

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

**COUNCIL CHAMBERS – CITY HALL, 220 S. MARKET STREET
SEPTEMBER 17, 2012 – 6:30 P.M.**

AGENDA

CALL TO ORDER – 6:30 P.M.

ITEM 1. INVOCATION: Pastor Dennis Morey, First Presbyterian 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, discussed separately and approved by a separate motion of the City Council.

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

1. September 4, 2012 Regular City Council Meeting Minutes
2. September 17, 2012 Agenda

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

1. August 27, 2012 Library Board of Trustees Minutes
2. September 10, 2012 Planning and Zoning Commission Minutes
3. September 10, 2012 Water Board Regular Meeting Minutes

c) Claims

None.

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

New:

1. Consider approval of outdoor service on October 27, 2012 from 1:00 p.m. to 11:00 p.m. for The Cellar Peanut Pub LLC dba The Cellar, 100 B Avenue East.

2. Consider approval of an application to add a Class B Native Wine Permit privilege to current license (Class C Beer Permit) from Casey's Marketing Company dba Casey's General Store #1682, 1310 A Avenue West.
3. Consider approval of an application to add a Class B Native Wine Permit privilege to current license (Class C Beer Permit) from Casey's Marketing Company dba Casey's General Store #2350, 1902 South Market Street.

Renewal:

None.

Resolutions & Motions:

1. Consider a resolution scheduling a public hearing for October 15, 2012 to consider levying a special assessment against private property for weed cutting by the city in accordance with section 8.20 of the city code of the City of Oskaloosa, Iowa, and directing notice to the owners of the property to be assessed.
2. Consider a resolution approving the FY 2012 Street Finance Report.
3. Consider a motion to approve the request from Marty Duffy from The Cellar Peanut Pub for closure of B Avenue East from North Market Street to North 1st Street from 12 p.m. to midnight Saturday, October 27, 2012 for an outdoor party.
4. Consider a motion to approve the request from Main Street Oskaloosa for approval of the Main Street Lighted Christmas Parade Thursday, November 29, 2012, and closure of streets for the Spectacular Tree Lighting and Awards Ceremony Friday, November 30, 2012.
5. Consider a resolution scheduling a public hearing on vacation and sale of 50.5'X16' of the north-south public alley adjacent to 702 8th Avenue East and 93.0'X16' of the north-south public alley adjacent to 907 South 7th St and 909 South 7th St.
6. Consider a resolution scheduling a public hearing on vacation and sale of 120.0' X 16.5' of the east-west public alley adjacent to 411 North H Street and 901 C Avenue West.
7. Consider a resolution scheduling a public hearing on vacation and sale of 60.0'X16.5' of the east-west public alley adjacent to 402 North I Street.

- 8. Consider a resolution scheduling a public hearing to remove the parking restriction along the west side of North 12th Street from E Avenue East to F Avenue East and also to establish a "No Parking Zone" along the east side of the same length of street.

Ordinances:

None.

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

REGULAR AGENDA - ORDINANCES:

ITEM 6. CONSIDER AN ORDINANCE AMENDING OSKALOOSA MUNICIPAL CODE SECTION 10.42 OPERATION OF GOLF CARTS UPON CITY STREETS AND ARTICLE II. (SECTIONS 10.80.050, 10.80.060 AND 10.80.070) PERMITS FOR GOLF CARTS. (2ND READING)

ITEM 7. CONSIDER AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING SECTIONS 10.24.020, 10.24.030 AND 10.24.060 PERTAINING TO STOP AND YIELD REQUIREMENTS FOR STOP INTERSECTIONS, FOUR-WAY INTERSECTIONS AND SCHOOL STOPS. (3RD READING)

ITEM 8. CONSIDER AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING SECTIONS 10.24.020 AND 10.24.030 PERTAINING TO STOP AND YIELD REQUIREMENTS FOR STOP INTERSECTIONS, AND FOUR-WAY STOP INTERSECTIONS; AND WAIVE FURTHER READINGS OF THE PROPOSED ORDINANCE.

ITEM 9. REPORT ON ITEMS FROM CITY STAFF.

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

ITEM 10. CITY COUNCIL INFORMATION.

ADJOURNMENT

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 17, 2012

REQUESTED BY: Michael Schrock,
City Manager

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

1. Invocation: Pastor Dennis Morey, First Presbyterian 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

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 17, 2012

REQUESTED BY: MAYOR & CITY COUNCIL

ITEM TITLE: COMMUNITY COMMENTS.

EXPLANATION:

This item is reserved to receive comments from the community for concerns whether or not they are included in the current agenda. The community is encouraged to come and speak before the Mayor and City Council and asked to keep statements brief. 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 outdoor service on October 27, 2012 from 1:00 p.m. to 11:00 p.m. for The Cellar Peanut Pub LLC dba The Cellar, 100 B Avenue East.**
- Item 3. Consider approval of an application to add a Class B Native Wine Permit privilege to current license (Class C Beer Permit) from Casey's Marketing Company dba Casey's General Store #1682, 1310 A Avenue West.**
- Item 4. Consider approval of an application to add a Class B Native Wine Permit privilege to current license (Class C Beer Permit) from Casey's Marketing Company dba Casey's General Store #2350, 1902 South Market Street**
- Item 5. Consider a resolution scheduling a public hearing for October 15, 2012 to consider levying a special assessment against private property for weed cutting by the city in accordance with Section 8.20 of the City Code of the City of Oskaloosa, Iowa, and directing notice to the owners of the property to be assessed.**
- Item 6. Consider a resolution approving the FY 2012 Street Finance Report.**
- Item 7. Consider a motion to approve the request from Marty Duffy from The Cellar Peanut Pub for closure of B Avenue East from North Market Street to North 1st Street from 12 p.m. to midnight Saturday, October 27, 2012 for an outdoor party.**

- Item 8.** Consider request from Main Street Oskaloosa for approval of the Main Street Lighted Christmas Parade Thursday, November 29, 2012, and closure of streets for the Spectacular Tree Lighting and Awards Ceremony Friday, November 30, 2012.
- Item 9.** Consider a resolution scheduling a public hearing on vacation and sale of 50.5'X16' of the north-south public alley adjacent to 702 8th Avenue East and 93.0'X16' of the north-south public alley adjacent to 907 South 7th St and 909 South 7th St.
- Item 10.** Consider a resolution scheduling a public hearing on vacation and sale of 120.0' X 16.5' of the east-west public alley adjacent to 411 North H Street and 901 C Avenue West.
- Item 11.** Consider a resolution scheduling a public hearing on vacation and sale of 60.0'X16.5' of the east-west public alley adjacent to 402 North I Street.
- Item 12.** Consider a resolution scheduling a public hearing to remove the parking restriction along the west side of North 12th Street from E Avenue East to F Avenue East and also to establish a "No Parking Zone" along the east side of the same length of street.

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 17, 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, discussed separately and approved by a separate motion of the City Council.

- A. Approval of Council Minutes and Actions, subject to corrections, as recommended by the City Clerk.
 - 1. September 4, 2012 Regular City Council Meeting Minutes
 - 2. September 17, 2012 Agenda

- B. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - 1. August 27, 2012 Library Board of Trustees Minutes
 - 2. September 10, 2012 Planning and Zoning Commission Minutes
 - 3. September 10, 2012 Water Board Regular Meeting Minutes

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS:

September 4, 2012 Regular City Council Meeting Minutes
August 27, 2012 Library Board of Trustees Minutes
September 10, 2012 Planning and Zoning Commission Minutes
September 10, 2012 Water Board Regular Meeting Minutes

OSKALOOSA CITY COUNCIL
REGULAR MEETING
September 4, 2012

The Oskaloosa City Council met in regular session on Tuesday, September 4, 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 Yates, seconded by Ver Steeg to approve the following consent agenda items:

1. August 20, 2012 Regular City Council Meeting Minutes
2. September 4, 2012 Agenda
3. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - a. August 13, 2012 Water Board Meeting Minutes
 - b. August 6, 2012 Airport Commission Minutes
 - c. August 20, 2012 Water Board/City Council Joint Work Session Minutes
4. Claims for August 2012
5. Application for a Special Class C Liquor License from Feim Veseli dba Capri's, 200 High Avenue West

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.

Yates introduced Resolution No. 12-09-71 entitled "A RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE SOUTHEAST IOWA INTER-AGENCY DRUG TASK FORCE AND THE CITY OF OSKALOOSA" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

It was moved by Yates, seconded by Ver Steeg to remove the weed assessments at 603 North D Street with remaining principal of \$180. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

It was moved by Yates, seconded by Ver Steeg to approve the request from the Oskaloosa High School Student Council to use High Avenue East from South 3rd Street to South Market Street, South Market Street to 1st Avenue East, 1st Avenue East to

South 3rd Street (the same route as in past years) for the Oskaloosa High School Homecoming Parade on Thursday, October 4, 2012 at 6:30 p.m. with lineup at 5:30 p.m. The roll was called and the vote was:

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

Whereupon the Mayor declared said motion approved.

It was moved by Yates, seconded by Ver Steeg to approve the request to hold the CROP Walk Sunday, October 14, 2012, starting at the new community stadium, and then proceeding on into Edmundson Park with the route crossing Suffolk Road and South M Street, walking a short distance on South H Street, and crossing Beacon Road to enter Edmundson Park. The roll was called and the vote was:

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

Whereupon the Mayor declared said motion approved.

It was moved by Yates, seconded by Ver Steeg to approve Pay Request No. 1 from Cornerstone Excavating in the amount of \$157,279.69 for work completed on the North Green Street Paving Project. The roll was called and the vote was:

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

Whereupon the Mayor declared said motion approved.

Yates introduced Resolution No. 12-09-72 entitled "RESOLUTION ACCEPTING THE WORK OF NORRIS ASPHALT PAVING COMPANY FOR THE HIGHWAY 432 PAVEMENT REHABILITATION PROJECT" and approval of Pay Request #2 in the amount of \$6,260.98; final retainage payment of \$13,919.55 thirty days after acceptance of the project if no claims have been filed; and Change Order No. 1 Final Adjustment of Quantities for a net decrease of \$43,243.49. Ver Steeg seconded the motion. The roll was called and the vote was:

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

Whereupon the Mayor declared said resolution duly adopted.

The Mayor announced this was the time and place for the public hearing on levying a special assessment against private property for cutting and removal of weeds by the City of Oskaloosa, Iowa, and that citizens would now have an opportunity to comment. There were no oral or written comments received. The Mayor declared said hearing closed.

Jimenez introduced Resolution No. 12-09-73 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. Moore seconded the motion. The roll was called and the vote was:

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

Whereupon the Mayor declared said resolution duly adopted.

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

It was moved by Ver Steeg, seconded by Walling to approve the Mayor's appointment of Sally Posovich to the Library Board to complete an unexpired term that ends June 30, 2015. The roll was called and the vote was:

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

Whereupon the Mayor declared said motion approved.

Moore introduced "AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING PROVISIONS PERTAINING TO STOP AND YIELD REQUIREMENTS FOR STOP INTERSECTIONS, FOUR-WAY STOP INTERSECTIONS AND SCHOOL STOPS" and moved its approval on the second reading. Caligiuri seconded the motion. It was moved by Moore, seconded by Yates to waive the rules requiring three separate readings of an ordinance. The roll was called for suspension of the rules and the vote was:

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

Whereupon the Mayor declared said motion defeated. The roll was called on the second reading of the ordinance and the vote was:

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

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

Ver Steeg introduced "AN ORDINANCE AMENDING THE OSKALOOSA MUNICIPAL CODE CHAPTER 10.42, OPERATION OF GOLF CARTS UPON CITY STREETS AND ARTICLE II. PERMITS FOR GOLF CARTS, SECTIONS 10.80.050, 10.80.060, 10.80.070, FOR THE PURPOSE OF MODIFYING GOLF CART REGULATIONS WITHIN THE CITY" and moved its approval on the first reading. Moore seconded the motion. The roll was called and the vote was:

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

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

It was moved by Jimenez, seconded by Ver Steeg to approve the second reading of an ordinance amending the Oskaloosa, Iowa City Code Section 10.42.020 relative to parking golf carts on city streets, and withdrew their motions so the matter died for lack of a motion.

City Manager Michael Schrock gave an update on the Highway 63 improvement project and reported that William Ottens, the new library director, will start September 10, 2012, and a reception to welcome him will be held on September 13, 2012, from 5:00 p.m. to 6:30 p.m.

The Mayor and City Council Members reported on boards and commissions they serve on.

It was moved by Moore, seconded by Ver Steeg to hold a closed session under Iowa Code Section 21.5.1.j. to discuss the purchase of particular real estate. 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 meeting adjourned to closed session at 7:09 p.m. and reconvened to open session at 7:37 p.m.

It was moved by Moore, seconded by Jimenez that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 7:38 p.m.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY – AUGUST 27, 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 Michael Collins, Jane Ireland, Kathy Rothfus, and Candace Slobe present. Also present were Interim Library Director City Manager Michael Schrock, Jr. and Keith Miller, president of the Friends. A representative of CRI attended the meeting.

Minutes: Sytsma called for a motion to approve the minutes of the July 30, 2012, Board meeting, the August 6, 2012, special Board meeting, and the August 15, 2012, special Board meeting. Motion was made by Ireland, seconded by Slobe, to approve the minutes of the July 30, 2012, Board meeting, the August 6, 2012, special Board meeting, and the August 15, 2012, special Board meeting. Motion passed.

Board Correspondence, Public Input or Friends Report:

Keith Miller, president of the Friends, reported that the Friends had a booth at Sweet Corn Serenade. The Tea and Talk program will be held on October 16, 2012, with Humanities Iowa speaker Valerie Van Kooten. The Friends will host a reception for the new library director, William Ottens, on Thursday, September 13, from 5:00 p.m. to 6:30 p.m. in the library's Reading Room. Trustees Slobe and Ireland will work with the Friends on the reception.

Director's Report:

Staff Changes: Schrock told the Board that Devon Sutton, the library's shelver, has resigned his position, and his last day will be August 31, 2012. Sutton was working 34 hours a week as a shelver, and that position will be broken into two separate part time positions to help with coverage.

Baker Group: Baker Group has finished the piping on the boilers. However, in completing the work that had been approved, Baker Group found additional work that needed to be done. The cost for the additional work will be about \$1300.00 plus shipping. There was no way to know about additional needed repairs until the pipes were removed for the upgrade.

