

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

**COUNCIL CHAMBERS – CITY HALL, 220 S. MARKET STREET
FEBRUARY 4, 2013 – 6:00 P.M.**

AGENDA

CALL TO ORDER – 6:00 P.M.

ITEM 1. INVOCATION:

ITEM 2. PLEDGE OF ALLEGIANCE.

ITEM 3. ROLL CALL.

ITEM 4. COMMUNITY COMMENTS.

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

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

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

1. January 22, 2013 Regular City Council Meeting Minutes
2. January 28, 2013 Special City Council Meeting Minutes
3. February 4, 2013 Agenda

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

1. December 17, 2012 Library Board Minutes

c) Claims

1. Claims for January 2013.

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

New:

None.

Renewal/Transfers:

1. Renewal application for a Class C Beer Permit from Casey's Marketing Company dba Casey's General Store #1682, 1310 A Avenue West.

2. Renewal application for Class B Native Wine Permit from JMR, Inc. dba Marjie's Menagerie, 121 High Avenue West.
3. Consider approval of a transfer premise application for Megan Carmer dba Stix, 607 High Ave West.
4. Renewal application of a Class C Liquor License with Outdoor Service from The Cellar Peanut Pub dba The Cellar, 206 Rock Island Ave.

Resolutions:

None.

Ordinances:

None.

----- **END OF CONSENT CALENDAR** -----

ITEM 6. ANNOUNCEMENT OF VACANCIES. APPLICANTS MUST RESIDE IN OSKALOOSA AND BE 18 YEARS OF AGE UNLESS SPECIFIC QUALIFICATIONS ARE STATED.

- a) Building Code Board of Appeals – One vacancy to fill upon appointment and to serve at the pleasure of the Mayor. This is a five member board that meets as needed. (4 males and 0 females currently serve).
- b) Board of Adjustment - One vacancy to fill approved and appointed by the City Council for an unexpired term that ends December 31, 2016. This is a five member board that meets as needed. (4 males currently serve).
- c) Municipal Housing Agency – Two vacancies to fill approved and appointed by the Mayor with City Council approval for two year terms that end February 28, 2015. This is a five member board that meets quarterly. (3 males and 2 females currently serve.)

ITEM 7. REQUESTS FROM THE COMMUNITY

- a) Request from Mahaska Community Recreation Foundation to present the MCRF Annual Report.
- b) Consider a request from the Rollin' Oldies Car Club for closure of streets for annual car show.

ITEM 8. MAYORAL AND COUNCIL APPOINTMENTS. APPLICANTS MUST RESIDE IN OSKALOOSA AND BE 18 YEARS OF AGE UNLESS SPECIFIC QUALIFICATIONS ARE STATED

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.

- a) Consider appointment of an individual to the Housing Trust Fund Committee.

REGULAR AGENDA – PUBLIC HEARING ITEMS:

- ITEM 9. CONSIDER AN ORDINANCE ESTABLISHING A NO PARKING ZONE ON THE SOUTH SIDE OF C AVENUE EAST BETWEEN NORTH MARKET STREET AND NORTH 4TH STREET – 1ST READING. (PUBLIC HEARING)**
- ITEM 10. CONSIDER AN ORDINANCE ESTABLISHING A NO PARKING ZONE ON THE WEST SIDE OF SOUTH M STREET FROM 3RD AVENUE TO 810 FEET SOUTH OF 3RD AVENUE AND EXTEND ON-STREET PARKING RESTRICTION ON THE EAST SIDE OF SOUTH M STREET FROM 600 FEET SOUTH OF 3RD AVENUE TO 810 FEET SOUTH OF 3RD AVENUE – 1ST READING. (PUBLIC HEARING)**
- ITEM 11. CONSIDER AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF OSKALOOSA, IOWA BY REZONING THE EAST PORTION OF THE PROPERTY AT 206 ROCK ISLAND AVENUE FROM LI, LIMITED INDUSTRIAL DISTRICT, TO UC, MIXED USE URBAN CORRIDOR DISTRICT – 1ST READING. (PUBLIC HEARING)**

REGULAR AGENDA - ORDINANCES:

- ITEM 12. CONSIDER AN ORDINANCE REVISING USER CHARGES TO PROVIDE FUNDS NEEDED TO PAY FOR EXPENSES ASSOCIATED WITH THE CITY'S WASTEWATER TREATMENT WORKS. (2ND READING)**

