

**CITY OF OSKALOOSA CITY COUNCIL MEETING
REGULAR SESSION**

**COUNCIL CHAMBERS – CITY HALL, 220 S. MARKET STREET
MAY 7, 2012 – 6:30 P.M.**

AGENDA

CALL TO ORDER – 6:30 P.M.

ITEM 1. INVOCATION: Levi State, Youth Director, Jubilee Family Church

ITEM 2. PLEDGE OF ALLEGIANCE.

ITEM 3. ROLL CALL.

ITEM 4. SWEAR IN NEW POLICE OFFICER CALVIN KOCK

ITEM 5. COMMUNITY COMMENTS.

ITEM 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 and discussed separately.

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

1. April 16, 2012 Regular City Council Meeting Minutes
2. May 7, 2012 Agenda

b) Receive and file minutes of Boards and Commissions (ANY RECOMMENDATIONS CONTAINED IN MINUTES BECOME EFFECTIVE ONLY UPON SEPARATE COUNCIL ACTION).

1. April 17, 2012 Civil Service Commission Minutes
2. April 2, 2012 Airport Commission Minutes
3. April 2, 2012 Municipal Housing Agency Minutes
4. April 3, 2012 Municipal Housing Agency Minutes
5. April 24, 2012 Municipal Housing Agency Minutes

c) Claims

1. Claims for April 2012.

d) Permit Motions and Resolutions as Recommended by the City Clerk.

New:

None.

Renewal:

1. Consider approval of renewal application for Class B Native Wine Permit (WBN) from Kerri Boender dba The Antique Peddler, 213 High Avenue East.

Resolutions & Motions:

1. Consider a resolution providing for the financial support of the Area 15 Regional Planning Commission for Fiscal Year 2013 in the amount of \$4,699.83.
2. Consider a resolution to temporarily close South 8th Street between 1st Avenue East and 2nd Avenue East beginning June 4, 2012 and ending June 8, 2012 for a church activity.

Ordinances:

None.

----- END OF CONSENT CALENDAR -----

ITEM 7. REQUESTS FROM THE COMMUNITY

- a) Request from Sherry Vavra, Executive Director, Mahaska Community Recreation Foundation, to report on quarterly activities.

ITEM 8. ANNOUNCEMENT OF VACANCIES. APPLICANTS MUST RESIDE IN OSKALOOSA AND BE 18 YEARS OF AGE UNLESS SPECIFIC QUALIFICATIONS ARE STATED.

- a) Building Code Board of Appeals – One vacancy to fill upon appointment and to serve at the pleasure of the Mayor. (4 males and 0 females currently serve).
- b) Enterprise Zone Commission - One at-large member to the Enterprise Zone Commission to fill an unexpired term that ends June 30, 2013. This is a nine member commission that meets as needed. (3 males and 5 females current serve).
- c) Housing Trust Fund Committee – One at-large vacancy to fill approved and appointed by the City Council for a three year term that ends January 31, 2015. (1 male and 3 females currently serve).

- d) Planning and Zoning Commission – One vacancy to fill approved and appointed by the City Council for five year term that ends April 30, 2017 and one vacancy to fill an unexpired term that ends April 30, 2014. This is seven member commission. (5 males and 1 female currently serve).

ITEM 9. MAYORAL AND COUNCIL APPOINTMENTS. APPLICANTS MUST RESIDE IN OSKALOOSA AND BE 18 YEARS OF AGE UNLESS SPECIFIC QUALIFICATIONS ARE STATED.

- a) Consider a motion appointing an individual to the Library Board of Trustees.
- b) Consider a motion appointing the City of Oskaloosa's representatives to the South Central Regional Airport Agency (SCRAA).

REGULAR AGENDA – PUBLIC HEARING ITEMS:

ITEM 10. CONSIDER AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY REZONING THE PROPERTIES LOCATED AT 304 NORTH 1ST STREET, 310 NORTH 1ST STREET, AND 305 NORTH 2ND STREET FROM R-2, URBAN FAMILY RESIDENTIAL DISTRICT, TO UC, URBAN CORRIDOR DISTRICT – 1ST READING. (PUBLIC HEARING)

ITEM 11. CONSIDER AN ORDINANCE ESTABLISHING A “NO PARKING ZONE” ON THE NORTH SIDE OF E AVENUE EAST BETWEEN NORTH 3RD STREET AND NORTH 4TH STREET – 1ST READING. (PUBLIC HEARING)

REGULAR AGENDA – RESOLUTIONS & MOTIONS:

ITEM 12. CONSIDER A RESOLUTION APPROVING A GRANT AGREEMENT WITH MAHASKA COUNTY COMMUNITY FOUNDATION FOR A DOG PARK.

ITEM 13. CONSIDER A RESOLUTION APPROVING A GRANT AGREEMENT WITH MAHASKA COUNTY COMMUNITY FOUNDATION FOR THE PURPOSE OF STUDENT INTERNSHIPS.

ITEM 14. CONSIDER A RESOLUTION APPROVING AND AUTHORIZING THE RECEIPT, DISTRIBUTION AND EXPENDITURE OF GRANT FUNDS ASSOCIATED WITH THE IOWA DEPARTMENT OF PUBLIC HEALTH'S HEALTHY IOWANS PROGRAM.

ITEM 15. CONSIDER A MOTION TO APPROVE PAY REQUEST NO. 1 FOR THE NORTH 7TH & J AVENUE EAST SANITARY SEWER IMPROVEMENTS PROJECT TO SYNERGY CONTRACTING LLC. IN THE AMOUNT OF \$128,578.70.

ITEM 16. CONSIDER A RESOLUTION TO APPROVE THE CONTRACT AND BOND FOR THE NORTH GREEN STREET PAVING PROJECT TO CORNERSTONE EXCAVATING, INC. IN THE AMOUNT OF \$979,960.40.

ITEM 17. CONSIDER A RESOLUTION TERMINATING THE CONTRACT DATED JULY 16, 1979 BETWEEN THE OSKALOOSA LOW-RENT HOUSING AGENCY OF OSKALOOSA, IOWA WITH THE CITY OF OSKALOOSA.

ITEM 18. REPORT ON ITEMS FROM CITY STAFF.

a) City Manager.

b) City Clerk.

c) City Attorney.

ITEM 19. CITY COUNCIL INFORMATION.

ADJOURNMENT

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: CALL TO ORDER AND ROLL CALL – 6:30 p.m.

1. Invocation: Levi State, Youth Director, Jubilee Family Church
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: May 7, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE:

Swear in new police officer Calvin Kock.

EXPLANATION:

The Police Department has completed the necessary work to fill their vacancy. Calvin Kock is the newest Oskaloosa Police Officer and he recently passed his polygraph and physical test and will be starting at the Oskaloosa Police Department on Monday, May 30, 2012. He will not attend the Iowa Law Enforcement Academy until late summer/fall (the next available opening) but will be in Field Training until that time. Now is the time for the Mayor to administer the oath to Calvin Kock.

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS:

None.



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY:

ITEM TITLE: COMMUNITY COMMENTS.

EXPLANATION:

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.

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS:

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

Item 1. Minutes and reports from city council meetings, boards and commissions:

Staff recommends council receive and file these documents.

Item 2. Consider approval of payment of claims - April 2012

Item 3. Renewal application for Class B Native Wine Permit (WBN) from Kerri Boender dba The Antique Peddler, 213 High Avenue East.

- No complaints received.

Item 4. Consider a resolution providing for the financial support of the Area 15 Regional Planning Commission for Fiscal year 2013.

Item 5. Consider a resolution to temporarily close South 8th Street between 1st Avenue East and 2nd Avenue East beginning on June 4, 2012 and ending June 8, 2012 for a church activity.



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: CONSENT AGENDA – ITEM 1

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 and discussed separately.

- A. Approval of Council Minutes and Actions, subject to corrections, as recommended by the City Clerk.
 - 1. April 16, 2012 Regular City Council Meeting Minutes
 - 2. May 7, 2012 Agenda

- B. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - 1. April 17, 2012 Civil Service Commission Minutes
 - 2. April 2, 2012 Airport Commission Minutes
 - 3. April 2, 2012 Municipal Housing Agency Minutes
 - 4. April 3, 2012 Municipal Housing Agency Minutes
 - 5. April 24, 2012 Municipal Housing Agency Minutes

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS:

April 16, 2012 Regular City Council Meeting Minutes

April 17, 2012 Civil Service Commission Minutes

April 2, 2012 Airport Commission Minutes

April 2, 2012 Municipal Housing Agency Minutes

April 3, 2012 Municipal Housing Agency Minutes

April 24, 2012 Municipal Housing Agency Minutes

OSKALOOSA CITY COUNCIL
REGULAR MEETING
April 16, 2012

The Oskaloosa City Council met in regular session on Monday, April 16, 2012, at 6:30 p.m. with Mayor Krutzfeldt presiding and the following members answering roll call: Caligiuri, Jimenez, Moore, Ver Steeg, Walling and Yates. Absent: Van Zetten.

Charlie Comfort, 501 South 3rd Street, commented on the Encroachment Agreement for the Optimist Club's Flag Project.

It was moved by Jimenez, seconded by Moore to approve the following consent agenda items:

1. April 2, 2012 Regular City Council Meeting Minutes
2. April 16, 2012 Agenda
3. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - a. March 2, 2012 Municipal Housing Agency Minutes
 - b. March 26, 2012 Public Library Board of Trustees Minutes
 - c. February 27, 2012 Public Library Board of Trustees Minutes
 - d. January 23, 2012 Public Library Board of Trustees Minutes
 - e. September 26, 2011 Public Library Board of Trustees Minutes
 - f. October 25, 2011 Board of Adjustment Minutes
 - g. April 11, 2012 Planning & Zoning Commission Minutes
4. Renewal application for Class B Beer Permit from Big Ed's BBQ, Inc., 104 1st Avenue East.
5. Renewal application for Class C Liquor License with Outdoor Service from Hot Shotz Inc., 507 High Avenue West.

The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

Jimenez introduced Resolution No. 12-04-25 entitled "A RESOLUTION AUTHORIZING THE TEMPORARY STREET CLOSURE OF FIRST STREET FROM A AVENUE TO FIRST AVENUE, FIRST AVENUE FROM FIRST STREET TO 150 FEET WEST OF MARKET STREET, AND HIGH AVENUE FROM FIRST STREET TO 150 FEET WEST OF MARKET STREET TO ALLOW FOR PAVEMENT PRESERVATION RELATED ACTIVITY" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Jimenez introduced Resolution No. 12-04-26 entitled "TEMPORARY ROAD CLOSURE RESOLUTION" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Jimenez introduced "AN ORDINANCE ESTABLISHING A "NO PARKING" ZONE ON BOTH SIDES OF NORTH GREEN STREET FROM M AVENUE WEST TO TWO THOUSAND NINE HUNDRED AND FIFTY (2,950) FEET NORTH OF M AVENUE WEST, PROHIBITING THE PARKING OF MOTOR VEHICLES OR OTHER TYPE OF VEHICLES WITHIN SAID NO PARKING ZONE; AND PROVIDING FOR PENALTIES FOR THE VIOLATION THEREOF" and moved its approval on the third reading. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said ordinance duly adopted. The ordinance was assigned No. 1319.

Walling introduced Resolution No. 12-04-27 entitled "RESOLUTION SETTING DATE FOR A PUBLIC HEARING TO AMEND THE ZONING ORDINANCE OF THE CITY OF OSKALOOSA, IOWA BY CHANGING THE ZONING OF CERTAIN PROPERTY LOCATED AT 304 NORTH 1ST STREET, 310 NORTH 1ST STREET, AND 305 NORTH 2ND STREET FROM R-2, URBAN FAMILY RESIDENTIAL DISTRICT, TO UC, URBAN CORRIDOR DISTRICT" and moved its approval. Jimenez seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Walling introduced Resolution No. 12-04-28 entitled "RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING TO CONSIDER AN ORDINANCE ESTABLISHING A "NO PARKING ZONE" ALONG THE NORTH SIDE OF E AVENUE EAST BETWEEN NORTH 3RD STREET AND NORTH 4TH STREET" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Dawn Collins, Executive Director of the Mahaska County YMCA, reported on the activities of the Mahaska County YMCA in 2011.

It was moved by Ver Steeg, seconded by Yates to approve the request from the Mahaska Ruritan Club to hold Farmers' Market from May 15, 2012, through October 9, 2012, on Tuesday afternoons on the east side of the square on South 1st Street from approximately 3:15 p.m. to 6:00 p.m. subject to receipt of a \$1,000,000 certificate of

liability insurance naming the city as additional insured. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

The Mayor announced there were vacancies on the Building Code Board of Appeals, Enterprise Zone Commission, Housing Trust Fund Committee and Planning and Zoning Commission.

It was moved by Moore, seconded by Ver Steeg to approve the appointment of Brian Booy to the Planning & Zoning Commission for a five year term that ends April 30, 2017. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

The Mayor announced this was the time and place for the public hearing on approval of the plans, specifications, form of contract and estimate of costs for the North Green Street Paving Project and that citizens would now have an opportunity to comment. There were no oral or written comments received. The Mayor declared said hearing closed.

Caligiuri introduced Resolution No. 12-04-29 entitled "A RESOLUTION TO APPROVE FINAL PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COSTS FOR THE NORTH GREEN STREET PAVING PROJECT" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

The Mayor announced this was the time and place for the public hearing on award of the contract for the North Green Street Paving Project and that citizens would now have an opportunity to comment. There were no oral or written comments received. The Mayor declared said hearing closed.

Jimenez introduced Resolution No. 12-04-30 entitled "A RESOLUTION TO ACCEPT BIDS AND AWARDING THE CONSTRUCTION CONTRACT FOR THE NORTH GREEN STREET PAVING PROJECT" and moved its approval. Yates seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 12-04-31 entitled "RESOLUTION FOR PRELIMINARY APPROVAL OF PLANS, SPECIFICATIONS, AND ESTIMATED COSTS; SETTING DATE OF PUBLIC HEARING ON PLANS, SPECIFICATIONS, AND ESTIMATED COSTS; AND ORDERING THE ADVERTISEMENT FOR BIDS ON THE HIGHWAY 432 PAVEMENT REHABILITATION PROJECT" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

It was moved by Ver Steeg, seconded by Yates to approve Amendment No. 1 to the Professional Services Agreement with Garden & Associates, LTD. for engineering services for the North Green Street Paving Project in the amount of twenty-eight thousand dollars (\$28,000). The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

It was moved by Jimenez, seconded by Ver Steeg to approve Change Order No. 1 for the North 7th & J Avenue East Sanitary Sewer Improvements Project to Synergy Contracting in the amount of six thousand dollars (\$6,000.00). The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

Moore introduced Resolution No. 12-04-32 entitled "RESOLUTION AUTHORIZING AN ENCROACHMENT AGREEMENT BETWEEN THE CITY OF OSKALOOSA AND THE OPTIMIST CLUB OF OSKALOOSA, PERMITTING THE ENCROACHMENT OF AMERICAN FLAGS LOCATED IN THE STREET RIGHT-OF-WAY THROUGHOUT THE CITY OF OSKALOOSA" and moved its approval. Caligiuri seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Jimenez, Moore and Yates

NAYS: Ver Steeg and Walling

Whereupon the Mayor declared said resolution duly adopted.

It was moved by Ver Steeg, seconded by Yates that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 7:21 p.m.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

CITY OF OSKALOOSA
CIVIL SERVICE COMMISSION
APRIL 17, 2012

The City of Oskaloosa Civil Service Commission met Tuesday, April 17, 2012 at 4:30 p.m. Andy Holmberg called the meeting to order with Jake Huyser present. Also present were Mark Neff, Fire Chief and Amy Miller, City Clerk. Ken Seemann was absent.

It was moved by Holmberg, seconded by Huyser to approve the February 21, 2012 minutes. Motion carried unanimously.

It was moved by Holmberg, seconded by Huyser to certify the following for Firefighter:

Daniel Hoy
John Meier
Timothy Brom
Keith Brooks
Nathan Norgren

Motion carried unanimously.

The meeting adjourned at 4:45 p.m.

Andy Holmberg, Chairman

ATTEST:

Amy Miller, City Clerk

MINUTES
OSKALOOSA AIRPORT COMMISSION
April 2, 2012

Meeting of the Oskaloosa Airport Commission was called to order at 4:37 p.m. on Monday, April 2, 2012.

1. ROLL CALL: Roll was taken with the following present: Steve Brown, James Johnson, Larry Lewis, Kelly Wheeler, Kraig Van Hulzen, Jerry Strunk & Ken Mercer [Midwest Aviation], Brad Uitermarkt [Garden & Associates], and Craig Hol [Hol Drainage, Inc.].
2. APPROVAL OF THE MINUTES: Moved by Kelly Wheeler and seconded by James Johnson to approve the minutes of the February 27, 2012 meeting. Motion carried.
3. FINANCIAL REPORT: Moved by Kelly Wheeler and seconded by James Johnson to approve the financial report. Motion carried.
4. REVIEW AND APPROVE BILLS: Moved by Kraig Van Hulzen and seconded by Kelly Wheeler to pay bills totaling \$4,723.46. Motion carried.
5. MANAGER'S REPORT: See attached.
6. OLD BUSINESS:
 - a) Road rebuilding project: The 911 signs have been moved. Brad Uitermarkt will look at the hump in the road to see if it is greater than specifications allow.
 - b) Farm tiling/waterway: Received an estimate from Hol Drainage, Inc. for \$2,300 to construct the waterway. Craig Hol said it would not run over this amount. Kraig Van Hulzen moved that we hire Hol Drainage, Inc. to construct the waterway. James Johnson seconded. Motion carried. Hol Drainage also submitted an estimate of \$56,000 to install a new 36 inch main tile line. This may be eligible as an FAA grant project for 2013. The proposal is for plastic tile. Brad Uitermarkt will check to see if this meets FAA specifications.
 - c) Waste disposal: We have not heard back from Waste Management on the cancellation of their contract. Jerry Strunk was instructed to go ahead and contact Red Rock Rubbish and have them bring out one of their containers.
 - d) Seal cracks in runway: We have been notified by the Iowa D.O.T. that the airport is eligible for a \$10,000 grant for this project. Kraig Van Hulzen moved that Steve

Brown be authorized to sign the funding agreement.
Kelly Wheeler seconded. Motion carried.

- e) Commission member responsibilities: This matter was tabled until the May meeting.
- f) Application for state airport funding: James Johnson moved to apply for state funding for a security camera system. Kelly Wheeler seconded. Motion carried. They will work on submitting the application by the May deadline.

7. NEW BUSINESS:

- a) New fuel provider: Jerry Strunk said he is still using the same provider but is no longer accepting Phillips 66 credit cards. Phillips 66 terminated their Weather Service International reimbursement program in January.
- b) Hangar doors: A shaft broke on the rear door of the maintenance hangar and has been repaired. Both doors on the maintenance hangar are in poor condition and may constitute a safety hazard. Jerry Strunk was asked to get a proposal for new doors from Reed Overhead Door.
- c) Zoning ordinance: The Iowa D.O.T. will be requiring that airports have height zoning ordinances in place before they are eligible for state funding. They asked for a copy of our ordinance. Brad Uitermarkt has forwarded a copy.
- d) Closing Airport Layout Plan grant: Because work is progressing on the proposed regional airport, the FAA has requested that this project be terminated and the grant closed. IF we go ahead with the project and the regional airport is constructed, we may be required to reimburse the FAA for the amount of the grant. James Johnson moved that the project be terminated. Larry Lewis seconded. Motion carried. Steve Brown and Brad Uitermarkt will complete the necessary paperwork.
- e) Membership on Regional Airport Agency Board: Larry Lewis moved that Steve Brown apply for membership on this board. Kelly Wheeler seconded. Motion carried. Kelly Wheeler may also apply.
- f) May meeting date: Kraig Van Hulzen moved that the May meeting be scheduled for Wednesday, May 2nd at 4:30 p.m. Kelly Wheeler seconded. Motion carried.

8. ADJOURN: Larry Lewis moved to adjourn at 5:36 p.m. Motion was seconded by Kelly Wheeler. Motion carried.

MWA@OOA

March 2012

Oskaloosa Municipal Airport Monthly Report

Fuel Sales: 100LL (\$5.99)= 603 gal; JetA (\$5.35)=165 gal.

Total fuel sales for March, 2012=768 gal. X .05= \$38.40.

Plus telephone: \$15.28.

Total owed OOA= \$53.60.

- **Shop work has slowed some.**
- **Champ has two new tail dragger endorsement students.**
- **Local and transit traffic is still down due high winds and WX. However, When weather is nice, local traffic picks up considerably.**
- **Still getting enquiries re: Aircraft Sales.**
- **Grass has been seeded along new entranceway road.**
- **Have had some AG operators calling regarding hangar space for the season.**
- **Have started mowing.**

UP, UP AND AWAY @ OOA*

Did you know?

OOA is one of the few totally self sufficient Airports in the USA?

MINUTES
OSKALOOSA MUNICIPAL HOUSING AGENCY
April 2, 2012
CITY HALL CONFERENCE ROOM

The Oskaloosa Municipal Housing Agency held a special work meeting in the City Hall conference room on April 2, 2012. Board members present were Don Patterson, Jenifer Rice and Steve Brown. Also present was staff member Carolyn Rice, Laura Russell, and City Manager, Michael Schrock. Randall Niewedde from audit firm Niewedde and Weins and Maureen McKamui from CRI were also present. Don Patterson called the meeting to order at 6:35 PM.

Randall Niewedde gave an overview of the OMHA FYE 9/30/11 audit figures explaining both the HAP/restricted and the Admin/operational funds.

Randall gave a comparison between the South Sioux City HA and the Oskaloosa Municipal HA showing the similarities in program size, number of employees and the differences in revenue.

Randall led discussion of different options for management to the OMHA, they are as follows:

1. The Albia Housing Authority has expressed interest in a management agreement with the OMHA. Randall discussed the pros and cons of such. He felt this could be a very easy transition with many of the same reporting and financial resources already in place, a knowledgeable executive director and close proximity to Oskaloosa.
2. A second option would be for the OMHA Board to administer and run the Section 8 program in house. Randall expressed that this option would require much more involvement and responsibility of the board.
3. Review other offers for administration from Area 15, SIEDA, and SCICIL.

After questions from the board Don Patterson suggested that a management contract and a presentation be requested from Albia for consideration. The board will schedule another special meeting when the contract and a presentation from Albia can be made.

With no other business, the meeting was adjourned at 7:15 PM.

Carolyn Rice

MINUTES
OSKALOOSA MUNICIPAL HOUSING AGENCY
April 3, 2012
CITY HALL CONFERENCE ROOM

The Oskaloosa Municipal Housing Agency held its regular monthly meeting in the City Hall conference room on April 3, 2012. Board members present were, Michael Collins, Don Patterson, Sandra Rowe, Steve Brown and Jenifer Rice. Also present was staff member Carolyn Rice. Don Patterson called the meeting to order at 12:30 PM.

It was moved by Michael Collins and seconded by Jenifer Rice to approve the minutes of the March 2, 2012 meeting. The motion was unanimously approved.