Planning Grant: Staff received a notification this month, stating that OPL will not be funded through Erate for the internal connection request. This funding was expected to pay for changes to the genealogy and computer rooms. The original quote from MCG back in January to complete the wiring work was \$3,384.22. This amount is only for the cabling and a new switch. This price does not include any electrical wiring.

Committee Reports:

Staff Committee – Jane Ireland, chair: Ireland reported that the new library director, William Ottens, will begin September 10th.

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: No report.

Unfinished Business: The Board looked at the proposed plan by DB Landscaping to complete the Reading Garden. The plan is divided into four projects. Schrock recommended that the Library Board use monies from the library's Riefe Fund to complete projects 1, 2, and 3. The Friends have \$5000.00 to contribute to the project. Project 4 of the plan would be paid for by the Friends and donations. The estimated time to complete the project is four weeks. Once the project is completed, the City's Parks Department would maintain it. Motion was made by Rothfus,

seconded by Ireland, to use the library's Riefe Fund to complete projects 1, 2, and 3 as proposed by DB Landscaping not to exceed \$35, 479.18. Motion passed.

New Business:

Maintenance Agreement for 2 Microfilm Reader/Printers and Printer with Naviant: No action was taken at this time.

Trustees appointed to Foundation Board: Trustees Mike Sytsma and Candace Slobe were appointed to serve on the Library Foundation Board.

Schrock said that he and the Building and Grounds Committee need to meet with City Attorney David Dixon to discuss the Board's response to Cunningham's

Financial Report/Approval of claims: Motion was made by Ireland, seconded by Collins, to approve payment of the August claims. Motion passed.

President's Remarks: Sytsma thanked Michael Schrock for all of his hard work and efforts serving as interim library director. He asked Board members to think about possible candidates to fill the two vacant Board positions and encourage them to apply.

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

The next regular meeting will be on Monday, September 24, 2012, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso
Library Administrative Assistant
for the Board

CITY OF OSKALOOSA
MINUTES OF PLANNING & ZONING COMMISSION MEETING
September 10, 2012

A regularly scheduled meeting of the Planning and Zoning Commission for the City of Oskaloosa was called to order at 4:30 p.m. on Monday, September 10, 2012, by Chairmen Jon Zobel, at 220 South Market Street, Oskaloosa, Iowa. COMMISSION MEMBERS PRESENT: Chairmen Jon Zobel, Brian Booy, Charlie Comfort, Dan Karow, R. D. Keep; COMMISSION MEMBERS ABSENT: Michelle Purdum; CITY STAFF PRESENT: Public Works Director: Akhilesh Pal;

Others present: Jo Sytsma – 905 South 7th St, George & Arlene Hassett – 904 South 6th St, Steven Hoeksema, Iowa State Bank Conservator – 411 North H St, David Wright – 911 C Avenue West, Bette Farner – 617 North 12th Street, Robert Klucas – 616 North 11th St, and other interested parties.

Minutes from the August 13, 2012 Planning and Zoning meeting.

Comfort moved, Keep seconded to approve the minutes from the August 13, 2012 Planning and Zoning meeting. The vote was: Yes – Zobel, Booy, Comfort, Karow, and Keep; No – none; Absent – Purdum. Motion carried.

Vacate and sale of the 50.5'X16' north-south public alley adjacent to 702 8th Avenue East and 93.0'X16' north-south public alley adjacent to 907 South 7th St and 909 South 7th St.

Pal presented the request and recommended an approval for the alley vacate but retain utility access easement. Jo Sytsma, 905 South 7th St, and George & Arlene Hassett, 904 South 6th St, indicated that the alley vacate will not allow vehicular access to their backyards. Zobel proposed that a driveway access easement be retained for the properties at 905 South 7th St and 904 South 6th St. Karow questioned about alley maintenance and weed cutting of the unvacated part of the alley adjacent to 905 South 7th St. Pal responded that the city ordinance requires all property owners abutting the alley to cut the weeds and the City maintains a public alley but the owner is required to pay for any material such as rock. Karow moved, Keep seconded to approve the alley vacate with the stipulation to retain the driveway and utility easement. The vote was: Yes – Zobel, Booy, Comfort, Karow, and Keep; No – none; Absent – Purdum. Motion carried.

Vacate and sale of the 120.0'X16.5' east-west public alley adjacent to 411 North H St & 901 C Avenue West and the 60.0'X16.5' east-west public alley adjacent to 402 North I St.

Pal presented the request and recommended an approval for the alley vacate but retains utility access easement. Steven Hoeksema, 411 North H St, presented his intentions to purchase the alley and expand his garage and driveway accessibility. He also indicated his intention to purchase his half of the alley adjacent to 901 C Avenue West. Pal responded that the alley will require utility access easement and hence no structure can encroach into the alley, but the purchase of the alley will give him room for the setback requirements. The setback requirements will be checked as a building application when the owner proposes to expand any structures. Pal also responded to the property owner of 411 North H St, who will get an opportunity to buy their half of the alley adjacent to 901 C

CITY OF OSKALOOSA PLANNING & ZONING MEETING MINUTES

Ave West after the third reading of the City Council approval of the alley vacate. David Wright, 911 C Avenue West, indicated that vacating the east-west alley adjacent to 402 North I St will create a hardship on him to exit his trailer vehicles from his property. Keep and Karow recommended to deny the alley vacate adjacent to 402 North I St. Zobel preferred to approve the alley vacate but retain the driveway easement. The commission members decided to make two separate motions for this request.

Karow moved, Keep seconded to approve the alley vacate adjacent to 411 North H St and 901 C Avenue West with the stipulation to retain the utility easement. The vote was: Yes – Zobel, Booy, Comfort, Karow, and Keep; No – none; Absent – Purdum. Motion carried.

Karow moved, Comfort seconded to deny the alley vacate adjacent to 402 North I St. The vote was: Yes – Booy, Karow, and Keep; No – Zobel and Comfort; Absent – Purdum. Motion carried.

Motion to remove parking restriction along the west side of North 12th Street from E Avenue East to F Avenue East and to establish a "No Parking Zone" along the east side of the same length of street.

Pal presented the request and recommended an approval to change the parking prohibition as presented. Bette Farner, 617 North 12th Street, presented her request that presently there is no room for on-street parking in front of her house and hence was requesting to remove the existing parking prohibition. Robert Klucas, 616 North 11th St, preferred to prohibit parking on both sides of the street to avoid spill over of vehicles from the hospital. Bette indicated that there are currently no concerns with a spill of vehicles from the hospital. Karow moved, Keep seconded to approve the change in the parking prohibition as presented. The vote was: Yes – Zobel, Booy, Comfort, Karow, and Keep; No – none; Absent – Purdum. Motion carried.

Chairmen Zobel adjourned the meeting at 5:32 PM.

Minutes by Akhilesh Pal

OSKALOOSA WATER BOARD
REGULAR MEETING
9/10/12

Members Present:

Errin Keltner
Pete Settimi

Others Present:

Chad Coon
Sheryl Tomlinson
Jason Van Zetten

A motion was made by Pete Settimi and 2nd by Errin Keltner to approve the agenda as presented. The motion carried with all members voting yes.

Minutes of the 8/13/12 regular meeting and 8/20/12 special meeting were read. A motion was made by Pete Settimi to approve the minutes. The motion was 2nd by Errin Keltner. The motion carried with all members voting yes.

The attached vouchers totaling \$232,568.51 were presented for approval. A motion was made by Pete Settimi to approve the vouchers for payment. The motion was 2nd by Errin Keltner. The motion carried with all members voting yes. The Balance Statements were also reviewed. Motion by Pete Settimi and seconded by Errin Keltner to approve balance statements. Motion carried with all members voting yes.

1. Jason Van Zetten talked about the City wanting to bring in an independent consultant to evaluate the sharing possibilities between the City and the Water Department.
2. The next item on the agenda was Introduction of Resolution #1205, Resolution Limiting Credit Card Charges. Pete Settimi made a motion to introduce the resolution. Errin Keltner seconded the motion. The discussion on this topic ranged around the limit of \$500 that had been proposed. Chad gave the Board members a chart showing what other water departments in the state are using for limits. Errin stated that he thought we should consider increasing the limit to \$1000.00 as a bill in excess of \$500.00 was a very real possibility. There was discussion about what the service charge to the Water Department would be for a higher bill, and what our service charges are on a monthly basis. Pete Settimi then made a motion to approve Resolution #1205 with a \$1000.00 limit on credit card charges. Errin Keltner seconded this motion. Ayes all, motion passed.

3. The next agenda item was General Manager's update. Chad talked to the Board members about the Bacteriological test from the week before that had come back positive for total coliform and E. Coli. All of the re-checks had come back clean and there was no issue with the water. Chad said that he and the service tech had talked over the sampling procedures and were trying to determine what had happened to trigger the positive tests. Chad talked to the Board about the department's need to move forward with GIS/GPS mapping service. He proposed going with HRGreen for this service as they were the company that had the best options at the lower price points. There would also then be the opportunity to merge the City's data in at a later point. There was a lot of discussion about what OMWD could do with the data and ways to allow for cooperative sharing with the City on this issue. Chad stated that he had spoken to the City Manager and that at this time there was nothing budgeted for this work on the City's side, but that it would definitely be possible to bring data in on the back side and make it work together seamlessly. Chad talked to the Board about the new service truck having it's service body mounted and lighting work done. He then informed the Board who the new employee for the distribution opening would be, and that the position would start on October 1. Chad also shared that since the joint meeting with the City Council last month, it appeared that things have settled down and everyone is aware that the Water Department and the City are working towards the same goals and working on better communications.

4. The last agenda item was Miscellaneous. Chad informed the Board that there had been three leaks in the last month. 1808 South Park, 1025 5th Avenue East and Edmundson drive. The one concerning issue for Chad was that the service saddle for 1025 5th Avenue East had deteriorated and was causing the leak. This main was installed in the 1980's and the whole project used the same style of saddle. Chad said the department would need to watch what happened down the road with this area and determine what steps, if any, would be necessary to alleviate any concerns the department may have.

There being no further items to discuss, it was moved by Pete Settimi and second by Errin Keltner to adjourn.

ATTEST

Meeting Adjourned 5:50 PM

Joe Ryan – Chairman

Pete Settimi – Secretary

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 17, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 2

Consider approval of outdoor service on October 27, 2012 from 1:00 p.m. to 11:00 p.m. for The Cellar Peanut Pub LLC dba The Cellar, 100 B Avenue East.

EXPLANATION:

The application is complete and in order for approval.

Staff recommends approval.

BUDGET CONSIDERATION:

No revenue to the General Fund.

ATTACHMENTS: None

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 17, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 3

Consider approval of an application to add a Class B Native Wine Permit privilege to current license (Class C Beer Permit) from Casey's Marketing Company dba Casey's General Store #1682, 1310 A Avenue West.

EXPLANATION:

The application is complete and in order for approval.

Staff recommends approval.

BUDGET CONSIDERATION:

\$0 Revenue to the General Fund.

ATTACHMENTS: None

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 17, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 4

Consider approval of an application to add a Class B Native Wine Permit privilege to current license (Class C Beer Permit) from Casey's Marketing Company dba Casey's General Store #2350, 1902 South Market Street

EXPLANATION:

The application is complete and in order for approval.

Staff recommends approval.

BUDGET CONSIDERATION:

\$0 to the General Fund.

ATTACHMENTS: None

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 17, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 5

Consider a resolution scheduling a public hearing for October 15, 2012 to consider levying a special assessment against private property for weed cutting by the city in accordance with section 8.20 of the city code of the City of Oskaloosa, Iowa, and directing notice to the owners of the property to be assessed.

EXPLANATION:

This resolution schedules the public hearing for October 15, 2012 for levying a special assessment against private property for weed cutting. A notice will be published in the Oskaloosa Herald and certified notices will be sent to the property owners.

BUDGET CONSIDERATION:

\$350.00 Revenue to the Sanitary Sewer Fund to offset expenses related to the work performed by the city.

ATTACHMENTS:

Resolution
Weed Cutting Assessments Exhibit "A"

RESOLUTION NO. _____

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

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

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

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

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

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

SECTION 1. That the City Council of the City of Oskaloosa, Iowa shall meet at City Hall Council Chambers in Oskaloosa, Iowa on the 15th day of October, 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 weed cutting assessment by the City of Oskaloosa, Iowa, at which hearing the owner of said premises or anyone liable to pay such assessment may appear with the same rights as given by law before Boards of Review, in reference to assessments for general taxation, and at said time and place the Council shall consider and dispose of all objections made thereto; after which hearing the City Council shall by Resolution levy such assessment as may be appropriate against said properties.

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

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

PASSED AND APPROVED this 17th day of September, 2012.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

EXHIBIT "A"
2012 WEED CUTTING ASSESSMENTS
JULY 2012

OWNER	ADDRESS/LEGAL	DATE REMOVED	COST
LDB LLC Parcel ID 1024277026	206 Rock Island N 104.14' E 303.93' RR ROW BTW S 1st & S 2nd Sts NE NE	7/20/2012	\$350.00

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 17, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 6

Consider a resolution approving the FY2012 Street Finance Report.

EXPLANATION:

This resolution approves the FY2012 Street Finance Report which includes revenues and expenses from all funds for streets, a list of street related debt, street projects and an inventory of equipment.

Staff recommends approval of the FY2012 Street Finance Report.

BUDGET CONSIDERATION:

None

ATTACHMENTS:

Resolution
City Street Financial Report

RESOLUTION NO. _____

RESOLUTION APPROVING THE OFFICIAL
2012 FISCAL YEAR STREET FINANCE REPORT

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

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Oskaloosa, Iowa that the Official 2012 Fiscal Year Street Finance Report referred to in the preamble hereof be hereby approved.

PASSED AND APPROVED this 17h day of September, 2012.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

City Street Financial Report

City Name OSKALOOSA	City Number 5780	City Population 11,463	Fiscal Year 2012
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Cover Sheet

Now therefore let it be resolved that the city council of OSKALOOSA, Iowa
(city name)

on 09/17/2012 did hereby approve and adopt the annual
(month/day/year)

City Street Financial Report from July 1, 2011 to June 30, 2012.
(year)

Contact Information

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

Preparer Information

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

Mayor Information

Name	E-mail Address	Street Address	City	ZIP Code
David Krutzfeldt	dkrutz@interpower.com	220 South Market Street	Oskaloosa	52577-0000
Phone	Extension			
(641) 673-7909				

Resolution Number _____

Signature Mayor

Signature City Clerk

City Street Financial Report

City Name	City Number	City Population	Fiscal Year
OSKALOOSA	5780	11,463	2012

Summary Statement Sheet

Column 1 Road Use Tax Fund Column 2 Other Street Monies Column 3 Street Debt Column 4 Totals

Round Figures to Nearest Dollar

A. BEGINNING BALANCE				
1. July 1 Balance	654,563	358,299	0	1,012,862
2. Adjustments (Note on Explanation Sheet)				
3. Adjusted Balance	654,563	358,299	0	1,012,862
B. REVENUES				
1. Road Use Tax	1,090,516			1,090,516
2. Transfer of Jurisdictions Fund				
3. Property Taxes		90,231	469,902	560,133
4. Special Assessments		1,050	12,971	14,021
5. Miscellaneous		401,176		401,176
6. Proceeds from Bonds, Notes, and Loans		342,968		342,968
7. Interest Earned		4,698		4,698
8. Total Revenues (Lines B1 thru B7)	1,090,516	840,123	482,873	2,413,512
C. Total Funds Available (Line A3 + Line B8)	1,745,079	1,198,422	482,873	3,426,374

EXPENSES				
D. Maintenance				
1. Roadway Maintenance	907,089	236,974		1,144,063
2. Snow and Ice Removal	48,810			48,810
E. Construction, Reconstruction and Improvements				
1. Engineering		48,379		48,379
2. Right of Way Purchased		25,000		25,000
3. Street/Bridge Construction		126,983		126,983
4. Traffic Services				
F. Administration				
	68,430			68,430
G. Equipment (Purchased or Leased)				
		35,037		35,037
H. Miscellaneous				
J. Street Debt				
1. Bonds, Notes, and Loans - Principal Paid			364,800	364,800
2. Bonds, Notes and Loans - Interest Paid			118,073	118,073
TOTALS				
K. Total Expenses (Lines D thru J)	1,024,329	472,373	482,873	1,979,575
L. Ending Balance (Line C-K)	720,750	726,049	0	1,446,799
M. Total Funds Accounted For (K + L = C)	1,745,079	1,198,422	482,873	3,426,374

City Street Financial Report

City Name OSKALOOSA	City Number 5780	City Population 11,463	Fiscal Year 2012
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Miscellaneous Revenues and Expenses Sheet

Code Number and Itemization of Miscellaneous Revenues (Line B5 on the Summary Statement Sheet) (See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt
112 Utility Revenue	224,928	
123 Various State Grants	6,000	
144 FHWA Participation (Fed. Hwy. Admin.)	111,796	
170 Reimbursements (misc.)	6,422	
171 Sales of New Material (Rock, Culverts, etc.)	2,027	
172 Labor & Services	3,878	
174 Sales Tax / Local Option	45,822	
182 Property or Buildings (Sale or Rent)	303	
Line B5 Totals	401,176	

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

City Street Financial Report

City Name	City Number	City Population	Fiscal Year
OSKALOOSA	5780	11,463	2012

Bonds, Notes and Loans Sheet

New Bond ?	Debt Type	Debt Purpose	DOT Use Only	Issue Date	Issue Amount	% Related to Street	Year Due	Principal Balance as of 7/1 or after	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance as of 6/30
<input type="checkbox"/>	General Obligation	Street Improvements	102	05/01/2008	412,426	100%	2023	361,583	25,200	13,643	25,200	13,643	336,383
<input type="checkbox"/>	General Obligation	Street Improvements	103	05/01/2008	1,009,201	100%	2023	919,101	57,600	31,185	57,600	31,185	861,501
<input type="checkbox"/>	General Obligation	Street Improvements	104	05/01/2008	50,749	100%	2023	47,449	3,600	1,949	3,600	1,949	43,849
<input type="checkbox"/>	General Obligation	Paving & Construction	304	12/06/2006	1,955,000	100%	2018	1,415,000	175,000	53,458	175,000	53,458	1,240,000
<input type="checkbox"/>	General Obligation	Paving & Construction	305	04/23/2008	451,100	100%	2015	226,400	83,600	7,118	83,600	7,118	142,800
<input checked="" type="checkbox"/>	General Obligation	Street Improvements		05/01/2008	342,968	100%	2023	342,968	19,800	10,720	19,800	10,720	323,168
New Bond Totals					342,968	342,968	Totals	3,312,501	364,800	118,073	364,800	118,073	2,947,701

City Street Financial Report

City Name	City Number	City Population	Fiscal Year
OSKALOOSA	5780	11,463	2012

Road/Street Equipment Inventory Sheet

Check here if there are no reportable equipment

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost /Unit	6. Rental Cost /Unit	7. Used on Project this FY?	8. Status
	1997	Henderson Dump Box	6,500			No	No Change
	2011	Elgin Sweeper	170,000			No	No Change
	2008	Asphalt Zipper	114,000			No	No Change
	2006	Etnyre Chip Spreader	110,596			No	No Change
	2006	Rhino Mower	7,865			No	No Change
	2006	Ford F-350 Pickup 4x4	21,976			No	No Change
	1995	Hydro Seeder	4,000			No	No Change
	2001	Honda Generator (2)	Unknown			No	No Change
	1985	Sheepsfoot	Unknown			No	No Change
	1975	Utility Trailer 16' x 8 wheel x 10 ton	Unknown			No	No Change
	1990	Concrete Saw & trailer-long year	Unknown			No	No Change
	1988	Caterpillar 140G Motor Grader	29,600			No	No Change
	2005	John Deere Tractor 7320	61,106			No	No Change
	2005	Bobcat Skid Loader	30,185			No	No Change
	2001	Ford 1-Ton Pickup F350	22,500			No	No Change
	1995	Ford 1-Ton Pickup F350	15,988			No	No Change
	2001	Dodge Pickup	15,000			No	No Change
	2003	International Truck	63,800			No	No Change
	1998	International Truck	34,250			No	No Change
	1996	International Truck	33,000			No	No Change
	1994	International Truck	27,000			No	No Change
	1991	Ford Truck F800	24,000			No	No Change
	1988	Chevrolet Truck	21,000			No	No Change



Iowa Department of Transportation
 Form 517007 (5-2012)
 Office of Local Systems
 Ames, IA 50010

City Street Financial Report

City Name		City Number		City Population		Fiscal Year	
OSKALOOSA		5780		11,463		2012	
1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost	6. Rental Cost	7. Used on Project this FY?	8. Used on Project Status
	1986	Ford Truck with oil distributor	40,200			No	No Change
	1991	International Bucket Truck	34,200			No	No Change
	1999	Daewoo Loader	64,500			No	No Change
	1988	John Deere Loader	65,000			No	No Change
	1958	Ford Tractor	2,900			No	No Change
	1985	Cat Maintainer	58,400			No	No Change
	1984	Gradall Ditcher	23,500			No	No Change
	1988	Rubber Tired Roller(Dynapac)	Unknown			No	No Change
	1985	Rubber Tired Roller(Bros)	25,000			No	No Change
	1972	Steel Roller	10,000			No	No Change
	1955	Seaman Pulverizer	250			No	No Change
	1999	Vermeer Wood Chipper	21,500			No	No Change
	1995	Air Compressor-Ingersoll Rand	15,000			No	No Change
	2001	Dodge 3/4 Ton 4X4	20,955			No	No Change
	2003	Heil 10' Body, hoist & hydraulic system	8,000			No	No Change
	2007	Henderson Spreader Body	8,000			No	No Change
	2003	Monroe 11" Snow Plow	6,000			No	No Change
	2010	Henderson SS 11' Sander Body	14,000			No	No Change
	1997	Swap Loader	8,000			No	No Change
	1998	Swap Loader w/hydraulic	12,000			No	No Change
	2010	International Truck	98,884			No	No Change
	1986	Ford Spreader	Unknown			No	No Change
	2010	International Truck w/ plow, sander & scraper	112,800			No	No Change
	2012	Spaulding Crack Sealer	35,000			No	No Change
	2007	Sakai Vibratory Roller	84,900			No	No Change
	2010	Bonnell 16' Box Plow	4,950			No	No Change

City Street Financial Report

City Name		City Number		City Population		Fiscal Year	
OSKALOOSA		5780		11,463		2012	
1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost	6. Rental Cost	7. Used on Project this FY?	8. Project Status
	2011	Bonnell 8' Box Plow	1,500			No	No Change
	2003	Meyer Sand Spreader	Unknown			No	No Change
	2006	Boss V-Plow	Unknown			No	No Change
	1997	Heil 10' Dump Body	26,800			No	No Change
	2012	Allied Hydraulic Concrete Breaker	9,500			No	No Change

City Street Financial Report

City Name	City Number	City Population	Fiscal Year
OSKALOOSA	5780	11,463	2012

Explanation Sheet

Comments
<p>Bonds, Notes and Loans Sheet</p> <p>5/1/2008 Bond Issue-This is a \$3M bond issue sold for several purposes including street improvements and equipment. FY09 \$412,426 was spent on streets. FY10 \$116,858 was spent on street department equipment and \$892,343 was spent on street projects for a total of \$1,009,201. FY11 \$50,749 was spent on street projects. FY12 \$35,037 was spent on street department equipment and \$307,931 was spent on street projects for a total of \$342,968. This amount will be increased each year by the amount used for streets until the bond is used.</p>

Iowa Department of Transportation

City Street Financial Report

Form 517007 (5-2012)
Office of Local Systems
Ames, IA 50010

City Name	City Number	City Population	Fiscal Year
OSKALOOSA	5780	11,463	2012

Monthly Payment Sheet

Month	Road Use Tax Payments	Transfer of Jurisdictions Payments
JULY	\$89,078.14	
AUGUST	\$114,666.64	
SEPTEMBER	\$106,772.68	
OCTOBER	\$84,073.05	
NOVEMBER	\$94,068.67	
DECEMBER	\$84,594.41	
JANUARY	\$85,776.87	
FEBRUARY	\$101,850.73	
MARCH	\$103,648.74	
APRIL	\$89,453.35	
MAY	\$85,157.53	
JUNE	\$51,375.13	
Totals	\$1,090,515.94	

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 17, 2012

REQUESTED BY: MICHAEL SCHROCK, CITY
MANAGER

ITEM TITLE: CONSENT AGENDA – ITEM 7

Consider a motion to approve the request from Marty Duffy from The Cellar Peanut Pub for closure of B Avenue East from North Market Street to North 1st Street from 12 p.m. to midnight Saturday, October 27, 2012, for an outdoor party.

EXPLANATION:

Marty Duffy would like to have an outdoor party to celebrate Duffy's 10 year anniversary and for a Halloween party on Saturday, October 27, 2012, from 1:00 p.m. to 11:00 p.m. but will need the street closed from approximately 12 p.m. to midnight for setup and take down of equipment.

Staff recommendation: Approve request subject to payment of the street closure fee and receipt of the required \$1,000,000 liability insurance certificate naming the city as an additional insured.

BUDGET CONSIDERATION:

\$25 for closure of street, staff time and costs to set up barricades.

ATTACHMENTS:

Special Use Request forms.

Special Use Request
City of Oskaloosa Parks
220 South Market Street
Oskaloosa, Iowa 52577
Phone (641) 673-9431

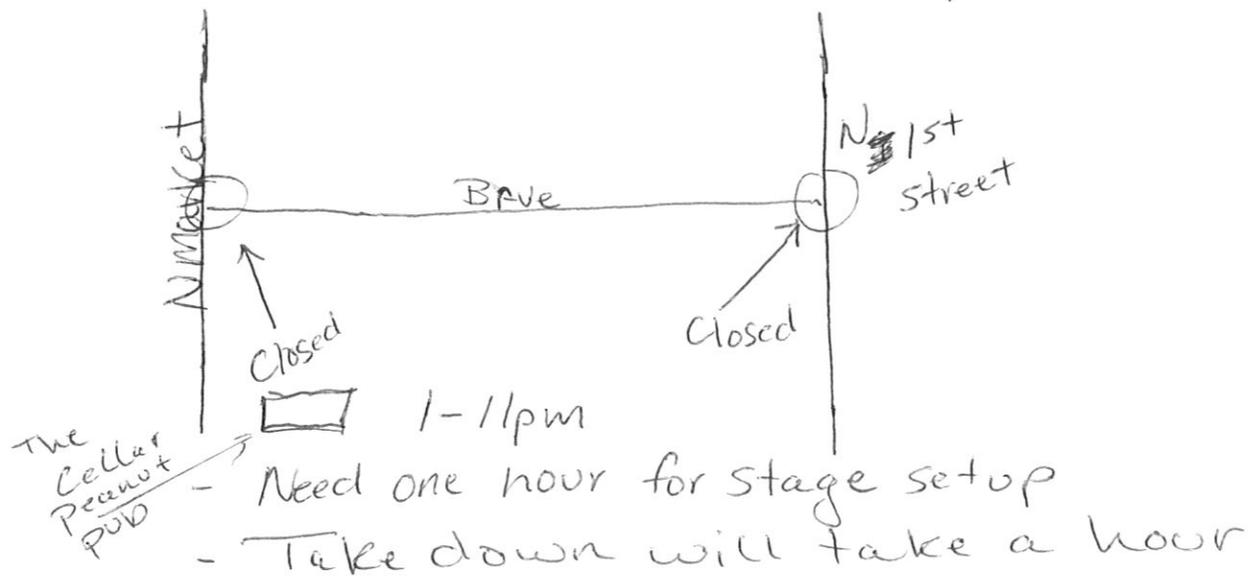
1. Park/Facility Requested _____
2. Date(s) Requested Oct 27-2012
3. User Name Marty Duffy II or Cellar Peanut Pub
(Organization or Individual)
Address _____ City Oskaloosa State IA Zip 52577
Contact Person Marty Duffy
Phone: (Day) 641-295-4418 (Evening) 641-295-4418 (Cell) 641-295-4418
(Email) Cellarpeanutpub@gmail.com
4. Event/Description out door party - Duffy's 10 year anniversary halloween party
5. Beer or Wine Consumption? Yes No
6. Are you requesting permission to install or place equipment, signs, decorations, lighting, tents, concessions or other structures or objects? Prior approval must be granted by the City of Oskaloosa, Iowa.
If yes, please explain Signs, beer tent, door man stations (2)

I understand and agree to the terms of this request, accept responsibility for adherence to the Special Use Policy Guidelines (on reverse), and I am authorized to sign below. This Special Use Request must be carried and presented upon request during all special use activities.

Marty Duffy II
Print Name

Marty Duffy
Signature

Aug 8 2012
Date



SPECIAL USE REQUEST

SPECIAL USE TERMS AND CONDITIONS

1. All Special Use Requests are accepted on a first-come, first-request basis. City of Oskaloosa sponsored events take priority over all other Special Use Requests.
2. You must be 21 years of age to rent any facility. Proof of age is required. Certain rentals subject to police background check.
3. Conflicts in scheduling shall be resolved in accordance with the Department's Special use Policy. The City reserves the right to deny a request in the intent of the Special Use Policy and the best interest of the general public.
4. All functions conducted on city facilities must be in accordance with the Special Use Policy as set forth in the ordinance providing for the issuance of permits for use of City facilities.
5. Unless specifically stated on the Special Use Request, it is understood that the event is not a benefit function, no admission will be charged or tickets sold. The sale of alcoholic beverages is strictly prohibited.
6. Authorization may be issued for consumption of beer/wine in designated parks. Authorization will require user to secure host insurance for event and provide the City a copy of the host insurance policy. Alcoholic beverages are strictly prohibited without the proper host insurance documentation. Individuals making request must be at least 21 years of age and will be required to present authorized proof of age. Absolutely no individuals below the age of 21 are allowed to possess or drink beer/wine/alcoholic beverages on public park property.
7. The right to grant or deny beer/wine consumption shall lie solely with the City and requests for such must be made at the time of request.
8. City of Oskaloosa facilities are non-smoking facilities. Please check policy for individual facility prior to making reservation.
9. The requesting party shall assume complete responsibility for damages, clean-up, breakage or loss. Use of tacks, staples, nails, screws are not permitted. If tape is used, it must be the blue painters tape and shall be completely removed at the end of the event.
10. Any requests for installation or placement of equipment, signs, decorations. Lighting, concessions of any type, and other structure or object must be included on the Special Use Request approved by the Department.
11. Parties with special use requests shall abide by all City and State codes, and shall assume responsibility for their actions or omissions. Any damage or misuse may result in a charge for restoration and/or denial of future privileges.
12. The undersigned applicant/sponsoring party agrees to defend, indemnify and hold the City of Oskaloosa Iowa and its agents and employees harmless from any claims for injuries or damages arising from or out of the applicant/sponsoring party's use of the premises.

I have read and understand the Terms and Conditions set forth above.

Print name: Marty Doffy II

Birthdate: 1-5-1978

Signature: Marty Doffy II

Date: Aug 5-2012



CITY COUNCIL COMMUNICATION

MEETING DATE: September 17, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: CONSENT AGENDA – ITEM 8

Consider request from OACDG and Main Street Oskaloosa for approval of the Main Street Lighted Christmas Parade Thursday, November 29, 2012, and closure of streets for the Spectacular Tree Lighting and Awards Ceremony Friday, November 30, 2012.

EXPLANATION:

The Oskaloosa Area Chamber & Development Group is requesting approval to have the Main Street Lighted Christmas Parade on November 29, 2012 from 6:45 p.m. to approximately 8:30 p.m.

Main Street Oskaloosa is requesting the following street closings for the parade line-up area: High Avenue East, 1st Avenue East and 2nd Avenue East from South 3rd Street to South 11th Street. As in past years the line-up will be on one side of the street to allow for emergency traffic.

The following streets will need to be closed for the parade: South Market Street from A Avenue to 3rd Avenue East, three blocks of South 1st Street and South 3rd Street from A Avenue East to 2nd Avenue East and four blocks of South 2nd Street from A Avenue East to 3rd Avenue East and a square block just south of the Penn Central Mall as outlined on the enclosed map.

Main Street Oskaloosa is also requesting that South 1st Street between High Avenue East and 1st Avenue East, 1st Avenue East from Market Street to South 2nd Street, and High Avenue from Market Street to South 2nd Street be closed from 3:00 p.m. to 8:00 p.m. on Friday, November 30, 2012 for a Spectacular Tree Lighting and Awards Ceremony.

Main Street Oskaloosa is requesting assistance from city staff for traffic control and blocking off of the applicable streets and intersections during the events.

BUDGET CONSIDERATION:

Staff time to prepare for the event including police, parks and public works.

Police - Ten officers will be used for 2-3 hours plus the Chief on Thursday evening. The Police Department event coordinator will have an additional 8 hours for preparation prior to the parade. These numbers could change pending the outside help that may or may not be available, Sheriff's Office and Posse, IHP, New Sharon.

Parks – Food vendor setup, sound system hookup and clean up.

Public Works - Streets division has provided 1 employee (for a total of approximately 8-9 hours) before and after the Christmas Parade to put the barricades required for traffic control. The Streets will also have one employee available on-call during the Christmas Parade if any help is required during the event.

ATTACHMENTS: Letter from OACDG
Map



September 6, 2012

PRIDE, PROGRESS AND TRADITION

City Manager, Michael Schrock Jr.
220 South Market Street, City Hall
Oskaloosa, IA 52577

Request for Street Closings

PARADE ON THURSDAY NIGHT NOVEMBER 29th ONLY!!!!

The OACDG will be presenting the Main Street Lighted Christmas Parade on Thursday November 29, 2012. Please refer to the enclosed map for this year's route (same as last year). We are requesting permission from you and the State DOT to block off South Market Street from A Ave. to 3rd Ave. East from 6:45 p.m. to approximately 8:30 p.m. on Thursday night. We also request permission to close three blocks of South First St. & South Third St. from A Ave. East to 2nd Ave. East, and four blocks of South Second Street from A Ave. East to 3rd Ave. East on that Thursday night of the parade. See enclosed map for parade route & street closings.

Street closing requests for the parade line-up area: High Avenue E, 1st Ave. East and 2nd Ave. East from South 3rd Street to South 11th Street. As in the past the line-up will be on one side of the street allowing for emergency traffic. Thursday Night Only!!

Spectacular Tree Lighting and Awards Ceremony Friday Night November 30, 2012!!!!!! New this year - Tree Lighting and Events – Friday November 30, 2012

Main Street Oskaloosa would like to request street closings for the following from 3:00pm to 8:00pm on November 30, 2012. This area will be used for float display.

- 1st Street between High Ave. E and 1st Ave. E
- 1st Ave. East from Market to 2nd Street
- High Avenue from Market to 2nd Street

We request assistance from the Police Department and Citizens' Police group in traffic control and in blocking off the applicable streets and intersections during these two nights.

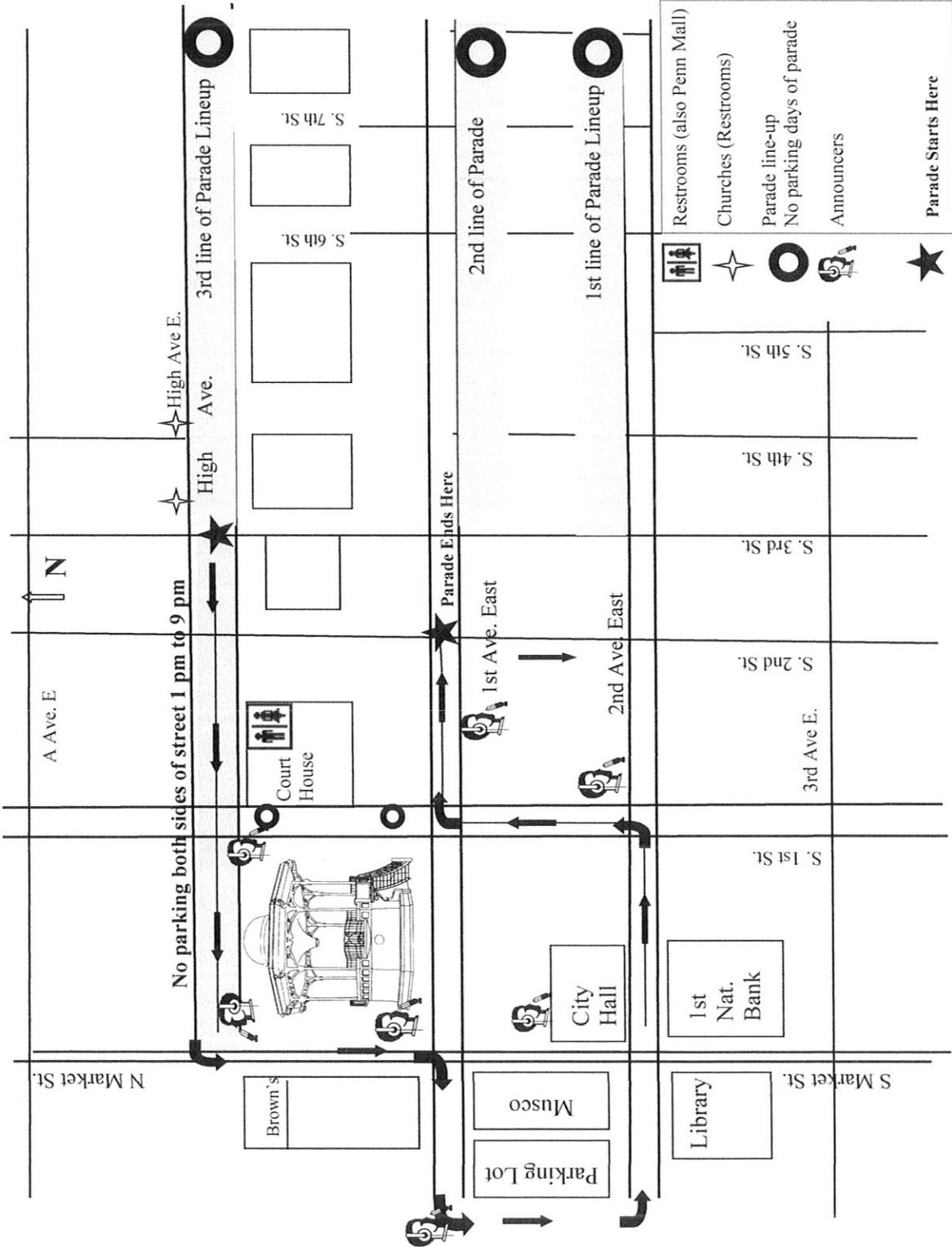
If you have suggestions or comments, I would greatly appreciate them. Thank you for your help in this matter.

Sincerely,

Oskaloosa Area Chamber & Development Group
124 North Market Street • Oskaloosa IA 52577

Phone: 641-672-2591 • Fax: 641-672-2047 • Email: oskycofc@oacdg.org
Web Site: www.oskaloosachamber.org

2012 (not to scale)



	Restrooms (also Penn Mall)
	Churches (Restrooms)
	Parade line-up
	No parking days of parade
	Announcers
	Parade Starts Here



CITY COUNCIL COMMUNICATION

MEETING DATE: September 17, 2012

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE: CONSENT AGENDA – ITEM 9

Consider a resolution scheduling a public hearing on vacation and sale of 50.5'X16' of the north-south public alley adjacent to 702 8th Avenue East and 93.0'X16' of the north-south public alley adjacent to 907 South 7th St and 909 South 7th St.

EXPLANATION:

Robert Martin, owner of 702 8th Avenue East, has requested to vacate 50.5 feet X 16 feet and Oskaloosa Food Products Corp., owner of two parcels along South 6th Street, has requested to vacate 93 feet X 16 feet of the North-South alley adjacent to their properties. This alley contains Century Link, Mahaska Communication Group, and Mid-American Energy utility infrastructure. Easement rights will need to be retained for access to the above mentioned utilities.

The city conducted a survey of households with direct access to the North-South alley. Among the residents that responded, 75% were interested in purchasing their portion of the alley if vacated and 25% did not want the alley vacated. The property owners at 905 South 7th Street and 904 South 6th Street indicated that they cannot access their back yards if the alley is vacated. Both the property owners have access to their front yards from a public street.

The Planning & Zoning Commission considered this item at their September 10, 2012 meeting and recommended by a vote of 5 to 0 that the City Council approve the alley vacation but retain utility access easement and vehicular access easement to 905 South 7th Street and 904 South 6th Street. Staff recommends this request for alley vacation but retain only the utility access easement.

Recommended Action: Approve the resolution scheduling a public hearing for October 1, 2012.

BUDGET CONSIDERATION: \$200.00 as fees for two applications, \$404.00 (50.5'X16'X\$0.50/Sq.Ft.), and \$744.00 (93.0'X16.0'X\$0.50/Sq.Ft.) of revenue to the General Fund as outlined on a price per square foot amount in the Oskaloosa Municipal Code.

ATTACHMENTS:

Resolution, Location Map, Pictures of Alley, Alley Vacate Application and Responses from adjacent owners and utility companies.

RESOLUTION NO. _____

RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING TO CONSIDER AN ORDINANCE TO VACATE THE NORTH-SOUTH PUBLIC ALLEY ADJACENT TO 702 8TH AVENUE EAST, 907 SOUTH 7TH STREET, AND 909 SOUTH 7TH STREET, AND THE SALE OF SAID PUBLIC ALLEY RIGHT-OF-WAY.

WHEREAS, a request has been made and the City wishes to consider the vacation and sale of the north-south public alley right-of-way that lies adjacent to 702 8th Avenue East, 907 South 7th Street, and 907 South 7th Street and is legally described as follows:

The 50.5'x16.0' section of the north-south alley lying between Lot 155 and Lot 162 of Block T of O'Neill's Addition in the City of Oskaloosa, Mahaska County, Iowa.

And

The 93.0'x16.0' section of the north-south alley lying between Lot 157, Lot 158, Lot 159 and Lot 160 of Block T of O'Neill's Addition in the City of Oskaloosa, Mahaska County, Iowa.

WHEREAS, said request has been reviewed by the Planning and Zoning Commission and recommended for approval, and

WHEREAS, the alley described above, subject to the retention of easement rights for utilities, all municipal and other governmental services for ingress-egress to the same and has held a public hearing on the proposed sale of the above-described alley to the adjoining property owners.

WHEREAS, the alley described above is subject to the retention of driveway access easement rights for the property owners at 904 South 6th Street and 905 South 7th Street.

WHEREAS, section 12.24.030 of the Oskaloosa Municipal Code requires a public hearing on such vacations

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa that a public hearing shall be conducted on Monday, October 1, 2012 at 6:30 p.m. in the City Council Chambers, City Hall, Oskaloosa, Iowa at which time persons may appear and speak for or against the vacation as legally described in the preamble hereof.

PASSED AND APPROVED this _____ day of _____, _____.

David Krutzfeldt , Mayor

ATTEST: _____
Amy Miller, City Clerk

Alley Vacation Request for 702 8th Ave East, 907 South 7th St, and 909 South 7th St

810 805 804 801 815 701 702 901 903 907 904 905 907 909 910 802 804 806 807 809 915

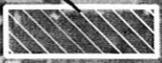
8th Ave E

S 7th St

9th Ave E

Proposed Alley Vacation

Proposed Alley Vacation





Alley looking North (above) and looking South (below)



ALLEY VACATION REQUEST
City of Oskaloosa, Iowa

Policy for sale of alleys:

Policy Adopted: 2/18/2003

1. The property owner requesting the vacation of the alley will pay the \$100.00 application fee and the purchase price of one-half of the alley at the time of the request. If the alley vacation and sale is not approved, the amount of the purchase will be refunded. Other property owners adjacent to the alley that wish to purchase their half will have 30 days after the third reading of the ordinance to purchase their portion. After the 30 days it could be sold to other adjoining property owners.
2. Alleys sold within a residentially zoned area will be sold at the residential rate (\$.50/SF), and alleys located in commercially or industrially zoned areas will be sold at commercial rates (\$1.00/SF).

Date of Request: 8-6-2012

Property Owner Name: Robert T. & Cynthia A. Martin

Address: 702 8th Ave. East
Oskaloosa Iowa 52577

Phone: 641-673-~~7443~~ 7443

Description of alley requested for vacation: Runs North & South on the
East side of my property

Reason for requesting alley vacation: would like to have my camper
parked @ my house and not be in violation of
city codes

Signature Bob Martin

OFFICE USE:

Application Fee Paid \$100.00

\$404.00 Total for

Amount Paid For 1/2 of Alley: \$ 202.00

(50.5 x 10 x \$.50/SF) \$202.00

Vacation Approved _____ Denied _____

Refund Payment _____

ALLEY VACATION REQUEST
City of Oskaloosa, Iowa

Policy for sale of alleys:

Policy Adopted: 2/18/2003

1. The property owner requesting the vacation of the alley will pay the \$100.00 application fee and the purchase price of one-half of the alley at the time of the request. If the alley vacation and sale is not approved, the amount of the purchase will be refunded. Other property owners adjacent to the alley that wish to purchase their half will have 30 days after the third reading of the ordinance to purchase their portion. After the 30 days it could be sold to other adjoining property owners.
2. Alleys sold within a residentially zoned area will be sold at the residential rate (\$.50/SF), and alleys located in commercially or industrially zoned areas will be sold at commercial rates (\$1.00/SF).

Date of Request: AUGUST 24, 2012

Property Owner Name: OSKALOOSA FOOD PRODUCTS CORP

Address: 543 9TH AVE EAST
OSKALOOSA, IOWA 52577

Phone: 641-673-3486

Description of alley requested for vacation: Parcel # 111957004
111957003

Reason for requesting alley vacation: _____

NOTICE ISSUED ON 8-22-2012 FROM CITY OF OSKALOOSA
REQUEST TO VACATE ALLEY C. 702 8TH AVE., EAST. SINCE PART
OF ALLEY IS BEING VACATED MIGHT AS WELL VACATE ALL OF ALLEY.

Signature OSKALOOSA FOOD PRODUCTS CORP
By Blaine J. De Zitter

OFFICE USE:

Application Fee Paid \$100

Amount Paid For 1/2 of Alley: \$ ~~372.00~~ 372.00 $(110 \times (42.5 + 50.5) \times \$0.5) = 744$

Vacation Approved _____ Denied _____ Refund Payment _____

ALLEY VACATION RESPONSES: North/South Alley between South 6th Street and South 7th Street beginning at 8th Avenue East and travelling South

ADDRESS	NAME	RESPONSE	COMMENTS
702 8th Avenue East	Robert & Cynthia Martin	Yes, interested in purchase	
901 South 7th Street	Harry Dewitt Jr.	No response	
907 South 7th Street	Ritchie Hart	No response	
909 South 7th Street	Robert & Jessica Walker	Yes, interested in purchase	
416 C Avenue East	Dave & Carol Polkowski	No response	
543/545/547 9th Avenue East	Oskaloosa Food Products Corp	Yes, interested in purchase	We will be willing to buy all that other interested parties might not want
904 South 6th Street	George & Arlene Hassett	No response	
915 South 7th Street	Todd & Staci Eckles	No response	
905 South 7th Street	Bill & Jo Sysma	Do not want the alley vacated	We would not have access to our back yard

UTILITY COMPANY RESPONSES

	RESPONSE		
MCG	Aerial fiber cable and buried fiber cable would need a utility easement agreement		
WATER DEPT.	No major infrastructure		
QWEST COMMUNICATIONS	Yes, major infrastructure, would need a utility easement agreement		
MIDAMERICAN ENERGY	Yes, major Infrastructure, would need a utility easement agreement		

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 17, 2012

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE: CONSENT AGENDA – ITEM 10

Consider a resolution scheduling a public hearing on vacation and sale of 120.0' X 16.5' of the east-west public alley adjacent to 411 North H Street and 901 C Avenue West.

EXPLANATION:

Jeff Foster, owner of 901 C Avenue West, has requested to vacate 60.0 feet X 16.5 feet and Steven Hoeksema, Iowa State Bank Conservator and owner of 411 North H Street, has requested to vacate 60.0 feet X 16.5 feet of the East-West alley adjacent to their properties. This alley contains Century Link, Mahaska Communication Group, and Mid-American Energy utility infrastructure. Easement rights will need to be retained for access to the above mentioned utilities.

The city conducted a survey of households with direct access to the east-west alley. Among the residents that responded, 50% were interested in purchasing their portion of the alley if vacated, 33% did not want the alley vacated, and 17% were not interested in purchasing their portion of the alley if vacated. Those who did not want the alley vacated did not state a reason on the comment card and access to their properties will not be denied as a result of this vacation.

The Planning & Zoning Commission considered this item at their September 10, 2012, meeting and recommended by a vote of 5 to 0 that the City Council approve the alley vacation but retain utility access easement.

Recommended Action: Approve the resolution scheduling a public hearing for October 1, 2012.

BUDGET CONSIDERATION: \$200.00 as fees for two applications and \$990.00 (120.0'X16.5'X\$0.50/Sq.Ft.) of revenue to the General Fund as outlined on a price per square foot amount in the Oskaloosa Municipal Code.

ATTACHMENTS:

Resolution, Location Map, Pictures of Alley, Alley Vacate Application and Responses from adjacent owners and utility companies.

RESOLUTION NO. _____

RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING TO CONSIDER AN ORDINANCE TO VACATE THE EAST–WEST PUBLIC ALLEY ADJACENT TO 411 NORTH H STREET AND 901 C AVENUE WEST, AND THE SALE OF SAID PUBLIC ALLEY RIGHT-OF-WAY.

WHEREAS, a request has been made and the City wishes to consider the vacation and sale of the east-west public alley right-of-way that lies adjacent to 411 North H St and 901 C Avenue West and is legally described as follows:

The 120.0'x16.5' section of the east-west alley lying between Lot 1, Lot 2, Lot 7, and Lot 8 of Block 4 of White's Addition in the City of Oskaloosa, Mahaska County, Iowa.

WHEREAS, said request has been reviewed by the Planning and Zoning Commission and recommended for approval, and

WHEREAS, the alley described above, subject to the retention of easement rights for utilities and ingress-egress to the same and has held a public hearing on the proposed sale of the above-described alley to the adjoining property owners.

WHEREAS, section 12.24.030 of the Oskaloosa Municipal Code requires a public hearing on such vacations

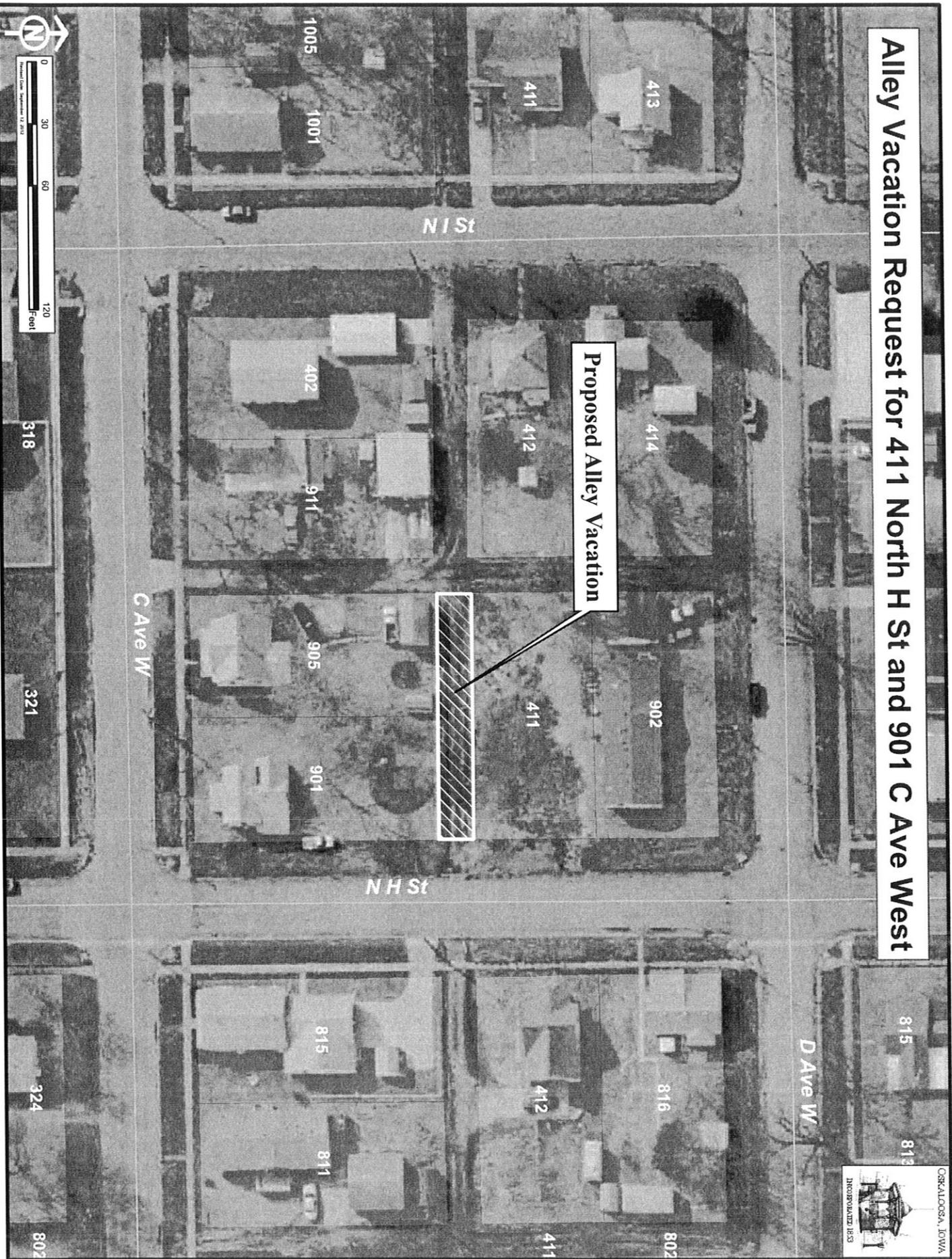
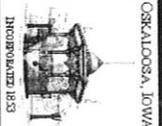
NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa that a public hearing shall be conducted on Monday, October 1, 2012 at 6:30 p.m. in the City Council Chambers, City Hall, Oskaloosa, Iowa at which time persons may appear and speak for or against the vacation as legally described in the preamble hereof.

PASSED AND APPROVED this _____ day of _____, _____.

David Krutzfeldt , Mayor

ATTEST: _____
Amy Miller, City Clerk

Alley Vacation Request for 411 North H St and 901 C Ave West



Proposed Alley Vacation





Alley looking West (above) and looking East (below)



ALLEY VACATION REQUEST
City of Oskaloosa, Iowa

Policy for sale of alleys:

Policy Adopted: 2/18/2003

1. The property owner requesting the vacation of the alley will pay the \$100.00 application fee and the purchase price of one-half of the alley at the time of the request. If the alley vacation and sale is not approved, the amount of the purchase will be refunded. Other property owners adjacent to the alley that wish to purchase their half will have 30 days after the third reading of the ordinance to purchase their portion. After the 30 days it could be sold to other adjoining property owners.
2. Alleys sold within a residentially zoned area will be sold at the residential rate (\$.50/SF), and alleys located in commercially or industrially zoned areas will be sold at commercial rates (\$1.00/SF).

Date of Request: 7-26-12
Property Owner Name: JEFF FOSTER
Robert W. Hunter
Address: 1514 South 11th ST. Jeff Foster
OSKALOOSA, IA P.O. 167
New Sharon 50207
Phone: 641-672-1666 Ph: 641-660-3187

Description of alley requested for vacation: Behind
901 "C" Avenue ST.

Reason for requesting alley vacation: Extend Privacy Fence
to enable us to build a ~~small~~ larger
Storage shed.

I understand nothing can be built on Alley

Signature Jeff Foster
Robert W. Hunter

OFFICE USE:

Application Fee Paid \$100⁰⁰

Amount Paid For 1/2 of Alley: \$ 247.50 (16.5 X 100 X \$.50/SF) X .50 = \$495.⁰⁰ TOTAL COST

Vacation Approved _____ Denied _____ Refund Payment _____

ALLEY VACATION REQUEST
City of Oskaloosa, Iowa

Policy for sale of alleys:

Policy Adopted: 2/18/2003

1. The property owner requesting the vacation of the alley will pay the \$100.00 application fee and the purchase price of one-half of the alley at the time of the request. If the alley vacation and sale is not approved, the amount of the purchase will be refunded. Other property owners adjacent to the alley that wish to purchase their half will have 30 days after the third reading of the ordinance to purchase their portion. After the 30 days it could be sold to other adjoining property owners.
2. Alleys sold within a residentially zoned area will be sold at the residential rate (\$.50/SF), and alleys located in commercially or industrially zoned areas will be sold at commercial rates (\$1.00/SF).

Date of Request: 8/14/2012

Property Owner Name: Alyssa S Williams Conservatorship

Address: Iowa State Bank Conservator
2301 128th Street

Urbandale, IA 50323

Phone: 515-246-8240

Description of alley requested for vacation: Alley on south side of home at 411 North High Street (We request the purchase of the full alley if possible to allow room for the garage and access to the property through the existing cub cut.)

Reason for requesting alley vacation: We would like to build a carport and larger driveway area to accomodate a handicap accessible van with a wheelchair lift.

Signature Steven C Hoeksema
Steven C Hoeksema, Senior Vice President and Trust Officer

OFFICE USE:

Application Fee Paid \$100. @

Amount Paid For 1/2 of Alley: \$ 660 x 11.5 x \$.50 /SF) x .50 ^{1/2 =} \$247.50

Vacation Approved _____ Denied _____ Refund Payment _____

ALLEY VACATION RESPONSES: East-West alley adjacent to 901 C Ave West, 411 North H St, and 402 North I St			COMMENTS
ADDRESS	NAME	RESPONSE	
901 C Avenue West	Robert & Joann Husted	Yes, interested in purchasing if vacated	
905 C Avenue West	Phillip Jones	No response	
911 C Avenue West	David Wright	Do not want alley vacated	
402 North I Street	Margaret Silvers	Yes, interested in purchasing if vacated	
412 North I Street	Albert & Winifred Sheard	No response	
414 North I Street	Martha Knox	Do not want alley vacated	901 C Avenue East response was not interested if vacated
413 D Avenue West	Kabal Chauchan & Kaur Mandeep	No, not interested if vacated	
411 North H Street	Alyssa Williams Conservatorship	Yes, interested in purchasing if vacated	
UTILITY COMPANY RESPONSES			
	RESPONSE		
MCG	Yes, major infrastructure		
WATER DEPT.	No major infrastructure		
QWEST COMMUNICATIONS	Yes, major infrastructure		
MIDAMERICAN ENERGY	Yes, major infrastructure		

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 17, 2012

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE: CONSENT AGENDA – ITEM 11

Consider a resolution scheduling a public hearing on vacation and sale of 60.0'X16.5' of the east-west public alley adjacent to 402 North I Street.

EXPLANATION:

Margaret Silvers, owner of 402 North I St, has requested to vacate 60.0 feet X 16.5 feet of the East-West alley adjacent to her property. This alley contains Century Link, Mahaska Communication Group, and Mid-American Energy utility infrastructure. Easement rights will need to be retained for access to the above mentioned utilities.

The city conducted a survey of households with direct access to the east-west alley. Among the residents that responded, 50% were interested in purchasing their portion of the alley if vacated, 33% did not want the alley vacated, and 17% were not interested in purchasing their portion of the alley if vacated. David Wright, owner of 911 C Avenue West, indicated that he does not want this alley to be vacated because he uses the east-west alley to exit his 20 feet trailers from his property.

The Planning & Zoning Commission considered this item at their September 10, 2012 meeting and recommended by a vote of 3 to 2 that the City Council deny the alley vacation but retain utility access easement. Staff recommends approval of this request for alley vacation and retaining the utility access easement.

Recommended Action: Approve the resolution scheduling a public hearing for October 1, 2012.

BUDGET CONSIDERATION: \$100.00 for application fees and \$495.00 (60.0'X16.5'X\$0.50/Sq.Ft.) of revenue to the General Fund as outlined on a price per square foot amount in the Oskaloosa Municipal Code.

ATTACHMENTS:

Resolution, Location Map, Pictures of Alley, Alley Vacate Application and Responses from adjacent owners and utility companies.

RESOLUTION NO. _____

RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING TO CONSIDER AN ORDINANCE TO VACATE THE EAST–WEST PUBLIC ALLEY ADJACENT TO 402 NORTH I STREET AND THE SALE OF SAID PUBLIC ALLEY RIGHT-OF-WAY.

WHEREAS, a request has been made and the City wishes to consider the vacation and sale of the east-west public alley right-of-way that lies adjacent to 402 North I St and is legally described as follows:

The 60.0'x16.5' section of the east-west alley lying between Lot 4 and Lot 5 of Block 4 of White's Addition in the City of Oskaloosa, Mahaska County, Iowa.

WHEREAS, said request has been reviewed by the Planning and Zoning Commission and recommended for approval, and

WHEREAS, the alley described above, subject to the retention of easement rights for utilities and ingress-egress to the same and has held a public hearing on the proposed sale of the above-described alley to the adjoining property owners.

WHEREAS, section 12.24.030 of the Oskaloosa Municipal Code requires a public hearing on such vacations

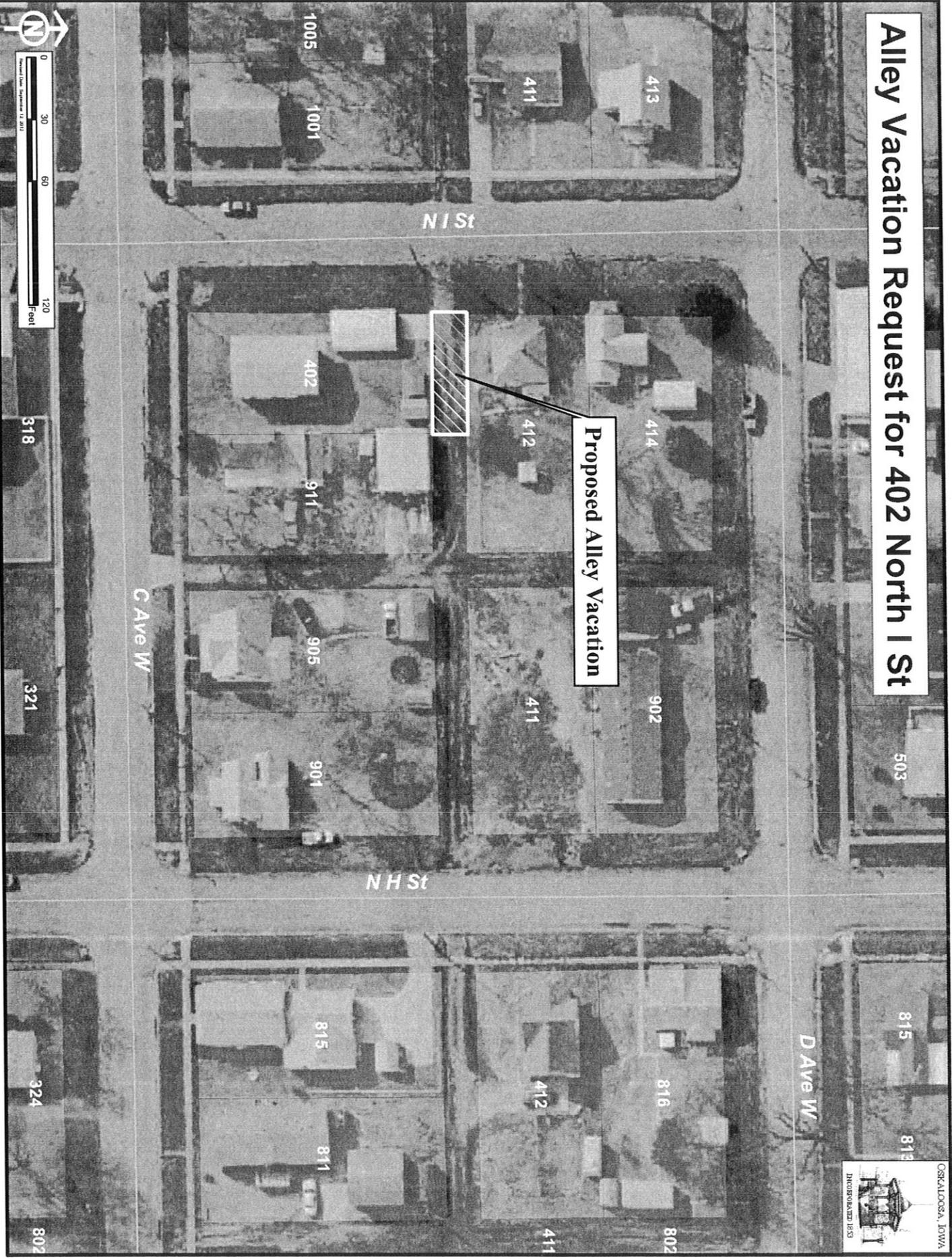
NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa that a public hearing shall be conducted on Monday, October 1, 2012 at 6:30 p.m. in the City Council Chambers, City Hall, Oskaloosa, Iowa at which time persons may appear and speak for or against the vacation as legally described in the preamble hereof.

PASSED AND APPROVED this _____ day of _____, _____.

David Krutzfeldt , Mayor

ATTEST: _____
Amy Miller, City Clerk

Alley Vacation Request for 402 North I St



Proposed Alley Vacation





Alley looking West (above) and looking East (below)



ALLEY VACATION REQUEST
City of Oskaloosa, Iowa

Policy for sale of alleys:

Policy Adopted: 2/18/2003

1. The property owner requesting the vacation of the alley will pay the \$100.00 application fee and the purchase price of one-half of the alley at the time of the request. If the alley vacation and sale is not approved, the amount of the purchase will be refunded. Other property owners adjacent to the alley that wish to purchase their half will have 30 days after the third reading of the ordinance to purchase their portion. After the 30 days it could be sold to other adjoining property owners.
2. Alleys sold within a residentially zoned area will be sold at the residential rate (\$.50/SF), and alleys located in commercially or industrially zoned areas will be sold at commercial rates (\$1.00/SF).

Date of Request: August 24, 2012

Property Owner Name: Margaret E. Silvers

Address: 402 North J Street

Oskaloosa Iowa 52577

Phone: 641-660-6439

Description of alley requested for vacation: West end of alley adjacent to
North end of 402 North J Street.

Reason for requesting alley vacation: To make sure I continue to
have access to my driveway.

Signature Margaret E. Silvers

OFFICE USE:

Application Fee Paid 100⁰⁰

Amount Paid For 1/2 of Alley: \$ 247⁵⁰ (60 x 16.5 x \$ 0.50 /SF)

Vacation Approved _____ Denied _____ Refund Payment _____

ALLEY VACATION RESPONSES: East-West alley adjacent to 901 C Ave West, 411 North H St, and 402 North I St			
ADDRESS	NAME	RESPONSE	COMMENTS
901 C Avenue West	Robert & Joann Husted	Yes, interested in purchasing if vacated	
905 C Avenue West	Phillip Jones	No response	
911 C Avenue West	David Wright	Do not want alley vacated	
402 North I Street	Margaret Silvers	Yes, interested in purchasing if vacated	
412 North I Street	Albert & Winifred Sheard	No response	
414 North I Street	Martha Knox	Do not want alley vacated	901 C Avenue East response was not interested if vacated
413 D Avenue West	Kabal Chauchan & Kaur Mandeep	No, not interested if vacated	
411 North H Street	Alyssa Williams Conservatorship	Yes, interested in purchasing if vacated	
UTILITY COMPANY RESPONSES			
	RESPONSE		
MCG	Yes, major infrastructure		
WATER DEPT.	No major infrastructure		
QWEST COMMUNICATIONS	Yes, major infrastructure		
MIDAMERICAN ENERGY	Yes, major infrastructure		

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 17, 2012

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE: CONSENT AGENDA – ITEM 12

Consider a resolution scheduling a public hearing to remove the parking restriction along the west side of North 12th Street from E Avenue East to F Avenue East and also to establish a “No Parking Zone” along the east side of the same length of street.

EXPLANATION:

The Public Works Department has received a complaint about on-street parking issues on the west side of North 12th St. The complainant indicated that due to the hospital construction and proposed parking lot entrances, there was not enough space to park along the East side of the street. Staff evaluated the street to find that, because of the current construction, there is limited parking space along the east side at this time. Once construction is completed, the situation will improve, however, removing the parking restriction on the west side would cause future congestion due to the fact that the pavement width is 28 feet. With parking permitted on both sides of the street, the travel lane would be too narrow for two-way traffic, causing inefficient traffic flow. Furthermore, allowing parking along both sides would restrict visibility entering and exiting driveways.

The city conducted surveys on households that potentially park along North 12th Street between E Ave East and F Ave East. Among the residents that responded to the survey, 36% of households supported removing the parking restriction on the west side, 9% supported prohibiting parking on the east side, 18% supported maintaining the parking restriction on the west side, 18% supported prohibiting parking on both sides, and 18% had no preference.

The Planning & Zoning Commission considered this item at their September 10, 2012 meeting and recommended by a vote of 5 to 0 that the City Council approve the proposed change in parking prohibition as presented.

BUDGET CONSIDERATION:

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

Recommended Action:

Staff recommends approval of this item as presented.

ATTACHMENTS:

Location map and Resolution.

Proposed Parking Prohibition on North 12th St from E Ave East to F Ave East

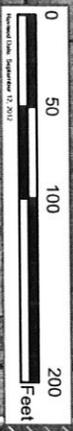
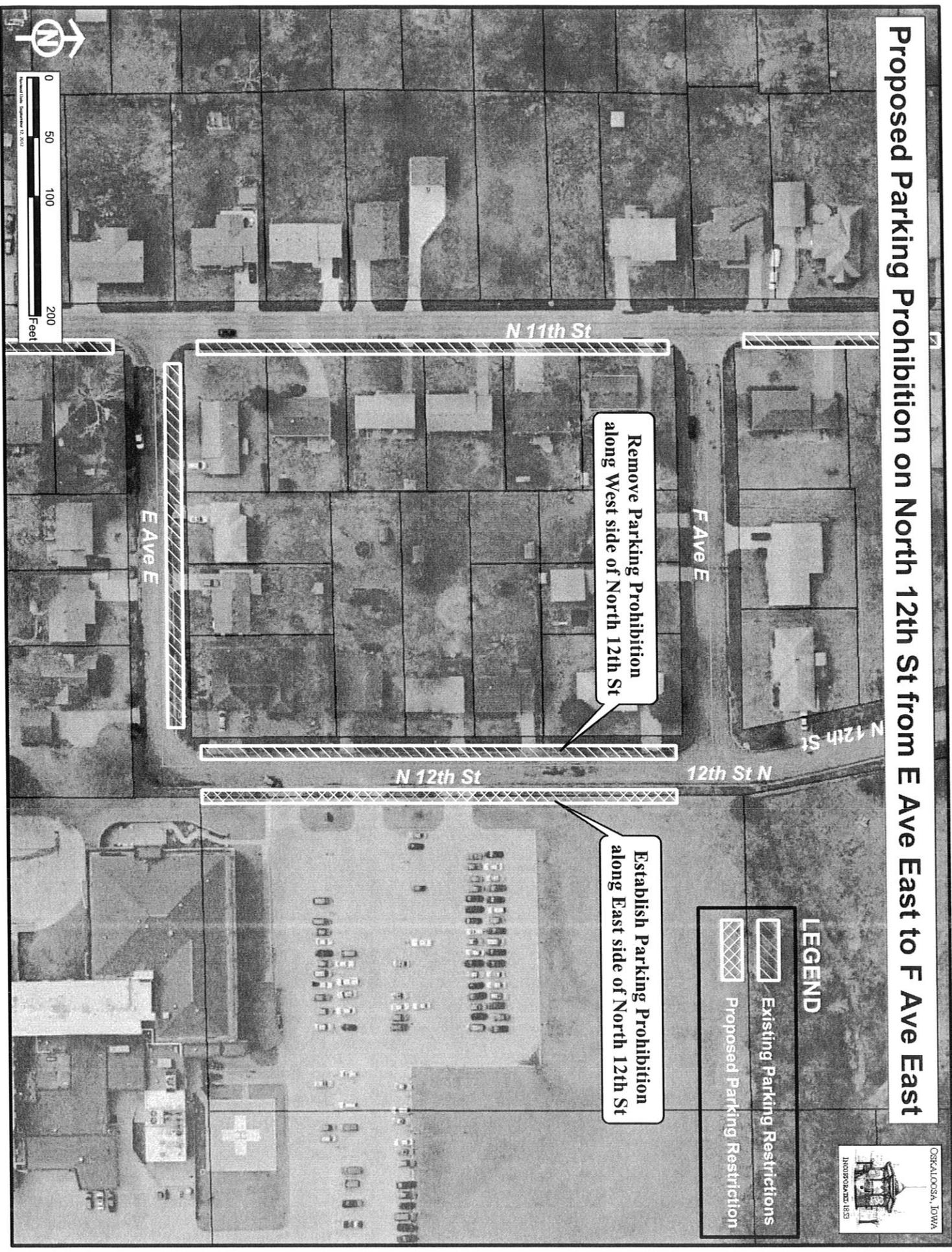


LEGEND

-  Existing Parking Restrictions
-  Proposed Parking Restriction

Remove Parking Prohibition along West side of North 12th St

Establish Parking Prohibition along East side of North 12th St



RESOLUTION NO. _____

RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING TO CONSIDER REMOVING THE PARKING RESTRICTION ALONG THE WEST SIDE OF NORTH 12TH STREET BETWEEN E AVE EAST AND F AVENUE EAST AND APPROVE AN ORDINANCE ESTABLISHING A "NO PARKING ZONE" ALONG THE EAST SIDE OF THE SAME LENGTH OF STREET.

WHEREAS, the City wishes to consider an ordinance removing the parking restriction along the West side of North 12th St between E Ave East and F Ave East and approving the establishment of a "No Parking Zone" along the East side of the same length of street, and,

WHEREAS, said citizen complaint was reviewed by the Planning and Zoning Commission at their meeting on September 10th, 2012 and,

WHEREAS, the City Staff reviewed the complaint and performed a field investigation, and,

WHEREAS, a public hearing will allow for interested persons to express their opinions concerning the said ordinance, and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa, that a public hearing shall be conducted on October 1, 2012, at 6:30 p.m. in the City Council Chambers, City Hall, Oskaloosa, Iowa, at which time persons may appear and speak for or against the proposed parking restriction

PASSED AND APPROVED this _____ day of September, 2012.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

I, Amy Miller, City Clerk of Oskaloosa, Iowa, do hereby certify that the foregoing Resolution is a true and exact copy of the Resolution adopted by the City Council at their regular meeting in the Council Proceedings of the City of Oskaloosa, Iowa.

Amy Miller, City Clerk

PARKING ON NORTH 12TH STREET BETWEEN E AVENUE EAST AND F AVENUE EAST			
ADDRESS	OWNER/RESIDENT	RESPONSE	Comments:
617 North 12th Street	Bette Farmer	Remove parking prohibition on West side	
613 North 12th Street	Debra Crookham	No response	
601 North 12th Street	Inez Grahek	Prohibit parking on West side	Definitely, lots of morning traffic for clinic and soon hospital directly across the street
1213 E Avenue East	Betty/Patrick Russell & Gary Mckeag	Remove parking prohibition on West side	
1205 E Avenue East	Leroy & Diana Shaddock	Prohibit parking on West side	
606 North 11th Street	Matthew & Kristina Tippett	No response	
616 North 11th Street	Robert & Valera Klucas	Prohibit parking on both sides	
625 North 12th Street	Lela White	No preference	Don't know which to check. I have a wide front and long trucks park there at times. I really don't like it, but can't say it hurts anything either. I try to be reasonable.
607 North 12th Street	Joann Wymore	Remove parking prohibition on West side	
1209 E Avenue East	Diane McCreynolds	Remove parking prohibition on West side AND Prohibit parking on East side	One side should be open for parking
608 North 11th Street	William Benson Jr.	No preference	I have sold the house and don't care what you do
622 North 11th Street	Deborah Brom	No response	
1210 F Avenue East	Patty & Rodney Malloy	No response	
1214 F Avenue East	Mark & Nancy Dempster	Remove parking prohibition on West side	
620 North 11th Street	Kevin & Tracy Klucas	Prohibit parking on both sides	Street is too narrow
1229 C Avenue East	Mahaska Health Partnership	No response	
Response Categories:			
Prohibit parking on East side at all times			
Prohibit parking on West side at all times			
Prohibit parking on both sides at all times			
Remove parking prohibition on west side at all times			

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 17, 2012

REQUESTED BY: City Council

ITEM TITLE:

Consider an ordinance amending Oskaloosa Municipal Code Section 10.42 Operation of Golf Carts Upon City Streets and Article II. (Sections 10.80.050, 10.80.060 and 10.80.070) Permits for Golf Carts. (2nd reading)

EXPLANATION:

At the request of the public, the city council is considering changes to the Oskaloosa Municipal Code (OMC) as it relates to the operation of golf carts upon city streets.

The Public Safety Committee met on August 28, 2012 to discuss the request by the public. The following is a list of notable changes to the OMC including but not limited to:

1. Golf carts to be driven on city streets shall be registered with the Chief of Police, be permitted and display city issued decals as required;
2. Golf carts to be driven on city streets shall have minimum liability insurance coverage of \$500,000 per person or \$1,000,000 per accident;
3. Golf carts can park upon city streets, but must follow existing parking rules and regulations;
4. The number of restricted streets for golf cart operations has been reduced;
5. A golf cart can be registered with the city by an 18 year old, but driven by a 16 year old; and
6. Article II. – Permits For Golf Carts is deleted in its entirety.

BUDGET CONSIDERATION:

There is minimal financial impact anticipated with the adoption of this item. Costs will include OMC updates, decals and staff time to permit the golf carts.

ATTACHMENTS:

1. Ordinance

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE OSKALOOSA MUNICIPAL CODE
CHAPTER 10.42, OPERATION OF GOLF CARTS UPON CITY
STREETS AND ARTICLE II. PERMITS FOR GOLF CARTS, SECTIONS
10.80.050, 10.80.060, 10.80.070, FOR THE PURPOSE OF MODIFYING
GOLF CART REGULATIONS WITHIN THE CITY**

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

SECTION 1. Chapter 10.42 is amended by adding and deleting the following language to each section:

Chapter 10.42 - ~~OPERATION OF GOLF CARTS UPON CITY STREETS~~

Sections:

10.42.010 - Purpose.

10.42.020 - Rules of operation.

10.42.030 - Restrictions on use.

10.42.040 - Permits required

10.42.050 - Proof of insurance required

10.42.060 - Transfer

10.42.070 - Display

10.42.080 - Penalties

10.42.010 - Purpose.

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

10.42.020 - Rules of operation.

The following rules shall apply to the operation of golf carts within the city:

A. Golf carts may be operated on city streets unless otherwise prohibited by the Code of Iowa as now existed or hereafter amended or by the provisions of this chapter.

B. Golf carts may be operated only by persons who possess a valid motor vehicle operator's license issued by a state licensing authority.

~~A.—Golf carts may be operated on city streets only by persons possessing a valid motor vehicle~~

~~license.~~

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

B.D. Golf carts may be operated on city streets from sunrise to sunset, regardless of whether the golf cart is equipped with lights.

GE. ~~Any g~~Golf carts operated upon a city street shall be equipped with a slow moving vehicle sign on the back thereof as well as a bicycle safety flag, and all carts shall have adequate brakes.

AF. ~~g~~Golf carts operated upon a city street only for the purpose of crossing the street ~~at or near a ninety percent angle and not otherwise operated upon a city street~~ shall not be required to be equipped with a slow-moving vehicle sign and a bicycle safety flag as otherwise herein required.

DG. ~~Except when executing a left turn, g~~Golf carts shall be driven as close as practical to the right-hand edge of any street, except when executing a left turn.

E.H. Golf carts shall yield the right-of-way to other motor vehicles and pedestrians at all uncontrolled intersections regardless of the dictates of Section 321.319 of the Code of Iowa.

~~F.—Golf carts shall not be parked on any city street.~~

I. Golf carts may be parked upon any city street within the City of Oskaloosa Iowa, subject to the same terms and conditions applicable to the parking of automobiles and other motor vehicles, with the exception that golf carts may not park upon any street within the City of Oskaloosa where their operation is otherwise prohibited by city ordinance or the provisions of the Code of Iowa as now existing or hereafter amended.

GJ. Golf carts shall operate in single file.

~~H.—Golf carts are not subject to the registration provisions of Chapter 321, Code of Iowa.~~

10.42.030 - Restrictions on use.

Golf carts shall not operate on the following city streets:

- A. A Avenue from east city limits to west city limits;
- B. Market Street from north city limits to south city limits;
- C. Seventeenth Street from A Avenue East to south city limits;.
- ~~D.—Third Avenue from Seventeenth Street to west city limits;~~
- ~~E.—Fifteenth Avenue East from South Eleventh Street to Market Street;~~
- ~~F.—Eleventh Street from J Avenue East to Fifteenth Avenue East;~~
- ~~G.—Third Street from East Glendale Road to Sixth Avenue East.~~

10.42.040 - Permit required.

A. It is the duty of the owner or any operator of a motorized golf cart that is operated on city streets and on the multi-use recreation trail to register the golf cart with the chief of police or his designee. The owner or operator shall pay an administrative fee with the permit application, in an amount to be adopted by the annual resolution of the city council. Two numerical decals shall be issued upon registration and a record of each motorized golf cart number along with the name and address of the owner shall be maintained by the city clerk. It shall be a violation of this section to place the decals onto another cart whose owner has not registered the vehicle with the city clerk. Only persons eighteen years of age or older may register a golf cart. Drivers of a golf cart must be sixteen years of age and have a valid driver's license. The owner shall file proof of insurance prior to being issued a permit, showing liability coverage in an amount not less than five hundred thousand dollars per person or one million dollars per accident. The golf cart shall comply with all requirements of state law necessary for the cart to be driven on a public street.

10.80.050 - Proof of insurance required.

A cart owner seeking a permit shall file proof of insurance prior to being issued a permit, showing liability coverage in an amount not less than five hundred thousand dollars per person or one million dollars per accident. The owner must annually file an update with the City Clerk confirming that the insurance coverage remains in force and effect.

10.80.060 - Transfer.

The registration and fee shall be effective until the cart is sold or the ownership is otherwise transferred. The golf cart shall be registered and a new permit obtained whenever the ownership of the cart changes. When a golf cart owner obtains a new golf cart, then a new registration, permit fee and permit shall be obtained.

10.80.070 - Display.

The numerical permit numbers shall be displayed by the owner or any user of the golf cart in a manner as to be fully visible at all times, on the front and rear of the golf cart. It is a violation of this section for the owner to use or permit a cart to be used without this display and it is a violation for any user of a golf cart to operate a golf cart on the trail without the display of the valid permit numerals.

10.80.080 - Penalties.

A violation of the provisions of this chapter shall be punishable by a civil penalty in the amount of \$100.00.

SECTION 2. Article II – Permits For Golf Carts; Sections 10.80.050, 10.80.060 and 10.80.070 is hereby deleted in its entirety as noted below:

~~ARTICLE II. -- PERMITS FOR GOLF CARTS~~

~~10.80.050 – Required.
10.80.060 – Transfer.
10.80.070 – Display.~~

~~10.80.050 – Required.~~

~~A.— It is the duty of the owner or any operator of a motorized golf cart that is operated on the trail to register the golf cart with the chief of police or his designee. The owner or operator shall pay an administrative fee with the permit application, in an amount to be adopted by the annual resolution of the city council. Two numerical decals shall be issued upon registration and a record of each motorized golf cart number along with the name and address of the owner, shall be maintained by the city clerk. It shall be a violation of this section to place the decals onto another cart whose owner has not registered the vehicle with the city clerk. Only persons eighteen years of age or older may register a golf cart. Drivers of a golf cart must be sixteen years of age and have a valid driver's license. The owner shall file proof of insurance prior to being issued a permit, showing liability coverage in an amount not less than five hundred thousand dollars per person or one million dollars per accident. The golf cart shall comply with all requirements of state law necessary for the cart to be driven on a public street.~~

~~(Ord. No. 1305, § 1, 5-2-2011)~~

~~10.80.060 – Transfer.~~

~~The registration and fee shall be effective until the cart is sold or the ownership is otherwise transferred. The golf cart shall be registered and a new permit obtained whenever the ownership of the cart changes. When a golf cart owner obtains a new golf cart, then a new registration, permit fee and permit shall be obtained.~~

~~(Ord. No. 1305, § 1, 5-2-2011)~~

~~10.80.070 – Display.~~

~~The numerical permit numbers shall be displayed by the owner or any user of the golf cart in a manner as to be fully visible at all times, on the front and rear of the golf cart. It is a violation of this section for the owner to use or permit a cart to be used without this display and it is a violation for any user of a golf cart to operate a golf cart on the trail without the display of the valid permit numerals.~~

~~(Ord. No. 1305, § 1, 5-2-2011)~~

SECTION 3. WHEN EFFECTIVE. This amendment to the ordinances 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: September 17, 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 sections 10.24.020, 10.24.030, and 10.24.060 pertaining to Stop and Yield requirements for Stop intersections, Four-way intersections, and School stops. (3rd reading)

EXPLANATION:

The Public Works Department received a request from the Oskaloosa Community School District for School stops at the intersection of South 7th Street and 5th Avenue East. The school has indicated that Webster Elementary will be their new location for pre-school consortium and the YMCA daycare. This will result in increased traffic and will require additional safety. Presently the school uses the part-time folding stop sign at Orchard Avenue. The use of part-time folding stop signs does not conform to either the Code of Iowa or the Manual on Uniform Traffic Control Devices.

There was only one reported crash at the intersection of South 7th Street and 5th Avenue West during the three year period of 2009, 2010, and 2011, which was a left-turn crash and resulted in an injury. There were no reported crashes at the intersection of Orchard Avenue and easternmost driveway entering the Oskaloosa Elementary School during the three year period of 2009, 2010 and 2011. Staff will monitor the traffic volumes, crash history and violations for both of these locations.

Staff is recommending that both the existing and proposed School stop locations be designated as an all-way stop intersection.

BUDGET CONSIDERATION:

There will be minimal impact to the City Budget for installing these traffic control signs.

RECOMMENDED ACTION: Approve the third reading of the ordinance.

ATTACHMENTS:

Letter from Oskaloosa Community School District and Ordinance.

OSKALOOSA COMMUNITY SCHOOL DISTRICT

Administration Center

Box 710

Oskaloosa, Iowa 52577

Phone: 641-673-8345

Fax: 641-673-8370

August 2, 2012

Michael Schrock
City Manager
Oskaloosa, Iowa 52577

To Mr. Michael Schrock and the Oskaloosa City Council:

The Oskaloosa Community School District would like to request a temporary stop sign at the corner of South 7th Street and 5th Avenue East. This stop sign would be set up by district custodians between the hours of 6AM and 4PM on school days.

Webster Elementary will be the location for our new Pre-School consortium and the YMCA Daycare. Pre-School students will come from Kids Corner, YMCA, Head Start, and the Oskaloosa CSD Pre-School. There will be increased traffic from parents dropping off and picking up their children throughout the day. A temporary stop sign at this location would provide additional safety at this busy intersection. If you would like to contact me in this regard, feel free to call me at 673-8345. We appreciate your consideration on this matter.

Sincerely,



Russell Reiter
Superintendent
Oskaloosa Community School District

OSKALOOSA COMMUNITY SCHOOL DISTRICT

Administration Center

Box 710

Oskaloosa, Iowa 52577

Phone: 641-673-8345

Fax: 641-673-8370

August 14, 2012

Michael Schrock
City Manager
Oskaloosa, Iowa 52577

To Mr. Michael Schrock and the Oskaloosa City Council:

The Oskaloosa Community School District would like to request a temporary stop sign at the corner of Orchard Avenue and Elementary Drive. This intersection is directly south of the Oskaloosa Elementary School. This stop sign would be set up by district custodians between the hours of 6AM and 4PM on school days.

A temporary stop sign at this location would provide additional safety at this busy intersection. If you would like to contact me in this regard, feel free to call me at 673-8345. We appreciate your consideration on this matter.

Sincerely,



Russell Reiter
Superintendent
Oskaloosa Community School District

*Mission: Empower all students for success.
Equal Education and Employment Opportunities
R/C/R/S/NO/SO/GI/D
Affirmative Action Employer*

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING PROVISIONS PERTAINING TO STOP AND YIELD REQUIREMENTS FOR STOP INTERSECTIONS, FOUR-WAY STOP INTERSECTIONS AND SCHOOL 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 adding the following:

94. Orchard Avenue. Vehicles traveling east and west on Orchard Avenue shall stop at its intersection with the easternmost driveway entering the Oskaloosa Elementary School.

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

15. South Seventh Street and Fifth Avenue West;

SECTION 3. Section 10.24.060, SCHOOL STOPS is amended by deleting this section on its entirety and substituting the following in lieu thereof:

10.24.060, SCHOOL STOPS. Reserved.

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 _____



CITY COUNCIL COMMUNICATION

MEETING DATE: September 17, 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 sections 10.24.020 and 10.24.030 pertaining to stop and yield requirements for stop intersections, and four-way stop intersections; and waive further readings of proposed ordinance.

EXPLANATION:

The Public Works Department performed a review of all-way stop intersections on South 7th Street at its intersections with High Avenue and 3rd Avenue, and found that conditions warrant modification of stop sign placements. Staff conducted investigations regarding the posting of traffic control signs at these locations and recommends the following amendments to the City Code of Oskaloosa to reflect changes to existing regulations.

Location	Proposed Amendment
1. South 7 th St. & 3 rd Ave. East	Convert from Four-way stop to '2-way stop for east-bound and west-bound approaches at 3 rd Ave. East'
2. South 7 th St. & High Ave. East	Convert from Four-way stop to '2-way stop for east-bound and west-bound approaches at High Ave. East'

The staff investigations considered the flow and volume of the said intersections. There was only one reported crash at the intersection of South 7th Street & 3rd Ave. East during the three year period of 2009, 2010, and 2011, which resulted in property damage only. There were no reported crashes at the intersection of South 7th Street & High Ave. East 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.

Staff is recommending approval of the ordinance and suspending the rules (IA Code 380.3) (waiving the 2nd and 3rd reading of the ordinance) and adopting the ordinance at this time.

BUDGET CONSIDERATION:

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

Recommended Action:

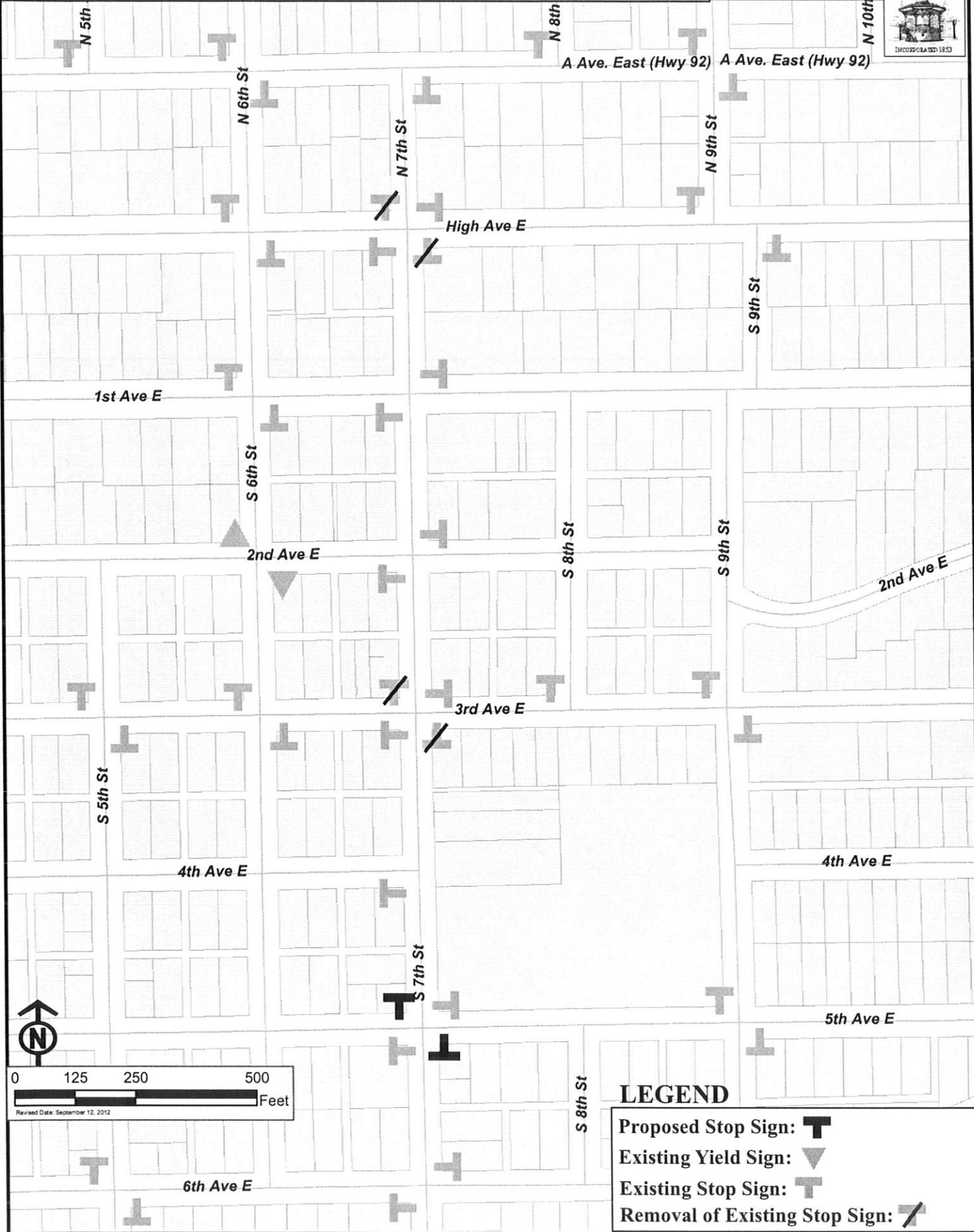
Approve and adopt ordinance.

ATTACHMENTS:

Vicinity map, Warrants report, Complaint Letter and Ordinance.

Proposed Traffic Control Device Modifications along South 7th Street

City of Oskaloosa



LEGEND

- Proposed Stop Sign: T
- Existing Yield Sign: ▼
- Existing Stop Sign: T
- Removal of Existing Stop Sign: T with diagonal slash and slash through it

MULTI-WAY STOP SIGN WARRANTS

Intersection: South 7th Street & 3rd Avenue West
Major Street: South 7th Street

Date: 8/28/2012
Minor Street: 3rd Avenue West

A. Traffic Control Signal Warrant: If traffic control signals are justified, then multi-way stop is an interim measure.

1. Traffic Control Signal Justified No

B. Crash History Warrant: Five or more reported collisions of the type correctable by an all-way stop control have occurred within a recent twelve month period:

Meets Warrants

1. Twelve month period studied: 2011

2. Total number of reported collisions: 1 crash

3. Number of collisions susceptible to correction (Reqd. 5 crashes): 1 crash No

C. Minimum Volume Warrant: The minimum vehicular volume entering from both major street approaches averages 300 vehicles per hour (VPH) for any 8 hours of a normal day and, the combined vehicular, pedestrian, and bicycle volume entering from both minor street approaches averages at least 200 vehicles per hour for the same 8 hours, with an average delay of 30 seconds per vehicle during highest hour on minor street but, if the 85th percentile approach speed of major street exceeds 40 mph, the vehicular volume are reduced to 70 % of the required values.

Meets Warrants

1. 8-Hour approach volume on major street (Reqd. 300VPH): 153 VPH No

2. 8-Hour approach volume on minor street (Reqd. 200VPH): 123 VPH No

3. 85th percentile speed on major street (Reqd. 40MPH): 25 mph No

D. Reduced Warrant: If no single criterion is satisfied, but where Criteria B, C.1, and C.2 are satisfied to 80% of minimum values.

Meets Warrants

1. Number of collisions susceptible to correction (Reqd. 4 crashes): 1 crash No

2. 8-Hour approach volume on major street (Reqd. 240VPH): 153 VPH No

3. 8-Hour approach volume on minor street (Reqd. 192VPH): 123 VPH No

Note: The Warrants are from the (national) Manual on Uniform Traffic Control Devices (MUTCD), published by the US Department of Transportation (DOT) and Federal Highway Administration (FHWA).

MULTI-WAY STOP SIGN WARRANTS

Intersection: South 7th Street & High Avenue West
Major Street: South 7th Street

Date: 8/29/2012 & 9/6/2012
Minor Street: High Avenue West

A. Traffic Control Signal Warrant: If traffic control signals are justified, then multi-way stop is an interim measure.

1. Traffic Control Signal Justified No

B. Crash History Warrant: Five or more reported collisions of the type correctable by an all-way stop control have occurred within a recent twelve month period:

Meets Warrants

1. Twelve month period studied: 2011
2. Total number of reported collisions: No crashes
3. Number of collisions susceptible to correction (Reqd. 5 crashes): No crashes No

C. Minimum Volume Warrant: The minimum vehicular volume entering from both major street approaches averages 300 vehicles per hour (VPH) for any 8 hours of a normal day and, the combined vehicular, pedestrian, and bicycle volume entering from both minor street approaches averages at least 200 vehicles per hour for the same 8 hours, with an average delay of 30 seconds per vehicle during highest hour on minor street but, if the 85th percentile approach speed of major street exceeds 40 mph, the vehicular volume are reduced to 70 % of the required values.

Meets Warrants

1. 8-Hour approach volume on major street (Reqd. 300VPH): 144 VPH No
2. 8-Hour approach volume on minor street (Reqd. 200VPH): 64 VPH No
3. 85th percentile speed on major street (Reqd. 40MPH): 25 mph No

D. Reduced Warrant: If no single criterion is satisfied, but where Criteria B, C.1, and C.2 are satisfied to 80% of minimum values.

Meets Warrants

1. Number of collisions susceptible to correction (Reqd. 5 crashes): No crashes No
2. 8-Hour approach volume on major street (Reqd. 240VPH): 144 VPH No
3. 8-Hour approach volume on minor street (Reqd. 192VPH): 64 VPH No

Note: The Warrants are from the (national) Manual on Uniform Traffic Control Devices (MUTCD), published by the US Department of Transportation (DOT) and Federal Highway Administration (FHWA).

RECEIVED
AUG 01 2012

BY: ALC

July 31, 2012

617 No. 12th St.

Oskaloosa, IA. 52577

Mr. A. Pal, P.E.
Public Works Director
804 So. D. Street
Oskaloosa, IA. 52577

Dear Mr. Pal,

In the 600 Block of No. 12th Street the Mahaska County Hospital is in the process of building a new drive way to access the Hospice House. This will make the 5th driveway on the east side of the 600 block of No. 12th Street.

You may be aware that currently there is no parking on the west side of No. 12th Street. Considering the number of driveways on the east side of this block it will severely limit the amount of parking in the 600 block of this street.

This letter is to request that you now allow parking on the west side of the 600 block of No. 12th Street.

Respectfully submitted,
Betty J. Garner

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING PROVISIONS PERTAINING TO STOP AND YIELD REQUIREMENTS FOR STOP INTERSECTIONS AND FOUR-WAY STOP INTERSECTIONS.

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

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

- 94. High Avenue East. Vehicles traveling east and west on High Avenue East shall stop at South Seventh Street.
- 95. Third Avenue East. Vehicles traveling east and west on Third Avenue East shall stop at South Seventh Street.

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

- 10. High Avenue East and South Seventh Street;
- 14. South Seventh Street and Third Avenue East;

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: September 17, 2012

REQUESTED BY: COUNCIL
APPOINTED STAFF

ITEM TITLE: REPORT ON ITEMS FROM CITY STAFF.

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

EXPLANATION:

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

BUDGET CONSIDERATION:

Not applicable, report(s) only.

ATTACHMENTS:

None.

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: September 17, 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.