REGULAR AGENDA – RESOLUTIONS & MOTIONS:

- ITEM 13. CONSIDER A MOTION APPROVING A PARKING LOT AGREEMENT BETWEEN OSKALOOSA HY-VEE AND THE CITY OF OSKALOOSA FOR USE OF A CITY-OWNED PARKING LOT.**
- ITEM 14. CONSIDER A RESOLUTION APPROVING APPLICATIONS FOR RESIDENTIAL TAX ABATEMENT FOR VALUE ADDED IN THE URBAN REVITALIZATION AREA.**
- ITEM 15. CONSIDER A RESOLUTION ADOPTING THE PROPOSED 2012-2013 BUDGET AMENDMENT AND THE PROPOSED 2013-2014 BUDGET AND SETTING DATE FOR PUBLIC HEARING**
- ITEM 16. CONSIDER A RESOLUTION APPROVING REPLACEMENT OF THE DUAL GAS MEMBRANES, CONTROL PANEL AND FLAME TRAP VALVES ON THE SECONDARY DIGESTER LOCATED AT THE SOUTHWEST WASTEWATER PLANT FROM WESTECH**

INC. FOR \$324,034.00 + 10% CONTINGENCY OF \$32,403.00 FOR A TOTAL OF \$356,437.00.

ITEM 17. CONSIDER A MOTION AUTHORIZING STAFF TO SOLICIT BIDS FOR THE REPLACEMENT OF THE ASPHALT DISTRIBUTOR TRUCK FOR USE BY THE PUBLIC WORKS DEPARTMENT, STREETS DIVISION.

ITEM 18. CONSIDER A RESOLUTION AUTHORIZING THE ACCEPTANCE OF SUBSTANTIAL COMPLETION AND APPROVING PAY REQUEST NO. 6 IN THE AMOUNT OF \$28,617.16 TO CORNERSTONE EXCAVATING, INC. FOR THE NORTH GREEN STREET PAVING PROJECT.

ITEM 19. REPORT ON ITEMS FROM CITY STAFF.

- a) City Manager.
 - i. Water Board FY 2013 Budget Amendment and FY 2014 Budget presentation
- b) City Clerk.
- c) City Attorney.

ITEM 20. CITY COUNCIL INFORMATION.

ADJOURNMENT

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: CALL TO ORDER AND ROLL CALL – 6:00 p.m.

1. Invocation: Pastor
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: February 4, 2013

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 payment of claims for January 2013.**
- Item 3. Consider approval of a renewal application for a Class C Beer Permit from Casey's Marketing Company dba Casey's General Store #1682, 1310 A Avenue West.**
- No complaints received.
- Item 4. Consider approval of a renewal application for a Class B Native Wine Permit from JMR, Inc. dba Marjie's Menagerie, 121 High Avenue West.**
- No complaints received.
- Item 5. Consider approval of a transfer premise application for Megan Carmer dba Stix, 607 High Avenue West**
- No complaints received.
- Item 6. Consider approval of a renewal application for a Class C Liquor License with Outdoor Service from The Cellar Peanut Pub dba The Cellar, 206 Rock Island Avenue.**
- No complaints received.



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

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. January 22, 2013 Regular City Council Meeting Minutes
 - 2. January 28, 2013 Special City Council Meeting Minutes
 - 2. February 4, 2013 Agenda

- B. Receive and file the December 17, 2012 Library Board Minutes

ATTACHMENTS:

January 22, 2013 Regular City Council Meeting Minutes
January 28, 2013 Special City Council Meeting Minutes
December 17, 2012 Library Board Minutes

OSKALOOSA CITY COUNCIL
REGULAR MEETING
January 22, 2013

The Oskaloosa City Council met in regular session on Tuesday, January 22, 2013, at 6:00 p.m. with Mayor Krutzfeldt presiding and the following members answering roll call: Caligiuri, Jimenez, Moore, Ver Steeg, Walling and Yates. Absent: Van Zetten.