The claims list was reviewed. It was moved by Sandra Rowe and seconded by Steve Brown to approve the claims list. The motion carried unanimously. The March operating statement was reviewed. It was moved by Steve Brown and seconded by Jenifer Rice to approve the operating statement. The motion carried unanimously.

The report on the Voucher program was given. It was noted there were 216 out of 230 units, eligible for payment in April. It was also noted there is a correction to the agenda that 15 vouchers are issued.

The draft of the FY '11 audit was reviewed. It was moved by Jenifer Rice and seconded by Michael Collins to approve the audit draft for final processing and execute the engagement letters. The motion carried unanimously.

Don Patterson briefly reviewed the April 2, 2012 work session meeting for those who were not able to attend. It was noted that Marty Ryan, executive director of the Albia Housing Authority will be contacted to present to the board at the May 1, 2012 regular monthly meeting.

With no other business, the meeting was adjourned at 12:55 PM.

Carolyn Rice

MINUTES
OSKALOOSA MUNICIPAL HOUSING AGENCY
April 24, 2012
CITY HALL CONFERENCE ROOM

The Oskaloosa Municipal Housing Agency held a special work meeting in the City Hall conference room on April 24, 2012. Board members present were Don Patterson and Steve Brown. Also present was staff members Carolyn Rice, Chris Schippers, and City Manager, Michael Schrock, City Clerk, Amy Miller, Mayor Krutzfeldt and Marty Ryan, Executive Director of Albia Housing Authority. Don Patterson called the meeting to order at 12:15 PM.

Marty Ryan distributed copies of a Memorandum of Understanding between the City of Oskaloosa Municipal Housing Agency and the Albia Housing Agency as a prospective management agreement. Marty led a discussion of the MOU listing the highlights of the agreement and discussing items which could be negotiated prior to a final draft.

The projected start date for the management agreement will be May 1, 2012 with a 3 year term to the contract and a transitional period of 60 days.

After some discussion and questions Marty was asked to prepare a final draft of the contract and make a presentation to the full board at the May 1, 2012 general meeting of the OMHA.

Meeting adjourned at 12:45 pm.

Carolyn Rice

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 2

Consider payment of claims for April 2012.

EXPLANATION:

A list of claims for April is included in your agenda packet. An additional list will be distributed at the council meeting. Also included in the packet is a detailed list of most claims over \$500.

Staff recommends approval.

BUDGET CONSIDERATION:

Totals will appear on the claims lists.

ATTACHMENTS: Claims lists.



MANUAL CHECK REPORT

AFLAC	AFLAC	262.36
AFLAC	AFLAC	262.36
Amazon	Library materials	1,148.56
Amy Miller	Reimburse travel expense	55.44
Ben Johnston	Meal Reimbursement	28.60
Ben Johnston	Reimburse travel expense	43.88
Colonial Life	Colonial Life	194.34
David Dixon	April legal fees	2,200.00
Delta Dental of Iowa	Dental Insurance	419.00
Edward D Jones	Savings Edward Jones	300.00
Edward D Jones	Savings Edward Jones	300.00
Edel's Lawn Service and Construction Inc	Sanitary sewer repair	2,400.00
Fidelity Security Life Insurance Company	Vision Insurance	190.22
Heather Blommers	Reimburse travel expense	64.18
HR-OneSource	Conference registration	99.00
I.U.P.A.T. District Council 81	Union dues	439.79
Iowa Association of Building Officials	Registration for training	500.00
Iowa County Attorneys Association	Registration for conference	60.00
Iowa Police Chiefs Association	Conference registration	300.00
Iowa Workforce Development	1st Qtr 2012 Unemployment Contribution	8,101.44
Jacob Vanderpol	Reimburse travel expense	15.46
Justin Rice	Reimburse travel expense	72.64
Kim Weiss	Reimburse travel expense	26.84
Local 636, IAFF	Fire Union	180.00
Madison National Life	April life insurance premium	461.67
Mahaska County Recorder	Recording fees-Housing Department	63.00
Mark Neff	Reimbursement-Boot Repair	60.00
Michael Schrock Jr.	Reimburse flight expense	966.68
Misty Dawne White-Reinier	April legal fees	1,800.00
Munic. Fire & Police Ret	Police & fire 411	14,835.17
Munic. Fire & Police Ret	Police & fire 411	14,835.17
Nathan Wiley	Reimburse mileage	41.36
Oskaloosa Community Schools	Local Option Sales Tax	77,542.49
Oskaloosa Municipal Housing Agency	Income Off-set Reimbursement	1,189.00
PPME 2003 IBPAT	Police union dues	393.63
Ryan/Kayla Dykstra & First National Bank Midwest	First time home buyer loan	2,361.35
Stephanie Woodward & Bank Iowa	1st time homebuyer loan	3,500.00
The Cincinnati Life Insurance Company	Cincinnati Life Insurance	132.66
The Cincinnati Life Insurance Company	Cincinnati Life Insurance	132.66
United States Treasury	Wage levy-federal	50.00
United States Treasury	Wage levy-federal	50.00
United Way	United Way	46.00
Visa Card Center	Library materials/postage	12.30
		<hr/>
		136,137.25
	April Payroll	257,213.67

Alexander, Craig	Cell phone reimbursement	20.00
Calzaretta, Michael	Cell phone reimbursement	20.00
Boston, Troy	Cell phone reimbursement	20.00
McGee, John	Cell phone reimbursement	20.00
Neubert, David	Cell phone reimbursement	20.00
Pal, Akhilesh	Cell phone reimbursement	20.00
Schrock Jr, Michael	Cell phone reimbursement	20.00



COUNCIL CLAIMS LIST

City of Oskaloosa, IA

Adams Camera House	Supplies	35.80
Advanced Concrete Specialists	Rebuild intake A Avenue	4,820.00
Agriland FS Inc.	Scale fee	20.00
Air Free HVAC & Duct Cleaning Inc	Clean duct work at Library	14,200.00
Airgas North Central	Paper towels	100.16
American Test Center Inc	Ladder testing	360.00
Analytical Standards Inc.	Performance samples	270.00
Aramark Uniform Services	Rubber mats	47.70
Arnold Motor Supply	Supplies	48.68
	Filters	16.99
	Filters	16.99
	Filters	16.99
	Oil	419.31
	Filters	5.42
	Oil dry	14.43
	Filters	105.65
	Filters	19.09
Arrow Quick Solutions LLC	Email sync licenses	3.00
	Email sync licenses	3.00
	Website hosting	65.95
	Website hosting	56.95
Baycom	Computer for car	2,848.00
Bill & Ray's Auto Service Inc	Clamp	9.78
	Clamp	13.87
Bindertek	Binders	172.64
Bobzilla's Bicycle Werks	Bike maintenance	50.00
	Bike maintenance	50.00
Brick, Gentry, Bowers, Swartz & Levis, PC	Professional services-Regional Airport	180.65
Brown Supply Co	Traffic light bulbs	287.45
Brownells Inc.	Ammunition	109.80
	Returned item	-212.10
	Ammunition	1,358.33
Brown's Shoe Fit Company	Duty boots-Plumb	100.00
	Duty boots-Montavon	100.00
Bruening Rock Products Inc	Pea gravel	707.99
	Pea gravel	366.66
	Pea gravel	3,072.97
Carriker Ford	Replace horn assembly	197.44
Certified Pest Control	Pest control	27.00
	Pest control	30.00
	Pest control	32.00
Champion Storage and Signs	Sign cover	4.00
	Street signs	180.00
City Supply Corp	Chiller for water fountain	620.45
CivicPlus	Development of website	5,815.00
Credit Bureau Services	Professional services	26.00
	Professional services	25.00

Culligan Water Conditioning	Water services	29.95
Cunningham Inc.	Repair heating system	1,029.60
Department of Human Rights	Refund overpayment 2011 Juvenile Alcohol Grant	6.00
Diamond Tec	Concrete blade	930.00
Division of Labor/Elevator Safety	Elevator inspection	125.00
Earl May Seed & Nursery LLC	Sprayer and fertilizer	33.98
Eric Songer	Summer band arrangement	300.00
Family Medical Center P.C.	Professional services	135.00
	Professional services	165.00
	Professional services	135.00
FBI Ntl Academy Associates	Dues-J McGee	85.00
Fire Service Training Bureau	State Fire School	90.00
Fox Engineering	Grey water study	772.50
G & S Concrete and Construction LLC	Repair manhole and curb ramps	1,900.00
Gall's Inc.	Uniforms	203.01
	Uniform shirts	98.47
Garden & Associates Inc	Professional Services-Hwy 432	10,989.50
	Professional service-N Green St	7,809.11
Grainger	Battery pack	252.80
	Safety glasses	403.28
Gran's Sewing & Mending	Uniform repairs	16.00
Haines Auto Supply	Lighting	7.35
	Supplies	4.89
	Fitting	12.20
	Adapter	15.89
	Paint	31.87
	Fitting	12.15
	Supplies	35.20
	Tape	3.79
	Batteries	73.34
	Batteries	4.22
	Radiator hose	25.14
	Wire	17.68
	Supplies	16.27
	Supplies	28.37
	Tools	25.48
	Antifreeze	22.54
	Tools	8.02
	Supplies	33.32
Heiman Inc.	O-rings	32.13
	Harness assemblies for SCBA	592.22
	Class A foam	294.10
Heslinga, Heslinga, Dixon & Moore	Professional services-March	78.58
Highway 92 Walnut Co	Blades	43.96
Ideal Ready Mix	Ready mix	51.50
	Saw blade	136.00
	Ready mix	95.00
	Backer rod	8.40
	Ready mix	76.50

Indian Hill Comm College	Fire training	102.00
Indian Hills Regional Development	Annual membership dues	688.00
Iowa Dept of Transportation	Traffic paint	1,136.54
Jerry's Automotive Corp	Vehicle repair	933.42
	Towing charge	55.00
John Deere Financial	Filters	60.24
	Supplies	37.96
	Filters	59.02
	Trimmer head	46.67
	Oil	85.00
Kelly Supply Company	Light bulbs	146.41
	Water line Vanderwilt Park	145.05
Keystone Laboratories Inc	Professional services	83.20
Lappin Tire	Tire repair	35.00
	Tires	339.42
	Tire repair	15.00
	Tire repair	30.00
Legend Data Systems Inc	Name tags	33.70
Liebus Concrete Products Inc	Set manhole base	250.00
	Tarr strip sealant	104.00
Lowry Equipment, Inc	Filters	19.01
	Filter returned	-9.99
Mahaska Co Highway Dept	Fuel	149.62
	Fuel	3,616.78
	Fuel	3,924.65
	Fuel	1,502.49
	Fuel	908.60
	Fuel	3,157.06
Mahaska Communication Group LLC	Telephone services	63.86
	Telephone services	162.62
	Telephone services	57.10
	Telephone services	74.25
	Telephone services	52.96
	Telephone services	68.15
	Telephone services	1,206.33
	Telephone services	62.21
Mahaska County YMCA	Softball field bases	300.00
Mahaska Drug	Medications	131.70
Mahaska Health Partnership	Professional services	580.00
Mahaska Physicians Clinic	Professional services	175.00
	Professional services	185.00
Martin Marietta Materials	Road stone	1,372.79
	Ag lime	55.21
	Road stone	470.32
Mc Kim Tractor Service	Supplies	35.60
McGriff's of New Sharon	Supplies	4.70
MidAmerican Energy	Utilities	156.57
	Utilities	384.29
	Utilities	293.66
	Utilities	110.40
	Utilities	5,886.55
	Utilities	717.84

	Utilities	17.35
	Utilities	168.76
	Utilities	54.92
	Utilities	10,273.91
	Utilities	16.96
	Utilities	297.65
	Utilities	162.78
	Utilities	96.42
Midwest Breathing Air LLC	Quarterly air tests	118.20
Midwest Safety Counselors Inc	Instrument calibration	296.00
Mississippi Valley Pump Inc	Rebuild pump	3,523.10
	Support brackets	175.00
Municipal Supply Inc	Supplies	37.60
	Saddle tees	118.60
Norris Asphalt Paving Inc	Cold patch	1,912.40
O'Halloran International	Seal	59.60
	Dash light controls	79.11
	Returned switch	-92.43
Orscheln Farm & Home	Marker flags	51.73
	Safety supplies	57.96
	Binder chain	106.99
	Gloves	31.99
	Supplies	56.98
	Supplies	21.98
	Tools	42.97
	Supplies	80.97
Oskaloosa Glass & Millwork	Side mirror	23.00
Oskaloosa Herald/Shopper	Publications	660.64
Oskaloosa Service Center Inc	Quick lube	30.20
	Quick lube	30.20
	Quick lube	30.20
	Repair brakes	337.67
	Quick lube and repairs	60.68
	Quick lube	30.20
	Quick lube and tire repair	60.20
	Repair blend door	298.35
	Replace shifter cable	153.87
	Vehicle repair	78.00
	Mount tires	72.00
	Replace brake pads	206.49
	Quick lube	30.20
	Repair flat	15.00
	Replace fuel pump	220.71
	Quick lube	30.20
	Replace tires	36.00
Oskaloosa Water Dept	February credit card fees	59.94
	Fax location service	52.20
Perry T. Murry	Professional services	200.00
Premier Office Equipment Inc.	Copier maintenance	60.07
Quartermaster	Uniforms	81.95
Quill Corporation	Office supplies	1.73
	Office supplies	17.29

	Supplies	183.87
Racom Corporation	Repair computer connection	132.00
	Repair light on car	132.00
	Repair radio	44.00
	Antenna	58.00
Rons Auto Salvage & Signs	Auto parts	15.00
Schindler Elevator Corp	Quarterly maintenance	629.91
Schumacher Elevator Company	Scheduled maintenance	191.24
	Scheduled maintenance	133.93
Sherwin-Williams	Paint	9.19
	Paint	18.38
	Paint	221.31
	Paint	73.52
	Paint	75.75
Snyder & Associates Inc	Professional services-Airport Justification Report	3,199.95
State Hygienic Laboratory	Toxicity testing	850.00
Terracon Consultants, Inc	Storage tank removal	9,194.25
The Office Center Inc.	Office supplies	9.49
	Copier services	63.02
	Copier maintenance	28.55
	Nuisance forms	489.00
Thomas Computer Corporation	Evidence labels	142.80
Thomas Sanitation Inc	Waste removal	65.00
Total Choice Shipping	Shipping charges	14.76
Trans-Iowa Equipment LLC	Lights for sweeper	101.94
	Fender for sweeper	632.77
	Segment broom	477.19
	Light for sweeper	102.34
True Value Hardware	Merchandise returned	-10.32
	Supplies	18.98
	Supplies	21.96
	Cleaner	4.79
	Supplies	14.48
	Supplies	3.34
	Supplies	7.27
	Supplies	15.39
	Supplies	11.48
	Repair chiller	10.94
	Repair chiller	21.34
	Supplies	20.48
	Chain oil	12.99
	Extension pole	37.99
	Supplies	13.28
	Supplies	2.29
	Supplies	21.97
U.S. Cellular	Telephone services	97.25
Utility Equipment Co	Saddle tees	114.00
Verizon Wireless	Broadband services	333.58
Walmart Community/GEMB	Office supplies	13.17
	Medications	11.29
	Printer supplies	149.67
	Medications	67.48

	Cleaners	22.32
	Medications	71.00
	Medications	13.34
	Office supplies	24.20
	Medications	4.00
	Office supplies	20.96
	Medications	21.80
	Medications	93.50
Windstream	Telephone services	38.13
	Telephone services	28.10
	Telephone services	40.56
	Telephone services	40.59
Zee Medical Inc.	Office supplies	54.78
	Office supplies	48.30
		<hr/>
		134,250.63



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 3

Consider approval of renewal application for Class B Native Wine Permit (WBN) from Kerri Boender dba The Antique Peddler, 213 High Avenue East.

EXPLANATION:

The application is complete and in order for approval.

Staff recommends approval.

BUDGET CONSIDERATION:

No money to the general fund.

ATTACHMENTS: None.



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: CONSENT AGENDA – RESOLUTION – ITEM 4

Consider a resolution providing for the financial support of the Area 15 Regional Planning Commission for Fiscal Year 2013.

EXPLANATION:

The City of Oskaloosa has been a member of the Regional Planning Commission for several years. The city has a representative on the transportation and TAC committees of the RPC. The cost of membership is based on population. At \$.41 per capita, the city's contribution amounts to \$4,699.83. The attached resolution is for the period from July 1, 2012 through June 30, 2013.

Staff recommends approval of this item as presented.

BUDGET CONSIDERATION:

The annual membership dues for the Area 15 Regional Planning Commission have been specifically included in the FY 2013 City Council adopted budget in the amount of \$4,699.83.

ATTACHMENTS:

Letter from Ellen Foudree
Resolution of Financial Commitment

Area 15 REGIONAL PLANNING COMMISSION

"An Iowa Council of Governments"

P.O. Box 1110 Ottumwa, Iowa 52501
Phone: 641.684.6551
FAX: 641.684.4894
e-mail: area15rpc@indianhills.edu
Website: www.area15rpc.com

Davis · Jefferson · Keokuk · Mahaska · Van Buren · Wapello

January 2012

Happy New Year!

The past year has been a very successful and busy year for your Economic Development District (EDD)/Council of Governments (COG) organization (Area 15 RPC). We have been involved with the communities and citizens throughout our regional neighborhood in a variety of projects.

Report on Applications/Projects:

Total Submitted	\$ 4,266,469
TOTAL FUNDED	\$ 1,380,375
Total Denied	\$ 5,000
PENDING	\$ 2,876,094

As we start 2012, we can look back and review all of the activities that we initiated during 2011. We were successful in awards of over \$1.3 million. To date, these funding awards represent a return of **\$33.87** in Federal/State funds for each \$1.00 of per capita dues invested. But of greater significance, there are over \$ 2.8 million in project applications still pending.

I wish to thank you, our public officials, as well as the economic development professionals and other regional partners who have assisted us in pursuing these community and economic development opportunities over the past year. Thank you for your dedicated service to our citizens.

As you begin the FY12-13 budget process, I hope you will continue your active membership and support of the RPC. Your membership provides you with access to all of the programs, services and technical assistance of the Commission and its staff. Please return the enclosed Resolution to us as soon as possible.

If there is anything I can do, please let me know. Our phone number is (641) 684-6551 and my email address is: efoudree@indianhills.edu Remember, we are working for you.

Respectfully yours,



Ellen Foudree
Executive Director

Please return this copy to the RPC

RESOLUTION # _____

**RESOLUTION PROVIDING FOR THE FINANCIAL SUPPORT OF THE
AREA 15 REGIONAL PLANNING COMMISSION**

WHEREAS, Chapters 28E and 473A of the State Code of Iowa, as amended, authorized the governing bodies of governmental units to cooperate in the operation of a regional planning commission; and

WHEREAS, by the Articles of Agreement, signed on August 15, 1973, as amended, the Area 15 Regional Planning Commission did become the authorized planning agency for Service Delivery Area 15; and

WHEREAS, the governing body of the City of **Oskaloosa**, Iowa is a part of the Area 15 Regional Planning Commission and has agreed to contribute \$.41 per capita, for a total amount equal to \$ 4,699.83 to cover financial operating costs of the Area 15 Regional Planning Commission from July 1, 2012 through June 30, 2013.

BE IT FURTHER RESOLVED, that the Oskaloosa City Council has designated:

_____ Official Representative
_____ Alternate

to serve on the Area 15 Regional Planning Board of Directors.

AGREED TO THIS _____ DAY OF _____, 2012.

Mayor

ATTEST:

City Clerk

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE: CONSENT AGENDA – ITEM 5

Consider a resolution to temporarily close South 8th Street between 1st Avenue East and 2nd Avenue East beginning on June 4, 2012 and ending June 8, 2012 for a church activity.

EXPLANATION:

Melissa VanDonselaar from Central Reformed Church has applied for a temporary street closure on South 8th Street between 1st Avenue East and 2nd Avenue East. The proposed street closure begins on June 4, 2012 and ends June 8, 2012 from 8:00AM to 12:00PM for vacation bible school activities. The church is requesting the approval of this temporary street closure for the safety of children attending the church activity. The church will be responsible for cleanup and all signs and barricades.

BUDGET CONSIDERATION:

Street closure permit fee of \$25.00

RECOMMENDED ACTION:

Approve the temporary street closure as requested.

ATTACHMENTS:

Resolution, Application and Location map

RESOLUTIO NO. _____

A RESOLUTION AUTHORIZING THE TEMPORARY STREET CLOSURE OF SOUTH EIGHTH STREET FROM FIRST AVENUE EAST TO SECOND AVENUE EAST TO ALLOW FOR CHURCH RECREATION ACTIVITY

WHEREAS, section 10.08.020 of the Oskaloosa Municipal Code requires a City Council resolution on temporary street closures; and

WHEREAS, South 8th Street, a public street that will require a temporary street closure; and

WHEREAS, members of the Central Reformed Church have requested temporary closure of South 8th Street, from First Avenue East to Second Avenue East, for church activities; and

WHEREAS, members of the Central Reformed Church is requesting temporary street closure for the aforementioned streets between June 4, 2012 and June 8, 2012 from 8:00AM to 12:00PM; and

WHEREAS, members of the Central Reformed Church will be responsible for traffic control and cleanup; and

WHEREAS, said request has been reviewed by the staff and recommended for approval, and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa that Central Reformed Church, is authorized to temporarily close the aforementioned requested streets, subject to certain terms and conditions

PASSED AND APPROVED this _____ day of _____, _____.

David Krutzfeldt , Mayor

ATTEST: _____
Amy Miller, City Clerk

CITY OF OSKALOOSA
804 South D Street
OSKALOOSA, IA 52577
Ph: 641.673.7472 - Fax: 641.673.3733
TEMPORARY STREET CLOSURE PERMIT

Rules and Regulations

READ THIS INFORMATION CAREFULLY:

IT IS STRONGLY SUGGESTED YOU MAKE CONTACT WITH YOUR NEIGHBORS REGARDING THIS PROPOSED ACTIVITY TO SOLICIT THEIR COOPERATION AND/OR INPUT. Temporary Street Closure Permits will be required in all instances where a street is proposed to be closed. The required permit application form should be filed in the Public Works Department at least TEN (10) calendar days in advance of a planned activity.

Please note the following regulations regarding a Temporary Street Closure Permit:

1. Street Closure Permits will generally NOT be issued: On major streets or On streets which provide major access for a subdivision, a church, a hospital, a public park, a fire station, a community center or a business which is in operation during the hours of the activity.
2. The right of ingress and egress (in/out) for every parcel of land must be maintained.
3. Street closure must meet signage requirements by the Manual on Uniform Traffic Control Devices. Standard barricades with "Street Closed" designation must also be placed across the streets at each intersection of the closure.
4. No obstacle may be placed adjacent to any fire hydrant.
5. The permittee will be held responsible for street repair or clean-up after the street is opened.
6. A non-refundable street closure fee is due at the time of submitting the request.
7. Violations of these regulations or public safety requirements, may cause revocation of the permit, termination of the activity, and/or jeopardize future requests for temporary street closures.

CITY OF OSKALOOSA
TEMPORARY STREET CLOSURE PERMIT
(IMPORTANT: READ REGULATIONS ON REVERSE BEFORE COMPLETING)
PLEASE PRINT

1. REASON FOR CLOSURE: Recreation at Vacation Bible School - kids safety
2. DATE OF CLOSURE: June 4-8 (MON-FRI)
3. TIME OF CLOSURE (see reverse for time limits): From 8 a.m./p.m. To 12 a.m./p.m.
4. STREET TO BE CLOSED (be specific): South 8th Street Street/Avenue/Etc.
BETWEEN 1st Ave E Street/Avenue/Etc.
AND 2nd Ave E Street/Avenue/Etc.
5. PERMITTEE (RESPONSIBLE PARTY) INFORMATION:

NAME: Melissa R Undowlear PHONE: 660 6522
ADDRESS: 815 2nd Ave E

I have read, understand and agree to assume the responsibilities and comply with the "Temporary Street Closure Permit Rules and Regulations" as printed on the back of this permit.

Your Signature: Melissa R Undowlear Date: 4-16-12

(OFFICE USE ONLY)

FEE PAID: _____ RECEIPT NO.: _____ Date: _____

DEPARTMENTAL REVIEWS

FIRE: _____ Date: _____

POLICE: _____ Date: _____

PUBLIC WORKS: _____ Date: _____

This Temporary Street Closure Permit is hereby granted.

Approved By: _____ Date: _____



S Market St (Hwy 63)

N Market St (Hwy 63)

S 1st St

S 1st St

N 1st St

5th Ave E

4th Ave E

S 2nd St

1st Ave E

High Ave E

N 2nd St

B Ave E

S 3rd St

N 3rd St

S 4th St

2nd Ave E

N 4th St

S 5th St

3rd Ave E

N 5th St

S 6th St

N 6th St

S 7th St

N 7th St

S 8th St

N 8th St

S 9th St

S 9th St

N 9th St

5th Ave E

4th Ave E

2nd Ave E

A Ave East (Hwy 92)

N 10th St

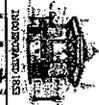
S 11th St

S 11th St

N 11th St

City of Oskaloosa

Street Closure:
June 4-8, 8AM-12PM



OSKALOOSA, IOWA

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: REQUESTS FROM THE GENERAL PUBLIC

Consider request from Sherry Vavra, Executive Director, Mahaska Community Recreation Foundation, to report on quarterly activities of MCRF.

EXPLANATION:

Sherry Vavra, Executive Director, Mahaska Community Recreation Foundation, will attend the city council meeting to report on Mahaska Community Recreation Foundation quarterly activities.

Receive report.

BUDGET CONSIDERATION:

None.

ATTACHMENTS:

None.



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY: CITY COUNCIL

ITEM TITLE: ANNOUNCEMENT OF VACANCIES. APPLICANTS MUST RESIDE IN OSKALOOSA AND BE 18 YEARS OF AGE UNLESS SPECIFIC SPECIFICATIONS ARE STATED.

- a) Building Code Board of Appeals – One vacancy to fill upon appointment and to serve at the pleasure of the Mayor. (4 males and 0 females currently serve).
- b) Enterprise Zone Commission - One at-large member to the Enterprise Zone Commission to fill an unexpired term that ends June 30, 2013. This is a nine member commission that meets as needed. (3 males and 5 females current serve).
- c) Housing Trust Fund Committee – One at-large vacancy to fill approved and appointed by the City Council for a three year term that ends January 31, 2015. (1 male and 3 females currently serve).
- d) Planning and Zoning Commission – One vacancy to fill approved and appointed by the City Council for a five year term that ends April 30, 2017 and one vacancy to fill an unexpired term that ends April 30, 2014. This is seven member commission. (5 males and 1 female currently serve).

EXPLANATION:

This item is reserved to provide the most current information about existing or upcoming vacancies for Boards, Committees, or Commissions filled by appointment of the Mayor, or the City Council. Appointment to fill vacancies requires a separate action or confirmation by the City Council.

BUDGET CONSIDERATION:

Not applicable, report(s) only.

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY: City Manager's Office

ITEM TITLE: MAYOR AND COUNCIL APPOINTMENTS #1

Consider appointment of an individual to the Library Board.

EXPLANATION:

Peggy Grafe has resigned from the Library Board. The city has received an application from Josh Buckingham to fill the unexpired term that ends June 30, 2015. No other applications have been received. Currently four males and four females serve on the board. Appointments to the board are made by the Mayor with City Council approval. The appointment meets gender balance requirements.

Recommended Action: Approve the Mayor's appointment of Josh Buckingham to the Library Board to fill an unexpired term that ends June 30, 2015.

BUDGET CONSIDERATION

Not applicable.

ATTACHMENTS: Application from Josh Buckingham.

CITY OF OSKALOOSA

BOARD & COMMISSION APPLICATION

NAME: Josh Buckingham DATE: 4-20-2012

ADDRESS: 317 High Ave. E. - Oskaloosa

PHONE NO. (Day) 641-672-2523 (Evening) 641-777-8213

BOARD OR COMMISSION APPLYING FOR: Library Board of Trustees

REQUEST TO FOREGO INTERVIEW PROCESS? Yes, No

WHY INTERESTED: _____

- * Approached by Mike Sytsma after discussion with Mayor Krutzfeldt.
- * Have young children and family/friends that use library

EXPERIENCE BENEFICIAL TO BOARD OR COMMISSION: _____

- * Being a CPA, have background in financial & technology areas
- * Involved in other community events & committees

OTHER CIVIC EXPERIENCE: _____

- * Chairman of Oskaloosa Main Street's Business Improvement Committee
- * MHP Foundation Board member
- * Oskaloosa Main Street Board member (related to)

PLEASE RETURN TO THE CITY CLERK'S OFFICE



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY: CITY MANAGER'S OFFICE

ITEM TITLE: MAYOR AND COUNCIL APPOINTMENTS #2

Consider a motion appointing the City of Oskaloosa's representatives to the South Central Regional Airport Agency (SCRAA).

EXPLANATION:

On March 19, 2012 the City Council approved a 28E Agreement between the City of Oskaloosa, the City of Pella and Mahaska County for the construction and operation of the South Central Regional Airport Agency (SCRAA), which will be a shared regional airport.

SCRAA is a separate legal entity governed by a Board of Directors and will be comprised of three members appointed by the City of Pella, two members by the City of Oskaloosa, and one member by Mahaska County. Since this is a new board, the three Pella appointments will have staggered terms of four years, five years, and six years to start. Thereafter, the terms will be for a period to be determined by Council.

The Mayor recommends appointment of Jim Hansen for a five (5) year term expiring April 1, 2017 and Pamela Blomgren for a six (6) year term expiring April 1, 2018.

BUDGET CONSIDERATION:

None.

ATTACHMENTS:

1. Applications from Jim Hansen, Pamela Blomgren, Kelly Wheeler and Steve Brown.

CITY OF OSKALOOSA

BOARD & COMMISSION APPLICATION

NAME: Jim Hansen DATE: 03/23/2012

ADDRESS: 818 High Avenue East

PHONE NO. (Day) 673-0411 (Evening) _____

BOARD OR COMMISSION APPLYING FOR: Regional Airport

REQUEST TO FOREGO INTERVIEW PROCESS? Yes, No

WHY INTERESTED: See attached document

EXPERIENCE BENEFICIAL TO BOARD OR COMMISSION: See attached document

OTHER CIVIC EXPERIENCE: Board of Adjustment; Historic Preservation

PLEASE RETURN TO THE CITY CLERK'S OFFICE

Michael Schrock

From: Jim Hansen [jim.hansen@musco.com]
Sent: Friday, March 23, 2012 3:13 PM
To: michael.schrock@oskaloosaiowa.org
Subject: 28E Airport Agency

Hi Michael,

I wanted to pass along my interest in serving as one of Oskaloosa's appointments to the newly formed Airport agency studying the Oskaloosa/Pella airport. I think that this project offers a huge opportunity for Oskaloosa and the region. In the nearly 30 years (!) I've been here, I've tried to get involved in projects that can have a significant impact on economic development. I count this as one of those projects.

If you would like to discuss let me know.

Thanks, Jim

CITY OF OSKALOOSA

BOARD & COMMISSION APPLICATION

NAME: Pamela J. Blomgren DATE: 04.12.2012

ADDRESS:
305 North 10th Street, Oskaloosa IA 52577

PHONE NO. (Day) 641.673.7533 (Evening) 641.673.3802

BOARD OR COMMISSION APPLYING FOR: Regional Airport Commission

REQUEST TO FOREGO INTERVIEW PROCESS? Yes, No

WHY INTERESTED:

The regional airport is a vital economic development tool crucial to the area, and I would like to continue to play a role in its development and establishment.

EXPERIENCE BENEFICIAL TO BOARD OR COMMISSION:

As a City Council member, I was involved in many of the initial regional airport meetings and discussions which will provide knowledge and a solid foundation for me as a member of the regional airport commission. I also have experience in sitting on, being involved with, and have chaired many boards and committees in government and non-government venues. I believe my experience, communication skills, and attention to details will prove to be an asset to this commission.

OTHER CIVIC EXPERIENCE:

Oskaloosa City Council Member (10 years), Oskaloosa City Council Committees, MCRF, Past President Oskaloosa Community Theater, Oskaloosa Symphony Board, OACDG Board, ISU Extension Board, (publicly elected position), George Daily Auditorium Association, Retail Development Committee, Economic Development Committee, Oskaloosa/Mahaska County Tourism Committee, 1+1 Committee, Team Mahaska

PLEASE RETURN TO THE CITY CLERK'S OFFICE

CITY OF OSKALOOSA

BOARD & COMMISSION APPLICATION

NAME: Kelly Wheeler DATE: 4/11/2012

ADDRESS:

816 15th Ave East, Oskaloosa, IA

PHONE NO. (Day) 641-673-0411 ext2146 (Evening) _____

BOARD OR COMMISSION APPLYING FOR: Regional Airport Commission

REQUEST TO FOREGO INTERVIEW PROCESS? Yes, No

WHY INTERESTED: I've been on City Council (12 years) and this topic was an issue at that time, too. I'm interested in seeing this move forward in a way that maintains or improves the services available to the Oskaloosa community.

EXPERIENCE BENEFICIAL TO BOARD OR COMMISSION: 12 years on City Council. A member of the Oskaloosa Municipal Airport Commission since 2010.

OTHER CIVIC EXPERIENCE: Served in a variety of roles on City Council, Chair of Finance, Mayor pro tem, Solid Waste Commission, MCRF representative, and other things too numerous to mention.

PLEASE RETURN TO THE CITY CLERK'S OFFICE

CITY OF OSKALOOSA

BOARD & COMMISSION APPLICATION

NAME: Steven R. Brown DATE: 4/4/12

ADDRESS: 602 North Park Ave. Oskaloosa, IA 52577

PHONE NO. (Day) 641-673-8603 (Evening) 641-673-6850

BOARD OR COMMISSION APPLYING FOR: South Central Regional Airport Agency

REQUEST TO FOREGO INTERVIEW PROCESS? Yes, No

WHY INTERESTED: Presently chairman of the Oskaloosa
Airport Commission

EXPERIENCE BENEFICIAL TO BOARD OR COMMISSION: _____

OTHER CIVIC EXPERIENCE: _____

PLEASE RETURN TO THE CITY CLERK'S OFFICE



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE: PUBLIC HEARINGS

Consider an ordinance amending the City Code of the City of Oskaloosa, Iowa by rezoning the properties located at 304 North 1st Street, 310 North 1st Street and 305 North 2nd Street from R-2, Urban Family Residential District, to UC, Urban Corridor District - 1st reading (**PUBLIC HEARING**).

EXPLANATION:

Ken and Julie Seemann, owners of 304 North 1st Street, 310 North 1st Street and 305 North 2nd Street, have submitted a rezoning request for this property. The parcel in consideration is 1.23 acres and the present zoning of this property is R-2, Urban Family Residential District. The applicant is requesting the rezoning in order to bring the existing apartments into zoning compliance and also to use one town house as an office space.

Presently, Table 17.08 of the zoning chapter in the Oskaloosa Municipal Code does not permit office use or multiple-family use in an R-2 District. The proposed UC zoning district will permit the proposed office use and the existing apartment complex. Furthermore, the zoning ordinance in an R-2 district does not permit reconstruction of the nonconforming apartment complex if it were destroyed to an extent of sixty percent or more.

The Planning & Zoning Commission considered this item at a special meeting on April 11, 2012, and has recommended by a vote of 5 to 0 (Yes:No) that the City Council approve this rezoning request.

BUDGET CONSIDERATION:

Revenue of \$250.00 for rezoning application fee.

RECOMMENDED ACTION:

Open public hearing, receive comments, close the public hearing and approve the first reading of the ordinance.

ATTACHMENTS:

Ordinance, Zoning Map, and Rezone Application.

Use Types	R-2	R-3	UC
Agricultural Uses	C	C	
Horticulture			
Residential Uses			
Single-family Detached	P	P	P
Single-family Attached	P	P	P
Duplex	P	P	P
Two-family	P	P	P
Townhouse	P	P	P
Multiple-family			C
Manufactured housing residential	P	P	
Retirement residential	P	P	P
Civic Uses			
Administration	C	C	P
Cemetery	C	C	
Clubs (recreational)	C	P	P
Clubs (social)	C	P	P
College/University	C	P	P
Convalescent services	C	P	P
Cultural services	P	P	P
Day care (limited)	P	P	P
Day care (general)	C	P	P
Elder home	P	P	P
Emergency residential	P	P	P
Family home			P
Group care facility			P
Group home	C	P	P
Guidance services			P
Health care			P
Hospitals			C
Maintenance facility			C
Park and recreation	P	P	P
Postal facilities			C
Primary education	P	P	P
Public assembly			C
Religious assembly	P	P	P
Safety services	P	P	P
Secondary Education	C	C	C
Utilities	C	C	C

Use Types	R-2	R-3	UC
Office Uses			
Corporate offices		C	P
General offices		C	P
Financial offices			P
Medical offices		C	P
Commercial Uses			
Auto rental/sales			P
Auto services			C
Bed and breakfast	C	C	P
Commercial rec (indoor)			C
Construction sales/service			C
Consumer service			P
Crematorium			C
Food sales (convenience)			P
Food sales (limited)			P
Food sales (general)			C
Funeral service		C	P
Lodging			P
Personal improvement			P
Personal services			P
Pet services			P
Research services			P
Restaurants (general)			P
Retail services (limited)			P
Trade services			C
Vehicle storage (short-term)			C
Veterinary services			P
Off-street parking			C
Industrial Uses			
Custom manufacturing			C
WECS	C	C	C
Miscellaneous Uses			
Alternative energy production devices	C	C	C
Amateur radio tower	P	P	P
Communications tower	C	C	C

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY CHANGING THE ZONING OF CERTAIN PROPERTIES LOCATED AT 304 NORTH 1ST STREET, 310 NORTH 1ST STREET AND 305 NORTH 2ND STREET FROM R-2, URBAN FAMILY RESIDENTIAL DISTRICT TO UC, URBAN CORRIDOR DISTRICT

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

SECTION 1. The purpose of this ordinance is to change the zoning of the following described parcel of land from R-2, Urban Family Residential district, to UC, Urban Corridor District, legally described as follows:

Lots 1, 2 and 3 of Seeman Sub-Division of the NE ¼-SE ¼ of Section 13 Township 75 North, Range 16 West of the 5th P.M. of the plat of the City of Oskaloosa, Mahaska County, Iowa. [Formerly described as: Lots Four(4), five(5) and six (6) and the East-West 16 ½ foot Alley between Lots 4, 5 and 6 in Outlot Sixteen(16) of the Original plat of the City of Oskaloosa, Mahaska County, Iowa.]

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. 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 the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication by law.

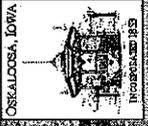
Passed by the Council the 7th day of May 2012, and approved this ____ day of May 2012.

David Krutzfeldt , Mayor

ATTEST: _____
Amy Miller, City Clerk

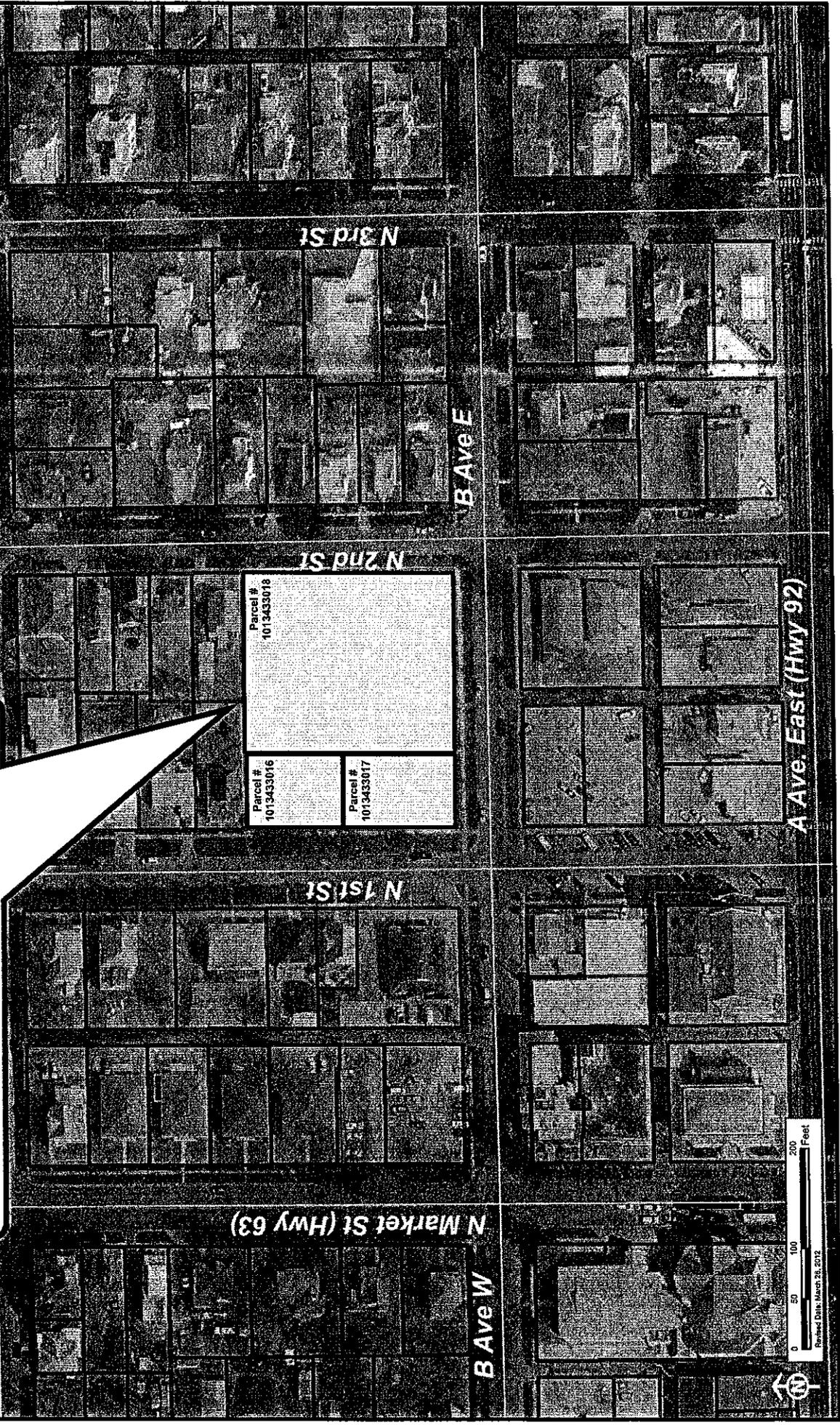
I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____ 2012.

Signed _____
Amy Miller, City Clerk



City of Oskaloosa

**Parcels (3 total) for Proposed Zoning Change:
from Urban Family Residential District (R-2)
to Urban Corridor District (UC)**



Parcel # 1013433016	Parcel # 1013433018
Parcel # 1013433017	



REZONING APPLICATION

APPLICANT NAME: Ken & Julie Seemann

APPLICANT ADDRESS: 610 High Ave. E
Oskaloosa, IA

OWNER NAME: Kenneth H. & Julie D. Seemann

ADDRESS OF PROPERTY: 209 B Ave E, 305 N. 2nd St, 304 N 1st, 310 N 1st

LEGAL DESCRIPTION: Lots 1, 2 and 3 of the Seemann Sub-Division of the NE 1/4 - SE 1/4 of Section 13 Township 75 North, Range 16 West of the 5th R.M. (formerly described as: Lots Four (4), Five (5) and six (6) and the East-West 16 1/2 foot Alley between Lots 4, 5 and 6 in Outlet Sixteen (16) of the Original Plat of the City of Oskaloosa, Mahaska County, Iowa.

REQUEST REZONING FROM R-2
TO U.C.

REASON FOR REZONING APPLICATION AND THE NATURE AND OPERATING CHARACTERISTICS OF THE PROPOSED USE: Our apartment buildings (2) and new townhouses (2) are zoned R-2. We were just recently informed that, if our apartment buildings were destroyed, we could not rebuild because they would be non-conforming. We purchased these less than a year ago. Recently, we built two townhouses. Our intent is to use one as an office and when we retire, use it as our permanent residence. We have an agreement to sell the other townhouse with the buyer (Betty Stanley) understanding our intent to use the adjacent townhouse as an office which is acceptable to her. Property to the west and south is zoned U.C. already. Property sought to be rezoned is the entire south part of the block (not quite half of the block). We are also considering building another unit on the SE corner but cannot build multi-family or commercial with current zoning.

NOTE: ANY GRAPHIC INFORMATION, INCLUDING SITE PLANS, ELEVATIONS, OTHER DRAWINGS, OR OTHER MATERIALS DETERMINED BY ZONING ADMINISTRATOR TO BE NECESSARY TO DESCRIBE THE PROPOSED USE TO THE PLANNING AND ZONING COMMISSION AND/OR THE CITY COUNCIL WILL BE INCLUDED WITH THIS APPLICATION.

PLEASE SUBMIT THE \$250.00 APPLICATION FEE WITH THIS REQUEST.

Kenneth H. Seemann
Julie D. Seemann
SIGNATURE OF OWNER

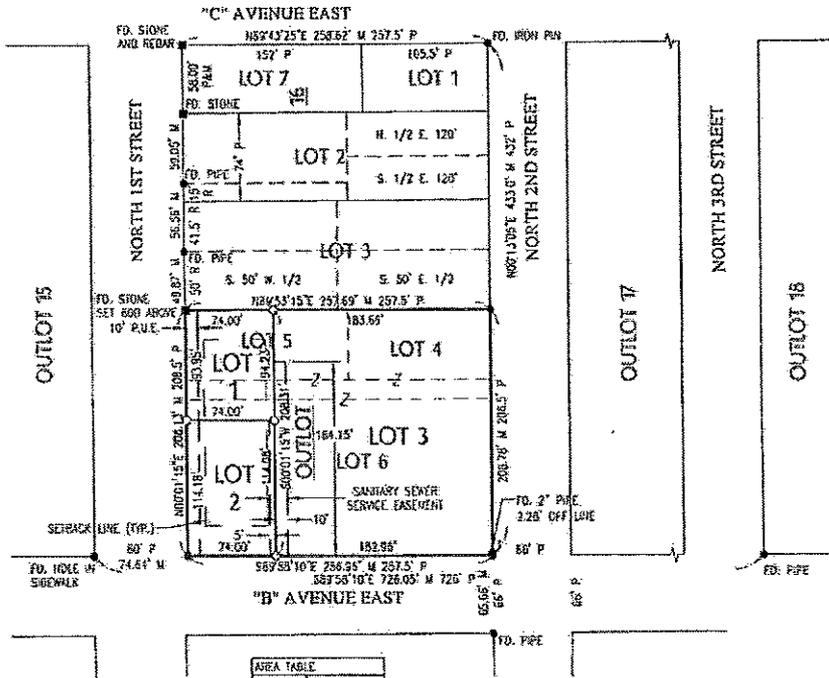
3-21-12
DATE: 3-21-12

Betty J. Stanley date March 22, 2012
Purchaser of 304 N 1st St townhouse

SEEMANN SUB-DIVISION OF

The NE 1/4 - SE 1/4 of Section 13 Township 75 North, Range 16 West of the 5th P.M.

Lots Four (4), Five (5) and Six (6) and the East-West 16 1/2 foot Alley between Lots 4, 5 and 6 in Outlot Sixteen (16) of the Original Plat of the City of Oskaloosa, Mahaska County, Iowa.



AREA TABLE	
LOT 1	0.169 ACRES
LOT 2	0.184 ACRES
LOT 3	0.877 ACRES
TOTAL	1.231 ACRES

SURVEYED ON 11 AUG. 2011 AT THE REQUEST OF MEN SEEMANN, KENNETH H. & JULIE D. SEEMANN, PROPRIETORS.
G&A PROJECT NO. 4011189

LICENSED LAND SURVEYOR
GARY WAYNE KEITH
11420
IOWA

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

Gary Wayne Keith 11 Dec 2011
Date

Gary Wayne Keith, L.L.S.
License number: 11420
My license renewal date is December 31, 2012
Pages or sheets covered by this seal: 1 of 1

● - PROPERTY CORNER FOUND - (5/8" x 3/8" REBAR #11420)

■ - PROPERTY CORNER FOUND - (STONE)

○ - PROPERTY CORNER SET (3/8" x 3/8" REBAR #11420)

1 inch = 100 ft.

FILED FOR RECORD _____ Entered for taxation this _____
 at _____ o'clock _____ M. day of _____
 No. _____ FEK _____
 Auditor's Fee _____ Recorder _____ County Auditor _____

STATE OF IOWA, MAHASKA COUNTY—ss
 I hereby certify the foregoing survey and plat to be correct, to the best of my knowledge and belief.
 Date 1 Dec 2011
Gary Wayne Keith LS #11420
 Mahaska County, Iowa

_____ hereby certify _____ of Section _____
 Township _____ North, Range _____ West of 5th P.M. as appears on this plat, is with the free consent and in accordance with the desire of the undersigned
 owner _____ and proprietor _____ thereof.
 Dated _____ A.D., _____

STATE OF IOWA, MAHASKA COUNTY, ss.
 On this _____ day of _____ A.D., _____, before me a Notary Public in and for said County appeared
 _____ to me personally known to be the identical person _____ whose name _____ affixed to the foregoing instrument and acknowledged
 the execution of the same to be _____ voluntary act and deed.
 Witness my hand and seal the date above written.

Notary Public

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE: PUBLIC HEARINGS

Consider an ordinance establishing a no parking zone on the north side of E Ave East between North 3rd Street and North 4th Street - 1st reading (**PUBLIC HEARING**).

EXPLANATION:

The Public Works Department has received a complaint about on-street parking issues on E Ave East between North 3rd Street and North 4th Street. The complainant indicated that they were dealing with issues related to overflow parking on E Ave East. Staff evaluated the street to find problems such as narrower travel lanes, tighter turning radius to enter or exit alleys, and inadequate intersection approach sight distance. The total street width is 26 feet, but the travel lane width reduces to approximately 10 feet after on-street parking along both sides of the street section.

The city conducted a survey on households that use the north-south alley to access E Avenue East between North 3rd Street and North 4th Street. Among the residents that responded to the survey, 28% of households supported a parking restriction on both sides, 28% supported a parking restriction on the south side only, 28% supported a parking restriction on the north side only, and 16% did not support any kind of parking prohibition.

The Planning & Zoning Commission considered this item at their April 11, 2012 meeting and recommended by a vote of 5 to 0 that the City Council approve the on-street parking prohibition on the north side of E Ave East between North 3rd Street and North 4th Street.

BUDGET CONSIDERATION:

Cost of "No Parking Signs" and cost associated with drafting revisions to Chapter 10.48 of the Oskaloosa Municipality Code.

RECOMMENDED ACTION:

Open public hearing, receive comments, close the public hearing, and approve the first reading of the ordinance.

ATTACHMENTS:

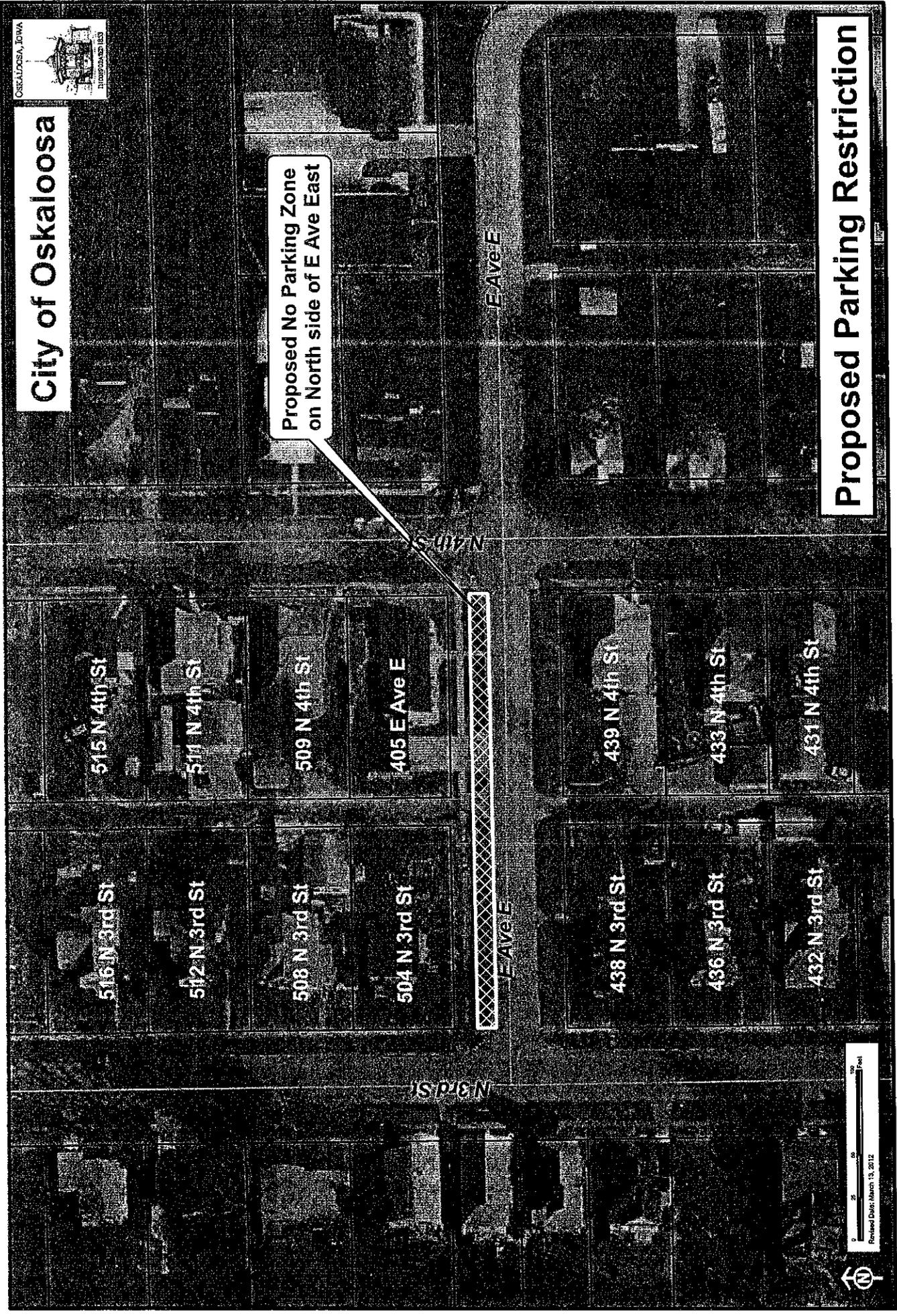
Location map, Complaint letter, Survey response and Ordinance.



City of Oskaloosa

Proposed No Parking Zone
on North side of E Ave East

Proposed Parking Restriction



Akhilesh Pal

From: mary Thomas [mary_berry70@yahoo.com]
Sent: Wednesday, March 07, 2012 9:21 AM
To: akhilesh.pal@oskalooaiowa.org

Hi I live on north 3rd st and we have an ally way we have to go into to get to our drive and I was wondering if there is any way possible to get a sign put up for parking on one side. the location is on North 3rd St and E ave E. there are cars parked on both sides of the street which makes it impossible to get two cars through there. We have almost been hit a couple of times leaving the ally due to not being able to see if anything is comming. The people on the corner of N 3rd and E ave E run a day care so in the morning hours and afternoon hours that street is very dangerous. They park their truck a few feet away from the ally way entrance and that also makes it hard to see and hard to get up when there is snow and ice on the ground. if you could have someone come and look at it and see if there is something that could be done we all on the block would appreciate it greatly.

Thank -you

Thank -you 
Mary

E AVENUE EAST BETWEEN NORTH 3RD & NORTH 4TH STREET			
ADDRESS	OWNER/RESIDENT	RESPONSE	Comments:
405 E Avenue East	Darrell & Sheila Mackaig	Prohibit Parking on north sides at all times	
432 North 3rd Street	Nancy Tresslar/Joseph Slay		
436 North 3rd Street	Phillip Leech % Sandra Thompson		
438 North 3rd Street	Carlos Chase & Bonnie Hamilton		
504 North 3rd Street	Daniel & Jennifer Vandevender	Prohibit Parking on north side at all times	If people have a driveway they need to use it
508 North 3rd Street	Cynthia & Terry Acord	Prohibit Parking on both sides at all times	
512 North 3rd Street	Wesley Brown	Prohibit Parking on both sides at all times	
516 North 3rd Street	Dale Shafer	Prohibit Parking on south side at all times	
	Heather Hull%Heather		
425 North 4th Street	Held		
431 North 4th Street	Mary Lindahl		
433 North 4th Street	Hasley Onthank	Leave Parking As is	Note: is not the primary resident at location
439 North 4th Street	Janice Carmer % Denny Carmer		
509 North 4th Street	Marlene Tordsen		
511 North 4th Street	Terry & Marla Fielder	Prohibit Parking on south side at all times	would prefer no parking, but settle for above Sorry, I am not familiar enough with the situation to offer an opinion.(rental property)
515 North 4th Street	Bonnie Bailey		

Response Categories:

- Prohibit parking on North side at all times
- Prohibit parking on South side at all times
- Prohibit parking on both sides at all times
- Leave on-street parking as it is

ORDINANCE NO. _____

AN ORDINANCE ESTABLISHING A "NO PARKING" ZONE ALONG THE NORTH SIDE OF E AVE EAST BETWEEN NORTH 3RD STREET AND NORTH 4TH STREET, PROHIBITING THE PARKING OF MOTOR VEHICLES OR OTHER TYPE OF VEHICLES WITHIN SAID NO PARKING ZONE; AND PROVIDING FOR PENALTIES FOR THE VIOLATION THEREOF

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

SECTION 1: The purpose of this ordinance is to establish a "No Parking Zone" along the north side of E Avenue East from North 3rd Street to North 4th Street.

SECTION 2: No motor vehicle or other means of transportation shall be placed, stopped, or parked in said "No Parking Zone".

SECTION 3: Regulatory and warning signs to advise as to the above-referenced "No Parking Zone" shall be erected and maintained.

SECTION 4: Any person, operator, or owner of said vehicle who causes the same to be placed, parked, or stopped in said "No Parking Zone" or allows the same to occur, shall be guilty of a misdemeanor and shall be punishable by a fine.

SECTION 5: WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication by law.

Passed by the Council the 7th day of May 2012, and approved this _____ day of May 2012.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____ 2012.

Signed _____
Amy Miller, City Clerk

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE:

Consider a resolution approving a grant agreement with Mahaska County Community Foundation for a dog park.

EXPLANATION:

The Oskaloosa Community Dog Park Task Force submitted an application to the Mahaska County Community Foundation (MCCF) for a \$5,000 grant to assist with development of a dog park in Oskaloosa, and the grant was approved. The next step in the process requires a Council resolution approving a grant agreement for the project and application. The Public Projects Committee discussed the project at their meeting on March 5, 2012, and expressed some concerns but supported the project.

The location for this project is to be determined; however, the group organizing the effort has shown interest in Edmundson Park.

BUDGET CONSIDERATION:

The city would be the fiscal agent for the grant money. The dog park is anticipated to be constructed with private donations and grants.

ATTACHMENTS:

Letter from MCCF, Resolution, Agreement.

Mahaska County Community Foundation

building a firm foundation for the future...

April 23, 2012

City of Oskaloosa

Oskaloosa Community Dog Park Task Force
Michael Schrock, City Manager
City of Oskaloosa
City Hall, 220 S Market St
Oskaloosa, IA 52577

Dear Mr. Schrock,

Congratulations to the Oskaloosa Community Dog Park Task Force on your award of a Mahaska County Community Foundation grant in the amount of \$5000. The MCCF Board recently awarded twenty-one Mahaska County entities grants for a variety of projects. We are very excited about the quality of the applications in this funding cycle for the Mahaska County Community Foundation.

Please complete the enclosed Grant Agreement and return it as soon as possible. The second condition is that you provide the Foundation with a 6-month and yearly report of the project/activities financed from the grant. The report will assist us in understanding how your organization utilized the grant.

- 6-month report due: Dec 1, 2012
- Yearly report due: end of project or by June 1, 2013

Best wishes in the completion of your project.

Sincerely,



Michael Broerman, President
Mahaska County Community Foundation

RESOLUTION NO. _____

**A RESOLUTION APPROVING THE PROJECT GRANT AGREEMENT
BETWEEN THE CITY OF OSKALOOSA AND THE MAHASKA COUNTY
COMMUNITY FOUNDATION THAT ESTABLISHES THE TERMS AND
CONDITIONS UNDER WHICH GRANT FUNDS SHALL BE USED FOR
THE PURPOSE OF CONSTRUCTING A DOG PARK IN OSKALOOSA,
IOWA**

WHEREAS, the Oskaloosa Community Dog Park Task Force submitted a grant application for funds for the construction of a city owned dog park at a location to be determined, but in the corporate limits of Oskaloosa, Iowa; and

WHEREAS, the City of Oskaloosa shall act as the fiscal agent for grant funds received and collected by the Oskaloosa Community Dog Park Task Force, including the funds from the Mahaska County Community Foundation; and

WHEREAS, the terms and conditions for the grant of funds have been set forth in the grant agreement between the City of Oskaloosa and the Mahaska County Community Foundation; and

WHEREAS, the project is estimated at \$97,500 with donations, grant funds and in-kind contributions paying for construction costs. The city will provide in-kind contributions with staff time, equipment use and possibly land for the project's construction.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa that the Project Grant Agreement between the City of Oskaloosa and the Mahaska County Community Foundation is approved.

BE IF FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized and directed to execute said agreement on behalf of the city.

Passed and approved this 7th day of May, 2012.

David Krutzfeldt, Mayor

Attest:

Amy Miller, City Clerk

Date _____

This agreement is by and between the Mahaska County Community Foundation and **Oskaloosa Community Dog Park Task Force** here forth referred to as recipient.

The recipient agrees to do the following as conditions of acceptance for the grant award of **\$ 5,000** for the purpose of *construction costs at the **Oskaloosa Dog Park-The Barking Lot.**

***Grant funds to be used towards construction expense only, not land purchase**

1. Give the Mahaska County Community Foundation credit in all media releases
2. Provide proof of purchase for project items within 6 months of grant distribution
3. Submit written request for extension if project is incomplete after 1 year
4. Return any portion of the grant monies not used for the designated purpose within 18 months of grant award
5. Provide pictures and report upon completion of the project for publicity purposes

Acknowledged and agreed to by:

Mahaska County Community Foundation
Michael Broerman, President
PO Box 207
Oskaloosa Iowa 52577

(Organization Name)

(Organization Representative Signature & Printed)

Date _____

(Address)

(City, State, Zip Code)

(Telephone number/Fax number)

(email address)

Return signed and completed Agreement Form to the address listed above. Disbursement of funds will occur within 30 days of receiving returned form.

building a firm foundation for the future...

Mahaska County Community Foundation
PO Box 207
Oskaloosa IA 52577
www.mahaskafoundation.org

2012 Grant Application

Mission Statement: The mission of the Mahaska County Community Foundation ("MCCF") is to assist local organizations to accomplish great things in Mahaska County. To do so, it will promote endowment building, community development, grant making, organizational collaboration, and public leadership for the benefit of Mahaska County's residents.

What we support: The Foundation is made up of community-minded individuals who have the ability to assess community needs, implement asset development, evaluate area grant applications, encourage partnerships and initiate activities to enhance Mahaska County. Each year the Foundation makes grant awards to worthwhile projects located in the county. Our foundation's areas of emphasis include:

- | | | |
|---------------------------|----------------------------|---------------------|
| * Arts & Culture | * Community Betterment | * Education |
| * Health & Human Services | * Recreation & Environment | * Youth Development |

MCCF Does Not Fund:

- Completed projects or projects already in progress
- Projects that have current budgeted support
- Emergency repairs/purchases
- Elimination of deficits
- Reduction of debt
- Ongoing project support and operating support

Eligibility to Apply for Funding:

- Tax exempt, non-profit entities classified by the IRS as 501(c)(3) or a 170 (c)(1) governmental entity
- If not 501(c)(3), must have a fiscal sponsor who will be legally & financially responsible

Application Deadline:

March 23, 2012

Affiliate Grant Application Contact Information:

Amy Nossaman, Treasurer
Daytime Phone: 641-969-4167 Ext 1987
amy.nossaman@indianhills.edu

Electronically submit completed application to: amy.nossaman@indianhills.edu

Grant Application Instructions

Checklist/Instructions:

- Organizational information has been completed
- Contact information has been completed
- Project summary has been completed
- Project budget detail has been completed.
- Project narrative information has been completed
- Project time line has been completed
- Project promotion section has been completed
- Project certification has been completed
- Copy of 501 (c)(3) IRS Determination letter attached to grant application or comparable proof of charitable exemption. (i.e. a letter from a City, confirming their status as a government entity)
- Fiscal Sponsorship agreement completed if a fiscal sponsor is being used

Definitions/Explanations

Fiscal Sponsor: is an organization that is receiving the money on behalf of the grant applicant and is responsible for disbursing the money for the project and maintaining appropriate documentation. This entity must be a 501(C)(3) or a 170 (c)(1) unit of government in order to serve in this capacity. A fiscal sponsorship agreement must accompany the grant application if a fiscal sponsor is being used.

Organizations must be recognized by the Internal Revenue Service as tax-exempt, nonprofit, public charities under section 501(c)(3) or as a "unit of government" under Section 170(c)(1) to receive grant funding. A 501(c)(3) is a section of the Federal Tax Code, which establishes the criteria for tax-exempt charitable organizations. Section 170(c)(1) refers to agencies that conduct activities to benefit the public at large, like public schools, state universities, public libraries and volunteer fire departments.

Grant Application Cover Page

Organization conducting project: **Oskaloosa Community Dog Park Task Force**

Organization/Project Address: **C/O RD Keep, 1410 Westfield Dr., Oskaloosa, IA 52577**

Organization/Project Contact Person & Title: **RD Keep, Task Force Leader**

Organization/Project Contact Person Phone & Email: **(641) 660-6310 4keeps@mahaska.org**

Project Title: **Oskaloosa Community Dog Park-The Barking Lot**

Applicant Requesting Funding/Fiscal Sponsor (If the organization is not a 501(c)(3)): **City of Oskaloosa**

Federal tax identification number of Applicant/Fiscal Sponsor (EIN): **42-6005086**

Applicant/Fiscal Sponsor Address (if different): **City Hall, 220 South Market Street, Oskaloosa, IA 52577**

Applicant/Fiscal Sponsor Contact Person & Title (if different): **Michael Schrock, City Manager**

Applicant/Fiscal Sponsor Contact Person Phone & Email (if different): **673-9431 michael.schrock@oskaloosaiowa.org**

Total Cost of Project: **\$ 97,500** Amount Requested: **\$ 15,000** Estimated # of Individuals Served: **4,500**

Type of Request (check one): Capital Based or Program Based

Program Based: Operational, activity, general programmatic support

Capital Based: The building of or physical improvement of something

Project Focus Area (check one):

Arts/Culture/Humanities Human Services Education Environment/Animals

Public/Society Benefit Health Other

Brief Description of Organization:

The Oskaloosa Dog Park Task Force is a group of like-minded community members who understand that animals, and particularly, dogs, improve the lives of their humans and that well exercised dogs make better neighbors for the rest of the community.

Brief Description of Project:

A community off-leash dog park would provide a safe and legal confined space to properly exercise dogs and promote socialization for both the dogs and their humans. When complete, the park will contain two separate areas for different sized dogs plus a third area for specialized use, such as special events or as rotation to promote grass re-growth.

Questions of Purpose

1. Describe your organization's charitable purpose/mission, program activities, and population served.

Our mission is to provide Mahaska County residents with a location to allow their dogs to run off leash in a safe environment. By providing a planned, safe and gated off-leash facility, a recreational dog park will provide the residents of Oskaloosa and Mahaska County with a venue to exercise and train their dogs.

2. Describe your organization's size, membership and leadership.

The Task Force is made up of a group of volunteer citizens, with 6-8 active members. Anyone can join the Task Force at any time and in any capacity they are able to provide support through. RD Keep has been selected as the head of the Task Force by the group.

3. Briefly describe your organization's history (year organized), major accomplishments and goals.

The Task Force was officially formed in the fall of 2011 and participation has steadily increased. At this time, we have identified multiple possible sites and have selected what we believe would be an ideal location. The Task Force has recently begun working to obtain the land with the city's support, as well as securing support from the community in general, and beginning fund raising efforts.

4. Describe the proposed project, including the project goals and objectives. Discuss the population it will serve. Describe any planning that went into the project. Describe any research, investigation and/or analysis your organization did on this project. If this project is a phase of a larger project, explain.
(Planning - 20 pts)

Our selected site is located at 1715 3rd Ave E, Oskaloosa, which was formerly the old K-Mart location. This location was selected after the Task Force assessed a number of different locations throughout the community as well as researched other dog parks in Iowa and in other states. This location appeals to the Task Force for a number of reasons. Due to its history, reclaiming the area to become a public park would help eliminate what has become an eye sore in the community. This location is also easily accessible, provides safety in its visibility for single women and elderly, is not located near homes, and is mainly flat. Our goal is to clear and re-seed the area, providing three separate fenced in areas for the dog park. The park will have a double-gated entry system as well as a disposal system for trash and dog waste and drinking water access. Initially a portable restroom would be utilized. The area will also contain a paved or partial paved parking lot, with paved walkways to provide access to people with limited mobility. The land provides the opportunity for further development in the future to add shelters, a restroom facility, small playground and/or connection to the bike trail. A community dog park in Oskaloosa will serve Oskaloosa and Mahaska County residents as well as residents of nearby areas of all ages. The Task Force members visited other Iowa parks, used an electronic and paper survey to ascertain community interest and need, and studied other parks in similar sized communities across the country. This was done to determine the type of park that would be the proper fit for the Oskaloosa area. It is estimated that more than 4,500 visitors can be expected on a yearly basis.

5. Discuss the community needs for the project, the benefits for the community as a result of the project and the community support for the project. (Demonstrated need/Public Demand, 20 points)

There is currently no enclosed, legal space to allow dogs to run off-leash in Oskaloosa or Mahaska County, with the nearest dog park being in Ottumwa. Better exercised dogs make better neighbors which lowers the number of issues with barking, roaming, & aggressive dog complaints. A community dog park provides a safer & more visible place for elderly people & single women to exercise their dogs. A dog park not only provides socialization opportunities for the dogs, but also for their humans as well, which increases the quality of life that these people experience. A community dog park also promotes responsible dog ownership. Other parks have found that dog owners police themselves & informally teach each other about picking up after their dog. The benefits for the dog owners & dogs themselves will be a increased quality of life. The benefits for the community as a whole include the park being seen as a community asset in attracting new people to town as well as in providing a venue for other activities to be staged. The community as a whole also will benefit from having better canine neighbors. Oskaloosa has had an issue with owners not cleaning up after their dogs in Central Park & around town. Although a dog park will not completely eliminate this issue, it can help to inform dog owners about their responsibility & may lessen the incidents around town. The community reaction that the Task Force has received thus far has been very supportive & the Task Force anticipates that because of this, a majority of the funding for the project can be raised through private funds.

6. Outline resources, partners, partnerships and/or local support that will assist with the project and what their support brings to the project. *Attach any letters of support at the end of the application.* (Partnership/Local Support 10 points)

The Task Force is partnering with the City of Oskaloosa as the City will take possession of & maintain the dog park before it is operational due to liability and insurance issues. The Task Force has also worked closely with Stephen Memorial Animal Shelter in planning for the building of a dog park and the Shelter is providing a letter of support. While formal fund raising has not yet begun, there is a commitment from organizations and groups for nearly \$1,000 at this time. The Oskaloosa Optimist Club has written a letter of support for the project. Shadowland Kennels, which provides dog obedience training and boarding services in the area, has also provided a letter of support.

7. Outline funding secured, applied for and proposed for the project and or matching funds listed on the project budget form. Demonstrate leveraging of other community, regional, or state investment. Clearly document both financial and non-financial services and their value. (Leveraged Activity/Matching Funds 20 points)

The Task Force is just now beginning its grass-roots fundraising campaign. We anticipate a large proportion of the needed money coming from private donations and contributions to our fundraising campaigns. We intend to shortly begin our Fence Post Campaign, which will allow people to purchase sponsorships of fence posts as a fundraiser, as well as our Bark for the Park Campaign which will include selling homemade dog treats, t-shirts, etc., at already scheduled local events and holding fundraising events of our own. The Task Force also intends to continue researching & applying for other grants that are available as well as seeking in-kind contributions & matched gifts through local businesses. Task Force members are working with Pella Corporation Foundation & the Vermeer Foundation for matching grants from employees. The Oskaloosa Optimist Club has made a financial commitment to the project as well. An application is also being made to the George Daily Trust for financial support.

8. Describe any creative components, innovations, or new ways of dealing with problems that will be addressed by your project. (Creativity/Innovation 5 points)

There is potential in the selected area to create a trail head to connect to the local bike trail which runs nearby. The Task Force is also interested in partnering with other organizations in the community, such as the Boy Scouts and 4-H clubs, to provide community service projects through landscaping or small building projects to make the dog park a friendly and inviting space.

9. Who will administer this project? Please describe their qualifications to do so. Will there be ongoing expenses associated with this project, including operations or maintenance costs? Explain how these will be addressed. If you do not receive this grant, will you be able to continue with the project? (Sustainability- 5 points)

Ownership and operation of the dog park will be turned over to the City of Oskaloosa prior to the park being operational. The Task Force intends to provide the city with approximately 5 years worth of anticipated maintenance costs at the time that the park is turned over to the city, which will allow the city time to fully determine actual maintenance costs and allow for the city to configure management into the city budget. The city currently operates the local swimming pool & maintains contracts for golf course operation. They also maintain the city park system & have the infrastructure to maintain the dog park. If this grant is not received it could delay the opening of the facility, but the Task Force will continue with the project through other fundraising efforts & grant opportunities.

10. What is the timeline for this project? Include project start, finish and milestones in timeline. (Feasibility, Timeline & Budget- 5 points)

The Task Force is beginning its fundraising efforts at this time. The Task Force ideally will obtain the land by July 2012. Concrete/asphalt removal, grading, & seeding will be completed by August 2012. Concrete pads, septic tank & water fountain installation, as well as fencing are anticipated to be installed by September 2012. The parking area will be completed & finishing touches (landscaping, porta-potty, benches, etc.) added by October 2012 with the park operational in November 2012.

11. Indicate desired impact and how you will measure and evaluate the results of the project. Be specific regarding community needs/issues your project will address. (Impact/Benefits- 10 points)

The Task Force anticipates that a community off-leash dog park will promote owner responsibility while providing a safe and social environment for dogs and humans that can be utilized by anyone in Oskaloosa, Mahaska County, or from nearby areas. A dog park can also provide opportunities for further community projects by other service organizations as well as open the door for canine related events. The majority of the impact that a dog park will have on Oskaloosa and Mahaska County are intangible benefits that will be difficult to measure, but use of the dog park can be monitored as well as incidents of complaints regarding dogs in the community and whether or not issues with dog waste continue in order to evaluate the effect the dog park has on the community.

PROJECT BUDGET

INCOME				
Source	Funds Secured	Funds Seeking	**In-kind	Total Amount
MCCF		\$ 15,000		\$ 15,000
Gov't Grants				\$ 0
				\$ 0
Foundations				
George Daily Trust		\$ 20,000		\$ 20,000
				\$ 0
Corporations				
Vermeer Foundation		\$ 10,000		\$ 10,000
Pella Corp. Found.		\$ 10,000		\$ 10,000
Individual Contributions				
Donations Seeking		\$ 15,000		\$ 15,000
Labor/Construction			\$ 10,000	\$ 10,000
				\$ 0
				\$ 0
Fundraising Events				
Fence Post Sale		\$ 5,000		\$ 5,000
Bark for the Park		\$ 5,000		\$ 5,000
Other (Specify)				
McWane Foundation		\$ 10,000		\$ 10,000
Total Income	\$ 0	\$ 90,000	\$ 10,000	\$ 100,000
EXPENSE				
Source	Expenses funded by MCCF grant	In-Kind or Cash Match	Total Amount	
Land Purchase	\$ 10,000	\$ 10,000	\$ 20,000	
Professional Services		\$ 10,000	\$ 10,000	
Construction Costs	\$ 5,000	\$ 20,000	\$ 25,000	
Construction Supplies		\$ 35,000	\$ 35,000	
Equipment Purchase			\$ 0	
Training Costs			\$ 0	
Personal Costs			\$ 0	
Other Expense (Specify)				
Maintenance Fund		\$ 5,000	\$ 5,000	
Mature Trees		\$ 2,500	\$ 2,500	
			\$ 0	
			\$ 0	
			\$ 0	
			\$ 0	
Total Expense	\$ 15,000	\$ 82,500	\$ 97,500	
Balance (Income - Expense)			\$ 2,500	

***In-kind Gift: when a foundation or other entity contributes goods or services in lieu of providing monetary grants.

Fiscal Sponsorship Agreement

Date: 3.21.12

Fiscal Sponsor (Legal Applicant): City of Oskaloosa

Fiscal Sponsor Contact Person and Email: Michael Schrock michael.schrock@oskaloosa.iowa.org

Fiscal Sponsor Full Mailing Address: City Hall, 220 S Market St, Oskaloosa IA 52577

Sponsored Organization Conducting Project: Oskaloosa Community Dog Park Task Force

Project Name: Oskaloosa Community Dog Park - The Barking Lot

(Legal Applicant/Fiscal Sponsor, hereafter referred to as **The Sponsor**) has agreed to serve as a fiscal/program sponsor for the (Organization conducting project, hereafter referred to as the **Sponsored Org.**) as outlined in the attached application and supporting materials. The Board of Directors of **The Sponsor** has passed a resolution adopting the **Sponsored Org.**'s project as a program or project consistent with the **Sponsor's** purpose and mission. The **Sponsored Org.**'s financial activities will be accounted for as a program of **The Sponsor** for IRS auditing and financial reporting purposes.

Since the **Sponsored Org.** is not recognized by the IRS as a charitable tax-exempt entity, **The Sponsor** must exercise full control over the **Sponsored Org.**'s financial administration, management and disbursement of funds resulting from this grant application. **The Sponsor** has delegated (name of person/s) as responsible for fulfilling of these accounting and reporting functions subject to the ultimate authority of the Board of Directors of **The Sponsor**. **The Sponsor** is responsible for ensuring completion of timely reports and submission of necessary financial statements to the Community Foundation's Administrative Office (contact info below). Failure to insure timely reporting on behalf of the **Sponsored Org./Sponsor** will also result in a loss of good standing.

This agreement will be in effect from the date of a grant award to support the above-named project until the grant funds are expended and the final report has been submitted and accepted.

We agree to the terms stated above in this agreement:

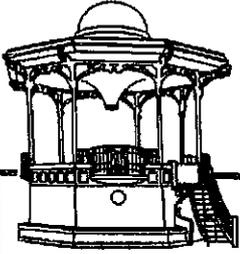
Legal Applicant/ Fiscal Sponsor Representative Signature: Michael Schrock Jr

Printed Name: Michael Schrock Jr **Date:** 03/21/2012

Sponsored Organization Representative Signature: [Signature]

Printed Name: R. D. KEEP **Date:** 22 March 2012

Attach to this agreement the Fiscal Sponsor's 501(c)(3) Tax-Exempt Determination Letter or comparable proof of charitable exemption. (i.e. a letter from a City, confirming their status as a government entity. Contact our Administrative Office with questions, or for examples of a letter from a City.)



City of Oskaloosa

Telephone: (641) 673-9431 • Fax (641) 673-3047

March 21, 2012

To Whom It May Concern:

Re: Dog Park MCCF Grant

Please let this letter serve as confirmation that the City of Oskaloosa is a governmental entity. The City of Oskaloosa's Federal Identification Number is 42-6005086.

If you should have further questions regarding the city's status please feel free to contact me.

Sincerely,

Amy Miller
City Clerk-Finance Director



To Whom It May Concern,

March 22, 2012

A dog park in Oskaloosa would be a worthy and important addition to our growing community. Oskaloosa is a small, but vibrant city that is supported by several large corporations that help invigorate and stabilize our economic environment. Many new families come to Oskaloosa due to employment in these businesses from larger cities where dog parks were common. As the owner of a dog related business, I have a lot of new and regular clients ask me about dog park locations. The nearest one is nearly an hour away.

Oskaloosa would benefit greatly from a dog park for many reasons, not the least of which is the fact that there is a need for one. There are a large percentage of dog owners in Oskaloosa, as attested to by the large numbers of boarding and training class clients who support my business, as well as the three veterinary clinics in town. Unfortunately, this large number of dogs and variety of owners also supports a local animal shelter located in Oskaloosa. This leads me to one of the very big reasons I believe a dog park would be of such a high value in our town.

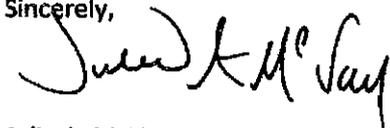
Dogs are often surrendered to the shelter due to lack of socialization, behavior issues and lack of exercise, which manifests itself in bad behavior. If there was an accessible dog park where dogs were able to safely interact and exercise, I believe many of these dogs would have a greatly increased chance of staying in their homes. The kind of physical and mental stimulation generated by a dog park would help meet the innate needs of many dogs who would not ordinarily have this kind of opportunity due to lack of a fenced yard or other confined locations to interact in safely. Many dogs are never allowed off leash to run because their owners have no safe place to do so. The frustration level for some dogs in this position can be extreme and lead to many behavior issues that, without being addressed, could lead to surrender. The dog park could be the difference between life and death for some of these dogs.

Another important benefit of a dog park would be the advancement of knowledge sharing among dog owners. Education is the key ingredient for knowing how to care for and train a dog. By having a mutual place to engage and visit, dog owners will have a social place to share all types of dog related knowledge and ideas that can only help in creating a more educated, responsible dog community. This shared knowledge and in some ways, peer pressure, may also help develop a more accepted embracement of spay and neuter benefits, which could result in lower numbers of dogs flooding our local shelter.

Oskaloosa has needed a dog park for a long time and I feel the benefits would be extremely useful to not only dog owners and the individual dogs, but to the non-dog owning public who would see a shift toward more responsible dog ownership throughout the community.

My hope is that this dog park can be a well constructed, safe and well run community Dog Park that everyone feels is a benefit to Oskaloosa. In order to do this and do it right, the financial need must be met and I ask that this dog park will be considered for financial assistance through available grant programs.

Sincerely,



Julie A. McVay

Owner-Shadowland Obedience & Boarding, Oskaloosa, IA

3/21/12

To whom it may concern,

I am writing on behalf of the Optimist Club of Oskaloosa, Iowa. We are writing to express of excitement and support for the dog park project, "The Barking Lot" in our community. This project will benefit the city, residents, and dogs of Oskaloosa in many ways.

This project will offer the opportunity for individuals and families to exercise and socialize their dogs in a safe environment. Properly exercised pets can lead to safer, happier neighborhoods. It will also bring to the community an opportunity for pet owners to meet and get to know others within the community who share common interests. This project will be an asset to the community because it will take an unutilized piece of property and turn it into something that everyone can enjoy.

The Optimist Club of Oskaloosa offers its full support in this project and are hopeful that you will too.

Respectfully submitted,

Andrea Brownlee

Andrea Brownlee, Optimist Club member



STEPHEN MEMORIAL ANIMAL SHELTER
2299 235th Street
Oskaloosa, IA 52577
Phone: (641) 673-3991 FAX: (641) 672-9347
smas@mahaska.org
www.smas.petfinder.com

March 22, 2012

To Whom It May Concern:

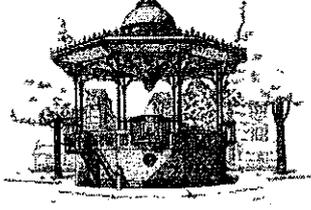
On behalf of the Stephen Memorial Animal Shelter, I am writing to express my full support for the construction of an off-leash dog park in the community. Not only will a dog park create a safe, controlled area for dog owners in Mahaska County to exercise and socialize their dogs, but it also provides a great opportunity for members of the community with a common interest in dog ownership to socialize as well. The construction of a dog park, along with a possible collaboration with the animal shelter also provides a great venue for pet-related events and educational events for the community.

As an administrator of an organization that is exposed to pet owners within the community on a regular basis I certainly believe that there is a demonstrated need for a resource such as a dog park in the community. Additionally, as a member of the task force created to plan and construct this dog park, I have seen first-hand the planning efforts associated with this project and I am absolutely confident that this project is a sustainable investment that will continue to provide benefits to the community well into the future. I am looking forward to seeing the completed project and the impact it will have within the community.

Thank You,

Lindsey Sime
Executive Director

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE:

Consider a resolution approving a grant agreement with Mahaska County Community Foundation for the purpose of student internships.

EXPLANATION:

The Oskaloosa Police Department submitted an application to the Mahaska County Community Foundation (MCCF) for a \$5,000 grant for the purpose of student internships, and the grant was approved. The next step in the process requires the City Council to approve a resolution approving a grant agreement for the project and application.

BUDGET CONSIDERATION:

The city would be the fiscal agent for the grant money. The city will be responsible for in-kind contributions in the first year of this program, through staff time. Zero city dollars will be used to pay for the interns initially; however, in subsequent years, the city will be the sole source to fund the program at approximately \$5,000 annually.

ATTACHMENTS:

Grant application and supporting documentation, letter from MCCF, Resolution, Agreement.

Mahaska County Community Foundation

building a firm foundation for the future...

April 23, 2012

Michael Schrock, City Mgr
City of Oskaloosa
214 High Ave E
Oskaloosa, IA 52577

Dear Mr. Schrock,

Congratulations to the Oskaloosa Police Department on your award of a Mahaska County Community Foundation grant in the amount of \$5,000. The MCCF Board recently awarded twenty-one Mahaska County entities grants for a variety of projects. We are very excited about the quality of the applications in this funding cycle for the Mahaska County Community Foundation.

Please complete the enclosed Grant Agreement and return it as soon as possible. The second condition is that you provide the Foundation with a 6-month and yearly report of the project/activities financed from the grant. The report will assist us in understanding how your organization utilized the grant.

- 6-month report due: Dec 1, 2012
- Yearly report due: end of project or by June 1, 2013

Best wishes in the completion of your project.

Sincerely,



Michael Broerman, President
Mahaska County Community Foundation

RESOLUTION NO. _____

**A RESOLUTION APPROVING THE PROJECT GRANT AGREEMENT
BETWEEN THE CITY OF OSKALOOSA AND THE MAHASKA COUNTY
COMMUNITY FOUNDATION THAT ESTABLISHES THE TERMS AND
CONDITIONS UNDER WHICH GRANT FUNDS SHALL BE USED FOR
THE PURPOSE OF IMPLEMENTING A STUDENT INTERNSHIP
PROGRAM**

WHEREAS, the City of Oskaloosa submitted a grant application for funds for the implementation of a student internship program between William Penn University and the Oskaloosa Police Department; and

WHEREAS, the terms and conditions for the grant of funds have been set forth in the grant agreement between the City of Oskaloosa and the Mahaska County Community Foundation; and

WHEREAS, the project is estimated at \$15,480, Mahaska County Community Foundation funds \$5,000, William Penn University in-kind funds \$480 and City of Oskaloosa in-kind funds \$10,000.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa that the Project Grant Agreement between the City of Oskaloosa, Iowa and the Mahaska County Community Foundation is approved.

BE IF FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized and directed to execute said agreement on behalf of the city.

Passed and approved this 7th day of May, 2012.

David Krutzfeldt, Mayor

Attest:

Amy Miller, City Clerk

Date _____

This agreement is by and between the Mahaska County Community Foundation and **Oskaloosa Police Department** here forth referred to as recipient.

The recipient agrees to do the following as conditions of acceptance for the grant award of **\$ 5,000** for the purpose of **Student Internships**.

1. Give the Mahaska County Community Foundation credit in all media releases
2. Provide proof of purchase for project items within 6 months of grant distribution
3. Submit written request for extension if project is incomplete after 1 year
4. Return any portion of the grant monies not used for the designated purpose within 18 months of grant award
5. Provide pictures and report upon completion of the project for publicity purposes

Acknowledged and agreed to by:

 Mahaska County Community Foundation
 Michael Broerman, President
 PO Box 207
 Oskaloosa Iowa 52577

(Organization Name)

(Organization Representative Signature & Printed)

Date _____

(Address)

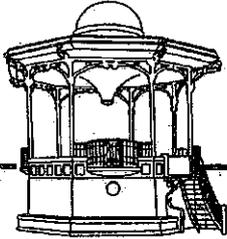
(City, State, Zip Code)

(Telephone number/Fax number)

(email address)

Date _____

<p>Return signed and completed Agreement Form to the address listed above. Disbursement of funds will occur within 30 days of receiving returned form.</p>
--



City of Oskaloosa

Telephone: (641) 673-9431 • Fax (641) 673-3047

March 23, 2012

Grant Committee Members:

I am writing this letter to show support for the Oskaloosa Police Department's (OPD) application to the Mahaska County Community Foundation for a grant called the "OPD Student Internship" project. I can envision a number of ways that the OPD and William Penn University (WPU) could collaborate, especially related to student learning opportunities and the development of partnerships between the OPD and WPU that would benefit both organizations.

It is my understanding that the OPD is requesting grant funding to pay student interns from WPU who have a genuine and sincere interest in law enforcement as a career for this project. These interns will work within the OPD and will be assigned tasks and responsibilities within each division of the OPD and will be under direct supervision of an OPD officer. I see this project as not only providing a great opportunity for the OPD and WPU, but also the selected interns. This type of internship program is also a wonderful chance to invest in young adults who want to, and are willing to serve our community. This program is intended to also serve as a recruitment tool for the OPD.

It is my commitment, if the initial grant funding is provided to the city and OPD, to continue offering this internship program for at least the next 3-5 years. The program being requested by the OPD is a pilot program for the City of Oskaloosa to commit to an ongoing internship program citywide, and specifically in the City Manager's Office. Other informal opportunities to volunteer in the city currently exist, but we do not have a formal, regimented program that I would like to see instituted within the next year and a half. The OPD Student Internship project will allow me to demonstrate to the organization the value of involving WPU, students, and youth in our day-to-day activities.

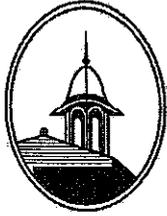
Please contact me if you need additional information or clarifications about my commitment to making this program a success for our organization. I am excited about this project and this great opportunity to collaborate with the Mahaska County Community Foundation.

Respectfully,

Michael Schrock Jr.
City Manager

220 S. Market Street • Oskaloosa, Iowa 52577





WILLIAM PENN

UNIVERSITY

201 TRUEBLOOD AVENUE
OSKALOOSA, IOWA 52577

CAREER SERVICES

March 23, 2012

Jake McGee
Chief of Police
Oskaloosa Police Department
Oskaloosa, IA 52577

Dear Jake:

Please accept this letter as my commitment to the Oskaloosa Police Department's application for a grant from the Mahaska County Community Foundation for your proposal for "Oskaloosa Police Department/William Penn University Student Internships."

As the Career Services Coordinator for William Penn, I know the value of placing our students with real world employers before they graduate with their Bachelors degrees. Students who take part in internships know more about the career pathways in which they are interested, they develop skills necessary for the job they are seeking, and they learn about the responsibilities and culture of jobs in their interest area. Even more important, they understand what a day is like in the workforce, and they gain valuable experience in communicating and professionalism.

I am glad to devote, in kind, at least 10 hours a semester (20 hours X \$24/hour total) on promoting this internship opportunity to Penn's students, working with faculty and staff to get the word out and identify potential candidates, assisting students with development of resumes and cover letters, coaching students in successful interview techniques, and following up with the students, police department, and faculty internship advisor to make sure the experience is beneficial to all involved. If I have misjudged the time requirement, I am happy to commit to as many more hours as it takes to make this pilot project successful, and to help build a strong foundation on which to continue this internship beyond the grant award.

I believe this internship program has the potential to strengthen positive relationships between the police department, community, and William Penn student population, especially building good will with our diverse racial and cultural populations by recruiting minorities and students who may remain in our community to live and work.

Please let me know other ways I can assist with building this program.

Sincerely,

Debbie Stevens
Career Services Coordinator

Grant Application Cover Page

Organization conducting project: **Oskaloosa Police Department**

Organization/Project Address: **214 High Avenue East**

Organization/Project Contact Person & Title: **Jake McGee, Chief of Police**

Organization/Project Contact Person Phone & Email: **641-672-2559; jake.mcgee@oskaloosaiowa.org**

Project Title: **Oskaloosa Police Department/William Penn University Student Internships**

Applicant Requesting Funding/Fiscal Sponsor (If the organization is not a 501(c)(3)): **City of Oskaloosa**

Federal tax identification number of Applicant/Fiscal Sponsor (EIN): **42-6005086**

Applicant/Fiscal Sponsor Address (if different): **220 South Market**

Applicant/Fiscal Sponsor Contact Person & Title (if different): **Michael Schrock, City Manager**

Applicant/Fiscal Sponsor Contact Person Phone & Email (if different): **641-673-9431; michael.schrock@oskaloosaiowa.org**

Total Cost of Project: **\$ 15,480** Amount Requested: **\$ 5,000** Estimated # of Individuals Served: **11,000**

Type of Request (check one): Capital Based or Program Based

Program Based: Operational, activity, general programmatic support

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Project Focus Area (check one):

- Arts/Culture/Humanities Human Services Education Environment/Animals
 Public/Society Benefit Health Other

Brief Description of Organization:

The Oskaloosa Police Department (OPD) has 17 full-time sworn officers, and 2 full-time civilian employees. Our department also has many volunteers, all working as a team to accommodate the many needs of our community. Each and everyone is an integral part of our police operation.

Brief Description of Project:

OPD will recruit a fall semester and spring semester intern, each of whom will work with various staff members over the 15 to 16 week semester - for a total of at least 250 each - and who will learn the 'industry' wide responsibilities and tasks of a law enforcement official.

Questions of Purpose

1. Describe your organization's charitable purpose/mission, program activities, and population served.

The Oskaloosa Police Department exists to provide safety and service to every citizen, recognizing of primary importance the protection of the constitutional rights of all.

The agency has a K-9 Patrol Unit, School Resource Officer, Bike Patrol, Drug Task Force, Investigation Unit, and Citizen Police Academy, as well as the traditional law enforcement responsibilities. Our agency serves over 11,000 citizens.

2. Describe your organization's size, membership and leadership.

The OPD has 19 full-time staff; our team is restricted to certified law enforcement officers; and leadership is comprised of Chief of Police, Jake McGee, who has been in law enforcement for 28 years, with 20 of those serving as Chief. The Department has five lieutenants who cover the different shifts and work with the investigations unit.

Our officers and staff volunteer for Toys for Tots, sponsor a mile of the Rec Trail for clean-up, do the William Penn Christmas Dinner, and present programs for day care centers to the elderly.

3. Briefly describe your organization's history (year organized), major accomplishments and goals.

The City of Oskaloosa was incorporated in 1853, with a law enforcement presence from that date.

Among our major accomplishments:

- Starting the DARE program in the late 1980s, and serving 2100 students
- Starting a K-9 Unit
- Initiating a Drug Task Force
- Starting a Citizen Police Academy
- Providing the School Resource Officer

4. Describe the proposed project, including the project goals and objectives. Discuss the population it will serve. Describe any planning that went into the project. Describe any research, investigation and/or analysis your organization did on this project. If this project is a phase of a larger project, explain.
(Planning - 20 pts)

Internship Project Goal:

To mentor two William Penn students as interns, one each semester, for 250 hours of learning.

Objective 1:

Identify, through a selection process, the best student interns.

- The selection process would include a formal application process, with resume, cover letter, and interview
- Recruit for diversity; William Penn has a diverse student population, and law enforcement is seeking minority and gender candidates

Objective 2:

Select the best candidates and provide a comprehensive learning experience regarding law enforcement; the candidate will work in every area in the department to learn the scope of work. (See attached Intern Training Program Task Lists)

Objective 3:

Build stronger, positive relationships between the community, William Penn student population, and the OPD.

5. Discuss the community needs for the project, the benefits for the community as a result of the project and the community support for the project. (Demonstrated need/Public Demand, 20 points)

The biggest community-related need is to build positive relationships between the community, William Penn students - especially with those of different races, gender, cultures - and law enforcement. Another need is to identify and give opportunities to qualified people who may become part of our community, and perhaps choose law enforcement as a career. One more need is to give college students the opportunity to explore a career option in law enforcement, vital to every community.

The benefit to the community is the possible positive relationships we may build through our internships. Many community members are reticent, even suspicious of our diverse student cultures so our hope is to show them a different side of our many ethnic representatives. On the other hand, the students also get a chance to know the community and its citizens, and gain a different perspective on our citizens. Ultimately, we hope to enhance community relations and reduce the "school on the hill" isolation that often colors community and college relations.

From OPD's perspective, community comments and complaints have indicated we need to find a way to improve relations between citizens and the diverse student population at Penn.

6. Outline resources, partners, partnerships and/or local support that will assist with the project and what their support brings to the project. *Attach any letters of support at the end of the application.* (Partnership/Local Support 10 points)

Resources:

- The police department and staff will provide the internship/mentoring experience.
- William Penn University Career Services will provide assistance in recruiting and supporting the application process and serve as a liaison between the Penn faculty advisors and the OPD.
- The community will add a relationship component through the interactions with the officers and interns.

(See attached letters of support.)

7. Outline funding secured, applied for and proposed for the project and or matching funds listed on the project budget form. Demonstrate leveraging of other community, regional, or state investment. Clearly document both financial and non-financial services and their value. (Leveraged Activity/Matching Funds 20 points)

Matching funds for officers/staff/mentors time is in-kind. Any supplies or materials will be in-kind from the OPD. Matching funds from Career Services at Penn is in-kind for approximately 20 hours of program assistance.

We anticipate the successful operation of this pilot internship project will provide incentive for the City of Oskaloosa to allow the OPD to include this program in its budget in subsequent years.

8. Describe any creative components, innovations, or new ways of dealing with problems that will be addressed by your project. (Creativity/Innovation 5 points)

Our project is innovative in that instead of a traditional job shadow or internship where a student answers phones or files papers, the OPD will have the intern working with each unit and staff member to get the full experience of how law enforcement works and the career opportunities available. Through our research into other programs, we have worked on a combination job description/task checklist so the intern and the OPD include and record the work experience. It also deals with diversity issues as we will actively seek females and other ethnic candidates to expand diversity, and it is unique in that it may also be used as a recruitment tool with interested candidates.

9. Who will administer this project? Please describe their qualifications to do so. Will there be ongoing expenses associated with this project, including operations or maintenance costs? Explain how these will be addressed. If you do not receive this grant, will you be able to continue with the project? (Sustainability- 5 points)

The project administrator will be Chief of Police Jake McGee. However, he will be assisted by the command staff of the police department. With 28 years in law enforcement, McGee understands the community needs and law enforcement requirements, and is willing to work with the department, the community, and William Penn students to create a quality internship program. The main expenses are funding to cover a reasonable salary to the intern, which will be \$10/hour for the 250 hours each.

We anticipate a successful pilot program if we receive the funding from MCCF for two interns. In the future, we have requested to include this program in our annual budget. For now, if we do not receive

10. What is the timeline for this project? Include project start, finish and milestones in timeline. (Feasibility, Timeline & Budget- 5 points)

If we receive this grant, we will begin recruiting in late summer and hire an intern by the end of September at the latest. That intern will work 250 hours during the fall semester of 2012.

We will then begin recruiting for the spring semester in November, and hire the intern to work in the spring semester of 2013 beginning in late January, and again, working for 250 hours.

We would be able to provide a report to the foundation about the success of the program in late December/early January regarding the first intern, and again before May 2013 graduation regarding the

11. Indicate desired impact and how you will measure and evaluate the results of the project. Be specific regarding community needs/issues your project will address. (Impact/Benefits- 10 points)

We will measure and evaluate:

- When the intern goes through the program, each task list is evaluated by the mentor;
- Mentor observations of the interns will be recorded;
- The intern will provide feedback through an exit survey and a written report (if required by the faculty advisor, if applicable; we anticipate most student interns will also take this internship for college credit);
- Where possible, we will seek feedback from community members who interact with the intern.

The main community need is to develop a better relationship between community, William Penn University, and the OPD.

A second need is to develop interest in law enforcement careers, and recruit quality candidates to this career who will make our community their home.

PROJECT BUDGET

INCOME				
Source	Funds Secured	Funds Seeking	**In-kind	Total Amount
MCCF		\$ 5,000		\$ 5,000
Gov't Grants				\$ 0
				\$ 0
Foundations				\$ 0
				\$ 0
Corporations				\$ 0
				\$ 0
Individual Contributions				\$ 0
WPU Career Services			\$ 480	\$ 480
				\$ 0
				\$ 0
Fundraising Events				\$ 0
				\$ 0
Other (Specify)				
Oskaloosa PD			\$ 10,000	\$ 10,000
Total Income	\$ 0	\$ 5,000	\$ 10,480	\$ 15,480
EXPENSE				
Source	Expenses funded by MCCF grant	In-Kind or Cash Match	Total Amount	
Land Purchase			\$ 0	
Professional Services	\$ 5,000	\$ 10,480	\$ 15,480	
Construction Costs			\$ 0	
Construction Supplies			\$ 0	
Equipment Purchase			\$ 0	
Training Costs			\$ 0	
Personal Costs			\$ 0	
Other Expense (Specify)			\$ 0	
			\$ 0	
			\$ 0	
			\$ 0	
			\$ 0	
			\$ 0	
Total Expense	\$ 5,000	\$ 10,480	\$ 15,480	
Balance (income – Expense)			\$ 0	

***In-kind Gift: when a foundation or other entity contributes goods or services in lieu of providing monetary grants.

Fiscal Sponsorship Agreement

Date: 3/23/2012

Fiscal Sponsor (Legal Applicant): City of Oskaloosa

Fiscal Sponsor Contact Person and Email: Michael Schrock; michael.schrock@oskaloosaiowa.org

Fiscal Sponsor Full Mailing Address: 220 South Market, Oskaloosa, IA 52577

Sponsored Organization Conducting Project: Oskaloosa Police Department

Project Name: Oskaloosa Police Department/William Penn University Student Internships

(Legal Applicant/Fiscal Sponsor, hereafter referred to as **The Sponsor**) has agreed to serve as a fiscal/program sponsor for the (Organization conducting project, hereafter referred to as the **Sponsored Org.**) as outlined in the attached application and supporting materials. The Board of Directors of **The Sponsor** has passed a resolution adopting the **Sponsored Org.'s** project as a program or project consistent with the **Sponsor's** purpose and mission. The **Sponsored Org.'s** financial activities will be accounted for as a program of **The Sponsor** for IRS auditing and financial reporting purposes.

Since the **Sponsored Org.** is not recognized by the IRS as a charitable tax-exempt entity, **The Sponsor** must exercise full control over the **Sponsored Org.'s** financial administration, management and disbursement of funds resulting from this grant application. **The Sponsor** has delegated (name of person/s) as responsible for fulfilling of these accounting and reporting functions subject to the ultimate authority of the Board of Directors of **The Sponsor**. **The Sponsor** is responsible for ensuring completion of timely reports and submission of necessary financial statements to the Community Foundation's Administrative Office (contact info below). Failure to insure timely reporting on behalf of the **Sponsored Org./Sponsor** will also result in a loss of good standing.

This agreement will be in effect from the date of a grant award to support the above-named project until the grant funds are expended and the final report has been submitted and accepted.

We agree to the terms stated above in this agreement:

Legal Applicant/ Fiscal Sponsor Representative Signature:

Printed Name: Michael Schrock

Date: 3/23/12

Sponsored Organization Representative Signature:

Printed Name: John R. (Jake) McGee

Date: 3/23/12

Attach to this agreement the Fiscal Sponsor's 501(c)(3) Tax-Exempt Determination Letter or comparable proof of charitable exemption. (i.e. a letter from a City, confirming their status as a government entity. Contact our Administrative Office with questions, or for examples of a letter from a City.)

OSKALOOSA POLICE DEPARTMENT INTERN

2 Positions
(10-15 hours/week)

Department: Police

Hourly Salary Range: \$10.00

GENERAL STATEMENT OF DUTIES: Under supervision, work with Oskaloosa Police Department personnel on a variety of law enforcement related tasks.

DISTINGUISHING FEATURES OF THE CLASS: The work in this class involves assisting the sworn and civilian staff of the Oskaloosa Police Department with a variety of the law enforcement related responsibilities.

EXAMPLES OF WORK (ILLUSTRATIVE ONLY):

ESSENTIAL: This position may include tasks and responsibilities within each division of the Oskaloosa Police Department and the direction and control of the supervision, tasks and responsibilities including but not limited to : Administration—filing, inventorying, data entry, record scanning, property control, Training Division assistance, crime prevention programming; Investigation—case file review and maintenance, scene and investigation assistance; Patrol – ride along/officer assistance in Patrol vehicle, parking enforcement, property and animal control calls for service, traffic direction; Community Policing – patrol of parks and other assigned areas on bicycle and/or foot, neighborhood involvement, assist School Resource Officers with projects, assist Traffic Division with traffic studies and enforcement projects; other tasks as identified within the agency.

KNOWLEDGE, ABILITIES, AND SKILLS:

ESSENTIAL: Ability to read and understand department policies, rules, regulations, police literature, and City, State, and Federal laws and regulations; ability to analyze situations and adopt a quick, effective and reasonable course of action giving due regard to the surrounding hazards and circumstances of each situation; ability to write clear and accurate reports; basic computer skills- including working knowledge of Microsoft Office, products and ability to operate other programs as needed; physical agility, to include bicycle operation; ability to understand and follow oral and written direction; ability to safely operate an automobile; ability to successfully complete required classroom and training courses; demonstrated ability to follow a management philosophy that is Input-oriented and values problem solving and development of partnerships; desire to be part of an organization that values service, people, integrity, responsibility, innovation, and teamwork.

ACCEPTABLE TRAINING AND EXPERIENCE: Possession of a high school diploma or its equivalent; current enrollment in college level coursework; or any equivalent combinations of experience and training which provides the essential knowledge, skills, and abilities.

TERM OF INTERNSHIP: Approximately 250 hours per position.

NOTE: This is not a sworn peace officer position. Interns will not have powers of arrest or other powers authorized by the State of Iowa code to sworn peace officers. Interns may be involved in a variety of training opportunities but will not achieve peace officer certification through this internship.

APPLICATION: Please submit an application to Jake McGee

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE:

Consider a resolution approving and authorizing the receipt, distribution and expenditure of grant funds associated with the Iowa Department of Public Health's Healthy Iowans Program.

EXPLANATION:

The City of Oskaloosa was selected to receive grant funding from the Iowa Department of Public Health for the purpose of focusing on the thirty-nine (39) critical health needs in the state. The Iowa Department of Public Health has provided ten thousand dollars (\$10,000) to the city for the purpose of identifying strategies and initiatives that are addressing critical health needs in Oskaloosa. A steering committee was formed to develop a list of projects and initiatives addressing the critical health needs of Oskaloosa. City Council approval is necessary for city staff to receive and distribute the funds outlined in the steering committee's recommendation.

BUDGET CONSIDERATION:

\$6,000 to the city for the purpose of improving and expanding the sidewalk network in the city; \$2,000 to the Oskaloosa Community School District for the purpose of providing tools to analyze physical health and progress of students; \$1,370 to the Ruritan Club for the purpose of promoting nutritional food options through the Oskaloosa Farmers Market; and \$630 to the Mahaska Wellness Coalition for the purpose of enhanced promotion of the events sponsored by the group.

ATTACHMENTS:

Resolution and supporting documentation.

RESOLUTION NO. _____

**A RESOLUTION APPROVING AND AUTHORIZING THE RECEIPT,
DISTRIBUTION AND EXPENDITURE OF GRANT FUNDS
ASSOCIATED WITH THE IOWA DEPARTMENT OF PUBLIC
HEALTH'S HEALTHY IOWANS PROGRAM**

WHEREAS, the City of Oskaloosa was selected to receive grant funding from the Iowa Department of Public Health for the purpose of focusing on the thirty nine (39) critical health needs in the state; and

WHEREAS, the Iowa Department of Public Health has provided ten thousand dollars (\$10,000) to the City of Oskaloosa for the purpose identifying strategies and initiatives that are addressing critical health needs specifically to Oskaloosa; and

WHEREAS, a steering committee of varied backgrounds developed a list of projects and initiatives addressing the critical health needs of Oskaloosa; and

WHEREAS, formal City Council action is necessary for city staff to receive and distribute the funds outlined in the steering committee's recommendation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa that the grant funding received from the Iowa Department of Public Health for the purpose of implementing the Healthy Iowans Program be received and dispersed in the following manner:

- a. Six thousand dollars (\$6,000) to the City of Oskaloosa for the purpose of improving and expanding the sidewalk network in the city;
- b. Two thousand dollars (\$2,000) to the Oskaloosa Community School District for the purpose of providing tools to analyze physical health and progress of students;
- c. One thousand three hundred and seventy dollars (\$1,370) to the Ruritan Club for the purpose of promoting nutritional food options through the Oskaloosa Farmers Market; and
- d. Six hundred and thirty dollars (\$630) to the Mahaska Wellness Coalition for the purpose of enhanced promotion of the events sponsored by the group.

BE IF FURTHER RESOLVED that the City Clerk is hereby authorized and directed to execute the necessary disbursement of funds, transfers and paperwork to accomplish the grant funds distribution on behalf of the city.

Passed and approved this 7th day of May, 2012.

[SIGNATURES TO FOLLOW]

David Krutzfeldt, Mayor

Attest:

Amy Miller, City Clerk

IARC IDPH Quarterly Report - Oskaloosa, January 2012

Matt Bauman, Area 15 Regional Planning Commission

1. How many steering committee meetings were held? Who is on your steering committee* (what organization/position do they represent)?

Excluding the asset mapping exercise, a total of 4 steering committee meetings were held. The following people served on the Steering Committee:

- Michael Schrock, Oskaloosa City Manager
- Bill Kuba, William Penn University Department of Physical Education Chair
- Lea Rice, Mahaska Health Partnership
- Mike Gipple, MUSCO Community Coordinator
- Sherry Vavra - Mahaska Community Recreation Foundation
- Jennifer Peterson, Elementary School Physical Education Teacher
- Cyndy Gray, High School Physical Education Teacher
- Lyle Siefering, Ruritan Club (organizers the local farmers market)
- Jake McGee, Oskaloosa Police Chief

2. How were people invited to attend your asset mapping?

The Mahaska Wellness Coalition had been established prior to the undertaking of this project. This group included 15-20 interested and informed members of the community who are familiar with many of the health-related initiatives already underway in the City. During the same time period of the steering committee meetings, the Mahaska Wellness Coalition had been holding weekly meetings to promote the City of Oskaloosa to be designated as a Blue Zone Community. The recruiting for the steering committee and asset mapping exercise started with this group. The asset mapping exercise was held during the coalition's regularly scheduled meeting time. Informational emails were sent out to coalition members prior to the meeting to give preliminary introductions to the Healthy Iowans Program, the asset mapping exercise, and to encourage attendees to invite other interested citizens to the meeting.

3. What was the date of your asset mapping? What was the length of time allocated for your asset mapping event? How many people were in attendance*?

The exercise was held on December 2nd at 7am at William Penn University. The exercise lasted a little over 2 hours. 19 people were in attendance.

4. What were the logistics of the event (1 vs. 2 sessions, 1 vs. 2 groups)? What pluses or changes would you note?

Prior to the asset mapping exercise, I took the opportunity to introduce the logistics of the format at the steering committee meetings, as well as through email prior to the asset mapping meeting. Doing so helped prepare the attendees for the exercise, in hopes that it could be completed in the most efficient manner possible.

We never split the group up, and remained in one roundtable discussion throughout the meeting. If we would have had more attendees, I would have broken out into groups.

To identify Oskaloosa's assets, we examined the community at different scales: home, workplace, neighborhoods, and Communitywide/Planning/Public Policy. Instead of taking inventory of the physical vs. social assets at each scale, the group instead collected information based on the physical vs. food/nutrition related assets (see attached sheet, "Asset Mapping Results - Oskaloosa, IA"). I facilitated the discussion, while writing down responses on a chart in front of the entire group.

Upon completion of the asset mapping, we shifted the discussion to identify needs, deficiencies, and possible connections between projects and programs. The discussions generated during the asset mapping really helped to transition into the identification of community's needs. This seamless flow of discussion resulted in every participant being completely on the same page by the end of the meeting. Before adjourning, we went around the room and gave everyone a chance to provide other ideas of a program or project that might be worth pursuing in the city. It was particularly apparent that the consensus opinion of the participants was that the sidewalks needed to be addressed.

The format of the asset mapping exercise gave everyone a chance to provide their insights and the opportunity for participants to lobby for any particular health-related program or project they had in mind.

5. How did community members respond to hearing about this project? To participating in the asset mapping?

Everyone I had a chance to discuss this with was very enthusiastic about the opportunity that this program provided. I did my best to empower the active members of the steering committee, by letting them know that it is THEIR project. Everyone that participated in both the steering committee and the asset mapping exercise is very active in the community. This program gave everyone a platform to be heard. The City Manager, Michael Schrock, was particularly helpful in this process. He attended the meetings with an open mind, without any particular agenda. He was very open to any and all recommendations given by the steering committee.

I had no difficulty getting people to participate. I found the meeting participants to be particularly passionate about the project and eager to make it work for them.

6. Any other comments you would like to share about the asset mapping?

I believe that starting with the assets generated the most comprehensive conversation that we could have had. I am glad that's how we did it.

The following meeting with the steering committee confirmed the effectiveness of the exercise. We met the following week, which gave the members of the steering committee an opportunity to digest some of the discussions that took place. This also gave the members of the steering committee a chance to think about any additional programs or projects to pursue that may not have been discussed during the asset mapping exercise.

7. Do you have any feedback on the asset mapping tool itself? Anything that could make the tool better?

I was initially a little skeptical of the format. It seemed a little counter-intuitive to discuss assets before needs. Upon conducting the meeting, I found that the asset mapping helped get everybody on focus, and created a result-oriented process. Everyone who attended the meeting had a different background and a different agenda. For the limited amount of funds available for a community-based project, the steering committee felt that it made more sense to build off of successful programs in place, rather than initiate new ones. The asset mapping helped generate a discussion about the existing programs and projects already underway in Oskaloosa. From there, the conversation turned to deficiencies, needs, and connections between programs.

Oskaloosa Nutrition, Physical Activity & Obesity Prevention Work Plan

Goal 1: Improve and Expand the sidewalk network in Oskaloosa

Objective 1.1: Conduct a sidewalk study and write a plan to address the issues and initiate the process

Evaluation (How you will know that you were successful): A formal study and Safe Routes to School plan will be completed, a sidewalk improvement program will be developed and introduced.

Budget (Amount and a brief description): \$6,000 has been allocated by the steering committee towards a comprehensive, city-wide study and Safe Routes to School Plan. This money was dedicated with the understanding that the city would cover the remaining costs to develop a study and plan.

Key Strategies and Activities	Lead Role	Key Partners	Time Line	Evaluation Indicators
1. Gain the support of the City Council	City staff		Spring 2012	Monetary support
2. Conduct a city-wide comprehensive sidewalk inventory and evaluation	Dept. of Public Works/Engineering	Area 15 RPC	Spring/Summer 2012	Completion of study
3. Develop a Safe Routes to School Plan	Department of Public Works/Engineering	Area 15 RPC?	September 2012	Completion of plan
4. Apply for Safe Routes to School grant	Area 15 RPC	City staff	October 2012	Award of grant

Goal 2: Provide the tools to analyze physical health and progress of students

Objective 2.1: Acquire and incorporate FitnessGram software into the Physical Education programs throughout the Oskaloosa Community School District.

Evaluation (How you will know that you were successful): Software program gets implemented and staff, students, and parents actively reference the database of information.

Budget (Amount and a brief description): \$2000 towards the installation of the software. With money allocated toward the acquisition of the software, the school district has agreed to pay the annual maintenance and support fees for the program.

Key Strategies and Activities	Lead Role	Key Partners	Time Line	Evaluation Indicators
1. <i>Conduct tests to measure physical fitness of students, using relative indicators</i>	Jennifer Peterson	Oskaloosa CSD	Spring 2012 & beyond	Incorporation of physical fitness indicators into curriculum
2. Acquire and install FitnessGram software	Jennifer Peterson	Oskaloosa CSD	Spring 2012	Acquisition of software
3. Using data, build FitnessGram database for all students	Jennifer Peterson	Oskaloosa CSD	Spring 2012 & beyond	Incorporation of software into curriculum

Goal 3: Promote nutritional food options through the Oskaloosa Farmers Market

Objective 3.1: Improve advertising and promotions, incorporate nutrition demonstrations, provide protection in case of severe weather.

Evaluation (How you will know that you were successful): Incorporation of strategies. Improved attendance. Feedback from attendees.

Budget (Amount and a brief description): \$1,370 toward advertising, promotions, customer loyalty programs, cooking equipment, and a canopy tent

Strategies and Activities	Lead Role	Key Partners	Time Line	Evaluation Indicators
1. Produce and distribute promotional items for farmers market through strategic outlets throughout the city	Lyle Siefering/Ruritan Club	Market vendors, Mahaska County Health Partnership	2012 market season & beyond	Promotional items will be produced and distributed
2. Incorporate a customer loyalty program and/or various promotions	Lyle Siefering/Ruritan Club	Market vendors	2012 market season & beyond	Implementation of program(s) not limited to punch cards, door prizes, reading literature, distribution of steamers
3. Acquire cooking equipment to use for demonstrations	Lyle Siefering/Ruritan Club	Market Vendors	Spring 2012	Cooking equipment is acquired and used at market
4. Cooking demonstrations put on by Ruritan Club, vendors, and area dieticians to give easy recipe ideas and samples using local produce	Lyle Siefering/Ruritan Club	Market Vendors, Mahaska County Health Partnership	2012 market season & beyond	Demonstrations become a part of the market
5. Acquisition of a canopy tent for rainy days	Lyle Siefering/Ruritan Club	Market Vendors	2012 market season & beyond	Tent is acquired and used during a rain event

Goal 4: Better promote the events sponsored by the Mahaska Wellness Coalition

Objective 3.1: Provide promotional tools and materials for the Mahaska Wellness Coalition

Evaluation (How you will know that you were successful): Incorporation of strategies. Greater turnout and involvement in Coalition-sponsored events and activities.

Budget (Amount and a brief description): \$630 for promotional materials

Strategies and Activities	Lead Role	Key Partners	Time Line	Evaluation Indicators
1. Produce and distribute promotional items for coalition-sponsored events through strategic outlets throughout the city	Mike Gipple	Mahaska Wellness Coalition	2012 & beyond	Promotional items will be produced and distributed

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY: WASTEWATER DIRECTOR

ITEM TITLE:

Consider a motion to approve Pay Request No. 1 from Synergy Contracting LLC. for work on the North 7th & J Avenue East Sanitary Sewer Improvements Project in the amount of \$128,578.70.

EXPLANATION:

The attached pay request for work on the North 7th & J Avenue East Sanitary Sewer Improvements Project has been reviewed by Garden & Associates and is recommended for payment.

Work included in this pay estimate is outlined on Attachment No. 1 to Pay Request No. 1.

RECOMMENDED ACTION: Staff recommends approval of Pay Request No. 1 from Synergy Contracting LLC. in the amount of \$128,578.70 payable to Northern Escrow.

BUDGET CONSIDERATION: \$128,578.70 from the North 7th & J Avenue East Sanitary Sewer Improvements Project Fund.

ATTACHMENTS:

Letter from Garden & Associates, Ltd., Pay Request No. 1.

APPLICATION FOR PAYMENT NO. 1

To: CITY OF OSKALOOSA (OWNER)
From: Synergy Contracting LLC (CONTRACTOR)
Contract: J. AVE SANITARY SEWER IMPROVEMENTS
Project: _____
OWNER's Contract No.: _____ ENGINEER's Project No.: 3009115
For Work Accomplished Through the Date of: 4-23-12

1. Original Contract Price:		<u>154,929.70</u>
2. Net Change by Change Orders and Written Amendments (+ or -):		<u> </u>
3. Current Contract Price (1 plus 2):		<u>154,929.70</u>
4. Total Completed and Stored to Date:		<u>135,346.00</u>
5. Retainage (Per Agreement):		
5% of Completed Work:	<u>6767.30</u>	
0% of Stored Material:	<u> </u>	
Total Retainage:		<u>6767.30</u>
6. Total Completed and Stored to Date Less Retainage (4, minus 5):		<u>128,578.70</u>
7. Less Previous Application for Payments:		<u> </u>
8. DUE THIS APPLICATION (6 MINUS 7)		<u>128,578.70</u>

Accompanying Documentation:

CONTRACTOR'S Certification:

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied on account to discharge CONTRACTOR's legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered -- through -- inclusive; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application of Payment will pass to OWNER at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective.

Payment of the above AMOUNT DUE THIS APPLICATION is requested.

Dated: 4-23-12
By: Jesse Rognes
SYNERGY CONTRACTING
(CONTRACTOR)

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated: _____
By: Jack Pope
GARDEN ASSOCIATES
(ENGINEER)

Payment of the above AMOUNT DUE THIS APPLICATION is approved.

Dated: _____
By: _____
CITY OF OSKALOOSA
(OWNER)

ATTACHMENT TO PAY REQUEST NO. 1
 J AVENUE EAST SANITARY SEWER IMPROVEMENTS
 OSKALOOSA, IOWA

No.	Item	Unit	Estimated Quantity	Unit Price	Quantity This Period	Quantity To Date	Extended Price
1.	Surfacing Replacement:						
1.1	Hot Mix Asphalt, 7" Thick	SY	25	\$200.00	0.00	0.00	\$0.00
2.	Seeding	LS	XXXX	\$3,500.00	0.00	0.00	\$0.00
3.	Sewer Pipe-in-Place:						
3.1	24" PVC	LF	342	\$115.00	304.00	304.00	\$34,960.00
3.2	18" PVC	LF	642	\$72.00	638.00	638.00	\$45,936.00
3.3	8" PVC	LF	129	\$75.00	114.00	114.00	\$8,550.00
4.	Standard Manhole - 60" I.D.	EA	5	\$6,000.00	4.00	4.00	\$24,000.00
5.	Standard Manhole - 48" I.D.	EA	3	\$3,500.00	3.00	3.00	\$10,500.00
6.	Removal of Existing Manholes	EA	4	\$600.00	3.00	3.00	\$1,800.00
7.	Concrete Encasement, 24"	LF	30	\$120.00	30.00	30.00	\$3,600.00
8.	Aerial Crossing Piers	EA	2	\$3,000.00	2.00	2.00	\$6,000.00
9.	Drain Line Tiles	LF	40	\$30.00	0.00	0.00	\$0.00
Total Completed							\$135,346.00



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE:

Consider a resolution to approve the contract and bond for the North Green Street Paving Project to Cornerstone Excavating, Inc. in the amount of \$979,960.40.

EXPLANATION:

Garden and Associates, Ltd. provided the city with the construction contracts and bonds for the North Green Street Paving Project which has been executed by the contractor. This resolution authorizes and directs the Mayor and City Clerk to execute the contract and bond.

The scope of the North Green Street paving project includes new concrete pavement, driveway approaches, curb and gutter with intakes, storm drains, sidewalks, and water main relocations on North Green Street from M Avenue West to 2,950 feet north of M Avenue West. If the project is awarded, construction work is proposed to commence in early July. The anticipated work completion time is 75 working days.

The low bidder for this project was Cornerstone Excavating, with a total bid of \$979,960.40. This low bid is within our budget estimates.

BUDGET CONSIDERATION:

Funds are available to complete this construction project in the 2012 budget, account number 320-2010-6761, in the amount of \$979,960.40.

Recommended Action:

Staff recommends approving the contract and bond for the North Green Street Paving Project to Cornerstone Excavating, Inc. in the amount of \$979,960.40.

ATTACHMENTS:

Resolution, Contract and Bond documents.

RESOLUTION NO. _____

**A RESOLUTION APPROVING CONTRACT AND BOND FOR THE NORTH GREEN STREET
PAVING PROJECT TO CORNERSTONE EXCAVATING, INC. IN THE AMOUNT OF
\$979,960.40.**

WHEREAS, the City Council of the City of Oskaloosa, Iowa, has heretofore deemed it necessary and desirable for Pavement Construction on North Green Street from M Avenue to 2,950 feet north of M Avenue West, known as the "North Green Street Paving Project" (will be known as the "Project"); and

WHEREAS, the Oskaloosa City Council has authorized the award of contract to Cornerstone Excavating, Inc. on the Project, and

WHEREAS, the contract has been duly executed by the contractor and is accompanied by an appropriate bond; and

NOW, THEREFORE, BE IT RESOLVED by the City Council-of Oskaloosa, Iowa as follows:

Section 1. That the contract referred to in the preamble hereof between this City and Cornerstone Excavating, Inc. dated April 16, 2012 in the amount of \$979,960.40 be and the same is hereby approved.

Section 2. That the performance bond accompanying said contract wherein Cornerstone Excavating, Inc. appears as principal and Merchants Bonding Company of Des Moines, Iowa, as surety, in like amount, be and the same is hereby approved.

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized and directed to execute the contract and bond for the Project.

PASSED AND APPROVED this _____ day of May, 2012.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk



GARDEN & ASSOCIATES, LTD.

1701 3rd Avenue East, Suite 1 • P.O. Box 451 • Oskaloosa, IA 52577

Phone: 641.672.2526 • Fax: 641.672.2091

April 26, 2012

Akhilesh Pal, P.E.
Public Works Director
City of Oskaloosa Engineering Department
804 South "D" Street
Oskaloosa, IA 52577

Re: North Green Street Improvement Project
Oskaloosa, Iowa
G & A 5010024

Dear Akhilesh:

Enclosed are three (3) sets each of the contract documents for the referenced project which have been executed and submitted by the Contractor. One complete set of the contract documents includes the following:

- 1) Contract
- 2) Performance, Payment and Maintenance Bond.
- 3) Title sheet to the plans.
- 4) Title sheet to the specifications.
- 5) Contractor's Certificate of Insurance.

Please review and if everything is in order, present them to the City Council for approval. If approved, the mayor will need to sign all three copies of the contract, have his signature attested to, and initial the title sheets to the plans and specifications. Please forward one complete set to the Contractor, return one set to us and keep the other for your file.

If you have any questions, please don't hesitate to call.

Sincerely,
GARDEN & ASSOCIATES, LTD.

Robert A. Nielsen, P.E.

RAN/ng

ENGINEERS AND SURVEYORS
OSKALOOSA, IOWA CRESTON, IOWA

CONTRACT

CONTRACT NO. _____
DATE April 16, 2012

THIS CONTRACT, made and entered into at Oskaloosa, Iowa this 16th day of April, 2012, by and between the City of Oskaloosa, Iowa, hereinafter called the "Jurisdiction", and Cornerstone Excavating, hereinafter called the "Contractor".

WITNESSETH:

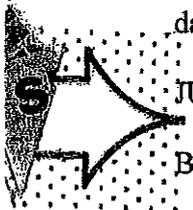
The Contractor hereby agrees to complete the work comprising the below referenced improvement as specified in the contract documents, which are officially on file with the "Jurisdiction" in the office of City Clerk, City of Oskaloosa, Iowa 220 South Market, Oskaloosa, Iowa 52577. This contract includes all contract documents. The work under this contract shall be constructed in accordance with the SUDAS Standard Specifications, 2012 Edition and as further modified by the supplemental specifications and special provisions included in said contract documents. The Contractor further agrees to complete the work in strict accordance with said contract documents, and guarantee the work as required by law, for the time required in said contract documents, after its acceptance by the "Jurisdiction".

This contract is awarded and executed for completion of the work specified in the contract documents for the bid prices shown on the Contract Attachment: Bid Items and Quantities which were proposed by the Contractor in its proposal submitted in accordance with the Notice to Bidders/Notice of Public Hearing for the following described improvements:

**NORTH GREEN STREET
IMPROVEMENT PROJECT
OSKALOOSA, IOWA**

The Contractor agrees to perform said work for and in consideration of the "Jurisdiction's" payment of the bid amount of Nine Hundred Seventy-Nine Thousand, Nine Hundred Sixty and 40/100 dollars (\$ 979,960.40) which amount shall constitute the required amount of the performance, maintenance, and payment bond. The Contractor hereby agrees to commence work under this contract on or before a date to be specified in a written Notice to Proceed by the "Jurisdiction". Work shall be fully complete and ready for final payment within 75 working days. Liquidated damages in the amount of Six Hundred Dollars (\$600.00) per working day will be assessed for each day that the work shall remain uncompleted after the end of the contract period.

IN WITNESS WHEREOF, the Parties hereto have executed this instrument, in triplicate on the date first shown written.



JURISDICTION

By _____

(Seal)
ATTEST:

CONTRACTOR

Cornerstone Excavating
Contractor

By [Signature]
Signature

President
Title

212 South Meason's Ave
Street Address

Washington, IA 52353
City, State, Zip Code

(319) 653-3957
Telephone

CONTRACTOR PUBLIC REGISTRATION INFORMATION To Be Provided By:

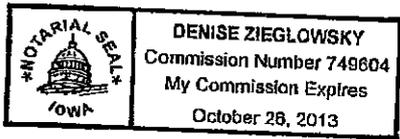
1. All Contractors: The Contractor shall enter its Public Registration Number C 1 0 3 1 - 8 8 issued by the Iowa Commissioner of Labor pursuant to Section 91C.5 of the Iowa Code.
2. Out-of-State Contractors:
 - A. Pursuant to Section 91C.7 of the Iowa Code, an out-of-state contractor, before commencing a contract in excess of five thousand dollars in value in Iowa, shall file a bond with the Division of Labor Services of the Department of Workforce Development. The contractor should contact 515-242-5871 for further information. Prior to contract execution, the City Engineer may forward a copy of this contract to the Iowa Department of Workforce Development as notification of pending construction work. It is the contractor's responsibility to comply with said Section 91C.7 before commencing this work.
 - B. Prior to entering into contract, the designated low bidder, if it be a corporation organized under the laws of a state other than Iowa, shall file with the Jurisdictional Engineer a certificate from the Secretary of the State of Iowa showing that it has complied with all provisions of Chapter 490 of the Code of Iowa, or as amended, governing foreign corporations. For further information contact the Iowa Secretary of State Office at 515-281-5204.

NOTE: All signatures on this contract must be original signatures in ink; copies or facsimile of any signature will not be accepted.

CORPORATE ACKNOWLEDGMENT

State of IOWA)
) SS
Washington County)

On this 19 day of April, 2012, before me, the undersigned, a Notary Public in and for the State of IOWA, personally appeared Jim Ziegrowsky and _____, to me known, who, being by me duly sworn, did say that they are the President, and _____, respectively, of the corporation executing the foregoing instrument; that (no seal has been procured by) (the seal affixed thereto is the seal of) the corporation; that said instrument was signed (and sealed) on behalf of the corporation by authority of this Board of Directors; that Jim Ziegrowsky and _____ acknowledged the execution of the instrument to be the voluntary act and deed of the corporation, by it and by them voluntarily executed.



Denise Ziegrowsky
Notary Public in and for the State of IOWA
My commission expires October 26, 2012

PARTNERSHIP ACKNOWLEDGMENT

State of _____)
) SS
_____ County)

On this ____ day of _____, 20 __, before me, the undersigned, a Notary Public in and for the State of _____, personally appeared _____ to me personally known, who being by me duly sworn, did say that the person is one of the partners of _____, a partnership, and that the instrument was signed on behalf of the partnership by authority of the partners and the partner acknowledged the execution of the instrument to be the voluntary act and deed of the partnership by it and by the partner voluntarily executed.

Notary Public in and for the State of _____
My commission expires _____, 20__

INDIVIDUAL ACKNOWLEDGMENT

State of _____)
) SS
_____ County)

On this ____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State of _____, personally appeared _____ and _____, to me known to be the identical person(s) named in and who executed the foregoing instrument, and acknowledged that (he) (she) (they) executed the instrument as (his) (her) (their) voluntary act and deed.

Notary Public in and for the State of _____
My commission expires _____, 20____

LIMITED LIABILITY COMPANY ACKNOWLEDGMENT

State of _____)
) SS
_____ County)

On this ____ day of _____, 20____, before me a Notary Public in and for said county, personally appeared _____, to me personally known, who being by me duly sworn did say that person is _____ of said _____, that (the seal affixed to said instrument is the seal of said OR no seal has been procured by the said) _____, and that said instrument was signed and sealed on behalf of the said _____, by authority of its managers and the said _____ acknowledged the execution of said instrument to be the voluntary act and deed of said _____, by it voluntarily executed.

Notary Public in and for the State of _____
My commission expires _____, 20____

**CONTRACT ATTACHMENT - BID ITEMS AND QUANTITIES
PROPOSAL**

PROPOSAL ATTACHMENT: PART C - BID ITEMS, QUANTITIES AND PRICES

This is a UNIT BID PRICE CONTRACT. The bidder must provide the Unit Bid Price, the Total Bid Price, any Alternate Price(s) and the Total Construction Cost; in case of discrepancy, the Unit Bid Price governs. The quantities shown on the Proposal Attachment: Part C - Bid Items, Quantities and Prices are approximate only, but are considered sufficiently adequate for the purpose of comparing bids. The Total Construction Cost plus any alternate selected by the City of Oskaloosa, Iowa shall be used only for comparison of bids. The Total Construction Cost, including any Add-Alternates, shall be used for determining the sufficiency of the bid security.

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>ESTIMATED UNITS</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
Base Bid:				
1	2010-108-C-0 Clearing and Grubbing	Lump Sum	XXXXX	\$ 3000 ⁰⁰
2	2010-108-E-0 Excavation, Class 10, 12, or 13	11,435 CY	\$ 6 ⁷⁵	\$ 77,186 ²⁵
3	2010-108-G-0 Subgrade Preparation	10,550 SY	\$ 3 ⁵⁰	\$ 36,925 ⁰⁰
4	2010-108-H-0 Subgrade Treatment, Fly Ash	3,500 SY	\$ 4 ⁰⁰	\$ 14,000 ⁰⁰
5	2010-108-I-0 Subbase, Modified Subbase (Granular)	10,020 SY	\$ 5 ³⁵	\$ 53,607 ⁰⁰
6	2010-108-L-0 Compaction Testing	Lump Sum	XXXXX	\$ 3000 ⁰⁰
7	3010-108-C-0 Trench Foundation	40 TON	\$ 20 ⁷⁵	\$ 830 ⁰⁰
8	3010-108-F-0 Trench Compaction Testing	Lump Sum	XXXXX	\$ 3500 ⁰⁰
9	IDOT 2415 Precast Concrete Box Culvert, 8' x 8'	70 LF	\$ 600 ⁰⁰	\$ 42,000 ⁰⁰
10	IDOT 2415 Precast Concrete Box Culvert Straight End Section, 8'x8'	2 EA	\$ 7650 ⁰⁰	\$ 15,300 ⁰⁰
11	4020-108-A-1 Storm Sewer, Trenched, RCP, 12"	63 LF	\$ 30 ²⁰	\$ 1902 ⁶⁰
12	4020-108-A-1 Storm Sewer, Trenched, RCP, 15"	1,439 LF	\$ 31 ⁸⁰	\$ 45,760 ²⁰
13	4020-108-A-1 Storm Sewer, Trenched, CMP, 15"	70 LF	\$ 21 ⁵⁰	\$ 1505 ⁰⁰
14	4020-108-A-1 Storm Sewer, Trenched, RCP, 18"	305 LF	\$ 33 ⁷⁵	\$ 10,293 ⁷⁵
15	4020-108-A-1 Storm Sewer, Trenched, RCP, 36"	131 LF	\$ 62 ⁰⁰	\$ 8122 ⁰⁰
16	4030-108-B-0 Pipe Apron, Concrete, 15"	1 EA	\$ 550 ⁰⁰	\$ 550 ⁰⁰
17	4030-108-B-0 Pipe Apron, Concrete, 18"	1 EA	\$ 585 ⁰⁰	\$ 585 ⁰⁰
18	4030-108-B-0 Pipe Apron, Concrete, 36"	2 EA	\$ 1050 ⁰⁰	\$ 2100 ⁰⁰
19	4030-108-D-0 Pipe Apron, Guard, 36"	2 EA	\$ 850 ⁰⁰	\$ 1700 ⁰⁰
20	4040-108-A-0 Subdrain, Perforated PE, 4"	5,050 LF	\$ 6 ⁵⁰	\$ 32,825 ⁰⁰
21	4040-108-D-0 Subdrain Outlets and Connections, CMP, 4"	18 EA	\$ 100 ⁰⁰	\$ 1800 ⁰⁰
22	4040-XXX-X-X 4" Tile, PVC	100 LF	\$ 44 ⁰⁰	\$ 4400 ⁰⁰
23	5010-108-A-1 Water Main Trenched, PVC, 8"	445 LF	\$ 27 ⁰⁰	\$ 12,015 ⁰⁰
24	5010-108-D-0 Water Service Stub, 1"	6 EA	\$ 1200 ⁰⁰	\$ 7200 ⁰⁰
25	5010-XXX-X-X Water Service, Meter Pit	3 EA	\$ 695 ⁰⁰	\$ 2085 ⁰⁰
26	5020-108-A-0 Gate Valve, 6"	2 EA	\$ 760 ⁰⁰	\$ 1520 ⁰⁰

