

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

**COUNCIL CHAMBERS – CITY HALL, 220 S. MARKET STREET
OCTOBER 15, 2012 – 6:30 P.M.**

AGENDA

CALL TO ORDER – 6:30 P.M.

ITEM 1. INVOCATION: Pastor Don DeGlopper, Central Reformed Church

ITEM 2. PLEDGE OF ALLEGIANCE.

ITEM 3. ROLL CALL.

ITEM 4. COMMUNITY COMMENTS.

ITEM 5. CONSIDER ADOPTION OF CONSENT AGENDA AS PRESENTED OR AMENDED.

All items appearing on the Consent Agenda are considered routine by the City Council and shall be enacted by one motion. If discussion is desired, that item shall be removed, 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. October 1, 2012 Regular City Council Meeting Minutes
2. October 15, 2012 Agenda

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

1. September 24, 2012 Library Board of Trustees Minutes
2. October 4, 2012 Housing Trust Fund Committee Minutes
3. October 8, 2012 Planning and Zoning Commission Minutes

c) Claims
None.

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

New:

1. Application for a Class E Liquor License with Carryout Beer & Wine from Casey's Marketing Company dba Casey's General Store #3214, 413 A Avenue West.

2. Application for a Class E Liquor License with Carryout Beer & Wine from Casey's Marketing Company dba Casey's General Store #3215, 901 South Market Street.

Renewal:

1. Renewal application of a Class E Liquor License with Carryout Beer & Wine from Fareway Stores, Inc., 311 3rd Avenue West.

Resolutions & Motions:

1. Consider approval of FY2013 Cigarette Permits.
2. Consider a resolution scheduling a public hearing on vacation and sale of 60' X 16.5' of the east-west alley adjacent to 503 North H Street.

Ordinances:

1. Consider an ordinance to vacate and sell 120.0' X 16.5' of the east-west public alley adjacent to 411 North H Street and 901 C Avenue West – 2nd reading.
2. Consider an ordinance 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 – 2nd reading.
3. 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 – 3rd reading.

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

ITEM 6. REQUESTS FROM THE COMMUNITY

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

ITEM 7. MAYORAL AND COUNCIL APPOINTMENTS. APPLICANTS MUST RESIDE IN OSKALOOSA AND BE 18 YEARS OF AGE UNLESS SPECIFIC QUALIFICATIONS ARE STATED

- a) Enterprise Zone Commission - Consider appointment of an individual to the Enterprise Zone Commission.

REGULAR AGENDA – PUBLIC HEARING ITEMS:

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

ITEM 8. CONSIDER A RESOLUTION LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR WEED CUTTING BY THE CITY OF OSKALOOSA, IOWA IN ACCORDANCE WITH SECTION 8.20 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA. (PUBLIC HEARING)

REGULAR AGENDA - ORDINANCES:

ITEM 9. CONSIDER AN ORDINANCE TO VACATE AND SELL 93.0'x16' OF THE NORTH SOUTH PUBLIC ALLEY ADJACENT TO 907 SOUTH 7TH STREET AND 909 SOUTH 7TH STREET – 1ST READING.

ITEM 10. CONSIDER AN ORDINANCE TO VACATE AND SELL 50.5'X16' OF THE NORTH-SOUTH PUBLIC ALLEY ADJACENT TO 702 8TH AVENUE EAST – 1ST READING.

ITEM 11. CONSIDER AN ORDINANCE TO VACATE AND SELL 60.0'X16.5' OF THE EAST-WEST PUBLIC ALLEY ADJACENT TO 402 NORTH I STREET – 2ND READING.

ITEM 12. CONSIDER AN ORDINANCE AMENDING CHAPTER 2.04; SECTION 2.04.100 GENERAL MEETINGS OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA TO CHANGE THE START TIME OF REGULARLY-SCHEDULED CITY COUNCIL MEETINGS FROM 6:30 P.M. TO 6:00 P.M. – 1ST READING.

REGULAR AGENDA – RESOLUTIONS & MOTIONS:

ITEM 13. CONSIDER APPROVAL OF THE PURCHASE OF ONE (1) NEW 2013 INTERNATIONAL WORKSTAR MODEL 7600 6X4 TANDEM AXLE TRUCK, A 16' STEEL TUB BODY, AND RELATED EQUIPMENT OPTIONS FROM O'HALLORAN INTERNATIONAL FOR A TOTAL COST OF \$141,572.00.

ITEM 14. CONSIDER A MOTION APPROVING THE SITE PLAN FOR COMMUNITY 1ST CREDIT UNION BANK WITH STIPULATIONS 1-4.

ITEM 15. REPORT ON ITEMS FROM CITY STAFF.

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

ITEM 16. CITY COUNCIL INFORMATION.

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

ADJOURNMENT

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



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 2012

REQUESTED BY: Michael Schrock,
City Manager

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

1. Invocation: Pastor Don DeGlopper, Central Reformed Church
2. Pledge of Allegiance
3. Roll Call: _____ Mayor David Krutzfeldt, Council Members:

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

_____ Ver Steeg, _____ Walling, _____ Yates.

Explanation:

Not applicable.

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS: None



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 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 a Class E Liquor License with Carryout Beer & Wine from Casey's Marketing Company dba Casey's General Store #3214, 413 A Avenue West.**
- Item 3. Consider approval of an application for a Class E Liquor License with Carryout Beer & Wine from Casey's Marketing Company dba Casey's General Store #3215, 901 South Market Street.**
- Item 4. Consider approval of a renewal application of a Class E Liquor License with Carryout Beer & Wine from Fareway Stores, Inc., 311 3rd Avenue West.**
- Item 5. Consider approval of FY2013 Cigarette Pemit.**
- Item 6. Consider a resolution scheduling a public hearing on vacation and sale of 60' X 16.5' of the east-west alley adjacent to 503 North H Street.**
- Item 7. Consider an ordinance to vacate and sell 120.0' X 16.5' of the east west public alley adjacent to 411 North H Street and 901 C Avenue West – 2nd reading.**
- Item 8. Consider an ordinance 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 – 2nd reading.**

Item 9. 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 – 3rd reading.

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 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. October 1, 2012 Regular City Council Meeting Minutes
 - 2. October 15, 2012 Agenda

- B. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - 1. September 24, 2012 Library Board of Trustees Minutes
 - 2. October 4, 2012 Housing Trust Fund Committee Minutes
 - 3. October 8, 2012 Planning and Zoning Commission Minutes

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS:

October 1, 2012 Regular City Council Meeting Minutes
September 24, 2012 Library Board of Trustees Minutes
October 4, 2012 Housing Trust Fund Committee Minutes
October 8, 2012 Planning and Zoning Commission Minutes

OSKALOOSA CITY COUNCIL
REGULAR MEETING
October 1, 2012

The Oskaloosa City Council met in regular session on Monday, October 1, 2012, at 6:30 p.m. with Mayor Krutzfeldt presiding and the following members answering roll call: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg, Walling and Yates.

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

1. September 17, 2012 Regular City Council Meeting Minutes
2. October 1, 2012 Agenda
3. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - a. September 5, 2012 Airport Commission Minutes
 - b. September 12, 2012 Airport Commission Special Meeting Minutes
 - c. September 17, 2012 Housing Trust Fund Committee Minutes
4. Claims for September 2012
5. Renewal Application of a Class C Beer Permit from Kum & Go, LC dba Kum & Go #176, 1911 17th Avenue East.

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.

Caligiuri introduced Resolution No. 12-10-80 entitled "RESOLUTION SCHEDULING A TIME FOR HEARING FOR CONSIDERING THE MATTER OF LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR WEED CUTTING BY THE CITY IN ACCORDANCE WITH SECTION 8.20 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA, AND DIRECTING NOTICE TO THE OWNER OF THE PROPERTY TO BE ASSESSED" and moved its approval. Jimenez 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, Mahaska County Solid Waste Management Commission, Historic Preservation Commission and Airport Commission.

The Mayor announced this was the time and place for the public hearing on vacation and sale of the north-south public alley adjacent to 702 8th Avenue East, 907 South 7th Street, and 909 South 7th Street and that citizens would now have an opportunity to comment. John Zobel, chair of the Planning & Zoning Commission,

commented. There were no written comments received. The Mayor declared said hearing closed.

Caligiuri introduced "AN ORDINANCE VACATING 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" and moved its approval on the first reading. Ver Steeg seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Ver Steeg and Yates

NAYS: Jimenez, Moore and Walling

ABSTAIN: Van Zetten (Association with Oskaloosa Foods)

Whereupon the Mayor declared said ordinance defeated.

The Mayor announced this was the time and place for the public hearing on vacation and sale of the east-west public alley adjacent to 411 North H Street and 901 C Avenue West and that citizens would now have an opportunity to comment. Steve Hoeksema, Iowa State Bank, commented. There were no written comments received. The Mayor declared said hearing closed.

Ver Steeg introduced "AN ORDINANCE VACATING 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" 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.

The Mayor announced this was the time and place for the public hearing on vacation and sale of the east-west public alley adjacent to 402 NORTH I STREET and that citizens would now have an opportunity to comment. John Zobel, chair of the Planning & Zoning Commission, and R. D. Keep, member of the Planning & Zoning Commission, commented. There were no written comments received. The Mayor declared said hearing closed.

Caligiuri introduced "AN ORDINANCE VACATING THE EAST-WEST PUBLIC ALLEY ADJACENT TO 402 NORTH I STREET AND THE SALE OF SAID PUBLIC ALLEY RIGHT-OF-WAY" and moved its approval on the first reading. Ver Steeg seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Van Zetten, Ver Steeg, and Yates

NAYS: Jimenez, Moore and Walling

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

The Mayor announced this was the time and place for the public hearing on removal of the parking restriction along the west side of North 12th Street between E Avenue East and F Avenue East and to establish a "no parking zone" along the east side of the same length of street 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 "AN ORDINANCE TO REMOVE THE PARKING RESTRICTION ALONG THE WEST SIDE OF NORTH 12TH STREET BETWEEN E AVENUE EAST AND F AVENUE EAST AND TO ESTABLISH A "NO PARKING ZONE" ALONG THE EAST SIDE OF THE SAME LENGTH OF STREET" and moved its approval on the first reading. Caligiuri seconded the motion. The roll was called and the vote was:

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

Whereupon the Mayor declared said ordinance approved on the first 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 third reading. Jimenez 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 duly adopted. The ordinance as assigned No. 1326.

Caligiuri 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 AND FOUR-WAY STOP INTERSECTIONS" and moved its approval on the second reading. Yates seconded the motion. It was moved by Ver Steeg, seconded by Van Zetten 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, Van Zetten, Ver Steeg and Yates
NAYS: Jimenez, Moore 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, Van Zetten, Ver Steeg, Walling and Yates
NAYS: None

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

It was moved by Yates, seconded by Ver Steeg to approve Pay Request No. 2 to Cornerstone Excavating in the amount of \$123,343.70 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.

Moore introduced Resolution No. 12-10-81 entitled "A RESOLUTION APPROVING A TRANSPORTATION SUPPORT SERVICES AGREEMENT BETWEEN THE CITY OF OSKALOOSA, MAHASKA COUNTY AND SNYDER & ASSOCIATES, INC." and moved its approval. Jimenez 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 City Manager gave a report on the building that houses the Water Department offices and fire equipment.

It was moved by Ver Steeg, seconded by Yates that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 7:17 p.m.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY – SEPTEMBER 24, 2012 -- 4:00 P.M.

The meeting was called to order by President Mike Sytsma. Roll call was taken by Board secretary Susan Hasso with Trustees Judy Bishop, Michael Collins, Paul Groenenboom, Jane Ireland, Kathy Rothfus, and Candace Slobe present. Trustee Sally Posovich arrived later. Also present were Library Director William Ottens and Joan Bencotter from of the Friends. A representative of CRI attended the meeting.

Minutes: Sytsma called for a motion to approve the minutes of the August 27, 2012, Board meeting. Motion was made by Bishop, seconded by Ireland, to approve the minutes of the August 27, 2012, Board meeting. Motion passed.

