



City of Oskaloosa
City Council Meeting Regular Session
Council Chambers
City Hall, 220 S. Market Street
Oskaloosa, IA 52577
Agenda
April 18, 2016

Call to Order and Roll Call - 6:00 P.M.

1. Invocation: Andy Baker, Director of Outreach, Central Reformed Church

2. Pledge of Allegiance.

I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

3. Roll Call

_____ Mayor David Krutzfeldt, Council Members:

_____ Burnett, _____ Caligiuri, _____ Jimenez, _____ Moore, _____ Ver Steeg,

_____ Walling, _____ Yates.

Documents: [20160418 AGENDA ITEMS 1 TO 3 BURST.DOCX](#)

4. Community Comments.

This item is reserved to receive comments from the community for concerns whether or not they are included in the current agenda. The community is encouraged to come and speak before the Mayor and City Council and asked to keep statements brief. Any questions are to be asked of the City Staff, Council Members, or the Mayor prior to speaking to the full Council so concerns may be properly researched and answered away from the meeting. Comments are to be directed to the Mayor and City Council only.

Documents: [20160418 COMMUNITY COMMENTS BURST.DOCX](#)

5. Consider Adoption of Consent Agenda as Presented or Amended.

All items appearing on the Consent Agenda are considered routine by the City Council and shall be enacted by one motion. If discussion is desired, that item shall be removed, discussed separately and approved by a separate motion of the City Council.

Documents: [20160418 CONSENT AGENDA PAGE BURST BW.DOCX](#)

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

1. April 4, 2016 Regular City Council Meeting Minutes
2. April 18, 2016 Agenda

Documents: [20160418 CONSENT AGENDA CITY CLERK MINUTES.DOCX](#),
[CITY COUNCIL MINUTES APRIL 4, 2016.DOC](#)

B. Receive and file minutes of Boards and Commissions

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

1. April 11, 2016 Planning and Zoning Commission Minutes
2. March 28, 2016 Library Board Minutes
3. April 9, 2016 Band Board Minutes
4. March 18, 2016 Historic Preservation Commission Minutes
6. March 31, 2016 Water Department Balance Sheet
7. March 31, 2016 Water Department Revenue and Expense Report
8. March 31, 2016 Water Department Financial Notes

Documents: [20160418 CONSENT AGENDA BOARDS AND COMMISSIONS.DOCX](#), [20160411 PZ MINUTES.DOCX](#), [3-28-2016 LIB MINUTES.DOCX](#), [CITY BAND BOARD 4-9-16.DOCX](#), [HPC MINUTES 3-18-2016.DOCX](#), [03-31-16 PRIOR YEAR BALANCE SHEET.PDF](#), [03-31-16 BALANCE SHEET.PDF](#), [03-31-16 REVENUE AND EXPENSE REPORT.PDF](#), [03-31-16 FINANCIAL NOTES.PDF](#)

C. Consider a motion to receive or file financial reports for March 2016.

Who is submitting this item. City Clerk/Finance Department

Documents: [CITY COMM FINANCIAL REPORTS \(2\).DOCX](#), [OSKALOOSA IA TREASURERS REPORT MARCH 2016 \(002\).PDF](#)

D. Consider approval of a renewal application for a Class C Beer Permit with Sunday Sales from RRR Properties, LLC dba Oskaloosa Cenex, 1911 17th Avenue East.

Who is submitting this item. City Clerk/Finance Department

Documents: [CITY COMM OSKALOOSA CENEX.DOCX](#)

E. Consider approval of a five day application for a Special Class C Liquor License with beer and wine from Sodexo America, LLC, dba Musco Technical Center, 319 R Avenue West, effective April 26, 2016.

Who is submitting this item. City Clerk/Finance Department

Documents: [CITY COMM SODEXO.DOCX](#)

F. Consider approval of a renewal application for a Class B Beer Permit (includes wine coolers) from Big Ed's BBQ, Inc. dba Big Ed's BBQ, 104 1st Avenue East.

Who is submitting this City Clerk/Finance Department item.

Documents: [CITY COMM BIG EDS \(1\).DOCX](#)

- G. **Consider approval of a renewal application for a Special Class C Liquor License with Native Wine Permit and Sunday Sales from Chuong Garden of Oskaloosa, Inc., dba Chuong Garden, 1110 A Avenue West.**

Who is submitting this City Clerk/Finance Department item.

Documents: [CITY COMM OSKALOOSA CHUONG GARDEN.DOCX](#)

- H. **Consider a resolution amending and expanding the city's current Revenue Purpose Statement for the use or expenditure of Franchise Fee revenues.**

Who is submitting this City Manager's Office item.

Documents: [20160418 AMEND REVENUE PURPOSE STATEMENT FRANCHISE FEES_1.DOCX](#), [20160418_REVENUE PURPOSE STATEMENT EXPANSION.DOCX](#)

- I. **Consider a resolution authorizing the City Manager to submit a grant application with the Iowa Department of Transportation for a Future Land Use Plan and the creation of a draft Airport Height Restriction Ordinance.**

Who is submitting this City Manager's Office item.

Documents: [20160418_DOT AVIATION GRANT APPLICATION LAND USE PLAN_1.DOCX](#), [20160418_LAND USE AND HEIGHT ORDINANCE GRANT RESO.DOCX](#), [DOT PLANNING GRANT APPLICATION 2016 FINAL.PDF](#)

- J. **Consider approval of the final payment of \$5,840.82 (\$2,000.00 for Pay Request No. 5 and \$3,840.82 for the remaining retainage) to Blommers Construction Inc. for the E Avenue East and North 12th Street Reconstruction Project.**

Who is submitting this Public Works Director item.

Documents: [EXPLANATION E AVE E AND N 12 ST PAY APP 5.DOCX](#), [PAY ESTIMATE 5 - FINAL.PDF](#), [SIGNED PAY APP 5 - FINAL.PDF](#)

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

Documents: [20160418 REGULAR AGENDA BURST.DOCX](#)

A. Consider request from the Mahaska Community Recreation Foundation to report on quarterly activities of MCRF.

Who is submitting this City Manager Department item.

Documents: [MCRF QUARTERLY REPORT.DOCX](#)

B. Consider approval of a six month application for a Class C Liquor License with Sunday Sales and Outdoor Service Area from Oskaloosa Area Chamber and Development Group and the use of the City Square to host various events from May 1, 2016 through October 31, 2016.

Who is submitting this City Clerk/Finance Department item.

Documents: [CITY COMM OSKALOOSA CHAMBER_1.DOCX](#)

C. Consider a resolution directing sale of \$1,800,000 (subject to adjustment per terms of offering) General Obligation Refunding Capital Loan Notes, Series 2016.

Who is submitting this City Clerk/Finance Department item.

Documents: [CITY COMM RESOLUTION DIRECTING SALE.DOCX](#),
[OSKALOOSA 2016 GO REFUNDING CLN RESOLUTION DIRECTING SALE .DOCX](#)

D. Consider a resolution authorizing the redemption of outstanding City of Oskaloosa, Iowa, General Obligation Capital Loan Notes, Series 2008A, of the City of Oskaloosa, State of Iowa, dated May 1, 2008, and directing notice to be given.

Who is submitting this City Clerk/Finance Department item.

Documents: [CITY COMM REDEMPTION.DOCX](#), [OSKALOOSA 2016 GO REFUNDING CLN RESOLUTUION AUTHORIZING REDEMPTION OF 2008A NOTES.DOCX](#)

E. Consider an ordinance amending Oskaloosa Municipal Code 10.42 Golf Carts, 10.80 - Multi-Use Recreation Trail, and 10.08 - Traffic Regulations Generally.

Who is submitting this City Manager's Office item.

Documents: [CITY COUNCIL COMMUNICATION GOLF CARTS.DOCX](#),

F. Consider a resolution approving a site plan for a 6,156 square foot addition for Fellowship Bible Church, located at 1000 A Avenue West.

Who is submitting this item. Public Works Director

Documents: [EXPLANATION FBC SITE PLAN_1.DOCX](#), [RESOLUTION FBC.DOCX](#), [FBC SITE PLAN REVIEW AND RESPONSES.DOCX](#), [FBC SITE PLAN WITH STAFF COMMENTS.PDF](#), [FBC SITE PLAN - PART 1.PDF](#), [FBC SITE PLAN - PART 2.PDF](#), [FBC REVIEW RESPONSES FROM ENGINEER.PDF](#), [SITE PLAN APPLICATION.PDF](#)

G. Consider a resolution approving the city of Oskaloosa Corridor and Wayfinding Improvement Studies.

Who is submitting this item. City Manager's Office

Documents: [20160418_CORRIDOR AND WAYFINDING IMPROVEMENTS STUDY ADOPTION.DOCX](#), [20160418_CORRIDOR AND WAYFINDING IMPROVEMENT STUDIES.DOC](#)

7. Report on Items from City Staff.

- a) City Manager
 - i. Sheriff Avenue Reconstruction Project
- b) City Clerk.
- c) City Attorney.

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

Documents: [20160418 REPORTS FROM STAFF BURST.DOCX](#), [SHERIFF AVENUE MEMO.PDF](#)

8. City Council Information

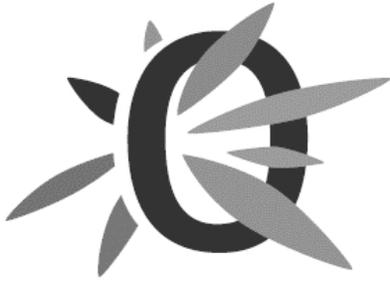
This item is reserved to receive reports from the Mayor and City Council. This is an opportunity for the members of the City Council to provide updates on activities, events, or items of note to the public. This is also the opportunity for the City Council to request future agenda items, or request items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

Documents: [20160418 CITY COUNCIL INFORMATION BURST.DOCX](#)

9. Adjournment

THE REQUIREMENT THAT AN ORDINANCE BE READ THREE (3) TIMES BEFORE PASSAGE MAY BE WAIVED BY COUNCIL UPON AN AFFIRMATIVE VOTE OF SIX (6) OF THE SEVEN (7) COUNCIL MEMBERS. THE PUBLIC IS ADVISED TO TAKE NOTE OF THIS PROCESS AND BE PREPARED TO SPEAK EITHER FOR OR AGAINST ANY ORDINANCE AT THE TIME OF FIRST READING.

If you require special accommodations, please contact the City Manager's Office at least 24 hours prior to the meeting at (641) 673-9431.



City Council Communication
Meeting Date: April 18, 2016
Requested By: Mayor & City Council

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

1. Invocation: Andy Baker, Director of Outreach, Central Reformed Church
2. Pledge of Allegiance
3. Roll Call: _____ Mayor David Krutzfeldt, Council Members:
 _____ Burnett, _____ Caligiuri, _____ Jimenez, _____ Moore,
 _____ Ver Steeg, _____ Walling, _____ Yates.

Explanation:

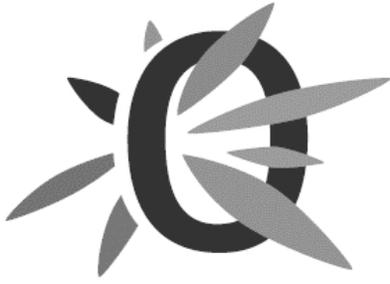
Not applicable.

Budget Consideration:

Not applicable.

Attachments:

None.



City Council Communication
Meeting Date: April 18, 2016
Requested By: Mayor & City Council

Item Title: Community Comments

Explanation:

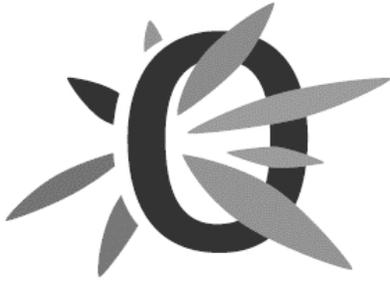
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Budget Consideration:

Not applicable.

Attachments:

None.



City Council Communication
Meeting Date: April 18, 2016

Item Title: CONSENT AGENDA

Explanation:

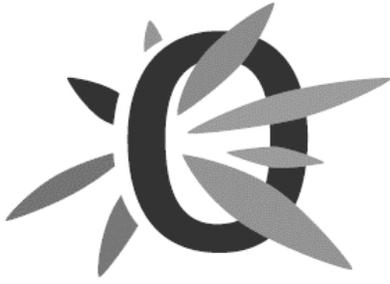
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Budget Consideration:

Not applicable.

Attachments:

None.



City Council Communication

Meeting Date: April 18, 2016

Requested By: City Clerk/Finance Department

Item Title: CONSENT AGENDA

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

Explanation:

1. April 4, 2016 City Council Regular Meeting Minutes
2. April 18, 2016 Agenda

Budget Consideration:

Not applicable.

Attachments:

April 4, 2016 City Council Regular Meeting Minutes

OSKALOOSA CITY COUNCIL
REGULAR MEETING
April 4, 2016

The Oskaloosa City Council met in regular session on Monday, April 4, 2016, at 6:00 p.m. with Mayor Krutzfeldt presiding and the following members answering roll call: Burnett, Caligiuri, Jimenez, Moore, Ver Steeg, Walling and Yates.

Jerry Bottenfield, 105 Sheriff Avenue, addressed city council regarding the Sheriff Avenue Reconstruction Project, and presented two petitions.

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

1. March 21, 2016 City Council Regular Meeting Minutes
2. April 4, 2016 Agenda
3. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - a. February 23, 2016 Board of Adjustment Minutes
 - b. February 16, 2016 Water Board Minutes
 - c. March 7, 2016 Airport Commission Minutes
4. Payment of claims for March 2016.
5. Renewal application for a Class A Liquor License with Sunday Sales from Aerie No. 276 Fraternal Order of Eagles dba Fraternal Order of Eagles, 215 High Avenue East
6. Receive and file the Safety Committee report for the first quarter of 2016.

The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

Caligiuri introduced Resolution No. 16-04-46 entitled "RESOLUTION ADOPTING THE PROPOSED 2015-2016 BUDGET AMENDMENT AND SETTING DATE FOR PUBLIC HEARING" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 16-04-47 entitled "RESOLUTION ADOPTING SUPPLEMENT TO THE OSKALOOSA MUNICIPAL CODE OF ORDINANCES THROUGH ORDINANCE NO. 1381" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 16-04-48 entitled "RESOLUTION FOR PRELIMINARY APPROVAL OF PLANS, SPECIFICATIONS, FORM OF CONTRACT, ESTIMATED COST; SETTING DATE OF PUBLIC HEARING ON PLANS; AND ORDERING THE ADVERTISEMENT FOR BIDS ON THE NORTHEAST WASTEWATER TREATMENT PLANT GENERATOR REPLACEMENT PROJECT" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

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

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 16-04-49 entitled "RESOLUTION AUTHORIZING A CONTRACT AMENDMENT AND PAYMENT FOR THE FIRE STATION SANITARY SEWER PROJECT TO EXODUS EXCAVATING LLC" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

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

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 16-04-50 entitled "RESOLUTION APPROVING A 28E AGREEMENT BETWEEN THE CITY OF OSKALOOSA, IOWA, AND MARION COUNTY FOR MUTUAL AID LAW ENFORCEMENT SERVICES" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

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

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 16-04-51 entitled "RESOLUTION ALLOWING AN INTERDEPARTMENTAL TRANSFER OF AN OSKALOOSA FIRE DEPARTMENT FIRE ENGINE TO THE OSKALOOSA PUBLIC WORKS DEPARTMENT" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

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

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 16-04-52 entitled "RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING ON THE VACATION AND SALE OF THE EAST-WEST ALLEY ADJACENT TO 402 4TH AVENUE WEST AND REFERRING THE PROPOSAL TO THE PLANNING AND ZONING COMMISSION" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

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

Whereupon the Mayor declared said resolution duly adopted.

The Mayor announced there were vacancies on the Airport Commission, Historic Preservation Commission, Municipal Housing Agency and Water Board.

The Mayor announced this was the time and place for the public hearing on levying a special assessment against private property for nuisance abatement at a premise located at 215 Rock Island and that citizens would now have the opportunity to comment. There were no oral or written comments received. The Mayor declared said hearing closed.

Moore introduced Resolution No. 16-04-53 entitled "RESOLUTION LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR NUISANCE ABATEMENT AT A PREMISE LOCATED AT 215 ROCK ISLAND, OSKALOOSA, IOWA, BY THE CITY OF OSKALOOSA, IOWA IN ACCORDANCE WITH §8.08.080 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA" and moved its approval. Caligiuri seconded the motion. The roll was called and the vote was:

AYES: Burnett, 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 instituting proceedings to take additional action for the issuance of not to exceed \$1,800,000 General Obligation Refunding Capital Loan Notes and that citizens would now have the opportunity to comment. There were no oral or written comments received. The Mayor declared said hearing closed.

Jimenez introduced Resolution No. 16-04-54 entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED \$1,800,000 GENERAL OBLIGATION REFUNDING CAPITAL LOAN NOTES" and moved its approval. Caligiuri seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Moore introduced Resolution No. 16-04-55 entitled "RESOLUTION APPROVING ELECTRONIC BIDDING PROCEDURES AND DISTRIBUTION OF PRELIMINARY OFFICIAL STATEMENT" and moved its approval. Yates seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

It was moved by Walling, seconded by Ver Steeg, to direct staff to study establishment of a loading/unloading only parking area on South Market Street adjacent to the east-west alley entrance located between 109 South Market and 115 South Market. The roll was called and the vote was:

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

NAYS: Burnett and Jimenez

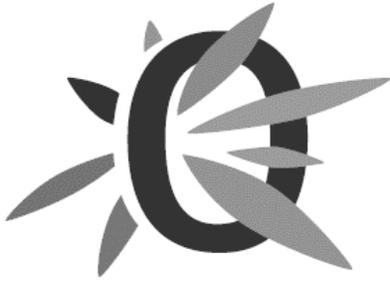
Whereupon the Mayor declared said motion approved.

It was moved by Moore, seconded by Ver Steeg that the meeting adjourn.
Motion carried unanimously. The meeting adjourned at 6:48 p.m.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk



City Council Communication

Meeting Date: April 18, 2016

Requested By: City Manager's Office

Item Title: CONSENT AGENDA

Receive and file reports and communications from advisory and operating boards and commissions.

Explanation:

1. April 11, 2016 Planning and Zoning Commission Minutes
2. March 28, 2016 Library Board Minutes
3. April 9, 2016 Band Board Minutes
4. March 18, 2016 Historic Preservation Commission Minutes
5. March 31, 2016 Water Department Prior Year Balance Sheet
6. March 31, 2016 Water Department Balance Sheet
7. March 31, 2016 Water Department Revenue and Expense Report
8. March 31, 2016 Water Department Financial Notes

Budget Consideration:

Not applicable.

Attachments:

April 11, 2016 Planning and Zoning Commission Minutes
March 28, 2016 Library Board Minutes
April 9, 2016 Band Board Minutes
March 18, 2016 Historic Preservation Commission Minutes
March 31, 2016 Water Department Prior Year Balance Sheet
March 31, 2016 Water Department Balance Sheet
March 31, 2016 Water Department Revenue and Expense Report

March 31, 2016 Water Department Financial Notes

CITY OF OSKALOOSA
PLANNING & ZONING COMMISSION
REGULAR MEETING MINUTES
April 11, 2016

A regularly-scheduled meeting of the Planning and Zoning (P&Z) Commission for the City of Oskaloosa was called to order at 4:30 p.m. on Monday, April 11, 2016, by Wyndell Campbell, at 220 South Market Street, Oskaloosa, Iowa.

COMMISSION MEMBERS PRESENT: Pamela Blomgren, Wyndell Campbell, Andrew Jensen, R. D. Keep and Stephen Tews. COMMISSION MEMBERS ABSENT: Sarah Tarbell and Gabriel Wagner. CITY STAFF PRESENT: Akhilesh Pal, Nathan Wiley and Marilyn Johannes. OTHERS PRESENT: Del Johnson, Brad Hodges and Rodney DeRonde from the Fellowship Bible Church, Sondra and Jerry Bottenfield and Hailey Brown, editor of the Herald.

Minutes from the March 14, 2016 Planning and Zoning Commission meeting.

It was moved by Tews, seconded by Keep to approve the March 14, 2016 Planning and Zoning Commission minutes. Motion carried unanimously.

Consider a site plan for Fellowship Bible Church located at 1000 A Avenue West.

Pal explained Fellowship Bible Church (FBC) submitted a site plan for an addition to the church. However, the proposed site plan does not meet 11 code requirements and the FBC is requesting that six of the requirements be waived.

It was moved by Tews, seconded by Keep to approve the site plan with the eleven stipulations.

Campbell and Jensen said they were members of the Fellowship Bible Church, but were advised by staff they could be part of the discussion and vote.

Brad Hodges from FBC addressed the commission regarding the need for the addition. Hodges mentioned the church has plans for Sunday school classroom space and they need to make the church ADA compliant. Hodges said FBC would like stipulations 2, 3, 5, 7, 8 and 9 waived. Hodges said the church did not anticipate the cost for the requirements.

Pal said the site plan is not complete and because some of the parking spaces are larger than required by SUDAS, could get more parking spaces if just meet required size of spaces. Pal said would need scale drawing to figure out.

Del Johnson from FBC said the bids for the improvements came in higher than anticipated so the cost to meet the stipulations could jeopardize the project so want stipulations waived.

Blomgren: Sympathetic, empathetic, but do not believe waivers should be handed out because of cost, same requirements for all, not picking on church. Financial cost not good enough reason, the city has standards. Asked staff if there is any leeway with stipulations.

Keep said he did not believe FBC can get to 70% impervious area. Pal: With current site plan cannot meet. If reconfigured would have to look at that. Do not have a complete site plan so cannot confirm.

Jensen asked what triggered site plan review. Pal: When realized the development exceeded 25% of the area, FBC was told a site plan would be required. Gross floor area exceeds 25%.

Tews asked if chip seal constitutes imperious. Pal: Yes, even gravel does. Keep: What percentage of impervious area now? Wiley: 74% now. Cannot calculate public right-of-way in impervious area.

Jensen asked about the A Avenue Corridor Plan. Pal said signs and sidewalk relocation are requirements. Tews: For consistency need sidewalk there.

Keep asked about J Street parking regulations. Pal said off-street parking only can be factored into calculations.

Jensen: Being a member of church driving concern is ADA, want to put in an elevator.

Campbell: Believe curb and gutter and sidewalk should be addressed. Asked if could make improvements in phases and asked what time frame is to complete the site plan requirements. Pal: Believe you have 180 days to get a building permit. If no activity in six months have to resubmit a site plan for approval. However, City Council is allowed to grant extensions and City Council did approve an extension for a project recently.

Tews: Could FBC include grassed areas in part of area to meet impervious area? Wiley: Yes.

Johnson: Have utilities in area of alley location so cannot build on that area. Campbell: Expense to relocate utilities is on the property owner. City Council has final say regarding planning and zoning recommendations.

Keep: Torn on requirements. Proponent of sidewalks. Campbell: Believe the Planning and Zoning Commission is charged with maintaining the codes. It is City Council prerogative to address these issues.

Wiley: 10 foot buffer on J and High might add green space but would take some parking spaces.

Jensen: (P&Z) Job to enforce standards and regulations. Allow church to grow in current location, value in that. Sometimes need to make tradeoffs but do not want to relax standards. Blomgren: Agree but that is not what we have here. Have three items see as a priority so would like to keep some and strike some stipulations.

Campbell called for a roll call vote on the motion to approve the site plan with the stipulations. The vote was: YES – Blomgren, Campbell and Tews. No – Jensen and Keep. Motion carried.

Discussion of possible conversion of A Avenue and South Market Street into three lane highways.

Tews: Recommend make South Market a three lane road like North Market. Jensen: Recommend Council do a study. Don't want to limit to only South Market. Recommend to City Council they have further discussion on the possibility. Blomgren: IDOT has to give their approval because they are state highways. IDOT asked Council to approve making A Avenue three lane when I was on City Council. I voted in favor of making A Avenue a three lane road. Keep: Ask Council to revisit recommendation. Campbell said he would visit with the City Manager and staff regarding the matter.

Discussion of possible changes to the Oskaloosa Municipal Code that would require sidewalks for new developments.

Pal: Should we require sidewalks in new development? Currently sidewalks are only a site plan requirement in subdivisions. Campbell: Need to create standard equal, across-the-board, no exceptions. Jensen: In favor of sidewalks in place, not sure want to blanket it. There are exceptions. Pedestrian and connectivity needs need to be addressed. Campbell: City Council has right to grant exceptions. Keep: Believe there are places where not possible. Blomgren: Connectivity, walkability could be put in code language. Keep: Like option 2b. Campbell/Blomgren: Like option 2b also. Pal: Can put action item on next Planning and Zoning Commission agenda.

Pal told the commission historically the commission has met on the second Monday of the month but he would like to change the meeting date to the day after the first council meeting each month which would usually be a Tuesday. Commission members present had no problem with the change.

It was moved by Blomgren, seconded by Jensen to adjourn. Motion carried unanimously. The meeting adjourned at 6:05 p.m.

Minutes by Marilyn Johannes

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY – MARCH 28, 2016 – 4:00 P.M.

The meeting was called to order by Board President Michael Collins. Roll call was taken by Board Secretary pro-tem Judy Bishop with Trustees Ken Allsup, Judy Bishop, Keith Comfort, Michael Collins, Chris Harbour, Jane Ireland, Sally Posovich, Kathy Rothfus and Mike Sytsma present. Also present was Library Director Nicole Morgan. Present at the meeting were Andrew Jensen and Beth Dankowsky.

Minutes: Motion was made by Posovich, seconded by Comfort, to approve the minutes of the February 22, 2016, Board meeting. Motion passed.

Board Correspondence, Public Input, or Friends Report: Andrew Jensen and Beth Dankowsky of the Mahaska County Development Group gave a presentation on the use of Local Option Sales Tax which will be on the ballot in September and will help fund a new County Conservation building and a new Recreation and Early Childhood facility.

Director's Report: Nicole highlighted her printed report of Programs and Events. On Sunday, April 3rd at 3:00 P.M., the Central College Community Orchestra will be presenting a spring concert at the First Presbyterian Church. All donations accepted will go to the Library's Children's Department for early Childhood programming.

The Iowa Genealogical Society will be presenting a class on Wednesday, April 28th from 2:00 – 4:00 in Meeting Rooms A and B. The title of the class is *Finding Your Roots: a Beginners Guide to Genealogy*. The two hour class will focus on organizing information, evaluating sources and exploring genealogy websites. It will be a great start for anyone wanting to find out more about their family roots!

May 14th, the library will offer a bicycle safety class presented by the Des Moines Bicycle Collective and Bobzilla's Bicycle Werks. The class will focus on getting your bicycle ready for spring riding. The class will be in collaboration with the Police Department's bicycle rodeo, which will be held across the street in the Musco lot. The Des Moines Bicycle Collective will also be donating bikes for underprivileged youth as well as collecting bicycles that are no longer in working condition or no longer being used.

The ten kindergarten classes from Oskaloosa Elementary School will be visiting the library May 16th and 17th. The Library is expecting around 190 children over the course of two days. While here, the students will enjoy a tour of the Library as well as a Story time where Ms. Kilie will be reading several books to the children and promoting the Summer Reading Program.

Committee Reports:

Staff Committee – Jane Ireland, chair. Action was taken here as Jane needed to leave the meeting before New Business was in order. Please see New Business for this action.

Budget and Finance Committee – Michael Collins, chair: None

Policy and Planning Committee – Judy Bishop, chair: the Committee met and has two motions to be presented under New Business, concerning our Strategic Plan.

Technology Committee – Ken Allsup, chair: None

Building and Grounds Committee – Chris Harbour, chair: None

Unfinished Business: None

New Business:

a. Better World Books

Better World Books sells used books online for a profit. Libraries may send their books to be sold and will receive a small portion of the profit while another portion goes to a charity chosen from a list provided by the company. BWB will send and ship boxes at no cost to the library. The library must ship at least six boxes at a time. The library will not receive a check unless it has sold at least \$50 worth of merchandise. The library would still have its ongoing sale. Nicole is requesting that weeded and donated items in good condition and not sold on the book sale, be sold through BWB rather than discarded or recycled. Nicole used this service in Clive without problems. The motion to use this service was made by Ken, seconded by Kathy and passed.

b. Oskaloosa Summer Lunch Program

Oskaloosa Summer Lunch Program wished to come to the library again this summer. Beginning Wednesday, June 1st, the program would serve lunches to children in the Story Time room from 11 A.M. to 12 P.M. Lunches would be served on Mondays, Wednesdays and Fridays throughout the summer. Last summer 660 lunches were served at the library. The motion made to continue the lunch program in the library, this summer was made by Sally and seconded by Judy was passed.

c. Strategic Plan

A motion (made by Judy and seconded by Kathy) that we review and revise or rewrite our present Strategic Plan (FY2014-2016) passed.

A motion (made by Judy, seconded by Mike S) to contact Becky Heil from the Iowa State Library to meet with us following our regularly scheduled Board meeting in May, if possible and if not, in June or July, passed.

d. Open Staff Position

A motion (made by Jane, second by Sally) to accept the recommendation of the Staff Committee that Nicole seek two part time people to work an average of 20

hours a week, not to exceed the budget passed. Nicole and Paulette will interview candidates and some hours would be offered to current staff.

Approval of Claims: A motion to pay the claims (made by Chris, second by Sally) passed.

President's Remarks: President Michael Collins thanked everyone for attending.

The meeting adjournment motion by Chris and seconded by Ken, passed.

The next regular meeting will be on Monday, April 25, 2016, at 4:00 P.M. in the library meeting room.

Respectfully submitted,

Judy Bishop, Pro-tem

OSKALOOSA CITY BAND BOARD

April 9, 2016

Smokey Row

8:30 a.m.

Present were Carolyn Brickley, Janet Johnson, Doug Nimtz, Prudy Olson, Bruce Peiffer, Minnie Richardson, and Tom Richardson along with guest Sherry Vavra.

Sherry gave a presentation about The Alley (renovation of the alley between Smokey Row and Bridal Dreams). Carolyn moved that we purchase a \$1000 plaque concerning City Band history with the request that the plaque be displayed towards the front or east side of the alley. Doug seconded the motion. The vote was unanimous. Bruce will contact Sherry about this decision and what the deadline is for the information needed. Ideas for the plaque: anniversary pictures, members' names from chosen years, band directors.

