

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

**COUNCIL CHAMBERS – CITY HALL, 220 S. MARKET STREET
JULY 16, 2012 – 6:30 P.M.**

AGENDA

CALL TO ORDER – 6:30 P.M.

ITEM 1. INVOCATION: Pastor Dale Visser, First Christian Reformed Church

ITEM 2. PLEDGE OF ALLEGIANCE.

ITEM 3. ROLL CALL.

ITEM 4. COMMUNITY COMMENTS.

ITEM 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 and discussed separately.

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

1. July 2, 2012 Regular City Council Meeting Minutes
2. July 16, 2012 Agenda

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

1. June 26, 2012 Board of Adjustment Minutes
2. June 7, 2012 Housing Trust Fund Committee Minutes
3. June 25, 2012 Library Board of Trustees Minutes

c) Claims

None.

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

New:

1. Consider approval of an application for a five day Class C Liquor License for Sodexo Management, Inc. dba William Penn University, located at the Penn Central Mall, 200 High Avenue West

Renewal:

1. Consider approval of a renewal application of a Class C Beer Permit from Asian Grill Buffet, Inc. dba Asian Buffet, 417 A Avenue West.
2. Consider approval of a renewal application for a Class C Liquor License from Mahaska Bowling and Recreation Center Inc., 1700 A Avenue East.

Resolutions & Motions:

1. Consider a resolution scheduling a public hearing for August 20, 2012 to consider levying a special assessment against private property for sidewalk replacement by the city in accordance with section 12.12 of the city code of the City of Oskaloosa, Iowa, and directing notice to the owners of the property to be assessed.
2. Consider a resolution of support and financial commitment for the Main Street Program in Oskaloosa, Iowa.
3. Consider a resolution of support for the Oskaloosa Chamber’s application to become a RAGBRAI host community in 2013.
4. Consider a request from the Oskaloosa Band Boosters for use of parking spaces for a band concert and cookout.
5. Consider a resolution approving and directing the City Clerk to transfer funds from the General Fund – Local Option Sales Tax to the Pavement Management Fund in the amount of \$353,798.

Ordinances:

None.

----- **END OF CONSENT AGENDA** -----

ITEM 6. REQUESTS FROM THE COMMUNITY

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

REGULAR AGENDA – PUBLIC HEARING ITEMS:

ITEM 7. CONSIDER AN ORDINANCE TO AMEND THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA WITH RESPECT TO ZONING – DEFINITIONS; USES IN ZONING DISTRICTS CONCERNING SINGLE FAMILY DETACHED, MANUFACTURED HOUSING RESIDENTIAL, MOBILE HOME PARK, AND MOBILE HOME SUBDIVISION; SUPPLEMENTAL USE

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT AND OTHER APPLICABLE FEDERAL AND STATE LAWS, ALL PUBLIC HEARINGS AND MEETINGS HELD OR SPONSORED BY THE CITY OF OSKALOOSA, IOWA WILL BE ACCESSIBLE TO INDIVIDUALS WITH DISABILITIES. PERSONS REQUIRING SERVICE SHOULD CONTACT OSKALOOSA CITY HALL AT (641) 673-9431 FIVE (5) DAYS PRIOR TO THE HEARING OR MEETING TO INFORM THE CITY OF THEIR ANTICIPATED ATTENDANCE.

**REGULATIONS – RESIDENTIAL USES; AND FOR OTHER PURPOSES - 1ST READING
(PUBLIC HEARING)**

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

- a) Building Code Board of Appeals – One vacancy to fill upon appointment and to serve at the pleasure of the Mayor. This is a five member board that meets as needed. (4 males and 0 females currently serve).
- b) Enterprise Zone Commission - One at-large member to the Enterprise Zone Commission to fill an unexpired term that ends June 30, 2013. This is a nine member commission that meets as needed. (3 males and 5 females current serve).
- c) Housing Trust Fund Committee – One at-large vacancy to fill approved and appointed by the City Council for a three year term that ends January 31, 2015. (1 male and 3 females currently serve at-large).
- d) Planning and Zoning Commission – One vacancy to fill approved and appointed by the City Council for five year term that ends April 30, 2017 and one vacancy to fill an unexpired term that ends April 30, 2014. This is a seven member commission. (4 males and 1 female currently serve).
- e) Library Board – One vacancy to fill approved and appointed by the Mayor with City Council approval for an unexpired term that ends June 30, 2015. This is nine member board. (4 males and 4 females currently serve).
- f) Board of Adjustment - One vacancy to fill approved and appointed by the City Council for an unexpired term that ends December 31, 2016. This is a five member board that meets as needed. (4 males current serve).

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

- a) Water Board - One vacancy to fill appointed by the Mayor with City Council approval for a six year term that ends June 30, 2018. This is a three member board. (2 males currently serve)

REGULAR AGENDA - ORDINANCES:

ITEM 10. CONSIDER AN ORDINANCE AMENDING OSKALOOSA CITY CODE SECTION 2.80.030 TO INCREASE THE SIZE OF THE WATER UTILITY BOARD OF TRUSTEES IN NUMBER FROM THREE TRUSTEES TO FIVE TRUSTEES – 1ST READING.

ITEM 11. CONSIDER AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING SECTIONS 12.08.160 AND 12.08.070 TO ALLOW THE CITY MANAGER AUTHORITY TO GRANT TEMPORARY PERMITS FOR MORE THAN ONE PARALLEL PARKING SPOT OR TWO ANGLE PARKING SPOTS, OR FOR A PERIOD IN EXCESS OF THREE DAYS BUT NOT IN EXCESS OF TWO WEEKS WITHOUT FORMAL CITY COUNCIL APPROVAL – 1ST READING.

ITEM 12. CONSIDER AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING PROVISIONS PERTAINING TO THROUGH STREETS AND FOUR-WAY STOPS – 1ST READING.

REGULAR AGENDA – RESOLUTIONS & MOTIONS:

ITEM 13. CONSIDER A RESOLUTION APPROVING AND DIRECTING THE CITY MANAGER TO EXECUTE A SALES AGREEMENT WITH HARVEST POINT LLC FOR THE TEMPORARY PROVISION OF EFFLUENT WATER.

ITEM 14. REPORT ON ITEMS FROM CITY STAFF.

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

ITEM 15. CITY COUNCIL INFORMATION.

ITEM 16. CLOSED SESSIONS

- a) Hold a closed session under Iowa Code Section 21.5.1.c. to discuss strategy with counsel on matters presently in litigation or in which litigation is imminent where disclosure would be likely to prejudice or disadvantage the city's position.

ADJOURNMENT

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: Michael Schrock,
City Manager

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

1. Invocation: Pastor Dale Visser, First Christian Reformed Church
2. Pledge of Allegiance
3. Roll Call: _____ Mayor David Krutzfeldt, Council Members:

_____ Caligiuri, _____ Jimenez, _____ Moore, _____ Van Zetten,

_____ Ver Steeg, _____ Walling, _____ Yates.

Explanation:

Not applicable.

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS: None



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY:

ITEM TITLE: COMMUNITY COMMENTS.

EXPLANATION:

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

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS:

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

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

Staff recommends council receive and file these documents.

Item 2. Consider approval of an application for a five day Class C Liquor License for Sodexo Management, Inc. dba William Penn University, located at the Penn Central Mall, 200 High Avenue West.

- No complaints received.

Item 3. Consider approval of a renewal application of a Class C Beer Permit from Asian Grill Buffet, Inc. dba Asian Buffet, 417 A Avenue West.

- No complaints received.

Item 4. Consider approval of a renewal application of a Class C Liquor License from Mahaska Bowling and Recreation Center Inc., 1700 A Avenue East.

- No complaints received.

Item 5. Consider a resolution scheduling a public hearing for August 20, 2012 to consider levying a special assessment against private property for sidewalk replacement by the city in accordance with Section 12.12 of the City Code of the City of Oskaloosa, Iowa, and directing notice to the owners of the property to be assessed.

Item 6. Consider a resolution of support and financial commitment for the Main Street Program in Oskaloosa, Iowa.

Item 7. Consider a resolution of support for the Oskaloosa Chamber's application to become a RAGBRAI host community in 2013.

Item 8. Consider a request from the Oskaloosa Band Boosters for use of parking spaces for a band concert and cookout.

Item 9. Consider a resolution approving and directing the City Clerk to transfer funds from the General Fund – Local Option Sales Tax to the Pavement Management Fund in the amount of \$353,798.

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: CONSENT AGENDA – ITEM 1

EXPLANATION:

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

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

- B. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - 1. June 26, 2012 Board of Adjustment Minutes
 - 2. June 7, 2012 Housing Trust Fund Committee Minutes
 - 3. June 25, 2012 Library Board of Trustees Minutes

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS:

July 2, 2012 Regular City Council Meeting Minutes
June 26, 2012 Board of Adjustment Minutes
June 7, 2012 Housing Trust Fund Committee Minutes
June 25, 2012 Library Board of Trustees Minutes

OSKALOOSA CITY COUNCIL
REGULAR MEETING
July 2, 2012

The Oskaloosa City Council met in regular session on Monday, July 2, 2012, at 6:30 p.m. with Mayor Krutzfeldt presiding and the following members answering roll call: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg, Walling, and Yates.

It was moved by Caligiuri, seconded by Yates to approve the following consent agenda items:

1. June 18, 2012 Regular City Council Meeting Minutes
2. July 2, 2012 Agenda
3. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - a. June 4, 2012 Airport Commission Minutes
 - b. June 18, 2012 Water Board Minutes
4. Claims for June 2012.

The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared such motion approved.

Caligiuri introduced Resolution No. 12-07-55 entitled "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" and moved its approval. Yates seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

It was moved by Caligiuri, seconded by Yates, to approve the purchase of a new 2012 Ford F250 4x4 pickup truck from Carriker Ford for \$25,717.00. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

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

It was moved by Jimenez, seconded by Moore to approve the Mayor's appointment of Errin Keltner to the Water Board for a six year term that ends December 31, 2018. It was moved by Jimenez, seconded by Van Zetten to table the appointment. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

The Mayor announced this was the time and place for the public hearing on levying a special assessment against private property for weed cutting and that citizens would now have an opportunity to comment. There were no oral comments received. A written comment was received from Blaine Vos for Habitat for Humanity. The Mayor declared said hearing closed.

Moore introduced Resolution No. 12-07-56 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" and moved its approval. Caligiuri seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

City Attorney Dave Dixon responded to the letter received from Robert Hazelett at the June 18, 2012 city council meeting regarding golf cart usage.

It was moved by Ver Steeg, seconded by Moore that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 6:44 p.m.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

CITY OF OSKALOOSA
MINUTES OF BOARD OF ADJUSTMENT MEETING
June 26, 2012

A meeting of the Board of Adjustment for the City of Oskaloosa was called to order at 5:00 p.m. on Tuesday, June 26, 2012, by Chairperson Bryan Johnson, at 220 South Market Street, Oskaloosa, IA.

COMMITTEE MEMBERS PRESENT: Chairperson Bryan Johnson, Russell Sparks, Lloyd Phillips and Perry Murry. COMMITTEE MEMBERS ABSENT: Jim Hansen. CITY STAFF PRESENT: Building Official, Dan Bolt.

The first item discussed was approval of the minutes of the April 24, 2012 Board of Adjustment meeting. Sparks moved and Hansen seconded the approval of the minutes of the April 24, 2012 meeting. *YES*: Sparks, Johnson, Phillips, Murry; *No*: None; *ABSENT*: Hansen. The motion was unanimously approved.

Under unfinished business, staff reported on the progress of the project at 910 North A Street. Staff will continue to monitor and report on the progress.

The first item discussed under new business was Mr. Daniel Daugherty's submittal of an application for conditional use at 204 6th Avenue East for an auto, all-terrain vehicle and motorcycle repair shop. After discussion of possible impacts the item was moved as follows. Murry moved, and Phillips seconded to approve the conditional use. *YES*: Sparks, Johnson, Phillips, Murry; *No*: None; *ABSENT*: Hansen. The motion was unanimously approved.

The second item discussed was Mr. Dick Grubb's request for a variance from the height limitation on accessory structures in the R-2 zoning districts for a garage at 319 North 8th Street. Phillips moved, and Murry seconded to approve the variance application. *YES*: Sparks, Johnson, Phillips, Murry; *No*: None; *ABSENT*: Hansen. The motion was unanimously approved.