Board Correspondence, Public Input or Friends Report:

Joan Bencotter, 2nd vice-president of the Friends, reported that the Friends currently have 86 engraved bricks and 30 more that will be taken to the engraver. The Friends are thinking about setting a possible deadline for the sale of engraved bricks for the Reading Garden. The Friends will have flyers and media coverage for their program entitled “Tea and Talk”, which will be held on October 16, 2012, at 6:00 p.m. The Friends will again this year fund the library’s online book club, Dear Reader.com.

Director’s Report:

Ottens told the Board that his first two weeks have gone really well.

Staff Changes: The candidates for the two page positions were interviewed. The 20-hour position was offered to Rachel Godby and the 16-hour position was offered to Renae DeBruin. Both have accepted and will begin training on Monday, September 24th.

Social Media/Website Team: Ottens said that he had presented the idea of forming a Social Media and Website committee/team to the staff. Through developing a Social Media action plan, the team can move forward in increasing the awareness of the library and its services in the City of Oskaloosa and Mahaska County. He asked the Board to look at the Facebook Page Insights, which shows a sizable increase in the number of people reached and the number that are interacting with us since Ottens began as director on September 10th. Ottens said that posting regularly and interacting with people on the library’s Facebook page is important. Approximately 6000 people are seeing our content and 250 are interacting with us.

Postage Meter: Ottens told the Board that currently the staff is purchasing stamps and other postage by going directly to the post office, thus leaving the building. Previously the library had used a postage meter. He is working with Cindy, who does the majority of the mail handling with interlibrary loan services, to see which method is more cost effective and to see if there is a product available that will meet our needs more efficiently. Ottens will report their findings to the board and request action at next month’s board meeting.

Staff Name Tags: Ottens said that he is looking into options for staff badges/name tags, primarily for new staff. Most staff members already have a pin or magnet tag that either has their name or a title that describes their work.

Boiler Inspection & Baker Group Work: Ottens told the Board that the boiler inspector had completed his inspection, and the boilers passed with no deficiencies or shortcomings. The boiler piping has been completed. As soon as the shine wears off, Mike Calzaretta will paint the CVPC exhaust stacks on the exterior of the building. The exhaust venting parts have arrived, and Baker Group is scheduling a day to complete the work.

Planning Grant: Ottens said that he would like to shelve the planning grant project until he has a fuller understanding of the building and collection and their uses.

Cunningham letter and response: Ottens spoke with City Attorney David Dixon, and Dixon has yet to receive any further response.

Library Sidewalks: The library sidewalks will be coordinated with the completion of the reading garden. There is no start date for work on the Reading Garden this fall.

Committee Reports:

Staff Committee – Jane Ireland, chair: No report

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: Rothfus reported that the Building and Grounds Committee met with City Manager Michael J. Schrock and City Attorney David Dixon. They are waiting for a response from Cunninghams. The Library Board approved the funds for the Reading Garden at the August Board meeting. They are waiting for the work to begin.

Unfinished Business:

Naviant Maintenance Agreement: Ottens asked the Board to approve the maintenance contract for the two microfilm reader/printers and printer with Naviant for a cost of \$1410.00. Motion was made by Rothfus, seconded by Bishop, to approve the maintenance contract for the two microfilm reader/printers and printer with Naviant for a cost of \$1410.00. Motion passed.

New Business:

Third Floor Ceiling Damage: Ottens asked the Board to approve the repair of the hole in the ceiling outside meeting room C on the third floor. There are two options for repair. The first option is to enlarge the area and install a fire rated access panel at a material cost of approximately \$100.00. The second option is to clean out the loose damage, replace with fire rated drywall, plaster, and paint at a material cost of \$30. Motion was made by Ireland, seconded by Bishop, to approve the repair of the hole in the ceiling outside meeting room C on the third floor with the option that Mike Calzaretta thinks would be best with a cost not to exceed \$100.00.

Social Media Policy and Photo Release Form request: Ottens suggested that the Policy Committee look into developing a Social Media Policy for the library's Facebook and Twitter accounts, as well as any future Social Media endeavors the library takes on. Along with the policy, Ottens asked for a photo release form to be developed that patrons would sign if they consent to the library using their photos for promotional materials, the website, and the library's social media outlets. Policy Committee chair, Candace Slobe, said that she would gather some information and set up a meeting with Ottens.

Thanksgiving Holiday: Ottens asked the Board what their thoughts were about closing the library the Saturday after Thanksgiving. Realizing that the item was not on the agenda, the Board cannot take official action, but Ottens said that for scheduling purposes, he would like to know what the Board thought. After discussion, the Board said that they were leaning toward the library being open on the Saturday after Thanksgiving. However, they would take official action at the October Board meeting.

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

President's Remarks: Board president Mike Sytsma commended Ottens for his idea of meeting with Board members one-on-one. Sytsma welcomed newly appointed Board member Sally Posovich to the Board. However, the Board still has a vacancy to fill. Sytsma attended the Teens

Annual Cemetery Walk, and he was impressed by what a great job the teens did. He commended Ottens for attending the Cemetery Walk, showing support for the library and for Linda Fox, Youth Librarian, who is responsible for the project.

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

The next regular meeting will be on Monday, October 22, 2012, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso
Library Administrative Assistant
for the Board

OSKALOOSA HOUSING TRUST FUND COMMITTEE MINUTES

Monday, October 4, 2012 - 12:00 Noon

City Hall Conference Room

The committee meeting was called to order by Chairman Taylor at 12:07 p.m. with the following members present: Chairman Rob Taylor, Kandes Dalbey, Bernice Hahn, Dan Adams, Joe Caligiuri, Dave Polkowske, Randell Davis and Kathy Dykstra (teleconference) with Debbie Stevens arriving at 12:19 p.m. Members absent: Leon McCullough, Jon Sullivan and Julia Ross. Also present: City Manager Michael Schrock, Amy Miller and Marilyn Johannes.

It was moved by Dalbey, seconded by Davis to approve the September 17, 2012 Housing Trust Fund Committee Minutes. Motion carried unanimously.

The Committee discussed the request from Russ Parker for extension of a demolition grant agreement dated May 19, 2010 for the property located at 910 North A Street. Miller distributed a letter she received from Russ Parker regarding his request. Miller explained while going through OHTF files staff discovered the deadline for development of the property had expired in May without the requirements of the loan being met, so she sent a letter to Parker requesting repayment of the loan. Parker responded by requesting a one year extension of the agreement. Committee members commented that extensions had been granted for others in the past and the committee should be consistent and Parker had incurred hardships since entering into the agreement. Schrock explained that Parker was doing the work himself and he is a contractor by trade so his time to work on the property is limited and he had torn down two rough-looking houses. Dalbey said just one extension should be granted. It was moved by Dalbey, seconded by Dykstra to grant an extension until October 1, 2013, with the stipulation that the property had to be "ready for occupancy" on that date. Motion carried unanimously.

Miller explained why she was recommending that release fees that totaled \$28.00 be waived for the following 1997 Rental Rehab Loan Agreements:

- | | |
|-------------------|---------------------------------|
| a. Jacque Walters | 1501 High Avenue West |
| b. Lyle Siefering | 214 & 216 North 6 th |
| c. Charles Perdue | 328 North Market |
| d. Joyce Whipple | 501 5 th Avenue East |

Miller said all had met their requirements except Jacque Walters and that project had been cancelled, but a lien had been put on the property because of the rehab loan. It was moved by Hahn, seconded by Adams to waive the release fees. Motion carried unanimously.

Taylor asked Randell Davis to explain his reasoning and what he wants the committee to do regarding action to amend OHTF policies for non-discrimination of people with disabilities. Davis explained he wants accessible housing information on the city website for people with disabilities. He wants people as they age to be able to stay in their home where they are comfortable and can stay more connected and have a satisfied life instead of having to move into a segregated apartment that is accessible. Davis explained that University of Iowa law

school personnel are willing to assist by providing information to help educate people regarding their housing options so they can make informed decisions. Davis said a house should be adapted to you instead of you adapt to a house. Taylor said the committee could have an informational session with U of I representatives to discuss universal design and what information to put on the website. The committee discussed the matter and their consensus was to have Davis contact U of I to schedule a meeting and possibly invite other groups that may be interested.

Taylor told the committee the next OHTF Goals and Action Plan work session meeting is scheduled from 5:30 p.m. to 7:30 p.m. on Tuesday, October 16, and the topic is rentals.

It was moved by Hahn, seconded by Dalbey to approve the September claims list for payment. Motion carried unanimously.

The accounting report was reviewed.

Taylor reported the Regional Housing Trust Fund had a lot of money that needed to be spent before the end of the year or they would lose the funds because they would go back to the state. The committee discussed various uses for the money if requested by OHTF such as renewal of the rehab program, for affordable, quality rentals and demolition. Schrock suggested the possibility of using the funds for accessibility improvements and asked Davis if he could provide a list of persons needing assistance. Schrock also said the city purchased the property at 603 North D Street for demolition and sale and asked the committee if OHTF would be willing to help the city with funding that would be paid back. Consensus of the committee was in favor of the request if the property would be sold and improved. Schrock said he would submit a formal request.

The meeting was adjourned at 12:58 p.m.

Minutes by Marilyn Johannes

CITY OF OSKALOOSA
MINUTES OF PLANNING & ZONING COMMISSION MEETING
October 8, 2012

A regularly scheduled meeting of the Planning and Zoning Commission for the City of Oskaloosa was called to order at 4:35 p.m. on Monday, October 8, 2012, by Chairmen Jon Zobel, at 220 South Market Street, Oskaloosa, Iowa. COMMISSION MEMBERS PRESENT: Chairmen Jon Zobel, Brian Booy, Dan Karow, Michelle Purdum, and R. D. Keep; COMMISSION MEMBERS ABSENT: Charlie Comfort,; CITY STAFF PRESENT: Public Works Director: Akhilesh Pal;

Others present: Robert Zandi – Kirk Gross Company for the site plan review of 1311 A Avenue West.

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

Keep moved, Karrow seconded to approve the minutes from the September 10, 2012 Planning and Zoning meeting. The vote was: YES – Zobel, Booy, Karow, Keep and Purdum; No – none; Absent – Comfort. Motion carried.

Vacate and sale of the 60'X16.5' east-west public alley adjacent to 503 North H Street.

Karow moved, Purdum seconded to approve the alley vacate with stipulation to retain the driveway easement. The vote was: Yes – Zobel, Booy, Karow, Keep, and Purdum; No – none; Absent – Comfort. Motion carried.

Site plan for redeveloping the property at 1311 A Avenue West into the Community 1st Credit Union Bank.

Purdum moved, Keep seconded to approve the Site plan for redeveloping the property at 1311 A Avenue West into the Community 1st Credit Union Bank with stipulation to dedicate an additional 5 feet of right-of way along A Avenue West; the "Left turn only" and "Do not enter" signs should be separated to maintain a minimum setback of 15 feet. The "Do not enter" sign may be placed on the light pole instead of standing alone. The minimum size of the 'Do-Not enter' (MUTCD R5-1) sign will be 30"X30"; Lighting will be designed such that illumination levels do not exceed 0.1 foot-candles along the property lines of adjacent residential properties; and the design and/or screening of the development will insure that the glare from automobile and commercial or industrial vehicle headlights shall not be directed into any adjacent property, particularly residential property; The vote was: Yes – Zobel, Booy, Karow, Keep, and Purdum; No – none; Absent – Comfort. Motion carried.

Chairmen Zobel adjourned the meeting at 5:15 PM.

Minutes by Akhilesh Pal

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 2

Consider approval of an application for a Class E Liquor License with Carryout Beer & Wine from Casey's Marketing Company dba Casey's General Store #3214, 413 A Avenue West.

EXPLANATION:

The application is complete and in order for approval.

Staff recommends approval.

BUDGET CONSIDERATION:

\$75.00 revenue to the General Fund.

ATTACHMENTS: None



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 3

Consider approval of an application for a Class E Liquor License with Carryout Beer & Wine from Casey's Marketing Company dba Casey's General Store #3215, 901 South Market Street.

EXPLANATION:

The application is complete and in order for approval.

Staff recommends approval.

BUDGET CONSIDERATION:

\$100.00 revenue to the General Fund.

ATTACHMENTS: None



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 4

Consider approval of a Renewal Application of a Class E Liquor License with Carryout Beer & Wine from Fareway Stores, Inc., 311 3rd Avenue West.