We discussed the 2016 schedule. Our first rehearsal will be Thursday, May 26 at 7:00 p.m. We will rehearse for our Memorial Day concert and also for our first Thursday concert. Memorial Day concert is May 30, 2016 and possibly will be held at the square. Our first Thursday concert will be Thursday, June 2, 2016.

Band instrumentation was discussed. Several potential members were mentioned. We were reminded that band members need to be at least 16 years old. Also possible vocalists were mentioned.

Prudy or Bruce will contact members to ask them to let Bruce know if they won't be involved in band this year.

Minnie presented ideas for promotion of the band through Facebook, newspaper advertising, etc. Advertising on Facebook could be paid out of operating supplies line.

Bruce will purchase 10 new stands.

Christmas in July is July 7, 2016.

Setup and teardown were discussed. Prudy will make a schedule for setup, and volunteers will be recruited for teardown.

Tom adjourned the meeting.

Respectfully submitted,
Prudy Olson
Secretary

CITY OF OSKALOOSA
MINUTES OF THE HISTORIC PRESERVATION COMMISSION
SPECIAL MEETING
March 18, 2016

The special meeting of the Historic Preservation Commission for the City of Oskaloosa was called to order at 12:03 pm Friday March 18, 2016, by Chairperson Mark Tennison at the City Hall Council Chambers 220 S. Market St. Oskaloosa, Iowa.

Commission members present: Adam Haroldson, Douglas Shullaw, Mark Tennison and Nathan Wilson; Commission members absent: Janel Campbell and Jo Broerman; city staff present: Akhilesh Pal, Public Works Director, Wyatt Russell, Building Official and Amie Roberts, Public Works Department Secretary; public present: applicant, Stephanie Coenen & Valinn McReynolds

1st item on the agenda: Consider a Certificate of Appropriateness to install a blade sign at the property located at 110 1st Avenue East.

Tennison introduced the item to the board members and Shullaw referenced that the colors of the hanging signs were flamboyant. Wyatt mentioned and referenced color from the Guidelines for Historical Design being compatible to the front of the building. Tennison asked Ms. Coenen how the sign will be mounted. Ms. Coenen explained that the sign will be mounted on brackets. The board were in agreement in regards to the sign. However, the board members did discuss about the paint colors and the period of significance. It came to the attention of the board that the hanging signs will be black with the lettering in the proposed colors. The board members were in agreement with the hanging signs being black with the lettering in the proposed colors. With no further discussion, Shullaw made a motion to approve the blade sign and Haroldson seconded the motion; Vote: YES: Haroldson, Shullaw, Tennison and Wilson; NO: None; ABSTAIN: None; ABSENT: Broerman & Campbell.

With no further business it was moved by Haroldson and Seconded by Wilson to adjourn the meeting at 12:25pm

Minutes by Amie Roberts

BALANCE SHEET
AS OF: MARCH 31ST, 2016

ACCOUNT#	TITLE	2014-2015 BALANCE	2015-2016 BALANCE
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ASSETS			
600-1113	Cash - Checking	536,618.28	480,130.54
600-1120	Petty Cash	300.00	300.00
600-1161	Investments	328,410.80	324,777.06
600-1162	Money Mkt Funds	426,064.26	342,284.84
600-1210	Accounts Receivable - Sales Ta	13,850.92	15,281.85
600-1221	Accounts Receivable - Water	206,571.25	226,201.25
600-1222	Accounts Receivable - City Sew	185,488.71	207,915.91
600-1223	Accounts Receivable - Meter Re	1,618.03	2,030.77
600-1224	Accounts Receivable - Late Fee	4,803.19	3,999.40
600-1226	Due To Customer	9,435.38	14,287.33
600-1229	Accounts Rec - Stormwater Fee	25,663.04	25,262.25
600-1231	Accounts Receivable - Misc	200.00	538.55
TOTAL ASSETS		1,720,153.10	1,614,435.09

LIABILITIES			
600-2080	Oskaloosa City Sewer Payable	306,128.95	354,320.30
600-2140	Iowa Sales Tax Payable	13,445.18	15,022.76
600-2141	Iowa Service Tax Payable	15.88	53.68
600-2181	Osky Stormwater Fee - Payable	42,124.52	42,820.35
TOTAL LIABILITIES		361,714.53	412,217.09

EQUITY			
600-3800	Earned Surplus	1,160,481.10	1,252,287.40
TOTAL BEGINNING EQUITY		1,160,481.10	1,252,287.40
TOTAL REVENUE		1,695,409.34	1,914,740.56
TOTAL EXPENSES		1,497,451.87	1,964,809.96
TOTAL REVENUE OVER/(UNDER) EXPENSES		197,957.47	(50,069.40)
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		1,358,438.57	1,202,218.00

TOTAL LIABILITIES, EQUITY & REV. OVER/(UNDER) EXP.	1,720,153.10	1,614,435.09
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601-CONSUMER DEPOSIT FUND		2014-2015	2015-2016
ACCOUNT#	TITLE	BALANCE	BALANCE

ASSETS

601-1113	Cash - Checking	22,873.72	24,911.68
601-1161	Investments	65,000.00	65,000.00

TOTAL ASSETS		87,873.72	89,911.68
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LIABILITIES

601-2210	Consumer Deposits Reserve	87,655.00	89,885.00
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TOTAL LIABILITIES		87,655.00	89,885.00
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EQUITY			
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TOTAL REVENUE		218.72	26.68
TOTAL REVENUE OVER/(UNDER) EXPENSES		218.72	26.68

TOTAL EQUITY & REV. OVER/(UNDER) EXP.		218.72	26.68
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TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		87,873.72	89,911.68
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603-WATER REV SINKING FUND

ACCOUNT#	TITLE	2014-2015 BALANCE	2015-2016 BALANCE
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ASSETS

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 603-1161 Investments 271,589.20 275,222.94

TOTAL ASSETS 271,589.20 275,222.94

LIABILITIES

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 EQUITY

603-3800 Earned Surplus 34,907.92 34,894.83

TOTAL BEGINNING EQUITY 34,907.92 34,894.83

TOTAL REVENUE 314,171.28 314,053.11

TOTAL EXPENSES 77,490.00 73,725.00

TOTAL REVENUE OVER/(UNDER) EXPENSES 236,681.28 240,328.11

TOTAL EQUITY & REV. OVER/(UNDER) EXP. 271,589.20 275,222.94

TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP. 271,589.20 275,222.94

BALANCE SHEET

AS OF: MARCH 31ST, 2016

604-METER REPLACEMENT FUND	ACCOUNT#	TITLE	2014-2015 BALANCE	2015-2016 BALANCE
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ASSETS

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604-1162	Money Market Fund	59,125.98	64,756.18
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TOTAL ASSETS

		59,125.98	64,756.18
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LIABILITIES

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EQUITY

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604-3800	Earned Surplus	104,812.96	43,150.74
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	TOTAL BEGINNING EQUITY	104,812.96	43,150.74
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	TOTAL REVENUE	27,000.00	76,500.00
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	TOTAL EXPENSES	72,686.98	54,894.56
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	TOTAL REVENUE OVER/(UNDER) EXPENSES	(45,686.98)	21,605.44
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	TOTAL EQUITY & REV. OVER/(UNDER) EXP.	59,125.98	64,756.18
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	TOTAL LIABILITIES, EQUITY & REV. OVER/(UNDER) EXP.	59,125.98	64,756.18
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600-WATER FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
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ASSETS

<u>CASH</u>					
600-1113	Cash - Checking	146,936.44	37,863.10	333,194.10	480,130.54
600-1120	Petty Cash	300.00	0.00	0.00	300.00
600-1161	Investments	565,105.17	34,894.79CR	240,328.11CR	324,777.06
		447,533.43	2,273.88	105,248.59CR	342,284.84
	TOTAL CASH	1,159,875.04	5,242.19	12,382.60CR	1,147,492.44

TAXES & OTHER RECEIVABLE

600-1210	Accounts Receivable - Sales Ta	16,188.91	3,980.20	907.06CR	15,281.85
600-1221	Accounts Receivable - Water	235,822.14	51,158.15	9,620.89CR	226,201.25
600-1222	Accounts Receivable - City Sew	213,948.26	47,006.54	6,032.35CR	207,915.91
600-1223	Accounts Receivable - Meter Re	1,734.51	201.87	296.26	2,030.77
600-1224	Accounts Receivable - Late Fee	3,384.25	717.48CR	615.15	3,999.40
600-1225	Accounts Receivable - Sp/Hy Re	0.00	903.98CR	0.00	0.00
600-1226	Due To Customer	7,996.66CR	2,142.40CR	6,290.67CR	14,287.33CR
600-1229	Accounts Rec - Stormwater Fee	26,063.38	7,162.28	801.13CR	25,262.25
600-1231	Accounts Receivable - Misc	0.00	60.00	538.55	538.55
	TOTAL TAXES & OTHER RECEIVABLE	489,144.79	105,805.18	22,202.14CR	466,942.65

INVENTORIES

	TOTAL ASSETS	1,649,019.83	111,047.37	34,584.74CR	1,614,435.09
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LIABILITIES

600-2080	Oskaloosa City Sewer Payable	338,682.48CR	64,934.42CR	15,637.82CR	354,320.30CR
600-2140	Iowa Sales Tax Payable	15,606.14CR	4,532.59CR	583.38	15,022.76CR
600-2141	Iowa Service Tax Payable	81.08CR	15.42CR	27.40	53.68CR
600-2181	Oskw Stormwater Fee - Payable	42,362.73CR	7,032.90CR	457.62CR	42,820.35CR
	TOTAL LIABILITIES	396,732.43CR	76,515.33CR	15,484.66CR	412,217.09CR

FUND EQUITY

600-3800	Earned Surplus	1,252,287.40CR	0.00	0.00	1,252,287.40CR
	TOTAL REVENUES	0.00	258,106.95CR	1,914,740.56CR	1,914,740.56CR
	TOTAL EXPENDITURES	0.00	223,574.91	1,964,809.96	1,964,809.96
	TOTAL FUND EQUITY	1,252,287.40CR	34,532.04CR	50,069.40	1,202,218.00CR
	TOTAL LIABILITIES & EQUITY	1,649,019.83CR	111,047.37CR	34,584.74	1,614,435.09CR

601-CONSUMER DEPOSIT FUND

ACCT NO# ACCOUNT NAME

BEGINNING BALANCE M-T-D ACTIVITY Y-T-D ACTIVITY CURRENT BALANCE

ASSETS

CASH					
601-1113 Cash - Checking	23,230.00	396.78CR	1,681.68		24,911.68
601-1161 Investments	65,000.00	0.00	0.00		65,000.00
TOTAL CASH	88,230.00	396.78CR	1,681.68		89,911.68

TAXES & OTHER RECEIVABLE

TOTAL ASSETS	88,230.00	396.78CR	1,681.68		89,911.68
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LIABILITIES

601-2210 Consumer Deposits Reserve	88,230.00CR	400.00	1,655.00CR		89,885.00CR
TOTAL LIABILITIES	88,230.00CR	400.00	1,655.00CR		89,885.00CR

FUND EQUITY

TOTAL REVENUES	0.00	3.22CR	26.68CR		26.68CR
TOTAL FUND EQUITY	0.00	3.22CR	26.68CR		26.68CR

TOTAL LIABILITIES & EQUITY	88,230.00CR	396.78	1,681.68CR		89,911.68CR
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603-WATER REV SINKING FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
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ASSETS

<u>CASH</u>					
603-1161	Investments	34,894.83	34,894.79	240,328.11	275,222.94
	TOTAL CASH	34,894.83	34,894.79	240,328.11	275,222.94
	TOTAL ASSETS	34,894.83	34,894.79	240,328.11	275,222.94

LIABILITIES

<u>FUND EQUITY</u>					
603-3800	Earned Surplus	34,894.83CR	0.00	0.00	34,894.83CR
	TOTAL REVENUES	0.00	34,894.79CR	314,053.11CR	314,053.11CR
	TOTAL EXPENDITURES	0.00	0.00	73,725.00	73,725.00
	TOTAL FUND EQUITY	34,894.83CR	34,894.79CR	240,328.11CR	275,222.94CR
	TOTAL LIABILITIES & EQUITY	34,894.83CR	34,894.79CR	240,328.11CR	275,222.94CR

604-METER REPLACEMENT FUND

ACCT NO# ACCOUNT NAME

BEGINNING M-T-D Y-T-D CURRENT
 BALANCE ACTIVITY ACTIVITY BALANCE

ASSETS

CASH	43,150.74	436.45CR	21,605.44	64,756.18
604-1162 Money Market Fund	43,150.74	436.45CR	21,605.44	64,756.18
TOTAL CASH				
TOTAL ASSETS	43,150.74	436.45CR	21,605.44	64,756.18

LIABILITIES

<u>FUND EQUITY</u>	43,150.74CR	0.00	0.00	43,150.74CR
604-3800 Earned Surplus	0.00	8,500.00CR	76,500.00CR	76,500.00CR
TOTAL REVENUES	0.00	8,936.45	54,894.56	54,894.56
TOTAL EXPENDITURES	43,150.74CR	436.45	21,605.44CR	64,756.18CR
TOTAL FUND EQUITY				
TOTAL LIABILITIES & EQUITY	43,150.74CR	436.45	21,605.44CR	64,756.18CR

600-WATER FUND
FINANCIAL SUMMARY

AS OF: MARCH 31ST, 2016

75.00% OF YEAR COMP.

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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REVENUE SUMMARY

ALL REVENUE	2,535,977.00	258,106.95	1,914,740.56	75.50	621,236.44
TOTAL REVENUES	2,535,977.00	258,106.95	1,914,740.56	75.50	621,236.44

EXPENDITURE SUMMARY

Plant Operations	581,220.00	55,687.43	393,432.42	67.69	187,787.58
Water Distribution	1,332,213.00	105,026.07	1,006,316.74	75.54	325,896.26
Water Office	672,855.00	40,880.43	433,167.87	64.38	239,687.13
Waste Water Treatment	130,288.00	12,943.61	87,009.65	66.78	43,278.35
Waste Water Collections	108,499.00	8,857.84	44,703.75	41.20	63,795.25
Waste Water Storm Water	0.00	179.53	179.53	0.00	179.53
TOTAL EXPENDITURES	2,825,075.00	223,574.91	1,964,809.96	69.55	860,265.04

REVENUES OVER/(UNDER) EXPENDITURES	(289,098.00)	34,532.04	(50,069.40)		(239,028.60)
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OSKALOOSA WATER DEPARTMENT
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2016

600-WATER FUND

75.00% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE	
600-4-8001-14521	MATERIAL SALES	2,500.00	252.30	2,707.89	108.32 (207.89)
600-4-8001-14522	LABOR CHARGES	3,500.00	804.53	4,556.67	130.19 (1,056.67)
600-4-8001-14531	LATE FEES - WATER	38,000.00	3,774.85	39,224.11	103.22 (1,224.11)
600-4-8001-14555	METERED SALES	2,194,630.00	219,943.26	1,658,320.89	75.56	536,309.11
600-4-8001-14761	OTHER INCOME	7,500.00	22.00	5,571.06	74.28	1,928.94
600-4-8001-24710	REIMBURSEMENTS - CIT	238,787.00	28,895.00	152,103.00	63.70	86,684.00
600-4-8001-44300	INTEREST	5,400.00	453.88	4,849.03	89.80	550.97
600-4-8001-44312	HOUSE RENTAL	360.00	30.00	270.00	75.00	90.00
600-4-8001-44317	METER RENTAL	16,200.00	2,140.39	15,900.60	98.15	299.40
600-4-8001-44318	SPRINKLER & HYDRANT	4,100.00	25.74	5,170.66	126.11 (1,070.66)
600-4-8001-44518	MISC INCOME	25,000.00	1,765.00	26,066.65	104.27 (1,066.65)

TOTAL REVENUES 2,535,977.00 258,106.95 1,914,740.56 75.50 621,236.44

600-WATER FUND
Plant Operations

75.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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<u>SALARIES & WAGES</u>						
600-5-8000-6014	LABOR - PLANT	82,338.00	6,172.26	59,839.50	72.68	22,498.50
TOTAL SALARIES & WAGES		82,338.00	6,172.26	59,839.50	72.68	22,498.50

<u>EMPLOYEE BENEFITS/COSTS</u>						
600-5-8000-6110	EMPLOYER'S SHARE-SOC	5,105.00	382.68	3,710.06	72.68	1,394.94
600-5-8000-6120	EMPLOYER'S SHARE - ME	1,194.00	89.51	867.71	72.67	326.29
600-5-8000-6130	EMPLOYER'S SHARE -	7,353.00	551.19	5,343.78	72.67	2,009.22
TOTAL EMPLOYEE BENEFITS/COSTS		13,652.00	1,023.38	9,921.55	72.67	3,730.45

<u>STAFF DEVELOPMENT</u>						
600-5-8000-6240	EDUCATION/SEMINARS	2,060.00	0.00	1,908.11	92.63	151.89
TOTAL STAFF DEVELOPMENT		2,060.00	0.00	1,908.11	92.63	151.89

<u>REPAIR, MAINT. & UTIL.</u>						
600-5-8000-6310	MAINTENANCE - BUILDI	15,000.00	88.07	13,639.42	90.93	1,360.58
600-5-8000-6311	MAINTENANCE - WELLS	80,000.00	87.67	22,955.50	28.69	57,044.50
600-5-8000-6312	MAINTENANCE - WATER	0.00	50.00	0.00	0.00	0.00
600-5-8000-6320	MAINTENANCE - GROUND	20,600.00	19.99	11,591.50	56.27	9,008.50
600-5-8000-6350	MAINTENANCE - MACHIN	40,000.00	22,903.75	45,563.75	113.91	5,563.75
600-5-8000-6371	ELECTRIC / GAS	82,400.00	6,363.64	56,879.81	69.03	25,520.19
TOTAL REPAIR, MAINT. & UTIL.		238,000.00	29,513.12	150,629.98	63.29	87,370.02

<u>CONTRACTUAL SERVICES</u>						
600-5-8000-6450	IAB EXPENSERS	14,214.00	1,045.92	8,353.08	58.77	5,860.92
TOTAL CONTRACTUAL SERVICES		14,214.00	1,045.92	8,353.08	58.77	5,860.92

<u>COMMODITIES</u>						
600-5-8000-6501	CHEMICALS	211,150.00	17,733.58	144,732.65	68.54	66,417.35
600-5-8000-6504	SMALL TOOLS	1,030.00	12.99	299.66	29.09	730.34
600-5-8000-6507	MISC EXPENSE	1,030.00	52.00	545.34	52.95	484.66
600-5-8000-6510	SAFETY SUPPLIES	515.00	92.20	400.02	77.67	114.98
600-5-8000-6599	MISC SUPPLIES	721.00	41.98	292.53	40.57	428.47
TOTAL COMMODITIES		214,446.00	17,932.75	146,270.20	68.21	68,175.80

<u>CAPITAL OUTLAY</u>						
600-5-8000-6723	NEW / REPLACE MACHIN	16,510.00	0.00	16,510.00	100.00	0.00
TOTAL CAPITAL OUTLAY		16,510.00	0.00	16,510.00	100.00	0.00

TOTAL Plant Operations		581,220.00	55,687.43	393,432.42	67.69	187,787.58
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OSKALOOSA WATER DEPARTMENT
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2016

600-WATER FUND
Water Distribution

75.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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SALARIES & WAGES						
600-5-8001-6010	LABOR - DISTRIBUTION	185,000.00	12,685.67	125,290.84	67.72	59,709.16
TOTAL SALARIES & WAGES		185,000.00	12,685.67	125,290.84	67.72	59,709.16

EMPLOYEE BENEFITS/COSTS						
600-5-8001-6110	EMPLOYER'S SHARE-SOC	11,470.00	786.50	7,767.97	67.72	3,702.03
600-5-8001-6120	EMPLOYERS SHARE - ME	2,683.00	183.91	1,816.49	67.70	866.51
600-5-8001-6130	EMPLOYER'S SHARE -	16,521.00	1,132.86	11,188.64	67.72	5,332.36
600-5-8001-6181	UNIFORMS	2,500.00	0.00	1,691.36	67.65	808.64
TOTAL EMPLOYEE BENEFITS/COSTS		33,174.00	2,103.27	22,464.46	67.72	10,709.54

STAFF DEVELOPMENT						
600-5-8001-6240	EDUCATION/SEMINARS	2,060.00	0.00	1,532.04	74.37	527.96
TOTAL STAFF DEVELOPMENT		2,060.00	0.00	1,532.04	74.37	527.96

REPAIR, MAINT. & UTIL.						
600-5-8001-6310	MAINTENANCE - BUILDI	1,030.00	0.00	209.43	20.33	820.57
600-5-8001-6312	MAINTENANCE - WATER	105,000.00	2,805.22	68,473.38	65.21	36,526.62
600-5-8001-6313	MAINTENANCE - METERS	5,000.00	1,474.60	2,865.06	57.30	2,134.94
600-5-8001-6320	MAINTENANCE - GROUND	1,972.00	0.00	1,973.62	100.08	1.62)
600-5-8001-6331	GASOLINE	15,000.00	387.70	7,812.68	52.08	7,187.32
600-5-8001-6332	TRUCK EXPENSE	4,120.00	2,090.37	3,953.12	95.95	166.88
600-5-8001-6350	MAINTENANCE - MACHIN	6,180.00	814.96	2,345.90	37.96	3,834.10
600-5-8001-6371	ELECTRIC / GAS	5,150.00	450.73	3,855.91	74.87	1,294.09
TOTAL REPAIR, MAINT. & UTIL.		143,452.00	8,023.58	91,489.10	63.78	51,962.90

CONTRACTUAL SERVICES

COMMODITIES						
600-5-8001-6504	SMALL TOOLS	2,000.00	23.43	1,106.60	55.33	893.40
600-5-8001-6507	MISC EXPENSE	4,635.00	69.50	2,791.44	60.23	1,843.56
600-5-8001-6510	SAFETY SUPPLIES	2,060.00	200.00	1,251.77	60.77	808.23
600-5-8001-6599	MISC SUPPLIES	1,545.00	11.99	321.24	20.79	1,223.76
TOTAL COMMODITIES		10,240.00	304.92	5,471.05	53.43	4,768.95

CAPITAL OUTLAY

600-5-8001-6723	NEW/REPLACE MACHINER	35,000.00	0.00	35,000.00	100.00	0.00
600-5-8001-6727	NEW EQUIPMENT	2,500.00	0.00	2,500.00	100.00	0.00
600-5-8001-6780	NEW/REPLACE WATER SU	400,000.00	38,513.84	332,016.14	83.00	67,983.86
TOTAL CAPITAL OUTLAY		437,500.00	38,513.84	369,516.14	84.46	67,983.86

OSKALOOSA WATER DEPARTMENT
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2016

600-WATER FUND
Water Distribution

75.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TRANSFERS					
600-5-8001-6910603 TRANSFER OUT - SINKI	418,787.00	34,894.79	314,053.11	74.99	104,733.89
600-5-8001-6910604 TRANSFER OUT - METER	102,000.00	8,500.00	76,500.00	75.00	25,500.00
TOTAL TRANSFERS	520,787.00	43,394.79	390,553.11	74.99	130,233.89

TOTAL Water Distribution 1,332,213.00 105,026.07 1,006,316.74 75.54 325,896.26

OSKALOOSA WATER DEPARTMENT
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2016

600-WATER FUND
Water Office

75.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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SALARIES & WAGES

600-5-8006-6011	SALARIES - GENERAL M	59,743.00	3,694.23	48,189.48	80.66	11,553.52
600-5-8006-6012	SALARIES - OFFICE	140,901.00	10,403.33	102,077.81	72.45	38,823.19
600-5-8006-6013	SALARIES - SERVICE T	56,813.00	3,709.44	36,695.12	64.59	20,117.88
600-5-8006-6020	SALARIES - TRUSTEES	4,410.00	315.00	2,772.00	62.86	1,638.00
600-5-8006-6050	HEALTH INS. WAGE	2,088.00	174.00	1,566.00	75.00	522.00
TOTAL SALARIES & WAGES		263,955.00	18,296.00	191,300.41	72.47	72,654.59

EMPLOYEE BENEFITS/COSTS

600-5-8006-6110	EMPLOYER'S SHARE-SOC	16,236.00	1,123.59	11,763.64	72.45	4,472.36
600-5-8006-6120	EMPLOYERS SHARE - ME	3,798.00	262.74	2,750.93	72.43	1,047.07
600-5-8006-6130	EMPLOYER'S SHARE -	22,991.00	1,590.16	16,695.65	72.62	6,295.35
600-5-8006-6150	HEALTH/LIFE INSURANC	170,644.00	13,021.48	117,298.65	68.74	53,345.35
600-5-8006-6183	SELF INSURANCE EXPEN	6,500.00	0.00	4,000.00	61.54	2,500.00
TOTAL EMPLOYEE BENEFITS/COSTS		220,169.00	15,997.97	152,508.87	69.27	67,660.13

STAFF DEVELOPMENT

600-5-8006-6220	DUES & SUBSCRIPTIONS	6,695.00	131.88	5,889.80	87.97	805.20
600-5-8006-6240	EDUCATION/SEMINARS	6,901.00	0.00	766.64	11.11	6,134.36
TOTAL STAFF DEVELOPMENT		13,596.00	131.88	6,656.44	48.96	6,939.56

REPAIR, MAINT. & UTIL.

600-5-8006-6310	MAINTENANCE - BUILDI	515.00	0.00	495.31	96.18	19.69
600-5-8006-6373	TELEPHONE	7,725.00	485.93	5,283.03	68.39	2,441.97
TOTAL REPAIR, MAINT. & UTIL.		8,240.00	485.93	5,778.34	70.13	2,461.66

CONTRACTUAL SERVICES

600-5-8006-6401	AUDIT EXPENSE	8,275.00	0.00	8,100.00	97.89	175.00
600-5-8006-6402	PUBLICATIONS	3,000.00	99.19	1,991.51	66.38	1,008.49
600-5-8006-6408	INSURANCE	58,100.00	0.00	416.00)	0.72-	58,516.00
600-5-8006-6409	JANITORIAL EXPENSE	2,060.00	292.62	1,383.84	67.18	676.16
600-5-8006-6411	LEGAL FEES	10,000.00	520.00	5,045.50	50.46	4,954.50
600-5-8006-6419	COMPUTER EXPENSE	25,000.00	149.95	17,590.43	70.36	7,409.57
600-5-8006-6492	METER READING SERVIC	20,610.00	2,277.00	15,304.50	74.26	5,305.50
TOTAL CONTRACTUAL SERVICES		127,045.00	3,338.76	48,939.78	38.57	78,045.22

COMMODITIES

600-5-8006-6506	OFFICE SUPPLIES	6,180.00	856.85	3,360.92	54.38	2,819.08
600-5-8006-6507	MISC EXPENSE	10,000.00	0.00	6,638.70	66.39	3,361.30
600-5-8006-6508	POSTAGE	15,000.00	943.19	13,314.05	88.76	1,685.95
600-5-8006-6520	CREDIT CARD FEES	2,640.00	303.24	2,084.18	78.95	555.82
600-5-8006-6599	MISC SUPPLIES	1,030.00	57.61	181.24	17.60	848.76
TOTAL COMMODITIES		34,850.00	2,160.89	25,579.09	73.40	9,270.91

OSKALOOSA WATER DEPARTMENT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MARCH 31ST, 2016

600-WATER FUND
 Water Office

75.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
CAPITAL OUTLAY					
600-5-8006-6725	5,000.00	469.00	2,344.94	46.90	2,655.06
TOTAL CAPITAL OUTLAY	5,000.00	469.00	2,344.94	46.90	2,655.06

TOTAL Water Office 672,855.00 40,880.43 433,167.87 64.38 239,687.13

OSKALOOSA WATER DEPARTMENT
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2016

600-WATER FUND
Plant Project

75.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REPAIR, MAINT. & UTIL.					
CONTRACTUAL SERVICES					
COMMODITIES					
CAPITAL OUTLAY					
DEBT SERVICE					

OSKALOOSA WATER DEPARTMENT
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2016

600-WATER FUND
Waste Water Treatment

75.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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SALARIES & WAGES						
600-5-8009-6014	LABOR - WASTE WATER	86,910.00	9,296.28	60,045.69	69.09	26,864.31
TOTAL SALARIES & WAGES		86,910.00	9,296.28	60,045.69	69.09	26,864.31

EMPLOYEE BENEFITS/COSTS

600-5-8009-6110	EMPLOYERS SHARE-SOCI	6,840.00	576.37	3,722.85	54.43	3,117.15
600-5-8009-6120	EMPLOYERS SHARE-MEDI	1,960.00	134.79	870.61	44.42	1,089.39
600-5-8009-6130	EMPLOYERS SHARE-IPER	9,472.00	830.15	5,362.03	56.61	4,109.97
600-5-8009-6150	HEALTH/LIFE INSURANC	23,156.00	2,106.02	16,692.41	72.09	6,463.59
600-5-8009-6181	UNIFORMS	450.00	0.00	316.06	70.24	133.94
600-5-8009-6183	SELF INSURANCE EXPEN	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL EMPLOYEE BENEFITS/COSTS		43,378.00	3,647.33	26,963.96	62.16	16,414.04

STAFF DEVELOPMENT

TOTAL Waste Water Treatment		130,288.00	12,943.61	87,009.65	66.78	43,278.35
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600-WATER FUND
Waste Water Collections

75.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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SALARIES & WAGES	LABOR - WASTE WATER	59,772.00	5,316.80	24,993.38	41.81	34,778.62
600-5-8010-6014						
TOTAL SALARIES & WAGES		59,772.00	5,316.80	24,993.38	41.81	34,778.62

EMPLOYEE BENEFITS/COSTS						
600-5-8010-6110	EMPLOYERS SHARE-SOCI	3,706.00	329.64	1,549.56	41.81	2,156.44
600-5-8010-6120	EMPLOYERS SHARE-MEDI	867.00	77.10	362.39	41.80	504.61
600-5-8010-6130	EMPLOYERS SHARE-IPER	5,337.00	474.79	2,231.88	41.82	3,105.12
600-5-8010-6150	HEALTH/LIFE INSURANC	35,567.00	2,659.51	14,920.04	41.95	20,646.96
600-5-8010-6181	UNIFORMS	750.00	0.00	646.50	86.20	103.50
600-5-8010-6183	SELF INSURANCE EXPEN	2,500.00	0.00	0.00	0.00	2,500.00
TOTAL EMPLOYEE BENEFITS/COSTS		48,727.00	3,541.04	19,710.37	40.45	29,016.63

STAFF DEVELOPMENT

TOTAL Waste Water Collections	108,499.00	8,857.84	44,703.75	41.20	63,795.25
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600-WATER FUND
Waste Water Storm Water

75.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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<u>SALARIES & WAGES</u>					
600-5-8011-6014	LABOR - STORM WATER	0.00	154.00	0.00 (154.00)
TOTAL SALARIES & WAGES		0.00	154.00	0.00 (154.00)

<u>EMPLOYEE BENEFITS/COSTS</u>					
600-5-8011-6110	EMPLOYERS SHARE-SOCI	0.00	9.55	0.00 (9.55)
600-5-8011-6120	EMPLOYERS SHARE-MEDI	0.00	2.23	0.00 (2.23)
600-5-8011-6130	EMPLOYERS SHARE-IPER	0.00	13.75	0.00 (13.75)
TOTAL EMPLOYEE BENEFITS/COSTS		0.00	25.53	0.00 (25.53)

STAFF DEVELOPMENT

TOTAL Waste Water Storm Water		0.00	179.53	0.00 (179.53)
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TOTAL EXPENDITURES		2,825,075.00	223,574.91	1,964,809.96	69.55	860,265.04
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REVENUES OVER/(UNDER) EXPENDITURES	(289,098.00)	34,532.04	(50,069.40)	(239,028.60)
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OSKALOOSA WATER DEPARTMENT
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2016

601-CONSUMER DEPOSIT FUND
FINANCIAL SUMMARY

75.00% OF YEAR COMP.