The third item discussed was Habitat for Humanity's request for variance from the side yard setback requirements of the R-2 zoning in order to build a new house at 1007 South F Street. Owen McKee, a neighboring property presented objections to the variance. The committee moved to table the request to a later meeting. Murry moved, and Sparks seconded to table the request. *YES*: Sparks, Johnson, Phillips, Murry; *No*: None; *ABSENT*: Hansen. The motion was unanimously approved.

The fourth item discussed was Mr. Ron Voss's request for variance from the front and rear yard setback requirements in the R-2 zoning district for a new house to be built at 715 South 5th Street. Brett Voss presented information supporting the request. The committee moved to approve the request. Sparks moved, and Phillips seconded to approve the variance application. *YES*: Sparks, Johnson, Phillips, Murry; *No*: None; *ABSENT*: Hansen. The motion was unanimously approved.

The final item discussed was Mr. Ron Allgood's request for variance from the front yard setback in the R-2 zoning district to permit the addition of a deck at the front of the property at 702 5th Avenue East. Mr. Allgood presented remarks in support of the request. Staff did not recommend the variance however, the committee moved to approve the request. Murry moved, and Sparks seconded to approve the variance application. *YES*: Sparks, Johnson, Phillips, Murry; *No*: None; *ABSENT*: Hansen. The motion was unanimously approved.

At the end of the listed agenda items, Chairman Johnson announced he was resigning on July 8, 2012 from the committee due to moving to another community.

With no further business, Chairperson Johnson adjourned the meeting at 6:00 p.m.

Minutes by Dan Bolt

OSKALOOSA HOUSING TRUST FUND COMMITTEE MINUTES
Thursday, June 7, 2012 - 12:00 Noon
City Hall Conference Room

The committee meeting was called to order by Chairman Taylor at 12:06 p.m. with the following members present: Chairman Rob Taylor, Julia Ross, Kandes Dalbey, Dave Polkowske, Bernice Hahn, Kathie Dykstra, Randy Davis and Jon Sullivan. Members absent: Vice Chair Dan Adams, Leon McCullough, Joe Caligiuri and Debbie Stevens. Also present: City Manager Michael Schrock.

The oath of office was administered to Jon Sullivan and the necessary documentation signed.

It was moved by Hahn and seconded by Dalbey to approve the May 3, 2012 Housing Trust Fund Committee Minutes. Motion carried unanimously.

The Committee reviewed the PowerPoint presentation provided by the University of Iowa students as presented to the Mayor and City Council. The Committee made several comments and asked follow up questions to be addressed to Dr. Anthony including impact of students on the median income for Oskaloosa; a question of whether or not the figures in the report for William Penn University include the College for Working Adults enrollees; a question of whether or not Oskaloosa is the "right" environment for a CHDO if a board member or staff member had experience with the program; a comment about a contradiction in the language on Page 17 of the full report and previous pages concerning projected housing needs.

The Committee agreed a separate evening meeting was necessary to fully discuss the report recommendations and next steps. A meeting date and time of June 28 at 5:30 p.m. in the lower level conference room of city hall was set for the purpose of reviewing the report in more detail and determining next steps.

It was moved by Dalbey and seconded by Ross to approve the claims list. Motion carried unanimously.

The accounting report was reviewed.

The meeting was adjourned at 1:50 p.m.

Minutes by Mike Schrock, City Manager.

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY – JUNE 25, 2012 -- 4:00 P.M.

The meeting was called to order by President Mike Sytsma. Roll call was taken by Board secretary Susan Hasso with Trustees Judy Bishop, Josh Buckingham, Paul Groenenboom, Jane Ireland, Bryan Johnson, Kathy Rothfus, and Candace Slobe present. Also present were Library Director Wanda Gardner, City Manager Michael Schrock, Jr. and Keith Miller, president of the Friends.

Minutes: Sytsma called for a motion to approve the May 21, 2012, minutes. Motion was made by Bishop, seconded by Slobe, to approve the minutes of the May 21, 2012, Board meeting. Motion passed. Sytsma called for a motion to approve the minutes of the June 4, 2012, special Board meeting. Motion was made by Ireland, seconded by Buckingham, to approve the minutes of the June 4, 2012, Board meeting. Motion passed.

Board Correspondence, Public Input, or Friends Report:

Keith Miller, president of the Friends, reported that the Friends are planning a book discussion and high tea based on the story of the real Downton Abbey. Valerie Van Kooten will lead the discussion. The program will be funded by the Lynn Van Weeldon Renner memorial. Miller stated that either he or Nancy Brown would be glad to serve on the search committee for the new director.

Director's Report:

Air conditioning Unit: Gardner told the Board that the claim for the air conditioning unit which appears to have been damaged by lightning has been filed with Butler Brown Insurance. Gardner said that she has photos of the damage and supporting documentation from Baker Group that it was likely a lightning strike that damaged the air conditioning unit on the roof.

Cunningham Letter: Gardner said that City Attorney David Dixon is reviewing the letter that the library sent to Cunninghams and their response.

Library Sidewalks: Gardner told the Board that Nate Willey and City Engineer Akhilesh Pal inspected the library sidewalks. There are six places that need handicap accessible ramps and the steps in the back entrance need to be repaired. Eldon Zook should be contacted to repair the sidewalks and to install the bricks across the driveway and into the Reading Garden. The process should be coordinated with Linda Fox to see that the plans are carried out.

Leonard James Bequest/Riefe Funds: Gardner said that the annual disbursement for the Leonard James bequest would be \$27,000-\$28,000 this year. Last year the library received around \$30,000. Gardner explained that the Leonard James funds have to be used for the purchase of library materials. Therefore, the \$20,000 in the General Fund allocated for library materials will be available for other costs as will the Riefe Funds.

Planning Grant from the State Library: The planning grant to pay George Lawson to survey the library for space allocation will not be available until July 1, 2012. The library will also know in July if we receive erate reimbursement to help with the cost of rewiring the genealogy room so that the adult computer lab could be moved into that space.

Carpeting: Gardner told the Board that the bid for carpeting the second floor of the library was around \$35,800. The Riefe fund has about \$67,000 left in it; however, the fund does not replenish itself.

Boiler Piping: If the Board agrees to have Baker Group go ahead and replace the original boiler piping, they could install an exterior sensor at that time.

Sliding Door Contract: Because of the age of the library's electronic doors and the cost of recent repairs, Gardner recommended that the Board consider a service contract with Automatic Doors of Iowa. The contract would be for one year at a cost of \$2000.

Cartooning Workshops: In July the library will offer three cartooning workshops presented by David Ayala. The workshops will be funded by the David Jackson memorial.

New Computers: As part of Capital Improvement, the library will replace 4 computers, which will include 3 staff computers and 1 public computer to manage the computer lab. One of the staff computers will go to Building Manager Mike Calzaretta so he will have the capability to see the graphics and adjust the temperature settings for the building's heating/cooling system. As a result of these new computers, the Street Department will be receiving one of the library's older computers.

Reading Garden: Gardner said that she would be checking with Ideal Ready Mix about the paving bricks. When asked who was on the Reading Garden committee, she said Suzette Striegel and Linda Fox, and a city grounds employee has been part of the committee.

Committee Reports:

Staff Committee - Jane Ireland, chair: Report under New Business.

Budget & Finance Committee - Judy Bishop, chair: No report.

Policy & Planning Committee - Candace Slobe, chair: No report.

Technology Committee - Kathy Rothfus, chair: No report.

Building & Grounds - Bryan Johnson, Chair: Johnson said that the Building and Grounds Committee met June 11th. They created a project list, discussed the elbow piping, and discussed Cunningham's response to Dixon's letter.

Unfinished Business: Bishop asked if any of the items from the Director's report needed to be acted upon. Gardner recommended action be taken on the sliding door contract. Bishop moved to enter into a one-year service contract with Automatic Doors of Iowa for \$2000. Johnson seconded the motion. When asked where the funds would come from, Gardner said the Library Maintenance Fund. Motion passed.

New Business:

Election of Officers: Sytsma opened nominations for Board president. Bishop nominated Mike Sytsma. Being no other nominations, nominations were closed. Sytsma opened nominations for Board vice-president. Ireland nominated Judy Bishop. Being no other nominations, nominations were closed. Slobe moved, seconded by Ireland, to accept the slate of officers for FY 2012-2013. Motion passed.

Approval of Staff Committee's Search Plan: The Staff Committee presented their search plan and timeline for hiring a new director. Motion was made by Bishop, seconded by Slobe, to accept the Staff Committee's search plan and timeline for hiring a new director. Motion passed.

Paul Groenenboom asked historically how long did library directors stay.

Appointment of Interim Library Director: The Staff Committee recommended that City Manager Michael Schrock, Jr. be appointed as Interim Library Director. Motion was made by Ireland, seconded by Johnson, to accept the Staff Committee's recommendation to appoint City Manager Michael Schrock, Jr. as the Interim Library Director. Motion passed.

Trustee Resignation: Trustee Bryan Johnson submitted his resignation from the Board. The Board members expressed their regret at Johnson's resignation, and told him what a fantastic job he has done as chair of the Building and Grounds Committee.

Financial Report/Approval of claims: Motion was made by Bishop, seconded by Johnson, to approve payment of the June claims. Motion passed.

President's Remarks: The Board members thanked Wanda for her service to the library and wished her well in the future.

Adjournment: Motion was made by Buckingham, seconded by Johnson, to adjourn. Motion passed.

The next regular meeting will be on Monday, July 23, 2012, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso
Library Administrative Assistant
for the Board

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 2

Consider approval of an application for a five day Class C Liquor License for Sodexo Management, Inc. dba William Penn University, located at the Penn Central Mall, 200 High Avenue West.

EXPLANATION:

The application is complete and in order for approval.

Staff recommends approval.

BUDGET CONSIDERATION:

\$105.63 to the General Fund.

ATTACHMENTS: None



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 3

Consider approval of a renewal application of a Class C Beer Permit from Asian Grill Buffet, Inc. dba Asian Buffet, 417 A Avenue West.

EXPLANATION:

The application is complete and in order for approval.

Staff recommends approval.

BUDGET CONSIDERATION:

\$300.00 Revenue to the General Fund.

ATTACHMENTS: None

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 4

Consider approval of a renewal application for a Class C Liquor License from Mahaska Bowling and Recreation Center Inc., 1700 A Avenue East.

EXPLANATION:

The application is complete and in order for approval.

Staff recommends approval.

BUDGET CONSIDERATION:

\$845.00 Revenue to the General Fund.

ATTACHMENTS: None

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 5

Consider a resolution scheduling a public hearing for August 20, 2012 to consider levying a special assessment against private property for sidewalk replacement by the city in accordance with section 12.12 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 August 20, 2012 for levying a special assessment against private property for sidewalk replacement. A notice will be published in the Oskaloosa Herald and certified notices will be sent to the property owners.

BUDGET CONSIDERATION:

\$3,771.00 Revenue to the Sidewalk Improvement Fund to offset expenses related to the work performed.

ATTACHMENTS:

Resolution
Sidewalk Replacement Assessments Exhibit "A"

RESOLUTION NO. _____

RESOLUTION SCHEDULING A TIME FOR HEARING FOR CONSIDERING THE MATTER OF LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR SIDEWALK REPLACEMENT BY THE CITY IN ACCORDANCE WITH SECTION 12.12 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 Sidewalk Maintenance and Use Regulations (Chapter 12.12)) has on certain properties within the City of Oskaloosa, Iowa, replaced sidewalks; and

WHEREAS, the City of Oskaloosa, Iowa, desires to levy a special assessment against the properties concerned for said sidewalk replacement by the City; and

WHEREAS, Section 12.12.150 of the City Code of the City of Oskaloosa, Iowa provides that the City Clerk shall send a notice of such facts to the owner of the abutting property. This notice shall indicate that the person may object to such assessment and give the place and time at which the council will hear such objections. This time set for the hearing shall be at least fifteen days after the service of mailing the notice; and

WHEREAS, thirty days after the council's decision, the City Clerk shall certify any unpaid amounts to the county auditor. 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 assessment that exceed one hundred dollars may be paid in installments as set by the council, not exceeding ten, in the same manner and at the same interest rates as for special assessments under Chapter 384, Code of Iowa. The interest rate is set at nine percent. No interest shall be charged for assessments, or parts thereof, paid within thirty days of the time the council determined the final amounts.

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 sidewalk replacement.

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 20th day of August, 2012 at 6:30 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 sidewalk replacement 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 Sidewalk Maintenance 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 16th day of July, 2012.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

EXHIBIT "A"
SIDEWALK REPLACEMENT ASSESSMENTS

OWNER	ADDRESS/LEGAL	COST
Michelle Y Canedo Parcel ID 1024209010	209 5th Avenue West S 85' Lot 6 Blk 11 Montgomery's Add	\$179.00
Raymond H/Gloria M Smallwood Parcel ID 1024204012	415 South A Street E 10' S 1/2 Lot 7 & S 1/2 Lot 8 Blk 6 Montgomery's Add	\$180.00
Pearl P Vanderwilt Parcel ID 1024215002	608 South A Street Lot 9 Blk 5 Montgomery's 2nd Add	\$180.00
Nadia J Crook Parcel ID 1024203005	401 South B Street N 68' Lots 1 & 2 Blk 7 Montgomery's Add	\$285.00
Mark Mauer Investment Properties LLC Parcel ID 1024212005	614 South D Street Lot 10 Blk 8 Montgomery's 2nd Add Exc Min Rights	\$700.00
Mercy Clinic Building Corporation Parcel ID 1013432007	302 North Market Street Lot G O L 15 O P	\$1,072.00
Parcel ID 1013432006	308 North Market Street Lot F Exc N 12' X 24' & S 4' Lot E L L 15 O P	
James W Veldhuizen/ Kimberly K Andeway Parcel ID 1013210017	1013 North Market Street Lot 1 & N 60.05' Lot 6 SD Lot 4 Mendehalls Add	\$235.00
ACS of Iowa Inc Parcel ID 1013255021	819 North Market Street Lot 12 Whitakers Add	\$150.00
Travis/Angela M Walker Parcel ID 1013255030	713 North Market Street S 2/3 Lot 2 Blk 3 Mulhallens Add	\$640.00
Delbert O Brackney Parcel ID 1013431009	327 North Market Street E 76' Lot 8 O L 14 O P	\$150.00

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: CONSENT AGENDA – ITEM 6

Consider a resolution of support and financial commitment for the Main Street Program in Oskaloosa, Iowa.

EXPLANATION:

Main Street Iowa requires a commitment on the part of the local government for continued support of the local Main Street Program. The program agreement between the city government, Main Street Oskaloosa and the Iowa Department of Economic Development to continue the local Main Street Program is required every two years. The agreement is for the period from July 1, 2012 through June 30, 2014.

Staff recommendation: Approve resolution.

BUDGET CONSIDERATION:

The FY 2013 City Council approved budget includes \$30,000 to pay for the services and activities provided by the Oskaloosa Area Chamber & Development Group.

ATTACHMENTS:

Resolution
Main Street Iowa Program agreement

RESOLUTION NO. _____

RESOLUTION OF SUPPORT AND FINANCIAL COMMITMENT FOR THE MAIN STREET PROGRAM IN OSKALOOSA, IOWA

WHEREAS, an Agreement between the Iowa Department of Economic Development, Main Street Oskaloosa, and the City of Oskaloosa is required for the purpose of continuing the Main Street Iowa Program in Oskaloosa, and,

WHEREAS, this Agreement is pursuant to contractual agreements between the National Trust for Historic Preservation and the Iowa Department of Economic Development to assist in the revitalization of the designated Main Street project area of Oskaloosa, Iowa, and,

WHEREAS, the City Council of Oskaloosa endorses the goal of economic revitalization of the Downtown within context of preservation and rehabilitation of its historic buildings and supports the continuation of the Main Street Four Point Approach as developed by the National Trust for Historic Preservation and espoused by Main Street Iowa.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Oskaloosa, Iowa, meeting in regular session on July 16, 2012 that the City of Oskaloosa, Iowa, hereby agrees as follows:

- 1) The City of Oskaloosa, along with donations and memberships will be sources of funding for the program;
- 2) The Main Street Board is designated to supervise the program director.
- 3) A city official will be appointed to represent the City on the local Main Street Board of Directors and;
- 4) The local Main Street Program is directed to continue to follow the Four Point Main Street Approach as developed by the National Trust for Historic Preservation.

PASSED AND APPROVED the 16th day of July 2012.

City of Oskaloosa

By: _____
David Krutzfeldt, Mayor of Oskaloosa

ATTEST:

Amy Miller, City Clerk

**Main Street Iowa
Program Agreement**

Agreement # PS2012-G300-45

Agreement between the Iowa Economic Development Authority, the City of Oskaloosa and Oskaloosa Area Chamber & Development Group / DBA Main Street Oskaloosa for the purpose of continuing the Main Street Program in Oskaloosa.

THIS AGREEMENT is entered into and executed by the Iowa Economic Development Authority herein referred to as the "IEDA", the City of Oskaloosa and Oskaloosa Area Chamber & Development Group / DBA Main Street Oskaloosa hereinafter referred to as the "Community or Local Main Street Program".

WHEREAS, Oskaloosa Area Chamber & Development Group / DBA Main Street Oskaloosa established a partnership with the Iowa Economic Development Authority in 1986 and desires that the program continue; and

WHEREAS, the Iowa Economic Development Authority desires to continue the relationship which has been established with Oskaloosa Area Chamber & Development Group / DBA Main Street Oskaloosa;

NOW THEREFORE, in consideration of the foregoing and mutual covenants and agreements contained herein, the parties have agreed to do as follows:

SECTION I. The Local Main Street Program agrees to:

1. Employ a paid full-time program director for the Local Main Street Program who will be responsible for the day-to-day administration of the Main Street program in the Community.
2. Develop an accurate position description, which includes the rate of compensation, describing the administrative activities for which the program director is responsible. A copy of which is to be provided during the annual program visit.
3. Submit monthly performance reports to the IEDA. The reports will document the progress of the Local Main Street Program's activities.
4. Maintain worker's compensation insurance for the program director and staff. Provide proof of insurance during the annual program visit.
5. Remain in compliance with the requirements of this program as outlined in this agreement. If the IEDA finds that the Local Main Street Program is not in compliance with the requirements of this program, the Local Main Street Program will be notified of non-compliance and given a probationary period in which to return to compliance. Continued non-compliance will result in termination of this agreement and loss of recognition as a Main Street Program Community.
6. Not assign this agreement without obtaining prior written approval of the IEDA.
7. Participate, as required by the State Main Street Coordinator, in training sessions as scheduled throughout the year. To remain in compliance and to be eligible for National Main Street accreditation, the local Main Street Program must have representation at both days of the four training sessions held annually, indicated as mandatory on the program calendar. In addition, any newly hired program director will be required to participate in Main Street Orientation, as soon after the hire date as feasible; and participate in Main Street Four Point Approach® (Main Street 101) when offered within the state. Registration and all related travel expenses for training will be paid by the Community.
8. Provide the State Main Street Coordinator with one (1) copy of any materials published or printed that relate to the local Main Street project.
9. Have a Resolution of Support passed by the city council. This resolution must stipulate sources of funding for the program, (i.e., the city, and, downtown association, development corporation, assessment district, private donations or any combination thereof, etc.), who will be designated to supervise the program director, (i.e., the Main Street Board, etc.), a commitment to appoint a city official to represent the city on the local Main Street governing board of directors, and that the Local Main Street Program will continue to follow the Four-Point Main Street Approach® as developed by the National Trust for Historic Preservation and espoused by Main Street Iowa.
10. Continue to retain a current membership in the National Main Street Center Network.
11. Achieve National Main Street Center accreditation at a minimum once every three years.
12. Use the words "Main Street" when referring to the local program, either as an official part of the organization's name or as a tagline such as...a Main Street Iowa community.

SECTION II. The IEDA agrees to:

1. Designate a Main Street State Coordinator to handle communication between the Community, the Main Street Iowa Program, and state government agencies.
2. Coordinate up to four (4) statewide training sessions annually for program directors and local Main Street volunteers based on the combined needs of all Iowa Main Street Communities.
3. Conduct three to four one-day (1) Main Street orientations for all new program directors, board members and volunteers. The Orientation will introduce the program director to the Main Street Program and to their immediate responsibilities. Orientation meetings will be held in a central Iowa location.
4. Conduct an on-site program visit annually.
5. Provide continuing advice and information to the Local Main Street Program.
6. Conduct on-site technical assistance visits with Main Street Iowa personnel as deemed appropriate and necessary.
7. Include the Community in the Main Street Iowa network.
8. Provide, as requested and can be scheduled, on-site design and business assistance visits to the Community.
9. Offer training via the Iowa Communications Network (ICN) or Webinars no less than three times each year.

SECTION III. The PARTIES hereto otherwise agree as follows:

1. The term of this agreement shall be for a period of two years, beginning July 1, 2012, and ending June 30, 2014. It may be extended or revised by a written amendment signed by both parties.
2. This agreement shall be binding upon and shall insure to the benefit of the parties and their successors.
3. Not to discriminate against any employee or applicant for employment because of race, color, sex, age, disability, creed, religion, sexual orientation, marital status, or national origin. The parties further agree to take affirmative action to assure that employees are treated without regard to their race, color, region, sex, age, disability, creed, religion, sexual orientation, marital status, or national origin during employment.
4. Either party may terminate this agreement without cause after 30 days written notice to the other party.
5. This document memorializes all elements of this agreement, and both incorporates and supersedes any previous agreements or negotiations, whether oral or written.
6. The IEDA is limited to furnishing its technical services to the Community and thus nothing contained herein shall create any employer-employee relationship.

IN WITNESS WHEREOF, the parties have executed this agreement.

BY: _____
 (Mayor)

 Oskaloosa, Iowa
 (City)

(Date)

BY: Sue Ryan
 (Board President)

 Oskaloosa Area Chamber & Development
 Group / DBA Main Street Oskaloosa
 (Local Main Street Program)

June 29, 2012
(Date)

BY: _____
 Deborah V. Durham, Director
 Iowa Economic Development Authority

(Date)



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: CONSENT AGENDA – ITEM 7

Consider a resolution of support for the Oskaloosa Chamber's application to become a RAGBRAI host community in 2013.

EXPLANATION:

Annually the city and the Chamber are contacted by the RAGBRAI organization and asked to update community and contact information. The city is also then asked if there is interest in being considered a host for RAGBRAI. The city has served as an overnight host for RAGBRAI on three occasions, 1988, 1992, and 2003.

The Oskaloosa Chamber is submitting an application on the city's behalf this year and in doing so, is seeking a resolution of support from the Mayor and City Council.

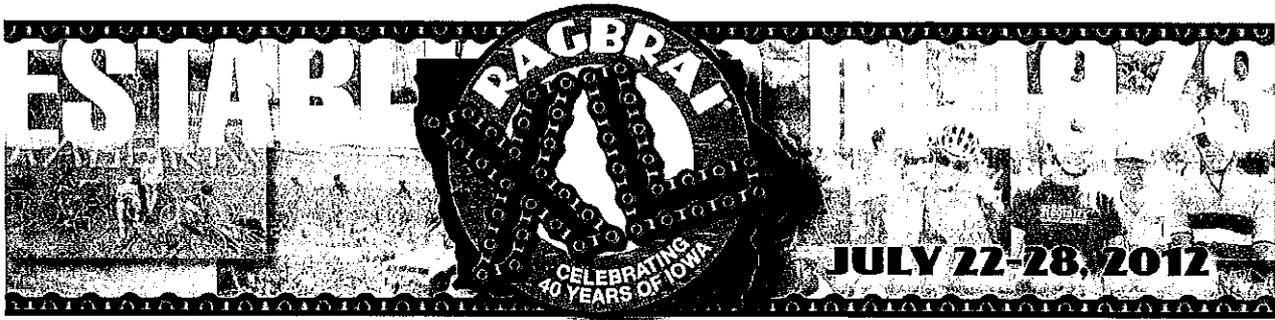
Staff recommends approval of this item as presented.

BUDGET CONSIDERATION:

Although there is no budget impact associated with the approval of this item, if the city is selected as a host community, a significant financial impact could occur within the operational budget.

ATTACHMENTS:

Letter from RAGBRAI Director with attachments
Resolution of Support



June 30, 2012

Dear Mayor:

This summer, RAGBRAI will celebrate 40 years of riding across Iowa! Over 50 great Iowa communities will welcome over 15,000 riders and guests during the Register's Annual Great Bicycle Ride Across Iowa. RAGBRAI continues its standing as one of the world's premiere bicycle events due to the wonderful communities that host the event.

RAGBRAI brings a tremendous economic impact to the State of Iowa and host communities. RAGBRAI participants' expenditures accounted for over \$24 million in direct sales during the event, according to a recent economic impact study conducted by the University of Northern Iowa's Sustainable Tourism and Environment Program.

Although we are just weeks away from this year's event, we are excited to begin planning for the 41st edition of the oldest, largest and longest multi-day bicycle touring event in the world! The dates for next summer's RAGBRAI XLI (or RAGBRAI 41) are July 21-27, 2013.

We are contacting all Mayors from communities that have hosted RAGBRAI in the past or have the potential to serve as an overnight host town in the future. We want to make sure our contact information for your town is current. This inquiry is informational only and does not signify that communities in your area are currently being considered. Your Chamber office and/or area Tourism office will also receive a similar package.

Enclosed you will find a "**BECOMING A HOST TOWN**" booklet that contains information about what is required and expected to host the event in your community. You'll find information on how the route and towns are selected, timelines and details on how your community can express their interest to host the event in the future.

In order to formally express a community's interest to be considered as a future overnight town host, the enclosed "**RAGBRAI TOWN INFORMATION UPDATE**" form should be completed and returned by August 15, 2012. Letters of support written by your community leaders and any brochures or maps that highlight your community could also accompany the form or be submitted separately.

You will also find a "**RAGBRAI HOTEL RESERVATION**" form. We would ask that you provide area hotel information and work with your area hoteliers to secure a block of reservations should RAGBRAI select your community to host next summer. This form should also be completed and returned by August 15, 2012.

There are more than 200 Iowa communities that have expressed the desire to host RAGBRAI, and we try to include as many as possible each year. We look forward to meeting you and possibly working together if RAGBRAI comes through your area.

Sincerely,

T.J. Juskiewicz
RAGBRAI Director

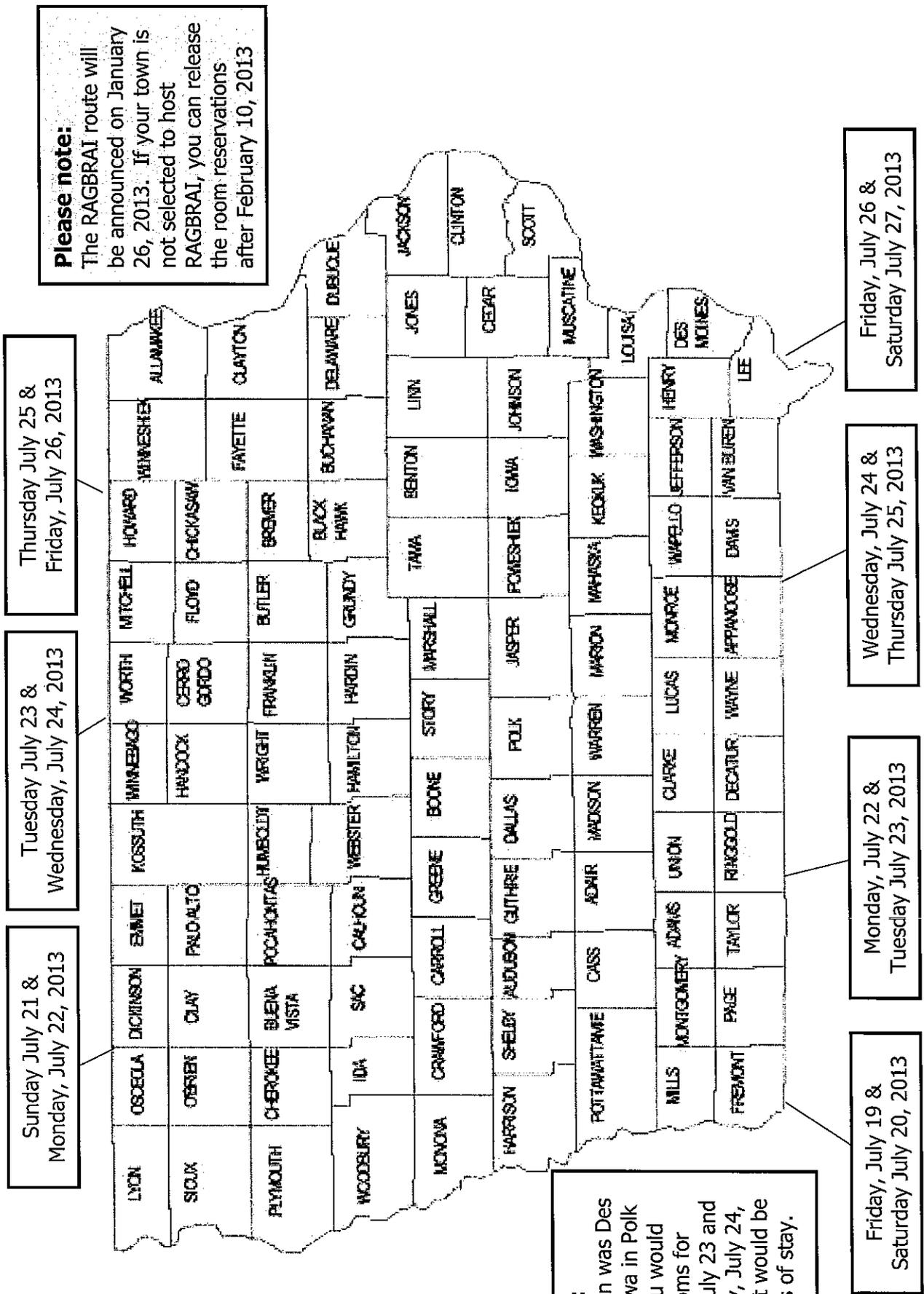
REGISTER'S ANNUAL GREAT BICYCLE RIDE ACROSS IOWA™

P.O. Box 622 | Des Moines, Iowa 50306-0622 | 515-284-8282 | 1-800-1 RIDE IA (474-3342) | fax: 515-284-8287 | WWW.RAGBRAI.COM | info@RAGBRAI.com

Year	#	Miles	Riders	Starting Town	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Ending Town
1973	I	412	150	Sioux City	Storm Lake	Fort Dodge	Ames	Des Moines	Williamsburg	Davenport	Dubuque
1974	II	422	2,000	Council Bluffs	Atlantic	Guthrie Center	Camp Dodge	Marshalltown	Waterloo	Monticello	Fort Madison
1975	III	450	3,000	Hawarden	Cherokee	Lake View	Boone	Newton	Sigourney	Mt. Pleasant	Muscatine
1976	IV	430	4,000	Sidney	Red Oak	Harlan	Jefferson	Nevada	Grimmell	Iowa City	Lansing
1977	V	400	6,000	Onawa	Ida Grove	Laurens	Algona	Clear Lake	New Hampton	Decorah	Clinton
1978	VI	440	6,000	Sioux City	Storm Lake	Humboldt	Iowa Falls	Vinton	Mt. Vernon	Maquoketa	Burlington
1979	VII	480	6,000	Rock Rapids	Spencer	Rockwell City	Story City	Tama	Fairfield	Wapello	Guttenberg
1980	VIII	468	6,000	Glenwood	Atlantic	Carroll	Perry	Webster City	Waverly	Elkader	Keokuk
1981	IX	490	6,000	Missouri Valley	Mapleton	Lake City	Greenfield	Leon	Centerville	Keosauqua	Davenport
1982	X	523	6,000	Akron	Cherokee	Estherville	Forest City	Charles City	Independence	Tipton	Dubuque
1983	XI	492	6,000	Onawa	Harlan	Guthrie Center	Ames	Clarion	Grundy Center	Manchester	Burlington
1984	XII	474	8,000	Glenwood	Shenandoah	Creston	Adel	Pella	Ottumwa	Mt. Pleasant	Burlington
1985	XIII	540	10,000	Hawarden	Sibley	Emmetsburg	Humboldt	Mason City	Waterloo	Monticello	Clinton
1986	XIV	479	8,000	Council Bluffs	Red Oak	Audubon	Perry	Eldora	Belle Plaine	Washington	Muscatine
1987	XV	437	8,000	Onawa	Denison	Storm Lake	Fort Dodge	Forest City	Osage	West Union	Guttenberg
1988	XVI	433	8,000	Sioux City	Ida Grove	Carroll	Boone	Des Moines	Oskalboosa	Fairfield	Fort Madison
1989	XVII	479	8,000	Glenwood	Clarinda	Atlantic	Jefferson	Story City	Cedar Falls	Dyersville	Bellevue
1990	XVIII	495	8,000	Sioux Center	Spencer	Algona	Hampton	Delwein	Cedar Rapids	Washington	Burlington
1991	XIX	432	8,000	Missouri Valley	Atlantic	Winterset	Knoxville	Grimmell	Amanas	Anamosa	Bellevue
1992	XX	494	8,000	Glenwood	Shenandoah	Bedford	Osceola	Des Moines	Oskalboosa	Mt. Pleasant	Keokuk
1993	XXI	525	8,000	Sioux City	Sheldon	Emmetsburg	Clarion	Osage	Decorah	Manchester	Dubuque
1994	XXII	511	8,000	Council Bluffs	Harlan	Carroll	Perry	Marshalltown	Marion	Maquoketa	Clinton
1995	XXIII	493	8,000	Onawa	Lake View	Fort Dodge	Iowa Falls	Tama/Toledo	Sigourney	Coralville	Muscatine
1996	XXIV	437	8,000	Sioux Center	Sibley	Estherville	Lake Mills	Charles City	Cresco	Fayette	Guttenberg
1997	XXV	464	10,000	Missouri Valley	Red Oak	Creston	Des Moines	Chariton	Bloomfield	Fairfield	Fort Madison
1998	XXVI	488	10,000	Hawarden	Cherokee	Rockwell City	Boone	Eldora	Cedar Falls	Monticello	Sabula
1999	XXVII	487	8,500	Rock Rapids	Spencer	Algona	Clear Lake	Waverly	Decorah	Manchester	Bellevue
2000	XXVIII	450	10,000	Council Bluffs	Harlan	Greenfield	Ankeny	Knoxville	Ottumwa	Washington	Burlington
2001	XXIX	505	10,000	Sioux City	Storm Lake	Denison	Atlantic	Perry	Grimmell	Coralville	Muscatine
2002	XXX	480	10,000	Sioux Center	Cherokee	Emmetsburg	Forest City	Charles City	Oelwein	Anamosa	Bellevue
2003	XXXI	450	10,000	Glenwood	Shenandoah	Bedford	Osceola	Oskalboosa	Bloomfield	Mt. Pleasant	Fort Madison
2004	XXXII	490	10,000	Onawa	Lake View	Fort Dodge	Iowa Falls	Marshalltown	Hiawatha	Maquoketa	Clinton
2005	XXXIII	485	10,000	Le Mars	Sheldon	Estherville	Algona	Northwood	Cresco	West Union	Guttenberg
2006	XXXIV	444	10,000	Sergeant Bluff	Ida Grove	Audubon	Waukegan	Newton	Marengo	Coralville	Muscatine
2007	XXXV	477	10,000	Rock Rapids	Spencer	Humboldt	Hampton	Cedar Falls	Independence	Dyersville	Bellevue
2008	XXXVI	471	10,000	Missouri Valley	Harlan	Jefferson	Ames	Tama/Toledo	North Liberty	Tipton	Le Claire
2009	XXXVII	442	10,000	Council Bluffs	Red Oak	Greenfield	Indianola	Chariton	Ottumwa	Mount Pleasant	Burlington
2010	XXXVIII	442	10,000	Sioux City	Storm Lake	Algona	Clear Lake	Charles City	Waterloo	Manchester	Dubuque
2011	XXXIX	454	10,000	Glenwood	Atlantic	Carroll	Boone	Altoona	Grimmell	Coralville	Davenport
2012	XL	471	10,000	Sioux Center	Cherokee	Lake View	Webster City	Marshalltown	Cedar Rapids	Anamosa	Clinton

RAGBRAI 2013 - HOTEL RESERVATIONS

REQUEST RESERVATIONS FOR 65 ROOMS (55 DOUBLES & 10 SINGLES) PER NIGHTS LISTED IN CHART



RESOLUTION NO. _____

**A RESOLUTION OF SUPPORT TO BECOME A HOST COMMUNITY
FOR THE RAGBRAI XL EVENT - JULY 21-27, 2013**

WHEREAS, the annual RAGBRAI event continues to be one of the world's premiere bicycle events around the world; and

WHEREAS, more than 15,000 riders and guests participate in the event and brings a tremendous economic impact to the State of Iowa and the communities that serve as hosts; and

WHEREAS, the City of Oskaloosa has had the pleasure to serve as a host community on three separate occasions – 1988, 1992 and 2003; and

WHEREAS, the City of Oskaloosa desires the opportunity to once again showcase its community amenities and hospitality to the riders and guests of RAGBRAI XL; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa, that the City of Oskaloosa and its residents welcome the opportunity to serve as gracious host to the event's participants and guests;

AND FURTHER BE IT RESOLVED that the City of Oskaloosa and the Oskaloosa Chamber of Commerce are willing partners in submitting an application for consideration to be a host community for RAGBRAI XLI – July 21-27, 2013.

APPROVED AND ADOPTED this 16th day of July, 2012.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: CONSENT AGENDA – ITEM 8

Consider a request from the Oskaloosa Band Boosters for use of parking spaces for a band concert and cookout.

EXPLANATION:

The Oskaloosa Band Boosters are requesting use of five parking places on North 1st Street near the square on Thursday, July 26, 2012 at 4:30 p.m. for a band concert and cookout.

According to Oskaloosa Municipal Code Section 12.08.070 upon specific written application the Police Chief can issue a permit authorizing use of one parallel parking space or two angle parking spaces for a period of not to exceed three consecutive business days at a fee of \$2.00 per space per business day. Requests for more than one parallel parking space or two angle parking spaces have to be approved by the City Council.

Consider approval of request.

BUDGET CONSIDERATION:

\$10.00 revenue to the General Fund.

ATTACHMENTS:

None.

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 9

Consider a resolution approving and directing the City Clerk to transfer funds from the General Fund - Local Option Sales Tax to the Pavement Management Fund in the amount of \$353,798.

EXPLANATION:

The Oskaloosa City Council previously approved an award of contract to Norris Asphalt in an amount not to exceed \$321,634.50 and a ten percent construction contingency not to exceed \$32,163.45 for the Highway 432 Pavement Rehabilitation Project (total project authorization of \$353,797.95).

This item is necessary to cash flow the Highway 432 project between two funds. Pavement management projects are presently funded through a combination of the General Fund – Local Option Sales Tax Fund (1% sales tax proceeds) and the Pavement Management Fund (franchise fee proceeds). Both are eligible for road maintenance or construction of roads. As of June 30, 2012 the General Fund – Local Option Sales Tax Fund has a balance of \$679,927 while the Pavement Management Fund has a balance of \$98,586.

Due to the present balance of funds within the General Fund – Local Option Sales Tax, staff recommends transferring \$353,798 from that Fund to the Pavement Management Fund to cover construction costs for Highway 432 Pavement Rehabilitation Project.

BUDGET CONSIDERATION:

Transfer of \$353,798 from the General Fund – Local Option Sales Tax Fund.

ATTACHMENTS:

Resolution

RESOLUTION NO. _____

RESOLUTION APPROVING AND DIRECTING THE CITY CLERK TO TRANSFER FUNDS FROM THE GENERAL FUND - LOCAL OPTION SALES TAX TO THE PAVEMENT MANAGEMENT FUND IN THE AMOUNT OF \$353,798

WHEREAS, the Oskaloosa City Council previously approved an award of contract to Norris Asphalt in an amount not to exceed \$321,634.50 and a ten percent construction contingency not to exceed \$32,163.45 for the Highway 432 Pavement Rehabilitation Project (total project authorization of \$353,797.95); and

WHEREAS, a portion of the funds needed to cover pavement management projects are received through the General Fund - Local Option Sales Tax Fund; and

WHEREAS, the General Fund - Local Option Sales Tax Fund has a fund balance of \$679,927;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Oskaloosa Iowa that \$353,798 be transferred from the General Fund - Local Option Sales Tax to the Pavement Management Fund to cover the construction costs for the Highway 432 Pavement Rehabilitation Project.

PASSED AND APPROVED this 16th day of July, 2012.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: REQUESTS FROM THE GENERAL PUBLIC

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

EXPLANATION:

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

Receive report.

BUDGET CONSIDERATION:

None.

ATTACHMENTS:

None.



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE: PUBLIC HEARINGS

Consider an ordinance to amend the City Code of the City of Oskaloosa, Iowa with respect to Zoning – definitions; Uses in zoning districts concerning single family detached, manufactured housing residential, mobile home park, and mobile home subdivision; Supplemental use regulations – residential uses; and for other purposes – 1st reading. **(PUBLIC HEARING)**

EXPLANATION:

The Public Works Department is proposing changes in the Zoning Ordinance because the existing zoning regulations are outdated, and the ordinance does not differentiate between mobile, manufactured and modular homes. The proposed ordinance amendment defines each type of home, addresses problems that have been encountered, and gives a general direction as to where each type of home may be located. The proposed ordinance amendments reflect Staff's attempt to address and resolve Oskaloosa's existing Zoning Regulations.

Iowa Code differentiates between the types of factory produced homes by the building code to which the home must comply. Factory-built homes are constructed off site and transported to a home site and installed on a state approved foundation or support system. Factory-built residential housing is generally of three types: modular homes, mobile homes, and manufactured homes. There is a distinct difference in each type of factory built home.

Manufactured homes are constructed to comply with a uniform federal building code administered by the U.S. Department of Housing and Urban Development (HUD). These are less expensive than modular homes because they can be manufactured efficiently and transported to any state without a requirement to meet local building codes. The City does not regulate the construction of manufactured homes. However, the City does require a permit for the placement of the home to ensure compliance with location, foundation, skirting, decks, and utility connection requirements. The Iowa Code does not allow the city to adopt or enforce ordinances which treat manufactured homes differently.

Modular homes are constructed in compliance with the Iowa State Building Code which has been incorporated into law at Title III, Subtitle 6, Chapter 103A of the 2011 Iowa Code. This is the same building code that all site built construction conforms to. There is no difference between modular and site built. All modular homes must have complete construction documents and city approval as with any other custom home.

Mobile homes were constructed to comply with Iowa standards prior to June 15, 1976, when the federal preemptive HUD code became effective. Even though there are a significant number of mobile homes within city limits, no new mobile homes have been constructed since that date.

The following four items are presented for consideration:

1. Amend definition of Manufactured home, Mobile home, Mobile home park, and Mobile home subdivision in Section 17.24.030;
2. Create new definitions of Modular home, Factory-built housing, and Factory-built structure in Section 17.24.030;
3. Add limitations to Single-family Detached, Manufactured housing residential, Mobile home park, and Mobile home subdivision under Residential uses on Table 17.08B of Chapter 17.08 Zoning District Regulations; and
4. Change the language in paragraphs (G) and (H) of Section 17.22.030, entitled "Supplemental use regulations - Residential uses."

The Planning & Zoning Commission considered this item at their June 11, 2012 meeting and recommended by a vote of 5 to 0 that the City Council approve the ordinance amendments.

DETAILED PROJECT DESCRIPTION:

- 1. Amend definition of Manufactured home, Mobile home, Mobile home park, and Mobile home subdivision in Section 17.24.030;**

This proposed text amendment inserts specific language that corrects the existing definitions to bring some of the language in compliance with Title III, Subtitle 6, Chapter 103A of the 2011 Iowa Code. The proposed change is shown below:

Manufactured home" means a factory-built structure built under authority of 42 U.S.C., Section 5403, that is required by federal law to display a seal from the United States Department of Housing and Urban Development, and was constructed on or after June 15, 1976. (2011 Code of Iowa, Sec. 103A.51[4])

~~"Manufactured home dwelling" means a factory built single-family dwelling structure which is to be used as a place for human habitation, which is manufactured or constructed under the authority of 42 U.S. 3. Sec. 5403, Federal Manufactured Home Construction and Safety Standards, and which is not constructed or equipped with a permanent hitch or other device allowing it to be moved other than to a permanent site; does not have permanently attached to its body or frame any wheels or axles. A mobile home constructed to the National Manufactured Home Construction and Safety Standards promulgated by the US Department of Housing and Urban Development is not a manufactured home unless it has been converted to real property and is taxed as a site built dwelling as is provided in the Code of Iowa Section 435.26, and which complies with the following architectural and aesthetic standards listed below. For the purpose of any of these regulations, manufactured homes shall be considered the same as a single family detached dwelling. In common with single family detached dwellings, a manufactured home dwelling unit shall have the following characteristics:~~

- ~~1. The home shall have at least eight hundred square feet of floor area;~~
- ~~2. The home shall have an exterior width of at least twenty feet;~~
- ~~3. The roof shall be pitched with a maximum vertical rise of three inches for each twelve inches of horizontal run;~~
- ~~4. The exterior material is of a color, material, and scale comparable with those existing in the residential site on which the manufactured home dwelling is being permanently installed;~~
- ~~5. The home shall have a nonreflective roof material which is or simulates asphalt or wood shingles, tile, or rock;~~
- ~~6. Permanent utility connections shall be installed in accordance with local regulations;~~
- ~~7. The home shall have all wheels, axles, transporting lights, and towing apparatus removed; and~~
- ~~8. The home shall be installed upon a permanent foundation that is constructed and built in accordance with the regulations of the city.~~

~~"Mobile home" means a structure, transportable in one or more sections, which exceeds eight feet in width and thirty-two feet in length, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to one or more utilities. A "mobile home" is not built to a mandatory building code, contains no state or federal seals, and was built before June 15, 1976.-(2011 Code of Iowa, Sec. 103A.51[8]) "Mobile homes" means building types designed to be transportable in one or more sections, constructed on a permanent chassis or undercarriage, and designed to be used as a dwelling unit or other use with or without a permanent foundation when connected to the required utilities, but not bearing a seal attesting to the approval and issuance of the Iowa Department of Health or conformance to the manufactured home procedural~~

~~and enforcement regulations, as adopted by the US Department of Housing and Urban Development; or not otherwise satisfying the definition of "manufactured home dwellings."~~

"Mobile home park" means a unified development under single ownership, developed, subdivided, planned, and improved for the placement of mobile homes, manufactured homes, modular homes or a combination of any of these homes ~~mobile home units for nontransient use~~. "Mobile home parks" include common areas and facilities for management, recreation, laundry, utility services, storage, storm shelter, and other services; but do not include factory built ~~mobile~~ home sales lots on which unoccupied factory built ~~mobile~~ homes are parked for the purposes of display, inspection, sale, or storage.

"Mobile home subdivision" means a development subdivided, planned, and improved for the placement of factory built ~~mobile~~ home units on lots for uses by the individual owners of such lots. "Mobile home subdivisions" may include common areas and facilities for management, recreation, laundry, utility services, storage, storm shelter, and other services; but do not include factory built ~~mobile~~ home sales lots on which unoccupied factory built ~~mobile~~ homes are parked for the purpose of display, inspection, sale, or storage.

2. Create new definitions of Modular home, Factory-built housing, and Factory-built structure in Section 17.24.030

This proposed text amendment inserts specific language that adds new definitions which brings it into compliance with 2011 Iowa Code. The proposed change is shown below:

"Modular home" means a factory-built structure which is manufactured to be used as a place of human habitation, is constructed to comply with the Iowa state building code for modular factory-built structures, and must display a seal issued by the state building code commissioner. (2011 Code of Iowa, Sec. 103A.51[9])

Factory-built housing means a factory-built structure designed for longterm residential use. For the purposes of this chapter, factory-built housing consists of three types: Modular homes, mobile homes, and manufactured homes.

Factory-built structure means any structure which is, wholly or in substantial part, made, fabricated, formed or assembled in manufacturing facilities for installation or assembly and installation on a building site. "Factory-built structure" includes the terms "mobile home", "manufactured home", and "modular home". (2011 Code of Iowa, Sec. 103A.3[8])

3. Add limitations to Single-family Detached, Manufactured housing residential, Mobile home park, and Mobile home subdivision under Residential uses on Table 17.08B of Chapter 17.08 Zoning District Regulations;

This proposed text amendment adds limitations to Single-family Detached, Manufactured housing residential, Mobile home park, and Mobile home subdivision which gives a general direction as to where each type of home may be located. These limitations also give the City authority over the placement of the home to ensure compliance with location, size and details of structure, foundation, skirting and compliance date for skirting. The proposed change is shown below:

Use Types	AG	RR	R-1	R-2	R-3	R-4	UC	LC	CC	DC	GC	HC	BP	LI	GI	Additional Regulations
Residential Uses																
Single-family Detached	P	P, L(1)	P, L(1)	P, L(1)	P, L(1)	P	P, L(1)	C								17.22.030(A)
Manufactured housing residential	P	P, L(1)	P, L(1)	P, L(1)	P, L(1)	P, L(2)		C								
Mobile home park						P, L(2)										17.22.030(G)
Mobile home subdivision						P, L(2)										17.22.030(H)

L (1) = Single-family detached dwellings provided that:

1. All single-family detached dwellings for which a building permit has been issued (*date of enactment*), shall comply with the following minimum design standards:
2. The dwelling shall have a minimum width facing the street of 24 feet.
3. The minimum horizontal dimension of the main body of the dwelling unit shall not be less than 20 feet.
4. A minimum of 15 percent of the facade of the building facing the street shall consist of windows, doors and other building openings.
5. Any foundation skirting material shall have the appearance of masonry or poured concrete typical of site-built homes. Installation of the skirting must be installed within thirty (30) days following the installation of the home, or the first day of May if the ground is frozen at the time the home is placed.

L (2) = Applies to all factory built homes (Refer to Section 17.24.030 for definitions), Any foundation skirting material shall have the appearance of masonry or poured concrete typical of site-built homes. Installation of the skirting must be installed within thirty (30) days following the installation of the home, or the first day of May if the ground is frozen at the time the home is placed.

4. Change the language in paragraphs (G) and (H) of Section 17.22.030, entitled "Supplemental use regulations - Residential uses."

This proposed text amendment inserts specific language to correct the existing language in paragraphs (G) and (H) of Section 17.22.030 and bring it in compliance with the 2011 Iowa Code. The proposed change is shown below:

- G. Mobile Home Parks. In the R-4 mobile home residential district, which permits factory built mobile home residential use, such use may be configured in a mobile home park or mobile home subdivision. Following the effective date of the ordinance codified in this title, no mobile home shall be located outside of a mobile home park or mobile home subdivision. A mobile home park is subject to approval as a conditional use by the planning and zoning commission and compliance with the following regulations:
1. Certification. A certification of compliance with all ordinances and regulations regarding factory built home mobile-home licensing, zoning, health, plumbing, electrical, building, fire protection and any other applicable requirements shall be issued by the zoning administrator prior to the occupancy of any new mobile home park or any expansion of an existing mobile home park.
 2. Minimum and Maximum Area. A mobile home park shall be considered to be one zoned lot. The contiguous area of a mobile home park shall have a minimum of three acres and a maximum of fifteen acres.
 3. Density Requirements.
 - a. The minimum gross site area per dwelling unit shall be five thousand square feet.
 - b. The minimum size of an individual factory built mobile home space shall be four thousand square feet for single-wide mobile home units and six thousand square feet for double-wide mobile home units.
 - c. Each mobile home space shall have a width of at least fifty feet wide and a length of at least eighty feet.
 4. Site Development Standards.
 - a. Setbacks. Each mobile home park shall have a minimum perimeter setback of thirty feet from adjacent nonresidential uses and fifty feet from adjacent residential uses or public rights-of-way. No space for a dwelling unit or any other structure shall be permitted in the required setback.
 - b. Setback Landscaping. All area contained within the required setbacks except sidewalks and private drives shall be landscaped and screened in conformance with Chapter 17.26. Screening shall be provided in

conformance with Chapter 17.26 for any common property line with another nonresidential use.

- c. Impervious Coverage. Impervious coverage for a mobile home park shall not exceed fifty percent of the total site area.
- d. Open Space. Each mobile home park shall provide a minimum of four hundred square feet of open recreational space per unit. Such space shall be provided at a central location accessible from all parts of the park by pedestrians. Required perimeter setbacks or buffers shall not be credited toward the fulfillment of this requirement.
- e. Separation Between factory built mobile Home Units. The minimum separation between a factory built mobile home unit and attached accessory structure and any other factory built mobile home units and/or accessory structure shall be twenty feet.
- f. Separation and Setbacks for Accessory Buildings. An accessory building on a factory built mobile home space maintain a minimum rear and side yard setback of five feet. A minimum distance of ten feet shall be provided between any mobile home and an unattached accessory building.

5. Street Access and Circulation Requirements.

- a. Access to Public Street. Each mobile home park must abut and have access to a dedicated public street with a right-of-way of at least sixty feet. Direct access to a mobile home space from a public street is prohibited.
- b. Vehicular Circulation. The mobile home park must provide interior vehicular circulation on a private internal street system. Minimum interior street width shall be twenty-seven feet. The street system shall be continuous and connected with other internal and public streets; or shall have a cul-de-sac with a minimum diameter of ninety feet. No such cul-de-sacs may exceed three hundred feet in length.
- c. Separation between Units and Circulation Areas. The minimum distance between a factory built mobile home unit and any attached accessory structure and the pavement of an internal street or parking area shall be ten feet.
- d. Sidewalks. Each mobile home park shall provide a sidewalk system to connect each factory built mobile home space to common buildings or community facilities constructed for the use of its residents; and to the fronting public right of way. Sidewalk width shall be at least four feet.

- e. Street and Sidewalk Standards. All internal streets and sidewalks shall be hard-surfaced. Electric street lighting is required along all internal streets.
 - f. Parking Requirements. Each mobile home park must provide at least two off-street parking stalls for each factory built mobile home space.
6. Tornado Shelters. Tornado shelters shall be provided in the mobile home park. Such shelter or shelters shall be built according to the recommendations of the civil defense authority and be large enough to meet the specific needs of the park and its residents.
7. Utilities.
- a. All mobile home parks shall provide individual units and common facilities with an adequate, piped supply of water for both drinking and domestic purposes; and standard electrical service, providing at least one one hundred twenty-volt and one two hundred forty-volt electrical service outlet to each factory built mobile home space.
 - b. Complete sanitary and sewer service shall be provided within each mobile home park in accordance with city standards.
 - c. Properly spaced and operating fire hydrants shall be provided for proper fire protection within each mobile home park in accordance with applicable city codes and public improvement design standards.
 - d. All electric, telephone, gas, and other utility lines shall be installed underground.
8. Financial Responsibility. Each application for a mobile home park shall include a demonstration by the developer of financial capability to complete the project; and a construction schedule.
9. Completion Schedule. Construction must begin on any approved mobile home park within one year of the date of approval by the planning and zoning commission. Such construction shall be completed within two years of approval, unless otherwise extended by the commission.
10. All other uses and provisions of the Oskaloosa mobile home park regulations are incorporated herein by reference.

H. Mobile Home Subdivisions.

- 1. Mobile home subdivisions shall be developed in accordance with all standards and requirements set forth in the subdivision chapter of the land development ordinance of Oskaloosa. Site development regulations shall be

the same as those required in the R-2 zoning district. Each mobile home shall be considered a single-family detached residential unit for the purpose of determining applicable development regulations.

2. **Factory built mobile** home units within mobile home subdivisions shall be built in accordance with the minimum design standards of the US Department of Housing and Urban Development and display a certification of such compliance.
3. Mobile home subdivisions shall provide tornado shelter facilities as required by subsection (G)(6) of this section.

BUDGET CONSIDERATION: Not applicable.

Recommended Action:

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

ATTACHMENTS:

Ordinance.

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE CODE OF OSKALOOSA, IOWA WITH RESPECT TO ZONING – DEFINITIONS; USES IN ZONING DISTRICTS CONCERNING SINGLE-FAMILY DETACHED, MANUFACTURED HOUSING RESIDENTIAL, MOBILE HOME PARK, AND MOBILE HOME SUBDIVISION; SUPPLEMENTAL USE REGULATIONS - RESIDENTIAL USES; AND FOR OTHER PURPOSES.

The City Council of the City of Oskaloosa, Iowa hereby ordains as follows:

SECTION 1. Section 17.24.030, entitled "Definitions" of the City Code of the City of Oskaloosa, Iowa is hereby amended by striking the following definitions in their entirety and substituting the following in lieu thereof:

"Manufactured home" means a factory-built structure built under authority of 42 U.S.C., Section 5403, that is required by federal law to display a seal from the United States Department of Housing and Urban Development, and was constructed on or after June 15, 1976. (2011 Code of Iowa, Sec. 103A.51[4])

"Mobile home" means a structure, transportable in one or more sections, which exceeds eight feet in width and thirty-two feet in length, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to one or more utilities. A "mobile home" is not built to a mandatory building code, contains no state or federal seals, and was built before June 15, 1976.--(2011 Code of Iowa, Sec. 103A.51[8])

"Mobile home park" means a unified development under single ownership, developed, subdivided, planned, and improved for the placement of mobile homes, manufactured homes, modular homes or a combination of any of these homes. "Mobile home parks" include common areas and facilities for management, recreation, laundry, utility services, storage, storm shelter, and other services; but do not include factory built home sales lots on which unoccupied factory built homes are parked for the purposes of display, inspection, sale, or storage.

"Mobile home subdivision" means a development subdivided, planned, and improved for the placement of factory built home units on lots for uses by the individual owners of such lots. "Mobile home subdivisions" may include common areas and facilities for management, recreation, laundry, utility services, storage, storm shelter, and other services; but do not include factory built home sales lots on which unoccupied factory built homes are parked for the purpose of display, inspection, sale, or storage.

SECTION 2. Section 17.24.030, entitled "Definitions" of the City Code of the City of Oskaloosa, Iowa is hereby amended by adding the following definitions:

"Modular home" means a factory-built structure which is manufactured to be used as a place of human habitation, is constructed to comply with the Iowa state building code for modular factory-built structures, and must display a seal issued by the state building code commissioner. (2011 Code of Iowa, Sec. 103A.51[9])

Factory-built housing means a factory-built structure designed for longterm residential use. For the purposes of this chapter, factory-built housing consists of three types: Modular homes, mobile homes, and manufactured homes.

Factory-built structure means any structure which is, wholly or in substantial part, made, fabricated, formed or assembled in manufacturing facilities for installation or assembly and installation on a building site. "Factory-built structure" includes the terms "mobile home", "manufactured home", and "modular home". (2011 Code of Iowa, Sec. 103A.3[8])

SECTION 3. Table 17.08B, entitled "Permitted Uses by Zoning Districts" in Chapter 17.08 of the City Code of the City of Oskaloosa, is hereby amended by deleting the row concerning Residential Uses of "Single-family Detached", "Manufactured housing residential", "Mobile home park", and "Mobile home subdivision" and substituting the following rows in lieu thereof, and adding limitation L(1) and L(2) to the end of the legend of said table:

Use Types	AG	RR	R-1	R-2	R-3	R-4	UC	L C	CC	DC	GC	HC	BP	L I	GI	Additional Regulatio ns
Residential Uses																
Single-family Detached	P	P, L(1)	P, L(1)	P, L(1)	P, L(1)	P	P, L(1)	C								17.22.030(A)
Manufactured housing residential	P	P, L(1)	P, L(1)	P, L(1)	P, L(1)	P, L(2)		C								
Mobile home park						P, L(2)										17.22.030(G)
Mobile home subdivision						P, L(2)										17.22.030(H)

L (1) = Single-family detached dwellings provided that:

All single-family detached dwellings for which a building permit has been issued (*date of enactment*), shall comply with the following minimum design standards

1. The dwelling shall have a minimum width facing the street of 24 feet.
2. The minimum horizontal dimension of the main body of the dwelling unit shall not be less than 20 feet.
3. A minimum of 15 percent of the facade of the building facing the street shall consist of windows, doors and other building openings.
4. Any foundation skirting material shall have the appearance of masonry or poured concrete typical of site-built homes. Installation of the skirting must be installed within thirty (30) days following the installation of the home, or the first day of May if the ground is frozen at the time the home is placed.

L (2) = Applies to all factory built homes (Refer to Section 17.24.030 for definitions), Any foundation skirting material shall have the appearance of masonry or poured concrete typical of site-built homes. Installation of the skirting must be installed within thirty (30) days following the installation of the home, or the first day of May if the ground is frozen at the time the home is placed.

SECTION 4. Section 17.22.030, entitled "Supplemental use regulations - Residential uses." paragraphs (G) and (H), of the City Code of the City of Oskaloosa is hereby amended by deleting said paragraphs (G) and (H) in their entirety and substituting the following in lieu thereof:

G. Mobile Home Parks. In the R-4 mobile home residential district, which permits factory built home residential use, such use may be configured in a mobile home park or mobile home subdivision. Following the effective date of the ordinance codified in this title, no mobile home shall be located outside of a mobile home park or mobile home subdivision. A mobile home park is subject to approval as a conditional use by the planning and zoning commission and compliance with the following regulations:

1. **Certification.** A certification of compliance with all ordinances and regulations regarding mobile homes, manufactured homes, modular homes or a combination of any of these homes licensing, zoning, health, plumbing, electrical, building, fire protection and any other applicable requirements shall be issued by the zoning administrator prior to the occupancy of any new mobile home park or any expansion of an existing mobile home park.
2. **Minimum and Maximum Area.** A mobile home park shall be considered to be one zoned lot. The contiguous area of a mobile home park shall have a

minimum of three acres and a maximum of fifteen acres.

3. Density Requirements.

- a. The minimum gross site area per dwelling unit shall be five thousand square feet.
- b. The minimum size of an individual factory built home space shall be four thousand square feet for single-wide mobile home units and six thousand square feet for double-wide mobile home units.
- c. Each mobile home space shall have a width of at least fifty feet wide and a length of at least eighty feet.

4. Site Development Standards.

- a. Setbacks. Each mobile home park shall have a minimum perimeter setback of thirty feet from adjacent nonresidential uses and fifty feet from adjacent residential uses or public rights-of-way. No space for a dwelling unit or any other structure shall be permitted in the required setback.
- b. Setback Landscaping. All area contained within the required setbacks except sidewalks and private drives shall be landscaped and screened in conformance with Chapter 17.26. Screening shall be provided in conformance with Chapter 17.26 for any common property line with another nonresidential use.
- c. Impervious Coverage. Impervious coverage for a mobile home park shall not exceed fifty percent of the total site area.
- d. Open Space. Each mobile home park shall provide a minimum of four hundred square feet of open recreational space per unit. Such space shall be provided at a central location accessible from all parts of the park by pedestrians. Required perimeter setbacks or buffers shall not be credited toward the fulfillment of this requirement.
- e. Separation Between factory built mobile Home Units. The minimum separation between a factory built mobile home unit and attached accessory structure and any other factory built mobile home units and/or accessory structure shall be twenty feet.
- f. Separation and Setbacks for Accessory Buildings. An accessory building on a factory built mobile home space maintain a minimum rear and side yard setback of five feet. A minimum distance of ten feet shall be provided between any mobile home and an unattached accessory building.

5. Street Access and Circulation Requirements.
 - a. Access to Public Street. Each mobile home park must abut and have access to a dedicated public street with a right-of-way of at least sixty feet. Direct access to a mobile home space from a public street is prohibited.
 - b. Vehicular Circulation. The mobile home park must provide interior vehicular circulation on a private internal street system. Minimum interior street width shall be twenty-seven feet. The street system shall be continuous and connected with other internal and public streets; or shall have a cul-de-sac with a minimum diameter of ninety feet. No such cul-de-sacs may exceed three hundred feet in length.
 - c. Separation between Units and Circulation Areas. The minimum distance between a factory built mobile home unit and any attached accessory structure and the pavement of an internal street or parking area shall be ten feet.
 - d. Sidewalks. Each mobile home park shall provide a sidewalk system to connect each factory built mobile home space to common buildings or community facilities constructed for the use of its residents; and to the fronting public right of way. Sidewalk width shall be at least four feet.
 - e. Street and Sidewalk Standards. All internal streets and sidewalks shall be hard-surfaced. Electric street lighting is required along all internal streets.
 - f. Parking Requirements. Each mobile home park must provide at least two off-street parking stalls for each factory built mobile home space.
6. Tornado Shelters. Tornado shelters shall be provided in the mobile home park. Such shelter or shelters shall be built according to the recommendations of the civil defense authority and be large enough to meet the specific needs of the park and its residents.
7. Utilities.
 - a. All mobile home parks shall provide individual units and common facilities with an adequate, piped supply of water for both drinking and domestic purposes; and standard electrical service, providing at least one one hundred twenty-volt and one two hundred forty-volt electrical service outlet to each factory built mobile home space.
 - b. Complete sanitary and sewer service shall be provided within each mobile home park in accordance with city standards.
 - c. Properly spaced and operating fire hydrants shall be provided for proper

fire protection within each mobile home park in accordance with applicable city codes and public improvement design standards.

- d. All electric, telephone, gas, and other utility lines shall be installed underground.
8. Financial Responsibility. Each application for a mobile home park shall include a demonstration by the developer of financial capability to complete the project; and a construction schedule.
9. Completion Schedule. Construction must begin on any approved mobile home park within one year of the date of approval by the planning and zoning commission. Such construction shall be completed within two years of approval, unless otherwise extended by the commission.
10. All other uses and provisions of the Oskaloosa mobile home park regulations are incorporated herein by reference.

H. Mobile Home Subdivisions.

1. Mobile home subdivisions shall be developed in accordance with all standards and requirements set forth in the subdivision chapter of the land development ordinance of Oskaloosa. Site development regulations shall be the same as those required in the R-2 zoning district. Each mobile home shall be considered a single-family detached residential unit for the purpose of determining applicable development regulations.
2. Factory built home units within mobile home subdivisions shall be built in accordance with the minimum design standards of the US Department of Housing and Urban Development and display a certification of such compliance.
3. Mobile home subdivisions shall provide tornado shelter facilities as required by subsection (G)(6) of this section.

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

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

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

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

David Krutzfeldt , Mayor

ATTEST: _____
Amy Miller, City Clerk

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

Signed _____



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: CITY COUNCIL

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

- a) Building Code Board of Appeals – One vacancy to fill upon appointment and to serve at the pleasure of the Mayor. This is a five member board that meets as needed. (4 males and 0 females currently serve).
- b) Enterprise Zone Commission - One at-large member to the Enterprise Zone Commission to fill an unexpired term that ends June 30, 2013. This is a nine member commission that meets as needed. (3 males and 5 females current serve).
- c) Housing Trust Fund Committee – One at-large vacancy to fill approved and appointed by the City Council for a three year term that ends January 31, 2015. (1 male and 3 females currently serve at-large).
- d) Planning and Zoning Commission – One vacancy to fill approved and appointed by the City Council for five year term that ends April 30, 2017 and one vacancy to fill an unexpired term that ends April 30, 2014. This is a seven member commission. (4 males and 1 female currently serve).
- e) Library Board – One vacancy to fill approved and appointed by the Mayor with City Council approval for an unexpired term that ends June 30, 2015. This is nine member board. (4 males and 4 females currently serve).
- f) Board of Adjustment - One vacancy to fill approved and appointed by the City Council for an unexpired term that ends December 31, 2016. This is a five member board that meets as needed. (4 males current serve).

EXPLANATION:

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

BUDGET CONSIDERATION:

Not applicable, report(s) only.

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: David Krutzfeldt,
Mayor

ITEM TITLE: MAYOR AND COUNCIL APPOINTMENTS

Consider an appointment to the Water Utility Board of Trustees.

EXPLANATION:

The term of Ron Padgett on the Water Board expired at the end of June. He does not wish to be reappointed. The city has received applications from Errin Keltner, Shawn R. Langkamp and Jim Ide for the position. Appointments to the Water Board are for six years and are made by the Mayor with City Council approval. This is a three member board with three males currently serving. The appointment has been advertised for at least three months to meet the gender balance requirement.

Recommended Action: Approve Mayor's appointment of Errin Keltner, Shawn R. Langkamp or Jim Ide to the Water Board for a six year term that ends June 30, 2018.

BUDGET CONSIDERATION

Not applicable.

ATTACHMENTS: Applications from Errin Keltner, Shawn R. Langkamp and Jim Ide.

CITY OF OSKALOOSA

BOARD & COMMISSION APPLICATION

NAME: Errin Keltner DATE: 6-1-12

ADDRESS: 1710 South Park Ave.

PHONE NO. (Day) 641-891-3981 (Evening) Same

BOARD OR COMMISSION APPLYING FOR: Water Board

REQUEST TO FOREGO INTERVIEW PROCESS? Yes, No

WHY INTERESTED: Civic Duty, long history of municipal functionality, Education

EXPERIENCE BENEFICIAL TO BOARD OR COMMISSION: Gardner & Associates 2005 - Present
City of Des Moines 2002 - 2005, Veestra & Kimm 1987 - 1990,
City of Johnson 1990 - 1992, City of Des Moines Engineers 1992 - 1993,
State of Iowa 1994 - 2002

OTHER CIVIC EXPERIENCE: Boy Scouts, Through work

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CITY OF OSKALOOSA

BOARD & COMMISSION APPLICATION

NAME: Shawn R. Langkamp DATE: May 14, 2012

ADDRESS:

619 North Seventh ST Oskaloosa, Iowa 52577

PHONE NO. (Day) 641-672-2181 (Evening) 641-672-2483

BOARD OR COMMISSION APPLYING FOR: Water Board

REQUEST TO FOREGO INTERVIEW PROCESS? Yes, No

WHY INTERESTED: I believe a safe water supply is essential to the community;
as our community grows it becomes more complex and costly to provide water to
old and new areas.

EXPERIENCE BENEFICIAL TO BOARD OR COMMISSION: _____

I am foremost a citizen and consumer of the water - I want it safe and reliable.

I am also a small business person and have experience in the financial side of

operating a business. Our business must serve all people across the spectrum

of the community as the water department does - this can be a delicate situation,

balancing justice and grace.

OTHER CIVIC EXPERIENCE: I have served on several not-for-profit boards in many

capacities. YMCA Board, Hospice Auxiliary Board, Crisis Intervention Services

Board; PTO at the Elementary School.

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CITY OF OSKALOOSA

BOARD & COMMISSION APPLICATION

NAME: Jim Ide DATE: 5-4-12

ADDRESS: 808 So. H St

PHONE NO. (Day) 641-673-7711 (Evening) JAWC

BOARD OR COMMISSION APPLYING FOR: Water Board

REQUEST TO FOREGO INTERVIEW PROCESS? Yes, No

WHY INTERESTED: past member of council & water board. want to be involved again

EXPERIENCE BENEFICIAL TO BOARD OR COMMISSION: past member 1995 - 2002

OTHER CIVIC EXPERIENCE: City Council

PLEASE RETURN TO THE CITY CLERK'S OFFICE



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: David Dixon,
City Attorney

ITEM TITLE:

Consider an ordinance amending Oskaloosa City Code Section 2.80.030 to increase the size of the Water Utility Board of Trustees in number from three trustees to five trustees – 1st reading.

EXPLANATION:

Currently city ordinance Section 2.80.030 fixes the size of the Oskaloosa Water Utility Board of Trustees at three trustees. It is proposed to increase the size of the Board to five trustees.

Recommended Action: Approve the first reading of an ordinance amending Code Section 2.80.030 to increase the size of the Oskaloosa Water Utility Board to increase the size from three trustees to five trustees.

BUDGET CONSIDERATION:

None.

ATTACHMENTS:

Ordinance.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE OSKALOOSA, IOWA CITY CODE BY AMENDING THE PROVISIONS OF SECTION 2.80.030 TO INCREASE THE NUMBER OF TRUSTEES OF THE OSKALOOSA WATER BOARD OF TRUSTEES TO FIVE TRUSTEES.

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

SECTION 1. Section 2.80.030 is amended by deleting therefrom the phrase "three persons" and the insertion in lieu thereof of the phrase "five persons" so that the section reads and provides as follows:

"The Mayor shall appoint, subject to the approval of the council, five persons to serve as trustees for staggered six-year terms. No public officer or salaried employee of the City may serve on a utility board."

SECTION 2. WHEN EFFECTIVE. This amendment to the ordinance shall be in effect from and after its final passage, approval, and publication by law.

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

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

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

Signed

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE:

Consider an ordinance amending Oskaloosa City Code Sections 12.08.160 and 12.08.070 to allow the City Manager authority to grant temporary permits for more than one parallel parking spot or two angle parking spots, or for a period in excess of three days but not in excess of two weeks without formal City Council approval – 1st reading.

EXPLANATION:

Currently City ordinance sections 12.08.160 and 12.08.070 allow the Chief of Police authority to permit the temporary use of parking spaces for not more than one parallel spot or two angle spots, or for a period not in excess of three days. Any permit for more spaces or for a longer period requires approval of the City Council. To simplify and expedite the administrative process, it is proposed that the City Manager be given authority to act relative to such requests without requiring formal council approval.

Recommended Action: Approve the first reading of an ordinance amending Code sections 12.08.160 and 12.08.070 to allow the City Manager to grant temporary permits for more than one parallel parking spot or two angle parking spots, or use for a period in excess of three days but not in excess of two weeks without requiring formal approval of the City Council.

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS:

Ordinance

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE OSKALOOSA, IOWA CITY CODE BY AMENDING THE PROVISIONS OF SECTION 12.08.160 AND 12.08.070 TO ALLOW THE CITY MANAGER AUTHORITY TO GRANT TEMPORARY PERMITS FOR THE USE OF MORE THAN ONE PARALLEL PARKING SPOT OR TWO ANGLE PARKING SPOTS, OR USE FOR A PERIOD IN EXCESS OF THREE DAYS WITHOUT REQUIRING FORMAL APPROVAL OF THE CITY COUNCIL.

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

SECTION 1. Section 12.08.160 and 12.08.070 are amended by adding the following language to each section:

"The City Manager may in his discretion grant temporary permits for the use of more than one parallel parking spot or two angle parking spots, or for use for a period in excess of three days, but shall not grant any such authority for periods in excess of two weeks, which shall require formal council approval."

SECTION 2. WHEN EFFECTIVE. This amendment to the ordinance shall be in effect from and after its final passage, approval, and publication by law.

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

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

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

Signed



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE:

Consider an ordinance amending the City Code of the City of Oskaloosa, Iowa by amending provisions pertaining to through streets and four-way stops. (1st reading)

EXPLANATION:

The Public Works Department performed a review of various intersections, and found that conditions warrant modification of stop sign placement on certain city roads. Staff conducted investigations regarding the posting of traffic control signs at the locations listed below and recommends the following amendments to the Code of Oskaloosa to reflect changes to existing regulations.

Location	Proposed Amendment
1. Orchard Ave & N Green St	Convert from Three-way stop to 'Stop only for east-bound approach at Orchard Ave'
2. Orchard Ave & Santa Clara St	Convert from Four-way stop to '2-way stop for north-bound and south-bound approaches at Santa Clara St'
3. M Ave West & Santa Clara St	Convert from Four-way stop to 'Stop only for west-bound approach at M Ave West'
4. North I St & M Ave W	Convert from Three-way stop to 'Stop only for north-bound approach of North I St'
5. North H St & M Ave W	Convert from west bound approach stop to 'Stop only for north-bound approach at North H St'
5. 238 th Street & Green St / Laveen Avenue	Add Stop sign to 'Stop only for east-bound approach at 238 th St'

The staff investigations considered the flow and volume of the said intersections. There were no reported crashes at any of the study intersections during the three year period of 2009, 2010 and 2011. The proposed amendments reflect Staff's attempt to address and resolve Oskaloosa's existing traffic control devices.

BUDGET CONSIDERATION:

There will be minimal impact to the City Budget for the installation or removal of these traffic control signs.

Recommended Action:

Approve the first reading of the ordinance.

ATTACHMENTS:

Vicinity Map and Ordinance.



City of Oskaloosa

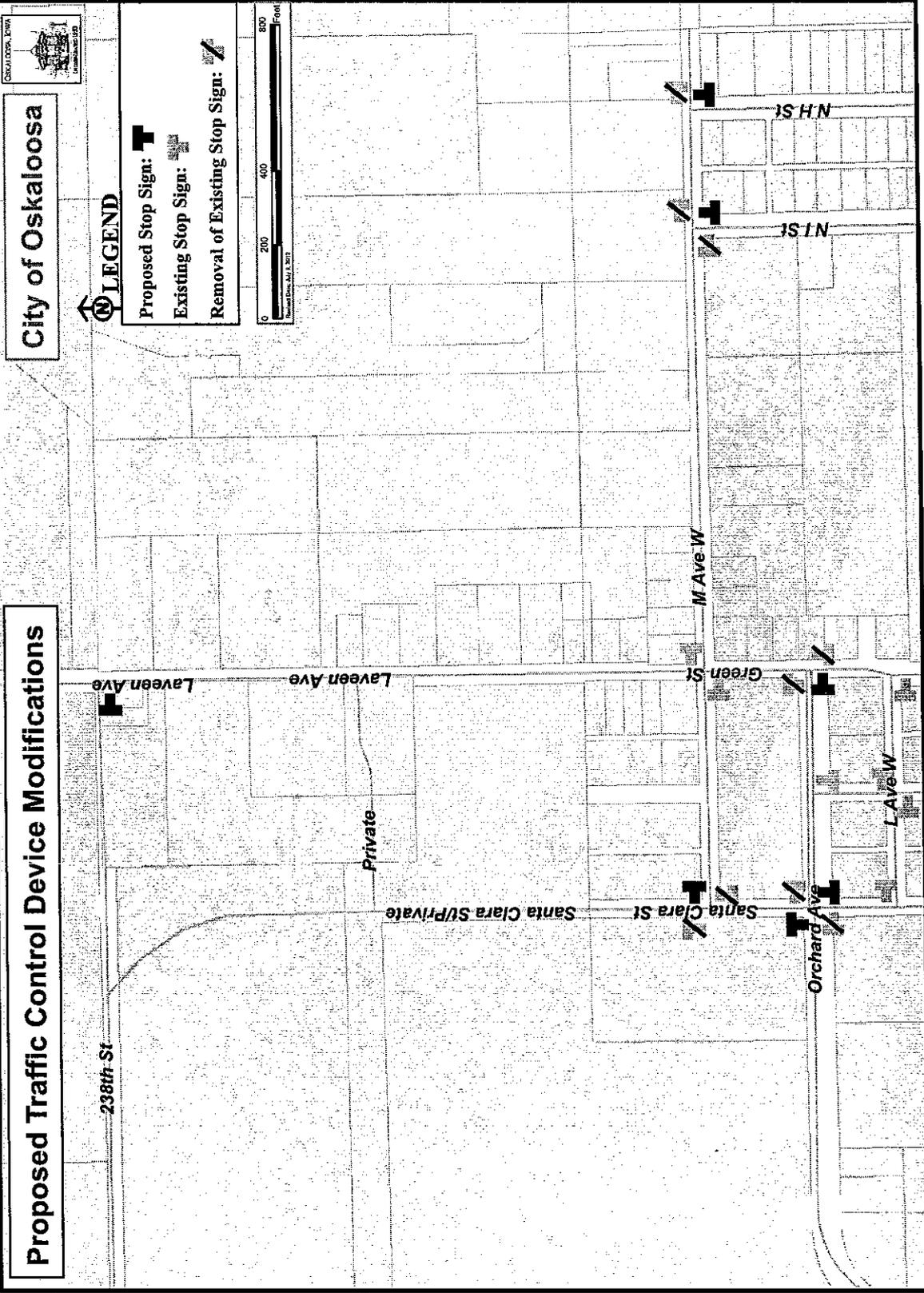
Proposed Traffic Control Device Modifications

LEGEND

Proposed Stop Sign: 

Existing Stop Sign: 

Removal of Existing Stop Sign: 



ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING PROVISIONS PERTAINING TO THROUGH STREETS AND FOUR-WAY STOPS

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

SECTION 1. Section 10.24.020, STOP INTERSECTIONS is amended by deleting the following:

89. M Avenue West and North H Street. Vehicles traveling west on M Avenue West shall stop at North H Street.

and adding the following:

89. Orchard Avenue. Vehicles traveling east on Orchard Avenue shall stop at Green Street.
90. Santa Clara Street. Vehicles traveling north and south on Santa Clara Street shall stop at Orchard Avenue.
91. M Avenue West. Vehicles traveling west on M Avenue West shall stop at Santa Clara Street.
92. North I Street. Vehicles traveling north on North I Street shall stop at M Avenue West.
92. North H Street. Vehicles traveling north on North H Street shall stop at M Avenue West.
93. 238th Street. Vehicles traveling east on 238th Street shall stop at Green Street / Laveen Avenue.

SECTION 2. Section 10.24.030, FOUR-WAY STOP INTERSECTIONS is amended by deleting the following:

15. Santa Clara Street and M Avenue West;
16. Santa Clara Street and Orchard Avenue;

SECTION 3. Section 10.24.040, THREE-WAY STOP INTERSECTIONS is amended by deleting the following:

4. Orchard Avenue and North Green Street. Vehicles approaching the intersection of North Green Street and Orchard Avenue from the north, south and west shall stop before entering such intersection;
5. North I Street and M Avenue West. Vehicles approaching the intersection of North I Street and M Avenue West from the south, east and west shall stop before entering such intersection.

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

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

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

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

David Krutzfeldt , Mayor

ATTEST: _____
Amy Miller, City Clerk

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

Signed _____

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: CITY MANAGER'S OFFICE

ITEM TITLE:

Consider a resolution approving and directing the City Manager to negotiate a sales agreement for temporary effluent water usage between the City of Oskaloosa and Harvest Point, LLC.

EXPLANATION:

The city presently irrigates Edmundson Golf Course with effluent water pumped from the Southwest Sewer Treatment Plant. The effluent is stored in a pond within Edmundson Golf Course and is used as needed to meet the watering needs for the course.

At the present time, the city has excess capacity to provide effluent water to other users. Harvest Point, LLC. has recently approached the city about temporarily gaining access to the effluent water stored at Edmundson that would be used on Harvest Point Golf Course due to the ongoing drought like conditions.

The City Manager is requesting permission from the City Council to negotiate a sales agreement with Harvest Point, LLC. and provide excess effluent water at a fair and reasonable rate per gallon. The city manager will utilize a recent study completed by Fox Engineering for effluent use as a basis to establish a per gallon rate to be charged to Harvest Point, if the City Council supports moving forward with this concept.

BUDGET CONSIDERATION:

The potential sale of effluent water would result in additional revenue to be received in the sewer revenue fund. This unexpected revenue will help offset expenses within the sewer fund and help all rate payers within the system.

ATTACHMENTS:

1. Resolution

RESOLUTION NO. _____

**A RESOLUTION APPROVING AND DIRECTING THE CITY MANAGER
TO EXECUTE A SALES AGREEMENT WITH HARVEST POINT LLC
FOR THE TEMPORARY PROVISION OF EFFLUENT WATER**

WHEREAS, the City of Oskaloosa presently uses effluent water to maintain Edmundson Golf Course that is stored in a pond within the golf course; and

WHEREAS, the City of Oskaloosa does not utilize all of the available effluent water it has access to from the Southwest Waste Water Treatment Plant and in turn discharges it downstream; and

WHEREAS, the City of Oskaloosa has received a request by Harvest Point LLC to discuss the possible use of the excess effluent water at Harvest Point Golf Course; and

WHEREAS, the excess effluent water is a potential unexpected source of revenue for the sanitary sewer fund that will benefit all rate payers if a per gallon charge is established and;

WHEREAS, the City Manager is requesting approval from the City Council to move forward with discussions, negotiations and execution of a sales agreement between the City of Oskaloosa and Harvest Point LLC for the temporary provision of excess effluent water.

NOW THEREFORE, BE IT RESOLVED that the City Council of Oskaloosa, Iowa supports approves and directs the City Manager, City Clerk and City Attorney to complete all necessary actions to execute a sales agreement between the City of Oskaloosa and Harvest Point LLC for the temporary provision of excess effluent water on behalf of the City of Oskaloosa, Iowa.

Passed and approved this 16th day of July, 2012.

David Krutzfeldt, Mayor

Attest:

Amy Miller, City Clerk



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: COUNCIL
APPOINTED STAFF

ITEM TITLE: REPORT ON ITEMS FROM CITY STAFF.

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

EXPLANATION:

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

BUDGET CONSIDERATION:

Not applicable, report(s) only.

ATTACHMENTS:

None.



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: CITY COUNCIL

ITEM TITLE: CITY COUNCIL INFORMATION.

EXPLANATION:

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

BUDGET CONSIDERATION:

Not applicable, report(s) only.



CITY COUNCIL COMMUNICATION

MEETING DATE: July 16, 2012

REQUESTED BY: CITY COUNCIL

ITEM TITLE: CLOSED SESSIONS

Consider holding a closed session under Iowa Code Section 21.5.1.c. to discuss strategy with counsel on a matters presently in litigation or in which litigation is imminent where disclosure would be likely to prejudice or disadvantage the city's position.

EXPLANATION:

The City Manager and City Attorney would like to discuss matters with City Council that are currently in litigation.

BUDGET CONSIDERATION:

None at this time.

ATTACHMENTS:

None.