EXPLANATION:

The application is complete and in order for approval.

Staff recommends approval.

BUDGET CONSIDERATION:

\$300.00 revenue to the General Fund.

ATTACHMENTS: None

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 5

Consider approval of FY2013 Retail Cigarette Permits

EXPLANATION:

Casey's General Stores has submitted applications for Iowa Retail Cigarette/Tobacco Permit starting November 7, 2012 through June 30, 2013 for the following locations:

413 A Avenue West
901 South Market

Staff recommends approval.

BUDGET CONSIDERATION:

\$56.25 Revenue per permit to the General Fund for a total of \$112.50.

ATTACHMENTS:

Applications

APPLICATION FOR IOWA RETAIL CIGARETTE / TOBACCO PERMIT

For period NOV 7, 20 12 through June 30, 20 13

PLEASE TYPE OR PRINT LEGIBLY

Please mail this completed application to your local jurisdiction. If you have questions, call your city clerk (within city limits) or your county auditor (outside city limits).

I/We hereby make application for a retail permit to sell cigarettes and tobacco products:

BUSINESS INFORMATION

Name of Business/DBA: CASEY'S MARKETING COMPANY DBA CASEY'S GENERAL STORE # 3214
Location Address (Must Have): 413 A AVE W, OSKALOOSA, IA 52577
Mailing Address: PO BOX 3001 City: ANKENY State/Zip: IA 50021-8045
Type of Sales: Vending Machine Over-the-counter Telephone Number (641) 673-9281
Type of Retail Establishment:
 bar convenience store - with gas convenience store - no gas drug store gas station
 grocery hotel/motel liquor store restaurant tobacco store
 other _____

Cigarettes must be sold at the minimum price set by the State of Iowa. Obtain a current copy from the Iowa Department of Revenue Web site at www.state.ia.us/tax or from TaxFax at 1-800-572-3943 (enter form number 71023).

ONLY APPROVED BRANDS OF CIGARETTES OR ROLL-YOUR-OWN PRODUCTS MAY BE SOLD IN IOWA
Any brand not on the list is contraband. In addition, all cigarettes sold in Iowa must have an Iowa Cigarette Tax Stamp affixed to each package. Any violation of contraband or non-Iowa cigarette tax stamped package is subject to seizure and penalties under the provisions of Iowa Code 453A and 453D.

The list of approved brands is always current at www.state.ia.us/tax/business/CigTobIndex.html and is called IOWA DIRECTORY OF CERTIFIED TOBACCO PRODUCTS MANUFACTURERS — THEIR BRANDS AND BRAND FAMILIES

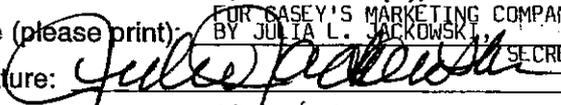
Go to <http://elists.idrf.state.ia.us/scripts/wa.exe> and sign up for the Cigarette/Tobacco eList (listserv). You will receive an e-mail every time the approved list changes or the minimum price changes.

LEGAL OWNER INFORMATION

Type of Ownership: Individual Partnership Corporation LLC LLP
Legal Owner: CASEY'S MARKETING COMPANY
(Name of Individual, Partnership, Corporation, LLC, or LLP)
Mailing Address: PO BOX 3001
City: ANKENY State: IA Zip: 50021-8045 Ph. Number: (515) 965-6572
Fax Number: (515) 965-6205 E-mail Address: penny.patrick@caseys.com

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes and tobacco products.

SIGNATURE OF OWNER, PARTNER(S), OR CORPORATE OFFICIAL

Name (please print): FOR CASEY'S MARKETING COMPANY BY JULIA L. JACKOWSKI SECRETARY Name (please print): _____
Signature:  Signature: _____
Date: 10-4-12 Date: _____

FOR OFFICE USE ONLY

Amount Paid: _____
Date Issued: _____ New
Permit #: _____ Renewal

FOR CITY CLERK/COUNTY AUDITOR ONLY
PLEASE SEND COMPLETED COPY TO THE IOWA DEPARTMENT OF COMMERCE, ALCOHOLIC BEVERAGE DIVISION

Name of Issuing City or County _____

APPLICATION FOR IOWA RETAIL CIGARETTE / TOBACCO PERMIT

For period NOV 7, 20 12 through June 30, 20 13

PLEASE TYPE OR PRINT LEGIBLY

Please mail this completed application to your local jurisdiction. If you have questions, call your city clerk (within city limits) or your county auditor (outside city limits).

I/We hereby make application for a retail permit to sell cigarettes and tobacco products:

BUSINESS INFORMATION

Name of Business/DBA: CASEY'S MARKETING COMPANY DBA CASEY'S GENERAL STORE #3215
Location Address (Must Have): 901 S MARKET ST, OSKALOOSA, IA 52577
Mailing Address: PO BOX 3001 City: ANKENY State/Zip: IA 50021-8045

Type of Sales: Vending Machine Over-the-counter Telephone Number (641) 673-4002

Type of Retail Establishment:
 bar convenience store - with gas convenience store - no gas drug store gas station
 grocery hotel/motel liquor store restaurant tobacco store
 other _____

Cigarettes must be sold at the minimum price set by the State of Iowa. Obtain a current copy from the Iowa Department of Revenue Web site at www.state.ia.us/tax or from TaxFax at 1-800-572-3943 (enter form number 71023).

ONLY APPROVED BRANDS OF CIGARETTES OR ROLL-YOUR-OWN PRODUCTS MAY BE SOLD IN IOWA
Any brand not on the list is contraband. In addition, all cigarettes sold in Iowa must have an Iowa Cigarette Tax Stamp affixed to each package. Any violation of contraband or non-Iowa cigarette tax stamped package is subject to seizure and penalties under the provisions of Iowa Code 453A and 453D.

The list of approved brands is always current at www.state.ia.us/tax/business/CigTobIndex.html and is called IOWA DIRECTORY OF CERTIFIED TOBACCO PRODUCTS MANUFACTURERS — THEIR BRANDS AND BRAND FAMILIES

Go to <http://elists.idrf.state.ia.us/scripts/wa.exe> and sign up for the Cigarette/Tobacco eList (listserv).

You will receive an e-mail every time the approved list changes or the minimum price changes.

LEGAL OWNER INFORMATION

Type of Ownership: Individual Partnership Corporation LLC LLP

Legal Owner: CASEY'S MARKETING COMPANY
(Name of Individual, Partnership, Corporation, LLC, or LLP)

Mailing Address: PO BOX 3001

City: ANKENY State: IA Zip: 50021-8045 Ph. Number: (515) 965-6572

Fax Number: (515) 965-6205 E-mail Address: penny.patrick@caseys.com

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes and tobacco products.

SIGNATURE OF OWNER, PARTNER(S), OR CORPORATE OFFICIAL

Name (please print): FOR CASEY'S MARKETING COMPANY
BY JULIA L. JACKOWSKI, SECRETARY Name (please print): _____
Signature: *Julia L. Jackowski* Signature: _____
Date: 10-4-12 Date: _____

FOR OFFICE USE ONLY

Amount Paid: _____
Date Issued: _____ New
Permit #: _____ Renewal

FOR CITY CLERK/COUNTY AUDITOR ONLY
PLEASE SEND COMPLETED COPY TO THE IOWA
DEPARTMENT OF COMMERCE,
ALCOHOLIC BEVERAGE DIVISION

Name of Issuing City or County _____

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 2012

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE: CONSENT AGENDA – ITEM 6

Consider a resolution scheduling a public hearing on vacation and sale of 60' X 16.5' of the east-west alley adjacent to 503 North H Street.

EXPLANATION:

Diane DeHeus, owner of 503 North H Street, has requested that the portion of the east-west alley adjacent to her property be vacated. The alley contains Century Link utility infrastructure. Easement rights will need to be retained for access to the above mentioned utility.

The city conducted a survey of households with direct access to the east-west alley. Among the residents that responded, 83% were fine with the proposed alley vacation and 17% opposed the alley vacation. The property owner at 515 North H Street, who did not want the alley vacated, did not state a reason. Staff finds that the alley vacate will not affect the property owner at 515 North H Street.

The Planning & Zoning Commission considered this item at their October 8, 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 November 5, 2012.

BUDGET CONSIDERATION: \$100.00 application fees and \$495.00 (60' X 16.5' 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 ALLEY ADJACENT TO 503 NORTH H STREET, AND FOR 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 503 North H
Street and is legally described as follows:

The 60.0' X 16.5' section of the east-west alley lying between Lot 8 and Lot 1 of
Block 5 of Daily and Searles' 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 for ingress-egress to the same, and

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa that a
public hearing shall be conducted on Monday, November 5, 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 _____, _____.

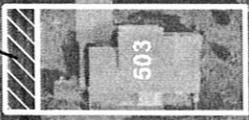
David Krutzfeldt , Mayor

ATTEST: _____
Amy Miller, City Clerk



Alley Vacation Request for 503 North H Street

Proposed Alley Vacation





503 N H St East-West Alley looking West



503 N H St East-West Alley looking East

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: 9-10-12

Property Owner Name: Diane L. De Heus

Address: 503 North "H" Street
OSKALOOSA, IA 52577

Phone: 641-673-4631

Description of alley requested for vacation: East-west (north of my garage)
Weeds - ~~trees~~ no tree

but the owner on the other side doesn't take
Care of the tree's - they are on my house + fence.

Reason for requesting alley vacation: No one drives through, I've
put rock (white) on part of it to use for parking
during the summer months.

(I did ask the city if it was OK to put rock)
down (road rock)?

Signature Diane L. DeHeus

OFFICE USE:

Application Fee Paid _____

Amount Paid For 1/2 of Alley: \$ _____ (16.5 x 160 x \$.50 /SF) x .50

\$247.50

Vacation Approved _____ Denied _____ Refund Payment _____

ALLEY VACATION RESPONSES:

East-West Alley Adjacent to 503 North H Street

ADDRESS:	NAME:	RESPONSE:	COMMENTS:
503 North H Street	Diane De Haus	Yes, wants alley vacated	
907 D Avenue West	Tina Lourens	Yes, wants alley vacated	
909 D Avenue West	Ella Ward	Yes, wants alley vacated	
502 North I Street	Michael Cochran	No response	
504 North I Street	Craig & Zack Johnson	Yes, wants alley vacated	Would be nice if the property to the north of the alley was cleaned up
510 & 516 North I Street, & 912 E Avenue West	Robert & Junko West	Yes, wants alley vacated	
515 North H Street	Millard Lathrop	No, does not want alley vacated	
509 North H Street	Harriet Haines RE: Clifford & Mildred Haines	No response	

UTILITY COMPANY RESPONSES:

MCG	No Major Utilities
WATER DEPT.	No Major Utilities
CENTURY LINK	Yes, Has Utilities
MIDAMERICAN ENERGY	No Major Utilities

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 2012

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE: CONSENT AGENDA – ITEM 7

Consider an ordinance to vacate and sell 120.0' X 16.5' of the east-west public alley adjacent to 411 North H Street and 901 C Avenue West – 2nd reading.

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, 83% were fine with the alley vacate and 17% did not want the alley 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.

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.

Recommended Action:

Staff recommends approval of this item as presented.

ATTACHMENTS:

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

ORDINANCE NO. _____

AN ORDINANCE VACATING 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.

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

SECTION 1. PURPOSE. The purpose of this ordinance is to vacate 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.

SECTION 2. EASEMENT RESERVATION. This ordinance is adopted subject to the retention of easement rights for utilities, all municipal and other governmental services for ingress-egress to the same.

SECTION 3. REPEALER. All other ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. 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 5. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication by law.

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

glad

David Krutzfeldt , Mayor

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

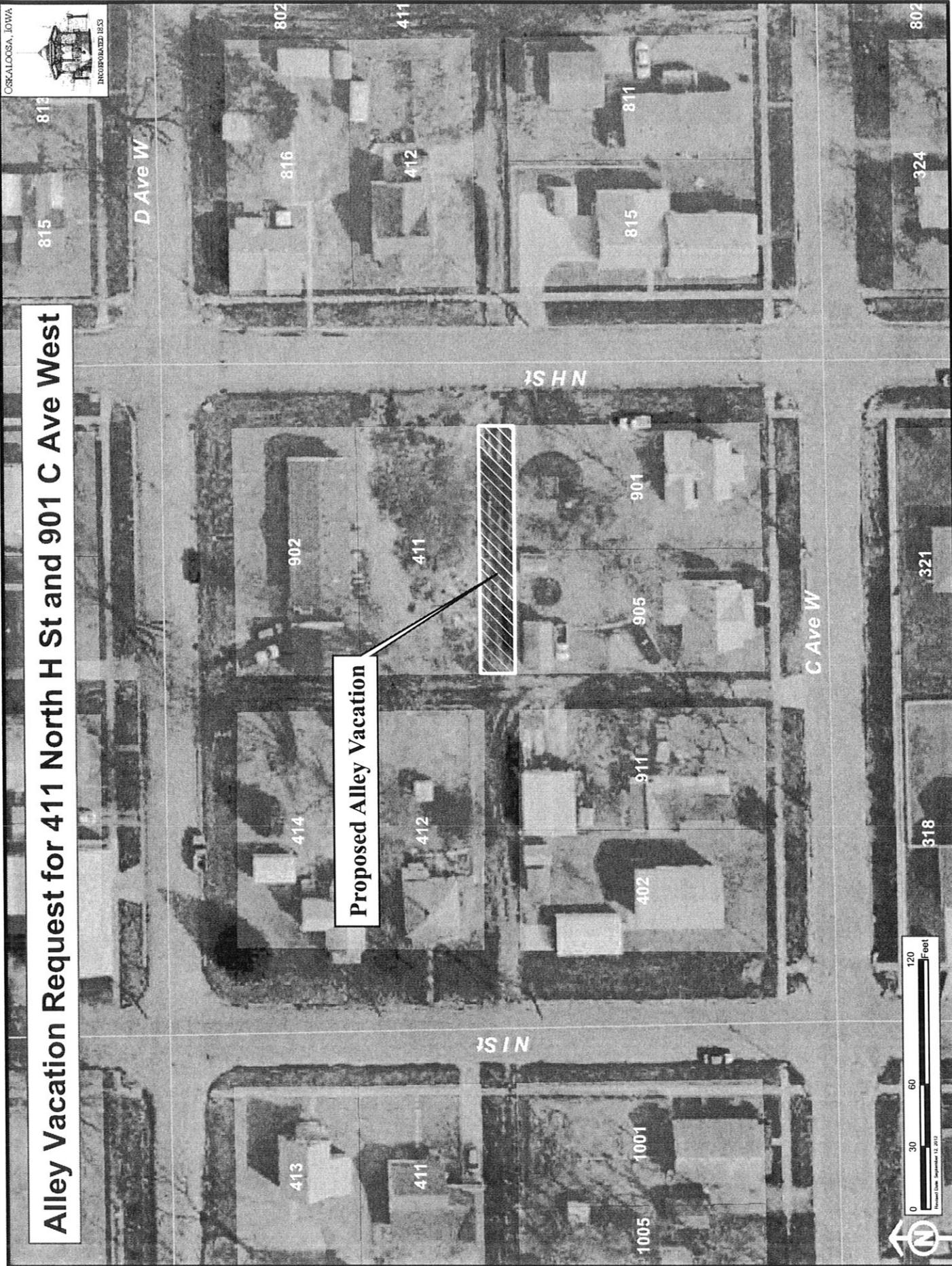
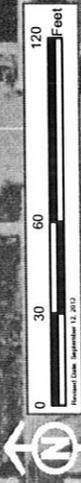
D Ave W

N H St

C Ave W

Proposed Alley Vacation

N I St





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. Hunt~~

Address: 1514 South 11th St.
OSKALOOSA, IA

Jeff Foster
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. Hunt

OFFICE USE:

Application Fee Paid \$100⁰⁰

Amount Paid For 1/2 of Alley: \$ 247.50

(16.5 x 160 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).

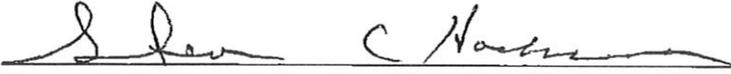
Date of Request: 8/14/2012

Property Owner Name: Alyssa S Williams Conservatorship
Iowa State Bank Conservator
Address: 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, Senior Vice President and Trust Officer

OFFICE USE:

Application Fee Paid \$100.00

Amount Paid For 1/2 of Alley: \$ $(100 \times 11.5 \times \$.50 /SF) \times .50$ \$247.50

Vacation Approved Denied Refund Payment

ALLEY VACATION RESPONSES:

East-West Alley Adjacent to 901 C Avenue West and 411 North H Street			COMMENTS
ADDRESS	NAME	RESPONSE	
901 C Avenue West	Jeff Foster	Yes, interested in purchasing if vacated	
905 C Avenue West	Phillip Jones	No response	
911 C Avenue West	David Wright	Yes, interested in purchasing if 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
902 D Avenue West	Kabal Chauchan & Kaur Mandeeep	No, not interested if vacated	
411 North H Street	Iowa State Bank Conservator	Yes, interested in purchasing if vacated	

UTILITY COMPANY RESPONSES:

MCG	Yes, major infrastructure
WATER DEPT.	No infrastructure
QWEST COMMUNICATIONS	Yes, major infrastructure
MIDAMERICAN ENERGY	Yes, major infrastructure



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 2012

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE: CONSENT AGENDA – ITEM 8

Consider an ordinance to remove the 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 – 2nd reading.

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 Municipal Code.

Recommended Action:

Staff recommends approval of this item as presented.

ATTACHMENTS:

Ordinance, location map, complaint letter, and survey.

ORDINANCE NO. _____

AN ORDINANCE TO REMOVE THE PARKING RESTRICTION ALONG THE WEST SIDE OF NORTH 12TH STREET BETWEEN E AVE EAST AND F AVENUE EAST AND TO ESTABLISH A "NO PARKING ZONE" ALONG THE EAST SIDE OF THE SAME LENGTH OF STREET.

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

SECTION 1: The purpose of this ordinance is to remove the parking restriction along the west side of North 12th St between E Ave East and F Ave East and to establish a "No Parking Zone" along the east side of the same length of street.

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

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

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

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

Passed by the Council the 1st day of October 2012, and approved this _____ day of October 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 _____



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

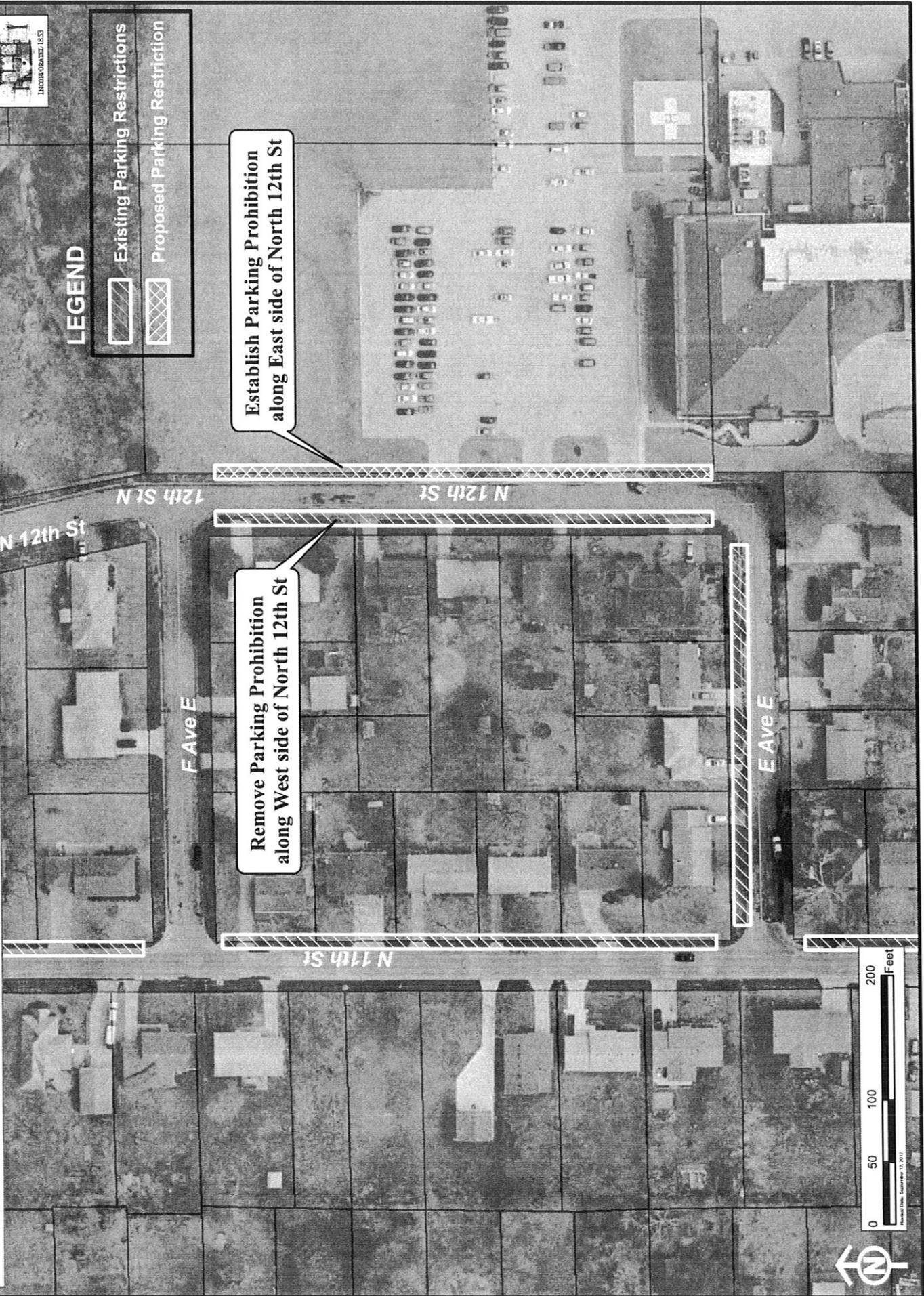
LEGEND

 Existing Parking Restrictions

 Proposed Parking Restriction

Establish Parking Prohibition along East side of North 12th St

Remove Parking Prohibition along West side of North 12th St



RECEIVED
AUG 01 2012
BY: ALP

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. Farmer

PARKING ON NORTH 12TH STREET BETWEEN E AVENUE EAST AND F AVENUE EAST			
ADDRESS	OWNER/RESIDENT	RESPONSE	Comments:
617 North 12th Street	Bette Farner	Remove parking prohibition on West side	
613 North 12th Street	Debra Crookham	No response	Definitely, lots of morning traffic for clinic and soon hospital directly across the street
601 North 12th Street	Inez Grahek	Prohibit parking on West side	
1213 E Avenue East	Betty/Patrick Russell & Gary Mckeag	Remove parking prohibition on West side	
1205 E Avenue East	Leroy & Diana Shadduck	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 Mcreynolds	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 (results in allowing parking on both sides of street)



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 2012

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE: CONSENT AGENDA – ITEM 9

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 – 3rd reading.

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.