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

1. January 7, 2013 Regular City Council Meeting Minutes
2. January 22, 2013 Agenda
3. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - a. January 14, 2013 Planning and Zoning Commission Minutes
 - b. January 14, 2013 Water Board Minutes
 - c. January 4, 2013 South Central Regional Airport Agency Meeting Minutes
4. Renewal application for a Class C Beer Permit with Carryout Wine from DOLGENCORP, LLC dba Dollar General Store #2727, 1701 3rd Avenue East

The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

Caligiuri introduced Resolution No. 13-01-02 entitled "RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING TO CONSIDER AN ORDINANCE ESTABLISHING A "NO PARKING ZONE" ALONG THE SOUTH SIDE OF C AVENUE EAST BETWEEN NORTH MARKET STREET AND NORTH 4TH STREET" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 13-01-03 entitled "RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING TO CONSIDER AN ORDINANCE REMOVING THE "NO PARKING ZONE" ALONG THE WEST SIDE OF SOUTH M STREET FROM 3RD AVENUE WEST TO 810 FEET SOUTH OF 3RD AVENUE WEST AND ESTABLISHING A "NO PARKING ZONE" ALONG THE EAST SIDE OF SOUTH M STREET FROM 600 FEET SOUTH OF THIRD AVENUE WEST TO 810 FEET SOUTH OF THIRD AVENUE WEST" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 13-01-04 entitled "RESOLUTION SETTING DATE FOR A PUBLIC HEARING TO AMEND THE ZONING ORDINANCE OF THE CITY OF OSKALOOSA, IOWA BY CHANGING THE ZONING OF CERTAIN PROPERTY LOCATED AT 206 ROCK ISLAND AVENUE FROM LI, LIMITED INDUSTRIAL DISTRICT, TO UC, MIXED USE URBAN CORRIDOR DISTRICT" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Presentation of the Mahaska Community Recreation Foundation Annual Report was tabled until the February 4, 2013 city council meeting.

It was moved by Moore, seconded by Ver Steeg, to approve the Oskaloosa Area Chamber & Development Group 2013 Calendar of Events. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

It was moved by Moore, seconded by Ver Steeg, to appoint Bernice Hahn and Noel C. Stahle to the Housing Trust Fund Committee for three year terms that end January 31, 2016. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

Yates introduced "AN ORDINANCE REVISING USER CHARGES IN THE CITY OF OSKALOOSA, IOWA, TO PROVIDE FUNDS NEEDED TO PAY FOR EXPENSES ASSOCIATED WITH THE CITY'S WASTEWATER TREATMENT WORKS" and moved its approval on the first reading. Caligiuri seconded the motion. The roll was called and the vote was:

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

NAYS: None

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

It was moved by Jimenez, seconded by Ver Steeg to hold a closed session under Iowa Code Section 21.5.1.j. to discuss the purchase of particular real estate. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

The meeting adjourned to closed session at 6:08 p.m. and reconvened to open session at 6:27 p.m.

It was moved by Moore, seconded by Jimenez that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 6:27p.m.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

OSKALOOSA CITY COUNCIL
SPECIAL MEETING
January 28, 2013

The Oskaloosa City Council met in special session on Monday, January 28, 2013 at 3:00 p.m. with Mayor Krutzfeldt presiding and the following members answering roll call: Caligiuri, Jimenez, Moore, Ver Steeg, Walling and Yates. Van Zetten joined the meeting at 3:10 p.m.

It was moved by Moore, seconded by Jimenez to approve the January 28, 2013 agenda. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

Councilmember Van Zetten entered the meeting.

City Manager, Michael Schrock Jr. gave a presentation on the Fiscal Year 2013 Budget Amendment and Fiscal Year 2014 Proposed Budget.

Council proposed no increase in the amount of \$30,000 contributed to the Oskaloosa Chamber and no increase in the \$43,000 to the Stephen Memorial Animal Shelter for operating expenses and reserve. Lindsey Sime, Stephen Memorial Animal Shelter Director, fielded question regarding the construction of a new facility. Council proposed budgeting an additional \$50,000 in FY2014 which could be used towards the new facility once more information on facility costs were received.

City Council discussed the proposed amendment to FY2013 budget and the proposed FY2014 budget and tax levy.

It was moved by Yates, seconded by Ver Steeg that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 6:39 p.m.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY – DECEMBER 17, 2012 -- 4:00 P.M.

The meeting was called to order by President Mike Sytsma. Roll call was taken by Board secretary Susan Hasso with Trustees Michael Collins, Paul Groenenboom, Jane Ireland, