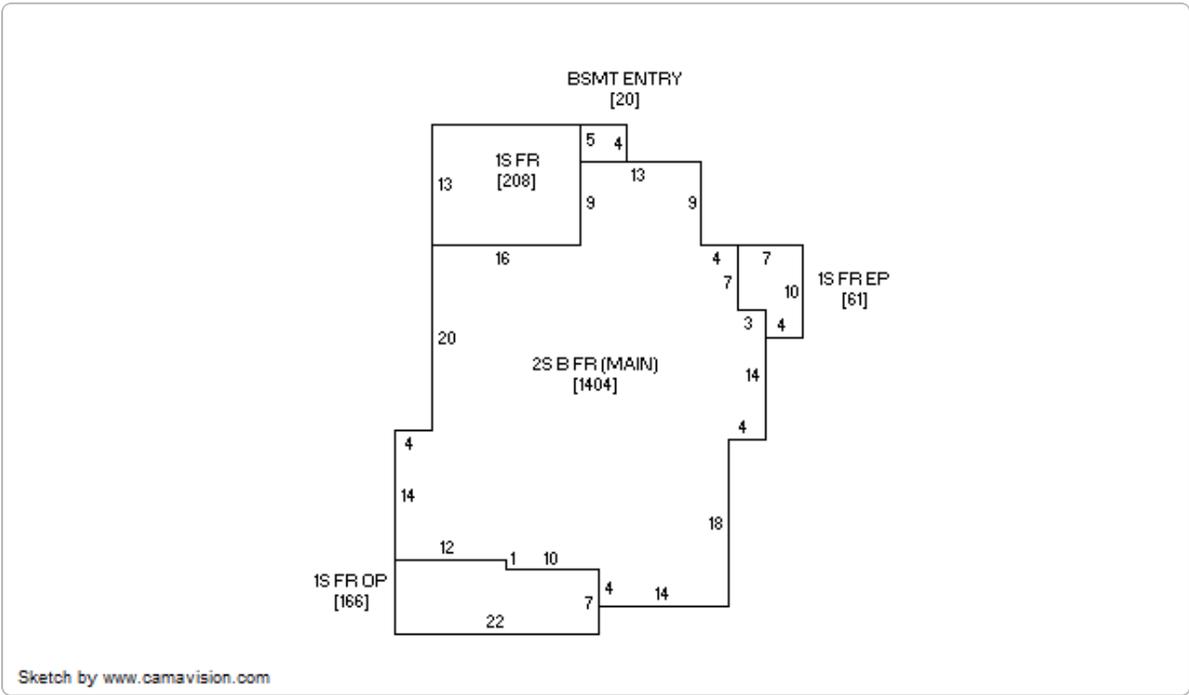
REC: 2004-1027 ()

*Data for Mahaska County between Beacon and Iowa Land Records is available on the Iowa Land Records site beginning in 2003. For records prior to 2003, contact the County Recorder or Customer Support at [www.IowaLandRecords.org](http://www.IowaLandRecords.org).*

## Photos



## Sketches



# Real Estate Changes

[Click here for the Assessor's form to report real estate changes.](#)

No data available for the following modules: Commercial Buildings, Agricultural Buildings, Yard Extras, Tax Sale Certificate.

The information in this web site represents current data from a working file which is updated continuously. Information is believed reliable, but its accuracy cannot be guaranteed. No warranty, express or implied, is provided for the data herein, or its use. Special assessments not shown. When using this information for payment purposes or for closing information please contact the Treasurer's office at (641)673-5482.

Last Data Upload: 12/2/2015 9:12:51 PM



## Summary

Parcel ID	1118311007
Office Map	971
Property Address	603 A Ave East Oskaloosa
Sec/Twp/Rng	18-75-15
Brief Legal Description	LOT 6 BLK 3 BAERS AD D (Note: Not to be used on legal documents)
Document(s)	DED: 2015-1854 (6/23/2015)
Gross Acres	0.00
Exempt Acres	N/A
Net Acres	0.00
CSR	N/A
Class	R - Residential (Note: This is for tax purposes only. Not to be used for zoning.)
Tax District	OSKALOOSA
School District	OSKALOOSA SCH



If this property is being split, please contact the Assessor's Office at 641-673-5805 for property information.

## Owner

**Primary Owner**  
(Deed Holder)  
City Of Oskaloosa  
220 South Market St  
Oskaloosa, IA 52577-

**Secondary Owner**  
**Mailing Address**

## Land

**Lot Dimensions** Regular Lot: 60.00 x 120.00  
**Lot Area** 0.17 Acres; 7,200 SF

## Residential Dwellings

**Residential Dwelling**

**Occupancy** Single-Family / Owner Occupied  
**Style** 1 Story Frame  
**Architectural Style** N/A  
**Year Built** 1900  
**Condition** Very Poor  
**Grade what's this?** N/A  
**Brick or Stone Veneer**  
**Total Gross Living Area** 723 SF  
**Attic Type** None;  
**Basement Area Type** Full  
**Basement Area** 723  
**Basement Finished Area**  
**Plumbing** 1 Full Bath; 1 Mtl Stall Shower;  
**Fireplaces**  
**Porches** 1S Frame Enclosed (72 SF); 1S Frame Enclosed (112 SF);  
**Decks**

Additions  
Garages

264 SF - Att Frame (Built 1900);

## Sales

Date	Seller	Buyer	Recording	NUTC	Type	Multi Parcel	Amount
6/18/2015	FIGGINS, RENA	CITY OF OSKALOOSA	2015-1854	No consideration	Quit Claim Deed		\$0.00

+

## Valuation

	2015	2014	2013	2012	2011
Classification	Residential	Residential	Residential	Residential	Residential
+ Land	\$5,850	\$5,850	\$5,850	\$5,850	\$10,080
+ Building	\$7,790	\$7,790	\$7,790	\$7,790	\$11,220
= Total Assessed Value	\$13,640	\$13,640	\$13,640	\$13,640	\$21,300

VALUES ARE NOT CERTIFIED UNTIL APRIL 1ST AND ARE SUBJECT TO BOARD OF REVIEW

## Taxation

	2014 Pay 2015-2016	2013 Pay 2014-2015	2012 Pay 2013-2014
+ Taxable Land Value	\$3,260	\$3,182	\$3,090
+ Taxable Building Value	\$4,342	\$4,238	\$4,114
+ Taxable Dwelling Value	\$0	\$0	\$0
= Gross Taxable Value	\$7,602	\$7,420	\$7,204
- Military Exemption	\$0	\$0	\$0
= Net Taxable Value	\$7,602	\$7,420	\$7,204
x Levy Rate (per \$1000 of value)	36.84406	35.90845	37.25362
= Gross Taxes Due	\$280.09	\$266.44	\$268.38
- Ag Land Credit	\$0.00	\$0.00	\$0.00
- Disabled and Senior Citizens Credit	\$0.00	\$0.00	\$0.00
- Family Farm Credit	\$0.00	\$0.00	\$0.00
- Homestead Credit	\$0.00	\$0.00	\$0.00
- Business Property Credit	\$0.00	\$0.00	\$0.00
- Prepaid Tax	\$0.00	\$0.00	\$0.00
= Net Taxes Due	\$280.00	\$266.00	\$268.00

## Pay Property Taxes

[Click here to pay property taxes for this parcel.](#)

## Tax History

Year	Due Date	Amount	Paid	Date Paid	Receipt
2014	March 2016	\$140	No		12463



City Council Communication  
Meeting Date: December 21, 2015  
Requested By: City Clerk/Finance

**Item Title: PUBLIC HEARING**

Consider a resolution levying a special assessment against private property for cutting and removal of weeds by the City of Oskaloosa, Iowa in accordance with Title 8, Chapter 8.20 of the City Code of the City of Oskaloosa, Iowa. (PUBLIC HEARING)

**Explanation:**

This is the time for the public hearing on levying a special assessment against private property for weed cutting as outlined in Exhibit A. Certified notices were sent to each property owner and a notice was published in the Oskaloosa Herald. If approved, the property owner will have 30 days to pay for weed cutting in the City Clerk's office. After the 30 days it will be assessed to their property taxes with a payment schedule of 1 year at 9% interest.