BUDGET CONSIDERATION:

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

Recommended Action:

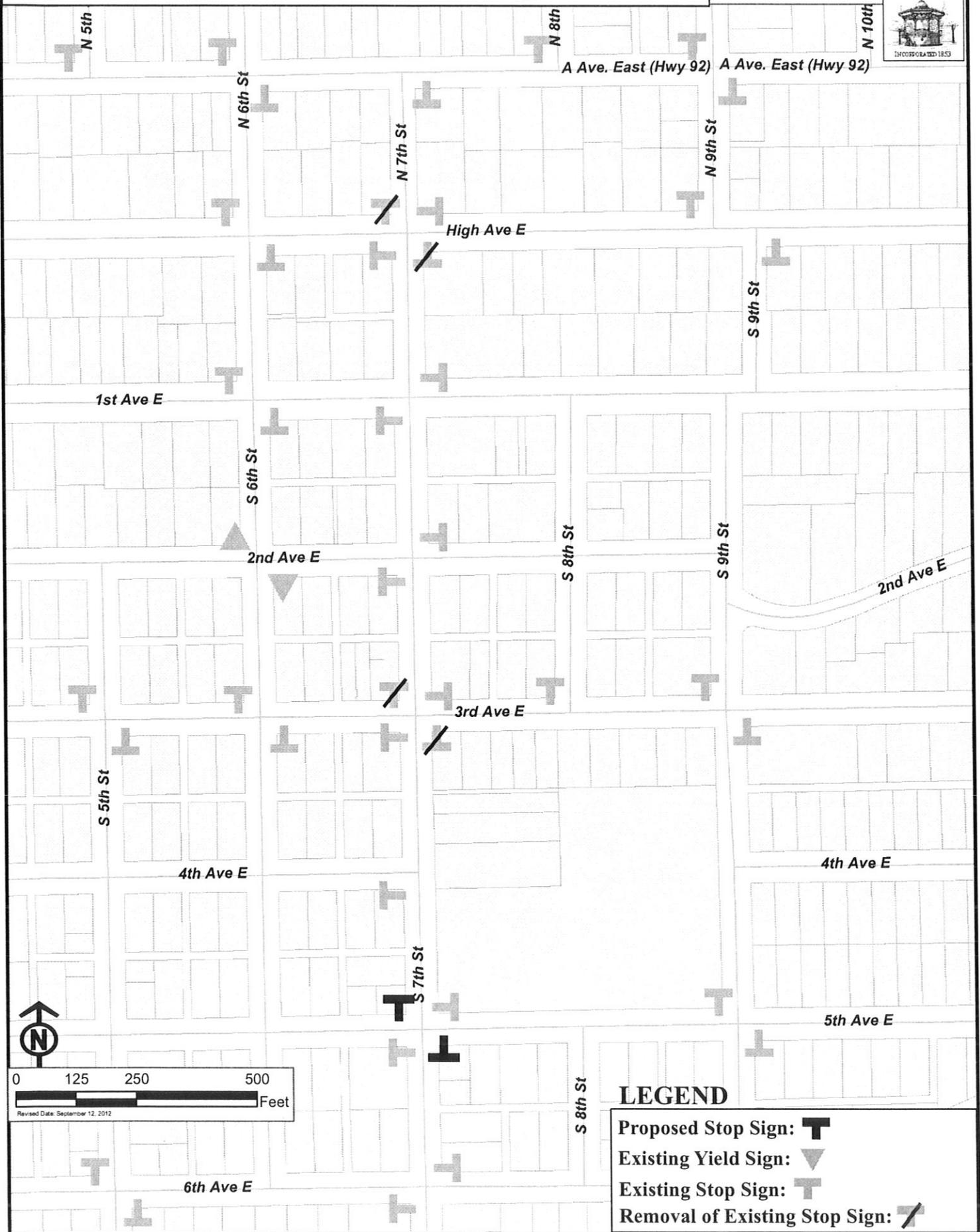
Approve and adopt ordinance.

ATTACHMENTS:

Vicinity map, Warrants report, and Ordinance.

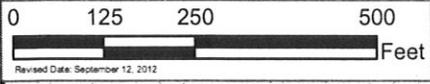
Proposed Traffic Control Device Modifications along South 7th Street

City of Oskaloosa



LEGEND

- Proposed Stop Sign: **T**
- Existing Yield Sign: **▼**
- Existing Stop Sign: **T**
- Removal of Existing Stop Sign: **T /**



Revised Date: September 12, 2012



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).

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
2. 8-Hour approach volume on minor street (Reqd. 200VPH): 123 VPH
3. 85th percentile speed on major street (Reqd. 40MPH): 25 mph

No
No
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
2. 8-Hour approach volume on major street (Reqd. 240VPH): 153 VPH
3. 8-Hour approach volume on minor street (Reqd. 192VPH): 123 VPH

No
No
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).

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: October 15, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: REQUESTS FROM THE GENERAL PUBLIC

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

EXPLANATION:

Sherry Vavra, Executive Director, Mahaska Community Recreation Foundation, will attend the city council meeting to report on Mahaska Community Recreation Foundation quarterly activities. The quarterly progress report is included in your agenda packet.

Receive report.

BUDGET CONSIDERATION:

None.

ATTACHMENTS:

None.

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: MAYOR AND COUNCIL APPOINTMENTS

Consider appointment of an individual to the Enterprise Zone Commission.

EXPLANATION:

There is one at-large vacancy on the Enterprise Zone Commission for an unexpired term that ends June 30, 2013. An application for appointment has been received from Holden Barnhart. Appointments to the Enterprise Zone Commission are made by the City Council. This is a nine member board. Currently five females and three males serve on the board. The appointment complies with the gender balance requirement.

Recommended Action: Consider appointment of Holden Barnhart to the Enterprise Zone Commission for a term that ends June 30, 2013.

BUDGET CONSIDERATION

Not applicable.

ATTACHMENTS: Application from Holden Barnhart.

The following form was submitted via your website: Application for Board or Commission
Board or commission applying for (choose one from list):: Enterprise Zone Commission

Board or commission not listed above::

Name of applicant:: Holden Barnhart

Address of Applicant: 931 S D. Street
Oskaloosa, IA 52577

Phone number (day): (808) 772-3456

Phone number (evening): (808) 772-3456

Email address:: hbarnhart@interpower.com

Request to forego interview process:: No

Why are you interested in this position?: As a member of this community I have a special interest to help the City of Oskaloosa grow. Oskaloosa is a beautiful city and I am interested in the growth and development as we move forward.

Your experience that would be beneficial to the board or commission:: As a soldier of the United States Army I worked multipile operations to help the development of schools and local business in the city of Baghdad, Iraq. I believe that oppportunity has given me the drive to over come any obstacle that may come as our city developes.

Other civic experience::

Additional Information:

Form submitted on: 10/9/2012 5:25:22 PM

Submitted from IP Address: 207.199.223.162

Referrer Page: No Referrer - Direct Link

Form Address: <http://www.oskaloosaiowa.org/Forms.aspx?FID=71>

+myConnections: Engage your community - connect to news, events and information you care about.

[Oskaloosa Home](#) > [City Government](#) > [Boards & Commissions](#) > Enterprise Zone Commission
[View more information...](#)

[Sign In](#)

Enterprise Zone Commission

Enterprise Zone Commission

The Enterprise Zone Commission is responsible for administering the Enterprise Zone Program in accordance with state statute. The Enterprise Zone Program is designed to stimulate development by targeting economically distressed areas in the city. Through state and local tax incentives, businesses and developers are encouraged to make new investments and create or retain jobs in these areas. The goal of the program is to revitalize these areas and make them competitive with other locations throughout the state.

- [Additional information](#) about the Enterprise Zone Program
- City of Oskaloosa [Enterprise Zone Map](#)

Meetings

- Dates and times vary; meetings called only as needed
- Oskaloosa City Hall, 220 South Market Street, Oskaloosa, IA 52577

Agendas & Minutes

Agendas are available prior to the meetings.
[Most Recent Agenda](#) | [View All](#)

Minutes are available following approval.
[Most Recent Minutes](#) | [View All](#)

Members

- Glenda Booy
- John Pothoven
- Linda Rouse
- Beth Danowsky
- Karen Powell
- Michelle Purdum
- Vacant Position
- Benjamin Zugg
- Doug Yates

Staff Liaison

Michael Schrock Jr., City Manager
641-673-9431
[Email](#)

Interested in being a member of the Enterprise Zone Commission? Fill out an [interest form](#).

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: PUBLIC HEARINGS

Consider a resolution levying a special assessment against private property for weed cutting by the City of Oskaloosa, Iowa in accordance with Section 8.20 of the city code of the City of Oskaloosa, Iowa. (PUBLIC HEARING)

Explanation:

This is the time for the public hearing on levying a special assessment against private property for weed cutting as outlined in Exhibit A. Certified notices were sent to each property owner and a notice was published in the Oskaloosa Herald.

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

BUDGET CONSIDERATION:

\$350 revenue to the Sanitary Sewer Fund to offset expenses related to the work performed by the City.

ATTACHMENTS:

Resolution
Exhibit A

RESOLUTION NO. _____

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

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

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

WHEREAS, hearing on said assessments was duly scheduled for the 15th day of October, 2012 at 6:30 p.m., proper notice of said hearing was given; and

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

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Oskaloosa, Iowa that special assessments for the cutting and removal of weeds and brush are hereby levied against the properties described in Exhibit "A" unless said special assessments are paid in full within thirty days. All unpaid assessments will draw annual interest at nine per cent computed to the December 1st next following the due dates. The unpaid assessments shall constitute a lien against the property and shall be collected by the County Treasurer in the same manner as other taxes. Any assessments that exceed one hundred dollars may be paid in ten installments.

PASSED AND APPROVED this 15th day of October, 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



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 2012

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE:

Consider an ordinance to vacate and sell 93.0' X 16' of the north-south public alley adjacent to 907 South 7th Street and 909 South 7th Street - 1st reading.

EXPLANATION:

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 907 South 7th Street and 909 South 7th Street. 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, 60% were fine with the alley vacate, 20% did not want the alley vacated, and 20% were fine with alley vacate but needed driveway access to their backyard. 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.

The City Council held a public hearing on October 1, 2012 where "50.5' X 16' of the north-south public alley adjacent to 702 8th Avenue East" and "93.0' X 16' of the north-south public alley adjacent to 907 South 7th Street and 909 South 7th Street" were presented as a combined item. Staff is now presenting these requests to be considered as separate items.

BUDGET CONSIDERATION: \$100.00 as application fees 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.

RECOMMENDED ACTION:

Staff recommends approval of this item as presented.

ATTACHMENTS:

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

ORDINANCE NO. _____

AN ORDINANCE VACATING THE NORTH-SOUTH PUBLIC ALLEY ADJACENT TO 907 SOUTH 7TH STREET AND 909 SOUTH 7TH STREET, AND THE SALE OF SAID PUBLIC ALLEY RIGHT-OF-WAY.

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

SECTION 1. PURPOSE. The purpose of this ordinance is to vacate the north-south public alley right-of-way that lies adjacent to 907 South 7th Street and 907 South 7th Street and is legally described as follows:

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.

SECTION 2. EASEMENT RESERVATION. This ordinance is adopted subject to the retention of easement rights for utilities, all municipal and other governmental services for ingress-egress to the same.

SECTION 3. REPEALER. All other ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. 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 5. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication by law.

Passed by the Council _____ 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 _____

Alley Vacation Request for Parcels Numbered 1119157003 and 1119157004



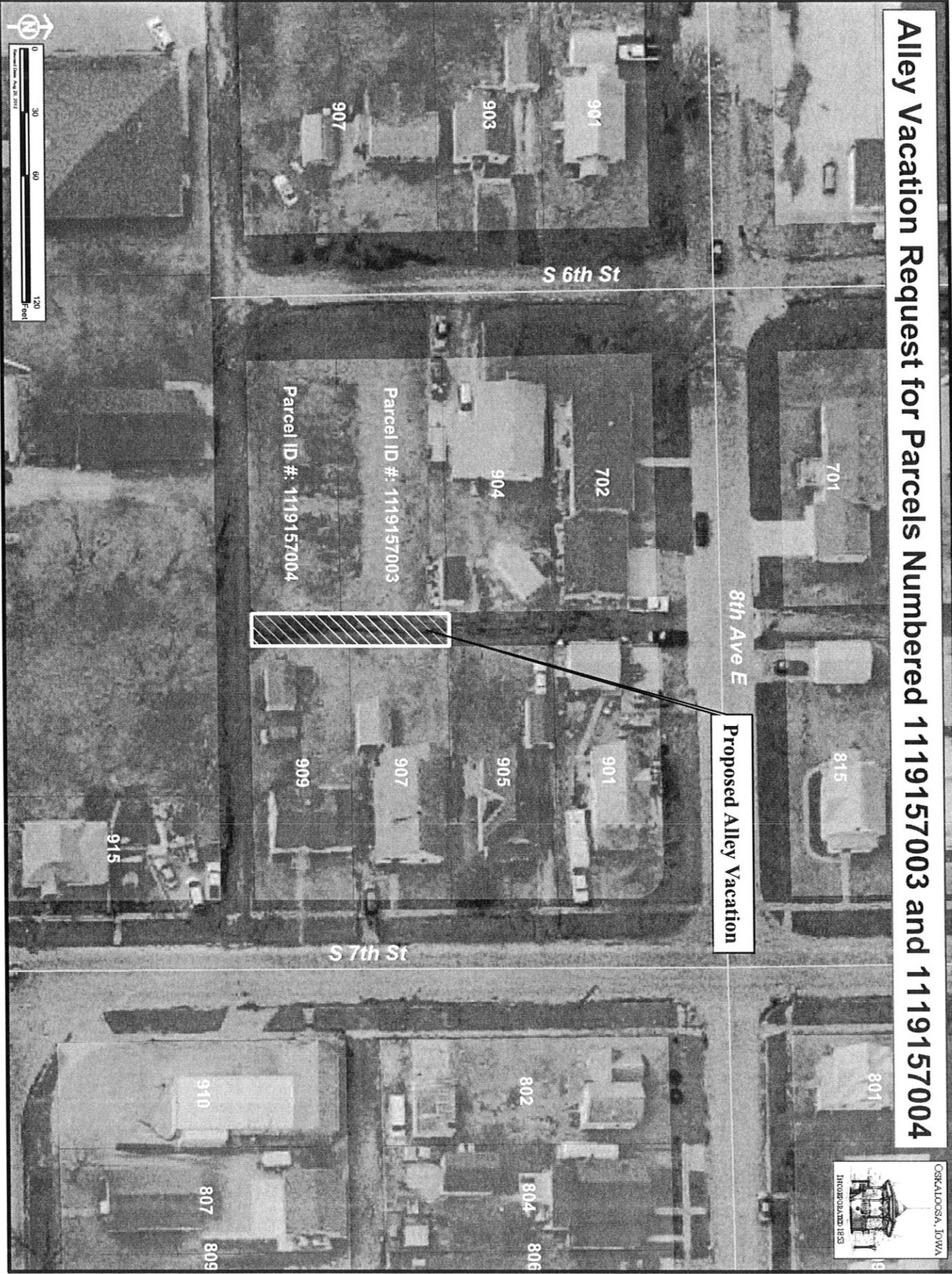
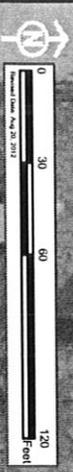
Proposed Alley Vacation

8th Ave E

S 6th St

S 7th St

Parcel ID #: 1119157003
Parcel ID #: 1119157004





Alley adjacent to 907&909 South 7th Street (looking North)



904 South 6th St looking east from South 6th St (above) and looking west from alley (below)





905 South 7th St looking east from alley (above) and looking west from South 7th St (below)



ALLEY VACATION RESPONSES: North/South Alley between South 6th Street and South 7th Street beginning at 8th Avenue East and traveling 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	We will be willing to buy all that other interested parties might not want
543/545/547 9th Avenue East	Oskaloosa Food Products Corp	Yes, interested in purchase	Require acces to the backyard
904 South 6th Street	George & Arlene Hassett	Yes, but requires access to backyard	
915 South 7th Street	Todd & Staci Eckles	No response	
905 South 7th Street	Bill & Jo Sytsma	No, 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

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 Zilk

OFFICE USE:

Application Fee Paid \$100

Amount Paid For 1/2 of Alley: \$ ~~372.00~~ 372.00 [110 X (42.5 + 50.5) X \$ 0.5 /SF] = 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 traveling 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	We will be willing to buy all that other interested parties might not want
543/545/547 9th Avenue East	Oskaloosa Food Products Corp	Yes, interested in purchase	
904 South 6th Street	George & Arlene Hassett	Yes, but requires access to backyard	Require access to the backyard
915 South 7th Street	Todd & Staci Eckles	No response	
905 South 7th Street	Bill & Jo Sytsma	No, 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



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 2012

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE:

Consider an ordinance to vacate and sell 50.5'X16' of the north-south public alley adjacent to 702 8th Avenue East - 1st reading.

EXPLANATION:

Robert Martin, owner of 702 8th Avenue East, has requested to vacate 50.5 feet X 16 feet of the north-south alley adjacent to their 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 north-south alley. Among the residents that responded, 60% were fine with the alley vacate, 20% did not want the alley vacated, and 20% were fine with the alley vacate but needed driveway access to their backyard. The property owners at 905 South 7th Street and 904 South 6th Street indicated that they cannot access their backyards if the alley is vacated. Both of 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.

The City Council held a public hearing on October 1, 2012 where "50.5' X 16' of the north-south public alley adjacent to 702 8th Avenue East" and "93.0' X 16' of the north-south public alley adjacent to 907 South 7th Street and 909 South 7th Street" were presented as a combined item. Staff is now presenting these requests to be considered as separate items.

BUDGET CONSIDERATION: \$100.00 application fees and \$404.00 (50.5'X16'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.

RECOMMENDED ACTION:

Staff recommends approval of this item as presented.

ATTACHMENTS:

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

ORDINANCE NO. _____

AN ORDINANCE VACATING THE NORTH-SOUTH PUBLIC ALLEY ADJACENT TO 702 8TH AVENUE EAST AND THE SALE OF SAID PUBLIC ALLEY RIGHT-OF-WAY.

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

SECTION 1. PURPOSE. The purpose of this ordinance is to vacate the north-south public alley right-of-way that lies adjacent to 702 8th Avenue East 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.

SECTION 2. EASEMENT RESERVATION. This ordinance is adopted subject to the retention of easement rights for utilities, all municipal and other governmental services for ingress-egress to the same.

SECTION 3. REPEALER. All other ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. 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 5. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication by law.

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

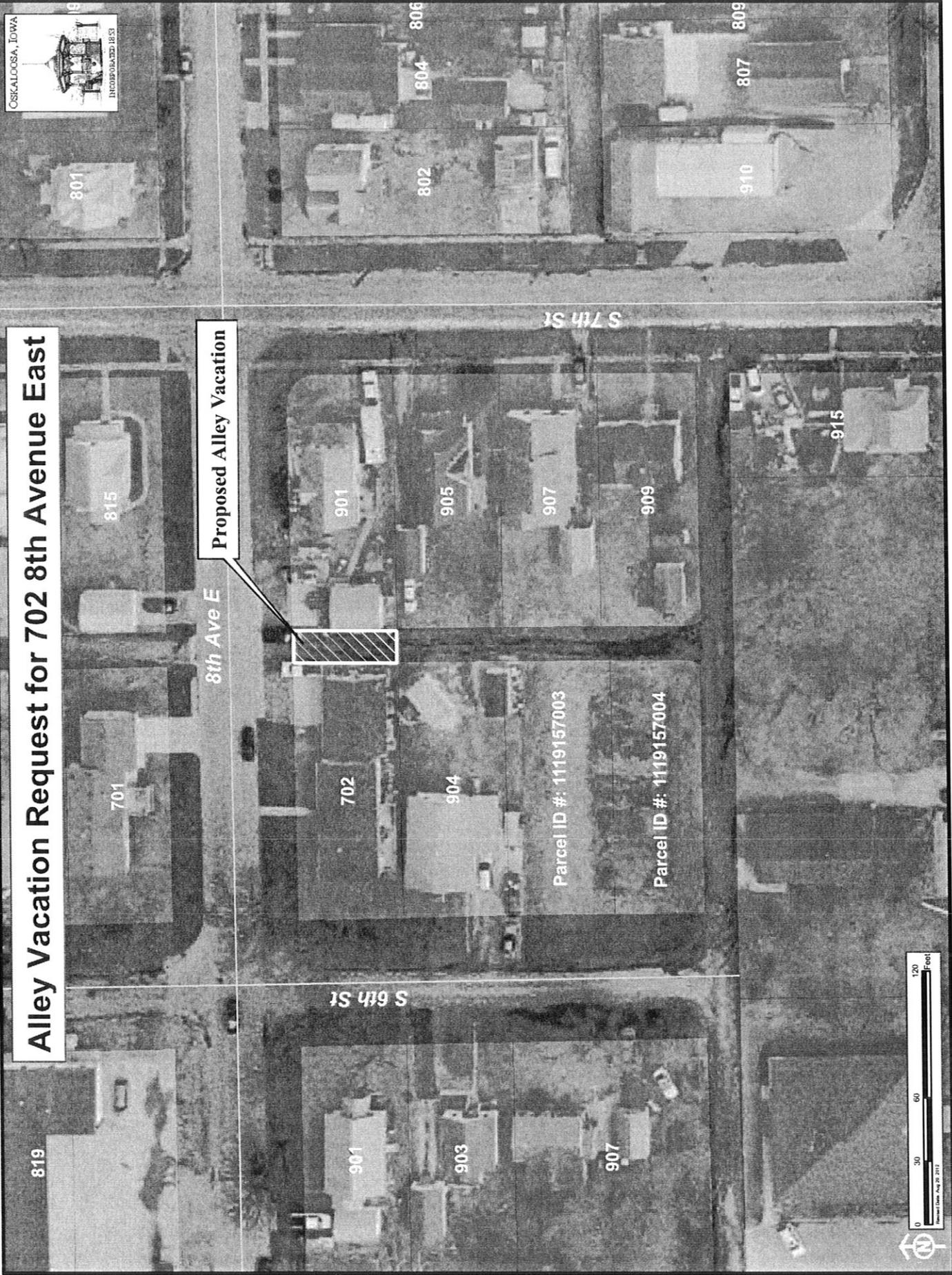
David Krutzfeldt , Mayor

ATTEST: _____
Amy Miller, City Clerk

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

Signed _____

Alley Vacation Request for 702 8th Avenue East



Proposed Alley Vacation





Alley adjacent to 702 8th Ave E (looking South from 8th Ave E)

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 16 x \$.50/SF) \$202.⁰⁰

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 traveling 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	We will be willing to buy all that other interested parties might not want
543/545/547 9th Avenue East	Oskaloosa Food Products Corp	Yes, interested in purchase	
904 South 6th Street	George & Arlene Hassett	Yes, but requires access to backyard	Require access to the backyard
915 South 7th Street	Todd & Staci Eckles	No response	
905 South 7th Street	Bill & Jo Sytsma	No, 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



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 2012

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE:

Consider an ordinance to vacate and sell 60.0'X16.5' of the east-west public alley adjacent to 402 North I Street – 2nd reading.

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, 25% did not want the alley vacated, and 25% 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 foot 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. Staff recommends approval of this request for alley vacation and retaining the utility access easement.

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.

RECOMMENDED ACTION:

Staff recommends approval of this item as presented.

ATTACHMENTS:

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

ORDINANCE NO. _____

AN ORDINANCE VACATING THE EAST–WEST PUBLIC ALLEY ADJACENT TO 402 NORTH I STREET AND THE SALE OF SAID PUBLIC ALLEY RIGHT-OF-WAY.

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

SECTION 1. PURPOSE. The purpose of this ordinance is to vacate the east-west public alley right-of-way that lies adjacent to 402 North I Street 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.

SECTION 2. EASEMENT RESERVATION. This ordinance is adopted subject to the retention of easement rights for utilities, all municipal and other governmental services for ingress-egress to the same.

SECTION 3. REPEALER. All other ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. 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 5. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication by law.

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

glad

David Krutzfeldt , Mayor

Alley Vacation Request for 402 North I St

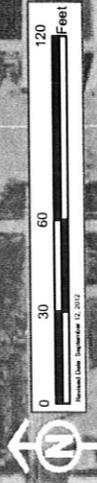
D Ave W

I S H N

C Ave W

I S N

Proposed Alley Vacation



815

813

503

413

1005

D Ave W

816

802

902

414

411

411

412

411

411

412

411

1001

811

815

901

905

911

402

1001

324

321

318

120

60

30

0

Feet



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 402 North I Street			COMMENTS
ADDRESS	NAME	RESPONSE	
901 C Avenue West	Jeff Foster	No response	
905 C Avenue West	Phillip Jones	No response	
911 C Avenue West	David Wright	Do not want alley vacated	Prevents egress to North I Street
402 North I Street	Margaret Silvers	Yes, interested in purchasing if vacated	
412 North I Street	Albert & Winifred Sheard	Not interested in purchasing	
414 North I Street	Martha Knox	Do not want alley vacated	901 C Avenue East response was not interested if vacated
902 D Avenue West	Kabal Chauchan & Kaur Manddeep	No response	
411 North H Street	Iowa State Bank Conservator	Yes, fine with alley vacate	

UTILITY COMPANY RESPONSES:

MCG		Yes, major infrastructure	
WATER DEPT.		No infrastructure	
QWEST COMMUNICATIONS		Yes, major infrastructure	
MIDAMERICAN ENERGY		Yes, major infrastructure	

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 2012

REQUESTED BY: CITY COUNCIL

ITEM TITLE:

Consider an ordinance amending Chapter 2.04; Section 2.04.100 General meetings of the City Code of the City of Oskaloosa, Iowa to change the start time of regularly-scheduled City Council meetings from 6:30 p.m. to 6:00 p.m.

EXPLANATION:

Currently Chapter 2.04; Section 2.04.100 General meetings of the City's Municipal Code prescribes meetings of the City Council shall occur at 6:30 p.m. at City Hall. Staff has heard a change to the meeting start time could be an item of interest to some of the City Council. At the October 1, 2012 council meeting this item was discussed and the general consensus from the group was to bring the item back at the next regularly-scheduled meeting.

The following is the recommended changes to the City's Municipal Code, Chapter 2.04; Section 2.04.100 General meetings.

2.04.100 General meetings. The regular meetings of the council shall be on the first and third Mondays of each month at six-thirty p.m. in the council chambers at City Hall. If such day shall fall on a legal holiday the meeting shall be held on the next succeeding day at the same time unless a different day or time is determined by the council.

Recommended Action: Approve the first reading of the ordinance.

BUDGET CONSIDERATION:

No additional costs anticipated with a change in meeting time beyond code revisions and publishing notice in the local paper.

ATTACHMENTS:

Ordinance.

ORDINANCE NO. ____

AN ORDINANCE AMENDING SECTION 2.04.100 GENERAL MEETINGS OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA

Be it enacted by the City Council of the City of Oskaloosa, Iowa:

SECTION 1: Section 2.04.100 of the City Code of the City of Oskaloosa is hereby amended as follows:

2.04.100 General meetings. The regular meetings of the council shall be on the first and third Mondays of each month at six~~thirty~~ p.m. in the council chambers at City Hall. If such day shall fall on a legal holiday the meeting shall be held on the next succeeding day at the same time unless a different day or time is determined by the council.

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

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

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

Passed and approved by this Council on the ____ 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.

Amy Miller, City Clerk



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 2012

REQUESTED BY: Public Works
Department

ITEM TITLE:

Consider approval of the purchase of one (1) new 2013 International WorkStar Model 7600 6x4 tandem axle truck, a 16' steel tub body, and related equipment options from O'Halloran International for a total cost of \$141,572.00.

SUMMARY:

The staff proposes to purchase a new 2013 International WorkStar Model 7600 6x4 tandem axle truck, a 16' steel tub body, and related equipment options from O'Halloran International for a total cost of \$141,572.00.

The proposed new tandem axle truck will supplement the existing 1983 Ford Diesel tandem axle dump truck in the City's fleet. The proposed truck with a 16 foot steel body will include options for an electric tarp system, plastic bed liner, pintle hitch, strobe lights, driveline extension to encase the driveshaft, and a body mounted vibrator. The specifications for this equipment will enhance service to the community by allowing operators to efficiently haul larger quantities of material, remove snow, and perform street repair and maintenance related work. O'Halloran International has also provided an optional trade-in deduction value of \$2,000 for the 1983 Ford Truck.

O'Halloran International is listed on the Iowa DOT website as the lowest bidder for heavy-duty tandem axle trucks. Delivery will take place within three to four months (building a truck chassis requires approximately 1.5 months, and equipping a truck with all specialized equipment can take up to another 2.5 months).

The City of Oskaloosa appropriated \$170,000 in FY2012-2013 for the purchase of one asphalt distributor and \$160,000 in FY2013-2014 for the purchase of one tandem axle truck. However, staff is requesting to swap these and to purchase the tandem axle truck in FY2012-13 and the asphalt distributor in FY2013-2014 because these equipment purchases have a lead time of 90 to 120 days. The delivery of the asphalt distributor in the winter months will not allow for operation until the summer of next year. Whereas, if the tandem axle truck is approved, then it can be used immediately in the winter for snow removal operations.

BUDGET CONSIDERATION: Funds for the \$170,000 purchase are available in the vehicle replacement fund, account no. 110-2010-6710.

RECOMMENDED ACTION: Staff recommends that the City council approve the purchase of a new 2013 International WorkStar Model 7600 6x4 tandem axle truck, a 16' steel tub body, and related equipment options from O'Halloran International for a total cost of \$141,572.00; and amending the capital improvement plan to reflect the change in vehicles being purchased.

ATTACHMENTS:

O'Halloran International purchase proposal.



7600 SFA 6x4 2010

Sales Proposal For:

**CITY OF OSKALOOSA - Tandem Dump 410
HP**

Presented By:

O'HALLORAN INTERNATIONAL

Prepared For:

CITY OF OSKALOOSA - Tandem Dump 410 HP
Akhilesh Pal
804 SOUTH D STREET
OSKALOOSA, IA 52577-
(641)673 - 6885

Presented By:

O'HALLORAN INTERNATIONAL
Bob Kayser
3311 ADVENTURELAND DRIVE
ALTOONA IA 50009 -
(515)967-3300

THIS IS BASED OFF OF ADDING ON TO THE STATE OF IOWA SNOW EQUIPMENT DISCOUNT FROM INTERNATIONAL. AS SUCH THE ORDER MUST BE PLACED BY 10/31/09 AND BUILT BY 12/31/12.

\$109,181.00 2013 International WorkStar Model 7600 6x4 cab and chassis. (410 HP 4000_RDS_P Allison)
\$22,195.00 Equipment from Hawkeye Truck Equipent Co. / Job #15266 attached
\$131,376.00 TOTAL COST INCLUDING BODY AND RELATED SNOW EQUIPMENT

NOTE: If built after 01/01/2013 there will be a \$650.00 charge for government mandated On Board Engine Diagnostics.

PAYMENT OPTION: If a partial payment for the chassis amount is made within 10 days of the chassis being delivered to the body company Deduct (-\$1,152.00) from the above price.

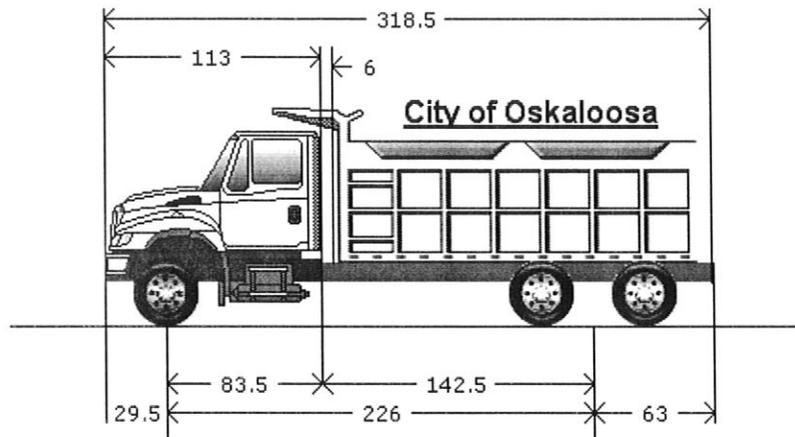
TECHNICAL SUPPORT: O'Halloran International will offer technical support to your service department as needed and we also offer free pick up and delivery if the truck needs to come to our Alttona dealership for repairs.

DELIVERY INFORMATION: Estimated delivery will be 90 to 120 days after issuance of a purchase order by the city.

EQUIPMENT OPTIONS:

- 1.) GAC Electric Arm Style tarping system with 45 degree bend in the arms and mesh style tarp ADD \$2,350.00
- 2.) Trade Allowance for Unit #62-430 1983 LNT8000 Ford. \$2,000.00 can be deducted from the above price if this truck is trade in.
- 3.) 1/2" Plastic liner installed ADD \$1,250.00
- 4.) Heavy duty air pintle hitch WITH pup-trailer hydraulics ADD \$2,350.00 (Requires the use of Option #6 below)
- 5.) Trailer towing package for use with Options #4 or #5 above ADD \$531.00
- 6.) Oval strobe lights in the rear corner posts of the dump body ADD \$475.00
- 7.) Four (4) oval strobe lights in the cab shield ADD \$675.00
- 8.) Driveline extension to mount pump direct on the transmission ADD \$1,000.00
- 9.) Body mounted vibrator \$1,500.00 plus Momentary Switch in 6-Pack \$65.00 = ADD \$1,565.00

<-->



Model Profile
2013 7600 SFA 6X4 2010 (SF567)

MISSION:	Requested GVWR: 56000. Calc. GVWR: 56000 Calc. Geared Speed: 75.2 MPH
DIMENSION:	Wheelbase: 226.00, CA: 142.50, Axle to Frame: 63.00
ENGINE, DIESEL:	{MaxxForce 13} EPA 10, 410 HP @ 1700 RPM, 1450 lb-ft Torque @ 1000 RPM, 2100 RPM Governed Speed, 410 Peak HP (Max)
TRANSMISSION, AUTOMATIC:	{Allison 4000_RDS_P} 4th Generation Controls; Close Ratio, 6-Speed, With Double Overdrive; On/Off Hwy; Includes Oil Level Sensor, With PTO Provision, Less Retarder
CLUTCH:	Omit Item (Clutch & Control)
AXLE, FRONT NON-DRIVING:	{Meritor MFS-16-143A} Wide Track, I-Beam Type, 16,000-lb Capacity
AXLE, REAR, TANDEM:	{Meritor MT-40-14X-4DFR} Single Reduction, 0.433"(11mm) Wall Housing Thickness, 40,000-lb Capacity, R Wheel Ends Gear Ratio: 5.29
CAB:	Conventional
TIRE, FRONT:	(2) 315/80R22.5 UNISTEEL G291 (GOODYEAR) 491 rev/mile, load range J, 18 ply
TIRE, REAR:	(8) 11R22.5 HDR1 (CONTINENTAL) 495 rev/mile, load range G, 14 ply
SUSPENSION, REAR, AIR, TANDEM:	{Hendrickson HAS-402-55} 55" Axle Spacing; 40,000-lb Capacity, 9.5" Ride Height, With Shock Absorbers Mounted Inboard
PAINT:	Cab schematic 100GR Location 1: 9219, Winter White (Std) Chassis schematic N/A



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 2012

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE:

Consider a motion approving the site plan for Community 1st Credit Union Bank with stipulations 1-4.

EXPLANATION:

Mr. Bob Zandi from Kirk Gross Company, on behalf of the Community 1st Credit Union, has submitted a site plan for remodeling and new construction at 1311 A Avenue West. This property was formerly Earl May. The site in consideration is 1.06 acres and the present zoning of this property is UC-AV, Urban Corridor with A Avenue Commercial District Overlay.

The applicant has submitted the required site plan, along with elevations and landscape plan, for review through the city staff. The site plan review is attached separately. The site plan illustrates a 7,387 square foot bank with approximately 4,000 square feet of remodeling in the building, a 330 square foot addition, and a drive-thru canopy. The drive thru canopy facilitates four aisles for a window, two kiosks, and an ATM. The proposed site will have one entrance from A Avenue and another entrance from North L Street. Furthermore, gravel areas in the parking lot will be paved and the entrance on North L Street will be relocated 100 feet to the north. New 5 feet wide sidewalks with 10 feet setback from back of curb will be installed along A Ave West, and as a result, additional right-of-way will need to be dedicated. The site storm sewer drainage and lighting will also be improved. The site indicates a total of 37 parking spaces and 2 handicap accessible spaces. The site will be using the existing sanitary sewer and water utilities.