27	5020-108-A-0	Gate Valve, 8"	1 EA	\$ 10.50 ⁰⁰	\$ 10.50 ⁰⁰
28	5020-108-C-0	Fire Hydrant Assembly	2 EA	\$ 3500 ⁰⁰	\$ 7000 ⁰⁰
29	XXX-XXX-X-X	Connection to Existing Water Main	1 EA	\$ 1225 ⁰⁰	\$ 1225 ⁰⁰
30	XXX-XXX-X-X	Lower Water Service	1 EA	\$ 1150 ⁰⁰	\$ 1150 ⁰⁰
31	6010-108-A-0	SW-401 Circular Storm Sewer Manhole, 48" I.D.	1 EA	\$ 1850 ⁰⁰	\$ 1850 ⁰⁰
32	6010-108-A-0	SW-401 Circular Storm Sewer Manhole, 60" I.D.	1 EA	\$ 4000 ⁰⁰	\$ 4000 ⁰⁰
33	6010-108-B-0	SW-501 Single Grate Intake	3 EA	\$ 2115 ⁰⁰	\$ 6345 ⁰⁰
34	6010-108-B-0	SW-503 Single Grate Intake w/ Manhole	5 EA	\$ 2700 ⁰⁰	\$ 13,500 ⁰⁰
35	6010-108-B-0	SW-505 Double Grate Intake	3 EA	\$ 3250 ⁰⁰	\$ 9750 ⁰⁰
36	6010-108-B-0	SW-506 Double Grate Intake with Manhole	2 EA	\$ 5250 ⁰⁰	\$ 10,500 ⁰⁰
37	6010-108-B-0	SW-512 Circular Area Intake, Case 1, 24" I.D. Riser	1 EA	\$ 1450 ⁰⁰	\$ 1450 ⁰⁰
38	IDOT 2210	Macadam Stone Base	180 TON	\$ 18 ⁷⁵	\$ 3375 ⁰⁰
39	IDOT 2312	Granular Surfacing on Road, Class "A" Crushed Stone	195 TON	\$ 17 ⁰⁰	\$ 3315 ⁰⁰
40	7010-108-A-0	PCC Pavement, 8" Thick	8,955 SY	\$ 29 ⁴⁵	\$ 263,724 ⁷⁵
41	7010-108-I-0	PCC Pavement Samples and Testing	Lump Sum	XXXXX	\$ 2000 ⁰⁰
42	XXX-XXX-X-X	Painted Pavement Markings and Symbols, Waterborne or Solvent Based	Lump Sum	XXXXX	\$ 1000 ⁰⁰
43	7030-108-A-0	Removal of Recreational Trail	290 SY	\$ 5 ⁰⁰	\$ 1450 ⁰⁰
44	7030-108-A-0	Removal of Driveway	196 SY	\$ 5 ⁰⁰	\$ 980 ⁰⁰
45	7030-108-E-0	PCC Sidewalk, 4" Thick	770 SY	\$ 30 ⁵⁰	\$ 23,485 ⁰⁰
46	7030-108-G-0	Detectable Warnings	12 SF	\$ 30 ⁰⁰	\$ 360 ⁰⁰
47	7030-108-H-1	PCC Paved Driveway, 6" Thick	420 SY	\$ 36 ⁰⁰	\$ 15,120 ⁰⁰
48	7030-108-H-2	Driveway Granular	365 TON	\$ 17 ⁰⁰	\$ 6205 ⁰⁰
49	7040-108-H-0	Pavement Removal	280 SY	\$ 5 ⁰⁰	\$ 1400 ⁰⁰
50	9010-108-A-0	Conventional Seeding, Fertilizing, and Mulching	3.25 AC	\$ 2500 ⁰⁰	\$ 8125 ⁰⁰
51	9040-108-A-1	Stormwater Pollution Prevention Plan, Preparation	Lump Sum	XXXXX	\$ 1250 ⁰⁰
52	9040-108-A-2	Stormwater Pollution Prevention Plan, Management	Lump Sum	XXXXX	\$ 2000 ⁰⁰
53	9040-108-A-3	Stormwater Pollution Prevention Plan, Qualifying Rainfall Event Inspection	10 EA	\$ 100 ⁰⁰	\$ 1000 ⁰⁰
54	9040-108-J-0	Class E Rip Rap	120 TON	\$ 33 ⁷⁵	\$ 3990 ⁰⁰
55	9040-108-N-1	Silt Fence Installation	2,000 LF	\$ 18 ⁵	\$ 3700 ⁰⁰
56	9060-108-D-0	Removal and Reinstallation of Existing Fence	165 LF	\$ 20 ⁰⁰	\$ 3300 ⁰⁰
57	XXX-XXX-X-X	Traffic Control	Lump Sum	XXXXX	\$ 3750 ⁰⁰
58	1090-105-D	Mobilization	Lump Sum	XXXXX	\$ 55,000 ⁰⁰
59	XXX-XXX-X-X	Granular Surfacing for Temporary Access Drives - Install, Reclaim, and Dispose	200 TON	\$ 18 ⁰⁰	\$ 3600 ⁰⁰

TOTAL BASE BID \$ 849,661⁵⁵

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>ESTIMATED UNITS</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
ALTERNATE 1:				
1	2010-108-E-0	Excavation, Class 10, 12, or 13	1,345 CY \$ 6 ⁷⁵	\$ 9,078 ⁷⁵
2	2010-108-G-0	Subgrade Preparation	2,200 SY \$ 3 ⁵⁰	\$ 7,700 ⁰⁰
3	2010-108-H-0	Subgrade Treatment, Fly Ash	700 SY \$ 4 ⁰⁰	\$ 2,800 ⁰⁰
4	2010-108-I-0	Subbase, Modified Subbase (Granular)	1,945 SY \$ 5 ³⁵	\$ 10,405 ⁷⁵
5	2010-108-L-0	Compaction Testing	Lump Sum XXXXX	\$ 750 ⁰⁰
6	3010-108-F-0	Trench Compaction Testing	Lump Sum XXXXX	\$ 750 ⁰⁰
7	4020-108-A-1	Storm Sewer, Trenched, RCP, 15"	904 LF \$ 31 ⁸⁰	\$ 28,747 ²⁰
8	4040-108-A-0	Subdrain, Perforated PE, 4"	1,000 LF \$ 6 ⁵⁰	\$ 6,500 ⁰⁰
9	4040-108-D-0	Subdrain Outlets and Connections, CMP, 4"	4 EA \$ 100 ⁰⁰	\$ 400 ⁰⁰
10	6010-108-A-0	SW-401 Circular Storm Sewer Manhole, 48" I.D.	1 EA \$ 1850 ⁰⁰	\$ 1,850 ⁰⁰
11	6010-108-B-0	SW-501 Single Grate Intake	1 EA \$ 2115 ⁰⁰	\$ 2,115 ⁰⁰
12	6010-108-B-0	SW-503 Single Grate Intake w/ Manhole	1 EA \$ 2700 ⁰⁰	\$ 2,700 ⁰⁰
13	IDOT 2210	Macadam Stone Base	55 TON \$ 18 ⁷⁵	\$ 1,031 ²⁵
14	IDOT 2312	Granular Surfacing on Road, Class "A" Crushed Stone	35 TON \$ 17 ⁰⁰	\$ 595 ⁰⁰
15	7010-108-A-0	PCC Pavement, 8" Thick	1,722 SY \$ 29 ⁴⁵	\$ 50,712 ⁹⁰
16	7010-108-I-0	PCC Pavement Samples and Testing	Lump Sum XXXXXX	\$ 1,000 ⁰⁰
17	7030-108-H-1	PCC Paved Driveway, 6" Thick	18 SY \$ 36 ⁰⁰	\$ 648 ⁰⁰
18	7030-108-H-2	Driveway, Granular	20 TON \$ 17 ⁰⁰	\$ 340 ⁰⁰
19	9010-108-A-0	Conventional Seeding, Fertilizing, and Mulching	0.5 AC \$ 2500 ⁰⁰	\$ 1,250 ⁰⁰
20	9040-108-N-1	Silt Fence Installation	500 LF \$ 185	\$ 92,500 ⁰⁰

TOTAL ALTERNATE 1 \$ 130,298⁸⁵

NOTE: THE ABOVE PRICES DO NOT INCLUDE SALES TAX FOR BUILDING MATERIALS, SUPPLIES AND EQUIPMENT INCORPORATED INTO SAID IMPROVEMENTS THAT ARE EXEMPT FROM IOWA DEPARTMENT OF REVENUE AND FINANCE SALES TAX AND APPLICABLE LOCAL OPTION SALES TAX AND SCHOOL INFRASTRUCTURE LOCAL OPTION SALES TAX PURSUANT TO IOWA CODE SECTIONS. BIDDER SHALL INCLUDE ALL OTHER APPLICATION FEES AND TAXES IN BID.

NOTE: IT IS UNDERSTOOD THAT THE ABOVE QUANTITIES ARE ESTIMATED FOR THE PURPOSE OF THIS BID. ALL QUANTITIES ARE SUBJECT TO REVISION BY THE CITY OF OSKALOOSA, IOWA. QUANTITY CHANGES WHICH AMOUNT TO TWENTY (20) PERCENT OR LESS OF THE TOTAL BID SHALL NOT AFFECT THE UNIT BID PRICE UNLESS OTHERWISE NOTED IN THE CONTRACT DOCUMENTS.

PERFORMANCE, PAYMENT AND MAINTENANCE BOND

KNOW ALL BY THESE PRESENTS:

That we, Cornerstone Excavating, Inc., as Principal (hereinafter the "Contractor" or "Principal" and Merchants Bonding Company (Mutual), as Surety are held and firmly bound unto the City of Oskaloosa, Iowa, as Obligee (hereinafter referred to as "the Jurisdiction"), and to all persons who may be injured by any breach of any of the conditions of this Bond in the penal sum of Nine Hundred Seventy-Nine Thousand Nine Hundred Sixty and 40/100 DOLLARS (\$ 979,960.40), lawful money of the United States, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, legal representatives and assigns, jointly or severally, firmly by these presents.

The conditions of the above obligations are such that whereas said Contractor entered into a contract with the "Jurisdiction", bearing date the 16th day of April, 2012, (hereinafter the "Contract") wherein said Contractor undertakes and agrees to construct the following described improvements:

**NORTH GREEN STREET
IMPROVEMENT PROJECT
OSKALOOSA, IOWA**

and to faithfully perform all the terms and requirements of said Contract within the time therein specified, in a good and workmanlike manner, and in accordance with the Contract Documents. Provided, however, that one year after the date of acceptance as complete of the work under the above referenced Contract, the maintenance portion of this Bond shall continue in force but the penal sum for maintenance shall be reduced to the sum of Nine Hundred Seventy-Nine Thousand Nine Hundred Sixty and 40/100 DOLLARS (\$ 979,960.40), which is the cost associated with those items shown on the proposal and in the Contract which require a maintenance bond period in excess of one year.

It is expressly understood and agreed by the Contractor and Surety in this bond that the following provisions are a part of this Bond and are binding upon said Contractor and Surety, to-wit:

1. **PERFORMANCE:** The Contractor shall well and faithfully observe, perform, fulfill and abide by each and every covenant, condition and part of said Contract and Contract Documents, by reference made a part hereof, for the above referenced improvements, and shall indemnify and save harmless the "Jurisdiction" from all outlay and expense incurred by the "Jurisdiction" by reason of the Contractor's default of failure to perform as required. The Contractor shall also be responsible for the default or failure to perform as required under the Contract and Contract Documents by all its subcontractors, suppliers, agents, or employees furnishing materials or providing labor in the performance of the Contract.
2. **PAYMENT:** The Contractor and the Surety on this Bond are hereby agreed to pay all just claims submitted by persons, firms, subcontractors, and corporations furnishing materials for

or performing labor in the performance of the Contract on account of which this Bond is given, including but not limited to claims for all amounts due for labor, materials, lubricants, oil, gasoline, repairs on machinery, equipment and tools, consumed or used by the Contractor or any subcontractor, wherein the same are not satisfied out of the portion of the contract price which the "Jurisdiction" is required to retain until completion of the improvement, but the Contractor and Surety shall not be liable to said persons, firms, or corporations unless the claims of said claimants against said portion of the contract price shall have been established as provided by law. The Contractor and Surety hereby bind themselves to the obligations and conditions set forth in Chapter 573, Code of Iowa, which by this reference is made a part hereof as though fully set out herein.

3. **MAINTENANCE:** The Contractor and the Surety on this Bond hereby agree, at their own expense:
 - A. To remedy any and all defects that may develop in or result from work to be performed under the Contract within the period of two (2) years from the date of acceptance of the work under the Contract, by reason of defects in workmanship or materials used in construction of said work;
 - B. To keep all work in continuous good repair; and
 - C. To pay the "Jurisdiction" reasonable costs of monitoring and inspection to assure that any defects are remedied, and to repay the "Jurisdiction" all outlay and expense incurred as a result of Contractor's and Surety's failure to remedy any defect as required by this section.

Contractor's and Surety's agreement herein made extends to defects in workmanship or materials not discovered or known to the "Jurisdiction" at the time such work was accepted.

4. **GENERAL:** Every Surety on this Bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:
 - A. To consent without notice to any extension of time to the Contractor in which to perform the Contract;
 - B. To consent without notice to any change in the Contract or Contract Documents, which thereby increases the total contract price and the penal sum of this bond, provided that all such changes do not, in the aggregate, involve an increase of more than twenty percent of the total contract price, and that this bond shall then be released as to such excess increase; and
 - C. To consent without notice that this Bond shall remain in full force and effect until the Contract is completed, whether completed within the specified contract period, within an extension thereof, or within a period of time after the contract period has elapsed and the liquidated damage penalty is being charged against the Contractor.

The Contractor and every Surety on the bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:

- D. That no provision of this Bond or of any other contract shall be valid which limits to less than five years after the acceptance of the work under the Contract the right to sue on this Bond.
- E. That as used herein, the phrase "all outlay and expense" is not to be limited in any way, but shall include the actual and reasonable costs and expenses incurred by the "Jurisdiction" including interest, benefits and overhead where applicable. Accordingly, "all outlay and expense" would include but not be limited to all contract or employee expense, all equipment usage or rental, materials, testing, outside experts, attorneys fees (including overhead expenses of the "Jurisdiction's" staff attorneys), and all costs and expenses of litigation as they are incurred by the "Jurisdiction". It is intended the Contractor and Surety will defend and indemnify the "Jurisdiction" on all claims made against the "Jurisdiction" on account of Contractor's failure to perform as required in the Contract and Contract Documents, that all agreements and promises set forth in the Contract and Contract Documents, in approved change orders, and in this Bond will be fulfilled, and that the "Jurisdiction" will be fully indemnified so that it will be put into the position it would have been in had the Contract been performed in the first instance as required.

In the event the "Jurisdiction" incurs any "outlay and expense" in defending itself with respect to any claim as to which the Contractor or Surety should have provided the defense, or in the enforcement of the promises given by the Contractor in the Contract, Contract Documents, or approved change orders, or in the enforcement of the promises given by the Contractor and Surety in this Bond, the Contractor and Surety agree that they will make the "Jurisdiction" whole for all such outlay and expense, provided that the Surety's obligation under this bond shall not exceed 125% of the penal sum of this bond.

In the event that any actions or proceedings are initiated with respect to this Bond, the parties agree that the venue thereof shall be Union County, State of Iowa. If legal action is required by the "Jurisdiction" to enforce the provisions of this Bond or to collect the monetary obligation accruing to the benefit of the "Jurisdiction", the Contractor and the Surety agree, jointly and severally, to pay the "Jurisdiction" all outlay and expense incurred therefor by the "Jurisdiction". All rights, powers, and remedies of the "Jurisdiction" hereunder shall be cumulative and not alternative and shall be in addition to Surety for any amount guaranteed hereunder whether action is brought against the Contractor or whether Contractor is joined in any such action or actions or not.

NOW THEREFORE, the condition of this obligation is such that if said Principal shall faithfully perform all the promises of the Principal, as set forth and provided in the Contract, in the Contract Documents, and in this Bond, then this obligation shall be null and void, otherwise it shall remain in full force and effect.

When a word, term, or phrase is used in this Bond, it shall be interpreted or construed first as defined in this Bond, the Contract, or the Contract Documents; second, if not defined in the Bond, Contract, or Contract Documents, it shall be interpreted or construed as defined in applicable provisions of the Iowa Code; third, if not defined in the Iowa Code, it shall be interpreted or construed according to its generally accepted meaning in the construction industry; and fourth, if it

has no generally accepted meaning in the construction industry, it shall be interpreted or construed according to its common or customary usage.

Failure to specify or particularize shall not exclude terms or provisions not mentioned and shall not limit liability hereunder. The Contract and Contract Documents are hereby made a part of this Bond.

Witness our hands, in triplicate, this 16th day of April, 2012.

Surety Countersigned By:

Signature of Iowa Resident Commission Agent as
Prescribed by Chapter 515.52-57, Iowa Code.
(Require only if Attorney-in-Fact is not also an
Iowa Resident Commission Agent).

Name of Resident Commission Agent

Company Name

Company Address

City, State, Zip Code

Company Telephone Number

FORM APPROVED BY:

Attorney for Jurisdiction

PRINCIPAL:

Cornerstone Excavating, Inc.
Contractor

By: _____

Signature

President
Title

SURETY:

Merchants Bonding Company (Mutual)
Surety Company

By: _____

Signature Attorney-in-Fact & IA Resident Agent

Anne Crowner

Name of Attorney-in-Fact & IA Resident Agent

Holmes Murphy & Associates, Inc.
Company Name

P.O. Box 9207

Company Address

Des Moines, IA 50306-9207

City, State, Zip Code

(515) 223-6800

Company Telephone Number

- NOTE:**
1. All signatures on this performance, maintenance & payment bond must be original signatures in ink; copies or facsimile of any signature will not be accepted.
 2. This bond must be sealed with the Surety's raised, embossing seal.
 3. The Certificate or Power of Attorney accompanying this bond must be valid on its face and sealed with the Surety's raised, embossing seal.
 4. The name and signature of the Surety's Attorney-in-Fact/Officer entered on this bond must be exactly as listed on the Certificate or Power of Attorney accompanying this bond.

MERCHANTS
BONDING COMPANYTM
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations duly organized under the laws of the State of Iowa (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint, individually,

Jay D. Freiermuth, Brian M. Deimerly, Cindy Bennett, Craig E. Hansen,
Anne Crowner, Tim McCulloh, Stacy Venn, Jody Decker, Jacqueline M. Devine,
Kevin J. Knutson, Laure Guisinger, Shirley S. Bartenhagen, Lacey Cramblit

of Des Moines and State of Iowa their true and lawful Attorney-in-Fact, with full power and authority hereby conferred in their name, place and stead, to sign, execute, acknowledge and deliver in their behalf as surety any and all bonds, undertakings, recognizances or other written obligations in the nature thereof, subject to the limitation that any such instrument shall not exceed the amount of:

TWENTY MILLION (\$20,000,000.00) DOLLARS

and to bind the Companies thereby as fully and to the same extent as if such bond or undertaking was signed by the duly authorized officers of the Companies, and all the acts of said Attorney-in-Fact, pursuant to the authority herein given, are hereby ratified and confirmed.

This Power-of-Attorney is made and executed pursuant to and by authority of the following By-Laws adopted by the Board of Directors of the Merchants Bonding Company (Mutual) on April 23, 2011 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 24, 2011.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof.

The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 20th day of March, 2012.



MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By *Larry Taylor*
President

STATE OF IOWA
COUNTY OF POLK ss.

On this 20th day of March, 2012, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of the MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument is the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.

In Testimony Whereof, I have hereunto set my hand and affixed my Official Seal at the City of Des Moines, Iowa, the day and year first above written.



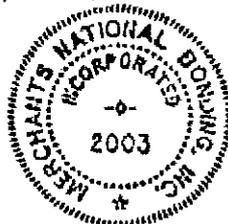
Maranda Greenwalt

Notary Public, Polk County, Iowa

STATE OF IOWA
COUNTY OF POLK ss.

I, William Warner, Jr., Secretary of the MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 16th day of April, 2012.



William Warner Jr.
Secretary

POA 0014 (11/11)



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE:

Consider a resolution terminating the contract dated July 16, 1979 between the Oskaloosa Low-Rent Housing Agency of Oskaloosa, Iowa with the City of Oskaloosa.

EXPLANATION:

On July 16, 1979 the City of Oskaloosa and the Oskaloosa Low-Rent Housing Agency of Oskaloosa, Iowa entered into an agreement relative to combined duties of the agency and the administration of housing assistance programs within the city. Through negotiations the parties have determined that they wish to jointly terminate the agreement and discharge each other from any further duties and obligations there under.

BUDGET CONSIDERATION:

Approval of this item removes the city's future obligations for managing the Section 8 Housing Voucher Program on behalf of the Oskaloosa Municipal Housing Agency.

ATTACHMENTS:

Resolution, Termination Agreement.

RESOLUTION NO. _____

RESOLUTION TERMINATING CONTRACTUAL AGREEMENT WITH THE
OSKALOOSA LOW-RENT HOUSING AGENCY OF OSKALOOSA, IOWA

WHEREAS, the City has heretofore entered into an Agreement with the Oskaloosa Low-Rent Housing Agency of Oskaloosa, Iowa under date of July 16, 1979;

AND, WHEREAS, the City and the Oskaloosa Low-Rent Housing Agency of Oskaloosa, Iowa have mutually determined that each party wishes to terminate said agreement and discharge the other party from any further duties and obligations there under;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Oskaloosa, Iowa that the agreement of July 16, 1979 with the Oskaloosa Low-Rent Housing Agency of Oskaloosa, Iowa be and is hereby terminated, and that the City Manager or Mayor shall execute a termination agreement with the Oskaloosa Low-Rent Housing Agency of Oskaloosa, Iowa as to that agreement.

PASSED AND APPROVED this ___ day of _____ 2012.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

TERMINATION AGREEMENT

THIS AGREEMENT is entered into this ____ day of _____ 2012, by and between the Oskaloosa Low Rent Housing Agency of Oskaloosa, Iowa, hereinafter called "Agency" and the City of Oskaloosa, Iowa, hereinafter called "City".

NOW, WHEREAS, the parties hereto are parties to a certain Agreement entered into July 16, 1979, a copy of which is attached hereto;

AND, WHEREAS, the parties mutually wish to terminate the said Agreement and wish to memorialize their agreement relative thereto;

IT IS THEREFORE AGREED by the parties hereto that the Agreement between the parties made and entered into on the 16th day of July, 1979 be, and is hereby mutually terminated effective June 30, 2012, and the parties each release and discharge the other party from any further duties and obligations there under.

In witness whereof the parties have affixed their signatures on the date above written.

Oskaloosa Low Rent Housing Agency
of Oskaloosa, Iowa

City of Oskaloosa, Iowa

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

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.

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: May 7, 2012

REQUESTED BY: 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.