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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REVENUE SUMMARY

ALL REVENUE	0.00	3.22	26.68	0.00 (26.68)
TOTAL REVENUES	0.00	3.22	26.68	0.00 (26.68)

OSKALOOSA WATER DEPARTMENT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MARCH 31ST, 2016

601-CONSUMER DEPOSIT FUND

75.00% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
601-4-8001-44300 INTEREST	0.00	3.22	26.68	0.00 (26.68)
TOTAL REVENUES	0.00	3.22	26.68	0.00 (26.68)
REVENUES OVER/(UNDER) EXPENDITURES	0.00	3.22	26.68	(26.68)

603-WATER REV SINKING FUND
FINANCIAL SUMMARY

75.00% OF YEAR COMP.
CURRENT BUDGET CURRENT PERIOD YEAR TO DATE ACTUAL % OF BUDGET BUDGET BALANCE

REVENUE SUMMARY

ALL REVENUE	418,787.00	34,894.79	314,053.11	74.99	104,733.89
TOTAL REVENUES	418,787.00	34,894.79	314,053.11	74.99	104,733.89

EXPENDITURE SUMMARY

Water Rev Bond Sinking Fund	418,738.00	0.00	73,725.00	17.61	345,013.00
TOTAL EXPENDITURES	418,738.00	0.00	73,725.00	17.61	345,013.00
REVENUES OVER/ (UNDER) EXPENDITURES	49.00	34,894.79	240,328.11	(240,279.11)

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2016

603-WATER REV SINKING FUND

75.00% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
603-4-8001-44830600 TRANSFER IN - REVENU	418,787.00	34,894.79	314,053.11	74.99	104,733.89
TOTAL REVENUES	418,787.00	34,894.79	314,053.11	74.99	104,733.89

603-WATER REV SINKING FUND
Water Rev Bond Sink Fund

75.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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COMMODITIES

DEBT SERVICE	PRINCIPAL	INTEREST PAYMENT	BOND SERVICING FEE	TOTAL DEBT SERVICE
603-5-8001-6801	259,000.00	0.00	0.00	259,000.00
603-5-8001-6851	147,450.00	0.00	0.00	147,450.00
603-5-8001-6899	12,288.00	0.00	0.00	12,288.00
TOTAL DEBT SERVICE	418,738.00	0.00	0.00	418,738.00

TOTAL Water Rev Bond Sink Fund 418,738.00 0.00 73,725.00 17.61 345,013.00

TOTAL EXPENDITURES 418,738.00 0.00 73,725.00 17.61 345,013.00

REVENUES OVER/(UNDER) EXPENDITURES 49.00 34,894.79 240,328.11 (240,279.11)

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2016

604-METER REPLACEMENT FUND
FINANCIAL SUMMARY

75.00% OF YEAR COMP.

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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REVENUE SUMMARY

ALL REVENUE	102,000.00	8,500.00	76,500.00	75.00	25,500.00
TOTAL REVENUES	102,000.00	8,500.00	76,500.00	75.00	25,500.00

EXPENDITURE SUMMARY

Water Rev Bond Rsrv Fund	100,000.00	8,936.45	54,894.56	54.89	45,105.44
TOTAL EXPENDITURES	100,000.00	8,936.45	54,894.56	54.89	45,105.44

REVENUES OVER/ (UNDER) EXPENDITURES 2,000.00 (436.45) 21,605.44 (19,605.44)

604-METER REPLACEMENT FUND

75.00% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
604-4-8001-44830600 TRANSFER IN - METER	102,000.00	8,500.00	76,500.00	75.00	25,500.00

TOTAL REVENUES	102,000.00	8,500.00	76,500.00	75.00	25,500.00
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OSKALOOSA WATER DEPARTMENT
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2016

604-METER REPLACEMENT FUND
Water Rev Bond Rstrv Fund

75.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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CAPITAL OUTLAY						
604-5-8001-6724	NEW/REPLACE METERS	100,000.00	8,936.45	54,894.56	54.89	45,105.44
TOTAL CAPITAL OUTLAY		100,000.00	8,936.45	54,894.56	54.89	45,105.44

TRANSFERS

TOTAL Water Rev Bond Rstrv Fund		100,000.00	8,936.45	54,894.56	54.89	45,105.44
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TOTAL EXPENDITURES		100,000.00	8,936.45	54,894.56	54.89	45,105.44
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REVENUES OVER/(UNDER) EXPENDITURES		2,000.00 (436.45)	21,605.44		19,605.44)
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FINANCIAL NOTES

03/31/2016

75% of year completed

financial notes.xls

COMPARISON TO LAST YEAR'S INCOME

	YTD		% of Budget	DIFFERENCE
	MARCH	2014/2015		
ALL REVENUES	\$ 240,233.28	\$ 2,036,799.34		
metered sales	\$ 193,179.90	\$ 1,539,360.88	75.56%	\$ 118,960.01
Billed units		305,645		-6,937
	\$ 301,504.96	\$ 2,305,320.35	75.42%	\$ 268,521.01
	\$ 219,943.26	\$ 1,658,320.89		
		298,708		

Notes:

We have billed 6,114 units of water less during the current time period to date as compared to last year, but increased total billed water sales by \$116,978.75.

Billed units - down from last year 2.27%

COMPARISON TO LAST YEAR'S EXPENSES

EXPENSES	YTD		% of Budget	DIFFERENCE
	MARCH	2014/2015		
Operating Expenses	\$ 116,672.10	\$ 1,072,246.30	69.55%	\$ 130,149.47
Capital Expenses	\$ 42,385.00	\$ 497,892.55	-	\$ 319,416.20
SRF Loan Payments	\$ -	\$ 77,490.00	17.61%	\$ (3,765.00)
Total	\$ 159,057.10	\$ 1,647,628.85	62.61%	\$ 445,800.67
	\$ 141,666.28	\$ 1,202,395.77		
	\$ 90,845.08	\$ 817,308.75		
	\$ -	\$ 73,725.00		
	\$ 232,511.36	\$ 2,093,429.52		

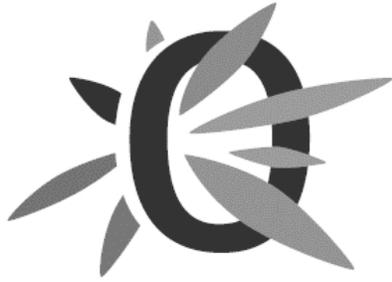
Notes:

March 2016 - We produced 50,030 units at the plant and metered consumption is 37,066.

25.91% water loss

March 2015 - We produced 54,869 units at the plant and metered consumption is 36,823.

32.45% water loss



City Council Communication

Meeting Date: April 18, 2016

Requested By: City Clerk/Finance

Item Title: CONSENT AGENDA

Consider a motion to receive and file financial reports for March 2016.

Explanation:

The financial reports for March 2016 are included in your agenda packets. The target percentage for expenses this month is 75% except for the seasonal or once-a-year purchases. These reports include the budget amendment for FY2016 approved at the March 7, 2016 council meeting.

The following five funds contain a negative fund balance for March 2016.

- General Fund Insurance – Insurance invoices are paid in the first few months of the fiscal year. March 2016 tax receipts received in April will help to clear up this negative fund balance.
- General Fund Band – Band payroll is paid during the summer months and the March 2016 tax receipts received in April will clear up this negative fund balance.
- Employee Benefit Fund – March 2016 tax receipts received in April will clear up this negative fund balance.
- Sidewalk Improvements Project – Receipt of grant funds will clear up this negative fund balance.
- Airport Pavement Rehabilitation Project – Receipt of grant funds will clear up this negative fund balance.

Budget Consideration:

None

Attachments:

March 2016 Financial Reports



City of Oskaloosa, IA

City of Oskaloosa, IA Treasurer's Report

March 1-31, 2016

Fund	Beginning Cash Balance	Revenue (+)	Expenses (-)	Change in Pending Payables	Change in Investments	Ending Cash Balance
001: GENERAL FUND	1,759,378.67	141,476.23	352,076.71	(6,917.83)	(210,135.15)	1,541,860.36
002: GENERAL FUND INSURANCE FUND	(50,304.33)	1,715.76	0.00	0.00	(0.10)	(48,588.57)
003: GENERAL FUND CAPITAL EQUIPMENT	25,050.04	2.87	0.00	0.00	2.87	25,052.91
004: LIBRARY COPIER REVOLVING FUND	8,799.19	665.72	0.00	0.00	1,002.89	9,464.91
005: GENERAL FUND BAND	(2,678.85)	277.33	0.00	0.00	(0.25)	(2,401.52)
006: GENERAL FUND - LOST	681,312.87	159,845.47	80,412.08	0.00	79,250.64	760,746.26
007: GENERAL FUND - UTILITY FRANCHISE FEES	268,833.20	103.83	(78,188.68)	0.00	78,103.83	347,125.71
110: ROAD USE TAX FUND	864,279.09	122,840.73	83,591.94	(31,545.13)	7,206.33	871,982.75
112: EMPLOYEE BENEFIT FUND	62,923.58	14,282.15	79,091.18	0.00	(62,259.90)	(1,885.45)
119: EMERGENCY FUND	0.00	1,362.23	1,362.23	0.00	0.00	0.00
121: LOCAL OPTION SALES TAX FUND	0.00	76,098.22	76,098.22	0.00	0.00	0.00
122: HOTEL/MOTEL TAX REVENUE FUND	0.00	25,678.10	25,678.10	0.00	0.00	0.00
128: ADMINISTRATION TIF	8,505.84	206.67	0.00	0.00	2.72	8,712.51
138: HOUSING DONATED FUNDS	34,740.74	0.00	0.00	0.00	0.00	34,740.74
140: HOUSING FUND	203,273.15	3,232.45	4,007.73	(8.00)	68.15	202,489.87
165: RIEFE MEMORIAL FUND	16,339.70	4.82	0.00	0.00	4.82	16,344.52
167: LIBRARY MEMORIAL FUND	585,904.75	9,274.18	5,871.30	(72.13)	1,516.62	589,235.50
169: MISCELLANEOUS GIFT FUND	22,667.73	2.04	0.00	0.00	2.04	22,669.77
172: WOODEN PLAYGROUND MAINT FUND	3,285.83	0.93	0.00	0.00	0.93	3,286.76
177: POLICE FORFEITURE FUND	1,739.11	0.09	0.00	0.00	0.09	1,739.20
178: LIBRARY MAINTENANCE FUND	1,209,949.35	7,474.90	0.00	0.00	6,474.90	1,217,424.25
180: MISCELLANEOUS GRANTS FUND	13,639.09	1,004.58	1,725.75	287.49	4.58	13,214.42
182: FACADE GRANT	17,310.99	5.77	0.00	0.00	5.77	17,316.76
200: DEBT SERVICE FUND	527,797.42	12,680.35	0.00	0.00	11,314.74	540,477.77
301: PARK SHELTER CAPITAL IMPROVEMENT	20,565.92	136.79	50.55	(50.17)	6.79	20,601.99
302: CITY HALL IMPROVEMENTS	9,509.95	2.84	0.00	(20.07)	(997.16)	9,492.72
304: FIRE STATION ADDITION AND REMODEL PROJE	3,197,318.73	0.00	0.00	(150.00)	0.00	3,197,168.73
322: BURLINGTON ROAD RECONSTRUCTION FUND	0.00	305.40	0.00	(305.40)	0.00	0.00
325: PAVEMENT MANAGEMENT	0.00	1,918.00	0.00	(1,918.00)	(1.38)	0.00
326: SIDEWALK IMPROVEMENTS PROJECT	1,548.00	612.57	0.00	(7,207.36)	(0.01)	(5,046.79)
328: PARKING LOT IMPROVEMENTS PHASE II	38,744.42	0.00	38,744.42	0.00	(38,744.42)	0.00
343: 2015 GO BOND FUND	194,918.00	0.00	194,918.00	194,918.00	0.00	194,918.00

Fund	Beginning Cash Balance	Revenue (+)	Expenses (-)	Change in Pending Payables	Change in Investments	Ending Cash Balance
600: WATER O&M FUND	1,066,723.09	0.00	0.00	0.00	0.00	1,066,723.09
601: WATER CONSUMER DEPOSIT FUND	88,247.50	0.00	0.00	0.00	0.00	88,247.50
603: WATER SINKING FUND	170,538.57	0.00	0.00	0.00	0.00	170,538.57
604: WATER RESERVE FUND	62,985.35	0.00	0.00	0.00	0.00	62,985.35
610: SANITARY SEWER O&M FUND	117,482.99	99,636.83	141,560.61	41,998.06	0.00	117,557.27
611: SANITARY SEWER REVENUE FUND	1,859,714.19	136,608.30	136,628.83	0.00	(363.40)	1,859,693.66
612: SANITARY SEWER SINKING FUND	266,802.25	36,042.00	0.00	0.00	36,000.00	302,844.25
614: SANITARY SEWER IMPROVEMENT FUND	104,414.89	950.00	0.00	0.00	1,000.00	105,364.89
660: AIRPORT FUND	332,622.15	2,874.16	6,078.71	(4,431.64)	(6,904.62)	324,985.96
661: AIRPORT PAVEMENT REHABILITATION PROJEC	(35,240.05)	0.00	0.00	0.00	0.00	(35,240.05)
664: AIRPORT CULVER REHABILITATION	0.00	0.00	7,150.00	7,150.00	0.00	0.00
740: STORM WATER UTILITY FUND	928,198.79	17,907.23	431.50	(1,012.05)	16,219.36	944,662.47
750: EDMUNDSON GOLF COURSE FUND	46,418.12	12.90	179.09	(10,886.99)	(11,987.10)	35,364.94
760: RACI MAIN STREET LOAN FUND	20,585.16	169.53	0.00	0.00	4.96	20,754.69
810: COPIER/FAX REVOLVING FUND	11,946.04	880.99	482.21	177.83	3.74	12,522.65
820: EMPLOYEE HEALTH SELF-INSURANCE	784,847.07	53,893.82	71,628.33	0.00	(16,304.58)	767,112.56
830: EMPLOYEE FLEX PLAN FUND	2,050.95	3,083.19	2,966.36	0.00	(999.55)	2,167.78

REVENUE REPORT

Account Detail

City of Oskaloosa, IA

For Fiscal: 2015-2016 Period Ending: 03/31/2016

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 001 - GENERAL FUND					
41 - TAXES	-2,736,109.00	-40,864.48	-1,532,029.18	-1,204,079.82	55.99 %
42 - LICENSES AND PERMITS	-255,744.00	-7,121.00	-182,992.96	-72,751.04	71.55 %
43 - USE OF MONEY & PROPERTY	-4,150.00	-582.17	-3,364.22	-785.78	81.07 %
44 - INTERGOVERNMENTAL	-325,670.00	-1,012.00	-223,518.04	-102,151.96	68.63 %
45 - CHARGES FOR SERVICES	-134,000.00	-4,655.98	-85,078.23	-48,921.77	63.49 %
46 - SPECIAL ASSESSMENTS	-306.00	0.00	-306.00	0.00	
47 - MISCELLANEOUS REVENUES	-95,279.00	-6,787.19	-87,720.58	-7,558.42	92.07 %
48 - OTHER FINANCING SOURCES	-1,465,444.00	-80,453.41	-1,055,179.08	-410,264.92	72.00 %
Fund 001 Total:	-5,016,702.00	-141,476.23	-3,170,188.29	-1,846,513.71	63.19 %
Fund: 002 - GENERAL FUND INSURANCE FUND					
41 - TAXES	-114,665.00	-1,715.76	-64,158.43	-50,506.57	55.95 %
43 - USE OF MONEY & PROPERTY	0.00	0.00	-0.10	0.10	
44 - INTERGOVERNMENTAL	-4,620.00	0.00	-2,310.21	-2,309.79	50.00 %
Fund 002 Total:	-119,285.00	-1,715.76	-66,468.74	-52,816.26	55.72 %
Fund: 003 - GENERAL FUND CAPITAL EQUIPMENT					
43 - USE OF MONEY & PROPERTY	-100.00	-2.87	-96.46	-3.54	96.46 %
Fund 003 Total:	-100.00	-2.87	-96.46	-3.54	96.46 %
Fund: 004 - LIBRARY COPIER REVOLVING FUND					
43 - USE OF MONEY & PROPERTY	-8.00	-2.89	-15.67	7.67	195.88 %
47 - MISCELLANEOUS REVENUES	-7,000.00	-662.83	-5,204.56	-1,795.44	74.35 %
Fund 004 Total:	-7,008.00	-665.72	-5,220.23	-1,787.77	74.49 %
Fund: 005 - GENERAL FUND BAND					
41 - TAXES	-18,537.00	-277.33	-10,396.48	-8,140.52	56.09 %
43 - USE OF MONEY & PROPERTY	0.00	0.00	-0.25	0.25	
44 - INTERGOVERNMENTAL	-747.00	0.00	-373.46	-373.54	49.99 %
Fund 005 Total:	-19,284.00	-277.33	-10,770.19	-8,513.81	55.85 %
Fund: 006 - GENERAL FUND - LOST					
43 - USE OF MONEY & PROPERTY	-1,800.00	-250.64	-838.71	-961.29	46.60 %
47 - MISCELLANEOUS REVENUES	-925,000.00	-120,850.41	-912,050.97	-12,949.03	98.60 %
48 - OTHER FINANCING SOURCES	-38,693.00	-38,744.42	-38,744.42	51.42	100.13 %
Fund 006 Total:	-965,493.00	-159,845.47	-951,634.10	-13,858.90	98.56 %
Fund: 007 - GENERAL FUND - UTILITY FRANCHISE FEES					
42 - LICENSES AND PERMITS	-410,000.00	0.00	-273,237.45	-136,762.55	66.64 %
43 - USE OF MONEY & PROPERTY	-900.00	-103.83	-488.45	-411.55	54.27 %
Fund 007 Total:	-410,900.00	-103.83	-273,725.90	-137,174.10	66.62 %
Fund: 110 - ROAD USE TAX FUND					
44 - INTERGOVERNMENTAL	-1,354,188.00	-122,206.33	-1,120,580.49	-233,607.51	82.75 %
45 - CHARGES FOR SERVICES	0.00	0.00	-763.00	763.00	
47 - MISCELLANEOUS REVENUES	0.00	-582.00	-4,557.57	4,557.57	
48 - OTHER FINANCING SOURCES	0.00	-52.40	-1,823.55	1,823.55	
Fund 110 Total:	-1,354,188.00	-122,840.73	-1,127,724.61	-226,463.39	83.28 %
Fund: 112 - EMPLOYEE BENEFIT FUND					
41 - TAXES	-954,051.00	-14,276.02	-534,845.49	-419,205.51	56.06 %
43 - USE OF MONEY & PROPERTY	0.00	-6.13	-225.11	225.11	
44 - INTERGOVERNMENTAL	-38,446.00	0.00	-19,221.71	-19,224.29	50.00 %
Fund 112 Total:	-992,497.00	-14,282.15	-554,292.31	-438,204.69	55.85 %
Fund: 119 - EMERGENCY FUND					
41 - TAXES	-91,031.00	-1,362.23	-50,984.69	-40,046.31	56.01 %

REVENUE REPORT

For Fiscal: 2015-2016 Period Ending: 03/31/2016

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 119 - EMERGENCY FUND					
44 - INTERGOVERNMENTAL	-3,668.00	0.00	-1,834.04	-1,833.96	50.00 %
Fund 119 Total:	-94,699.00	-1,362.23	-52,818.73	-41,880.27	55.78 %
Fund: 121 - LOCAL OPTION SALES TAX FUND					
41 - TAXES	-1,088,660.00	-76,098.22	-847,568.58	-241,091.42	77.85 %
Fund 121 Total:	-1,088,660.00	-76,098.22	-847,568.58	-241,091.42	77.85 %
Fund: 122 - HOTEL/MOTEL TAX REVENUE FUND					
41 - TAXES	-125,000.00	-25,678.10	-92,588.95	-32,411.05	74.07 %
Fund 122 Total:	-125,000.00	-25,678.10	-92,588.95	-32,411.05	74.07 %
Fund: 128 - ADMINISTRATION TIF					
41 - TAXES	-13,011.00	-203.95	-8,090.82	-4,920.18	62.18 %
43 - USE OF MONEY & PROPERTY	0.00	-2.72	-9.35	9.35	
Fund 128 Total:	-13,011.00	-206.67	-8,100.17	-4,910.83	62.26 %
Fund: 140 - HOUSING FUND					
43 - USE OF MONEY & PROPERTY	-450.00	-68.15	-344.94	-105.06	76.65 %
45 - CHARGES FOR SERVICES	-1,760.00	-130.00	-1,113.00	-647.00	63.24 %
47 - MISCELLANEOUS REVENUES	-46,053.00	-3,034.30	-40,823.24	-5,229.76	88.64 %
Fund 140 Total:	-48,263.00	-3,232.45	-42,281.18	-5,981.82	87.61 %
Fund: 165 - RIEFE MEMORIAL FUND					
43 - USE OF MONEY & PROPERTY	-30.00	-4.82	-23.72	-6.28	79.07 %
Fund 165 Total:	-30.00	-4.82	-23.72	-6.28	79.07 %
Fund: 167 - LIBRARY MEMORIAL FUND					
43 - USE OF MONEY & PROPERTY	-10,225.00	-2,516.62	-6,692.09	-3,532.91	65.45 %
45 - CHARGES FOR SERVICES	-160.00	-34.22	-243.43	83.43	152.14 %
47 - MISCELLANEOUS REVENUES	-40,389.00	-6,517.84	-52,675.57	12,286.57	130.42 %
48 - OTHER FINANCING SOURCES	-818.00	-205.50	-1,339.14	521.14	163.71 %
Fund 167 Total:	-51,592.00	-9,274.18	-60,950.23	9,358.23	118.14 %
Fund: 169 - MISCELLANEOUS GIFT FUND					
43 - USE OF MONEY & PROPERTY	-8.00	-2.04	-13.07	5.07	163.38 %
47 - MISCELLANEOUS REVENUES	-1,843.00	0.00	-2,043.46	200.46	110.88 %
Fund 169 Total:	-1,851.00	-2.04	-2,056.53	205.53	111.10 %
Fund: 172 - WOODEN PLAYGROUND MAINT FUND					
43 - USE OF MONEY & PROPERTY	-2.00	-0.93	-4.56	2.56	228.00 %
Fund 172 Total:	-2.00	-0.93	-4.56	2.56	228.00 %
Fund: 177 - POLICE FORFEITURE FUND					
43 - USE OF MONEY & PROPERTY	-1.00	-0.09	-1.52	0.52	152.00 %
45 - CHARGES FOR SERVICES	0.00	0.00	-90.00	90.00	
Fund 177 Total:	-1.00	-0.09	-91.52	90.52	9,152.00 %
Fund: 178 - LIBRARY MAINTENANCE FUND					
43 - USE OF MONEY & PROPERTY	-40,000.00	-7,474.90	-30,248.01	-9,751.99	75.62 %
Fund 178 Total:	-40,000.00	-7,474.90	-30,248.01	-9,751.99	75.62 %
Fund: 180 - MISCELLANEOUS GRANTS FUND					
43 - USE OF MONEY & PROPERTY	-10.00	-4.58	-21.73	11.73	217.30 %
44 - INTERGOVERNMENTAL	-23,040.00	-1,000.00	-8,973.54	-14,066.46	38.95 %
47 - MISCELLANEOUS REVENUES	-7,065.00	0.00	-1,526.00	-5,539.00	21.60 %
48 - OTHER FINANCING SOURCES	-3,128.00	0.00	-3,127.51	-0.49	99.98 %
Fund 180 Total:	-33,243.00	-1,004.58	-13,648.78	-19,594.22	41.06 %
Fund: 181 - BROWNFIELD SITES ASSESSMENT GRANT FUND					
44 - INTERGOVERNMENTAL	-223,673.00	0.00	-66,237.91	-157,435.09	29.61 %
Fund 181 Total:	-223,673.00	0.00	-66,237.91	-157,435.09	29.61 %
Fund: 182 - FACADE GRANT					
43 - USE OF MONEY & PROPERTY	0.00	-5.77	-7.76	7.76	
47 - MISCELLANEOUS REVENUES	-71,106.00	0.00	-17,309.00	-53,797.00	24.34 %
48 - OTHER FINANCING SOURCES	-152,211.00	0.00	0.00	-152,211.00	0.00 %
Fund 182 Total:	-223,317.00	-5.77	-17,316.76	-206,000.24	7.75 %

REVENUE REPORT

For Fiscal: 2015-2016 Period Ending: 03/31/2016

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 199 - WFP RISE PAYMENT FUND					
47 - MISCELLANEOUS REVENUES	-16,214.00	0.00	-16,214.00	0.00	
Fund 199 Total:	-16,214.00	0.00	-16,214.00	0.00	
Fund: 200 - DEBT SERVICE FUND					
41 - TAXES	-758,594.00	-11,365.61	-425,015.54	-333,578.46	56.03 %
43 - USE OF MONEY & PROPERTY	-2,000.00	-1,314.74	-4,999.60	2,999.60	249.98 %
44 - INTERGOVERNMENTAL	-30,569.00	0.00	-15,283.67	-15,285.33	50.00 %
46 - SPECIAL ASSESSMENTS	-8,267.00	0.00	-12,198.00	3,931.00	147.55 %
48 - OTHER FINANCING SOURCES	-667,561.00	0.00	-667,561.12	0.12	100.00 %
Fund 200 Total:	-1,466,991.00	-12,680.35	-1,125,057.93	-341,933.07	76.69 %
Fund: 301 - PARK SHELTER CAPITAL IMPROVEMENT					
43 - USE OF MONEY & PROPERTY	-3,416.00	-136.79	-1,783.18	-1,632.82	52.20 %
Fund 301 Total:	-3,416.00	-136.79	-1,783.18	-1,632.82	52.20 %
Fund: 302 - CITY HALL IMPROVEMENTS					
43 - USE OF MONEY & PROPERTY	-19.00	-2.84	-26.58	7.58	139.89 %
48 - OTHER FINANCING SOURCES	-2,000.00	0.00	-2,722.50	722.50	136.13 %
Fund 302 Total:	-2,019.00	-2.84	-2,749.08	730.08	136.16 %
Fund: 304 - FIRE STATION ADDITION AND REMODEL PROJECT					
48 - OTHER FINANCING SOURCES	-3,198,839.00	0.00	-3,198,839.48	0.48	100.00 %
Fund 304 Total:	-3,198,839.00	0.00	-3,198,839.48	0.48	100.00 %
Fund: 321 - NE BRIDGE REPLACEMENT PROJECT					
44 - INTERGOVERNMENTAL	-80,000.00	0.00	0.00	-80,000.00	0.00 %
48 - OTHER FINANCING SOURCES	-200,000.00	0.00	0.00	-200,000.00	0.00 %
Fund 321 Total:	-280,000.00	0.00	0.00	-280,000.00	0.00 %
Fund: 322 - BURLINGTON ROAD RECONSTRUCTION FUND					
48 - OTHER FINANCING SOURCES	-4,000.00	-305.40	-552.29	-3,447.71	13.81 %
Fund 322 Total:	-4,000.00	-305.40	-552.29	-3,447.71	13.81 %
Fund: 325 - PAVEMENT MANAGEMENT					
43 - USE OF MONEY & PROPERTY	0.00	0.00	-242.61	242.61	
47 - MISCELLANEOUS REVENUES	0.00	0.00	-174,295.73	174,295.73	
48 - OTHER FINANCING SOURCES	-1,274,541.00	-1,918.00	-848,238.97	-426,302.03	66.55 %
Fund 325 Total:	-1,274,541.00	-1,918.00	-1,022,777.31	-251,763.69	80.25 %
Fund: 326 - SIDEWALK IMPROVEMENTS PROJECT					
43 - USE OF MONEY & PROPERTY	0.00	-0.07	-1.00	1.00	
44 - INTERGOVERNMENTAL	-92,800.00	0.00	-17,269.31	-75,530.69	18.61 %
46 - SPECIAL ASSESSMENTS	0.00	0.00	-387.00	387.00	
47 - MISCELLANEOUS REVENUES	0.00	-612.50	-1,937.50	1,937.50	
48 - OTHER FINANCING SOURCES	-66,878.00	0.00	-35,462.25	-31,415.75	53.03 %
Fund 326 Total:	-159,678.00	-612.57	-55,057.06	-104,620.94	34.48 %
Fund: 328 - PARKING LOT IMPROVEMENTS PHASE II					
43 - USE OF MONEY & PROPERTY	0.00	0.00	-51.73	51.73	
Fund 328 Total:	0.00	0.00	-51.73	51.73	
Fund: 343 - 2015 GO BOND FUND					
48 - OTHER FINANCING SOURCES	-4,322,259.00	0.00	-4,322,258.45	-0.55	100.00 %
Fund 343 Total:	-4,322,259.00	0.00	-4,322,258.45	-0.55	100.00 %
Fund: 600 - WATER O&M FUND					
43 - USE OF MONEY & PROPERTY	-26,060.00	0.00	-13,776.79	-12,283.21	52.87 %
45 - CHARGES FOR SERVICES	-2,263,630.00	0.00	-1,179,602.34	-1,084,027.66	52.11 %
47 - MISCELLANEOUS REVENUES	-246,287.00	0.00	-70,887.36	-175,399.64	28.78 %
Fund 600 Total:	-2,535,977.00	0.00	-1,264,266.49	-1,271,710.51	49.85 %
Fund: 601 - WATER CONSUMER DEPOSIT FUND					
43 - USE OF MONEY & PROPERTY	0.00	0.00	-17.50	17.50	
Fund 601 Total:	0.00	0.00	-17.50	17.50	

REVENUE REPORT

For Fiscal: 2015-2016 Period Ending: 03/31/2016

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 603 - WATER SINKING FUND					
48 - OTHER FINANCING SOURCES	-418,787.00	0.00	-209,368.74	-209,418.26	49.99 %
Fund 603 Total:	-418,787.00	0.00	-209,368.74	-209,418.26	49.99 %
Fund: 604 - WATER RESERVE FUND					
48 - OTHER FINANCING SOURCES	-102,000.00	0.00	-51,000.00	-51,000.00	50.00 %
Fund 604 Total:	-102,000.00	0.00	-51,000.00	-51,000.00	50.00 %
Fund: 610 - SANITARY SEWER O&M FUND					
48 - OTHER FINANCING SOURCES	-2,037,046.00	-99,636.83	-1,200,789.79	-836,256.21	58.95 %
Fund 610 Total:	-2,037,046.00	-99,636.83	-1,200,789.79	-836,256.21	58.95 %
Fund: 611 - SANITARY SEWER REVENUE FUND					
43 - USE OF MONEY & PROPERTY	-3,000.00	-636.60	-2,511.52	-488.48	83.72 %
45 - CHARGES FOR SERVICES	-1,883,300.00	-135,971.70	-1,448,552.29	-434,747.71	76.92 %
46 - SPECIAL ASSESSMENTS	-2,557.00	0.00	-6,054.00	3,497.00	236.76 %
47 - MISCELLANEOUS REVENUES	-1,148.00	0.00	-1,788.23	640.23	155.77 %
Fund 611 Total:	-1,890,005.00	-136,608.30	-1,458,906.04	-431,098.96	77.19 %
Fund: 612 - SANITARY SEWER SINKING FUND					
48 - OTHER FINANCING SOURCES	-432,504.00	-36,042.00	-324,378.00	-108,126.00	75.00 %
Fund 612 Total:	-432,504.00	-36,042.00	-324,378.00	-108,126.00	75.00 %
Fund: 614 - SANITARY SEWER IMPROVEMENT FUND					
48 - OTHER FINANCING SOURCES	-11,400.00	-950.00	-8,550.00	-2,850.00	75.00 %
Fund 614 Total:	-11,400.00	-950.00	-8,550.00	-2,850.00	75.00 %
Fund: 660 - AIRPORT FUND					
43 - USE OF MONEY & PROPERTY	-195,387.00	-96.38	-97,875.62	-97,511.38	50.09 %
47 - MISCELLANEOUS REVENUES	-20,600.00	-2,777.78	-22,620.41	2,020.41	109.81 %
Fund 660 Total:	-215,987.00	-2,874.16	-120,496.03	-95,490.97	55.79 %
Fund: 661 - AIRPORT PAVEMENT REHABILITATION PROJECT					
44 - INTERGOVERNMENTAL	-222,152.00	0.00	-189,251.00	-32,901.00	85.19 %
48 - OTHER FINANCING SOURCES	-24,684.00	0.00	-21,027.46	-3,656.54	85.19 %
Fund 661 Total:	-246,836.00	0.00	-210,278.46	-36,557.54	85.19 %
Fund: 664 - AIRPORT CULVERT REHABILITATION					
44 - INTERGOVERNMENTAL	-9,000.00	0.00	0.00	-9,000.00	0.00 %
48 - OTHER FINANCING SOURCES	-1,000.00	0.00	0.00	-1,000.00	0.00 %
Fund 664 Total:	-10,000.00	0.00	0.00	-10,000.00	0.00 %
Fund: 740 - STORM WATER UTILITY FUND					
43 - USE OF MONEY & PROPERTY	-1,000.00	-219.36	-1,042.55	42.55	104.26 %
45 - CHARGES FOR SERVICES	-230,000.00	-17,687.87	-172,692.60	-57,307.40	75.08 %
Fund 740 Total:	-231,000.00	-17,907.23	-173,735.15	-57,264.85	75.21 %
Fund: 750 - EDMUNDSON GOLF COURSE FUND					
43 - USE OF MONEY & PROPERTY	-8,542.00	-12.90	-78.09	-8,463.91	0.91 %
47 - MISCELLANEOUS REVENUES	-300.00	0.00	0.00	-300.00	0.00 %
Fund 750 Total:	-8,842.00	-12.90	-78.09	-8,763.91	0.88 %
Fund: 760 - RACI MAIN STREET LOAN FUND					
43 - USE OF MONEY & PROPERTY	-377.00	-4.96	-23.40	-353.60	6.21 %
47 - MISCELLANEOUS REVENUES	-1,598.00	-164.57	-1,481.13	-116.87	92.69 %
Fund 760 Total:	-1,975.00	-169.53	-1,504.53	-470.47	76.18 %
Fund: 810 - COPIER/FAX REVOLVING FUND					
43 - USE OF MONEY & PROPERTY	0.00	-3.74	-16.76	16.76	
47 - MISCELLANEOUS REVENUES	0.00	-877.25	-6,795.05	6,795.05	
Fund 810 Total:	0.00	-880.99	-6,811.81	6,811.81	
Fund: 820 - EMPLOYEE HEALTH SELF-INSURANCE					
43 - USE OF MONEY & PROPERTY	0.00	-195.42	-961.48	961.48	
47 - MISCELLANEOUS REVENUES	0.00	-53,698.40	-653,431.68	653,431.68	
Fund 820 Total:	0.00	-53,893.82	-654,393.16	654,393.16	
Fund: 830 - EMPLOYEE FLEX PLAN FUND					
43 - USE OF MONEY & PROPERTY	0.00	-0.45	-3.53	3.53	

REVENUE REPORT

For Fiscal: 2015-2016 Period Ending: 03/31/2016

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 830 - EMPLOYEE FLEX PLAN FUND					
45 - CHARGES FOR SERVICES	0.00	-42.00	-390.00	390.00	
47 - MISCELLANEOUS REVENUES	0.00	-3,040.74	-31,215.06	31,215.06	
Fund 830 Total:	0.00	-3,083.19	-31,608.59	31,608.59	
Report Total:	-29,699,115.00	-933,269.97	-22,855,579.35	-6,843,535.65	76.96 %

EXPENSE TRIAL BALANCE

City of Oskaloosa, IA

Account Detail

For Fiscal: 2015-2016 Period Ending: 03/31/2016

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 001 - GENERAL FUND					
1010 - POLICE OPERATIONS	1,717,131.00	117,506.55	1,268,929.91	448,201.09	73.90 %
1030 - EMERGENCY MANAGEMENT	1,300.00	0.00	1,299.72	0.28	99.98 %
1050 - FIRE DEPARTMENT	854,040.00	67,272.87	614,963.00	239,077.00	72.01 %
1070 - BUILDING INSPECTIONS	136,289.00	5,895.77	84,260.78	52,028.22	61.83 %
1090 - ANIMAL CONTROL	43,000.00	0.00	21,500.00	21,500.00	50.00 %
1900 - 911 DISPATCH	157,520.00	39,380.75	157,520.00	0.00	
2010 - ROADS, BRIDGES, SIDEWALKS	20,000.00	0.00	0.00	20,000.00	0.00 %
2030 - STREET LIGHTING	93,700.00	0.00	90,000.00	3,700.00	96.05 %
2080 - AIRPORT	50,000.00	0.00	7,307.08	42,692.92	14.61 %
4010 - LIBRARY SERVICES	585,057.00	43,385.35	427,843.13	157,213.87	73.13 %
4030 - PARKS	175,277.00	5,660.01	129,197.54	46,079.46	73.71 %
4031 - POOL	138,211.00	143.72	85,058.18	53,152.82	61.54 %
4050 - CEMETERY	100,000.00	0.00	100,000.00	0.00	
5020 - ECONOMIC DEVELOPMENT	40,000.00	10,063.00	38,188.00	1,812.00	95.47 %
5040 - PLANNING & ZONING	1,300.00	31.48	1,401.47	-101.47	107.81 %
6010 - CITY MANAGER	303,929.00	21,450.75	234,082.53	69,846.47	77.02 %
6011 - CITY COUNCIL & MAYOR	90,387.00	8,275.96	82,689.04	7,697.96	91.48 %
6020 - CLERK, TREAS. & FINANCIAL ADMIN	288,461.00	19,677.90	223,985.97	64,475.03	77.65 %
6030 - ELECTIONS	14,000.00	0.00	6,874.27	7,125.73	49.10 %
6040 - LEGAL SERVICES & CITY ATTORNEY	79,600.00	4,415.27	51,107.26	28,492.74	64.21 %
6050 - CITY HALL & GENERAL BUILDINGS	107,663.00	9,248.22	70,553.77	37,109.23	65.53 %
9500 - ENGINEERING (ALLOCATED)	0.00	-330.89	18,810.70	-18,810.70	
Fund 001 Total:	4,996,865.00	352,076.71	3,715,572.35	1,281,292.65	74.36 %
Fund: 002 - GENERAL FUND INSURANCE FUND					
6060 - TORT LIABILITY	117,784.00	0.00	118,047.43	-263.43	100.22 %
Fund 002 Total:	117,784.00	0.00	118,047.43	-263.43	100.22 %
Fund: 003 - GENERAL FUND CAPITAL EQUIPMENT					
6050 - CITY HALL & GENERAL BUILDINGS	12,528.00	0.00	0.00	12,528.00	0.00 %
6900 - OTHER GEN'L GOVT	151,028.00	0.00	151,028.00	0.00	
Fund 003 Total:	163,556.00	0.00	151,028.00	12,528.00	92.34 %
Fund: 004 - LIBRARY COPIER REVOLVING FUND					
4010 - LIBRARY SERVICES	8,300.00	0.00	5,058.14	3,241.86	60.94 %
Fund 004 Total:	8,300.00	0.00	5,058.14	3,241.86	60.94 %
Fund: 005 - GENERAL FUND BAND					
4020 - BAND	19,753.00	0.00	18,383.31	1,369.69	93.07 %
Fund 005 Total:	19,753.00	0.00	18,383.31	1,369.69	93.07 %
Fund: 006 - GENERAL FUND - LOST					
2010 - ROADS, BRIDGES, SIDEWALKS	1,191,419.00	80,412.08	733,701.22	457,717.78	61.58 %
Fund 006 Total:	1,191,419.00	80,412.08	733,701.22	457,717.78	61.58 %
Fund: 007 - GENERAL FUND - UTILITY FRANCHISE FEES					
2010 - ROADS, BRIDGES, SIDEWALKS	341,211.00	-78,188.68	185,552.29	155,658.71	54.38 %
Fund 007 Total:	341,211.00	-78,188.68	185,552.29	155,658.71	54.38 %
Fund: 110 - ROAD USE TAX FUND					
2010 - ROADS, BRIDGES, SIDEWALKS	1,251,338.00	79,889.99	812,416.01	438,921.99	64.92 %
2030 - STREET LIGHTING	45,150.00	0.00	14,927.84	30,222.16	33.06 %
2040 - TRAFFIC CONTROL & SAFETY	33,212.00	55.70	14,644.42	18,567.58	44.09 %
2050 - SNOW REMOVAL	79,923.00	377.05	60,501.77	19,421.23	75.70 %
2070 - STREET CLEANING	41,576.00	3,269.20	36,392.95	5,183.05	87.53 %
Fund 110 Total:	1,451,199.00	83,591.94	938,882.99	512,316.01	64.70 %

EXPENSE TRIAL BALANCE

For Fiscal: 2015-2016 Period Ending: 03/31/2016

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 112 - EMPLOYEE BENEFIT FUND					
9100 - TRANSFER OUT	1,056,835.00	79,091.18	701,380.85	355,454.15	66.37 %
Fund 112 Total:	1,056,835.00	79,091.18	701,380.85	355,454.15	66.37 %
Fund: 119 - EMERGENCY FUND					
9100 - TRANSFER OUT	94,699.00	1,362.23	52,818.73	41,880.27	55.78 %
Fund 119 Total:	94,699.00	1,362.23	52,818.73	41,880.27	55.78 %
Fund: 121 - LOCAL OPTION SALES TAX FUND					
5900 - COMMUNITY SCHOOLS	1,088,660.00	76,098.22	847,568.58	241,091.42	77.85 %
Fund 121 Total:	1,088,660.00	76,098.22	847,568.58	241,091.42	77.85 %
Fund: 122 - HOTEL/MOTEL TAX REVENUE FUND					
4040 - RECREATION	125,000.00	25,678.10	92,588.95	32,411.05	74.07 %
Fund 122 Total:	125,000.00	25,678.10	92,588.95	32,411.05	74.07 %
Fund: 128 - ADMINISTRATION TIF					
5020 - ECONOMIC DEVELOPMENT	13,430.00	0.00	0.00	13,430.00	0.00 %
Fund 128 Total:	13,430.00	0.00	0.00	13,430.00	0.00 %
Fund: 138 - HOUSING DONATED FUNDS					
5030 - HOUSING & URBAN RENEWAL	17,371.00	0.00	0.00	17,371.00	0.00 %
Fund 138 Total:	17,371.00	0.00	0.00	17,371.00	0.00 %
Fund: 140 - HOUSING FUND					
5030 - HOUSING & URBAN RENEWAL	144,116.00	4,007.73	54,700.72	89,415.28	37.96 %
Fund 140 Total:	144,116.00	4,007.73	54,700.72	89,415.28	37.96 %
Fund: 165 - RIEFE MEMORIAL FUND					
4010 - LIBRARY SERVICES	5,500.00	0.00	0.00	5,500.00	0.00 %
Fund 165 Total:	5,500.00	0.00	0.00	5,500.00	0.00 %
Fund: 167 - LIBRARY MEMORIAL FUND					
4010 - LIBRARY SERVICES	82,650.00	5,871.30	34,635.91	48,014.09	41.91 %
Fund 167 Total:	82,650.00	5,871.30	34,635.91	48,014.09	41.91 %
Fund: 169 - MISCELLANEOUS GIFT FUND					
1010 - POLICE OPERATIONS	8,210.00	0.00	1,272.24	6,937.76	15.50 %
1050 - FIRE DEPARTMENT	5,925.00	0.00	3,916.95	2,008.05	66.11 %
4020 - BAND	5,545.00	0.00	603.22	4,941.78	10.88 %
4030 - PARKS	1,841.00	0.00	0.00	1,841.00	0.00 %
4031 - POOL	2,763.00	0.00	88.79	2,674.21	3.21 %
5030 - HOUSING & URBAN RENEWAL	4,061.00	0.00	0.00	4,061.00	0.00 %
Fund 169 Total:	28,345.00	0.00	5,881.20	22,463.80	20.75 %
Fund: 172 - WOODEN PLAYGROUND MAINT FUND					
4030 - PARKS	1,642.00	0.00	0.00	1,642.00	0.00 %
Fund 172 Total:	1,642.00	0.00	0.00	1,642.00	0.00 %
Fund: 177 - POLICE FORFEITURE FUND					
1010 - POLICE OPERATIONS	1,739.00	0.00	761.83	977.17	43.81 %
Fund 177 Total:	1,739.00	0.00	761.83	977.17	43.81 %
Fund: 178 - LIBRARY MAINTENANCE FUND					
4010 - LIBRARY SERVICES	45,500.00	0.00	18,715.40	26,784.60	41.13 %
Fund 178 Total:	45,500.00	0.00	18,715.40	26,784.60	41.13 %
Fund: 180 - MISCELLANEOUS GRANTS FUND					
1010 - POLICE OPERATIONS	30,750.00	1,503.00	13,945.32	16,804.68	45.35 %
1050 - FIRE DEPARTMENT	4,000.00	0.00	4,000.00	0.00	
4030 - PARKS	5,758.00	0.00	5,758.00	0.00	
4040 - RECREATION	19,630.00	222.75	9,963.83	9,666.17	50.76 %
Fund 180 Total:	60,138.00	1,725.75	33,667.15	26,470.85	55.98 %
Fund: 181 - BROWNFIELD SITES ASSESSMENT GRANT FUND					
2900 - OTHER PUBLIC WORKS	223,673.00	0.00	66,237.91	157,435.09	29.61 %
Fund 181 Total:	223,673.00	0.00	66,237.91	157,435.09	29.61 %
Fund: 182 - FACADE GRANT					
5010 - COMMUNITY BEAUTIFICATION	202,211.00	0.00	0.00	202,211.00	0.00 %

EXPENSE TRIAL BALANCE

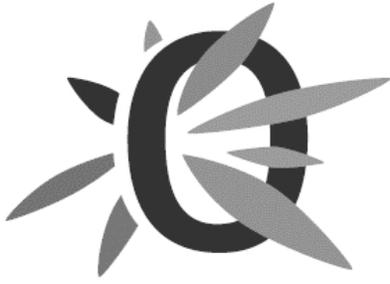
For Fiscal: 2015-2016 Period Ending: 03/31/2016

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 182 - FACADE GRANT					
5010 - COMMUNITY BEAUTIFICATION	16,214.00	0.00	16,214.00	0.00	
Fund 182 Total:	202,211.00	0.00	0.00	202,211.00	0.00 %
Fund: 199 - WFP RISE PAYMENT FUND					
5020 - ECONOMIC DEVELOPMENT	16,214.00	0.00	16,214.00	0.00	
Fund 199 Total:	16,214.00	0.00	16,214.00	0.00	
Fund: 200 - DEBT SERVICE FUND					
7010 - DEBT SERVICE	1,450,935.00	0.00	703,937.37	746,997.63	48.52 %
Fund 200 Total:	1,450,935.00	0.00	703,937.37	746,997.63	48.52 %
Fund: 301 - PARK SHELTER CAPITAL IMPROVEMENT					
4030 - PARKS	840.00	50.55	585.84	254.16	69.74 %
Fund 301 Total:	840.00	50.55	585.84	254.16	69.74 %
Fund: 302 - CITY HALL IMPROVEMENTS					
6050 - CITY HALL & GENERAL BUILDINGS	14,966.00	0.00	14,900.80	65.20	99.56 %
Fund 302 Total:	14,966.00	0.00	14,900.80	65.20	99.56 %
Fund: 304 - FIRE STATION ADDITION AND REMODEL PROJECT					
1050 - FIRE DEPARTMENT	1,057,049.00	0.00	1,670.75	1,055,378.25	0.16 %
Fund 304 Total:	1,057,049.00	0.00	1,670.75	1,055,378.25	0.16 %
Fund: 321 - NE BRIDGE REPLACEMENT PROJECT					
2010 - ROADS, BRIDGES, SIDEWALKS	100,000.00	0.00	0.00	100,000.00	0.00 %
Fund 321 Total:	100,000.00	0.00	0.00	100,000.00	0.00 %
Fund: 322 - BURLINGTON ROAD RECONSTRUCTION FUND					
2010 - ROADS, BRIDGES, SIDEWALKS	4,000.00	0.00	552.29	3,447.71	13.81 %
Fund 322 Total:	4,000.00	0.00	552.29	3,447.71	13.81 %
Fund: 325 - PAVEMENT MANAGEMENT					
2010 - ROADS, BRIDGES, SIDEWALKS	2,288,069.00	0.00	2,036,305.44	251,763.56	89.00 %
Fund 325 Total:	2,288,069.00	0.00	2,036,305.44	251,763.56	89.00 %
Fund: 326 - SIDEWALK IMPROVEMENTS PROJECT					
2010 - ROADS, BRIDGES, SIDEWALKS	159,678.00	0.00	65,771.56	93,906.44	41.19 %
Fund 326 Total:	159,678.00	0.00	65,771.56	93,906.44	41.19 %
Fund: 328 - PARKING LOT IMPROVEMENTS PHASE II					
2010 - ROADS, BRIDGES, SIDEWALKS	38,693.00	38,744.42	38,744.42	-51.42	100.13 %
Fund 328 Total:	38,693.00	38,744.42	38,744.42	-51.42	100.13 %
Fund: 343 - 2015 GO BOND FUND					
1050 - FIRE DEPARTMENT	3,597,521.00	194,918.00	3,597,520.98	0.02	100.00 %
6900 - OTHER GEN'L GOVT	57,177.00	0.00	57,176.35	0.65	100.00 %
7010 - DEBT SERVICE	667,561.00	0.00	667,561.12	-0.12	100.00 %
Fund 343 Total:	4,322,259.00	194,918.00	4,322,258.45	0.55	100.00 %
Fund: 600 - WATER O&M FUND					
8000 - WATER PLANT OPERATIONS	581,220.00	0.00	258,072.80	323,147.20	44.40 %
8001 - WATER DISTRIBUTION	1,332,213.00	0.00	724,703.77	607,509.23	54.40 %
8006 - WATER OFFICE	672,855.00	0.00	307,681.64	365,173.36	45.73 %
8009 - WASTE WATER OPERATIONS - TREATMENT	130,288.00	0.00	48,077.18	82,210.82	36.90 %
8010 - WASTE WATER OPERATIONS - COLLECTION	108,499.00	0.00	18,883.05	89,615.95	17.40 %
Fund 600 Total:	2,825,075.00	0.00	1,357,418.44	1,467,656.56	48.05 %
Fund: 603 - WATER SINKING FUND					
8001 - WATER DISTRIBUTION	418,738.00	0.00	73,725.00	345,013.00	17.61 %
Fund 603 Total:	418,738.00	0.00	73,725.00	345,013.00	17.61 %
Fund: 604 - WATER RESERVE FUND					
8001 - WATER DISTRIBUTION	100,000.00	0.00	31,165.39	68,834.61	31.17 %
Fund 604 Total:	100,000.00	0.00	31,165.39	68,834.61	31.17 %
Fund: 610 - SANITARY SEWER O&M FUND					
8015 - SANITARY SEWER-TREATMENT	1,155,994.00	58,923.85	806,284.97	349,709.03	69.75 %
8016 - SANITARY SEWER-COLLECTION	881,052.00	82,636.76	363,890.43	517,161.57	41.30 %

EXPENSE TRIAL BALANCE

For Fiscal: 2015-2016 Period Ending: 03/31/2016

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 610 - SANITARY SEWER O&M FUND					
8016 - SANITARY SEWER-COLLECTION	2,480,950.00	136,628.83	1,533,717.79	947,232.21	61.82 %
Fund 610 Total:	2,037,046.00	141,560.61	1,170,175.40	866,870.60	57.44 %
Fund: 611 - SANITARY SEWER REVENUE FUND					
8015 - SANITARY SEWER-TREATMENT	2,480,950.00	136,628.83	1,533,717.79	947,232.21	61.82 %
Fund 611 Total:	2,480,950.00	136,628.83	1,533,717.79	947,232.21	61.82 %
Fund: 612 - SANITARY SEWER SINKING FUND					
8015 - SANITARY SEWER-TREATMENT	432,504.00	0.00	21,533.75	410,970.25	4.98 %
Fund 612 Total:	432,504.00	0.00	21,533.75	410,970.25	4.98 %
Fund: 660 - AIRPORT FUND					
8035 - AIRPORT	223,298.00	6,078.71	116,879.55	106,418.45	52.34 %
Fund 660 Total:	223,298.00	6,078.71	116,879.55	106,418.45	52.34 %
Fund: 661 - AIRPORT PAVEMENT REHABILITATION PROJECT					
8035 - AIRPORT	246,836.00	0.00	245,518.51	1,317.49	99.47 %
Fund 661 Total:	246,836.00	0.00	245,518.51	1,317.49	99.47 %
Fund: 664 - AIRPORT CULVERT REHABILITATION					
8035 - AIRPORT	10,000.00	7,150.00	7,150.00	2,850.00	71.50 %
Fund 664 Total:	10,000.00	7,150.00	7,150.00	2,850.00	71.50 %
Fund: 740 - STORM WATER UTILITY FUND					
8065 - STORM WATER	352,919.00	431.50	184,327.66	168,591.34	52.23 %
Fund 740 Total:	352,919.00	431.50	184,327.66	168,591.34	52.23 %
Fund: 750 - EDMUNDSON GOLF COURSE FUND					
8070 - GOLF GREENS MAINTENANCE	3,000.00	0.00	1,674.15	1,325.85	55.81 %
8071 - GOLF PRO SHOP	31,054.00	179.09	15,550.89	15,503.11	50.08 %
Fund 750 Total:	34,054.00	179.09	17,225.04	16,828.96	50.58 %
Fund: 760 - RACI MAIN STREET LOAN FUND					
8060 - HOUSING & URBAN RENEWAL	11,600.00	0.00	0.00	11,600.00	0.00 %
Fund 760 Total:	11,600.00	0.00	0.00	11,600.00	0.00 %
Fund: 810 - COPIER/FAX REVOLVING FUND					
9310 - COPIER REVOLVING	0.00	482.21	4,413.16	-4,413.16	
Fund 810 Total:	0.00	482.21	4,413.16	-4,413.16	
Fund: 820 - EMPLOYEE HEALTH SELF-INSURANCE					
9320 - EMPLOYEE HEALTH SELF-INSURANCE	0.00	71,628.33	652,952.07	-652,952.07	
Fund 820 Total:	0.00	71,628.33	652,952.07	-652,952.07	
Fund: 830 - EMPLOYEE FLEX PLAN FUND					
9330 - EMPLOYEE FLEX PLAN	0.00	2,966.36	32,709.87	-32,709.87	
Fund 830 Total:	0.00	2,966.36	32,709.87	-32,709.87	
Report Total:	30,107,319.00	1,232,545.17	20,425,035.51	9,682,283.49	67.84 %



City Council Communication

Meeting Date: April 18, 2016

Requested By: City Clerk/Finance Department

Item Title: CONSENT AGENDA

Consider approval of a renewal application for a Class C Beer Permit with Sunday Sales from RRR Properties, LLC dba Oskaloosa Cenex, 1911 17th Avenue East.

Explanation:

The application is complete and in order for approval.

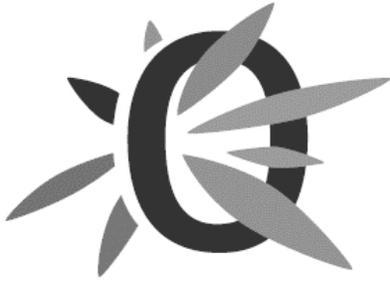
Staff recommends approval.

Budget Consideration:

\$100.00 revenue to the General Fund.

Attachments:

None



City Council Communication

Meeting Date: April 18, 2016

Requested By: City Clerk/Finance Department

Item Title: CONSENT AGENDA

Consider approval of a five day application for a Special Class C Liquor License with beer and wine from Sodexo America, LLC, dba Musco Technical Center, 319 R Avenue West, effective April 26, 2016.

Explanation:

The application is complete and in order for approval.

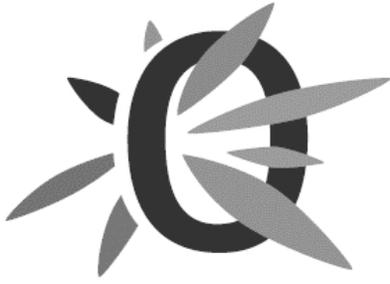
Staff recommends approval.

Budget Consideration:

\$42.19 to the General Fund

Attachments:

None



City Council Communication

Meeting Date: April 18, 2016

Requested By: City Clerk/Finance Department

Item Title: CONSENT AGENDA

Consider approval of a renewal application for a Class B Beer Permit (includes wine coolers) from Big Ed's BBQ, Inc. dba Big Ed's BBQ, 104 1st Avenue East.

Explanation:

The application is complete and in order for approval.

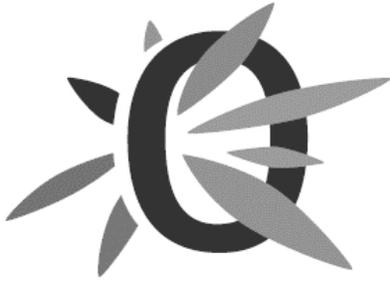
Staff recommends approval.

Budget Consideration:

\$300.00 to the General Fund

Attachments:

None



City Council Communication

Meeting Date: April 18, 2016

Requested By: City Clerk/Finance Department

Item Title: CONSENT AGENDA

Consider approval of a renewal application for a Special Class C Liquor License with Native Wine Permit and Sunday Sales from Chuong Garden of Oskaloosa, Inc., dba Chuong Garden, 1110 A Avenue West.

Explanation:

The application is complete and in order for approval.

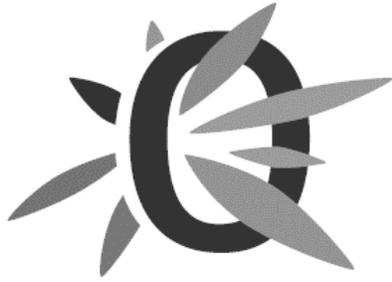
Staff recommends approval.

Budget Consideration:

\$337.50 revenue to the General Fund.

Attachments:

None



City Council Communication

Meeting Date: April 18, 2016

Requested By: City Manager's Office

Item Title: CONSENT AGENDA

Consider a resolution amending the city's existing revenue purpose statement for the use or expenditure of fee revenues collected from natural gas and electricity franchise fees.

Explanation:

During the FY2017 budget meeting, the city manager's recommended budget proposed two new items to be funded using utility franchise fees. The first was an expectation to cash flow the city's match for the CDBG downtown façade grant using franchise fees, until TIF revenues could reimburse the city. The second was funding the community development coordinator position in its entirety from franchise fees.

In order for these two items to occur as outlined in the city manager's recommended budget, an amendment to the existing franchise fee revenue purpose statement must be adopted by the city council.

This item is a request from staff to proceed with the amendment to the revenue purpose statement and expand the list of allowable uses to include "economic development activities and projects" as outlined in Iowa Code 384.3A.

The current allowable uses in Section 384.3A include:

- a. Property tax relief.
- b. The repair, remediation, restoration, cleanup, replacement, and improvement of existing public improvements and other publicly owned property, buildings, and facilities.
- c. Projects designed to prevent or mitigate future disasters as defined in section 29C.2.
- d. Energy conservation measures for low-income homeowners, low-income energy assistance programs, and weatherization programs.
- e. *Public safety, including the equipping of fire, police, emergency services, sanitation,*

*street, and civil defense departments.**

*f. The establishment, construction, reconstruction, repair, equipping, remodeling, and extension of public works, public utilities, and public transportation systems.**

*g. The construction, reconstruction, or repair of streets, highways, bridges, sidewalks, pedestrian underpasses and overpasses, street lighting fixtures, and public grounds, and the acquisition of real estate needed for such purposes.**

h. Property tax abatements, building permit fee abatements, and abatement of other fees for property damaged by a disaster as defined in section 29C.2.

i. Economic development activities and projects.

** uses previously approved by city council.*

Budget Consideration:

Amending the franchise fee revenue purpose statement does not result in a direct financial impact to the city of Oskaloosa. However, if the amendment to include “economic development activities and projects” is included, the city staff will proceed with an expenditure plan to include cash flowing the city’s match for the CDBG façade grant as well as funding the community development coordinator position as included in the city council approved FY2017 budget.

Attachments:

Resolution and Revenue Purpose Statement

RESOLUTION _____

**A RESOLUTION AMENDING AND EXPANDING THE CITY'S CURRENT REVENUE
PURPOSE STATEMENT FOR THE USE OR EXPENDITURE OF FRANCHISE FEE
REVENUES**

WHEREAS, the City Council of the City of Oskaloosa, Iowa, established a Revenue Purpose Statement for utility franchise fees on October 3, 2011; and

WHEREAS, the City Council then amended and expanded the Revenue Purpose Statement on August 18, 2014; and

WHEREAS, the City Council the City of Oskaloosa desires to amend and expand the allowed use of revenues collected from franchise fees to include "economic development activities and project" as permitted by Iowa Code Section 384.3A; and

WHEREAS, the action associated with this item does not increase nor decrease the city's currently adopted utility franchise fee rates.

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

- Section 1. That all previous Revenue Purpose Statements are hereby rescinded and replaced; and
- Section 2. That the Revenue Purpose Statement for the Use or Expenditure of Natural Gas and Electric Franchise Fee Revenues for the City of Oskaloosa, Iowa, attached hereto, is approved and adopted.

PASSED AND APPROVED this 18th day of April, 2016.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

**REVENUE PURPOSE STATEMENT
FOR THE USE OR EXPENDITURE OF FRANCHISE FEE REVENUES FOR THE CITY OF
OSKALOOSA, IOWA**

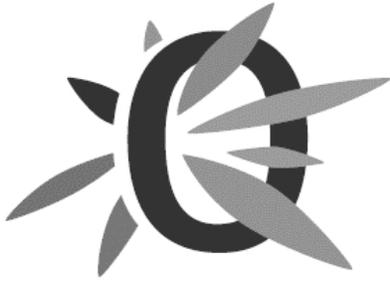
Pursuant to the provisions of Section 384.3 of the Iowa Code, the following allowed purposes for which franchise fee revenues may be used or expended includes:

Public safety, including the equipping of fire, police, emergency services, sanitation, street, and civil defense departments;

The establishment, construction, reconstruction, repair, equipping, remodeling, and extension of public works, public utilities, and public transportation systems;

The construction, reconstruction, or repair of streets, highways, bridges, sidewalks, pedestrian underpasses and overpasses, street lighting fixtures, and public grounds, and the acquisition of real estate needed for such purposes; and

Economic development activities and projects.



City Council Communication

Meeting Date: April 18, 2016

Requested By: City Manager's Office

Item Title: CONSENT AGENDA

Consider a resolution authorizing the City Manager to submit a grant application with the Iowa Department of Transportation for a Future Land Use Plan and the creation of a draft Airport Height Restriction Ordinance.

Explanation:

This item is a request from the city manager's office seeking permission to resubmit a grant application on the city's behalf with the Iowa Department of Transportation (Aviation Division). The grant funding staff is seeking would provide 70% funding for a required land use plan and the development of an Airport Height Restriction Ordinance.

The proposed South Central Regional Airport and the US Highway 63 Bypass will require the acquisition of land to accommodate the ultimate development of these public improvements. If these proposed improvements are implemented, existing land uses are expected to change.

Recognizing that existing land use patterns may change, the City of Oskaloosa recognizes the need to develop a future land use plan for the area that may be affected as a result of the two public improvements being implemented. The City desires to advocate future land uses that are compatible with the proposed South Central Regional Airport as well as the US Highway 63 Bypass.

To that end, the City desires to develop a Future Land Use Plan for an area described generally as the northwest quadrant of the City and the area extending to the northwest. The existing Comprehensive Future Land Use Plan may be amended to incorporate future land use recommendations.

The existing Zoning District Regulations will be reviewed. The Zoning District Regulations (City of Oskaloosa) provide a tool to implement the Future Land Use Plan.

Since the imaginary surfaces of the proposed airport extend over the incorporated city and corporate boundary; the City desires to develop an Airport Height Restriction Zoning Ordinance for consideration. The purpose of the Airport Height Restriction Zoning Ordinance is to protect the airport air space and approaches to the Proposed South Central Regional

Airport. Mahaska County will be encouraged to adopt similar language.

Staff recommends approval of this item as presented.

Budget Consideration:

This item is not specifically included in the FY2016 council approved budget, however funding is available in the city manager's office or the airport budget in FY2017 for such studies. In the event the Iowa DOT provides funding assistance, the city will only be required to match 30% of the cost, or approximately \$7,100 to complete this work.

Attachments:

Resolution
Grant application with project scope of work

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SUBMIT A GRANT APPLICATION WITH THE IOWA DEPARTMENT OF TRANSPORTATION FOR A FUTURE LAND USE PLAN AND THE CREATION OF A DRAFT AIRPORT HEIGHT RESTRICTION ORDINANCE

WHEREAS, The proposed South Central Regional Airport and the US Highway 63 Bypass will require the acquisition of land to accommodate the ultimate development of these public improvements; and

WHEREAS, these proposed improvements are implemented, existing land uses are expected to change; and

WHEREAS, Recognizing that existing land use patterns may change, the city of Oskaloosa recognizes the need to develop a future land use plan for the area that may be affected as a result of the two public improvements being implemented; and

WHEREAS, the city desires to advocate future land uses that are compatible with the proposed South Central Regional Airport as well as the US Highway 63 Bypass; and

WHEREAS, the cost to develop such a land use plan and associated ordinances is a grant eligible project with the Iowa Department of Transportation; and

WHEREAS, the city desires to partner with the Iowa Department of Transportation by seeking financial assistance in the amount of seventy percent (70%) of the expected costs to complete the work through a grant, with the city contributing thirty percent (30%).

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OSKALOOSA that the City Council of the City of Oskaloosa hereby approves and directs the city manager to execute the necessary documents associated with submitting a grant application with the Iowa Department of Transportation for a future land use plan and the creation of a draft airport height restriction ordinance.

PASSED AND APPROVED this _____ day of _____, 2016.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

AIRPORT PLANNING AND ZONING GRANT APPLICATION

This application can be used throughout the year. This application form is available at www.iowadot.gov/aviation See instructions on Page 2.

Airport Name Proposed South Central Regional Airport Date April 5, 2016

Airport Sponsor Name City of Oskaloosa (SCRAA)

Contact Person Michael Schrock Title City Manager

Mailing Address 220 South Market Street

City Oskaloosa State IA ZIP Code 52577 Phone Number 641-673-9431

E-mail Address michael.schrock@oskaloosaiowa.org FAX Number 641-673-3047

Project Type (check only one) Zoning Ordinance New Updated
 Comprehensive Plan New Updated

Project Description (attach draft scope of work, associated costs, timeline, and copy of current zoning ordinance):

1. Prepare Future Land Use Plan (New);
Land Use Zoning; Amend Future Land Use Comprehensive Plan as appropriate - City of Oskaloosa, Iowa.
 2. Prepare Airport Height Restriction Ordinance (New)
Proposed South Central Regional Airport
- (See Attached Scope of Work)

PROJECT COST INFORMATION

Total Cost of the Project \$ 23,660.00

State Funds \$ 16,562.00

Local Funds \$ 7,098.00

(Up to 85%, \$25,000 max. zoning ordinance,
\$20,000 max. comprehensive plan.)

Sponsor Signature: _____ Date: _____

Typed Name: Michael Schrock Title: City Manager

Please mail application with cost estimates to:
Iowa Department of Transportation
Office of Aviation
800 Lincoln Way
Ames, IA 50010

Attn.: Shane Wright
E-mail: shane.wright@dot.iowa.gov
FAX: 515-233-7983
515-239-1048

Instructions for Land Use Planning and Zoning Grant Application

Land use zoning and planning grants are available on an as-needed basis while authorized funding is available. Grant applications must be approved and agreements in place prior to the planning activities taking place. The Office of Aviation will review grant application and if the project is eligible, meets requirements, and funding is available, a grant agreement will be offered to the sponsor. Reimbursement can only be requested after the zoning ordinance or comprehensive plan is approved.

Airport Zoning Ordinance –

Objective: Develop or update, and implement, an airport zoning ordinance that includes compatible land uses near airports.

Application must include a draft scope of work that may include the development/update of zoning maps, ordinance, public hearings, and other tasks necessary to enact a zoning ordinance. A timeline for the project must also be included. If updating a current zoning ordinance a copy of the current zoning should be included. Reimbursement will not be made for any expenses until the ordinance is adopted.

Eligible applicants: Sponsors of public-owned airports.

State share: Up to 85%, \$25,000 maximum.

Comprehensive Plans – Update city and/or county comprehensive plans to include compatible land use near airport.

Objective: Update the city or county comprehensive plan to include compatible land use around the airport. The comprehensive plan should include a land use plan that shows compatible land use near the airport.

Application must include a draft scope of work that shows how the comprehensive plans will be updated to include compatible land use around the airport. A timeline for the project must also be included. If the city or county does not have a comprehensive plan and this application is to assist in the development of a plan, identify expenses attributable to the inclusion of the airport land use. Scope of work should indicate how planning coordination will take place. Reimbursement will not be made for any expenses until the comprehensive plan is adopted.

Eligible applicants: Sponsors of public-owned airports.

State share: Up to 85%, \$20,000 maximum.

For resource information, review the *Iowa Airport Land Use Guidebook*
(<http://www.iawings.com/airports/IowaAirportLandUseGuidebook2008.htm>)

Please mail application with cost estimates to:
Iowa Department of Transportation
Office of Aviation
800 Lincoln Way
Ames, IA 50010

Attn.: Shane Wright
E-mail: shane.wright@dot.iowa.gov
FAX: 515-233-7983
515-239-1048

www.iowadot.gov/aviation

Scope of Work
Northwest Oskaloosa Planning Area

I. PROJECT OBJECTIVES:

The proposed South Central Regional Airport and the US Highway 63 Bypass will require the acquisition of land to accommodate the ultimate development of these public improvements. As these proposed improvements are implemented, existing land uses are expected to change.

Recognizing that existing land use patterns may change, the City of Oskaloosa recognizes the need to develop a future land use plan for the area that may be affected as a result of the two public improvements being implemented. The City desires to advocate future land uses that are compatible with the proposed South Central Regional Airport as well as the US Highway 63 Bypass.

To that end, the City desires to develop a Future Land Use Plan for an area described generally as the northwest quadrant of the City and the area extending to the northwest. The existing Comprehensive Future Land Use Plan may be amended to incorporate future land use recommendations.

The existing Zoning District Regulations will be reviewed. The Zoning District Regulations (City of Oskaloosa) provide a tool to implement the Future Land Use Plan.

Since the imaginary surfaces of the proposed airport extend over the incorporated city and corporate boundary; the City desires to develop an Airport Height Restriction Zoning Ordinance for consideration. The purpose of the Airport Height Restriction Zoning Ordinance is to protect the airport air space and approaches to the Proposed South Central Regional Airport. Mahaska County will be encouraged to adopt similar language.

II. PROJECT AREA:

The project area extends west from US Highway 63 to Highland Avenue and north from IA Highway 92 to 210th Street. Nearly all of the project area is located within unincorporated Mahaska County. The study area includes the proposed South Central Regional Airport (Site A) and the proposed US 63 Bypass corridor.

The Lacey Sports Complex, Oskaloosa Elementary School, Mahaska County Fairgrounds, William Penn University and several public parks are located in the study area.

The project will focus for the most part on the area west of Union Pacific Railroad to IA 163 and north between 238th Street and 210th Street. In addition, the area in the

immediate vicinity of the IA 92/IA 163 interchange will be addressed in greater detail than the remaining study area located within the corporate boundary.

The footprint associated with the proposed South Central Regional Airport consists of two areas. The first is defined by the proposed property acquisition area. The second is defined by FAR Part 77 – Airport Airspace.

III. URBAN/RURAL SERVICE AREA

The project study area extends over a relatively large area. Future development pressures typically develop around nodes or along transportation corridors. The City can control development to some extent through zoning and delivery of municipal services. To that end, the consultant will define the study area in terms of:

- Urban Service Area 1: All Municipal Services Provided
- Urban Service Area 2: Partial Municipal Services
- Rural – No Municipal Services

The development density (population and/or employment) is related in part to the availability of municipal services.

Prior to developing a Future Land Use Plan, areas that can reasonably be served with municipal infrastructure should be identified. The highway corridor and in particular the areas around the proposed US63/IA163 Interchange will experience some level of development. These future development areas are located within the airport imaginary surfaces as defined by FAR Part 77.

The Consultant will collaborate with the City staff to determine which geographic areas can reasonably be served with water, sanitary sewer, roads, as well as other municipal services (fire protection, law enforcement, etc.)

Those areas that exhibit development potential, but more difficult to serve, will be identified and referenced as Urban Service Area II or Urban Reserve.

IV. LAND USE PLAN

Once the Urban/Rural Service Areas are defined, the Future Land Use Plan for the Study Area will be prepared. The generalized Future Land Use Plan will show.

- Proposed US 63 Highway Corridor/US 63-IA163 Interchange Alternatives
- Proposed South Central Regional Airport
- Residential (Dwelling Units/Acre) Density
- Commercial/General Business/Mixed Uses
- Institutional/Public Owned
- Open Space/Recreation/Environmental Resource Protection
- Agriculture

The Future Land Use Plan will incorporate guidance and recommendations from the Iowa Airport Land Use Guidebook. The Guidebook provides recommendations related to land uses generally compatible with airport operations.

- The Proposed South Central Regional Airport has been entered into the NPIAS and is an “obligated” to adhere to federal grant assurances:
- Federal Grant Assurance 21: Compatible Land Use (See FAA Federal Grant Assurance 21)

V. LAND USE ZONING

The intent is to apply District Regulations as set forth in the City’s Zoning Ordinance.

- Uses Permitted By Right
- Conditional Uses
- Bulk Regulations

Since Mahaska County has not adopted a land use plan or zoning, the City may extend its zoning regulations two miles beyond the corporate boundary.

Should the City incorporate territory beyond the current boundary so as to include some of the US 63 Bypass Corridor, the area subject to regulation will include some of the unincorporated territory between the new boundary and the South Central Regional Airport.

VI. AIRPORT HEIGHT RESTRICTION

A draft height restriction ordinance based on the imaginary surfaces associated with the proposed South Central Regional Airport will be prepared.

- Primary Surface
- Transitional Surface
- Approach Surface
- Horizontal Surface
- Conical Surface

The draft ordinance is intended to protect the airspace associated with the proposed South Central Regional Airport. The draft ordinance should identify which entity will administer the ordinance.

- Staff administration/review/permitting
- Planning and Zoning Review/Action
- Board of Adjustment

VII. MEETINGS:

The following number of meetings may be required.

- Staff Meetings: Five (5)
- Steering Committee Meetings: Three (3)
- Oskaloosa Planning and Zoning Commission: Two (2)

VIII. DELIVERABLES:

The Consultant will provide the following deliverables, (electronic).

- Land Use Plan (Study Area-New)
- Draft Airport Height Restriction Zoning Ordinance (New)

IX. STEERING COMMITTEE:

Creation of a Steering Committee is recommended to assist in the development of the Future Land Use Plan and Airport Height Restriction Ordinance. The Committee Chairperson may present the plan recommendations to the Oskaloosa Plan and Zoning Commission, South Central Regional Airport Board, City Council and Board of Supervisors.

X. TIME TO COMPLETE

The Consultant will complete the Scope of Work within nine (9) months from the date of Notice to Proceed. The project is expected to begin after July 1, 2016 (State Fiscal Year 2017).

XI. DELIVERABLES

- Future Land Use Plan (30 copies, 2-CD's)
- Draft Airport Height Restriction Ordinance (20 copies, 2-CD's)

XII. IOWA DOT – OFFICE OF AVIATION

A request for funding assistance will be submitted to the Iowa DOT – Office of Aviation. One (1) electronic copy of the deliverables will be provided to the Office of Aviation.



City Council Communication

Meeting Date: April 18, 2016

Requested By: Public Works Dept.

Item Title: CONSENT AGENDA

Consider approval of the final payment of \$5,840.82 (\$2,000.00 for Pay Request No. 5 and \$3,840.82 for the remaining retainage) to Blommers Construction Inc. for the E Avenue East and North 12th Street Reconstruction Project.

Explanation:

The City of Oskaloosa has received Pay Request No. 5 from Blommers Construction Inc. for \$2,000.00. This is the final pay application and it reflects seeding and site restoration work completed as of Friday, April 1, 2016.

The E Avenue East & North 12th Street Reconstruction Project was substantially completed on November 20, 2015. According to Iowa Code and because no claims have been filed against the contractor since the substantial completion was approved, the remaining retainage of \$3,840.82 can also be immediately released upon approval of this pay application.

<u>Summary of Contract:</u>	<u>Total Amounts:</u>	<u>Council Approval Date:</u>
Original Bid	\$381,212.50	April 6, 2015
Change Order No. 1	\$1,500.00**	
Change Order No. 2	\$1,914.00**	
Change Order No. 3	\$1,455.00**	
Total Contract	\$386,081.50	
<u>Summary of Pay Requests:</u>	<u>Total Amounts:</u>	<u>Council Approval Date:</u>
Pay Request No. 1	\$68,965.25	September 8, 2015
Pay Request No. 2	\$115,907.60	October 5, 2015
Pay Request No. 3	\$136,549.67	November 2, 2015
Pay Request No. 4	\$58,818.16	December 7, 2015
Pay Request No. 5 – Final*	2,000.00*	April 4, 2016*
	Total Amount Paid:	\$382,240.68*
	Retainage Remaining:	\$3,840.82 (Immediately Released)
Total Amount Remaining from Approved Contract:		0.00*

*Applies only if Pay Request No. 5 is approved by City Council on April 18, 2016.
**Change Orders within the contingency amount require City Manager approval.

Budget Consideration:

\$5,840.82 total (\$2,000.00 for Pay Request No. 5 and \$3,840.82 for the immediately released remaining retainage) from the E Avenue East & North 12th Street Reconstruction Project Fund.

Attachments:

Pay Application No. 5 - Final, Pay Estimate No. 5 - Final

No.	Item	Unit Price	Council Approved 4-6-15		Completed to Date			Pay Application #5 - Final			
			Contract Quantity	Schedule of Values	%	Qty.	\$ Amount	%	Qty.	\$ Amount	
1	Mobilization	\$0.00	1	LS	\$0.00	100%	1	\$0.00	0%	0	\$0.00
2	Excavation - Class 10, 12, or 13	\$16.00	1,900	CY	\$30,400.00	111%	2,100	\$33,600.00	0%	0	\$0.00
3	Subgrade Preparation, 12" Thick	\$4.00	3,700	SY	\$14,800.00	100%	3,700	\$14,800.00	0%	0	\$0.00
4	Subgrade Treatment, Fly Ash	\$10.50	1,000	SY	\$10,500.00	140%	1,400	\$14,700.00	0%	0	\$0.00
5	Modified Granular Subbase, 6" Thick	\$8.00	3,900	SY	\$31,200.00	100%	3,900	\$31,200.00	0%	0	\$0.00
6	Compaction Testing	\$5,500.00	1	LS	\$5,500.00	100%	1	\$5,500.00	0%	0	\$0.00
7	Trench Foundation	\$24.00	50	TON	\$1,200.00	0%	0	\$0.00	0%	0	\$0.00
8	Trench Compaction Testing, Sanitary & Storm Sewer	\$5,500.00	1	LS	\$5,500.00	100%	1	\$5,500.00	0%	0	\$0.00
9	Sanitary Sewer Gravity Main, Trenched, PVC, 8"	\$65.00	75	LF	\$4,875.00	87%	65	\$4,225.00	0%	0	\$0.00
10	Storm Sewer, Trenched, RCP, 15"	\$45.00	570	LF	\$25,650.00	98%	561	\$25,245.00	0%	0	\$0.00
11	Subdrain, Perforated PE, 4"	\$8.50	1,700	LF	\$14,450.00	99%	1,675	\$14,237.50	0%	0	\$0.00
12	Subdrain Outlets and Connections, CMP, 4"	\$250.00	10	EA	\$2,500.00	120%	12	\$3,000.00	0%	0	\$0.00
13	Sanitary Sewer Manhole, SW-301, 48" Diameter	\$6,750.00	1	EA	\$6,750.00	100%	1	\$6,750.00	0%	0	\$0.00
14	SW-501 Single Grate Intake	\$3,500.00	4	EA	\$14,000.00	100%	4	\$14,000.00	0%	0	\$0.00
15	SW-503 Single Grate Intake with Manhole	\$5,000.00	1	EA	\$5,000.00	100%	1	\$5,000.00	0%	0	\$0.00
16	Remove Sanitary Sewer Manhole	\$1,000.00	1	EA	\$1,000.00	100%	1	\$1,000.00	0%	0	\$0.00
17	Infiltration Barrier, Chimney Seal	\$550.00	1	EA	\$550.00	100%	1	\$550.00	0%	0	\$0.00
18	PCC Pavement, 7" Thick	\$36.50	3,265	SY	\$119,172.50	104%	3,382	\$123,443.00	0%	0	\$0.00
19	PCC Pavement Samples and Testing	\$4,000.00	1	LS	\$4,000.00	100%	1	\$4,000.00	0%	0	\$0.00
20	Pavement, HMA, 7" Thick	\$425.00	12	TON	\$5,100.00	0%	0	\$0.00	0%	0	\$0.00
21	Removal of Sidewalk	\$6.00	170	SY	\$1,020.00	100%	170	\$1,020.00	0%	0	\$0.00
22	Removal of Driveway	\$6.00	205	SY	\$1,230.00	95%	195	\$1,170.00	0%	0	\$0.00
23	PCC Sidewalk, 4" Thick	\$34.00	780	SY	\$26,520.00	87%	680	\$23,120.00	0%	0	\$0.00
24	PCC Sidewalk, 6" Thick	\$36.00	135	SY	\$4,860.00	84%	113	\$4,068.00	0%	0	\$0.00
25	PCC Paved Driveway, 6" Thick	\$37.00	130	SY	\$4,810.00	108%	141	\$5,217.00	0%	0	\$0.00
26	Pavement Removal	\$8.50	3,300	SY	\$28,050.00	102%	3,382	\$28,747.00	0%	0	\$0.00
27	Conventional Seeding, Fertilizing, and Mulching	\$4,000.00	1	LS	\$4,000.00	100%	1.0	\$4,000.00	50%	0.5	\$2,000.00
28	SWPPP Preparation	\$1,500.00	1	LS	\$1,500.00	100%	1	\$1,500.00	0%	0	\$0.00
29	SWPPP Management	\$2,500.00	1	LS	\$2,500.00	100%	1	\$2,500.00	0%	0	\$0.00
30	SWPPP Qualifying Rainfall Event Inspection	\$75.00	5	EA	\$375.00	100%	5	\$375.00	0%	0	\$0.00
31	Traffic Control	\$4,200.00	1	LS	\$4,200.00	100%	1	\$4,200.00	0%	0	\$0.00
SUBTOTALS:			\$381,212.50			\$382,667.50			\$2,000.00		
Change Order No. 1											
	Sanitary Sewer Manhole Adjustment	\$750.00	2	EA	\$1,500.00	100%	2	\$1,500.00	N/A		
Change Order No. 2											
	Temporary Seeding	\$1,000.00	1	LS	\$1,000.00	1	LS	\$1,000.00	N/A		
	Sanitary Sewer Manhole Base	\$914.00	1	LS	\$914.00	1	LS	\$914.00	N/A		
Change Order No. 3											
	Final Quantities Adjustment			\$1,455.00	N/A			N/A			
TOTALS:			\$386,081.50			\$386,081.50			\$2,000.00		

APPLICATION FOR PARTIAL PAYMENT NO. 5 - FINAL

SUBMITTED BY (CONTRACTOR): Blommers Construction Inc.

TO (OWNER): City of Oskaloosa

PROJECT: E Avenue East & North 12th Street Reconstruction Project

OWNER'S PROJECT NO. 2010-24

FOR WORK ACCOMPLISHED THROUGH THE DATE OF: Friday, April 15, 2016

A.	a. Original Contract Amount:	<u>\$381,212.50</u>
	b. Amount increased or decreased by Change Order:	<u>\$4,869.00</u>
	c. Adjusted Contract Amount (a +/- b):	<u>\$386,081.50</u>
<hr/>		
B.	Total Amount of Work Completed to Date:	<u>\$386,081.50</u>
C.	Less Remaining Retainage*:	<u>\$3,840.82</u>
D.	Total Amount of Work Completed to Date Less Retainage (B - C):	<u>\$382,240.68</u>
E.	Material stored on job site:	<u>\$0.00</u>
F.	Total Amount of Work Completed and Stored to Date Less Materials (D - E):	<u>\$382,240.68</u>
G.	Less Previous Payments:	<u>\$380,240.68</u>
H.	AMOUNT DUE THIS APPLICATION (F - G):	<u>\$2,000.00</u>

*Remaining retainage is to be released immediately upon Council approval of this pay application.

Accompanying Documentation: Pay Estimate No. 5

CONTRACTOR'S Certification:

The undersigned CONTRACTOR certifies that:

- (1) all previous progress payments received from JURISDICTION 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 JURISDICTION at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to JURISDICTION indemnifying JURISDICTION 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.

REQUESTED:

[Signature]
Contractor

[Signature]
Signature

Lesley Blommers
Name

Date: 4/5/16

RECOMMENDED:

City of Oskaloosa
Engineer

[Signature]
Signature

AKHILESH PAL
Name

Date: 4/5/2016

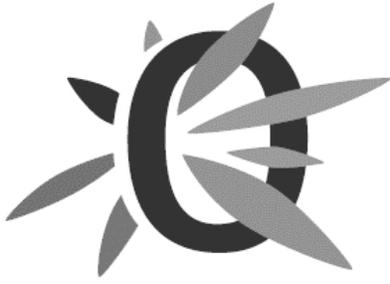
APPROVED:

Owner

Signature

Name

Date: _____



City Council Communication
Meeting Date: April 18, 2016

Item Title: REGULAR AGENDA

Explanation:

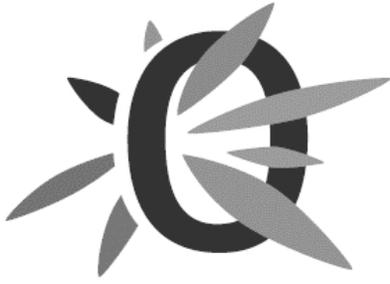
The following agenda items require specific action by the City Council.

Budget Consideration:

Not applicable.

Attachments:

None.



City Council Communication
Meeting Date: April 4, 2016
Requested By: City Manager Department

Item Title:

Consider request from the Mahaska Community Recreation Foundation to report on quarterly activities of MCRF.

Explanation:

A representative from the Mahaska Community Recreation Foundation, will attend the city council meeting to report on Mahaska Community Recreation Foundation quarterly activities. The quarterly progress report is included in your agenda packet.

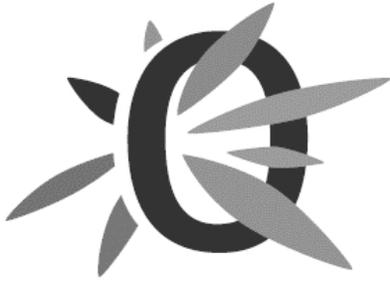
Receive report.

Budget Consideration:

None.

Attachments:

None.



City Council Communication

Meeting Date: April 18, 2016

Requested By: City Clerk/Finance Director

Item Title:

Consider approval of a six month application for a Class C Liquor License with Sunday Sales and Outdoor Service Area from Oskaloosa Area Chamber and Development Group and the use of the City Square to host various events from May 1, 2016 through October 31, 2016.

Explanation:

The application is complete and in order for approval. Along with this Class C liquor license the Oskaloosa Area Chamber and Development Group has requested the use of the City Square to hold events for the duration of this six month liquor license.

Staff recommends approval.

Budget Consideration:

\$168.75 revenue to the General Fund

Attachments:

None



City Council Communication

Meeting Date: April 18, 2016

Requested By: City Clerk/Finance Department

Item Title:

Consider a resolution directing sale of \$1,800,000 (subject to adjustment per terms of offering) General Obligation Refunding Capital Loan Notes, Series 2016.

Explanation:

The City Manager will receive sealed bids, electronic bids and facsimile bids on the City of Oskaloosa, State of Iowa, \$1,800,000 (subject to adjustment per terms of offering) General Obligation Refunding Capital Loan Notes, Series 2016 by 10:00 a.m. on April 18, 2016. After a final call for sealed bids, the bids should then be opened and the best bid recorded. All bids will be presented to the Oskaloosa City Council for award at their meeting at 6:00 p.m. that day.

Susanne Gerlach, Public Financial Management, will be present to review the information.

This resolution approves the sale for the best and most favorable bid received.

Budget Consideration:

To be determined at the sale of the notes.

Attachments:

Resolution
Bid information will be distributed at the council meeting.

ITEMS TO INCLUDE ON AGENDA

CITY OF OSKALOOSA, IOWA

Not to exceed \$1,800,000 (Subject to Adjustment per Terms of Offering) General Obligation Refunding Capital Loan Notes, Series 2016

- Receipt of bids.
- Resolution directing sale.

NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE
CHAPTER 21 AND THE LOCAL RULES OF THE CITY.

April 18, 2016

The City Manager of the City of Oskaloosa, State of Iowa, met in the City Manager's office, 220 South Market Street, Oskaloosa, Iowa, at _____ .M., on the above date, to open sealed bids received, access electronic bids and to refer the sale of the Notes to the best and most favorable bidder for cash, subject to approval by the City Council at _____ .M. on the above date.

In addition to the City's municipal advisor, who participated by telephone, the following persons were present:

* * * * *

Open bids were then called for and the best open bid received was as follows:

Name & Address of Bidder: _____

True Interest Rate (as-bid): _____%

True Interest Cost (as-bid): \$_____

Whereupon, the City Manager declared the sealed bids be opened. The sealed bids were opened and the best sealed bid was as follows:

Name & Address of Bidder: _____

True Interest Rate (as-bid): _____%

True Interest Cost (as-bid): \$_____

Whereupon, all bids were referred to the Council for action in accordance with the Terms of Offering.

This being the time and place for the opening of bids for the sale of not to exceed \$1,800,000 (Subject to Adjustment per Terms of Offering) General Obligation Refunding Capital Loan Notes, Series 2016, the meeting was opened for the receipt of bids for the Notes. The following actions were taken:

1. Sealed bids were filed and listed in the minutes while unopened, as follows:

Name & Address of Bidders:

(Attach List of Bidders)

2. The City Manager then declared the time for filing of sealed bids to be closed and that the sealed bids be opened. The sealed bids were opened and announced.

3. Electronic bids received were accessed and announced as follows:

Name & Address of Bidders:

(Attach List of Bidders)

4. The best bid was determined to be as follows:

Name & Address of Bidder: _____

True Interest Rate (as-bid): _____%

True Interest Cost (as-bid): \$ _____

In consultation with the _____, the City considered the adjustment of the aggregate principal amount of the Notes and each scheduled maturity thereof in accordance with the Terms of Offering and the following actions were taken:

Final Par Amount as adjusted: \$ _____

Purchase Price as adjusted: \$ _____

All bids were then referred to the Council for action.

April 18, 2016

The City Council of the City of Oskaloosa, State of Iowa, met in _____ session, in the Council Chambers, City Hall, 220 South Market Street, Oskaloosa, Iowa, at _____ .M., on the above date. There were present Mayor _____, in the chair, and the following named Council Members:

Absent: _____

Vacant: _____

* * * * *

Council Member _____ introduced the following Resolution entitled "RESOLUTION DIRECTING SALE OF NOT TO EXCEED \$1,800,000 (SUBJECT TO ADJUSTMENT PER TERMS OF OFFERING) GENERAL OBLIGATION REFUNDING CAPITAL LOAN NOTES, SERIES 2016," and moved its adoption. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the following Resolution duly adopted:

RESOLUTION DIRECTING SALE OF NOT TO EXCEED
\$1,800,000 (SUBJECT TO ADJUSTMENT PER TERMS OF
OFFERING) GENERAL OBLIGATION REFUNDING
CAPITAL LOAN NOTES, SERIES 2016

WHEREAS, bids have been received for the Notes described as follows and the best bid received (with permitted adjustments, if any) is determined to be the following:

NOT TO EXCEED \$1,800,000 (SUBJECT TO ADJUSTMENT
PER TERMS OF OFFERING) GENERAL OBLIGATION
REFUNDING CAPITAL LOAN NOTES, SERIES 2016

Bidder: _____ of _____

The terms of award:

Final Par Amount as adjusted: \$ _____

Purchase Price as adjusted: \$ _____

True Interest Rate: _____%

True Interest Cost: \$ _____

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OSKALOOSA, STATE OF IOWA:

Section 1. That the bid for the Notes as above set out is hereby determined to be the best and most favorable bid received and, the Notes are hereby awarded as described above.

Section 2. That the statement of information for Note bidders and the form of contract for the sale of the Notes are hereby approved and the Mayor and Clerk are authorized to execute the same on behalf of the City.

Section 3. That all acts of the Clerk done in furtherance of the sale of the Notes are hereby ratified and approved.

PASSED AND APPROVED this 18th day of April, 2016.

Mayor

ATTEST:

City Clerk

CERTIFICATE

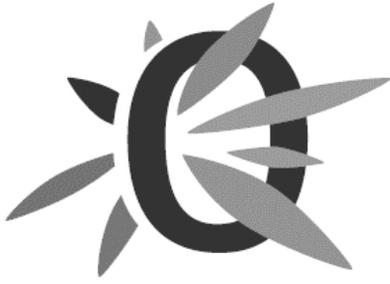
STATE OF IOWA)
) SS
COUNTY OF MAHASKA)

I, the undersigned City Clerk of the City of Oskaloosa, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this _____ day of _____, 2016.

City Clerk, City of Oskaloosa, State of Iowa

(SEAL)



City Council Communication

Meeting Date: April 18, 2016

Requested By: City Clerk/Finance Department

Item Title:

Consider a resolution authorizing the redemption of outstanding City of Oskaloosa, Iowa, General Obligation Capital Loan Notes, Series 2008A, of the City of Oskaloosa, State of Iowa, dated May 1, 2008, and directing notice to be given.

Explanation:

The proceeds from the \$1,800,000 (subject to adjustment per terms of offering) General Obligation Refunding Capital Loan Notes, Series 2016 are to be used to call \$1,665,000 of series 2008 notes. Approximately \$125,000 in interest costs are saved by refinancing the notes.

This resolution authorizes calling the remaining note dated May 1, 2008 on June 1, 2016.

Budget Consideration:

To be determined at the sale of the General Obligation Refunding Capital Loan Notes, Series 2016A.

Attachments:

Resolution

ITEMS TO INCLUDE ON AGENDA

CITY OF OSKALOOSA, IOWA

City Of Oskaloosa, Iowa, General Obligation Capital Loan Notes, Series 2008A

Resolution Authorizing the Redemption of Outstanding City Of Oskaloosa, Iowa,
General Obligation Capital Loan Notes, Series 2008A, dated May 1, 2008.

NOTICE MUST BE GIVEN PURSUANT TO IOWA CODE
CHAPTER 21 AND THE LOCAL RULES OF THE CITY.

April 18, 2016

The City Council of the City of Oskaloosa, State of Iowa, met in _____ session, in the Council Chambers, City Hall, 220 South Market Street, Oskaloosa, Iowa, at _____ .M., on the above date. There were present Mayor _____, in the chair, and the following named Council Members:

Absent: _____

Vacant: _____

* * * * *

Council Member _____ introduced the following Resolution entitled "A RESOLUTION AUTHORIZING THE REDEMPTION OF OUTSTANDING CITY OF OSKALOOSA, IOWA, GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2008A, OF THE CITY OF OSKALOOSA, STATE OF IOWA, DATED MAY 1, 2008, AND DIRECTING NOTICE BE GIVEN" and moved its adoption. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the resolution duly adopted as follows:

RESOLUTION AUTHORIZING THE REDEMPTION OF
OUTSTANDING CITY OF OSKALOOSA, IOWA, GENERAL
OBLIGATION CAPITAL LOAN NOTES, SERIES 2008A, OF
THE CITY OF OSKALOOSA, STATE OF IOWA, DATED MAY
1, 2008, AND DIRECTING NOTICE BE GIVEN

WHEREAS, the City did by resolution dated April 21, 2008, authorize the issuance of \$3,000,000 City Of Oskaloosa, Iowa, General Obligation Capital Loan Notes, Series 2008A, (the "Notes") dated May 1, 2008; and

WHEREAS, the Notes are redeemable in any order of their numbering on June 1, 2016 or any date thereafter upon giving notice in the manner provided in the resolution authorizing the issuance of the Notes; and

WHEREAS, it is deemed necessary and advisable that \$1,665,000 be so redeemed on June 1, 2016 and notice of redemption be given according to the terms of the resolution authorizing issuance of the Notes.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OSKALOOSA, STATE OF IOWA:

Section 1. That outstanding City Of Oskaloosa, Iowa, General Obligation Capital Loan Notes, dated May 1, 2008, in the principal amount of \$1,665,000, be and the same are hereby redeemed as of June 1, 2016.

Section 2. The Registrar and Paying Agent, Bankers Trust Company, N.A., is hereby authorized and directed to cause notice of such redemption be given not less than thirty (30) days

prior to the redemption date and to cause notice of redemption to be mailed to the registered owners of the Notes by registered mail, and to notify DTC.

Section 3. The City Clerk/Finance Director is hereby authorized and directed to cause to be deposited in a separate fund from the proceeds of the General Obligation Refunding Capital Loan Notes, Series 2016, a sum sufficient to pay all principal and interest on the redeemed Notes to the date of redemption and to notify the City's dissemination agent to post the Notice of Redemption to the MSRB's website (EMMA) in searchable PDF format for the refunded Notes in accordance with the Continuing Disclosure Certificate for the Notes.

Section 4. That the form of such notice be substantially as follows:

NOTICE OF THE CALL OF NOTES FOR REDEMPTION TO THE HOLDERS OF THE FOLLOWING DESCRIBED NOTES:

Please take notice that the Notes described below have been called for redemption. Owners of the Notes should present their Notes for payment on the redemption date.

Issuer: City of Oskaloosa, State of Iowa

Original Issue Amount: \$3,000,000

Note Issue: City Of Oskaloosa, Iowa, General Obligation Capital Loan Notes, Series 2008A

Dated Date: May 1, 2008

Redemption Date: June 1, 2016

Redemption Price: Par, plus accrued interest

Notes Called for Redemption

<u>CUSIP Numbers</u>	<u>Note Numbers</u>	<u>Principal Amount</u>	<u>Interest Rate</u>	<u>Maturity Date</u>
688290 MT9	R-9	\$210,000	3.60%	2017
688290 MU6	R-10	\$215,000	3.70%	2018
688290 MV4	R-11	\$225,000	3.75%	2019
688290 MW2	R-12	\$235,000	4.00%	2020
688290 MX0	R-13	\$250,000	4.00%	2021
688290 MY8	R-14	\$260,000	4.00%	2022
688290 MZ5	R-15	\$270,000	4.00%	2023

No representation is made as to the accuracy of the CUSIP numbers printed herein or on the Notes.

The above Notes should be presented to Bankers Trust Company, N.A., Des Moines, Iowa. This represents a full call of the outstanding obligations. All interest will cease to accrue on the Redemption Date.

BANKERS TRUST COMPANY, N.A., Des
Moines, Iowa

(End of Notice)

PASSED AND APPROVED this 18th day of April, 2016.

Mayor

ATTEST:

City Clerk

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF MAHASKA)

I, the undersigned City Clerk of the City of Oskaloosa, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this _____ day of _____, 2016.

City Clerk, City of Oskaloosa, State of Iowa

(SEAL)



City Council Communication

Meeting Date: April 4, 2016

Requested By: City Manager's Office

Item Title:

Consider an ordinance amending Oskaloosa Municipal Code 10.42 Golf Carts, 10.80 - Multi-Use Recreation Trail, and 10.08 - Traffic Regulations Generally

Explanation:

In May of 2011 the Oskaloosa City Council approved Ordinance 1305 which instituted a permit process and insurance requirement for golf carts on the recreation trail. In September of 2012 Ordinance 1326 was passed allowing golf carts on city streets. The permit process has resulted in 73 registered golf carts on file with the city. At this time, city staff is requesting the city council provide direction on the current permit and registration process for the city of Oskaloosa. Staff recommends eliminating the permitting process as well as mandatory insurance minimums at this time.

Since its inception, the administrative management of the golf cart permit program has been burdensome for both residents and city staff, with little apparent return on investment. The golf cart registration/permit process requires applicants to visit the Oskaloosa Police Department. Applicants do not often meet the city's insurance requirements or provide the necessary documents and often make several trips to the Police Department. Anyone seeking a permit must provide a copy of their license and insurance to the Police Department. The proof of insurance is filed with the City Clerk. Monthly the City Clerk's Office reviews the insurance for each golf cart registered and provides the police department with an update to ensure the golf carts that are currently registered are compliant.

The City of Oskaloosa requires proof of insurance showing liability coverage in an amount not less than five hundred thousand dollars per person or one million dollars per accident. Residents have voiced concerns over this amount, often stating that it is hard to obtain insurance for a golf cart that meets the requirements. State of Iowa Code 321A.21 Section 2B requires that any vehicle have a minimum coverage of twenty thousand dollars for bodily injury to or death of one person in any one accident and, subject to said limit for one person, forty thousand dollars for bodily injury to or death of two or more persons in any one accident, and fifteen thousand dollars for injury to or destruction of property of others in any one accident.

Ending the permit process for golf carts would free up staff time, and allow residents to drive

their golf carts on the street without a permit. No citations have been issued since registration was required for golf carts.

Staff is recommending the City Council consider an ordinance deleting Oskaloosa Municipal Code Sections 10.42.020C, 10.42.040, 10.42.050, 10.42.060, 10.42.070, 10.42.080, and amending Sections 10.80.030 and 10.08.010.

Budget Consideration:

Ending the golf cart permit process will save more staff time than actual funds expended for supplies to run the program. Currently the Police Department supplies identification numbers for golf carts. If the ordinance is approved, there will also be costs associated with the code change.

Attachments:

Ordinance, Golf Cart Permit Review Proposal

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE OSKALOOSA MUNICIPAL CODE 10.42 GOLF CARTS, CHAPTER 10.80 - MULTI-USE RECREATION TRAIL, AND CHAPTER 10.08 - TRAFFIC REGULATIONS GENERALLY

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

SECTION 1. 10.42.010 – Purpose is hereby amended as follows:

10.42.010 Purpose.

The purpose of this chapter is to facilitate and allow the safe operation of golf carts upon certain streets ~~and the multi-use recreation trail~~ within the city and to enact rules and regulations for the operation thereof.

SECTION 2. 10.42.020 subsection C, 10.42.040 - Permit required, 10.42.050 - Proof of insurance required, 10.42.060 – Transfer, 10.42.070 – Display, 10.42.080 – Penalties, are hereby deleted and abrogated:

10.42.020 - Rules of operation.

~~C. Golf carts operated upon city streets shall be registered with the chief of police or his designee and display required identification as provided herein.~~

~~10.42.040 – Permit required.~~

~~A. It is the duty of the owner or any operator of a motorized golf cart that is operated on city streets and on the multi-use recreation trail to register the golf cart with the chief of police or his designee. The owner or operator shall pay an administrative fee with the permit application, in an amount to be adopted by the annual resolution of the city council. Two numerical decals shall be issued upon registration and a record of each motorized golf cart number along with the name and address of the owner shall be maintained by the city clerk. It shall be a violation of this section to place the decals onto another cart whose owner has not registered the vehicle with the city clerk. Only persons eighteen years of age or older may register a golf cart. Drivers of a golf cart must be sixteen years of age and have a valid driver's license. The owner shall file proof of insurance prior to being issued a permit, showing liability coverage in an amount not less than five hundred thousand dollars per person or one million dollars per accident. The golf cart shall comply with all requirements of state law necessary for the cart to be driven on a public street. (Ord. No. 1326, § 1, 10-1-2012)~~

~~10.42.050 – Proof of insurance required.~~

~~A cart owner seeking a permit shall file proof of insurance prior to being issued a permit, showing liability coverage in an amount not less than five hundred thousand dollars per person or one million dollars per accident. The owner must annually file an update with the city clerk confirming that the insurance coverage remains in force and effect. (Ord. No. 1326, § 1, 10-1-2012)~~

~~10.42.060--Transfer:~~

~~The registration and fee shall be effective until the cart is sold or the ownership is otherwise transferred. The golf cart shall be registered and a new permit obtained whenever the ownership of the cart changes. When a golf cart owner obtains a new golf cart, then a new registration, permit fee and permit shall be obtained. (Ord. No. 1326, § 1, 10-1-2012)~~

~~10.42.070--Display:~~

~~The numerical permit numbers shall be displayed by the owner or any user of the golf cart in a manner as to be fully visible at all times, on the front and rear of the golf cart. It is a violation of this section for the owner to use or permit a cart to be used without this display and it is a violation for any user of a golf cart to operate a golf cart without the display of the valid permit numerals. (Ord. No. 1326, § 1, 10-1-2012)~~

~~10.42.080--Penalties:~~

~~A violation of the provisions of this chapter shall be punishable by a civil penalty in the amount of one hundred dollars. (Ord. No. 1326, § 1, 10-1-2012)~~

SECTION 3: 10.80.020 - Permitted uses, subsection E, is amended as follows:

10.80.020 - Permitted uses

E. Motorized golf carts which do not exceed twenty miles per hour ~~which have been registered and display a permit as required herein~~. Usage of the trail at night shall require properly installed headlights on the motorized golf cart.

SECTION 4: 10.80.030 - Prohibited uses, subsection H, is hereby deleted and abrogated:

10.80.030 - Prohibited uses.

~~H. Unregistered golf carts and golf carts without a properly displayed permit.~~

SECTION 5: 10.08.010 – Violation of Regulations is amended to include:

Section 321.247 – Golf Cart Operation on City Streets.

SECTION 6: REPEALER. All ordinances or parts thereof in conflict with the provisions of this ordinance are hereby repealed.

SECTION 7: SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of this ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 8: WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

Passed by the Council the _____ day of _____ 2016, and approved this _____ day of _____ 2016.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____ 2016.

Amy Miller, City Clerk

To: City Manager
From: City Clerk/Finance Director
Date: Originally 2014, updated March 29, 2016
Re: *Golf Cart Permit Review Proposal*



Recommendation:

Staff recommends ending the permit process and begin to follow state requirements (Iowa Code 321.247). This would include removing the registration, insurance and civil penalty requirements from the Oskaloosa Municipal Code.

The following would need to be amended or removed from the Oskaloosa Municipal Code:

- 10.42.010 – Purpose.
- 10.42.020 – Rules of operation.
 - C. – Golf carts operated upon city streets shall be registered with the chief of police or his designee and display required identification as provided herein.
- 10.42.040 – Permit required.
- 10.42.050 – Proof of insurance required.
- 10.42.060 – Transfer.
- 10.42.070 – Display.
- 10.42.080 – Penalties.
- 10.80.020 – Permitted uses.
 - E. – Motorized golf carts which do not exceed twenty miles per hour which have been registered and display a permit as required herein. Usage of the trail at night shall require property installed headlights on the motorized golf cart.
- 10.80.030 – Prohibited uses.
 - H. – Unregistered golf carts and golf carts without a properly displayed permit.

The following would need to be newly created in the Oskaloosa Municipal Code:

- 10.08.010 – Violation of regulations.
 - Section 321.247 – Golf cart operation on city streets.

Executive Summary:

As of March 2016, 71 golf carts are registered with the city. 11 carts are no longer in use, 12 are inactive/not updated, and 1 with insurance issues.

A total of 9 carts were registered in 2011, 12 carts in 2012, 17 carts in 2013, 20 carts in 2014 and 12 in 2015. One golf cart has been registered in 2016. Combined staff in the police department and city clerk's office is spending around 30 minutes to register each golf cart. Then an additional 40 to 55 minutes is spent each month trying to acquire updated proof of insurance from the currently registered golf carts and relaying this information to the police department.

No citations have been issued since this ordinance was enacted. Verbal warnings have been issued for not having the required equipment.

Majority of the golf cart owners are confused with the registration process and do not like providing proof of insurance on an annual basis. The biggest complaint received is there are many golf carts on the streets and trail that are not registered.

Recommendation is to remove the registration, insurance and civil penalty from the golf cart section of the Oskaloosa Municipal Code. This would allow golf cart owners and the police department to follow the rules outlined in the Code of Iowa.

Attached to this report is a chart showing golf cart comparison of 11 cities. Of these cities only one (Grinnell) is requiring a golf cart permit. Most of the cities follow the Code of Iowa.

History of Golf Cart registration – City of Oskaloosa

May 2, 2011: City Council unanimously approves Ordinance 1305 establishing rules for the multi-use recreational trail in Oskaloosa, which includes allowing carts on the recreational trail. This ordinance also instituted the permit process through the police and city clerk departments under § 10.80.050. The City Council also unanimously approves Resolution 11-05-35 establishing a fee of \$20.00 to use golf carts on the recreational trail.

September 4, 2012: New ordinance is introduced to allow golf carts on city streets and is unanimously approved on first reading. Council approves refund of previously paid golf cart fees to registered users on the claims list, totaling \$120.00.

October 1, 2012: Council unanimously approves Ordinance 1326 to allow golf carts on city streets and the recreational trail without a fee, but still requiring a permit through the police and city clerk departments.

Golf Cart Registration Process – Police Department

1. Information is collected for the registration form from the applicant. Two copies are made of the completed application form, and two copies are made of the proof of insurance and valid driver's license. The applicant receives a copy of \$10.42 (Golf Carts), and told a slow-moving sign and bicycle flag need to be attached to the back of the golf cart. Registration numbers are provided to applicant. Copies of the application, proof of insurance and driver's license are sent to the city clerk's office.
2. A copy of the application, proof of insurance and driver's license are added to the police department's record management system to be available to police officers.

Golf Cart Registration Process – City Clerk's office

1. Copies of all golf cart registrations are received in the city clerk's office from the police department. Once received, they are entered into the golf cart registration spreadsheet to track insurance expiration dates. The city clerk receives a copy of the application, proof of insurance and driver's license. The application packet is reviewed for completed information. In most cases a temporary proof of insurance showing an expiration date within 30 days has been issued for the cart. A follow-up letter is sent to the cart owner to requesting a permanent proof of insurance showing the current full-year policy dates. The application is filed in numerical order in the golf cart binder.

2. Each month the golf cart registration spreadsheet is reviewed about one week before the end of the month for proof of insurance expiring in the next month, and a reminder letter is sent to owners. Some insurances for golf carts are only issued for a six month period, and the owner may receive more than one letter depending on the dates on the policy. Only one reminder letter is sent per expiration date.

Any expired insurances are highlighted in orange on the spreadsheet and the permits are marked inactive. An email is sent to the police chief, the police department administrative assistant and police department records clerk with a list of inactive and not-in-use permit numbers.

3. When proof of insurance is sent to the city clerk's office, the golf cart registration spreadsheet is updated with the correct information and the proof of insurance filed with the original application in the golf cart binder.

If a permit is turned in or the cart sold, the golf cart spreadsheet is updated to show the cart as "not-in-use". The application packet is moved to the appropriate area of the binder.

Process times:

Police Department

- Complete each golf cart registration 10-15 minutes

City Clerk's Office

- Review each application, update spreadsheet and send any necessary letters 15-20 minutes
- Monthly review of spreadsheet, letters and emails sent 30-40 minutes
- Update proof of insurance (each owner) 10-15 minutes

Enforcement:

The police department has issued zero citations since this ordinance was enacted. They have given verbal warnings for not having the required equipment but list no other issues with golf carts.

Comments from the public:

- Don't know why they have to do so much paperwork (application, insurance)
- Don't like the time it takes to complete application
- Confusion on which department does each part of the process; have to send people from city hall to police and vice versa
- Don't like cost of insurance policy
- Don't like to have to send insurance in each year (in city code); don't like to do follow-up on temporary insurance
- Concerned that all carts are not treated equally; enforcement is not the same across the board or they see carts on the streets without permits.
- Complaints that limits for insurance are too high

Golf Cart Ordinance Comparison

CITY	City Ordinance	Permit Required	Permit Requirements	City Requirements
Boone	Yes	No	NA	Same as State of Iowa; restricted - may drive only March 1 to November 30 during the year; required to carry insurance
Fairfield	No - not a licensed vehicle	No	NA	Not allowed; Cannot drive unless close to golf course only.
Ft Madison	Left message - no response			
Grinnell	Yes	Yes	Renewal of registration and proof of insurance yearly	Same as State of Iowa
Keokuk	No	No	NA	No issues at this time; was brought to council earlier this year, but not enough support to continue discussing.
Knoxville	Yes	No	NA	Same as State of Iowa; \$50 fine for violations
Newton	No - not a licensed vehicle	No	NA	Illegal to drive on city streets
Oskaloosa	Yes	Yes	Proof of insurance; renewed yearly	Same as State of Iowa
Ottumwa	No	No	NA	NA
Pella	Yes	No	NA	Same as State of Iowa
Storm Lake	No	No	NA	Special events only; depends on police officer

Waverly	Yes	No	NA	Same as State of Iowa
---------	-----	----	----	-----------------------



City Council Communication

Meeting Date: April 18, 2016

Requested By: Public Works Dept.

Item Title:

Consider a resolution approving a site plan for a 6,156 square foot addition for Fellowship Bible Church located at 1000 A Avenue West.

Explanation:

Fellowship Bible Church (FBC), located at 1000 A Avenue West, has submitted a site plan for their property. The site in consideration is 1.51 acres in area and is presently zoned UC (Urban Corridor) district with an AV (A Avenue Commercial Corridor Overlay). The proposed site plan illustrates a 6,156 square foot building addition, sidewalk and parking improvements, and landscaping along A Avenue. The current and planned land use of this property is religious assembly, which is permitted in a UC district.

The A Avenue Commercial Corridor Overlay requirements have been met with this site plan. However, after performing a full site plan review, staff has communicated additional requirements to FBC prior to this meeting. Of those requirements, FBC is requesting that six (6) of them be waived. Please view the attached site plan review and responses for more information.

The Planning & Zoning Commission, at their April 11, 2016 meeting, voted 3 (yes) to 2 (no) to recommend approval of the site plan subject to the following stipulations:

1. Combine all Fellowship Bible Church owned parcels into one parcel and display the entire combined parcel on the plans.
2. Remove the guardrails from the City ROW along the parking lot on the west side of the property. These guardrails were installed without a ROW permit.
3. Parking areas must have a 10 foot wide landscaped buffer from any street property line. Recalculate the total number of parking spaces and show that the required number ($250/4 = 63$ spaces) has been reached. No parking space should be positioned such that a vehicle exiting the stall will back up onto the sidewalk. (Code Section 17.28.060C and Table 17.28A)
4. State the handicap parking requirements with the parking lot calculations on the Title Sheet. Show on the plans where and how handicap parking signs will be installed. (Code Sections 17.28.050-060A)
5. The plans must show all parking facilities and their dimensions. All off-street parking

dimensions must meet current SUDAS standards including, but not limited to, aisle width, stall width, stall length, etc.

6. An approved Iowa DOT right-of-way permit must be obtained for all work performed along A Avenue (Hwy 92).
7. Install 4 foot wide sidewalk along J Street (west side of property) from the southwest corner of the property north to the existing sidewalk.
8. Install curb and gutter along J Street (west side of the property), eliminate the parking spaces on J Street along the west side of the sidewalk, and restore the right-of-way along J Street between the sidewalk and the new curb and gutter into green space.
9. Meet the right-of-way tree plan requirements listed in Code Section 12.40.040.
10. Since no new exterior lighting is planned as part of this project, please show that the existing lighting is adequate.
11. The maximum impervious area for a UC district is 70%. After completion of this project, the estimated impervious area will be 77% according to the plans. Additional area should be converted to green space in order to meet the impervious area requirement for a UC district.

Staff recommended denial of the proposed site plan and requested resubmittal of the plans to meet the above mentioned stipulations.

Budget Consideration:

\$100.00 revenue was collected for the site plan review fee.

Attachments:

Resolution, Site Plan, Review, Responses and Application.

RESOLUTION NO. _____

RESOLUTION APPROVING THE SITE PLAN FOR A 6,156 SQUARE FOOT ADDITION TO THE FELLOWSHIP BIBLE CHURCH LOCATED AT 1000 A AVENUE WEST

WHEREAS, the property owner of Fellowship Bible Church, located at 1000 A Avenue West, has requested a site plan review for a 6,156 square foot addition; and

WHEREAS, on April 11, 2016, the Planning and Zoning Commission reviewed and recommended approval of the site plan subject to the following stipulations:

1. Combine all Fellowship Bible Church owned parcels into one parcel and display the entire combined parcel on the plans.
2. Remove the guardrails from the City ROW along the parking lot on the west side of the property. These guardrails were installed without a ROW permit.
3. Parking areas must have a 10 foot wide landscaped buffer from any street property line. Recalculate the total number of parking spaces and show that the required number ($250/4 = 63$ spaces) has been reached. No parking space should be positioned such that a vehicle exiting the stall will back up onto the sidewalk. (Code Section 17.28.060C and Table 17.28A)
4. State the handicap parking requirements with the parking lot calculations on the Title Sheet. Show on the plans where and how handicap parking signs will be installed. (Code Sections 17.28.050-060A)
5. The plans must show all parking facilities and their dimensions. All off-street parking dimensions must meet current SUDAS standards including, but not limited to, aisle width, stall width, stall length, etc.
6. An approved Iowa DOT right-of-way permit must be obtained for all work performed along A Avenue (Hwy 92).
7. Install 4 foot wide sidewalk along J Street (west side of property) from the southwest corner of the property north to the existing sidewalk.
8. Install curb and gutter along J Street (west side of the property), eliminate the parking spaces on J Street along the west side of the sidewalk, and restore the right-of-way along J Street between the sidewalk and the new curb and gutter into green space.
9. Meet the right-of-way tree plan requirements listed in Code Section 12.40.040.
10. Since no new exterior lighting is planned as part of this project, please show that the existing lighting is adequate.
11. The maximum impervious area for a UC district is 70%. After completion of this project, the estimated impervious area will be 77% according to the plans. Additional area should be converted to green space in order to meet the impervious area requirement for a UC district.

WHEREAS, the Planning & Zoning Commission found that the proposed Site Plan for Fellowship Bible Church is in general conformance with the Zoning Ordinance of the Oskaloosa Municipal Code; and

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Oskaloosa, Iowa on this 18th day of April 2016 that the Site Plan for a 6,156 square foot addition for Fellowship Bible Church is hereby approved subject to above mentioned stipulations and directs the applicant to submit revised final plans to indicate compliance with the above mentioned stipulations.

PASSED AND APPROVED this _____ day of April, 2016.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

Fellowship Bible Church Site Plan Review:

Responses are in italics

1. Combine all Fellowship Bible Church owned parcels into one parcel and display the entire combined parcel on the plans. *FBC has made this request to the County Auditor.*
2. Remove the guardrails from the City ROW along the parking lot on the west side of the property. These guardrails were installed without a ROW permit. *FBC requests that this requirement be waived because removal of these barriers would allow uncontrolled access to the parking lot. However, item #8 on this list, the installation of new curb and gutter along J Street, solves the uncontrolled access issue and eliminates the illegal parking spaces that are located in the City right-of-way.*
3. Parking areas must have a 10 foot wide landscaped buffer from any street property line. Recalculate the total number of parking spaces and show that the required number ($250/4 = 63$ spaces) has been reached. No parking space should be positioned such that a vehicle exiting the stall will back up onto the sidewalk. (Code Section 17.28.060C and Table 17.28A) *FBC requests that this requirement be waived along J Street, I Street, and High Avenue East because the total number of required parking spaces would not be reached.*
4. State the handicap parking requirements with the parking lot calculations on the Title Sheet. Show on the plans where and how handicap parking signs will be installed. (Code Sections 17.28.050-060A)
5. The plans must show all parking facilities and their dimensions. All off-street parking dimensions must meet current SUDAS standards including, but not limited to, aisle width, stall width, stall length, etc. *FBC requests that the SUDAS aisle width requirement be waived so that they can use the parking lot as currently configured.*
6. An approved Iowa DOT right-of-way permit must be obtained for all work performed along A Avenue (Hwy 92).
7. Install 4 foot wide sidewalk along J Street (west side of property) from the southwest corner of the property north to the existing sidewalk. *FBC requests that this requirement be waived.*
8. Install curb and gutter along J Street (west side of the property), eliminate the parking spaces on J Street along the west side of the sidewalk, and restore the right-of-way along J Street between the sidewalk and the new curb and gutter into green space. *FBC requests that this requirement be waived.*
9. Meet the right-of-way tree plan requirements listed in Code Section 12.40.040. *FBC requests that this requirement be waived along J Street, I Street, and High Avenue East.*
10. Since no new exterior lighting is planned as part of this project, please show that the existing lighting is adequate.
11. The maximum impervious area for a UC district is 70%. After completion of this project, the estimated impervious area will be 77% according to the plans. Additional area should be converted to green space in order to meet the impervious area requirement for a UC district.

SITE DEVELOPMENT PLAN FELLOWSHIP BIBLE CHURCH OSKALOOSA, IOWA 2016

Materials and construction shall be in accordance with the SUDAS Standard Specifications, 2016 Edition, plus current Supplemental Specifications and Special Provisions.

SHEET INDEX	
SHEET NO.	DESCRIPTION
A.01	TITLE SHEET
C.01	GENERAL CIVIL NOTES, LEGEND AND DETAILS
C.02	EXISTING SITE SURVEY AND DEMOLITION PLAN
C.03	LAYOUT AND GRADING PLAN
C.04	UTILITY PLAN
A200	EXTERIOR ELEVATIONS
A201	EXTERIOR ELEVATIONS
7	TOTAL SHEETS

#4 Show ADA parking space calculation

ZONING SUMMARY		
REGULATION	REQUIREMENT	PROVIDED/ACTUAL
MINIMUM LOT AREA (SQUARE FEET)	8,000	64,400± (AFTER R.O.W. DEDICATION)
MINIMUM LOT WIDTH (FEET)	80	250.68 (AFTER R.O.W. DEDICATION)
SITE AREA PER HOUSING UNIT	N/A	N/A
FRONT YARD SETBACK (FEET)	25	5 - VARIANCE GRANTED BY B.O.A.
STREET SIDE YARD SETBACK (FEET)	15	9 - VARIANCE GRANTED BY B.O.A.
INTERIOR SIDE YARD (FEET)	N/A	N/A
REAR YARD (FEET)	25	130±
MAXIMUM BUILDING HEIGHT (FEET)	45	37.5
MAXIMUM BUILDING COVERAGE	50%	26%
MAXIMUM IMPERVIOUS COVERAGE	70%	PRE-DEVELOPED = 74%, POST-DEVELOPED = 77%
FLOOR RATIO	1.0	0.26
MAXIMUM AMOUNT OF TOTAL PARKING LOCATED IN STREET YARD	35%	0%

#11 Does not meet max impervious area

GENERAL PROJECT INFORMATION

OWNER AND APPLICANT:
FELLOWSHIP BIBLE CHURCH
111 NORTH I STREET
OSKALOOSA, IOWA 52577

ENGINEER AND SURVEYOR:
GARDEN & ASSOCIATES, LTD.
P.O. BOX 451
1701 3RD AVENUE EAST - SUITE 1
OSKALOOSA, IOWA 52577

CURRENT ZONING:
UC - MIXED USE URBAN CORRIDOR/A AVENUE COMMERCIAL CORRIDOR OVERLAY

LEGAL DESCRIPTION:
ALL OF BLOCK 1 INCLUDING THE VACATED ALLEYS LYING THEREIN OF MARK'S 2ND ADDITION TO THE CITY OF OSKALOOSA, MAHASKA COUNTY, IOWA.

PLANNED LAND USE:
RELIGIOUS ASSEMBLY

BUILDING SQUARE FOOTAGE:

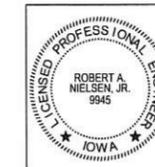
EXISTING	14,492 SQUARE FEET
PROPOSED	6,156 SQUARE FEET
TOTAL	20,648 SQUARE FEET

NOTE - AREAS INCLUDE BASEMENTS

PARKING LOT CALCULATION:
REQUIRED - 1 SPACE PER 4 PERSON CAPACITY IN LARGEST ASSEMBLY AREA.
LARGEST ASSEMBLY AREA = 250 PEOPLE. 250/4 = 63 SPACES.

PROVIDED - 64 SPACES (DOES NOT INCLUDE ON STREET PARALLEL PARKING ON EAST SIDE OF NORTH J STREET)

GARBAGE COLLECTION:
NO NEW GARBAGE COLLECTION FACILITIES ARE PROPOSED.



I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Iowa.

2/23/16 Date
 Robert A. Nielsen, Jr., P.E.
 License number: 9945
 My license renewal date is December 31, 2017
 Pages or sheets covered by this seal: A.01, C.01, C.02, C.03, C.04

Revised 2/23/16 RAN

GARDEN & ASSOCIATES, LTD.
ENGINEERS & SURVEYORS
 500 E. Taylor, Suite C
 Creston, Iowa 50801
 641.782.4005 Phone
 641.782.4118 Fax
 email@gardenassoc.com

SITE DEVELOPMENT PLAN
FELLOWSHIP BIBLE CHURCH
OSKALOOSA, IOWA
 © COPYRIGHT 2016 GARDEN & ASSOCIATES, LTD.

SHEET TITLE
 TITLE SHEET

SCALE:
 NO SCALE

FIELD BOOK:
 -

DRAWN BY:
 -

APPROVED:
 -

REVISIONS:

DATE:
 02.19.16

PROJECT NO.:
 9015018

SHEET NO.:
 A.01

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#5 Show that parking meets SUDAS requirements for aisle width, stall width, stall length, etc.

#8 Install curb and gutter

#7 Install sidewalk

#3 REMOVE PARKING STALL

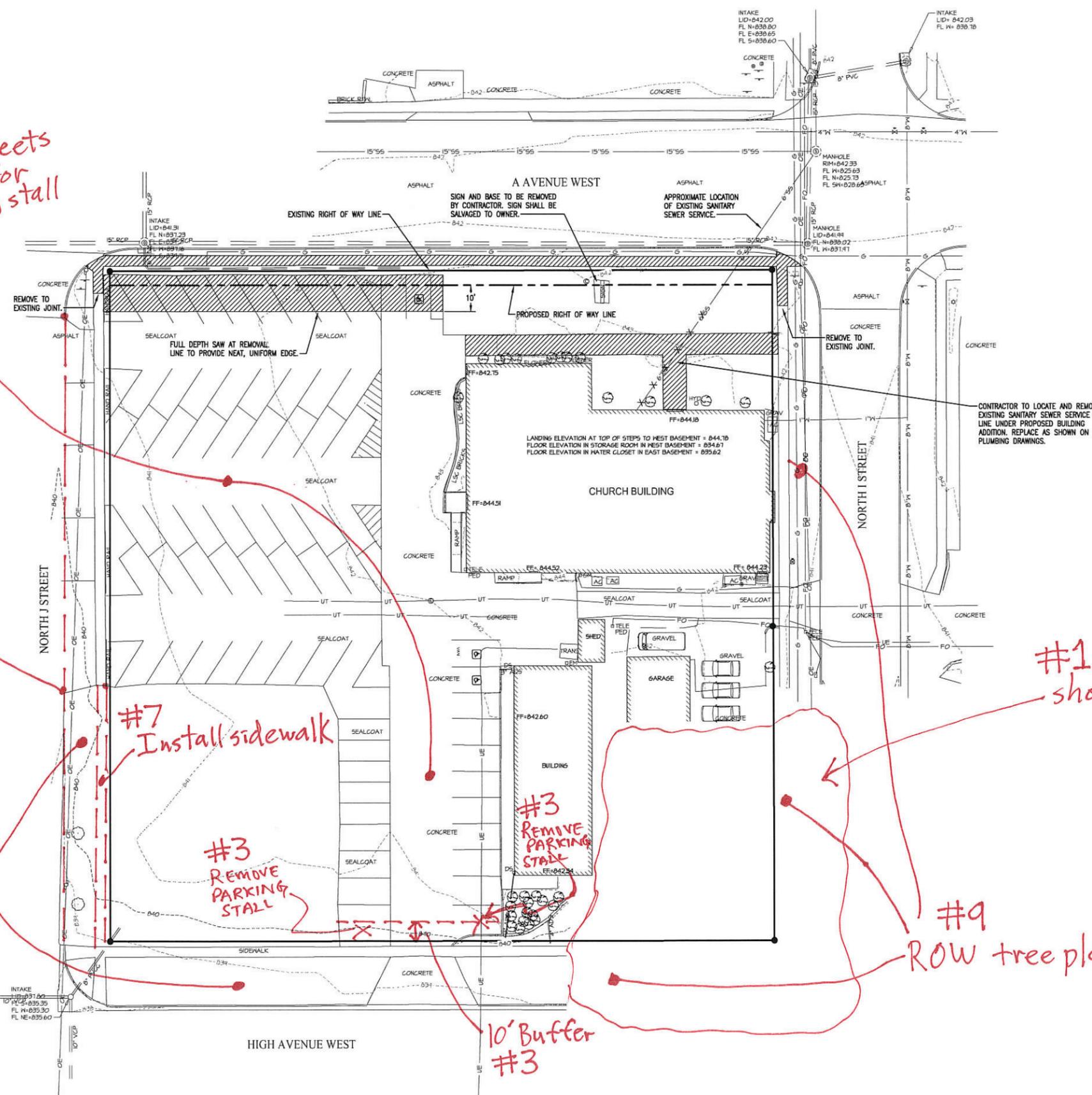
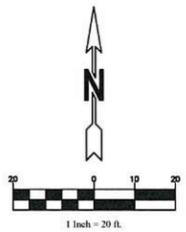
#3 REMOVE PARKING STALL

#1 show details

#9 ROW tree plan

10' Buffer #3

 = INDICATES PAVEMENT OR SIDEWALK REMOVAL



C:\Projects\1610218 - Fellowship Bible Church - Site Planning for Church Addition\Drawings\1610218 Site Plan for City Review.dwg

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 email@gardenassociates.net

SITE DEVELOPMENT PLAN
FELLOWSHIP BIBLE CHURCH
OSKALOOSA, IOWA
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SHEET TITLE
 EXISTING SITE
 SURVEY AND
 DEMOLITION PLAN

SCALE:
 1" = 20'

FIELD BOOK:
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DRAWN BY:
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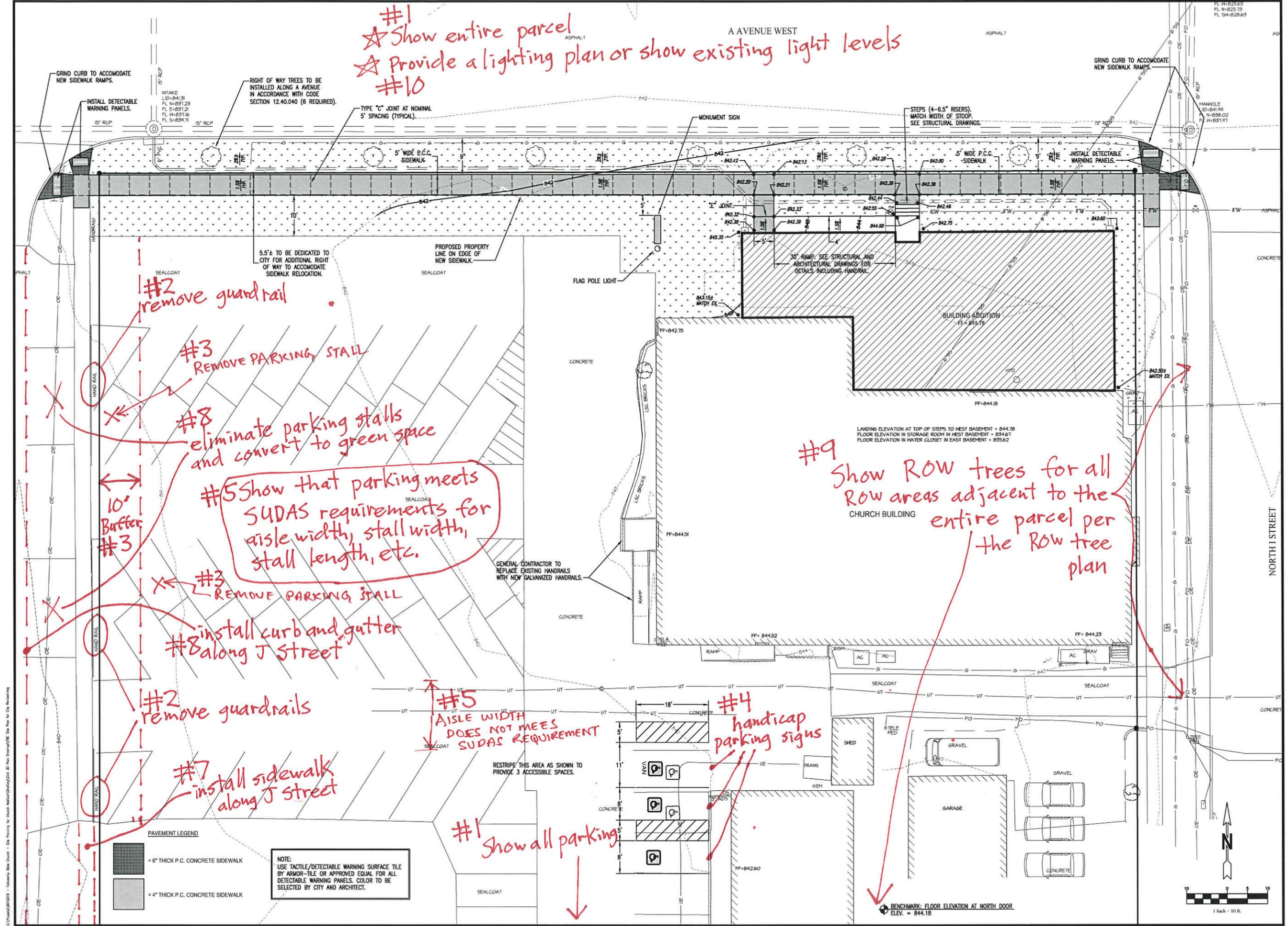
APPROVED:
 --

REVISIONS:
 --

DATE:
 02.19.16

PROJECT NO.:
 9015018

SHEET NO.:
 C.02



#1
 ☆ Show entire parcel
 ☆ Provide a lighting plan or show existing light levels
 #10

#2 remove guard rail

#3 Remove PARKING STALL

#8 eliminate parking stalls and convert to green space

#5 Show that parking meets SUDAS requirements for aisle width, stall width, stall length, etc.

10' Buffer #3

#3 REMOVE PARKING STALL

#8 install curb and gutter along J Street

#2 remove guardrails

#7 install sidewalk along J Street

#5 AISLE WIDTH DOES NOT MEET SUDAS REQUIREMENT

#4 handicap parking signs

#1 Show all parking

#9 Show ROW trees for all Row areas adjacent to the entire parcel per the Row tree plan

PAVEMENT LEGEND

	6" THICK P.C. CONCRETE SIDEWALK
	4" THICK P.C. CONCRETE SIDEWALK

NOTE:
 USE TACTILE/DETECTABLE WARNING SURFACE TILE BY ARMOR-TILE OR APPROVED EQUAL FOR ALL DETECTABLE WARNING PANELS. COLOR TO BE SELECTED BY CITY AND ARCHITECT.

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 800.491.5254 Iowa Toll Free

SITE DEVELOPMENT PLAN
FELLOWSHIP BIBLE CHURCH
OSKALOOSA, IOWA
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SHEET TITLE
 SITE LAYOUT AND GRADING PLAN

SCALE:
 1" = 10'

FIELD BOOK:
 -

DRAWN BY:
 -

APPROVED:
 -

REVISIONS:
 -

DATE:
 02.19.16

PROJECT NO.:
 9015018

SHEET NO.:
C.03

SITE DEVELOPMENT PLAN FELLOWSHIP BIBLE CHURCH OSKALOOSA, IOWA 2016

Materials and construction shall be in accordance with the SUDAS Standard Specifications, 2016 Edition, plus current Supplemental Specifications and Special Provisions.

S H E E T I N D E X	
SHEET NO.	DESCRIPTION
A.01	TITLE SHEET
C.01	GENERAL CIVIL NOTES, LEGEND AND DETAILS
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C.04	UTILITY PLAN
A200	EXTERIOR ELEVATIONS
A201	EXTERIOR ELEVATIONS
7	TOTAL SHEETS

Z O N I N G S U M M A R Y		
REGULATION	REQUIREMENT	PROVIDED/ACTUAL
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MAXIMUM AMOUNT OF TOTAL PARKING LOCATED IN STREET YARD	35%	0%

GENERAL PROJECT INFORMATION

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FELLOWSHIP BIBLE CHURCH
111 NORTH I STREET
OSKALOOSA, IOWA 52577

ENGINEER AND SURVEYOR:
GARDEN & ASSOCIATES, LTD.
P.O. BOX 451
1701 3RD AVENUE EAST - SUITE 1
OSKALOOSA, IOWA 52577

CURRENT ZONING:
UC - MIXED USE URBAN CORRIDOR/A AVENUE COMMERCIAL CORRIDOR OVERLAY

LEGAL DESCRIPTION:
ALL OF BLOCK 1 INCLUDING THE VACATED ALLEYS LYING THEREIN OF MARK'S 2ND ADDITION TO THE CITY OF OSKALOOSA, MAHASKA COUNTY, IOWA.

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RELIGIOUS ASSEMBLY

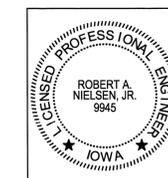
BUILDING SQUARE FOOTAGE:
EXISTING 14,492 SQUARE FEET
PROPOSED 6,156 SQUARE FEET
TOTAL 20,648 SQUARE FEET

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LARGEST ASSEMBLY AREA = 250 PEOPLE. 250/4 = 63 SPACES.

PROVIDED - 64 SPACES (DOES NOT INCLUDE ON STREET PARALLEL PARKING ON EAST SIDE OF NORTH J STREET)

GARBAGE COLLECTION:
NO NEW GARBAGE COLLECTION FACILITIES ARE PROPOSED.



I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Iowa.
Robert A. Nielsen, Jr. Date: 2/23/16
Robert A. Nielsen, Jr., P.E.
License number: 9945
My license renewal date is December 31, 2017
Pages or sheets covered by this seal: A.01, C.01, C.02, C.03, C.04

Raised 3/23/16 PAN

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ENGINEERS & SURVEYORS
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 Oskaloosa, Iowa 52577
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 641.672.2051 Fax
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 email@gardenassociates.net

SITE DEVELOPMENT PLAN
 FELLOWSHIP BIBLE CHURCH
 OSKALOOSA, IOWA
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SHEET TITLE
 TITLE SHEET

SCALE:
 NO SCALE

FIELD BOOK:
 --

DRAWN BY:
 --

APPROVED:
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REVISIONS:

DATE:
 02.19.16

PROJECT NO.:
 9015018

SHEET NO.:
 A.01

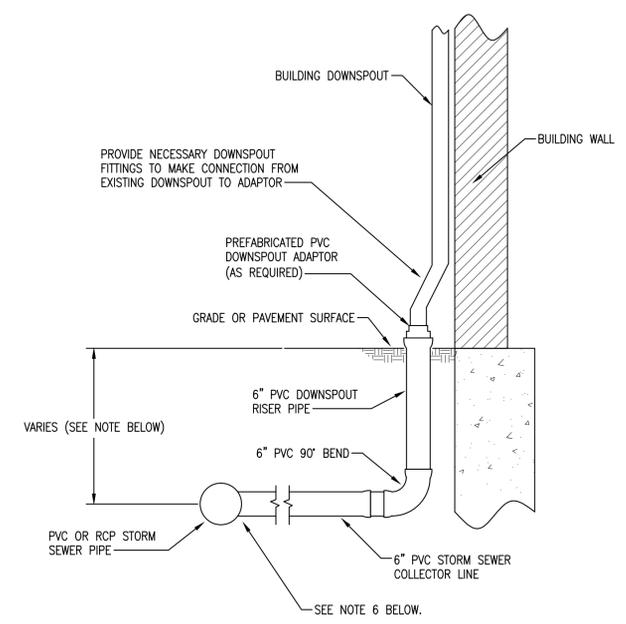
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GENERAL SYMBOLS LEGEND	
●	= PROPERTY CORNER FOUND
▲	= SECTION CORNER FOUND
—800—	= EXISTING GROUND CONTOUR LINE
—W—	= EXISTING WATER LINE (SIZE VARIES)
⊕	= EXISTING FIRE HYDRANT
⊕	= EXISTING WATER VALVE
⊕	= EXISTING WATER SERVICE SHUTOFF
⊕	= EXISTING WATER METER PIT
⊕	= EXISTING WATER WELL
⊕	= WATER METER
—S1—	= EXISTING STORM SEWER LINE (SIZE VARIES)
⊕	= EXISTING STORM SEWER ACCESS
⊕	= EXISTING SEPTIC TANK
⊕	= EXISTING SANITARY SEWER ACCESS
—S6—	= EXISTING SANITARY SEWER MAIN (SIZE VARIES)
⊕	= CLEANOUT
⊕	= PROPOSED WATER MAIN (SIZE VARIES)
⊕	= PROPOSED FIRE HYDRANT
⊕	= PROPOSED WATER VALVE
⊕	= PROPOSED WATER SHUTOFF
⊕	= PROPOSED SANITARY SEWER MANHOLE
⊕	= PROPOSED SANITARY SEWER END LINE CLEANOUT
⊕	= PROPOSED SANITARY SEWER DOUBLE CLEANOUT
⊕	= PROPOSED SANITARY SEWER MAIN (SIZE VARIES)
⊕	= PROPOSED LIFT STATION
⊕	= PROPOSED SANITARY SEWER FORCE MAIN
⊕	= PROPOSED STORM SEWER ACCESS
⊕	= PROPOSED STORM SEWER MAIN
⊕	= PROPOSED GAS METER
⊕	= PROPOSED GAS VALVE
⊕	= PROPOSED SECONDARY STORM SEWER
—800—	= PROPOSED GROUND CONTOUR LINE
⊕	= UTILITY POLE
⊕	= GUY WIRE
⊕	= LUMINAIRE
⊕	= TRANSFORMER
—	= SIGN
⊕	= BOLLARD
⊕	= RAILROAD GATE OR SIGNAL
⊕	= MAILBOX
⊕	= FLAGPOLE
⊕	= DOWNSPOUT
⊕	= TREE OR SHRUB
⊕	= STUMP
—x—	= FIELD FENCELINE
—o—	= CHAIN LINK FENCELINE
—w—	= WOOD FENCELINE
—	= SILT FENCE
⊕	= BENCHMARK OR ELEVATION MARKER
⊕	= PROPERTY CORNER SET
⊕	= SECTION CORNER SET
—	= PROPOSED WATER MAIN (SIZE VARIES)
⊕	= PROPOSED FIRE HYDRANT
⊕	= PROPOSED WATER VALVE
⊕	= PROPOSED WATER SHUTOFF
⊕	= PROPOSED SANITARY SEWER MANHOLE
⊕	= PROPOSED SANITARY SEWER END LINE CLEANOUT
⊕	= PROPOSED SANITARY SEWER DOUBLE CLEANOUT
⊕	= PROPOSED SANITARY SEWER MAIN (SIZE VARIES)
⊕	= PROPOSED LIFT STATION
⊕	= PROPOSED SANITARY SEWER FORCE MAIN
⊕	= PROPOSED STORM SEWER ACCESS
⊕	= PROPOSED STORM SEWER MAIN
⊕	= PROPOSED GAS METER
⊕	= PROPOSED GAS VALVE
⊕	= PROPOSED SECONDARY STORM SEWER
—800—	= PROPOSED GROUND CONTOUR LINE
⊕	= UTILITY POLE
⊕	= GUY WIRE
⊕	= LUMINAIRE
⊕	= TRANSFORMER
1000.00	= FINISH GRADE ELEVATION MARKER

GENERAL ABBREVIATIONS LEGEND	
R/W	= RIGHT OF WAY
R.O.W.	= RIGHT OF WAY
P.C.	= POINT OF CURVATURE
P.I.	= POINT OF INTERSECTION
P.T.	= POINT OF TANGENCY
℄	= CENTERLINE
TC	= TOP OF CURB
GU	= GUTTER
FL	= FLOW LINE
SB	= SOIL BORING
R	= RADIUS
BTM	= BOTTOM
HWL	= HIGH WATER LEVEL
LWL	= LOW WATER LEVEL
EA	= EACH
GPM	= GALLONS PER MINUTE
IN.	= INCHES
FT	= FOOT OR FEET
SF	= SQUARE FEET
LF	= LINEAR FOOT
SY	= SQUARE YARD
CY	= CUBIC YARD
MJ	= MECHANICAL JOINT
PE	= PLAIN END JOINT
FE	= FLANGED JOINT
UT	= UNION TITE JOINT
S.S.	= STAINLESS STEEL
O.C.	= ON CENTER
I.D.	= INSIDE DIAMETER
O.D.	= OUTSIDE DIAMETER
∅	= DIAMETER
DIA.	= DIAMETER
#	= NUMBER
TYP	= TYPICAL
INV	= INVERT
PVC	= POLYVINYL CHLORIDE PIPE
DIP	= DUCTILE IRON PIPE
CIP	= CAST IRON PIPE
CMP	= CORRUGATED METAL PIPE
RCP	= REINFORCED CONCRETE PIPE

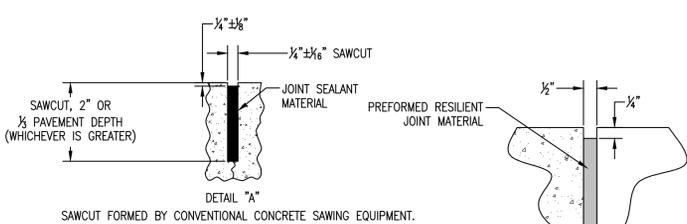
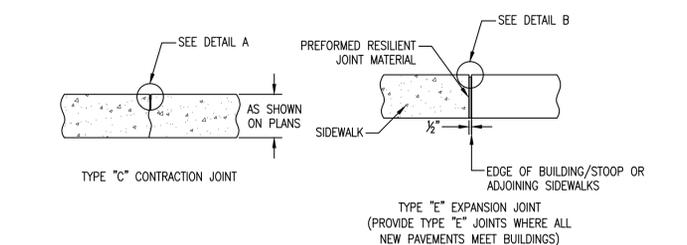
GENERAL CONSTRUCTION NOTES

- ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE SUDAS STANDARD SPECIFICATIONS, 2016 EDITION. IN ADDITION, WORK PERFORMED IN THE PUBLIC RIGHT OF WAY WILL MEET THE REQUIREMENTS OF THE CITY OF OSKALOOSA PUBLIC WORKS DEPARTMENT.
- COORDINATE WORK AND COOPERATE WITH OWNER'S PERSONNEL AND CITY STAFF.
- LOCATION OF EXISTING UTILITIES IS APPROXIMATE. VERIFY LOCATION OF EXISTING UTILITIES IN LINE OF CONSTRUCTION PRIOR TO BEGINNING CONSTRUCTION BY EXCAVATING AHEAD OF WORK. CONTRACTOR IS RESPONSIBLE FOR NOTIFYING ALL UTILITY COMPANIES IN SERVICE DURING CONSTRUCTION.
- PROTECT ALL UTILITIES FROM DAMAGE DURING CONSTRUCTION UNLESS OTHERWISE SHOWN ON PLANS.
- THERE MAY BE BURIED UTILITIES NOT SHOWN ON PLANS THAT ARE IN LINE OF CONSTRUCTION.
- CONTRACTOR SHALL PRESERVE ALL MONUMENTS, STAKES, REFERENCE POINTS AND BENCHMARKS. IN CASE OF DESTRUCTION BY CONTRACTOR'S NEGLIGENCE OR CARELESSNESS, CONTRACTOR WILL BE CHARGED WITH RESULTING EXPENSE OF REPLACEMENT AND RESPONSIBILITY FOR ANY MISTAKES OR LOSS OF TIME.
- KEEP EXISTING SEWER AND WATER SYSTEM IN CONTINUOUS OPERATION. PROVIDE TEMPORARY CONNECTIONS AND PIPING AS REQUIRED. NO BYPASSING OF RAW WASTEWATER PERMITTED. TEMPORARY CONNECTIONS AND PIPING ARE INCIDENTAL TO CONSTRUCTION.
- ROOF DRAIN COLLECTOR LINE MATERIAL AND INSTALLATION SHALL BE IN ACCORDANCE WITH SUDAS SECTION 4040. USE PVC AS SPECIFIED IN SUDAS SECTION 4020 2.01 E.
- ALL WATER MAIN MATERIALS AND METHODS OF CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE OSKALOOSA MUNICIPAL WATER DEPARTMENT AND SUDAS SPECIFICATIONS. WHERE CONFLICTS EXIST BETWEEN THE TWO SPECIFICATIONS, THE OSKALOOSA WATER DEPARTMENT SPECIFICATIONS SHALL CONTROL. STAINLESS STEEL BOLTS ARE REQUIRED FOR WATER MAIN FITTINGS.
- SANITARY SEWER SERVICE PIPE SHALL BE SOLID WALL PVC (SDR 23.5). INSTALL, BED AND BACKFILL IN ACCORDANCE WITH THE SPECIFICATIONS. USE CLASS F-3 BEDDING.
- CONCRETE MIX SHALL BE IDOT C-3WR-C OR C-4WR-C FOR ALL PAVEMENT, DRIVEWAYS, AND SIDEWALKS. COARSE AGGREGATE SHALL BE CLASS 3 DURABILITY. USE OF FLY ASH AND GROUND GRANULATED BLAST FURNACE SLAG (GGBS) SHALL BE IN ACCORDANCE WITH SECTION 7010 2.02C OF THE SPECIFICATIONS.
- CONSTRUCT ALL NEW SIDEWALKS AND SIDEWALK RAMPS IN ACCORDANCE WITH AMERICAN DISABILITY ACT (ADA) AND SUDAS REQUIREMENTS.
- ALL PAVEMENT SAW JOINTS SHALL BE SEALED. DO NOT SEAL SIDEWALK SAW JOINTS.
- ALL EARTHWORK AND SITE PREPARATION SHALL BE IN ACCORDANCE WITH "GEOLOGICAL EXPLORATION REPORT, PROPOSED FELLOWSHIP BIBLE CHURCH ADDITIONS, 1000 A AVE. WEST, OSKALOOSA, IOWA, GSI PROJECT NO. 156059" DATED OCTOBER 9, 2015 BY GSI ENGINEERING OF URBANDALE, IOWA.
- CONTRACTOR SHALL PROVIDE TRAFFIC CONTROL FOR VEHICULAR AND PEDESTRIAN TRAFFIC IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES AND THE CITY OF OSKALOOSA REQUIREMENTS. TRAFFIC CONTROL SHALL CONSIST OF BARRICADES, SIGNAGE AND LIGHTS AS NECESSARY. CONTRACTOR SHALL MAINTAIN CLEAN AS NECESSARY AND REPLACE DAMAGED TRAFFIC CONTROL DEVICES THROUGHOUT DURATION OF CONSTRUCTION.
- CONTRACTOR SHALL DISPOSE OF ALL CONSTRUCTION DEBRIS, UNSUITABLE MATERIAL, AND EXCESS EXCAVATED MATERIAL. DISPOSAL SHALL MEET FEDERAL, STATE AND LOCAL SAFETY, HEALTH AND ENVIRONMENTAL REQUIREMENTS.
- CONTRACTOR SHALL PREPARE AREAS DISTURBED BY CONSTRUCTION FOR SEEDING IN ACCORDANCE WITH SUDAS SPECIFICATION SECTION 9010 3.04 C. APPLICATION OF FERTILIZER, SEED AND MULCH WILL BE PERFORMED BY OWNER.

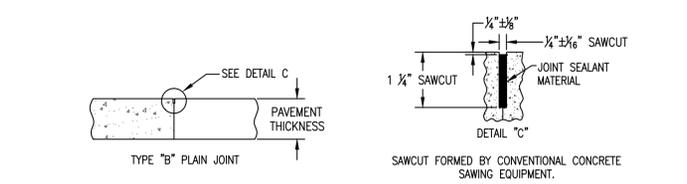


- NOTES**
- ALL DOWNSPOUT CONNECTOR PIPE MATERIALS SHALL BE PVC AS SPECIFIED.
 - USE TEES, WYES AND BENDS AS NECESSARY TO MAKE CONNECTION FROM RISER PIPE TO STORM SEWER PIPE.
 - INSTALL COLLECTOR LINE WITH MINIMUM 1% GRADE TO CONNECTION AT STORM SEWER MAIN.
 - SEE STORM SEWER PLAN (C1.05) FOR STORM SEWER ELEVATIONS.
 - INSTALL COLLECTOR LINE WITH MINIMUM 3.5' OF COVER. VERIFY LOCATION OF OTHER UTILITIES PRIOR TO INSTALLATION OF COLLECTOR LINES TO AVOID CONFLICTS.
 - WHEN CONNECTING PVC DOWNSPOUT CONNECTOR TO PVC STORM SEWER MAIN, USE PREFABRICATED PVC WYE OR TEE. WHEN CONNECTING TO RCP STORM SEWER MAIN, CORE DRILL STORM SEWER PIPE AND CONNECT WITH "INSERTA TEE" CONNECTOR BY INSERTA FITTINGS COMPANY OR APPROVED EQUAL.

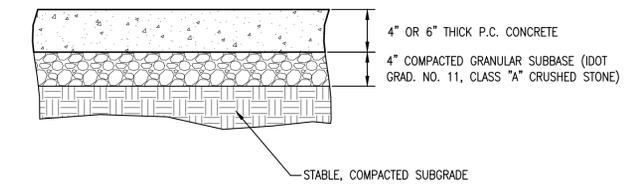
BUILDING DOWNSPOUT CONNECTION AND LINE INSTALLATION DETAIL



NOTE: "c" JOINTS IN SIDEWALKS SHALL NOT BE SEALED.



CONCRETE PAVEMENT JOINTS



TYPICAL SIDEWALK SECTION

GARDEN & ASSOCIATES, LTD.
ENGINEERS & SURVEYORS
 500 E. Taylor, Suite C
 Oskaloosa, Iowa 52501
 641.782.4005 Phone
 641.782.4118 Fax
 email@gardenassociates.net

SITE DEVELOPMENT PLAN
FELLOWSHIP BIBLE CHURCH
OSKALOOSA, IOWA
 © COPYRIGHT 2016 GARDEN & ASSOCIATES, LTD.

SHEET TITLE
GENERAL CIVIL
NOTES, LEGEND
AND DETAILS

SCALE:
NO SCALE

FIELD BOOK:
 --

DRAWN BY:
 --

APPROVED:
 --

REVISIONS:

DATE:
 02.19.16

PROJECT NO.:
 9015018

SHEET NO.:
C.01

Fellowship Bible Church Site Plan Review:

Responses in italics and red.

1. The new sidewalk along A Avenue shall be 5 feet in width.
Sidewalk width was changed as requested.
2. Dedicate and show on the plans the additional Right-of-Way (ROW) required for the new 5 foot wide sidewalk along A Avenue. (Oskaloosa Gateway Plan)
Additional right of way is shown on drawings and a legal description will be provided to the City Attorney for preparation of deed.
3. If additional ROW is dedicated, a variance will be required for the street side yard (A Avenue) setback (15 feet required) from the new property line to the new building addition. (Code Table 17.08C)
This variance was granted by the Board of Adjustment on 11-24-15.
4. If additional ROW is dedicated, the monument sign must meet all zoning requirements from the new A Avenue property line. (5 foot required setback, height, font, area, etc.) Show all sign compliance calculations on the plans. (Code Section 17.30)
The sign was relocated to meet the 5 foot setback requirements. Refer to Sheet A200 for sign details and calculations.
5. Combine all parcels within the block into one parcel and display the entire combined parcel on the plans.
Fellowship Bible Church (FBC) will make this request to the County Auditor.
6. Show vision triangles on the plans at the following locations and eliminate any on-street and off-street parking spaces in conflict with those vision triangles (Code Section 17.30.030F):
 - A. Southwest corner of I Street and A Avenue intersection (Northeast corner of the property)
 - B. Parking lot access on High Avenue (South side of the property)
 - C. Parking lot exit on J Street (Northwest corner of the property)
 - D. Parking lot exit on J Street (West side of the property)*Code Section 17.30.030 F requires no sign may project into or be placed within the vision clearance area and does not apply to on-street and off-street parking spaces. No signs are planned in the vision clearance areas associated with the street intersections and driveway accesses listed above.*
7. Remove the guardrails from the City ROW along the parking lot on the west side of the property.
FBC requests that this requirement be waived. Removal of these barriers would allow uncontrolled access to the parking lot.
8. Parking areas must have a 10 foot wide landscaped buffer from any street property line. Recalculate the total number of parking spaces and show that the required number ($250/4 = 63$ spaces) has been reached. (Code Section 17.28.060C and Table 17.28A)
*A 10' landscaping buffer has been added along A Avenue. FBC requests the requirement for the buffer along North I Street, North J Street and High Avenue West be waived.
There are currently 73 parking spaces on site which include 4 spaces on the east and north sides of the garage that fronts on North I Street. The project will eliminate 10 spaces in the northern row of the existing parking lot along A Avenue West which will leave a total of 63 spaces.*
9. Show on the plans where and how the ADA handicap parking requirements are in compliance. (Code Sections 17.28.050-060A)
Table 17.28B requires 3 accessible spaces for parking lots with the number of stalls in the range of 51 to 75. There are currently 4 accessible spaces on site. 2 of those will be eliminated by the project one of which will be relocated to a location near the ramp that accesses the west entrance to the building.

Fellowship Bible Church Site Plan Review:

Responses in italics and red.

10. The plans must show all parking facilities and their dimensions. All off-street parking dimensions must meet current SUDAS standards including, but not limited to, aisle width, stall width, stall length, etc.
All existing stall widths and lengths meet or exceed SUDAS standards. FBC requests the aisle width requirement be waived and they be allowed to use the parking lot as currently configured.
11. The sidewalk ramps at the northwest and northeast corners of the property must be constructed in alignment with the existing ramps to the north and either east or west.
Based on a follow up discussion with City Staff, the sidewalk ramps are adequate as shown.
12. Install 4 foot wide sidewalk along J Street (west side of property) from the southwest corner of the property north to the existing sidewalk.
FBC requests this recommendation be waived.
13. The plans must have a zoning summary displaying the calculations that show compliance with all zoning regulations found in Chapter 17.08 and Table 17.08C including, but not limited to, maximum impervious area, maximum building coverage, all setbacks, maximum height, etc.
A zoning summary table was added to the plans.
14. Install curb and gutter along J Street (west side of the property), eliminate parking spaces on J Street along the west side of the sidewalk, and restore the landscaping along J Street between the sidewalk and the new curb and gutter.
FBC requests this recommendation be waived.
15. Meet all the site plan review requirements listed in Code Section 17.34.020.
FBC has addressed all applicable items contained this code section.
16. Meet the right-of-way tree plan requirements listed in Code Section 12.40.040.
FBC proposes to meet the tree planting requirements along A Avenue and requests a waiver of the planting requirement for North I Street, North J Street and High Avenue.
17. Show a lighting plan for the building and off-street parking areas.
FBC does not intend to add any exterior lighting as part of this project. Therefore no lighting plan will be submitted.
18. If the new 6 inch water service line is for the fire sprinkler system, then a post indicator valve and separate curb stop will need to be installed.
A post indicating valve was added to the service line as requested.
19. The sanitary sewer service line will need to have a cleanout installed outside of the foundation of the new building addition.
Sanitary sewer cleanouts were added as requested. Refer to plan sheet P100 that is included in the plan set filed with the building permit application.
20. Verify where the existing 6 inch stormwater pipe connects and/or discharges.
The exact location of this line is unknown. A plan note was added to Sheet C.04 to have the contractor locate and verify the location and depth.
21. Include a construction note explaining the planned BMPs for stormwater management.
The area disturbed by construction by this project is less than one acre and therefore a NPDES Storm Water Discharge Permit is not required and a storm water management plan will not be prepared.
22. Provide stormwater computations.
The project will increase the impervious area of the entire FBC property by approximately 580 square feet. No storm water improvements other than a roof drainage collection system are planned and therefore no computations will be performed.

SITE PLAN APPLICATION
City of Oskaloosa
Public Works Department
804 South D Street
Oskaloosa, IA 52577
Phone number 641-673-7472

APPLICANT NAME: Fellowship Bible Church

APPLICANT ADDRESS: 1000 A Avenue West

PHONE NUMBER: (641) 672-2225

FAX NUMBER: (641) 672-1024

EMAIL ADDRESS: RDeRonde@oskyfbc.org

OWNER NAME: Rodney De Ronde

ADDRESS OF PROPERTY: 1000 A Avenue West

LEGAL DESCRIPTION: LOTS 1-5 BLK 1 MARKS 2N D ADD. Parcel ID's, 1013354005, 1013354006, 1013354007, 1013354008, 1013354010.

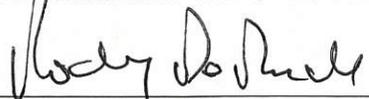
ZONING OF PROPERTY: Urban Corridor District

CURRENT USE OF LAND: Church

INDICATE THE NATURE AND OPERATING CHARACTERISTICS FOR THE SITE PLAN CHANGE AND THE PROPOSED USE: The church is proposing a building addition on the northeast corner of their property that includes a library, nursery, and classrooms. The proposed addition is 3,000 sf with a 3,000 sf basement. They have already been granted a set back variance for both the east and north sides of their property. The church has been asked by the city to comply with the A Avenue sidewalk ordinances. The re-location of the side walk has caused the north row of parking to be changed to parallel parking and 4 spaces have been lost.

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. *PROVIDE 15 COPIES OF REQUESTED DOCUMENTS*

PLEASE SUBMIT THE \$100.00 APPLICATION FEE WITH THIS REQUEST.


SIGNATURE OF OWNER

DATE: 1/19/2016

**** PROPERTY OWNER LETTER OF APPROVAL FOR CHANGE IN SITE REQUIRED IF APPLICANT IS NOT OWNER****



City Council Communication

Meeting Date: April 18, 2016

Requested By: City Manager's Office

Item Title:

Consider a resolution approving the Oskaloosa Corridor and Wayfinding Improvement Studies.

Explanation:

The city council approved a contract with RDG Planning & Design on June 15, 2015 for the purpose of creating an A Avenue and Market Street corridor and wayfinding improvement study. The results of the study were shared with the city council as 95% complete study documents on December 7, 2015. Since that time the consultant completed the documents to 100% after receiving additional input from the Iowa Department of Transportation. The input has not significantly changed the planned improvements as previously presented.

Staff recommends the city council formally approve the wayfinding study as well as the corridor improvement study. Staff also recommends the city council continue discussions about phasing in the improvements outlined in the reports. The first phase approved for construction is the wayfinding program throughout town, estimated at \$65,000 (\$80,000 has been included in the FY2017 approved budget).

Due to the size of the completed study work, copies of the following documents are available for public inspection at the City Manager's Office, 220 South Market Street:

- *City of Oskaloosa Corridor Study – Design Development Book*
- *City of Oskaloosa Wayfinding – Design Development Book*

Budget Consideration:

None at this time, however projects included in the studies could lead to significant long term capital investments by the city.

Attachments:

Resolution



RESOLUTION NO. _____

**RESOLUTION APPROVING THE OSKALOOSA CORRIDOR
AND WAYFINDING IMPROVEMENT STUDIES**

WHEREAS, the city council identified the need to make improvements to the main corridors of the city, A Avenue and Market Street for the good of the public; and

WHEREAS, the staff recommended a plan be created to provide uniform and consistent development of desired corridor improvements, including the incorporation of a theme that is consistent with the current community rebranding efforts; and

WHEREAS, RDG Planning and Design was retained on June 15, 2015 to complete the Oskaloosa Corridor and Wayfinding Improvement Studies; and

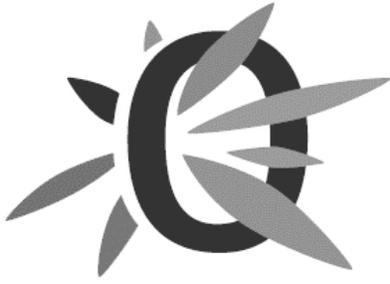
WHEREAS, the 95% completed documents were presented to the city council on December 7, 2015 and the 100% percent documents are now ready for approval after receiving input from the Iowa Department of Transportation.

NOW THEREFORE, BE IT RESOLVED by the City Council of the Oskaloosa, Iowa that the Oskaloosa Corridor and Wayfinding Improvement Studies are hereby approved and adopted.

PASSED AND APPROVED this 18th day of April, 2016.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk



City Council Communication
Meeting Date: April 18, 2016
Requested By: Council Appointed Staff

Item Title: Report on Items from City Staff

- a) City Manager.
 - i. Sheriff Avenue Reconstruction Project
- 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:

Sheriff Avenue Memo



Akhilesh Pal, P.E.
Public Works Director
City of Oskaloosa, Iowa
akhilesh.pal@oskaloosaiowa.org
Phone: 641.673.7472 Fax: 641.673.3733

To: Michael Schrock Jr., City Manager
From: Akhilesh Pal, Public Works Director
Date: April 6, 2016
Subject: Sheriff Avenue Project Update

Background:

The pavement improvements for Sheriff Avenue, from Market Street to North 3rd Street, has been planned for construction in the Capital Improvements Program (CIP) for the last five consecutive years, since Fiscal Year (FY) 2012-2013. Sheriff Avenue has high traffic volumes serving the high school area and has poor pavement condition index values that triggered the requirement for planning improvements. The present CIP has programmed \$40,000 for engineering design in FY 2015-2016, the current fiscal year, and \$550,000 for pavement reconstruction in FY 2017-2018. The table below indicates the timeline and type of improvement for Sheriff Avenue that was planned in the CIP for the last five years.

Fiscal Year	Year Construction Planned	Type of Construction
FY2012	FY2013	Rehabilitation
FY2013	FY2013	Rehabilitation
FY2014	FY2014	Rehabilitation
FY2015	FY2017	Reconstruction
FY2016	FY2018	Reconstruction

Adopted Policies:

1. The City Council at their November 16, 2009 meeting adopted a policy (Resolution no. 09-11-53) for the inclusion of sidewalk improvements in engineering design for all street improvement projects.
2. The City Council at their January 15, 2015 meeting adopted a policy (Resolution no. 15-01-04) to use complete streets design concepts for all street improvement projects with the condition that the Council will review and approve the concepts prior to designing the improvements.

Impact of Financial Resources:

The City Council at their meeting on October 5, 2015 authorized a contract with Garden & Associates to design the Sheriff Avenue Pavement Reconstruction Project in an amount of \$30,000. Since then Garden & Associates has completed majority of the engineering survey between November 2015 and March 2016. Staff has also contracted to complete the geotechnical soil survey on Sheriff Avenue. There was a total cost of \$13,702.33 incurred for the above mentioned services of engineering and geotechnical surveys. The improvements on Sheriff Avenue in the present CIP is programmed as follows:

	Cost	Year Planned
Design (Consultant)	\$40,000	FY2015-2016
Construction	\$500,000	FY2017-2018
Inspection (Consultant)	\$50,000	FY2017-2018
Projected Total	\$590,000	

Future Plans:

If the Council continues with the present plan, then the engineering design for the pavement reconstruction by Garden & Associates will take another 4-6 weeks. If the Council then authorizes the pavement reconstruction as planned in FY2017-2018, then staff will conduct neighborhood construction meeting anytime between December 2016 and February 2017. The construction bidding will then be scheduled in February/March 2017. Staff will then schedule another neighborhood meeting in March/April 2017 to get the construction easement agreements from property owners. The proposed road construction will then start after June 2017. It is presently estimated that the construction duration will be around 3-4 months, weather permitting. Therefore, the construction may end in October 2017.

Interactions and Comments:

Staff has made multiple field visits to Sheriff Avenue from October 2015 to March 2016. City staff and Garden & Associates staff met with the Iowa Concrete Paving Association members on October 14, 2015 to get input and design recommendations for this project. Staff also met with Garden & Associates on October 12, 2015 at Sheriff Avenue to review the scope of the construction work, complete streets strategies, and to inspect the pavement. During these field visits staff encountered one or two residents who were opposed to the construction of sidewalk on Sheriff Avenue because they indicated that there are no pedestrians on Sheriff Avenue. The residents also indicated that the recreational trail located just north of Sheriff Avenue would be a safer alternative to a new sidewalk on this road. On one of the field visits in October 2015, staff observed hundreds of school students and teachers walking on the pavement and behind the curb to travel from the Oskaloosa High School to the William Penn University.

A process chart is attached along with this memorandum to indicate the step by step process for pavement improvements from planning to construction. As indicated in the chart, resident public meetings and notifications are generally done at a later stage after completing the engineering survey and receiving direction from the Council on which complete streets concepts shall be applicable to the project. The engineering survey has just been completed on March 2016 and the council has recently reviewed the complete streets concepts on March 21, 2016 during a study session. Therefore, at this stage, staff has not contacted residents regarding this project. Also, since there is an adopted policy to

include sidewalk improvements in engineering design for all street improvement projects, staff does not consider the input from residents to remove sidewalks from design unless directed by the Council.

Alternative Options:

The City Council at their study session on March 21, 2016 reviewed the complete streets concepts presented by Garden & Associates and staff. Several residents from Sheriff Avenue attended the study session to oppose the construction of sidewalk on Sheriff Avenue. The council has directed staff to have Garden & Associates halt the design work on this project. Staff then prepared the cost estimates to repair the failed storm water intakes and the failed pavement sections at only the intersection approaches of Sherriff Avenue @ Market Street (\$25,000), Sherriff Avenue @ North 3rd Street (\$33,500), Sherriff Avenue @ Kemble Street (\$53,500), and Sherriff Avenue @ Lacey Street (\$38,000). The total cost estimates for the above mentioned improvements reduces the construction cost to approximately \$150,000.

Recommendation:

Staff is requesting to schedule another study session with City Council on May 2, 2016 to further discuss about this project and receive further direction from Council.

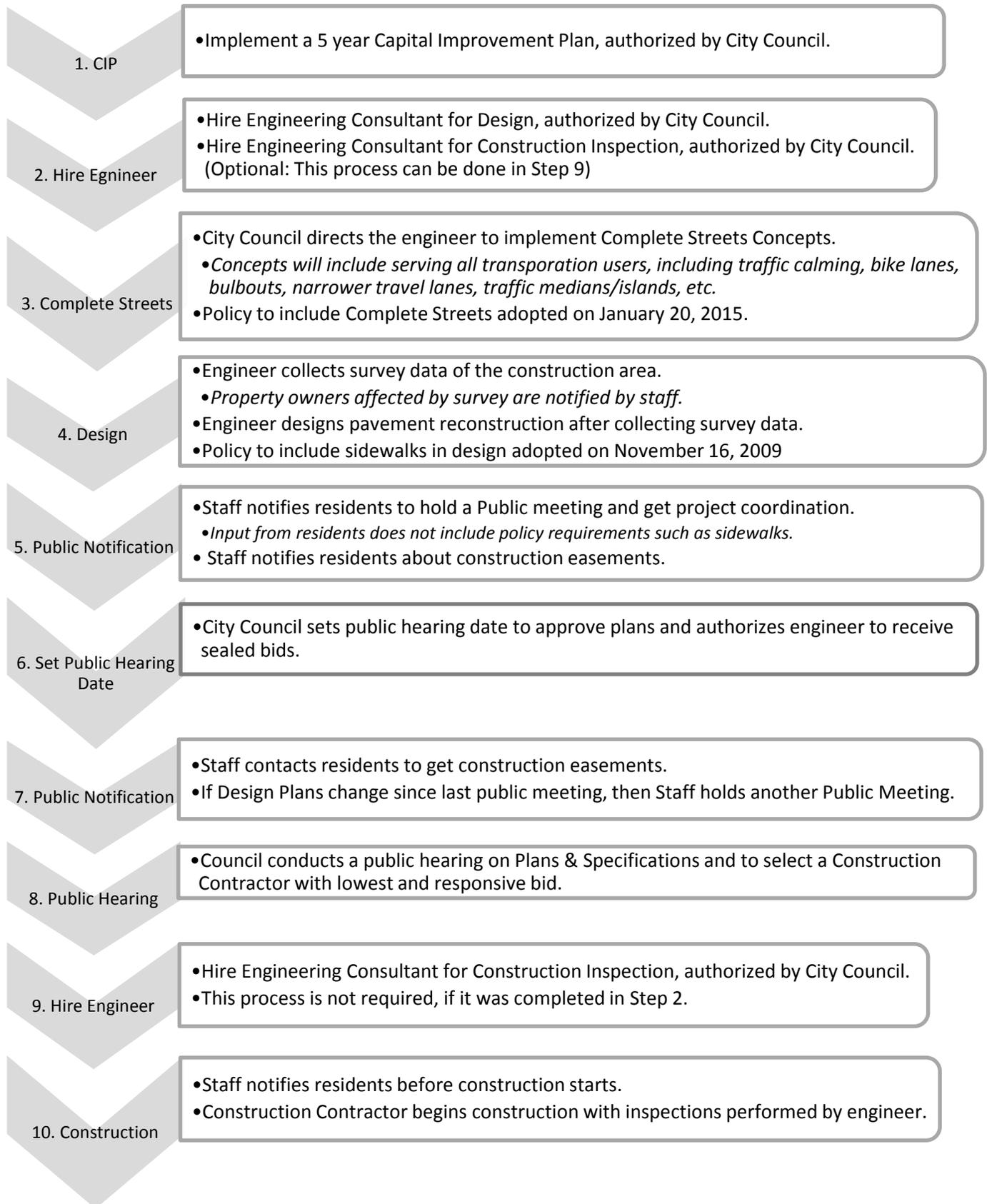
Notable points and timelines:

The first year the project was requested on the CIP:	Fiscal Year (FY) 2012-2013
The number of years Sheriff Avenue was on the CIP:	5 years
The date of approved contract with Garden & Assoc. for design:	October 5, 2015
Time when survey work was started and completed:	Nov 2015 – March 2016
Date of the last Council study session:	March 21, 2016
Date for the next study session, proposed by staff:	May 2, 2016
Projected timeline to finish the project design, if approved:	4-6 weeks
Projected date for neighborhood construction meeting, if approved:	Dec 2016 – Feb 2017
Projected timeline for receiving sealed bids for construction	February/March 2017
Scheduled resident meeting for construction easement agreements	March/April 2017
Projected timeline to finish construction, if approved:	June 2017 – October 2017
Time of contact with residents during site visits:	October 2015
Has staff contacted residents to get input for design or sidewalk?	No
Has staff held any public meetings with residents?	No

Attachments:

1. Process Flow Chart for Planned Pavement Improvements and Construction
2. Cost estimates for Alternative Options

PROCESS FLOW CHART FOR PAVEMENT IMPROVEMENTS AND CONSTRUCTION



COST ESTIMATES FOR ALTERNATIVE OPTIONS

Cost Estimate for improvements at Intersection approach of Sheriff Ave @ N 3rd St:

Item	Quantity	Unit	Unit Price	Total Cost
Excavation	60	CY	\$25	\$1,500
Subbase, Granular	80	TON	\$25	\$2,000
Storm Sewer Intake Rebuild	2	EA	\$5,000	\$10,000
PCC Pavement, 7" Thick	250	SY	\$41	\$10,250
Pavement Removal	250	SY	\$12	\$3,000
Total:				\$26,750

Cost Estimate for improvements at Intersection approach of Sheriff Ave @ Kemble St:

Item	Quantity	Unit	Unit Price	Total Cost
Excavation	60	CY	\$25	\$1,500
Subbase, Granular	90	TON	\$25	\$2,250
Storm Sewer Intake Rebuild	5	EA	\$5,000	\$25,000
PCC Pavement, 7" Thick	275	SY	\$41	\$11,275
Pavement Removal	275	SY	\$12	\$3,300
Total:				\$43,325

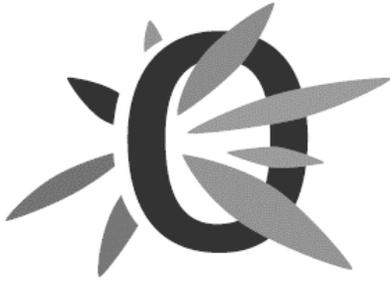
Cost Estimate for improvements at Intersection approach of Sheriff Ave @ Kemble St:

Item	Quantity	Unit	Unit Price	Total Cost
Excavation	25	CY	\$25	\$625
Subbase, Granular	35	TON	\$25	\$875
Storm Sewer Intake Rebuild	3	EA	\$5,000	\$15,000
PCC Pavement, 7" Thick	100	SY	\$41	\$4,100
Pavement Removal	100	SY	\$12	\$1,200
Total:				\$21,800

Cost Estimate for improvements at Intersection approach of Sheriff Ave @ Kemble St:

Item	Quantity	Unit	Unit Price	Total Cost
Excavation	45	CY	\$25	\$1,125
Subbase, Granular	65	TON	\$25	\$1,625
PCC Pavement, 7" Thick	200	SY	\$41	\$8,200
Pavement Removal	200	SY	\$12	\$2,400
Total:				\$13,350

Subtotal:	\$105,225
Mobilization:	\$10,000
PCC Pavement Samples & Testing:	\$5,000
Traffic Control:	\$5,000
20% Contingency:	\$25,045
Total Cost for Improvements:	\$150,270



City Council Communication
Meeting Date: April 18, 2016
Requested By: Mayor & City Council

Item Title: City Council Information

Explanation:

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

Budget Consideration:

Not applicable, report(s) only.

Attachments:

None.