Staff recommends approval of this site plan with the following stipulations:

1. Dedicate an additional 5 feet of right-of way along A Avenue West.
2. The "Left turn only" and "Do not enter" signs should be separated to maintain a minimum setback of 15 feet. The "Do not enter" sign may be placed on the light pole instead of standing alone. The minimum size of the "Do not enter" (MUTCD R5-1) sign will be 30"X30".
3. Lighting will be designed such that illumination levels do not exceed 0.1 foot-candles along the property lines of adjacent residential properties
4. The design and/or screening of the development will insure that the glare from automobile and commercial or industrial vehicle headlights shall not be directed into any adjacent property, particularly residential property

The Planning & Zoning Commission considered this item at their October 8, 2012 meeting and recommended by a vote of 5 to 0 that the City Council approve the site plan with the above-mentioned stipulation.

BUDGET CONSIDERATION: Revenue of \$100.00 for site plan application fee.

RECOMMENDED ACTION:

Staff recommends approval of this item as presented.

ATTACHMENTS:

Letter, Application and Site Plan.

September 21, 2012

Mr. Akhilesh Pal, P.E.
Public Works Director
City Of Oskaloosa
804 South D Street
Oskaloosa, IA 52577

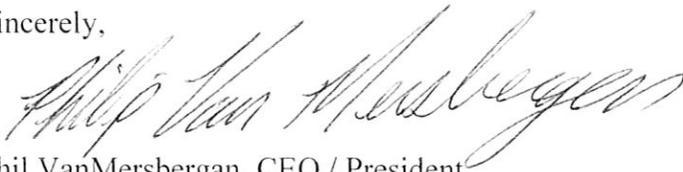
Re: Site Plan Review

Dear Mr. Pal,

This letter is to approve the changes of; 1311 A Avenue West, from the current Earl May Garden Center to the new Community 1st Credit Union as illustrated in the site plan review package as submitted by the Kirk Gross Company on September 21, 2012.

This letter also authorizes the Kirk Gross Company to represent Community 1st Credit Union through out the site plan review process.

Sincerely,

A handwritten signature in cursive script, reading "Phil VanMersbergen".

Phil VanMersbergen, CEO / President
Community 1st Credit Union

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

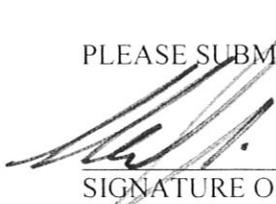
APPLICANT NAME: Kirk Gross Company - Owners Representative
FOR COMMUNITY 1ST CREDIT UNION
APPLICANT ADDRESS: 4015 ALEXANDRA DRIVE, WATERLOO, IA 50704
PHONE NUMBER: 319.234.6641
FAX NUMBER: 319.234.7901
EMAIL ADDRESS: bobzandie@kirkgross.com
OWNER NAME: COMMUNITY 1ST CREDIT UNION
ADDRESS OF PROPERTY: 1311 A AVENUE WEST
LEGAL DESCRIPTION: BLOCK 5 OF LOUGHBRIDGE !
CASSIDAY'S ADDITION
ZONING OF PROPERTY: LC
CURRENT USE OF LAND: MERCANTILE - EARL MAY GARDEN CENTER

INDICATE THE NATURE AND OPERATING CHARACTERISTICS FOR THE SITE PLAN CHANGE AND THE PROPOSED USE:

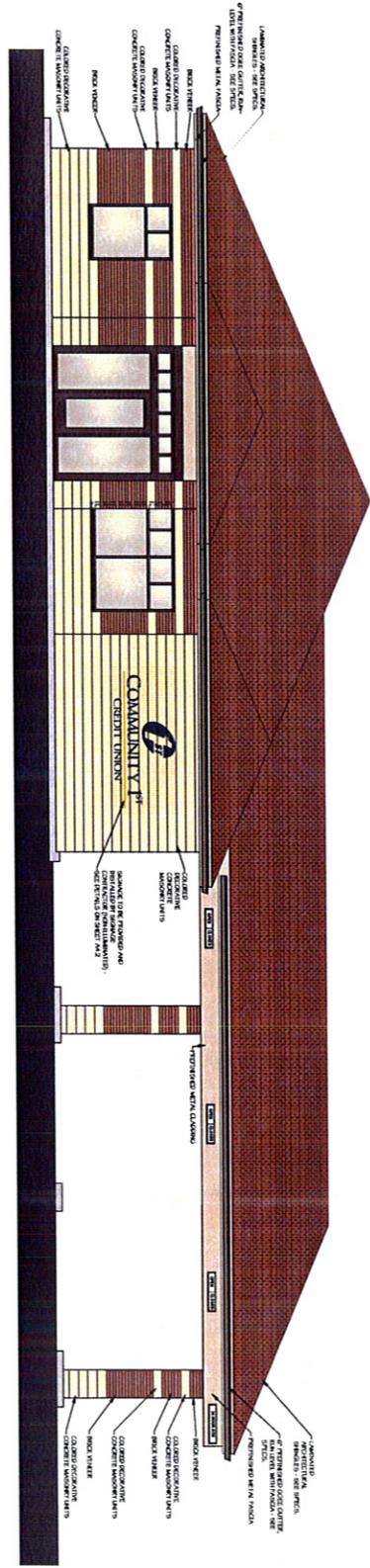
THE NEW OWNER IS COMMUNITY 1ST CREDIT UNION
THIS IS A TYPE 'B' BUSINESS OCCUPANCY. THE FRONT
HALF OF THE BUILDING WILL BE REMODELED INTO A
CREDIT UNION. A DRIVE UP CANOPY WILL BE
ADDED ON THE EAST SIDE OF THE BUILDING.

NOTE: ANY GRAPHIC INFORMATION, INCLUDING SITE PLANS, ELEVATIONS, OTHER DRAWINGS, OR OTHER MATERIALS DETERMINED BY ZONING ADMINISTRATOR TO BE NECESSARY TO DESCRIBE THE PROPOSED USE TO THE PLANNING AND ZONING COMMISSION AND/OR THE CITY COUNCIL WILL BE INCLUDED WITH THIS APPLICATION.
PROVIDE 15 COPIES OF REQUESTED DOCUMENTS

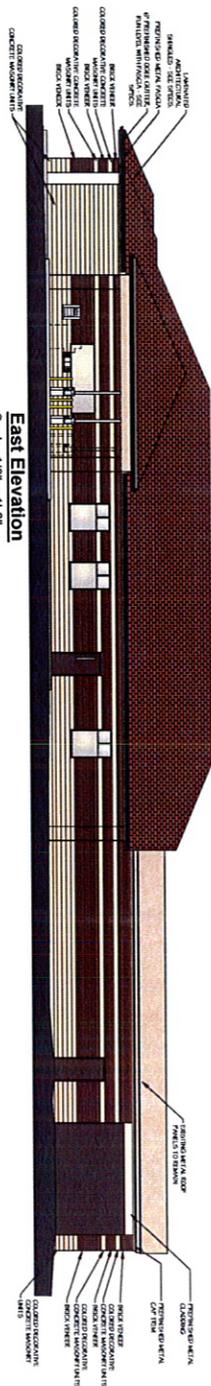
PLEASE SUBMIT THE \$100.00 APPLICATION FEE WITH THIS REQUEST.

 ROBERT W. ZANDI OWNER DATE: 9.21.12
SIGNATURE OF OWNER REPRESENTATIVE

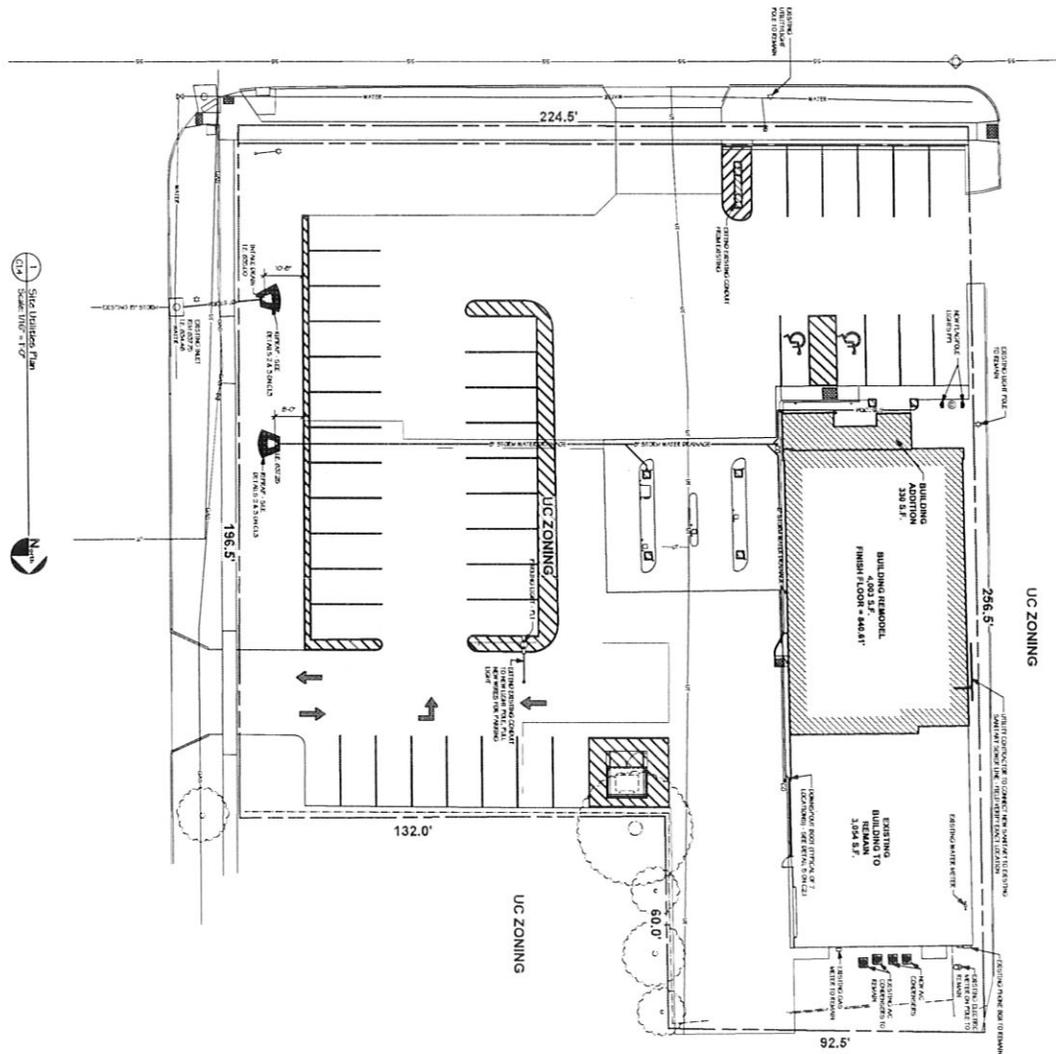
** PROPERTY OWNER LETTER OF APPROVAL FOR CHANGE IN SITE REQUIRED IF APPLICANT IS NOT OWNER**



South Elevation
 Scale: 1/4" = 1'-0"



East Elevation
 Scale: 1/8" = 1'-0"



NOTE:
 ALL DESIGN, MATERIAL, FINISHES, AND SPECIFICATIONS ARE TO BE DETERMINED BY THE ARCHITECT. THE ARCHITECT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES. THE ARCHITECT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES. THE ARCHITECT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.

1/4" = 1'-0"
 Scale: 1/4" = 1'-0"
 North Arrow

DATE	#	DESCRIPTION OF REVISION
9/22/12		
11/11/12		

DATE ISSUED: 9/22/12
 DRAWN BY: RMM
 CHECKED BY: RMM
 PROJECT NO.: A1107
 FILE NAME: 0_Architectural

Site Review: Site Utilities
 SHEET NUMBER: C1.4

A New Financial Facility for:
COMMUNITY 1ST CREDIT UNION
 Oskaloosa, Iowa

THIS PLAN INCLUDING THE DESIGN AND CONCEPT IS THE PROPERTY OF THE KIRK GROSS COMPANY AND IS PROTECTED UNDER COPYRIGHT LAW. UNAUTHORIZED USE IS STRICTLY PROHIBITED.
 COPYRIGHT © 2012 BY KIRK GROSS COMPANY

Kirk Gross
 1001 N. 11TH ST., SUITE 100
 WASHINGTON, IA 50474
 TEL: (781) 234-1234
 FAX: (781) 234-1234
 INFO@KIRKGROSS.COM

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: October 15, 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: October 15, 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.