Staff recommends opening the public hearing, receive oral and written comments, close hearing and approve resolution.

**Budget Consideration:**

\$1,500 revenue to the Sanitary Sewer Fund to offset expenses related to the work performed by the City, plus \$130 in interest.

**Attachments:**

Resolution  
Exhibit A

RESOLUTION NO. \_\_\_\_\_

RESOLUTION LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR CUTTING AND REMOVAL OF WEEDS BY THE CITY OF OSKALOOSA, IOWA, IN ACCORDANCE WITH TITLE 8, CHAPTER 8.20 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA.

WHEREAS, the City of Oskaloosa, Iowa did cut and remove weeds and brush from private properties listed in Exhibit "A" attached hereto and by this reference incorporated within; and

WHEREAS, the City Council of the City of Oskaloosa, Iowa is empowered to levy such assessment as may be appropriate against said properties for such cutting and removal of weeds and brush by Title 8, Chapter 8.20 of the City Code of the City of Oskaloosa, Iowa; and

WHEREAS, hearing on said assessments was duly scheduled for the 21<sup>st</sup> day of December, 2015 at 6:00 p.m., proper notice of said hearing was given; and

WHEREAS, hearing before the City Council of the City of Oskaloosa, Iowa was held at the above mentioned date and time, and all objections to said assessments were heard; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Oskaloosa, Iowa that special assessments for the cutting and removal of weeds and brush are hereby levied against the properties described in Exhibit "A" unless said special assessments are paid in full within thirty days. All unpaid assessments will draw annual interest at nine per cent computed to the December 1<sup>st</sup> next following the due dates. The unpaid assessments shall constitute a lien against the property and shall be collected by the County Treasurer in the same manner as other taxes. Any assessments more than five hundred dollars will be paid in annual installments that will not exceed fifteen.

PASSED AND APPROVED this 21<sup>st</sup> day of December, 2015.

\_\_\_\_\_  
David Krutzfeldt, Mayor

ATTEST:

\_\_\_\_\_  
Amy Miller, City Clerk

EXHIBIT "A"  
 2015 WEED CUTTING ASSESSMENTS  
 September 2015

OWNER	OFFENSE	ADDRESS/LEGAL	DATE MOWED	LABOR	COST
PA Seven LLC Parcel ID 1024135005	2nd	612 5th Ave W W 1/3 Lot 4 & E 1/3 Lot 5 Longs Add	9/22/2015	1 hour	\$ 300.00
Rilla Bartlow Parcel ID 1024218014	2nd	805 South B St Lot 49 Crookhams SD of Lots 1 & A SW NE	9/22/2015	1 hour	\$ 300.00
Robert W De Cook Parcel ID 1024210005	3rd	115 5th Ave W S 1/2 Lot 5 & W 20' S 1/2 Lot 6 Blk 12 Montgomerys Add	9/22/2015	1 hour	\$ 350.00
Ron Terpstra/Travis, Jenny Gay Parcel ID 1013381007	1st	112 South I St N 1/2 Lot 22 Central Add	9/24/2015	1 hour	\$ 250.00
Pauline L Arballo/Mary Wims Parcel ID 1118353003	2nd	710 A Ave E Lot B Smith Block	9/24/2015	1 hour	\$ 300.00

Weed removal on private property:

Minimum of one hour charged. After first hour, fee shall be charged by the quarter hour.

1 <sup>st</sup> cleanup	\$200.00 fee + \$50.00 per hr.
2 <sup>nd</sup> cleanup	\$250.00 fee + \$50.00 per hr.
3 <sup>rd</sup> cleanup	\$300.00 fee + \$50.00 per hr.
4 <sup>th</sup> cleanup	\$350.00 fee + \$50.00 per hr.
5 <sup>th</sup> cleanup	\$400.00 fee + \$50.00 per hr.
6 <sup>th</sup> cleanup	\$450.00 fee + \$50.00 per hr.



City Council Communication  
Meeting Date: December 21, 2015  
Requested By: City Manager's Office

**Item Title:**

Discussion and possible action on the potential renewal of the city's Local Option Sales and Services Tax (LOSST).

