



City of Oskaloosa  
City Council Meeting Regular Session  
Council Chambers  
City Hall, 220 S. Market Street  
Oskaloosa, IA 52577  
Agenda  
September 19, 2016

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

**1. Invocation: Pastor Bruce Wittern, Central United Methodist 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:

[20160919 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:

[20160919 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:

[20160919 CONSENT AGENDA PAGE BURST BW.DOCX](#)

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

1. September 6, 2016 Regular City Council Meeting Minutes
2. September 19, 2016 Agenda

Documents:

[20160919 CONSENT AGENDA CITY CLERK MINUTES.DOCX](#)  
[CITY COUNCIL MINUTES 20160906.DOC](#)

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

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

The minutes of various city boards and commissions are contained in the agenda packet to receive and file.

Documents:

[20160919 CONSENT AGENDA BOARDS AND COMMISSIONS.DOCX](#)  
[AUG 22 2016 LIB MINUTES.DOC](#)  
[20160907 PZ MINUTES.DOCX](#)  
[20160901 OHTF MINUTES.DOCX](#)  
[20160711 WB MINUTES.PDF](#)

**C. Consider payment to Starr Indemnity and Liability Company for accident insurance renewal in the amount of \$8,750.**

Who is submitting this City Clerk/Finance Department item.

Documents:

[CITY COMM CLAIMS.DOCX](#)

**D. Consider approval of a renewal application for a Class C Beer Permit with Sunday Sales from Casey's Marketing Company dba Casey's General Store #3214, 413 A Avenue West.**

Who is submitting this City Clerk/Finance Department item.

Documents:

[CITY COMM CASEYS 3215 11062016.DOCX](#)

**E. Consider approval of a renewal application for a Class E Liquor License with Carryout Beer and Wine and Sunday Sales for Casey's Marketing, dba Casey's General Store**

**#3215, 901 South Market Street.**

Who is submitting this City Clerk/Finance Department item.

Documents:

[CITY COMM CASEYS 3215 11062016.DOCX](#)

- F. Consider approval of a five day application for a Class C Liquor License from Sodexo America, LLC dba Musco Technical Center, 319 R Avenue West, effective October 1, 2016.**

Who is submitting this City Clerk/Finance Department item.

Documents:

[CITY COMM MUSCO TECH CENTER 10012016.DOCX](#)

- G. Consider approval of a five day application for a Class B Beer License from Oskaloosa Entertainment Inc dba Hot Shotz Bar & Grill, 200 High Avenue West Center Court, effective October 8, 2016.**

Who is submitting this City Clerk/Finance Department item.

Documents:

[CITY COMM HOT SHOTZ MALL 10082016.DOCX](#)

- H. Consider an ordinance to approve a parking restriction along the North 7th Street S-curve between J Avenue East and F Avenue East. (3rd reading)**

Who is submitting this Public Works Director item.

Documents:

[N 7TH ST PARKING ZONE EXPLANATION\\_1.DOCX](#)  
[N 7TH ST PARKING RESTRICTION ORDINANCE.DOC](#)  
[PROPOSED PARKING RESTRICTION MAP.PDF](#)  
[N 7TH ST SURVEY RESPONSES.XLS](#)  
[COMPLAINT FROM RESIDENT.PDF](#)

- I. Consider a motion to receive and file financial reports for August 2016.**

Who is submitting this City Clerk/Finance Department

item.

Documents:

[CITY COMM FINANCIAL REPORTS \(8\).DOCX](#)  
[OSKALOOSA IA TREASURERS REPORT AUGUST 2016 \(002\).PDF](#)

**J. Consider a resolution approving the FY 2016 Street Finance Report.**

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM STREET FINANCE.DOCX](#)  
[STREET REPORT RES FY16.DOC](#)  
[OSKALOOSA-2016.PDF](#)

**K. Consider a resolution scheduling a public hearing for October 17, 2016 to consider levying a special assessment against private property for weed cutting by the city in accordance with section 8.20 of the city code of the city of Oskaloosa, Iowa, and directing notice to the owners of the property to be assessed.**

Who is submitting this item. City Clerk/Finance Department

Documents:

[CITY COMM WEED SCHEDULE PH \(3\).DOCX](#)  
[RESOLUTION NO PH WEEDS JULY 2016.DOCX](#)  
[COPY OF EXHIBIT A JULY 2016.XLSX](#)

**L. Consider a resolution rescinding Resolution No. 15-12-140 pertaining to the sale of city-owned property located generally at 204 North C Street.**

Who is submitting this item. City Manager's Office

Documents:

[20160919\\_RESCIND THE SALE OF 204 NORTH C STREET.DOCX](#)  
[20160919\\_RESCIND SALE OF PROPERTY 204 NORTH C STREET RESO.DOCX](#)

**M. Consider a resolution rescinding Resolution No. 16-04-51 and authorizing the City Manager to enter into a Listing and Marketing Commission Agreement with Brindlee Mountain Fire Apparatus for the sale of a 1986 GMC Kodiak Fire Engine.**

Who is submitting this Fire Department  
item.

Documents:

REVISED CITY COUNCIL COMMUNICATION BRINDLEE MOUNTAIN  
74 DISPERSAL.DOCX  
RESOLUTION RELATIVE TO BRINDLEE MOUNTAIN.DOCX  
BRINDLEE MOUNTAIN LISTING AGREEMENT.PDF  
OLD 74.PDF

**N. Consider a motion supporting Main Street Oskaloosa's  
Challenge Grant application with the Iowa Economic  
Development Authority.**

Who is submitting this City Manager's Office  
item.

Documents:

20160919\_SUPPORT OF 2016 FALL CHALLENGE GRANT  
APPLICATION.DOCX  
20160916\_LETTER OF SUPPORT CHALLENGE GRANT IOWA  
BUILDING DK LETTERHEAD.DOCX

**O. ----- END OF CONSENT AGENDA -----**

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**6. Regular Agenda**

Documents:

20160919 REGULAR AGENDA BURST.DOCX

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

Who is submitting this City Clerk/Finance Department  
item.

Documents:

CITY COMM WEED ASSESSMENT.DOCX  
RESOLUTION ASSESSMENT JUNE 2016.DOCX  
EXHIBIT A JUNE 2016.PDF

**B. Iowa Crime Free Multi-Housing Program presentation by the  
Police Department.**

Who is submitting this Police Department

item.

Documents:

[POLICE DEPARTMENT PRESENTATION.DOCX](#)

**C. Consider an ordinance amending the Oskaloosa Municipal Code, Section 5.04.360 – Public Consumption or Intoxication Prohibited, and Section – 5.04.370 Open Container in Public Place Prohibited. (2nd reading)**

Who is submitting this City Manager  
item.

Documents:

[20160919\\_ORDINANCE AMENDING OPEN CONTAINER FOR THE ALLEY.DOCX](#)  
[OPEN CONTAINER AND CONSUMPTION LOCATION MAP.PDF](#)  
[20160916\\_PUBLIC CONSUMPTION AND OPEN CONTAINER AMENDED ORD.DOCX](#)

**D. Consider an ordinance to approve parking restrictions along Parkview Lane. (1st reading)**

Who is submitting this Public Works Director  
item.

Documents:

[PARKVIEW LANE PARKING ZONE EXPLANATION.DOCX](#)  
[PARKVIEW LANE PARKING RESTRICTION ORDINANCE.DOC](#)  
[MAP PARKVIEW LANE.PDF](#)  
[PARKVIEW LANE SURVEY RESPONSES.XLS](#)  
[PETITION.PDF](#)

**E. Consider a resolution setting the date for a public hearing to amend Title 17, Chapter 17.08 of the Oskaloosa Municipal Code pertaining to sidewalk requirements.**

Who is submitting this Public Works Director  
item.

Documents:

[EXPLANATION SIDEWALK REQUIREMENT\\_1 \(1\).DOCX](#)  
[SIDEWALK RESOLUTION IN 20160906 AGENDA.DOCX](#)

**7. Report on Items from City Staff.**

- a) City Manager i. ISO Codes Project Schedule
- 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:

[20160919 REPORTS FROM STAFF BURST.DOCX](#)  
[ISO BCEGS PRELIMINARY RATING AND PROPOSED CODE UPDATE SCHEDULE.DOCX](#)

## **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:

[20160919 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: September 19, 2016  
Requested By: Mayor & City Council

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

1. Invocation: Pastor Bruce Wittern, Central United Methodist Church
2. Pledge of Allegiance
3. Roll Call: \_\_\_\_\_ Mayor David Krutzfeldt, Council Members:  
\_\_\_\_ Burnett, \_\_\_\_\_ Caligiuri, \_\_\_\_\_ Jimenez, \_\_\_\_\_ Moore,  
\_\_\_\_ Ver Steeg, \_\_\_\_\_ Walling, \_\_\_\_\_ Yates.

**Explanation:**

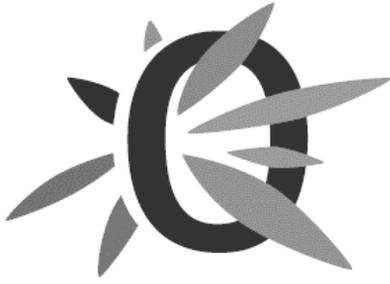
Not applicable.

**Budget Consideration:**

Not applicable.

**Attachments:**

None.



City Council Communication  
Meeting Date: September 19, 2016  
Requested By: Mayor & City Council

**Item Title: Community Comments**

**Explanation:**

This item is reserved to receive comments from the community for concerns whether or not they are included in the current agenda. The community is encouraged to come and speak before the Mayor and City Council and asked to keep statements brief. Time shall be limited to no more than three minutes. Any questions are to be asked of the City staff, Council Members, or the Mayor prior to speaking to the full Council so concerns may be properly researched and answered away from the meeting. Comments are to be directed to the Mayor and City Council only.

**Budget Consideration:**

Not applicable.

**Attachments:**

None.



City Council Communication  
Meeting Date: September 19, 2016

**Item Title: CONSENT AGENDA**

**Explanation:**

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

**Budget Consideration:**

Not applicable.

**Attachments:**

None.



## City Council Communication

Meeting Date: September 19, 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. September 6, 2016 City Council Regular Meeting Minutes
2. September 19, 2016 Agenda

**Budget Consideration:**

Not applicable.

**Attachments:**

September 6, 2016 City Council Regular Meeting Minutes

OSKALOOSA CITY COUNCIL  
REGULAR MEETING  
September 6, 2016

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

Tim Wright, owner of 805 South B Street, commented regarding mowing of the property by the city.

City Council removed Item E and K from the consent agenda for discussion and possible action.

Yates introduced a resolution setting the date for a public hearing to amend the zoning ordinance of the City of Oskaloosa, Iowa by amending Title 17, Chapter 17.08 of the City Code of the City of Oskaloosa, Iowa by adding a new Section 17.08.120 – “Required Public Sidewalk” and moved its approval. Jimenez seconded the motion. The roll was called and the vote was:

AYES: Burnett, Moore and Yates

NAYS: Jimenez, Ver Steeg and Walling

Whereupon the Mayor declared a tie vote and stated the matter would be placed on the next city council meeting agenda.

City Council requested that a study session be scheduled to discuss sidewalks.

It was moved by Burnett, seconded by Jimenez to approve the consent agenda with Item K included:

1. August 15, 2016 City Council Regular Meeting Minutes
2. September 6, 2016 Agenda
3. Receive and file reports and communications from advisory and operating boards and commissions:
  - a. August 17, 2016 Housing Trust Fund Committee Special Meeting Minutes
  - b. August 8, 2016 Airport Commission Minutes
4. Payment of claims for August 2016.
5. FY 2017 Retail Cigarette/Tobacco/Nicotine/Vapor Permit for White Cloud Hookah Lounge.

The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

Burnett introduced Resolution No. 16-09-128 entitled “RESOLUTION APPROVING THE AGREEMENT FOR MAINTENANCE AND REPAIR OF PRIMARY ROADS BETWEEN THE CITY OF OSKALOOSA AND THE IOWA DEPARTMENT OF

TRANSPORTATION” and moved its approval. Jimenez seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

It was moved by Burnett, seconded by Jimenez to approve payment of \$23,181.00 to Onthank Concrete Concepts LLC for work completed on the North 1<sup>st</sup> Street Angle Parking Project. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

It was moved by Burnett, seconded by Jimenez to approve payment of \$30,140.00 to TK Concrete Inc. for work completed on the 15<sup>th</sup> Avenue West and Edmundson Drive Sidewalk Project. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

Burnett introduced Resolution No. 16-09-129 entitled “RESOLUTION AMENDING RESOLUTION 92-6-71 TO INCLUDE IN THE PERMITTED PAYMENTS THE PAYMENT OF MUNICIPAL INFRACTION FILING FEES TO THE MAHASKA COUNTY CLERK OF COURT” and moved its approval. Jimenez seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Burnett introduced Resolution No. 16-09-130 entitled “RESOLUTION ACCEPTING AND AUTHORIZING AN ASSIGNMENT REQUEST FROM IRONWOOD PARTNERS, LLC FOR THE DEVELOPMENT AGREEMENT FOR THE RESERVES AT IRONWOOD” and moved its approval. Jimenez seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

It was moved by Burnett, seconded by Jimenez to approve waiver of the street closure fee for the Oskaloosa High School Homecoming Parade. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

The Mayor announced there were vacancies on the Airport Commission, Historic Preservation Commission, Mahaska County Solid Waste Management Commission and Ad Hoc Recycling Committee, Municipal Housing Agency, Housing Trust Fund Committee and Planning and Zoning Commission.

The Mayor announced this is the time and place for the public hearing on levying a special assessment against private property for cutting and removal of weeds and that citizens would now have the opportunity to comment. Tim Wright, owner of 805 South B Street, and Rick Watts, owner of 703 A Avenue West, commented. There were no written comments received. The Mayor declared said hearing closed.

Ver Steeg introduced Resolution No. 16-09-131 entitled “RESOLUTION LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR CUTTING AND REMOVAL OF WEEDS BY THE CITY OF OSKALOOSA, IOWA, IN ACCORDANCE WITH TITLE 8, CHAPTER 8.20 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA” with the assessment for the property at 805 South B Street and 703 A Avenue West removed and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Jimenez introduced “AN ORDINANCE ESTABLISHING A “NO PARKING ZONE” ALONG THE EAST SIDE OF NORTH 7<sup>TH</sup> STREET FROM 300 FEET NORTH OF F AVENUE EAST TO 360 FEET SOUTH OF J AVENUE EAST, PROHIBITING THE PARKING OF MOTOR VEHICLES OR OTHER TYPES OF VEHICLES WITHIN SAID NO PARKING ZONE, AMENDING THE OSKALOOSA MUNICIPAL CODE TO REFLECT THE CHANGES, AND PROVIDING FOR PENALTIES FOR THE VIOLATION THEREOF” and moved its approval on the second reading. Ver Steeg seconded the motion. The roll was called and the vote was:

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

NAYS: None

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

Tiffany McKee, 803 South 5<sup>th</sup> Street, Sherry Vavra, Alley Kats representative, and Wyndell Campbell, 818 High Avenue East, commented regarding the ordinance amending Oskaloosa Municipal Code Sections 5.02.360 and 5.04.370 regarding public consumption and possession of alcohol in The Alley.

Yates introduced “AN ORDINANCE AMENDING THE OSKALOOSA MUNICIPAL CODE, SECTION 5.04.360 – PUBLIC CONSUMPTION OR INTOXICATION PROHIBITED AND SECTION – 5.04.370 OPEN CONTAINER IN PUBLIC PLACE PROHIBITED” and moved its approval on the first reading. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

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

City Manager Michael Schrock reported on the rental inspection program. City Council scheduled a study session for discussion of the rental inspection program on Tuesday, September 13, 2016 at 5:00 p.m. at the Oskaloosa Public Library.

It was moved by Ver Steeg, seconded by Yates that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 6:55 p.m.

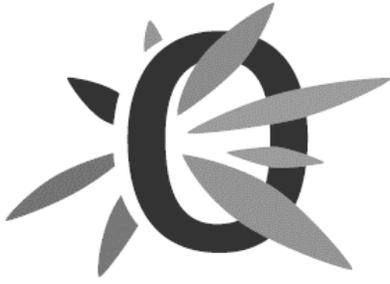
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David Krutzfeldt, Mayor

ATTEST:

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Pamela Nimtz, Deputy City Clerk



## City Council Communication

Meeting Date: September 19, 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. August 22, 2016 Library Board Minutes
2. September 7, 2016 Planning and Zoning Commission Minutes
3. September 1, 2016 Housing Trust Fund Committee Minutes
4. July 11, 2016 Water Board Minutes

**Budget Consideration:**

Not applicable.

**Attachments:**

August 22, 2016 Library Board Minutes  
September 7, 2016 Planning and Zoning Commission Minutes  
September 1, 2016 Housing Trust Fund Committee Minutes  
July 11, 2016 Water Board Minutes

**MINUTES**  
**OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES**  
**MONDAY—AUGUST 22, 2016—4:00 P.M.**

The meeting was called to order by Board President Michael Collins. Roll call was taken by Board secretary Susan Hasso with Trustees Ken Allsup, Judy Bishop, Keith Comfort, Jane Ireland, Sally Posovich, Kathy Rothfus, and Mike Sytsma present. Also present was Library Director Nicole Morgan.

**Minutes:** Motion was made by Posovich, seconded by Bishop, to approve the minutes of the July 25, 2016, Board meeting. Motion passed with 6 ayes and Allsup voting nay.

**Board Correspondence, Public Input or Friends Report:** Members of the Board asked why we no longer had a representative from the Friends group at the board meetings. Nicole was asked to extend an invitation to Bryan Johnson, the current president of the Friends.

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

**Programs and Events:**

Nicole said that during Celebrate Oskaloosa, the library had Big Bear Puppets present two programs. Overall, 53 people attended. The Summer Reading program came to a close with over 80 people attending the grand prize drawing. Even though Summer Reading is over, the attendance for Toddler and Preschool Story time remains good.

Nicole said that the second of two community focus groups for strategic planning met and picked the roles for the library: Know your Community, Create young readers, Satisfy curiosity-Lifelong learning, and Stimulate Imagination.

Nicole was asked to explain the 1000 Books Before Kindergarten program that was mentioned in the Staff Meeting minutes. The program is for 0-5 year olds, which is the largest group of children in Oskaloosa. The program encourages parents to read 1000 books to their children before they start Kindergarten. The Friends have donated \$500.00 to purchase books for the program, materials to promote the program, and prizes. We will use the Summer Reading software to keep track of each child's progress.

Nicole was asked about the progress of the search for a Youth Librarian. Nicole said that there were interviews with first-round applicants. However, after meeting with the Staff Committee, it was decided to re-open the position and to post the ad for a month. The closing date for applications is September 9.

**Committee Reports:**

**Staff Committee – Jane Ireland, chair:** Ireland and Sytsma from the Staff Committee met with Nicole concerning the Youth Librarian position. The decision was to re-open the position and put the base salary in the ad. The ad will have a closing date of September 9.

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

**Policy & Planning Committee – Judy Bishop, chair:** Bishop said that the committee met to develop a Building and Grounds Emergency Expenditure Authorization Policy, which will come up under New Business. Sytsma asked if the Policy and Planning Committee could look at the library's policy for DVD checkout and return. Most items check out for two weeks, while DVD's check out for 3 days. This is very inconvenient for mothers with young children to meet that three day deadline. Bishop said that the committee would look at the policy.

**Technology Committee – Ken Allsup, chair:** None

**Building & Grounds – Chris Harbour, chair:** None

## **Unfinished Business**

**Strategic Planning Follow-up Meeting:** Nicole asked the Board to pick a date to schedule a 3-hour follow-up special Library Board meeting now that the community groups have met. This meeting would review the roles picked for the library and set goals. After discussion, it was decided to ask the presenter for several dates, and the Board will then decide which works best for everyone.

## **New Business:**

**Approval of Concrete Bid:** Nicole requested the approval of concrete work to be completed by Concrete Works LLC in the front marked areas of the library at an estimated bid of \$5655.00. Nicole said that there were three bids, but this was the one that Mike recommended. Kathy Rothfus asked if Building and Grounds had seen the three bids. Other Board members felt that they would like to see the three bids before voting. Motion was made by Bishop, seconded by Posovich, to table the approval of the concrete work until Building and Grounds had time to further investigate the issue. Motion passed.

**Building and Grounds Emergency Expenditure Authorization:** The Building and Grounds Committee met and developed a Building and Grounds Emergency Expenditure Authorization Policy. Nicole has sent this policy to the City Attorney for his approval. Nicole said that she has not heard back from him, so the Board will vote next month on the policy.

**Strategic Planning Survey:** Nicole said that as part of the Strategic Planning process, she wants to survey all library patrons both online and in the library. Board members thought that this was a good idea.

**Approval of Claims:** Motion was made by Bishop, seconded by Sytsma, to approve payment of August claims. During discussion, Sytsma asked about the City's Expense Trial Balance report, which shows a target of 8.33% of the budget spent. Sytsma pointed out that the part-time salaries line shows 15.07% spent. Sytsma stressed the importance of watching the budget as there have been problems in this area in the past. After discussion, the motion on the floor passed with Allsup voting nay.

**President's Remarks:** None

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

The next regular meeting will be on Monday, September 26 at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso  
For the Board

CITY OF OSKALOOSA  
PLANNING & ZONING COMMISSION  
REGULAR MEETING MINUTES  
September 7, 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 Wednesday, September 7, 2016, by Chair Wyndell Campbell, at 220 South Market Street, Oskaloosa, Iowa.

COMMISSION MEMBERS PRESENT: Pamela Blomgren, Wyndell Campbell, R. D. Keep, Sarah Tarbell and Gabriel Wagner. COMMISSION MEMBERS ABSENT: Stephen Tews. CITY STAFF PRESENT: Andrew Jensen, David Dixon and Marilyn Johannes. OTHERS PRESENT: Brian Booy.

Minutes from the August 2, 2016 Planning and Zoning Commission meeting.

It was moved by Blomgren, seconded by Keep to approve the August 2, 2016 Planning and Zoning Commission minutes. Motion carried unanimously.

Consider nominations and appointment of a Vice-Chair.

Keep said he would be willing to serve as vice-chair of the commission. It was moved by Wagner, seconded by Blomgren to appoint R. D. Keep vice-chair of the commission. Motion carried unanimously.

Discussion of possible zoning changes to the Oskaloosa Municipal Code concerning duplexes and single family attached dwellings.

Jensen explained that some builders in the community have constructed duplexes and later divided them into two parcels making them single family attached dwellings. A duplex is a single structure with two housing units on a single parcel owned by a single entity, and a single-family attached structure, although it may look like a duplex, has two dwelling units that sit on separate adjoining parcels with an abutting wall on the lot line with each property possibly owned by a separate entity. However, the two different use types have different requirements in the code. Currently single family attached dwellings have the same lot requirements as single family detached dwellings.

Recently there have been some misunderstandings between builders and city staff regarding the requirements. Oskaloosa Public Works Director Akhilesh Pal inadvertently signed off on a plat that did not meet standards in the code. Staff is recommending several changes to the code to address the matter and to possibly change the minimum lot size requirements for single family dwellings in R-2 and R-3 districts at the same time.

Booy said it is difficult to build a townhouse or duplex with the current code requirements.

Dixon said difficulty when build a duplex and then decide to sell each unit to different owners. Problem is created when you divide ownership. Staff is trying to address the immediate problem and future problems down the road. Pal and Oskaloosa Building Official Wyatt Russell are both on board regarding the recommended changes to the code. Staff prepared and fully supports the proposed changes.

Keep asked if the changes will create problems for realtors. Jensen: Staff recommends changing lot sizes in R2 and R3 to allow these units.

Wagner: Are the two different residential uses built the same way? Booy: Yes.

Campbell: Can we get rid of duplex designation and just have single family attached? Booy: Need to keep duplex because it is a single parcel with two units that are rented out.

Booy: Properties are surveyed after they are built because it is difficult for contractors to get units exactly split in half on a lot.

Campbell: When plat and make two lots with two separate units, how does that affect taxes?

Jensen: This is just a discussion item at this time, can provide commission with that information on taxation at the next meeting.

Campbell: If not built to scale in new code what happens? Jensen: If can't be split correctly, would need to apply for a variance if follow code revisions. Campbell: Think should be contiguous. Jensen: From Planning and Zoning Commission side just dealing with zoning issues not building code requirements.

Jensen indicated where staff failed, the code changes that will be put in place will deal with that so it does not happen again.

Blomgren: City under the International Building Code? Jensen: Currently trying to include IBC specifics in our municipal code.

Tarbell: Concerned about all of these small housing units having several people living in one unit.

Campbell: That usually happens in rental units. I believe this type of housing is for the aging population, after retirement, want less maintenance, less upkeep.

Booy: Contractors pay a lot for an old house on a property just to demolish it. In order to make money on the property need to build a duplex or a single family attached dwelling.

Keep requested information from staff – said he would like to see how could deal with several small houses in a community in one area instead of trailers.

(R. D. Keep left the meeting at 5:35p.m.)

Campbell: Can we have this matter on the October meeting? Jensen: Next step is for the Planning and Zoning Commission to have a public hearing. Campbell asked that the public hearing regarding the proposed zoning changes be put on the October meeting agenda.

Blomgren asked if staff is recommending the changes and Jensen said yes.

Wagner said he would like for staff to look at no parking on hills on C Avenue East near former Grant School.

Campbell announced the city council tabled scheduling the public hearing on the code changes regarding sidewalks until the next city council meeting and that council is having a study session regarding the matter. Campbell recommended that commission members attend the study session

and reach out to City Council members. Johannes said the study session is at 5:00 p.m. on September 19.

Campbell asked staff whether sidewalk code changes apply to redevelopment within two mile radius of Oskaloosa. Staff said they did not think it applies to areas outside the city limits, but said they would check and confirm.

Jensen announced the city received a grant for a northwest planning study in the future regional airport area; expect other development in the area.

The meeting adjourned at 5:42 p.m.

Minutes by Marilyn Johannes

## OSKALOOSA HOUSING TRUST FUND COMMITTEE MINUTES

Thursday, September 1, 2016 - 12:00 Noon

City Hall Conference Room

The committee meeting was called to order by Chair Adams at 12:01 p.m. with the following members present: Dan Adams, Joe Caligiuri, Bernice Hahn, Valinn McReynolds, Tamera Sauer, Noel C. Stahle and Carri Vande Ree. Members absent: Randell Davis, Dave Polkowske and Leon McCullough. Staff present: Amy Miller, City Clerk, Andrew Jensen, Development Services Director, and Marilyn Johannes. Others present: Beth Danowsky, Rob Taylor, James Hansen and Jason Madison from CRI.

It was moved by Vande Ree, seconded by Caligiuri to approve the July 14, 2016 Housing Trust Fund Committee Regular Meeting Minutes. Motion carried unanimously.

It was moved by Hahn, seconded by Vande Ree to approve the August 17, 2016 Housing Trust Fund Committee Special Meeting Minutes. Motion carried unanimously.

### **Review Fiscal Year 2016 Annual Financial Report.**

Amy Miller summarized the Fiscal Year 2016 Financial Report.

### **Discuss potentially funding a new Housing Needs Assessment.**

Jensen told the committee the last housing needs assessment was done in 2012 by the University of Iowa and was funded by OHTF. Jensen said it needs to be updated and that it is a priority of the City Council. Jensen reviewed the current housing action plan with the committee. Jensen said he talked to other communities regarding housing needs assessments, and, depending on the scope of the assessment, the study would cost approximately \$15,000-\$20,000. Jensen said he brought the matter to the committee for discussion only at this time.

McReynolds asked if Jensen would work with the firm selected if OHTF funded it. Jensen said he would give updates and provide a report to the committee. Caligiuri said it is good to compare with previous firm's findings. Adams asked if going to look into having U of I do the study again or go with a research firm.

Jensen: Recommend performing the study every three years. Could pursue the university option but would prefer having a research firm perform the study this time. Perhaps go with university option every other time.

Jensen said he recommends Maxfield as a possibility after talking with other community representatives. Stahl asked if Maxfield was an Iowa firm and Jensen said no, Minnesota. Stahle asked if there was an Iowa firm and what about the Request For Proposal process. Jensen said OHTF could do RFP process and could see what other communities have done.

Taylor asked if Jensen had seen any studies where the study area extends beyond the city limits. Jensen said he could talk to the county, that some studies are county-wide but more expensive. Hansen: Concur with outside development. Caligiuri: Define what areas want included. Jensen: Usually city or county-wide or maybe could go with geographic boundaries.

Jensen asked the committee to think about what they want to focus on. Could ask firm to put focus on corridors, concentrate on dilapidated housing in arteries and collector streets. Bring

options and more information to the next meeting.

Stahle: How long did study take last time? Taylor: A couple of months or more. Jensen: Maxfield thought three months.

**Discussion and possible action on a \$25,000 special project grant request from Oskaloosa Downtown Development, LLC.**

Hansen distributed a conceptual drawing of the McMillen building (old Swim's building) and explained that along with his work at Musco, he works for the Oskaloosa Downtown Development organization. Hansen explained that ODD is a nonprofit organization created when the building Smokey Row is now in collapsed.

Hansen: Asking OHTF for money to put into the McMillen building; similar to funds OHTF contributed to Trolley Place. Want to create 12 apartments. Worked with property owners to get insurance company to pay claim with what little they would pay. On the first floor talking about retail and making the building handicap accessible by improving the entrance on the 1<sup>st</sup> floor and the 2<sup>nd</sup> floor would be apartments. The next phase is to finish out to back of the building and replace the windows in the front. Interested in getting Booy Construction to build the apartments since Brian Booy is building apartments above his building.

Hansen: More extensive damage was done to the building because owners didn't deal with their insurance company. ODD assisted owners with insurance companies.

Hansen: \$2.2 million project. Spent about \$1 million so far, asking OHTF for \$25,000 for this project. ODD wants to keep the community involved in the project.

Hahn: What will rent be on apartments? Hansen: \$900, apartments will be 1,300 square feet with two bedrooms and 2 baths.

McReynolds: Who will manage the apartments? Hansen: Musco has been management on Trolley Place to save money on costs. May try to sell to whole building to someone.

McReynolds: Would contribution affect future demolition project funds? Miller gave a report on demolition funds and said she saw no reason why this contribution would interfere with demolition grant funds.

Vande Ree: Can First Time Homebuyer funds be used since not using them? Miller: Yes, and it helps that Ironwood is paying back their loan now with a payment every month. This amount can be handled. Vande Ree: After done, if don't sell the building where does the rent go? Hansen: Goes to debt services, pay off debt.

It was moved by Vande Ree, seconded by Stahle to approve a \$25,000 special project grant from fund 140 to Oskaloosa Downtown Development for upper story housing in the McMillen Building. Motion carried unanimously.

Miller explained the items on the claims lists. It was moved by Caligiuri, seconded by Hahn to approve the July 2016 and August 2016 claims lists for payment. Motion carried unanimously.

Miller reviewed the accounting report with the committee. Miller reported the balance down \$5,000 due to demolition loans; and First Time Homebuyer loans continue to drop down due to end of payments or paying them off early so property can be sold.

The committee briefly discussed the First Time Homebuyer loan drop. Miller said she could reach out to other communities to see what they offer for First Time Homebuyer loan programs.

The meeting adjourned at 12:50 p.m.

Minutes by Marilyn Johannes

**OSKALOOSA WATER BOARD**  
**REGULAR MEETING**  
7/11/16

**Members Present:**

Jason Carter  
Brad Hodges  
Dan Nance  
Kevin Tacke (Arrived 3:05)  
Mike Vore

**Ex-Officio Members Present:**

Mayor Krutzfeldt  
Mike Schrock (Arrived 3:10)

**Others Present:**

Chad Coon  
Crystal Breuklander  
Ken Allsup

The Oath of Office was administered to Dan Nance. The original will be sent to City Hall and a copy will be placed with the minutes at the Water Department.

A motion was made by Brad Hodges and by Kevin Tacke to approve the agenda with the removal of item #9, "Consideration and discussion of change order #1 for DeLong Construction." All ayes, motion carried.

Next was reorganization of the Board of Trustees. Jason Carter nominated the current Chair, Mike Vore for another term as Chair. Brad Hodges second the nomination. Dan Nance called for nominations to close. The vote was taken, ayes all, motion carries, Mike Vore will continue another term as Chair of the Board of Trustees. Mike Vore nominated Kevin Tacke for the position of Secretary. Jason Carter second the nomination. Dan Nance called for the close of nominations. The vote was held, ayes all, motion carries. Kevin Tacke will be the next Secretary for the Board of Trustees.

A motion was made by Kevin Tacke to approve the minutes of the 6/20/16 regular meeting. The motion was by Jason Carter. The motion carried with all ayes.

The attached vouchers totaling \$503,839.85 were presented for approval as well as Financial Statements. A motion was made by Jason Carter to approve the vouchers for payment and to also approve the Financial Statements. This was second by Brad Hodges. The motion carried with all members present voting yes.

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1. Customer Forum was the next agenda item. Jason Carter stated that he had received a telephone call earlier that day from a customer who was concerned about needing to use

their social security number to access the online payment portal. Jason asked what could be done to eliminate the need to use all 9 digits. Crystal explained that the system will allow access provided that we have certain customer data in our files for verification. Crystal was going to follow up on this with our software provider. Mike Vore then stated that he had been questioned by a City Council member regarding the amount of fluoride added to Oskaloosa's water. Chad explained to the group what the history was in relation to the fluoride feed, when it was turned off and why and what our current fluoride levels are for the potable water supply. There was considerable discussion about what it would take to restart the feed while avoiding any turbidity compliance issues and what may be needed for equipment. Chad was instructed to place an item on the August agenda for fluoride feed discussion.

2. The next item on the agenda was discussion of wastewater operations. Chad discussed a meeting that had been held with Fox Engineering, the Iowa DNR, and local staff regarding flows and loads and design predictions for the facility plan that Fox is currently working on. Also discussed was the testing that was in its last stages for the facility plan and the cost incurred as a result. When discussing the 28E agreement and the spreadsheet used for tracking there were some questions about what some of the specific items were. Root foaming was one that was used as an example. Chad explained that process and the need for spending in order to complete stages of this work. Mike Vore talked about wanting to show progress on the sheet even if an item wasn't complete but was being worked on. Chad said that he believed that could be shown. There was a question about why the red cells weren't being done and again some of the discussion focused on the need for capital to pay for the work. Mike Schrock talked about the volume of spending that will be happening in the coming years with infrastructure repairs as mandated by the Iowa DNR to address I & I issues. There was also a question posed about when the Board would like to make a presentation to the City Council regarding progress on the 28E agreement. Mike Vore stated that he would like to wait until the agreement has been in place one year and then look to present to the Council at that time.
3. Consideration and discussion of pay application #1 for DeLong Construction was next on the agenda. Chad talked to the group about the pay app, that it had been presented to Garden & Associates staff and verified and that Garden had sent it to the Water Department for approval. Chad indicated that everything appeared to be in order and recommended approval. There was discussion at this time about the change order that had been presented for approval as well. As the Board had previously approved a \$25,000 contingency with the approval of the contract for DeLong Construction, there was no need for the Board to approve the change order, it fell within the realm of the general manager's decision making ability. There was a question about what work necessitated the change order and Chad informed everyone that an old corrugated metal pipe needed to be replaced as it was unsalvageable. Mike Vore made a motion to

approve pay application #1 for DeLong Construction in the amount of \$146,850.24. Jason Carter second the motion. Ayes all, motion passed.

4. The next item on the amended agenda was Consideration and discussion of engineering services for K Avenue East and Sheriff Avenue water main replacement. Chad presented information to the Board about engineering costs for both of these projects. He had received three different quotes for this work. Fox Engineering came in at \$2000, V & K was at \$6000 and Garden & Associates was between \$10,000 and \$11,000. There was discussion amongst the group about the value of keeping the work local for engineering versus the overall budget for this project. In the end there was a motion to accept the proposal from Fox Engineering in the amount of \$2000 to design both of these small projects made by Mike Vore and second by Kevin Tacke. Ayes all, motion passed.
5. General Manager's update was next on the agenda. Chad updated the Board about the switch to monthly billing, the online payment option and helping customers navigate all of the recent changes. Also discussed was the opportunity to join the Chamber of Commerce. Chad presented information relative to joining and asked the group their feelings on joining. There was a question about what the Water Department would gain with their membership and if that would offset the price of membership. Ultimately the Board felt it was not in the department's best interest to join the Chamber. Chad also informed everyone that the annual audit would begin the last week of July. Chad then updated everyone on the progress of the Carbonado Road water main project and let them know that the Highway 23 water main was installed and in use as it had passed all of the necessary testing.
6. Miscellaneous was the last agenda item. Chad discussed the four water main breaks that had occurred since the last meeting.

There being no further items to discuss, it was moved by Kevin Tacke and second by Brad Hodges to adjourn.

ATTEST

Meeting Adjourned 4:32PM

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Mike Vore – Chairman

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Kevin Tacke– Secretary

The Oskaloosa Water Department Board of Trustees met in regular session Monday July 11, 2016 at 3:00 PM with board members Carter, Hodges, Tacke, and Vore present. New member Dan Nance was read the Oath of Office and sworn in as a new Board of Trustee member. Next was Reorganization of the Board of Trustees. Carter nominated Vore to the seat of Chair, Hodges second. Ayes all, Vore will serve another term as Chair. Vore nominated Tacke for the position of Secretary and Carter second. Ayes all, Tacke approved as the Secretary. The agenda was approved with the removal of Item #9 "Consideration and discussion of change order #1 for DeLong Construction". All members voting aye. Minutes of the 6/20/16 regular meeting were approved as presented, all ayes. Invoices were approved for payment, ayes all.

Following Warrants Allowed: (see attached sheet)

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The first item on the agenda was Customer Forum. The Board instructed the General Manager to add an item to the next agenda for a discussion of fluoride feed operations.

The next agenda item was Discussion of Wastewater Operations. There was no action taken by the Board of Trustees.

Next on the agenda was Consideration and discussion of pay application #1 for DeLong Construction. Motion to approve pay application #1 in the amount of \$146,850.24 for DeLong Construction was made by Vore and second by Carter. Ayes all, motion carried.

Next on the agenda was Consideration and discussion of engineering services for K Avenue East and Sheriff Avenue water main replacement. Motion to accept the proposal from Fox Engineering for engineering services in the amount of \$2000 was made by Vore and second by Tacke. Ayes all, motion passed.

The next two sections were discussed, but no action was taken.

Motion was made for adjournment by Tacke and Hodges second the motion. Ayes all, meeting adjourned. 4:32 PM.

Kevin Tacke, Secretary



## City Council Communication

Meeting Date: September 19, 2016

Requested By: City Clerk/Finance Department

**Item Title: CONSENT AGENDA**

Consider payment to Starr Indemnity & Liability Company for accident insurance renewal in the amount of \$8,750.00.

**Explanation:**

This payment covers the policy period of 7/23/2016-7/23/2017 for accident insurance for police officers and firefighters.

Staff recommends approval.

**Budget Consideration:**

\$8,750 to the general fund.

**Attachments:**

None



## City Council Communication

Meeting Date: September 19, 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 Casey's Marketing Company, DBA Casey's General Store #3214, 413 A Avenue West

**Explanation:**

The application is complete and in order for approval.

Staff recommends approval.

**Budget Consideration:**

\$75.00 revenue to the General Fund.

**Attachments:**

None



## City Council Communication

Meeting Date: September 19, 2016

Requested By: City Clerk/Finance Department

**Item Title: CONSENT AGENDA**

Consider approval of a renewal application for a Class E Liquor License with Carryout Beer and Wine and Sunday Sales for Casey's Marketing, dba Casey's General Store #3215, 901 South Market Street

**Explanation:**

The application is complete and in order for approval.

Staff recommends approval.

**Budget Consideration:**

\$75.00 revenue to the General Fund.

**Attachments:**

None



## City Council Communication

Meeting Date: September 19, 2016

Requested By: City Clerk/Finance Department

**Item Title: CONSENT AGENDA**

Consider approval of a five day application for a Class C Liquor License from Sodexo America, LLC dba Musco Technical Center, 319 R Avenue West, effective October 1, 2016.

**Explanation:**

The application is complete.

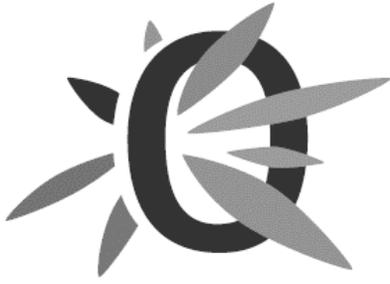
Staff recommends approval.

**Budget Consideration:**

\$105.63 to the General Fund

**Attachments:**

None



## City Council Communication

Meeting Date: September 19, 2016

Requested By: City Clerk/Finance Department

**Item Title: CONSENT AGENDA**

Consider approval of a five day application for a Class B Beer License from Oskaloosa Entertainment Inc dba Hot Shotz Bar & Grill, 200 High Ave West Center Court, effective October 8, 2016.

**Explanation:**

The application is complete.

Staff recommends approval.

**Budget Consideration:**

\$37.50 to the General Fund

**Attachments:**

None



## City Council Communication

Meeting Date: September 19, 2016

Requested By: Public Works Dept.

### **Item Title: CONSENT AGENDA**

Consider an ordinance to approve a parking restriction along the North 7<sup>th</sup> Street S-curve between J Avenue East and F Avenue East. (3<sup>rd</sup> reading)

### **Explanation:**

Due to resident visibility and safety concerns along the North 7<sup>th</sup> Street S-curve between J Avenue East and F Avenue East, staff has been directed to perform a study regarding the on-street parking in that area. Currently, no parking restrictions exist along this section of North 7<sup>th</sup> Street.

This section of North 7<sup>th</sup> Street is 30 feet in width, which will not allow for two-way traffic if vehicles are parked on both sides of the street. Therefore, visibility and travel lane width are limited, especially along the S-curve, when vehicles are parked on both sides of the street. After visiting the site, staff recommends restricting parking along the east side of the street due to an existing fire hydrant and retaining wall along that side of North 7<sup>th</sup> Street. (See Proposed Parking Restriction Map).

In the past 3 years (2013-2015), there have been no crashes along this section of North 7<sup>th</sup> Street. Although not a part of the traffic engineering analysis for parking studies, the survey responses from property owners are attached separately.

### **Recommended Action:**

Staff recommends that the City Council approve the ordinance authorizing a parking restriction along North 7<sup>th</sup> Street as presented.

### **Budget Consideration:**

Minimal charges associated with changes to the Oskaloosa Municipal Code.

**Attachments:**

Ordinance, Proposed Parking Restriction Map, Survey Responses, and Complaint letter.

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

AN ORDINANCE ESTABLISHING A "NO PARKING ZONE" ALONG THE EAST SIDE OF NORTH 7<sup>TH</sup> STREET FROM 300 FEET NORTH OF F AVENUE EAST TO 360 FEET SOUTH OF J AVENUE EAST, PROHIBITING THE PARKING OF MOTOR VEHICLES OR OTHER TYPES OF VEHICLES WITHIN SAID NO PARKING ZONE, AMENDING THE OSKALOOSA MUNICIPAL CODE TO REFLECT THE CHANGES, AND PROVIDING FOR PENALTIES FOR THE VIOLATION THEREOF

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

SECTION 1: The purpose of this ordinance is to establish a "No Parking Zone" along the east side of North 7<sup>th</sup> Street from 300 feet north of F Avenue East to 360 feet south of J Avenue East.

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

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

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

SECTION 5: The Oskaloosa Municipal Code Section 10.48.240 is amended as follows:

160. North Seventh Street on the east side from 300 feet north of F Avenue East to 360 feet south of J Avenue East.

SECTION 6: WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication by law.

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

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

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

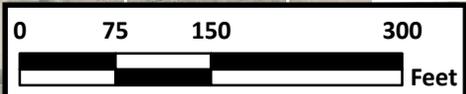
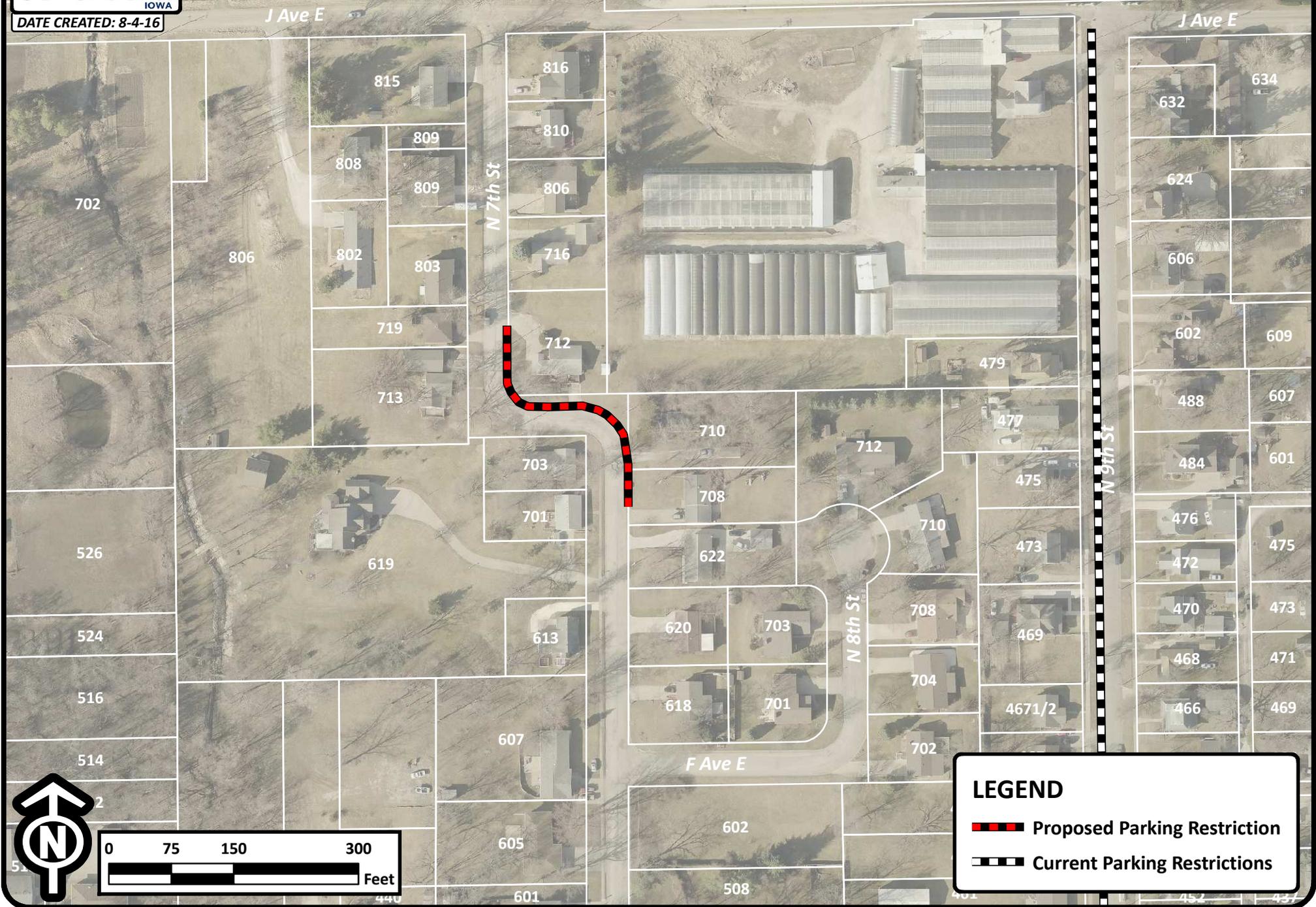
I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Signed \_\_\_\_\_



DATE CREATED: 8-4-16

# Proposed Parking Restriction along the North 7th Street S-Curve



## LEGEND

 Proposed Parking Restriction

 Current Parking Restrictions

**North 7th Street S-Curve Parking Restriction Survey Results**

ADDRESS	OWNER/RESIDENT	RESPONSE	COMMENTS
607 North 7th Street	Resident	Leave on-street parking as is	
	Harvey, Irvin A/Malloy, Joan E	No response	
613 North 7th Street	Jimmie & Margie Sellers	other- see comments	No parking on either side
618 North 7th Street	Flora Coakley	No response	
619 North 7th Street	David & Shawn Langkamp	Prohibit on-street parking on west side Prohibit on-street parking on east side	
620 North 7th Street	Donovan & Joan Pierce	Prohibit on-street parking on west side	
622 North 7th Street	Greg Richardson	Leave on-street parking as is	
701 North 7th Street	Resident	Leave on-street parking as is	This will only cause the houses that lose their parking to have to park in front of other people's houses. An S-curve sign to warn people to slow down would be a less invasive solution.
	Ronald & Vicki Vanderpol	Leave on-street parking as is	Put slow-thru curve sign complicates parking further down then. Or at least prohibit on East side
703 North 7th Street	Resident	No response	
	Tom & Orla Stodghill	No response	
708 North 7th Street	Nicolas & Jennifer Lynch	other - see comments	We don't care which side is chosen but all on one side would be nice
710 North 7th Street	Resident	No response	
	Chad & Jennifer Main	Prohibit on-street parking on east side only	
712 North 7th Street	Scott & Rebecca Moses	No response	
713 North 7th Street	Resident	No response	
	Benjamin Plate	No response	
716 North 7th Street	Douglas Harris	No response	
719 North 7th Street	Resident	other - see comments	I have resided at 719 for almost 9 yrs & have parked a vehicle directly in front of the house for the last 6 yrs. I don't believe that the curb/street directly in front of the residence is a hinderance to the "S curve". The last couple of years I have also parked a vehicle on the street between 719 & 713 as we have 3 adults living in the house. I understand that small section may be a potential issue for the "S curve" but decidedly disagree with the street space directly in front of 719.
	Barbara Messer/ William & Judith VanHoweling	Prohibit on-street parking on east side only	
803 North 7th Street	Marcia Aalsburg	other- see comments	Either side, but one side only
806 North 7th Street	William Upton	Prohibit on-street parking on east side only	
809 North 7th Street	Randy & Diana Sherman	other- see comments	One side or the other, it doesn't matter
810 North 7th Street	Charlie & Tomi VanKampen	No response	
815 North 7th Street	Gary & Janet Rozenboom	Leave on-street parking as is	been no problem
816 North 7th Street	Luke & Melissa Wroblewski	No response	

Response Categories:	Number	Percentage
Prohibit parking on the East side	3	20%
Prohibit parking on the West side	1	7%
Prohibit parking on either one side	3	20%
Prohibit parking on both sides	2	13%
Leave parking as is	6	40%
Total	15	100%

**9 out of 15 (60%) residents, who responded, wanted some form of parking restriction**

No response	11	
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## Akhilesh Pal

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**From:** Michael Schrock Jr.  
**Sent:** Friday, June 24, 2016 10:20 AM  
**To:** Amie Roberts; Akhilesh Pal  
**Subject:** FW: Online Form Submittal: Contact me - Steve Burnett

Akhilesh –

Please see the request below from Marcia Aalsburg. I need someone to contact her and get a good understanding of what the problem is and what she is wants done.

Then...we need to evaluate the situation and determine next steps, if any.

Thanks.  
Mike

**From:** Steve Burnett [mailto:steveburnettlovesosky@gmail.com]  
**Sent:** Friday, June 24, 2016 8:06 AM  
**To:** Michael Schrock Jr. <Michael.Schrock@oskaloosaiowa.org>  
**Subject:** Fwd: Online Form Submittal: Contact me - Steve Burnett

Good morning Miek. I drove this street last night. Marcia does have a valid concern as I witnessed cars parked on both sides of the street around the curves and it is a bit tight. What are your thoughts on how I should respond to her?

Thanks,

Steve

----- Forwarded message -----

**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com) <noreply@civicplus.com>  
**Date:** Thu, Jun 23, 2016 at 11:11 AM  
**Subject:** Online Form Submittal: Contact me - Steve Burnett  
**To:** [steve.burnett@oskaloosaiowa.org](mailto:steve.burnett@oskaloosaiowa.org)

If you are having problems viewing this HTML email, click to view a [Text version](#).

### Contact me - Steve Burnett

**From (Name):\*** Marcia Aalsburg  
**Reply to (Email address):\*** [maalsburg@yahoo.com](mailto:maalsburg@yahoo.com)

**Subject:\*** Street parking

**Attachment:** [ ]  
Convert to PDF?[ ]  
(GIF, JPG, JPEG, PNG, DOC, DOCX, XLS, XLSX, TXT)

**Type email here:\*** I live just off the S curves at the North end of North 7th. Of late, we have had parking on both sides of the street. When coming around the S curves, if a car is parked on the right you cannot see cars coming from the opposite direction. There is also a day care just before the curves.

Parents coming for their children and leaving them. This is congested to say the least. I am at 803 and many times have had to "jack" back and forth to exit my drive way, when a car is across the drive way and one parked on the opposite at the end of the driveway. I would like to see parking on one side or the other and not both. This street is simply to narrow for both sides parking. I have spoke with neighbors at my end and the south end, as will as two of the parents for the daycare and they agree it is a hazard. Please advise me what I can do or contact to help with this situation.

\* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:  
<http://www.oskaloosaiowa.org/Admin/FormHistory.aspx?SID=2079>

The following form was submitted via your website: Contact me - Steve Burnett

From (Name):: Marcia Aalsburg

Reply to (Email address):: [maalsburg@yahoo.com](mailto:maalsburg@yahoo.com)

Subject:: Street parking

Attachment:: No file was uploaded

Type email here:: I live just off the S curves at the North end of North 7th. Of late, we have had parking on both sides of the street. When coming around the S curves, if a car is parked on the right you cannot see cars coming from the opposite direction. There is also a day care just before the curves. Parents coming for their children and leaving them. This is congested to say the least. I am at 803 and many times have had to "jack" back and forth to exit my drive way, when a car is across the drive way and one parked on the opposite at the end of the driveway. I would like to see parking on one side or the other and not both. This street is simply to narrow for both sides parking. I have spoke with neighbors at my end and the south end, as will as two of the parents for the daycare and they agree it is a hazard. Please advise me what I can do or contact to help with this situation.

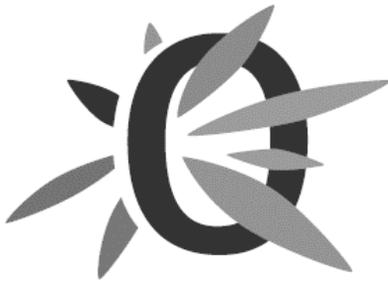
Additional Information:

Form submitted on: 6/23/2016 11:11:11 AM

Submitted from IP Address: 207.199.231.165

Referrer Page: <http://www.oskaloosaiowa.org/index.aspx?nid=172>

Form Address: <http://www.oskaloosaiowa.org/Forms.aspx?FID=125>



## City Council Communication

Meeting Date: September 19, 2016

Requested By: City Clerk/Finance Department

**Item Title: CONSENT AGENDA**

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

**Explanation:**

The financial reports for August 2016 are included in your agenda packets. The target percentage for expenses this month is 16.67% except for the seasonal or once-a-year purchases. The figures below show the expenses by program.

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

- General Fund Insurance – Insurance invoices are paid in the first few months of the fiscal year. September 2016 tax receipts received in October and March 2017 tax receipts received in April will help to clear up this negative fund balance.
- General Fund Band – Band payroll is paid during the summer months and the September 2016 tax receipts received in October will clear up this negative fund balance.
- Brownfield Sites Assessment Grant Fund-Grant reimbursement will clear up this negative fund balance.
- Airport Culvert Rehabilitation-Grant reimbursement will clear up this negative fund balance.
- Employee Flex Plan Fund – Payroll contributions will clear up this negative fund balance.

**Budget Consideration:**

None

**Attachments:**

August 2016 Financial Reports



# City of Oskaloosa, IA Treasurer's Report

## August 1-31, 2016

Fund	Beginning Cash Balance	Revenue (+)	Expenses (-)	Change in Pending Payables	Change in Investments	Ending Cash Balance
001: GENERAL FUND	1,754,947.32	256,714.97	379,404.36	72,197.04	(61,722.63)	1,704,454.97
002: GENERAL FUND INSURANCE FUND	(104,402.30)	0.00	5,400.90	313.60	0.00	(109,489.60)
003: GENERAL FUND CAPITAL EQUIPMENT	25,058.33	1.98	0.00	0.00	1.98	25,060.31
004: LIBRARY COPIER REVOLVING FUND	11,453.18	558.06	307.50	307.50	1.96	12,011.24
005: GENERAL FUND BAND	(3,041.83)	0.00	9,815.42	(87.99)	0.00	(12,945.24)
006: GENERAL FUND - LOST	764,204.22	131,899.22	0.00	0.00	131,153.21	896,103.44
007: GENERAL FUND - UTILITY FRANCHISE FEES	302,485.37	83,569.24	130,091.00	0.00	(45,947.49)	255,963.61
110: ROAD USE TAX FUND	708,875.50	157,896.86	143,606.24	(73,684.11)	(59,387.64)	649,482.01
112: EMPLOYEE BENEFIT FUND	121,786.60	9.19	99,161.37	0.00	(99,990.81)	22,634.42
121: LOCAL OPTION SALES TAX FUND	0.00	88,894.66	88,894.66	0.00	0.00	0.00
128: ADMINISTRATION TIF	1,052.95	0.18	0.00	0.00	0.18	1,053.13
138: HOUSING DONATED FUNDS	34,740.74	0.00	0.00	0.00	0.00	34,740.74
140: HOUSING FUND	206,735.41	4,128.52	4,081.72	0.00	38.19	206,782.21
165: RIEFE MEMORIAL FUND	12,373.08	1.90	0.00	0.00	1.90	12,374.98
167: LIBRARY MEMORIAL FUND	609,899.09	1,515.85	3,977.98	2,613.46	(1,680.18)	610,050.42
169: MISCELLANEOUS GIFT FUND	21,077.06	1.40	28.41	(5.88)	1.40	21,050.05
172: WOODEN PLAYGROUND MAINT FUND	3,288.34	0.49	0.00	0.00	0.49	3,288.83
177: POLICE FORFEITURE FUND	10,592.13	1.71	755.25	755.25	1.71	10,593.84
178: LIBRARY MAINTENANCE FUND	1,205,909.06	2,432.00	0.00	(6,744.00)	(4,568.00)	1,201,597.06
180: MISCELLANEOUS GRANTS FUND	40,393.53	686.93	12,300.93	8,015.08	(2,993.07)	36,794.61
181: BROWNFIELD SITES ASSESSMENT GRANT FUND	0.00	0.00	7,477.03	(1,841.16)	0.00	(9,318.19)
182: FACADE GRANT	169,567.57	30.56	0.00	0.00	30.56	169,598.13
200: DEBT SERVICE FUND	147,792.81	483.45	0.00	0.00	483.45	148,276.26
301: PARK SHELTER CAPITAL IMPROVEMENT	22,255.42	248.98	107.75	107.75	3.98	22,504.40
302: CITY HALL IMPROVEMENTS	9,972.98	1.68	8.66	8.66	1,001.68	9,974.66
304: FIRE STATION ADDITION AND REMODEL PROJECT	2,649,119.20	0.00	194,493.88	(8,856.12)	(204,000.00)	2,445,769.20
321: NE BRIDGE REPLACEMENT PROJECT	200,040.62	36.16	1,600.20	1,600.20	36.16	200,076.78
322: BURLINGTON ROAD RECONSTRUCTION FUND	2,961.92	0.43	163.49	(121.75)	(999.57)	2,677.11
325: PAVEMENT MANAGEMENT	312,179.92	55.64	1,330.00	(3,858.96)	(5,944.36)	307,046.60
326: SIDEWALK IMPROVEMENTS PROJECT	33,506.71	5.60	0.46	(2,639.84)	(2,994.40)	30,872.01
344: 2016 GO REFUNDING NOTES	18,315.23	0.00	0.00	0.00	0.00	18,315.23

<b>Fund</b>	<b>Beginning Cash Balance</b>	<b>Revenue (+)</b>	<b>Expenses (-)</b>	<b>Change in Pending Payables</b>	<b>Change in Investments</b>	<b>Ending Cash Balance</b>
600: WATER O&M FUND	1,232,638.50	0.00	0.00	0.00	0.00	1,232,638.50
601: WATER CONSUMER DEPOSIT FUND	89,935.00	0.00	0.00	0.00	0.00	89,935.00
603: WATER SINKING FUND	34,943.35	0.00	0.00	0.00	0.00	34,943.35
604: WATER RESERVE FUND	51,419.03	0.00	0.00	0.00	0.00	51,419.03
610: SANITARY SEWER O&M FUND	84,294.97	174,601.61	108,194.14	11,172.36	0.00	161,874.80
611: SANITARY SEWER REVENUE FUND	1,879,391.31	321,508.92	211,816.61	574.00	179,337.73	1,989,657.62
612: SANITARY SEWER SINKING FUND	36,263.00	36,265.00	0.00	0.00	36,000.00	72,528.00
614: SANITARY SEWER IMPROVEMENT FUND	109,164.89	950.00	0.00	0.00	1,000.00	110,114.89
660: AIRPORT FUND	301,468.70	1,417.21	12,099.03	2,244.13	(10,948.09)	293,031.01
664: AIRPORT CULVERT REHABILITATION	(1,100.00)	0.00	0.00	0.00	0.00	(1,100.00)
740: STORM WATER UTILITY FUND	965,849.92	29,900.14	8,107.51	4,208.75	26,134.07	991,851.30
750: EDMUNDSON GOLF COURSE FUND	38,700.91	6.97	965.43	775.61	6.97	38,518.06
760: RACI MAIN STREET LOAN FUND	21,420.88	167.60	0.00	0.00	3.03	21,588.48
810: COPIER/FAX REVOLVING FUND	14,295.63	755.73	500.25	205.71	2.53	14,756.82
820: EMPLOYEE HEALTH SELF-INSURANCE	716,177.15	54,429.01	76,085.89	(400.00)	(22,444.11)	694,120.27
830: EMPLOYEE FLEX PLAN FUND	2,958.86	2,749.97	6,473.97	0.00	(1,999.63)	(765.14)



# REVENUE REPORT

## Account Detail

For Fiscal: 2016-2017 Period Ending: 08/31/2016

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 001 - GENERAL FUND</b>					
41 - TAXES	-2,658,439.00	0.00	-17,151.63	-2,641,287.37	0.65 %
42 - LICENSES AND PERMITS	-255,744.00	-44,580.49	-48,577.74	-207,166.26	18.99 %
43 - USE OF MONEY & PROPERTY	-3,950.00	-413.19	-801.05	-3,148.95	20.28 %
44 - INTERGOVERNMENTAL	-364,400.00	-179.56	-179.56	-364,220.44	0.05 %
45 - CHARGES FOR SERVICES	-132,200.00	-7,099.23	-18,244.08	-113,955.92	13.80 %
47 - MISCELLANEOUS REVENUES	-78,050.00	-10,190.13	-21,227.34	-56,822.66	27.20 %
48 - OTHER FINANCING SOURCES	-1,349,225.00	-194,252.37	-201,157.11	-1,148,067.89	14.91 %
<b>Fund 001 Total:</b>	<b>-4,842,008.00</b>	<b>-256,714.97</b>	<b>-307,338.51</b>	<b>-4,534,669.49</b>	<b>6.35 %</b>
<b>Fund: 002 - GENERAL FUND INSURANCE FUND</b>					
41 - TAXES	-115,538.00	0.00	-719.71	-114,818.29	0.62 %
43 - USE OF MONEY & PROPERTY	0.00	0.00	-0.17	0.17	
44 - INTERGOVERNMENTAL	-3,645.00	0.00	0.00	-3,645.00	0.00 %
<b>Fund 002 Total:</b>	<b>-119,183.00</b>	<b>0.00</b>	<b>-719.88</b>	<b>-118,463.12</b>	<b>0.60 %</b>
<b>Fund: 003 - GENERAL FUND CAPITAL EQUIPMENT</b>					
43 - USE OF MONEY & PROPERTY	0.00	-1.98	-3.69	3.69	
<b>Fund 003 Total:</b>	<b>0.00</b>	<b>-1.98</b>	<b>-3.69</b>	<b>3.69</b>	
<b>Fund: 004 - LIBRARY COPIER REVOLVING FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-1.96	-3.63	3.63	
47 - MISCELLANEOUS REVENUES	-6,500.00	-556.10	-1,036.50	-5,463.50	15.95 %
<b>Fund 004 Total:</b>	<b>-6,500.00</b>	<b>-558.06</b>	<b>-1,040.13</b>	<b>-5,459.87</b>	<b>16.00 %</b>
<b>Fund: 005 - GENERAL FUND BAND</b>					
41 - TAXES	-17,231.00	0.00	-116.44	-17,114.56	0.68 %
44 - INTERGOVERNMENTAL	-544.00	0.00	0.00	-544.00	0.00 %
<b>Fund 005 Total:</b>	<b>-17,775.00</b>	<b>0.00</b>	<b>-116.44</b>	<b>-17,658.56</b>	<b>0.66 %</b>
<b>Fund: 006 - GENERAL FUND - LOST</b>					
43 - USE OF MONEY & PROPERTY	-1,800.00	-153.37	-266.63	-1,533.37	14.81 %
47 - MISCELLANEOUS REVENUES	-900,000.00	-131,745.85	-247,628.40	-652,371.60	27.51 %
<b>Fund 006 Total:</b>	<b>-901,800.00</b>	<b>-131,899.22</b>	<b>-247,895.03</b>	<b>-653,904.97</b>	<b>27.49 %</b>
<b>Fund: 007 - GENERAL FUND - UTILITY FRANCHISE FEES</b>					
42 - LICENSES AND PERMITS	-410,000.00	-83,516.73	-83,516.73	-326,483.27	20.37 %
43 - USE OF MONEY & PROPERTY	-900.00	-52.51	-100.55	-799.45	11.17 %
<b>Fund 007 Total:</b>	<b>-410,900.00</b>	<b>-83,569.24</b>	<b>-83,617.28</b>	<b>-327,282.72</b>	<b>20.35 %</b>
<b>Fund: 110 - ROAD USE TAX FUND</b>					
44 - INTERGOVERNMENTAL	-1,359,950.00	-157,612.36	-264,870.82	-1,095,079.18	19.48 %
45 - CHARGES FOR SERVICES	0.00	-112.00	-147.00	147.00	
47 - MISCELLANEOUS REVENUES	0.00	-172.50	-246.50	246.50	
<b>Fund 110 Total:</b>	<b>-1,359,950.00</b>	<b>-157,896.86</b>	<b>-265,264.32</b>	<b>-1,094,685.68</b>	<b>19.51 %</b>
<b>Fund: 112 - EMPLOYEE BENEFIT FUND</b>					
41 - TAXES	-969,264.00	0.00	-5,988.77	-963,275.23	0.62 %
43 - USE OF MONEY & PROPERTY	0.00	-9.19	-28.23	28.23	
44 - INTERGOVERNMENTAL	-30,575.00	0.00	0.00	-30,575.00	0.00 %
<b>Fund 112 Total:</b>	<b>-999,839.00</b>	<b>-9.19</b>	<b>-6,017.00</b>	<b>-993,822.00</b>	<b>0.60 %</b>
<b>Fund: 119 - EMERGENCY FUND</b>					
41 - TAXES	-88,438.00	0.00	-571.41	-87,866.59	0.65 %
44 - INTERGOVERNMENTAL	-2,790.00	0.00	0.00	-2,790.00	0.00 %
<b>Fund 119 Total:</b>	<b>-91,228.00</b>	<b>0.00</b>	<b>-571.41</b>	<b>-90,656.59</b>	<b>0.63 %</b>
<b>Fund: 121 - LOCAL OPTION SALES TAX FUND</b>					
41 - TAXES	-1,027,059.00	-88,894.66	-177,789.32	-849,269.68	17.31 %
<b>Fund 121 Total:</b>	<b>-1,027,059.00</b>	<b>-88,894.66</b>	<b>-177,789.32</b>	<b>-849,269.68</b>	<b>17.31 %</b>

REVENUE REPORT

For Fiscal: 2016-2017 Period Ending: 08/31/2016

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 122 - HOTEL/MOTEL TAX REVENUE FUND</b>					
41 - TAXES	-125,000.00	0.00	0.00	-125,000.00	0.00 %
<b>Fund 122 Total:</b>	<b>-125,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-125,000.00</b>	<b>0.00 %</b>
<b>Fund: 128 - ADMINISTRATION TIF</b>					
41 - TAXES	-5,799.00	0.00	-85.62	-5,713.38	1.48 %
43 - USE OF MONEY & PROPERTY	0.00	-0.18	-0.27	0.27	
<b>Fund 128 Total:</b>	<b>-5,799.00</b>	<b>-0.18</b>	<b>-85.89</b>	<b>-5,713.11</b>	<b>1.48 %</b>
<b>Fund: 135 - STREETScape PROJECT TIF</b>					
41 - TAXES	-44,620.00	0.00	0.00	-44,620.00	0.00 %
<b>Fund 135 Total:</b>	<b>-44,620.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-44,620.00</b>	<b>0.00 %</b>
<b>Fund: 136 - DOWNTOWN BUILDING RENOVATION/REHAB TIF</b>					
41 - TAXES	-250,000.00	0.00	0.00	-250,000.00	0.00 %
<b>Fund 136 Total:</b>	<b>-250,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-250,000.00</b>	<b>0.00 %</b>
<b>Fund: 140 - HOUSING FUND</b>					
43 - USE OF MONEY & PROPERTY	-450.00	-38.19	-71.69	-378.31	15.93 %
45 - CHARGES FOR SERVICES	-1,700.00	-107.00	-214.00	-1,486.00	12.59 %
47 - MISCELLANEOUS REVENUES	-37,056.00	-3,983.33	-9,279.08	-27,776.92	25.04 %
<b>Fund 140 Total:</b>	<b>-39,206.00</b>	<b>-4,128.52</b>	<b>-9,564.77</b>	<b>-29,641.23</b>	<b>24.40 %</b>
<b>Fund: 165 - RIEFE MEMORIAL FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-1.90	-3.57	3.57	
<b>Fund 165 Total:</b>	<b>0.00</b>	<b>-1.90</b>	<b>-3.57</b>	<b>3.57</b>	
<b>Fund: 167 - LIBRARY MEMORIAL FUND</b>					
43 - USE OF MONEY & PROPERTY	-10,225.00	-319.82	-1,121.25	-9,103.75	10.97 %
45 - CHARGES FOR SERVICES	0.00	-20.00	-20.00	20.00	
47 - MISCELLANEOUS REVENUES	-38,500.00	-1,076.83	-29,030.12	-9,469.88	75.40 %
48 - OTHER FINANCING SOURCES	0.00	-99.20	-188.34	188.34	
<b>Fund 167 Total:</b>	<b>-48,725.00</b>	<b>-1,515.85</b>	<b>-30,359.71</b>	<b>-18,365.29</b>	<b>62.31 %</b>
<b>Fund: 169 - MISCELLANEOUS GIFT FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-1.40	-2.60	2.60	
47 - MISCELLANEOUS REVENUES	0.00	0.00	-250.00	250.00	
<b>Fund 169 Total:</b>	<b>0.00</b>	<b>-1.40</b>	<b>-252.60</b>	<b>252.60</b>	
<b>Fund: 172 - WOODEN PLAYGROUND MAINT FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-0.49	-0.93	0.93	
<b>Fund 172 Total:</b>	<b>0.00</b>	<b>-0.49</b>	<b>-0.93</b>	<b>0.93</b>	
<b>Fund: 177 - POLICE FORFEITURE FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-1.71	-2.82	2.82	
<b>Fund 177 Total:</b>	<b>0.00</b>	<b>-1.71</b>	<b>-2.82</b>	<b>2.82</b>	
<b>Fund: 178 - LIBRARY MAINTENANCE FUND</b>					
43 - USE OF MONEY & PROPERTY	-40,000.00	-2,432.00	-5,771.65	-34,228.35	14.43 %
<b>Fund 178 Total:</b>	<b>-40,000.00</b>	<b>-2,432.00</b>	<b>-5,771.65</b>	<b>-34,228.35</b>	<b>14.43 %</b>
<b>Fund: 179 - FIRE DEPT FEMA GRANT FUND</b>					
44 - INTERGOVERNMENTAL	-129,105.00	0.00	0.00	-129,105.00	0.00 %
48 - OTHER FINANCING SOURCES	-6,795.00	0.00	0.00	-6,795.00	0.00 %
<b>Fund 179 Total:</b>	<b>-135,900.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-135,900.00</b>	<b>0.00 %</b>
<b>Fund: 180 - MISCELLANEOUS GRANTS FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-6.93	-13.40	13.40	
44 - INTERGOVERNMENTAL	0.00	0.00	-408.95	408.95	
47 - MISCELLANEOUS REVENUES	-20,000.00	-680.00	-680.00	-19,320.00	3.40 %
<b>Fund 180 Total:</b>	<b>-20,000.00</b>	<b>-686.93</b>	<b>-1,102.35</b>	<b>-18,897.65</b>	<b>5.51 %</b>
<b>Fund: 181 - BROWNFIELD SITES ASSESSMENT GRANT FUND</b>					
44 - INTERGOVERNMENTAL	-140,000.00	0.00	-9,014.54	-130,985.46	6.44 %
<b>Fund 181 Total:</b>	<b>-140,000.00</b>	<b>0.00</b>	<b>-9,014.54</b>	<b>-130,985.46</b>	<b>6.44 %</b>
<b>Fund: 182 - FACADE GRANT</b>					
43 - USE OF MONEY & PROPERTY	0.00	-30.56	-57.47	57.47	
44 - INTERGOVERNMENTAL	-250,000.00	0.00	0.00	-250,000.00	0.00 %

## REVENUE REPORT

For Fiscal: 2016-2017 Period Ending: 08/31/2016

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 182 - FACADE GRANT</b>					
47 - MISCELLANEOUS REVENUES	-189,953.00	0.00	0.00	-189,953.00	0.00 %
48 - OTHER FINANCING SOURCES	-44,470.00	0.00	0.00	-44,470.00	0.00 %
<b>Fund 182 Total:</b>	<b>-484,423.00</b>	<b>-30.56</b>	<b>-57.47</b>	<b>-484,365.53</b>	<b>0.01 %</b>
<b>Fund: 200 - DEBT SERVICE FUND</b>					
41 - TAXES	-739,929.00	0.00	-4,767.88	-735,161.12	0.64 %
43 - USE OF MONEY & PROPERTY	-800.00	-483.45	-934.50	134.50	116.81 %
44 - INTERGOVERNMENTAL	-23,274.00	0.00	0.00	-23,274.00	0.00 %
<b>Fund 200 Total:</b>	<b>-764,003.00</b>	<b>-483.45</b>	<b>-5,702.38</b>	<b>-758,300.62</b>	<b>0.75 %</b>
<b>Fund: 301 - PARK SHELTER CAPITAL IMPROVEMENT</b>					
43 - USE OF MONEY & PROPERTY	-3,400.00	-248.98	-477.43	-2,922.57	14.04 %
<b>Fund 301 Total:</b>	<b>-3,400.00</b>	<b>-248.98</b>	<b>-477.43</b>	<b>-2,922.57</b>	<b>14.04 %</b>
<b>Fund: 302 - CITY HALL IMPROVEMENTS</b>					
43 - USE OF MONEY & PROPERTY	0.00	-1.68	-3.05	3.05	
48 - OTHER FINANCING SOURCES	-2,000.00	0.00	-495.00	-1,505.00	24.75 %
<b>Fund 302 Total:</b>	<b>-2,000.00</b>	<b>-1.68</b>	<b>-498.05</b>	<b>-1,501.95</b>	<b>24.90 %</b>
<b>Fund: 304 - FIRE STATION ADDITION AND REMODEL PROJECT</b>					
47 - MISCELLANEOUS REVENUES	0.00	0.00	-23.00	23.00	
<b>Fund 304 Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>-23.00</b>	<b>23.00</b>	
<b>Fund: 321 - NE BRIDGE REPLACEMENT PROJECT</b>					
43 - USE OF MONEY & PROPERTY	0.00	-36.16	-68.01	68.01	
44 - INTERGOVERNMENTAL	-320,000.00	0.00	0.00	-320,000.00	0.00 %
<b>Fund 321 Total:</b>	<b>-320,000.00</b>	<b>-36.16</b>	<b>-68.01</b>	<b>-319,931.99</b>	<b>0.02 %</b>
<b>Fund: 322 - BURLINGTON ROAD RECONSTRUCTION FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-0.43	-0.91	0.91	
48 - OTHER FINANCING SOURCES	-50,000.00	0.00	0.00	-50,000.00	0.00 %
<b>Fund 322 Total:</b>	<b>-50,000.00</b>	<b>-0.43</b>	<b>-0.91</b>	<b>-49,999.09</b>	<b>0.00 %</b>
<b>Fund: 323 - SOUTH D STREET RECONSTRUCTION FUND</b>					
44 - INTERGOVERNMENTAL	-120,000.00	0.00	0.00	-120,000.00	0.00 %
48 - OTHER FINANCING SOURCES	-30,000.00	0.00	0.00	-30,000.00	0.00 %
<b>Fund 323 Total:</b>	<b>-150,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-150,000.00</b>	<b>0.00 %</b>
<b>Fund: 324 - CORRIDOR IMPROVEMENTS</b>					
48 - OTHER FINANCING SOURCES	-80,000.00	0.00	0.00	-80,000.00	0.00 %
<b>Fund 324 Total:</b>	<b>-80,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-80,000.00</b>	<b>0.00 %</b>
<b>Fund: 325 - PAVEMENT MANAGEMENT</b>					
43 - USE OF MONEY & PROPERTY	0.00	-55.64	-106.79	106.79	
48 - OTHER FINANCING SOURCES	-520,000.00	0.00	0.00	-520,000.00	0.00 %
<b>Fund 325 Total:</b>	<b>-520,000.00</b>	<b>-55.64</b>	<b>-106.79</b>	<b>-519,893.21</b>	<b>0.02 %</b>
<b>Fund: 326 - SIDEWALK IMPROVEMENTS PROJECT</b>					
43 - USE OF MONEY & PROPERTY	0.00	-5.60	-10.87	10.87	
44 - INTERGOVERNMENTAL	-92,800.00	0.00	0.00	-92,800.00	0.00 %
46 - SPECIAL ASSESSMENTS	0.00	0.00	-490.00	490.00	
48 - OTHER FINANCING SOURCES	-63,200.00	0.00	0.00	-63,200.00	0.00 %
<b>Fund 326 Total:</b>	<b>-156,000.00</b>	<b>-5.60</b>	<b>-500.87</b>	<b>-155,499.13</b>	<b>0.32 %</b>
<b>Fund: 600 - WATER O&amp;M FUND</b>					
43 - USE OF MONEY & PROPERTY	-25,735.00	0.00	0.00	-25,735.00	0.00 %
45 - CHARGES FOR SERVICES	-2,816,788.00	0.00	0.00	-2,816,788.00	0.00 %
47 - MISCELLANEOUS REVENUES	-394,223.00	0.00	0.00	-394,223.00	0.00 %
<b>Fund 600 Total:</b>	<b>-3,236,746.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-3,236,746.00</b>	<b>0.00 %</b>
<b>Fund: 603 - WATER SINKING FUND</b>					
48 - OTHER FINANCING SOURCES	-419,320.00	0.00	0.00	-419,320.00	0.00 %
<b>Fund 603 Total:</b>	<b>-419,320.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-419,320.00</b>	<b>0.00 %</b>
<b>Fund: 604 - WATER RESERVE FUND</b>					
48 - OTHER FINANCING SOURCES	-102,000.00	0.00	0.00	-102,000.00	0.00 %
<b>Fund 604 Total:</b>	<b>-102,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-102,000.00</b>	<b>0.00 %</b>

## REVENUE REPORT

For Fiscal: 2016-2017 Period Ending: 08/31/2016

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 610 - SANITARY SEWER O&amp;M FUND</b>					
48 - OTHER FINANCING SOURCES	-2,649,099.00	-174,601.61	-395,362.61	-2,253,736.39	14.92 %
<b>Fund 610 Total:</b>	<b>-2,649,099.00</b>	<b>-174,601.61</b>	<b>-395,362.61</b>	<b>-2,253,736.39</b>	<b>14.92 %</b>
<b>Fund: 611 - SANITARY SEWER REVENUE FUND</b>					
43 - USE OF MONEY & PROPERTY	-3,000.00	-337.73	-604.77	-2,395.23	20.16 %
45 - CHARGES FOR SERVICES	-2,267,300.00	-321,171.19	-518,696.88	-1,748,603.12	22.88 %
46 - SPECIAL ASSESSMENTS	0.00	0.00	-611.00	611.00	
47 - MISCELLANEOUS REVENUES	0.00	0.00	-124.21	124.21	
<b>Fund 611 Total:</b>	<b>-2,270,300.00</b>	<b>-321,508.92</b>	<b>-520,036.86</b>	<b>-1,750,263.14</b>	<b>22.91 %</b>
<b>Fund: 612 - SANITARY SEWER SINKING FUND</b>					
48 - OTHER FINANCING SOURCES	-435,178.00	-36,265.00	-72,528.00	-362,650.00	16.67 %
<b>Fund 612 Total:</b>	<b>-435,178.00</b>	<b>-36,265.00</b>	<b>-72,528.00</b>	<b>-362,650.00</b>	<b>16.67 %</b>
<b>Fund: 614 - SANITARY SEWER IMPROVEMENT FUND</b>					
48 - OTHER FINANCING SOURCES	-11,400.00	-950.00	-1,900.00	-9,500.00	16.67 %
<b>Fund 614 Total:</b>	<b>-11,400.00</b>	<b>-950.00</b>	<b>-1,900.00</b>	<b>-9,500.00</b>	<b>16.67 %</b>
<b>Fund: 660 - AIRPORT FUND</b>					
43 - USE OF MONEY & PROPERTY	-195,387.00	-53.91	-101.11	-195,285.89	0.05 %
47 - MISCELLANEOUS REVENUES	-11,000.00	-1,363.30	-2,473.20	-8,526.80	22.48 %
<b>Fund 660 Total:</b>	<b>-206,387.00</b>	<b>-1,417.21</b>	<b>-2,574.31</b>	<b>-203,812.69</b>	<b>1.25 %</b>
<b>Fund: 664 - AIRPORT CULVERT REHABILITATION</b>					
44 - INTERGOVERNMENTAL	-68,586.00	0.00	0.00	-68,586.00	0.00 %
48 - OTHER FINANCING SOURCES	-7,621.00	0.00	0.00	-7,621.00	0.00 %
<b>Fund 664 Total:</b>	<b>-76,207.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-76,207.00</b>	<b>0.00 %</b>
<b>Fund: 740 - STORM WATER UTILITY FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-134.07	-247.65	247.65	
45 - CHARGES FOR SERVICES	-230,000.00	-29,766.07	-49,369.80	-180,630.20	21.47 %
<b>Fund 740 Total:</b>	<b>-230,000.00</b>	<b>-29,900.14</b>	<b>-49,617.45</b>	<b>-180,382.55</b>	<b>21.57 %</b>
<b>Fund: 750 - EDMUNDSON GOLF COURSE FUND</b>					
43 - USE OF MONEY & PROPERTY	-8,500.00	-6.97	-13.28	-8,486.72	0.16 %
47 - MISCELLANEOUS REVENUES	-300.00	0.00	0.00	-300.00	0.00 %
<b>Fund 750 Total:</b>	<b>-8,800.00</b>	<b>-6.97</b>	<b>-13.28</b>	<b>-8,786.72</b>	<b>0.15 %</b>
<b>Fund: 760 - RACI MAIN STREET LOAN FUND</b>					
43 - USE OF MONEY & PROPERTY	-262.00	-3.03	-5.56	-256.44	2.12 %
47 - MISCELLANEOUS REVENUES	-1,713.00	-164.57	-329.14	-1,383.86	19.21 %
<b>Fund 760 Total:</b>	<b>-1,975.00</b>	<b>-167.60</b>	<b>-334.70</b>	<b>-1,640.30</b>	<b>16.95 %</b>
<b>Fund: 810 - COPIER/FAX REVOLVING FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-2.53	-4.76	4.76	
47 - MISCELLANEOUS REVENUES	0.00	-753.20	-1,372.72	1,372.72	
<b>Fund 810 Total:</b>	<b>0.00</b>	<b>-755.73</b>	<b>-1,377.48</b>	<b>1,377.48</b>	
<b>Fund: 820 - EMPLOYEE HEALTH SELF-INSURANCE</b>					
43 - USE OF MONEY & PROPERTY	0.00	-100.75	-190.69	190.69	
47 - MISCELLANEOUS REVENUES	0.00	-54,328.26	-108,106.82	108,106.82	
<b>Fund 820 Total:</b>	<b>0.00</b>	<b>-54,429.01</b>	<b>-108,297.51</b>	<b>108,297.51</b>	
<b>Fund: 830 - EMPLOYEE FLEX PLAN FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-0.37	-0.93	0.93	
45 - CHARGES FOR SERVICES	0.00	-38.00	-76.00	76.00	
47 - MISCELLANEOUS REVENUES	0.00	-2,711.60	-6,601.76	6,601.76	
<b>Fund 830 Total:</b>	<b>0.00</b>	<b>-2,749.97</b>	<b>-6,678.69</b>	<b>6,678.69</b>	
<b>Report Total:</b>	<b>-22,802,730.00</b>	<b>-1,351,927.82</b>	<b>-2,312,687.64</b>	<b>-20,490,042.36</b>	<b>10.14 %</b>



# EXPENSE TRIAL BALANCE

## Account Detail

For Fiscal: 2016-2017 Period Ending: 08/31/2016

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 001 - GENERAL FUND</b>					
1010 - POLICE OPERATIONS	1,788,705.00	120,453.56	307,538.25	1,481,166.75	17.19 %
1050 - FIRE DEPARTMENT	788,290.00	63,520.57	143,370.08	644,919.92	18.19 %
1055 - RENTAL INSPECTIONS	25,000.00	0.00	0.00	25,000.00	0.00 %
1070 - BUILDING INSPECTIONS	122,433.00	7,842.07	39,594.20	82,838.80	32.34 %
1090 - ANIMAL CONTROL	134,500.00	0.00	0.00	134,500.00	0.00 %
2010 - ROADS, BRIDGES, SIDEWALKS	20,000.00	0.00	0.00	20,000.00	0.00 %
2030 - STREET LIGHTING	93,700.00	20,701.06	30,716.47	62,983.53	32.78 %
2080 - AIRPORT	50,000.00	705.56	6,034.86	43,965.14	12.07 %
4010 - LIBRARY SERVICES	596,234.00	37,353.85	103,074.83	493,159.17	17.29 %
4030 - PARKS	217,897.00	18,446.57	48,436.06	169,460.94	22.23 %
4031 - POOL	197,611.00	29,043.23	80,253.65	117,357.35	40.61 %
4050 - CEMETERY	100,000.00	0.00	50,000.00	50,000.00	50.00 %
5020 - ECONOMIC DEVELOPMENT	42,500.00	0.00	10,000.00	32,500.00	23.53 %
5030 - HOUSING & URBAN RENEWAL	95,091.00	11,619.55	11,703.55	83,387.45	12.31 %
5040 - PLANNING & ZONING	1,300.00	73.75	173.93	1,126.07	13.38 %
6010 - CITY MANAGER	318,366.00	16,403.39	40,458.96	277,907.04	12.71 %
6011 - CITY COUNCIL & MAYOR	82,405.00	15,809.03	26,224.60	56,180.40	31.82 %
6020 - CLERK, TREAS. & FINANCIAL ADMIN	303,622.00	21,278.71	58,465.92	245,156.08	19.26 %
6030 - ELECTIONS	0.00	0.00	10,277.96	-10,277.96	
6040 - LEGAL SERVICES & CITY ATTORNEY	79,600.00	7,738.92	11,800.92	67,799.08	14.83 %
6050 - CITY HALL & GENERAL BUILDINGS	134,519.00	43,217.32	60,526.22	73,992.78	44.99 %
9500 - ENGINEERING (ALLOCATED)	0.00	-34,802.78	21,496.68	-21,496.68	
<b>Fund 001 Total:</b>	<b>5,191,773.00</b>	<b>379,404.36</b>	<b>1,060,147.14</b>	<b>4,131,625.86</b>	<b>20.42 %</b>
<b>Fund: 002 - GENERAL FUND INSURANCE FUND</b>					
6060 - TORT LIABILITY	123,674.00	5,400.90	118,977.20	4,696.80	96.20 %
<b>Fund 002 Total:</b>	<b>123,674.00</b>	<b>5,400.90</b>	<b>118,977.20</b>	<b>4,696.80</b>	<b>96.20 %</b>
<b>Fund: 003 - GENERAL FUND CAPITAL EQUIPMENT</b>					
6050 - CITY HALL & GENERAL BUILDINGS	12,528.00	0.00	0.00	12,528.00	0.00 %
<b>Fund 003 Total:</b>	<b>12,528.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,528.00</b>	<b>0.00 %</b>
<b>Fund: 004 - LIBRARY COPIER REVOLVING FUND</b>					
4010 - LIBRARY SERVICES	5,300.00	307.50	307.50	4,992.50	5.80 %
<b>Fund 004 Total:</b>	<b>5,300.00</b>	<b>307.50</b>	<b>307.50</b>	<b>4,992.50</b>	<b>5.80 %</b>
<b>Fund: 005 - GENERAL FUND BAND</b>					
4020 - BAND	22,518.00	9,815.42	18,266.62	4,251.38	81.12 %
<b>Fund 005 Total:</b>	<b>22,518.00</b>	<b>9,815.42</b>	<b>18,266.62</b>	<b>4,251.38</b>	<b>81.12 %</b>
<b>Fund: 006 - GENERAL FUND - LOST</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	693,200.00	0.00	0.00	693,200.00	0.00 %
<b>Fund 006 Total:</b>	<b>693,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>693,200.00</b>	<b>0.00 %</b>
<b>Fund: 007 - GENERAL FUND - UTILITY FRANCHISE FEES</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	129,470.00	35,000.00	35,000.00	94,470.00	27.03 %
5030 - HOUSING & URBAN RENEWAL	95,091.00	95,091.00	95,091.00	0.00	
<b>Fund 007 Total:</b>	<b>224,561.00</b>	<b>130,091.00</b>	<b>130,091.00</b>	<b>94,470.00</b>	<b>57.93 %</b>
<b>Fund: 110 - ROAD USE TAX FUND</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	1,202,676.00	137,225.78	389,460.34	813,215.66	32.38 %
2030 - STREET LIGHTING	45,150.00	0.00	0.00	45,150.00	0.00 %
2040 - TRAFFIC CONTROL & SAFETY	33,252.00	3,724.57	4,939.87	28,312.13	14.86 %
2050 - SNOW REMOVAL	80,016.00	0.00	0.00	80,016.00	0.00 %
2070 - STREET CLEANING	41,642.00	2,655.89	9,922.28	31,719.72	23.83 %
<b>Fund 110 Total:</b>	<b>1,402,736.00</b>	<b>143,606.24</b>	<b>404,322.49</b>	<b>998,413.51</b>	<b>28.82 %</b>

## EXPENSE TRIAL BALANCE

For Fiscal: 2016-2017 Period Ending: 08/31/2016

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 112 - EMPLOYEE BENEFIT FUND</b>					
9100 - TRANSFER OUT	1,080,704.00	99,161.37	99,161.37	981,542.63	9.18 %
<b>Fund 112 Total:</b>	<b>1,080,704.00</b>	<b>99,161.37</b>	<b>99,161.37</b>	<b>981,542.63</b>	<b>9.18 %</b>
<b>Fund: 119 - EMERGENCY FUND</b>					
9100 - TRANSFER OUT	91,228.00	0.00	571.41	90,656.59	0.63 %
<b>Fund 119 Total:</b>	<b>91,228.00</b>	<b>0.00</b>	<b>571.41</b>	<b>90,656.59</b>	<b>0.63 %</b>
<b>Fund: 121 - LOCAL OPTION SALES TAX FUND</b>					
5900 - COMMUNITY SCHOOLS	1,027,059.00	88,894.66	177,789.32	849,269.68	17.31 %
<b>Fund 121 Total:</b>	<b>1,027,059.00</b>	<b>88,894.66</b>	<b>177,789.32</b>	<b>849,269.68</b>	<b>17.31 %</b>
<b>Fund: 122 - HOTEL/MOTEL TAX REVENUE FUND</b>					
4040 - RECREATION	125,000.00	0.00	0.00	125,000.00	0.00 %
<b>Fund 122 Total:</b>	<b>125,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>125,000.00</b>	<b>0.00 %</b>
<b>Fund: 128 - ADMINISTRATION TIF</b>					
5020 - ECONOMIC DEVELOPMENT	5,993.00	0.00	0.00	5,993.00	0.00 %
<b>Fund 128 Total:</b>	<b>5,993.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,993.00</b>	<b>0.00 %</b>
<b>Fund: 135 - STREETSCAPE PROJECT TIF</b>					
5020 - ECONOMIC DEVELOPMENT	44,620.00	0.00	0.00	44,620.00	0.00 %
<b>Fund 135 Total:</b>	<b>44,620.00</b>	<b>0.00</b>	<b>0.00</b>	<b>44,620.00</b>	<b>0.00 %</b>
<b>Fund: 136 - DOWNTOWN BUILDING RENOVATION/REHAB TIF</b>					
5020 - ECONOMIC DEVELOPMENT	250,000.00	0.00	0.00	250,000.00	0.00 %
<b>Fund 136 Total:</b>	<b>250,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>250,000.00</b>	<b>0.00 %</b>
<b>Fund: 138 - HOUSING DONATED FUNDS</b>					
5030 - HOUSING & URBAN RENEWAL	17,370.00	0.00	0.00	17,370.00	0.00 %
<b>Fund 138 Total:</b>	<b>17,370.00</b>	<b>0.00</b>	<b>0.00</b>	<b>17,370.00</b>	<b>0.00 %</b>
<b>Fund: 140 - HOUSING FUND</b>					
5030 - HOUSING & URBAN RENEWAL	131,100.00	4,081.72	8,229.85	122,870.15	6.28 %
<b>Fund 140 Total:</b>	<b>131,100.00</b>	<b>4,081.72</b>	<b>8,229.85</b>	<b>122,870.15</b>	<b>6.28 %</b>
<b>Fund: 167 - LIBRARY MEMORIAL FUND</b>					
4010 - LIBRARY SERVICES	79,650.00	3,977.98	8,804.97	70,845.03	11.05 %
<b>Fund 167 Total:</b>	<b>79,650.00</b>	<b>3,977.98</b>	<b>8,804.97</b>	<b>70,845.03</b>	<b>11.05 %</b>
<b>Fund: 169 - MISCELLANEOUS GIFT FUND</b>					
1050 - FIRE DEPARTMENT	0.00	0.00	227.07	-227.07	
4020 - BAND	0.00	28.41	28.41	-28.41	
<b>Fund 169 Total:</b>	<b>0.00</b>	<b>28.41</b>	<b>255.48</b>	<b>-255.48</b>	
<b>Fund: 172 - WOODEN PLAYGROUND MAINT FUND</b>					
4030 - PARKS	1,642.00	0.00	0.00	1,642.00	0.00 %
<b>Fund 172 Total:</b>	<b>1,642.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,642.00</b>	<b>0.00 %</b>
<b>Fund: 177 - POLICE FORFEITURE FUND</b>					
1010 - POLICE OPERATIONS	0.00	755.25	1,551.95	-1,551.95	
<b>Fund 177 Total:</b>	<b>0.00</b>	<b>755.25</b>	<b>1,551.95</b>	<b>-1,551.95</b>	
<b>Fund: 178 - LIBRARY MAINTENANCE FUND</b>					
4010 - LIBRARY SERVICES	42,500.00	0.00	6,744.00	35,756.00	15.87 %
<b>Fund 178 Total:</b>	<b>42,500.00</b>	<b>0.00</b>	<b>6,744.00</b>	<b>35,756.00</b>	<b>15.87 %</b>
<b>Fund: 179 - FIRE DEPT FEMA GRANT FUND</b>					
1050 - FIRE DEPARTMENT	135,900.00	0.00	0.00	135,900.00	0.00 %
<b>Fund 179 Total:</b>	<b>135,900.00</b>	<b>0.00</b>	<b>0.00</b>	<b>135,900.00</b>	<b>0.00 %</b>
<b>Fund: 180 - MISCELLANEOUS GRANTS FUND</b>					
1010 - POLICE OPERATIONS	0.00	8,661.68	10,116.99	-10,116.99	
4030 - PARKS	20,000.00	1,416.00	2,215.17	17,784.83	11.08 %
4040 - RECREATION	6,000.00	2,223.25	2,505.75	3,494.25	41.76 %
<b>Fund 180 Total:</b>	<b>26,000.00</b>	<b>12,300.93</b>	<b>14,837.91</b>	<b>11,162.09</b>	<b>57.07 %</b>
<b>Fund: 181 - BROWNFIELD SITES ASSESSMENT GRANT FUND</b>					
2900 - OTHER PUBLIC WORKS	140,000.00	7,477.03	25,809.76	114,190.24	18.44 %
<b>Fund 181 Total:</b>	<b>140,000.00</b>	<b>7,477.03</b>	<b>25,809.76</b>	<b>114,190.24</b>	<b>18.44 %</b>

## EXPENSE TRIAL BALANCE

For Fiscal: 2016-2017 Period Ending: 08/31/2016

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 182 - FACADE GRANT</b>					
5010 - COMMUNITY BEAUTIFICATION	505,529.00	0.00	0.00	505,529.00	0.00 %
<b>Fund 182 Total:</b>	<b>505,529.00</b>	<b>0.00</b>	<b>0.00</b>	<b>505,529.00</b>	<b>0.00 %</b>
<b>Fund: 200 - DEBT SERVICE FUND</b>					
7010 - DEBT SERVICE	763,203.00	0.00	0.00	763,203.00	0.00 %
<b>Fund 200 Total:</b>	<b>763,203.00</b>	<b>0.00</b>	<b>0.00</b>	<b>763,203.00</b>	<b>0.00 %</b>
<b>Fund: 301 - PARK SHELTER CAPITAL IMPROVEMENT</b>					
4030 - PARKS	15,840.00	107.75	160.05	15,679.95	1.01 %
<b>Fund 301 Total:</b>	<b>15,840.00</b>	<b>107.75</b>	<b>160.05</b>	<b>15,679.95</b>	<b>1.01 %</b>
<b>Fund: 302 - CITY HALL IMPROVEMENTS</b>					
6050 - CITY HALL & GENERAL BUILDINGS	175.00	8.66	8.66	166.34	4.95 %
<b>Fund 302 Total:</b>	<b>175.00</b>	<b>8.66</b>	<b>8.66</b>	<b>166.34</b>	<b>4.95 %</b>
<b>Fund: 304 - FIRE STATION ADDITION AND REMODEL PROJECT</b>					
1050 - FIRE DEPARTMENT	2,141,790.00	194,493.88	302,746.34	1,839,043.66	14.14 %
<b>Fund 304 Total:</b>	<b>2,141,790.00</b>	<b>194,493.88</b>	<b>302,746.34</b>	<b>1,839,043.66</b>	<b>14.14 %</b>
<b>Fund: 321 - NE BRIDGE REPLACEMENT PROJECT</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	400,000.00	1,600.20	1,600.20	398,399.80	0.40 %
<b>Fund 321 Total:</b>	<b>400,000.00</b>	<b>1,600.20</b>	<b>1,600.20</b>	<b>398,399.80</b>	<b>0.40 %</b>
<b>Fund: 322 - BURLINGTON ROAD RECONSTRUCTION FUND</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	50,000.00	163.49	730.43	49,269.57	1.46 %
<b>Fund 322 Total:</b>	<b>50,000.00</b>	<b>163.49</b>	<b>730.43</b>	<b>49,269.57</b>	<b>1.46 %</b>
<b>Fund: 323 - SOUTH D STREET RECONSTRUCTION FUND</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	150,000.00	0.00	0.00	150,000.00	0.00 %
<b>Fund 323 Total:</b>	<b>150,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>150,000.00</b>	<b>0.00 %</b>
<b>Fund: 324 - CORRIDOR IMPROVEMENTS</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	80,000.00	0.00	0.00	80,000.00	0.00 %
<b>Fund 324 Total:</b>	<b>80,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>80,000.00</b>	<b>0.00 %</b>
<b>Fund: 325 - PAVEMENT MANAGEMENT</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	520,000.00	1,330.00	32,608.46	487,391.54	6.27 %
<b>Fund 325 Total:</b>	<b>520,000.00</b>	<b>1,330.00</b>	<b>32,608.46</b>	<b>487,391.54</b>	<b>6.27 %</b>
<b>Fund: 326 - SIDEWALK IMPROVEMENTS PROJECT</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	156,000.00	0.46	2,712.92	153,287.08	1.74 %
<b>Fund 326 Total:</b>	<b>156,000.00</b>	<b>0.46</b>	<b>2,712.92</b>	<b>153,287.08</b>	<b>1.74 %</b>
<b>Fund: 344 - 2016 GO REFUNDING NOTES</b>					
6900 - OTHER GEN'L GOVT	0.00	0.00	6,578.52	-6,578.52	
<b>Fund 344 Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>6,578.52</b>	<b>-6,578.52</b>	
<b>Fund: 600 - WATER O&amp;M FUND</b>					
8000 - WATER PLANT OPERATIONS	588,441.00	0.00	0.00	588,441.00	0.00 %
8001 - WATER DISTRIBUTION	1,564,827.00	0.00	0.00	1,564,827.00	0.00 %
8006 - WATER OFFICE	670,115.00	0.00	0.00	670,115.00	0.00 %
8009 - WASTE WATER OPERATIONS - TREATMENT	169,325.00	0.00	0.00	169,325.00	0.00 %
8010 - WASTE WATER OPERATIONS - COLLECTION	217,398.00	0.00	0.00	217,398.00	0.00 %
<b>Fund 600 Total:</b>	<b>3,210,106.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,210,106.00</b>	<b>0.00 %</b>
<b>Fund: 603 - WATER SINKING FUND</b>					
8001 - WATER DISTRIBUTION	419,320.00	0.00	0.00	419,320.00	0.00 %
<b>Fund 603 Total:</b>	<b>419,320.00</b>	<b>0.00</b>	<b>0.00</b>	<b>419,320.00</b>	<b>0.00 %</b>
<b>Fund: 604 - WATER RESERVE FUND</b>					
8001 - WATER DISTRIBUTION	100,000.00	0.00	0.00	100,000.00	0.00 %
<b>Fund 604 Total:</b>	<b>100,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>0.00 %</b>
<b>Fund: 610 - SANITARY SEWER O&amp;M FUND</b>					
8015 - SANITARY SEWER-TREATMENT	1,615,191.00	64,665.12	229,247.01	1,385,943.99	14.19 %
8016 - SANITARY SEWER-COLLECTION	1,033,908.00	43,529.02	53,551.74	980,356.26	5.18 %
<b>Fund 610 Total:</b>	<b>2,649,099.00</b>	<b>108,194.14</b>	<b>282,798.75</b>	<b>2,366,300.25</b>	<b>10.68 %</b>

## EXPENSE TRIAL BALANCE

For Fiscal: 2016-2017 Period Ending: 08/31/2016

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 611 - SANITARY SEWER REVENUE FUND</b>					
8015 - SANITARY SEWER-TREATMENT	3,095,677.00	211,816.61	469,790.61	2,625,886.39	15.18 %
<b>Fund 611 Total:</b>	<b>3,095,677.00</b>	<b>211,816.61</b>	<b>469,790.61</b>	<b>2,625,886.39</b>	<b>15.18 %</b>
<b>Fund: 612 - SANITARY SEWER SINKING FUND</b>					
8015 - SANITARY SEWER-TREATMENT	435,178.00	0.00	0.00	435,178.00	0.00 %
<b>Fund 612 Total:</b>	<b>435,178.00</b>	<b>0.00</b>	<b>0.00</b>	<b>435,178.00</b>	<b>0.00 %</b>
<b>Fund: 660 - AIRPORT FUND</b>					
8035 - AIRPORT	231,574.00	12,099.03	24,575.75	206,998.25	10.61 %
<b>Fund 660 Total:</b>	<b>231,574.00</b>	<b>12,099.03</b>	<b>24,575.75</b>	<b>206,998.25</b>	<b>10.61 %</b>
<b>Fund: 664 - AIRPORT CULVERT REHABILITATION</b>					
8035 - AIRPORT	76,207.00	0.00	1,100.00	75,107.00	1.44 %
<b>Fund 664 Total:</b>	<b>76,207.00</b>	<b>0.00</b>	<b>1,100.00</b>	<b>75,107.00</b>	<b>1.44 %</b>
<b>Fund: 740 - STORM WATER UTILITY FUND</b>					
8065 - STORM WATER	611,974.00	8,107.51	16,241.02	595,732.98	2.65 %
<b>Fund 740 Total:</b>	<b>611,974.00</b>	<b>8,107.51</b>	<b>16,241.02</b>	<b>595,732.98</b>	<b>2.65 %</b>
<b>Fund: 750 - EDMUNDSON GOLF COURSE FUND</b>					
8070 - GOLF GREENS MAINTENANCE	3,000.00	0.00	1,268.68	1,731.32	42.29 %
8071 - GOLF PRO SHOP	26,591.00	965.43	3,194.08	23,396.92	12.01 %
<b>Fund 750 Total:</b>	<b>29,591.00</b>	<b>965.43</b>	<b>4,462.76</b>	<b>25,128.24</b>	<b>15.08 %</b>
<b>Fund: 760 - RACI MAIN STREET LOAN FUND</b>					
8060 - HOUSING & URBAN RENEWAL	11,600.00	0.00	0.00	11,600.00	0.00 %
<b>Fund 760 Total:</b>	<b>11,600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,600.00</b>	<b>0.00 %</b>
<b>Fund: 810 - COPIER/FAX REVOLVING FUND</b>					
9310 - COPIER REVOLVING	0.00	500.25	1,114.36	-1,114.36	
<b>Fund 810 Total:</b>	<b>0.00</b>	<b>500.25</b>	<b>1,114.36</b>	<b>-1,114.36</b>	
<b>Fund: 820 - EMPLOYEE HEALTH SELF-INSURANCE</b>					
9320 - EMPLOYEE HEALTH SELF-INSURANCE	0.00	76,085.89	150,189.49	-150,189.49	
<b>Fund 820 Total:</b>	<b>0.00</b>	<b>76,085.89</b>	<b>150,189.49</b>	<b>-150,189.49</b>	
<b>Fund: 830 - EMPLOYEE FLEX PLAN FUND</b>					
9330 - EMPLOYEE FLEX PLAN	0.00	6,473.97	11,334.54	-11,334.54	
<b>Fund 830 Total:</b>	<b>0.00</b>	<b>6,473.97</b>	<b>11,334.54</b>	<b>-11,334.54</b>	
<b>Report Total:</b>	<b>26,527,919.00</b>	<b>1,507,250.04</b>	<b>3,384,620.83</b>	<b>23,143,298.17</b>	<b>12.76 %</b>



## City Council Communication

Meeting Date: September 19, 2016

Requested By: City Clerk/Finance Department

**Item Title: CONSENT AGENDA**

Consider a resolution approving the FY 2016 Street Finance Report.

**Explanation:**

This resolution approves the FY 2016 Street Finance Report which includes revenues and expenses from all funds for streets, a list of street related debt, street projects and an inventory of equipment. This is a required report that must be completed by the city on an annual basis.

Staff recommends approval of the FY 2016 Street Finance Report.

**Budget Consideration:**

None

**Attachments:**

Resolution  
City Street Financial Report

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

RESOLUTION APPROVING THE OFFICIAL  
2016 FISCAL YEAR STREET FINANCE REPORT

WHEREAS, the Code of Iowa requires that a Street Finance Report for the fiscal year be filed with the Department of Transportation by September 30 of each year, and

WHEREAS, City Staff has prepared and filed this report with City Council for review and approval.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Oskaloosa, Iowa that the Official 2016 Fiscal Year Street Finance Report referred to in the preamble hereof be hereby approved.

PASSED AND APPROVED this 19th day of September, 2016.

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

ATTEST:

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



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Office of Local Systems  
Ames, IA 50010

# City Street Financial Report

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<b>City Name</b>
<b>OSKALOOSA</b>
<b>City Number</b>
<b>5780</b>

## Cover Sheet

Now therefore let it be resolved that the city council OSKALOOSA, Iowa  
(City Name)

On \_\_\_\_\_ did hereby approve and adopt the annual  
(month/day/year)

City Street Financial Report from July 1, 2015 to June 30, 2016  
(Year) (Year)

### Contact Information

Name	E-mail Address	Street Address	city	ZIP Code
Amy Miller	amy.miller@oskaloosaiowa.org	220 South Market Street	Oskaloosa	52577-0000
Hours	Phone	Extension	Phone(Alternative)	
8:00 - Noon, 1:00 -5:00p	641-673-9431		641-673-9431	

### Preparer Information

Name	E-mail Address	Phone	Extension
Amy Miller	amy.miller@oskaloosaiowa.org	641-673-9431	

### Mayor Information

Name	E-mail Address	Street Address	city	ZIP Code
David Krutzfeldt	davidkrutzfeldt@oskaloosaiowa.org	52577-0000	Oskaloosa	52577-0000
Phone	Extension			
641-673-7909				

Resolution Number \_\_\_\_\_

\_\_\_\_\_  
Signature Mayor

\_\_\_\_\_  
Signature City Clerk



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<b>City Number</b>
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## Summary Statement Sheet

Column 1  
Road use  
Tax Fund

Column 2  
Other Steeet  
Monies

Column 3  
Street Debt

Column 4  
Totals

Round Figures to Nearest Dollars

<b>A. BEGINNING BALANCE</b>				
1. July 1 Balance	\$646,190	\$1,948,592	\$0	\$2,594,782
2. Adjustments (Note on Explanation Sheet)	\$0	\$0	\$0	\$0
3. Adjusted Balance	\$646,190	\$1,948,592	\$0	\$2,594,782
<b>B. REVENUES</b>				
1. Road Use Tax	\$1,424,251			\$1,424,251
2. Property Taxes		\$89,687	\$554,308	\$643,995
3. Special Assessments		\$1,753	\$12,255	\$14,008
4. Miscellaneous		\$1,998,252	\$0	\$1,998,252
5. Proceeds from Bonds, Notes, and Loans		\$0	\$2,148,750	\$2,148,750
6. Interest Earned		\$2,501	\$0	\$2,501
<b>7. Total Revenues (Lines B1 thru B6)</b>	\$1,424,251	\$2,092,193	\$2,715,313	\$6,231,757
<b>C. Total Funds Available (Line A3 + Line B7)</b>	\$2,070,441	\$4,040,785	\$2,715,313	\$8,826,539

Column 1  
Road use  
Tax Fund

Column 2  
Other Steeet  
Monies

Column 3  
Street Debt

Column 4  
Totals

Round Figures to Nearest Dollars

<b>EXPENSES</b>				
<b>D. Maintenance</b>				
1. RoadWay Maintenance	\$1,091,356	\$152,673	\$0	\$1,244,029
2. Snow and Ice Removal	\$73,889	\$0	\$0	\$73,889
<b>E. Construction, Reconstruction and Improvements</b>				
1. Engineering	\$0	\$110,643	\$0	\$110,643
2. Right of Way Purchased	\$0	\$0	\$0	\$0
3. Street/Bridge Construction	\$0	\$2,277,358	\$0	\$2,277,358
4. Traffic Services	\$0	\$0	\$0	\$0
<b>F. Administration</b>	\$103,471	\$0	\$0	\$103,471
<b>G. Equipment</b>	\$114,378	\$0	\$0	\$114,378
<b>H. Miscellaneous</b>		\$0	\$0	\$0
<b>J. street Debt</b>				
1. Bonds, Notes and Loans -Principal Paid	\$0	\$0	\$2,635,451	\$2,635,451
2. Bonds, Notes and Loans - Interest Paid	\$0	\$0	\$79,862	\$79,862
<b>TOTALS</b>				
<b>K. Total Expenses (Lines D thru J)</b>	\$1,383,094	\$2,540,674	\$2,715,313	\$6,639,081
<b>L. Ending Balance (Line C-K)</b>	\$687,347	\$1,500,111	\$0	\$2,187,458
<b>M. Total Funds Accounted For (K + L = C)</b>	\$2,070,441	\$4,040,785	\$2,715,313	\$8,826,539



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## City Street Financial Report

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### Miscellaneous Revenues and Expenses Sheet

Code Number and Itemization of Miscellaneous Revenues (Line B4 on the Summary Statement Sheet)(See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt
112---Utility Revenue	\$231,437.00	\$0.00
144---FHWA Participation (Fed. Hwy. Admin.)	\$23,025.00	\$0.00
170---Reimbursements (misc.)	\$194,154.00	\$0.00
171---Sales of New Material (Rock, Culverts, etc.)	\$1,151.00	\$0.00
172---Labor & Services	\$913.00	\$0.00
174---Sales Tax / Local Option	\$1,545,417.00	\$0.00
182---Property or Buildings (Sale or Rent)	\$2,155.00	\$0.00
<b>Line B4 Totals</b>	<b>\$1,998,252.00</b>	<b>\$0.00</b>

Code Number and Itemization of Miscellaneous Expenses (Line H on the Summary Statement Sheet) "On street" parking expenses, street maintenance, buildings, insurance, administrative costs for printing, legal fees, bond fees etc. (See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt
<b>Line H Totals</b>		



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### Bonds, Notes and Loans Sheet

New Bond ?	Debt Type	Debt Purpose	DOT Use Only	Issue Date	Issue Amount	% Related to Street	Year Due	Principal Balance as of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance as of 6/30
<input type="checkbox"/>	General Obligation	Street Improvements	102	05/01/2008	\$412,426	100	2023	\$260,783	\$260,783	\$10,115	\$260,783	\$10,115	\$0
<input type="checkbox"/>	General Obligation	Street Improvements	103	05/01/2008	\$1,009,201	100	2023	\$688,701	\$688,701	\$23,121	\$688,701	\$23,121	\$0
<input type="checkbox"/>	General Obligation	Street Improvements	104	05/01/2008	\$50,749	100	2023	\$33,049	\$33,049	\$1,445	\$33,049	\$1,445	\$0
<input type="checkbox"/>	General Obligation	Street Improvements	105	05/01/2008	\$342,968	100	2023	\$263,768	\$263,768	\$7,948	\$263,768	\$7,948	\$0
<input type="checkbox"/>	General Obligation	Street Improvements	106	05/01/2008	\$836,350	100	2023	\$685,150	\$685,150	\$20,231	\$685,150	\$20,231	\$0
<input checked="" type="checkbox"/>	General Obligation	Street Improvements	107	09/10/2015	\$4,125,000	11	2030	\$4,125,000	\$400,000	\$90,371	\$44,000	\$9,941	\$3,725,000
<input checked="" type="checkbox"/>	General Obligation	Street Improvements	108	05/31/2016	\$1,695,000	100	2023	\$1,695,000	\$0	\$0	\$0	\$0	\$1,695,000
<input type="checkbox"/>	General Obligation	Paving & Construction	304	12/06/2006	\$1,955,000	100	2018	\$660,000	\$660,000	\$7,061	\$660,000	\$7,061	\$0
New Bond Totals					\$5,820,000	\$2,148,750	Totals	\$8,411,451	\$2,991,451	\$160,292	\$2,635,451	\$79,862	\$5,420,000



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## City Street Financial Report

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### Project Final Costs Sheet

For construction, reconstruction, and improvement projects with costs equal to or greater than 90% of the bid threshold in effect as the beginning of the fiscal year.

[Check here if there are no entities for this year](#)

### Project Final Costs Sheet (Section A)

1. Project Number	2. Estimated Cost	3. Project Type	4. Public Letting?	5. Location/Project Description (limits, length, size of structure)
2010-24	\$363,750	RDWY	Yes	E Avenue East
2010-50	\$732,875	SURF	Yes	South 11th Street Reconstruction
2010-74	\$226,275	RDWY	Yes	B Avenue East

### Project Final Costs Sheet (Section B)

1. Project Number	6. Contractor Name	7. Contract Price	8. Additions/ Deductions	9. Labor	10. Equipment	11. Materials	12. Overhead	13. Total
2010-24	Blommers Construction	\$381,213	\$38,000	\$350	\$0	\$750	\$0	\$420,313
2010-50	Norris Asphalt	\$732,875	-\$25,324	\$0	\$0	\$0	\$0	\$707,551
2010-74	TK Concrete	\$184,710	-\$8,303	\$70	\$0	\$0	\$0	\$176,477



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### Road/Street Equipment Inventory Sheet

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost /Unit	6. Rental Cost /Unit	7. Used On Project this FY?	8. Status
	2016	Boss Slide Spreader	\$5,800	\$0	\$0	No	NEW
	2015	John Deere Compact Utility Tractor	\$30,000	\$0	\$0	No	NEW
	1997	Henderson Dump Box	\$6,500	\$0	\$0	No	NOCH
	2011	Elgin Sweeper	\$170,000	\$0	\$0	No	NOCH
	2008	Asphalt Zipper	\$114,000	\$0	\$0	No	NOCH
	2006	Etnyre Chip Spreader	\$110,596	\$0	\$0	No	NOCH
	2006	Rhino Mower	\$7,865	\$0	\$0	No	NOCH
	2006	Ford F-350 Pickup 4x4	\$21,976	\$0	\$0	No	NOCH
	1995	Hydro Seeder	\$4,000	\$0	\$0	No	NOCH
	1985	Sheepsfoot	\$0	\$0	\$0	No	NOCH
	1975	Utility Trailer 16' x 8 wheel x 10 ton	\$0	\$0	\$0	No	NOCH
	1988	Caterpillar 140G Motor Grader	\$29,600	\$0	\$0	No	NOCH
	2005	John Deere Tractor 7320	\$61,106	\$0	\$0	No	NOCH
	2001	Ford 1-Ton Pickup F350	\$22,500	\$0	\$0	No	NOCH
	2001	Dodge Pickup	\$15,000	\$0	\$0	No	NOCH
	2003	International Truck	\$63,800	\$0	\$0	No	NOCH
	1998	International Truck	\$34,250	\$0	\$0	No	NOCH
	1996	International Truck	\$33,000	\$0	\$0	No	NOCH
	1994	International Truck	\$27,000	\$0	\$0	No	NOCH



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## City Street Financial Report

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## Road/Street Equipment Inventory Sheet

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost	/Unit	6. Rental Cost	/Unit	7. Used On Project this FY?	8. Status
	2014	International Truck w/ oil distributor	\$136,000	\$0		\$0		No	NOCH
	1991	International Bucket Truck	\$34,200	\$0		\$0		No	NOCH
	1988	John Deere Loader	\$65,000	\$0		\$0		No	NOCH
	1985	Cat Maintainer	\$58,400	\$0		\$0		No	NOCH
	1984	Gradall Ditcher	\$23,500	\$0		\$0		No	NOCH
	1988	Rubber Tired Roller(Dynapac)	\$0	\$0		\$0		No	NOCH
	1985	Rubber Tired Roller(Bros)	\$25,000	\$0		\$0		No	NOCH
	1999	Vermeer Wood Chipper	\$21,500	\$0		\$0		No	NOCH
	1995	Air Compressor-Ingersoll Rand	\$15,000	\$0		\$0		No	NOCH
	2001	Dodge 3/4 Ton 4X4	\$20,955	\$0		\$0		No	NOCH
	2003	Heil 10' Body, hoist & hydraulic system	\$8,000	\$0		\$0		No	NOCH
	2007	Henderson Spreader Body	\$8,000	\$0		\$0		No	NOCH
	2003	Monroe 11" Snow Plow	\$6,000	\$0		\$0		No	NOCH
	2010	Henderson SS 11' Sander Body	\$14,000	\$0		\$0		No	NOCH
	1997	Swap Loader	\$8,000	\$0		\$0		No	NOCH
	1998	Swap Loader w/hydraulic	\$12,000	\$0		\$0		No	NOCH
	2010	International Truck	\$98,884	\$0		\$0		No	NOCH
	1986	Ford Spreader	\$0	\$0		\$0		No	NOCH
	2010	International Truck w/ plow, sander & scraper	\$112,800	\$0		\$0		No	NOCH
	2012	Spaulding Crack Sealer	\$35,000	\$0		\$0		No	NOCH