**Explanation:**

The city's voter-approved LOSST is set to expire on December 31, 2017. This item is reserved to continue previous discussions about the potential renewal of the LOSST in 2016.

The current voter-approved ballot language is included with this item, along with a sample reflecting previous discussions held by the city council during study sessions.

**Budget Consideration:**

None at this time.

**Attachments:**

1. Current LOSST ballot language
2. Example ballot language for renewal

**OFFICIAL BALLOT**

\*\*\*\*\*

**SEPTEMBER 25, 2001**

\*\*\*\*\*

**COUNTY OF MAHASKA  
STATE OF IOWA**

**CITY OF OSKALOOSA**

**LOCAL OPTION SALES TAX**

I

**SHALL THE FOLLOWING PUBLIC MEASURE BE ADOPTED?**

YES

NO

**SUMMARY:** To authorize the imposition of a local option sales and services tax in the Cities of Oskaloosa and University Park at the rate of one percent (1%) to be effective from January 1, 2002, to December 31, 2016.

A local option sales and services tax shall be imposed in the Cities of Oskaloosa and University Park at the rate of one percent (1%) to be effective from January 1, 2002, to December 31, 2016.

Revenues from the sales and services tax are to be allocated as follows:

**FOR THE CITY OF OSKALOOSA, IOWA:**

Zero percent (0%) for property tax relief.

The specific purpose for which revenue shall be expended is up to one hundred percent (100%) to the Oskaloosa Community School District for the purpose of the construction and renovation of school facilities, subject to the successful passage of the local option sales tax for school infrastructure for the Oskaloosa Community School District.

In the event the Oskaloosa Community School District does not require one hundred percent (100%) of the revenue for the construction and renovation of school facilities, or the Oskaloosa Community School District local option sales tax for school infrastructure is not approved by the voters of Mahaska County, the specific purposes for which revenues shall otherwise be expended are: annual street construction projects; construction and maintenance of recreational facilities; capital expenditures for construction, renovation, fixtures and maintenance of public facilities; capital equipment purchases

**OSKALOOSA #1**

For an affirmative vote upon the questions submitted upon this ballot, mark an "X" in the box next to the word "YES", for a negative vote, mark an "X" in the box next to the word "NO".

**SCHOOL INFRASTRUCTURE TAX**

L

**SHALL THE FOLLOWING PUBLIC MEASURE BE ADOPTED?**

YES

NO

**SUMMARY:** To authorize imposition of a one percent (1%) local sales and services tax in the County of Mahaska for school infrastructure projects for ten (10) years, from January 1, 2002, to December 31, 2011.

A local sales and services tax for school infrastructure projects shall be imposed in the County of Mahaska at the rate of one percent (1%). The tax will begin on January 1, 2002. The tax will be in effect for a period of ten (10) years until December 31, 2011.

The money received will be spent for activities in which a school district is authorized to contract indebtedness and issue general obligation bonds under Iowa Code Section 296.1 and as specified in a school infrastructure project plan on file with the Secretary of each school district located in Mahaska County by September 1, 2001. Qualifying activities would include construction, reconstruction, repair, purchasing, or remodeling schoolhouses, stadiums, gymnasiums, fieldhouses or bus garages. School infrastructure activities also include the procurement of schoolhouse construction sites and making site improvements. Additional qualifying activities include payment or retirement of outstanding bonds previously issued for school infrastructure purposes, or the payment of bonds issued under Iowa Code Section 422E.4.

*Kay Duranson*  
Mahaska County Auditor and  
County Commissioner of

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION REQUESTING SUBMISSION AND CALLING FOR AN ELECTION ON THE QUESTION OF THE IMPOSITION OF A LOCAL SALES AND SERVICES TAX IN THE CITY OF OSKALOOSA LOCATED WITHIN MAHASKA COUNTY.**

**WHEREAS**, Chapter 423B of the Iowa Code provides for the imposition of certain local option taxes, including a local sales and services tax; and

**WHEREAS**, the Code provides that the question of the imposition of a local sales and services tax shall be submitted to the registered voters of the incorporated and unincorporated areas of the county upon receipt by the county commissioner of elections of the motion or motions, requesting such submission, adopted by the governing body or bodies of the city or cities within the county representing at least one-half the population of the county; and

**WHEREAS**, the City Council of the City of Oskaloosa, Iowa is the governing body of a city whose population constitutes in excess of one-half of the population of Mahaska County; and

**WHEREAS**, adequate funding for the construction and maintenance of public street infrastructure is essential to creating and maintaining a strong urban core and healthy neighborhoods; and,

**WHEREAS**, in recognition of the need for the Recreation and Early Childhood Education Project and in furtherance of the City's commitment to the health and welfare of the City and Mahaska County; and,

**WHEREAS**, the City Council finds it to be in the best interests of the City and Mahaska County for the voters to be asked whether a one cent local sales and services tax should be imposed for a period of twenty (20) years and used as set forth in the ballot proposition stated below.

**NOW, THEREFORE, BE IT RESOLVED** BY THE CITY COUNCIL OF THE CITY OF OSKALOOSA, IOWA, as follows:

1. That the Board of Supervisors of Mahaska County, Iowa, is requested to cause to be submitted to the voters of Oskaloosa, Iowa the question of the imposition of a local option sales and services tax to begin on January 1, 2017, and the following ballot proposition language for the proposed imposition of a local sales and services tax is approved:

SHALL THE FOLLOWING PUBLIC MEASURE BE ADOPTED? Yes   
No

Summary: To authorize imposition of a local sales and services tax in the city of Oskaloosa, at the rate of one percent (1%) to be effective from January 1, 2017 until December 31, 2036.

Revenues from the sales and services tax are to be allocated as follows:

FOR THE CITY OF OSKALOOSA:

75% for the Recreation and Early Childhood Education Project until all project debt obligations are met. Any surplus funds shall be used for annual street construction, sanitary or storm sewer projects; construction and maintenance of recreation facilities; capital expenditures for construction, renovation, fixtures and maintenance of public facilities; capital equipment purchases.

25% for annual street construction, sanitary or storm sewer projects; construction and maintenance of recreation facilities; capital expenditures for construction, renovation, fixtures and maintenance of public facilities; capital equipment purchases.

0% for property tax relief.

In the event the Recreation and Early Childhood Education Project local option sales tax is not approved by the voters of Mahaska County, the specific purposes for which revenues shall otherwise be expended are: annual street construction, sanitary or storm sewer projects; construction and maintenance of recreation facilities; capital expenditures for construction, renovation, fixtures and maintenance of public facilities; capital equipment purchases

2. The Mahaska County Commissioner of Elections is hereby requested and authorized to place said ballot proposition language on the ballot for a special election to be held on the date of the special election on May 3, 2016.
3. The Mahaska County Board of Supervisors is hereby requested to consider the Oskaloosa City Council's request to direct that the ballot contain a provision for the repeal, without election, of the local sales and service tax on December 31, 2036.
4. The City Clerk is hereby authorized and directed to promptly provide a certified copy of this resolution to the Mahaska County Commissioner of Elections and to notify the Mahaska County Board of Supervisors of the adoption of this resolution.

**PASSED AND APPROVED** this \_\_\_ day of \_\_\_\_\_, 201\_.

\_\_\_\_\_  
David Krutzfeldt, Mayor

ATTEST: \_\_\_\_\_  
Amy Miller, City Clerk



## City Council Communication

Meeting Date: December 21, 2015

Requested By: Council Appointed Staff

**Item Title: Report on Items from City Staff**

- a) City Manager.
- b) City Clerk.
- c) City Attorney.

**Explanation:**

This item is reserved to receive reports from the City Manager, City Clerk, and/or the City Attorney.

**Budget Consideration:**

Not applicable, report(s) only.

**Attachments:**

None.



## City Council Communication

Meeting Date: December 21, 2015

Requested By: Mayor & City Council

**Item Title: City Council Information**

**Explanation:**

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.

**Budget Consideration:**

Not applicable, report(s) only.

**Attachments:**

None.