Form 517007 {5-2016}  
Office of Local Systems  
Ames, IA 50010

## City Street Financial Report

<b>City Name</b>
<b>OSKALOOSA</b>
<b>City Number</b>
<b>5780</b>

Report Generated

8/30/2016 8:59 AM

Fiscal Year

2016

Sheet

8 of 10

## Road/Street Equipment Inventory Sheet

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost	/Unit	6. Rental Cost	/Unit	7. Used On Project this FY?	8. Status
	2007	Sakai Vibratory Roller	\$84,900	\$0		\$0		No	NOCH
	2010	Bonnell 16' Box Plow	\$4,950	\$0		\$0		No	NOCH
	2011	Bonnell 8' Box Plow	\$1,500	\$0		\$0		No	NOCH
	2006	Boss V-Plow	\$0	\$0		\$0		No	NOCH
	1997	Heil 10' Dump Body	\$26,800	\$0		\$0		No	NOCH
	2012	Allied Hydraulic Concrete Breaker	\$9,500	\$0		\$0		No	NOCH
	2013	International Tandem Axle Truck w/ 16' Body	\$140,320	\$0		\$0		No	NOCH
	2014	John Deere Loader 624K	\$194,761	\$0		\$0		No	NOCH
	2015	5650 Bobcat Skidloader	\$67,969	\$0		\$0		No	NOCH
	2015	Husqvarna Walk-behind Concrete Saw	\$18,609	\$0		\$0		No	NOCH
	2014	Honda Generator	\$1,099	\$0		\$0		No	NOCH
	2016	Fore F150 Extended Cab	\$25,098	\$0		\$0		No	NEW
	2016	Volvo Single Axle Truck	\$148,516	\$0		\$0		No	NEW



Form 517007 {5-2016}  
Office of Local Systems  
Ames, IA 50010

## City Street Financial Report

<b>City Name</b>
<b>OSKALOOSA</b>
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Report Generated

8/30/2016 8:59 AM

Fiscal Year

2016

Sheet

9 of 10

## Explanation Sheet

Comments



Form 517007 {5-2016}  
Office of Local Systems  
Ames, IA 50010

<b>City Name</b>
<b>OSKALOOSA</b>
<b>City Number</b>
<b>5780</b>

## City Street Financial Report

Report Generated

8/30/2016 8:59 AM

Fiscal Year

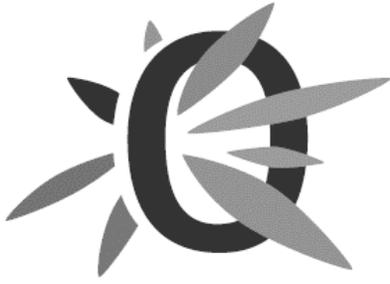
2016

Sheet

10 of 10

## Monthly Payment Sheet

Month	Road Use tax Payments
July	\$118,504.39
August	\$159,638.59
September	\$141,594.86
October	\$108,307.97
November	\$123,201.24
December	\$124,357.20
January	\$103,647.12
February	\$119,122.79
March	\$122,206.33
April	\$84,756.54
May	\$91,219.85
June	\$127,694.09
<b>Totals</b>	<b>\$1,424,250.97</b>



## City Council Communication

Meeting Date: September 19, 2016

Requested By: City Clerk/Finance Department

**Item Title: CONSENT AGENDA**

Consider a resolution scheduling a public hearing for October 17, 2016 to consider levying a special assessment against private property for weed cutting by the city in accordance with section 8.20 of the city code of the city of Oskaloosa, Iowa, and directing notice to the owners of the property to be assessed.

**Explanation:**

This resolution schedules the public hearing for October 17, 2016 for levying a special assessment against private property for weed cutting. A notice will be published in the Oskaloosa Herald and certified notices will be sent to the property owners.

**Budget Consideration:**

\$800 Revenue to the Sanitary Sewer Fund to offset expenses related to the work performed by the city.

**Attachments:**

Resolution  
Weed Cutting Assessment Exhibit "A"

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

**RESOLUTION SCHEDULING A TIME FOR HEARING FOR CONSIDERING THE MATTER OF LEVYING  
A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR WEED CUTTING BY THE CITY IN  
ACCORDANCE WITH SECTION 8.20 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA, AND  
DIRECTING NOTICE TO THE OWNER OF THE PROPERTY TO BE ASSESSED**

WHEREAS, the City of Oskaloosa, Iowa, under authority of the Ordinance of control of weeds (Title 8, Chapter 8.20) has on certain properties within the City of Oskaloosa, Iowa, cut and/or removed brush, weeds, and rubbish after failure of the owners, agents, and occupants to do so; and

WHEREAS, the City of Oskaloosa, Iowa, desires to levy a special assessment against the properties concerned for said cutting and/or removal of brush, weeds, and rubbish by the City; and

WHEREAS, Section 8.20.060 of the City Code of the City of Oskaloosa, Iowa provides that notice of said assessment contemplated in said Section shall be given no later than December 15 of the year and at least twenty (20) days prior to the time thus fixed for said hearing and to all concerned that the proposed assessment is on file and that the amounts shown therein will be assessed the several lots, tracts of land or parcels of ground described in said itemized account at the time fixed for such hearing; and

WHEREAS, attached hereto marked Exhibit "A" and by this reference incorporated herein are the names of the owners, the properties, and the amounts of the claims to be assessed for the cutting and control of weeds, and removal of brush, weeds, and rubbish from said properties; and

NOW, THEREFORE, BE IT RESOLVED BY THE City Council of the City of Oskaloosa, Iowa, as follows:

SECTION 1. That the City Council of the City of Oskaloosa, Iowa shall meet at City Hall Council Chambers in Oskaloosa, Iowa on the 17<sup>th</sup> day of October, 2016 at 6:00 p.m. at which time a hearing shall be held on the matter of levying a special assessment against the properties listed in Exhibit "A" for weed cutting assessment by the City of Oskaloosa, Iowa, at which hearing the owner of said premises or anyone liable to pay such assessment may appear with the same rights as given by law before Boards of Review, in reference to assessments for general taxation, and at said time and place the Council shall consider and dispose of all objections made thereto; after which hearing the City Council shall by Resolution levy such assessment as may be appropriate against said properties.

SECTION 2. That the City Clerk of the City is hereby directed to give notice of said hearing, the time when and place where said hearing will be held by publication in the Oskaloosa Herald, a newspaper published and having a general circulation within the City, no later than December 15, and at least twenty (20) days prior to the time herein fixed for such hearing; or by other means provided under said Weed Control Ordinance.

SECTION 3. That officials of the City are hereby authorized to take such further action as may be necessary to carry out the intent and purpose of this Resolution.

PASSED AND APPROVED this 19<sup>th</sup> day of September, 2016.

---

David Krutzfeldt, Mayor

ATTEST:

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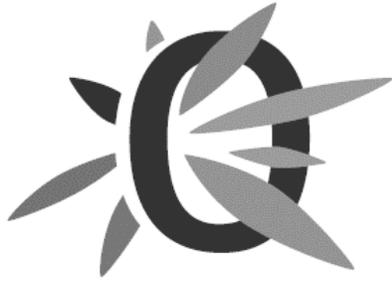
Amy Miller, City Clerk

EXHIBIT "A"  
 2016 WEED CUTTING ASSESSMENTS  
 July 2016

OWNER	OFFENSE	ADDRESS/LEGAL	DATE MOWED	LABOR	COST
Pauline L Arballo/Mary Wims Parcel ID 1118353003	2nd	710 A Ave E Lot B Smith Blk	7/19/2016	1 hour	\$ 300.00
Morris/Peggy A Comstock Parcel ID 1013256008	1st	513 North D St N 60' Lot 5 Blk 5 Crookham's Add	7/21/2016	1 hour	\$ 250.00
Chicago Northwestern RR Co. Parcel ID 1024501008	1st	No address Pt Lot 5 NE NW	7/29/2016	1 hour	\$ 250.00

Weed removal on private property:  
 Minimum of one hour charged. After first hour, fee shall be charged by the quarter hour.

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



## City Council Communication

Meeting Date: September 19, 2016

Requested By: City Manager's Office

**Item Title: CONSENT AGENDA**

Consider a resolution rescinding Resolution No. 15-12-140 pertaining to the sale of city-owned property located generally at 204 North C Street.

**Explanation:**

On December 7, 2015, the city council held a public hearing and then approved, by a 6-1 vote, Resolution No. 15-12-140. The resolution approved the conveyance of city-owned property at 204 North C Street to Mr. Kabal Chauchan in the amount of \$35,000.

Since the approval of that item, Mr. Chauchan has decided to forgo the purchase as originally discussed. As a result, staff recommends the city council take action to rescind the previously approved resolution.

**Budget Consideration:**

There is no additional financial impact to the city with the approval of this item.

**Attachments:**

1. Resolution

**RESOLUTION NO.**

**RESOLUTION RESCINDING RESOLUTION NO. 15-12-140 PERTAINING TO THE SALE OF CITY-OWNED PROPERTY LOCATED GENERALLY AT 204 NORTH C STREET**

WHEREAS, on December 7, 2015 the City Council of the city of Oskaloosa considered upon holding a public hearing, the sale of city-owned property generally located at the 204 North C Street, to Mr. Kabal Chauchan described as *Lot Five (5) of Block Seven (7) of the Original Plat of the City of Oskaloosa Iowa*; and

WHEREAS, Mr. Kabal Chauchan offered to the city of Oskaloosa the total purchase price of \$35,000 for the purchase of the property; and

WHEREAS, the city Council of Oskaloosa by a roll call vote of six “ayes” and one “nay” approved resolution no. 15-12-140 directing the conveyance of said property to Mr. Chauchan; and

WHEREAS, since that approval by the city council, Mr. Chauchan has decided against pursuing the acquisition; and

WHEREAS, the official records of the city should reflect action rescinding the sale of the property as previously approved.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the city of Oskaloosa, Iowa, that the City Council of Oskaloosa, Iowa approves this resolution rescinding the previously approved resolution no. 15-12-140, pertaining to the conveyance of city-owned property at 204 North C Street, legally described above, to Mr. Kabal Chauchan in the amount of \$35,000.

PASSED AND APPROVED the 19<sup>th</sup> day of September, 2016.

---

David Krutzfeldt, Mayor

ATTEST:

---

Amy Miller, City Clerk



## City Council Communication

Meeting Date: September 19, 2016

Requested By: Fire Department

### **Item Title: CONSENT AGENDA**

Consider a resolution rescinding Resolution No. 16-04-51 and authorizing the City Manager to enter into a Listing and Marketing Commission Agreement with Brindlee Mountain Fire Apparatus for the sale of a 1986 GMC Kodiak Fire Engine.

### **Explanation:**

On April 4, 2016 a resolution was passed by a 7-0 vote to allow the sale of this fire engine to the public works department for \$19,000.00. After discussion with staff, the public works department decided they do not want to purchase the vehicle. Fire Department staff has made contact locally and sent photos to other fire departments with no interest being generated.

Staff is recommending entering into a Listing and Marketing Commission Agreement with Brindlee Mountain Fire Apparatus utilizing all marketing channels at their disposal with the listing price remaining at \$19,000.00; however, it is recommended that all reasonable offers be given consideration.

If the agreement is approved, photographs and vehicle information will be sent to Brindlee Mountain Fire Apparatus, with physical possession of the fire engine remaining with the City of Oskaloosa. Commission for the sale of this apparatus would be ten percent (10%) of the sale price, payable to Brindlee Mountain Fire Apparatus.

Staff is recommending the term of this agreement last no longer than four months from the date of signing. At the end of the four month period if no sale has been recorded, staff will look at other options for disposal of the fire engine through an inner departmental transfer.

### **Budget Consideration:**

Depends on sale price.

**Attachments:**

Brindlee Mountain Fire Apparatus Listing and Marketing Agreement.  
Photo of Engine 74

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

RESOLUTION RESCINDING RESOLUTION NO. 16-04-51 AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A LISTING AND MARKETING COMMISSION AGREEMENT WITH BRINDLEE MOUNTAIN FIRE APPARATUS FOR THE SALE OF A 1986 GMC KODIAK FIRE ENGINE.

WHEREAS the Oskaloosa City Council previously adopted Resolution No. 16-04-51 on April 4, 2016 authorizing the sale of a 1986 GMC Kodiak Fire Engine to the Public Works Department;

AND WHEREAS the Public Works Department has now determined that it does not wish to proceed with the purchase;

AND WHEREAS it has not been possible to otherwise privately sell the 1986 GMC Kodiak Fire Engine, thereby making it necessary to take other action and steps to sell and dispose of it;

AND WHEREAS it is deemed desirable to enter into a listing and marketing agreement for the sale of the 1986 GMC Kodiak Fire Engine;

NOW, THEREFORE BE IT RESOLVED that Resolution No. 16-04-51, adopted on April 4, 2016, is hereby rescinded; and the City Manager is hereby authorized to enter into a Listing and Marketing Commission Agreement with Brindlee Mountain Fire Apparatus for the sale of the 1986 GMC Kodiak Fire Engine for a term not to exceed four months, with other options to be explored at that time if a sale has not occurred, according to the terms and conditions of the Listing Agreement attached hereto.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

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

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

# BRINDLEE MOUNTAIN FIRE APPARATUS

15410 Hwy 231 Union Grove AL 35175 • 1-866-285-9305 • Fax: 256-498-0924

## Listing and Marketing Commission Agreement

The undersigned being duly authorized, hereby enter into the following contractual agreement:  
Brindlee Mountain Fire Apparatus agrees to broker the following apparatus:

1984 Smeal GMC Pumper

Apparatus:

Owned or exclusively offered for sale by:

Department/Owner: Oskaloosa Fire Department - IA

Brindlee will refer to Agent/Owner all qualified inquires Brindlee receives regarding the specified apparatus and may market the apparatus through various channels of websites, auctions, ads, and direct sales. If Agent/Owner sells the marketed apparatus or any other apparatus to the customer referred by Brindlee, or anyone acting on behalf of the referred customer, the Agent/Owner will pay a commission of:

- 10% (or a minimum of \$500) if the truck is sold for less than \$100,000.00 ←
- 7% if the truck is sold for a price between \$100,000.00 and \$150,000.00
- 5% for a truck that is sold above \$150,000.00

Payment will be made to Brindlee within 10 days of the sale. Interest in the amount of 1.5% will be charged on any outstanding invoice that is not paid within 30 days of the invoice date. Any additional costs incurred as part of collection efforts will also be the responsibility of the seller.

Agent/Owner agrees to notify Brindlee, at the time of sale, as to the sale price and the name and address of the buyer regardless of whether or not Brindlee referred the Buyer. Agent/Owner acknowledges failure to provide this information will result in fees payable to Brindlee as if the lead was referred by Brindlee and sold at the listed price.

Either party may terminate at any time by notifying the other party in writing. If any sale takes place subsequent to termination, to a party previously referred by Brindlee, the same commission will be paid as if the agreement were still in effect.

Agreed to by:

\_\_\_\_\_  
Authorized Agent/Owner

Date: \_\_\_\_\_

DocuSigned by:  
  
 EA2A2B4B07814E5...

\_\_\_\_\_  
Brindlee Mountain Fire Apparatus

Date: 8/27/2016



Oskaloosa  
FIRE DEPT.  
ENGINE 74

09 09 2016



## City Council Communication

Meeting Date: September 19, 2016

Requested By: City Manager's Office

### **Item Title: CONSENT AGENDA**

Consider a motion supporting Main Street Oskaloosa's Challenge Grant application with the Iowa Economic Development Authority.

### **Explanation:**

Main Street Oskaloosa is applying for up to \$75,000 from the Main Street Iowa Challenge Grant for the purpose of applying the funds towards an individual property rehabilitation project. The funding recipient is anticipated to be Oskaloosa Downtown Development LLC and will assist with their efforts to rehab the Iowa Building.

Approval of this item provides direction to the Mayor to execute the attached letter of support for the grant application. Approval of this item is consistent with the city council's support of downtown reinvestment and revitalization efforts done in a collaborative effort and through grant funding sources.

Staff recommends approval of this item.

### **Budget Consideration:**

There is no financial impact associated with the approval of this item for the city of Oskaloosa organization.

### **Attachments:**

1. Letter of support
2. Challenge Grant project information (to be distributed prior to the meeting)



David Krutzfeldt  
Mayor of Oskaloosa  
www.david.krutzfeldt@oskaloosaiowa.org  
City of Oskaloosa, Iowa  
Phone: 641.673.9431 Fax: 641.673.3047

September 19, 2016

Main Street Iowa  
Iowa Downtown Resource Center  
Iowa Economic Development Authority  
200 East Grand Avenue  
Des Moines, IA 50309

*Re: Letter of Intent to Participate – Main Street Oskaloosa*

To Whom It May Concern,

The city of Oskaloosa, Iowa supports Main Street Oskaloosa's application to the Iowa Economic Development Authority for a Main Street Challenge Grant. We further state that representatives of city staff who may be responsible for inspection of project properties have reviewed the project proposal and associated concept plans. We agree that all historically significant properties submitted for consideration in this application will comply with the Secretary of Interior's Standards for historic property rehabilitation.

The city of Oskaloosa's leadership team values grant funding partnerships provided to Main Street communities. These opportunities have led to a number of successfully completed projects and a continued reinvestment in the city's core, and more specifically, within the city's designated Main Street district.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Main Street Oskaloosa

\_\_\_\_\_  
Date





City Council Communication  
Meeting Date: September 19, 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: September 19, 2016

Requested By: City Clerk/Finance Department

**Item Title: PUBLIC HEARING**

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

**Explanation:**

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

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

**Budget Consideration:**

\$1,300 revenue to the Sanitary Sewer Fund to offset expenses related to the work performed by the City, plus \$140 in interest.

**Attachments:**

Resolution  
Exhibit A

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

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

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

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

WHEREAS, hearing on said assessments was duly scheduled for the 19<sup>th</sup> day of September, 2016 at 6:00 p.m., proper notice of said hearing was given; and

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

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

PASSED AND APPROVED this 19<sup>th</sup> day of September, 2016.

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

ATTEST:

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

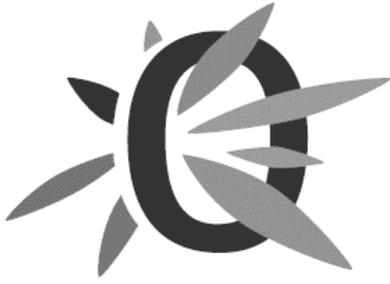
EXHIBIT "A"  
 2016 WEED CUTTING ASSESSMENTS  
 June 2016

OWNER	OFFENSE	ADDRESS/LEGAL	DATE MOWED	LABOR	COST
T Liabra Lera LLC BC Investments LLC Parcel ID 1013258001	1st	610 North C St W 68.5' Lot 10 Crookhams Add	6/16/2016	1 hour	\$ 250.00
Debra Sue Osborn Parcel ID 1013403002	1st	420 North D St N 42' Lot 3 & S 3' Lot 2 O L 8 O P	6/16/2016	1 hour	\$ 250.00
US Bank National Association Parcel ID 1013255030	1st	713 N Market St S 2/3 Lot 2 Blk 3 Mulhallens Add	6/16/2016	1 hour	\$ 250.00
Aravi LLC Billie Vandyke and David C/Michelle Heidebrink Parcel ID 1013451001	1st	504 A Ave W N 1/2 Lot 1 O L 20 O P	6/23/2016	1 hour	\$ 250.00
Liridon Aliu Rodney C Converse/Kevin L Close Parcel ID 1119227001	1st	404 S 17th St N 100' Lot 17 E Hwy & 100' RR ROW NE NE & Approx 309.79' RR Row SE SE	6/23/2016	2 hours	\$ 300.00

Weed removal on private property:

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

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



## City Council Communication

Meeting Date: September 19, 2016

Requested By: Police Department

**Item Title:**

Iowa Crime Free Multi-Housing Program presentation by the Police Department.

**Explanation:**

The Police Department will present information regarding the Crime Free Multi-Housing Program. This program is designed to reduce crime, drugs and gang activity in apartment communities and other rental units. The program provides instruction to rental owners and managers on how to keep drug and illegal activity off their property. The program is a coalition of police, property managers and residents of rental properties sharing information to reduce criminal activity.

**Budget Consideration:**

Not applicable.

**Attachments:**

None.



## City Council Communication

Meeting Date: September 19, 2016

Requested By: City Manager's Office

**Item Title:**

Consider an ordinance amending the Oskaloosa Municipal Code, Section 5.04.360 – Public Consumption or Intoxication Prohibited, and Section – 5.04.370 Open Container in Public Place Prohibited. (2<sup>nd</sup> reading)

**Explanation:**

Currently Oskaloosa Municipal Code Sections 5.04.360 and 5.04.370 provide exemptions for public consumption and possession of alcohol without a liquor control license within Edmundson Park (with some limitations). A request has been made to city staff by organizers of The Alley project to expand the exemption by including 250' of the east/west alley located between 109 South Market Street and 115 South Market Street within the exempted locations of the city's ordinance. If this change is made, the public can legally consume and carry open containers within the public space without the requirement of a person or organization obtaining a valid liquor control license. Presently the Oskaloosa Area Chamber and Development Group (OACDG) holds a valid liquor control license for this area. If the city council approves this ordinance modification, OACDG can eliminate its current liquor license for the area.

Based on the conversation and direction provided to city staff by the city council at the September 6<sup>th</sup> meeting, additional language has been added providing hours of regulation for public consumption and open container in The Alley. The regulation is consistent with the current hours of operation for Edmundson Park. This means no alcohol can be openly carried or consumed between the hours of 11:00PM – 6:00AM in The Alley.

**Budget Consideration:**

No significant financial impact is anticipated with the approval or denial of this item as presented. If approved, a code amendment would need to be processed.

**Attachments:**

1. Map depicting location under consideration
2. Proposed ordinance



North A St

A Ave. West

A Ave. East

High Ave West

High Ave East

Location under consideration with this item

South Market St

South 1st St

1st Ave West

1st Ave East

2nd Ave West

2nd Ave East

South A St



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

**AN ORDINANCE AMENDING THE OSKALOOSA MUNICIPAL CODE, SECTION 5.04.360 - PUBLIC CONSUMPTION OR INTOXICATION PROHIBITED AND SECTION - 5.04.370 OPEN CONTAINER IN PUBLIC PLACE PROHIBITED**

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

SECTION 1. 5.03.360 – Public consumption or intoxication prohibited, is hereby amended as follows:

5.03.360 - Public consumption or intoxication prohibited.

Except as otherwise provided herein, it is unlawful, for any person to use, possess or consume any alcoholic beverage upon the public streets or highways or any place open to the public except premises covered by a liquor control license or to possess or consume any alcoholic beverage on any public school property or while attending any public or private school related function. Further, no person shall be intoxicated nor simulate intoxication in any place open to the public. As used in this section, and the following section, "premises covered by a liquor control license" shall mean that location where alcoholic beverages are served. In addition, beer or wine from cans and bottles but not keg beer may be consumed in the east/west alley, measuring approximately two hundred and fifty feet in length, between 109 South Market Street and 115 South Market Street, during the hours otherwise allowed or permitted for the consumption of such beverages at Edmundson Park; and Edmundson Park except that no alcoholic beverage shall be consumed within fifty feet of the swimming pool and parking area, Babe Ruth baseball diamond and parking lot, and any playground equipment including but not limited to the wooden playground and parking lot.

SECTION 2. 5.04.370 - Open container in public place prohibited is hereby amended as follows:

5.04.370 - Open container in public place prohibited

Except as otherwise provided herein, it is unlawful for any person to possess an open container of an alcoholic beverage upon the public streets or highways or any place open to the public, except premises covered by a liquor control license. Persons may possess open containers of beer or wine but not keg beer in the east/west alley, measuring approximately two hundred and fifty feet in length, between 109 South Market Street and 115 South Market Street, during the hours otherwise allowed or permitted for the open container of such beverages at Edmundson Park; and Edmundson Park, except that no person shall possess an open container of beer or wine within fifty feet of the swimming pool and parking area, Babe Ruth baseball diamond and parking lot, and any playground equipment including but not limited to the wooden playground and parking lot.

SECTION 3: SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of this

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

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



## City Council Communication

Meeting Date: September 19, 2016

Requested By: Public Works Dept.

**Item Title:**

Consider an ordinance approving parking restrictions along Parkview Lane. (1<sup>st</sup> Reading)

**Explanation:**

Residents have signed a petition to change the existing parking conditions on Parkview Lane. As a result staff performed a study regarding the on-street parking along that street. Currently, 'no-parking' signs exist only along the south side of Parkview Lane; however, the parking restriction is not listed in the Oskaloosa Municipal Code. Residents are also requesting another parking restriction along the north side of Parkview Lane and around the cul-de-sac Monday through Friday from 4:00 PM to 10:00 PM. The reason for this no parking request is that industrial league softball participants are parking along the north side of Parkview Lane during games. As a result, residents have had their driveways blocked and are concerned about safety due to the reduced visibility.

Parkview Lane is a 25 foot wide street with a cul-de-sac dead end. After visiting the site, staff recommends adding the existing south side parking restriction to the City Code, and also adding the parking restriction along the north side and around the cul-de-sac Monday through Friday from 4:00 PM to 10:00 PM (See Proposed Parking Restriction Map).

In the past 3 years (2013-2015), there have been no crashes along Parkview Lane. Although not a part of the traffic engineering analysis for parking studies, the survey responses from property owners are attached separately.

**Recommended Action:**

Staff recommends that the City Council approve the ordinance authorizing parking restrictions along Parkview Lane as presented.

**Budget Consideration:**

Minimal charges associated with changes to the Oskaloosa Municipal Code.

**Attachments:**

Ordinance, Proposed Parking Restriction Map, Survey Responses and Petition from residents.

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

AN ORDINANCE ESTABLISHING "NO PARKING ZONES" ON PARKVIEW LANE FROM SOUTH F STREET TO THE CUL-DE-SAC, PROHIBITING THE PARKING OF MOTOR VEHICLES OR OTHER TYPES OF VEHICLES WITHIN SAID NO PARKING ZONE, AMENDING THE OSKALOOSA MUNICIPAL CODE TO REFLECT THE CHANGES, AND PROVIDING FOR PENALTIES FOR THE VIOLATION THEREOF

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

SECTION 1: The purpose of this ordinance is to establish a "No Parking Zone" at all times along the south side of Parkview Lane from South F Street to 480 feet east of South F Street and a "No Parking Zone" Monday through Friday from 4:00 PM to 10:00 PM along the north side of Parkview Lane from South F Street to, and around, the cul-de-sac.

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

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

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

SECTION 5: The Oskaloosa Municipal Code Section 10.48.240 is amended as follows:

161. Parkview Lane on the south side from South F Street to 480 feet east of South F Street.

162. Parkview Lane on the north side from South F Street to, and around, the cul-de-sac Monday through Friday from 4:00 PM to 10:00 PM.

SECTION 6: WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication by law.

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

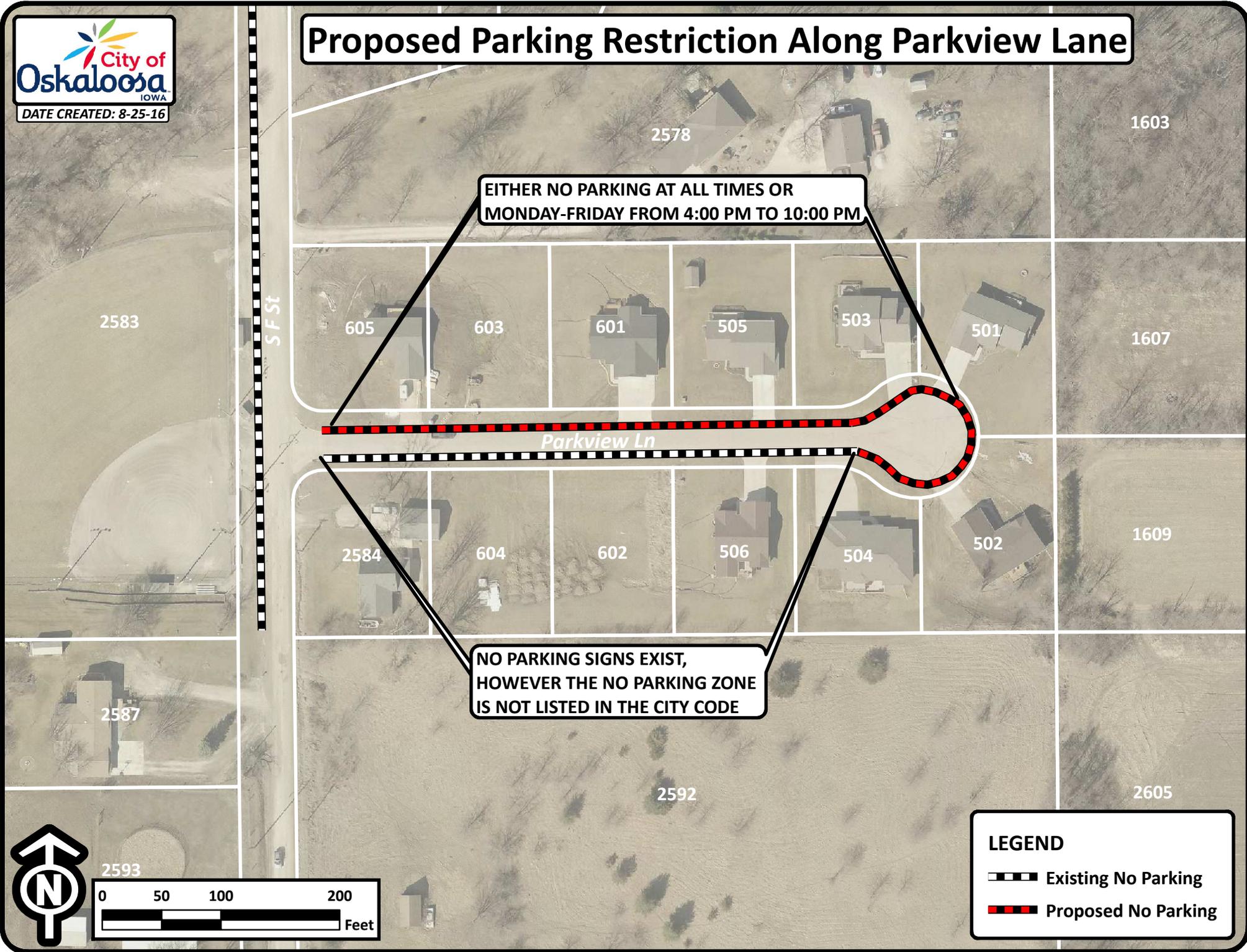
\_\_\_\_\_  
David Krutzfeldt, Mayor

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

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Signed \_\_\_\_\_

# Proposed Parking Restriction Along Parkview Lane



Parkview Lane Parking Restriction Survey Results			
ADDRESS	OWNER/RESIDENT	RESPONSE	COMMENTS
2584 Lincoln Avenue	Howard & Cheryl Spencer	Prohibit on-street parking on the north side and around the cul-de-sac Monday-Friday from 4:00 p.m. - 10:00p.m.	Will need to be enforced better than the current no parking zones on South F/Lincoln Avenue area
501 Parkview Lane	Angella Gambell	No response	
502 Parkview Lane	Linda molyneux	No response	
503 Parkview Lane	Jeffrey & Tamara Lorentzen	Prohibit on-street parking on the north side and around the cul-de-sac Monday-Friday from 4:00 p.m. - 10:00p.m.	
504 Parkview Lane	Douane & Seuam Cavan	No response	
505 Parkview Lane	Richard & Jean Schut	Leave on-street parking as is	
506 Parkview Lane	Ryan Vandalen & Gabrielle Brehm	Prohibit on-street parking on the north side and around the cul-de-sac Monday-Friday from 4:00 p.m. - 10:00p.m.	
601 Parkview Lane	Brandon & Kathryn Kain	No response	
602 Parkview Lane	David & Debbie McKee	Leave on-street parking as is	A letter should be sent to the teams using our street for parking, with safety for the people living here. Drive slow and look out for children in driveways. Do not block our driveways or park in them.
604 Parkview Lane	Andrew & Lynn Stefanik	Prohibit on-street parking on the north side and around the cul-de-sac Monday-Friday from 4:00 p.m. - 10:00p.m.	
605 Parkview Lane	Anthony & Laura Schanilec	No response	

Response Categories:	Number	Percentage
around the cul-de-sac at all times	0	0%
Prohibit on-street parking on the north side and around the cul-de-sac Monday-Friday from 4:00 p.m. - 10:00 p.m.	4	67%
Leave on-street parking as is	2	33%
other-comment	0	0%
Total	6	100%

No response	5
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August 24, 2016

Akhilesh Pal  
City of Oskaloosa  
804 South D Street  
Oskaloosa, IA 52577

RE: Parkview Lane Parking Concerns

Mr. Pal,

There are serious safety concerns regarding excessive speeding ,traffic and parking on Parkview Lane during ball games/practice at the field on South F Street. Some ball park patrons wanting to park on Parkview Lane speed up and down the cul-de-sac, turn around in driveways and block driveways.

This is an urgent safety concern as there are many children living in homes on Parkview Lane. They are in danger of being hit while playing in their own driveways. I have included a photo of one such vehicle turning around which happens over and over again on game/practice nights. There have been several instances of parked cars blocking driveways making it nearly impossible for residents to enter or exit their properties or to provide adequate access for an emergency vehicle. The police have been very responsive to the problem and have issued parking tickets and warned violators but unfortunately the problem persists.

The overwhelming response from the residents is to limit parking on the North side of Parkview Lane where there are currently no parking restrictions. Please find attached a petition that the residents have signed stating the immediate need for a no parking ordinance. The bulk of the problems occur between the hours of 4pm to 10pm on weeknights and on various Saturdays. A no parking restriction for the North side of the street during these hours would greatly reduce the problems and substantially increase safety.

Your attention to this matter is greatly appreciated. Please contact me with any questions or additional information you may need.

Sincerely,

A handwritten signature in cursive script, appearing to read "Lynn Stefanik".

Lynn Stefanik

604 Parkview Lane  
641-660-8948  
flstefanik@gmail.com











## City Council Communication

Meeting Date: September 19, 2016

Requested By: Planning & Zoning Commission

### Item Title:

Consider a resolution setting the date for a public hearing to amend Title 17, Chapter 17.08 of the Oskaloosa Municipal Code pertaining to sidewalk requirements.

### Explanation:

At their meetings on April 11, 2016, May 9, 2016, June 7, 2016, July 6, 2016, and August 2, 2016 the Planning and Zoning Commission discussed possible sidewalk requirements for commercial and residential developments. The Planning and Zoning Commission is requesting the City Council to revise the City Code for sidewalk requirements as shown below:

#### *17.08.120 – Required Public Sidewalk*

- A. *Public sidewalk shall be required for the following:*
  - 1. *All new developments in all zoning districts. New developments include, but are not limited to, projects requiring a site plan review, changes in property use type, and all new residential structures.*
  - 2. *All redevelopments, enlargements, or extensions of more than twenty-five percent (25%) of either the total property area or gross building area in all zoning districts, except for single-family, two-family, and duplex use types.*
  - 3. *All redevelopments, enlargements, or extensions of more than fifty percent (50%) of either the total property area or gross building area for single-family, two-family, and duplex use types in all zoning districts.*
  - 4. *These requirements may be waived by the City Council based on a recommendation after Planning and Zoning Commission review in GI (General Industrial) and LI (Limited Industrial) zoning districts.*
- B. *All new or existing sidewalk required by this section must be constructed, or reconstructed, in concrete and in compliance with current ADA accessibility and City specification standards.*

The City Council reviewed and discussed these proposed code amendments at their study session meeting at 5:00 PM on August 15, 2016. At the September 6, 2016 city council meeting this item resulted in a tie vote of 3-3 so it was tabled to the September 19, 2016 meeting and City Council

scheduled another study session at 5:00 PM on September 19, 2016. Staff recommends that Section B be amended to read as follows: *“All new or existing sidewalk required by this section must be constructed, or reconstructed, in concrete and in compliance with current ADA accessibility and meet the local, state, and federal standards.”*

**Recommended Action:**

Staff recommends the City Council approve the resolution setting a public hearing date of October 3, 2016 for the above mentioned amendment to the zoning ordinance.

**Budget Consideration:** There will be minimal impact to the City Budget for the cost associated with drafting revisions to Chapter 17.08 of the Oskaloosa Municipal Code.

**Attachments:**

Resolution.

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

RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING TO AMEND THE ZONING ORDINANCE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING TITLE 17, CHAPTER 17.08 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY ADDING A NEW SECTION 17.08.120 – “REQUIRED PUBLIC SIDEWALK.”

WHEREAS, the City of Oskaloosa has deemed it advisable to consider amending Title 17, Chapter 17.08 of the Oskaloosa Municipal Code by adding a new section 17.08.120 entitled “Required Public Sidewalk” as follows:

**17.08.120 – Required Public Sidewalk**

- A. *Public sidewalk shall be required for the following:*
1. *All new developments in all zoning districts. New developments include, but are not limited to, projects requiring a site plan review, changes in property use type, and all new residential structures.*
  2. *All redevelopments, enlargements, or extensions of more than twenty-five percent (25%) of either the total property area or gross building area in all zoning districts, except for single-family, two-family, and duplex use types.*
  3. *All redevelopments, enlargements, or extensions of more than fifty percent (50%) of either the total property area or gross building area for single-family, two-family, and duplex use types in all zoning districts.*
  4. *These requirements may be waived by the City Council based on a recommendation after Planning and Zoning Commission review in GI (General Industrial) and LI (Limited Industrial) zoning districts.*
- B. *All new or existing sidewalk required by this section must be constructed, or reconstructed, in concrete and in compliance with current ADA accessibility and City specification standards.*

WHEREAS, said proposed text amendment has been reviewed by the Planning and Zoning Commission at their meeting on August 2, 2016 and recommended for approval by a vote of 6-0; and,

WHEREAS, section 17.34.040 of Oskaloosa Municipal Code requires a public hearing on such zoning ordinance text amendments.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa that a public hearing shall be conducted on Monday, October 3, 2016 at 6:00 p.m. in the City Council Chambers, City Hall, Oskaloosa, Iowa at which time persons may appear and speak for or against the zoning change as legally described in the preamble hereof.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

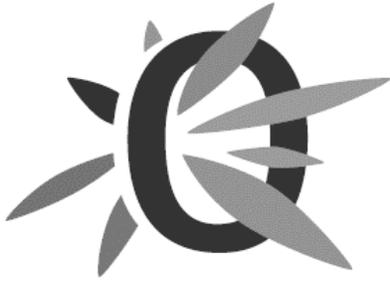
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David Krutzfeldt, Mayor

ATTEST:

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Amy Miller, City Clerk



City Council Communication  
Meeting Date: September 19, 2016  
Requested By: Council Appointed Staff

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

- a) City Manager.
  - i. ISO Codes Project Schedule.
- 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:**

ISO BCEGS Preliminary Rating and Proposed Code Update Schedule

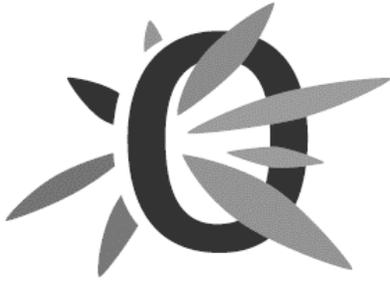
## **ISO BCEGS Preliminary Rating and Proposed Code Update Schedule**

In June 2016, city staff presented the results from Building Code Effectiveness Grading Schedule (BCEGS) conducted by Insurance Services Office, Inc. (ISO). Staff discussed with city council the steps that the city would need to take to address the drop from a Class 4 to a Class 9, which primarily consists of adopting recently updated codes. Staff proposed the following schedule:

1. August – September, 2016 – Staff review, & identify significant code changes
2. September 6, 2016 – 1st Council study session along with contractor presentation
3. October 17, 2016 – 2nd Council study session - review draft code changes with Council
4. November 7, 2016 – Set public hearing on December 19, 2016
5. December 19, 2016 – Public hearing, 1st reading of code adoption
6. January 2, 2017 – 2nd reading of code adoption
7. January 16, 2017 – 3rd and final reading of code adoption

With the many other priorities that city council is working on and the fact that the city is in the ISO grace period until June 2017, staff is recommending a revised schedule:

1. February 20, 2017 – City Council study session with staff presentation on proposed changes
2. Late February, 2017 – Public informational meeting for contractors, builders, etc. with additional detail and discussion
3. March 6, 2017 – Set public hearing for March 20
4. March 20, 2017 – Public hearing and first reading of code amendments
5. April 3, 2017 – Second reading of the code amendments
6. April 17, 2017 – Third reading and approval of code amendments



City Council Communication  
Meeting Date: September 19, 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.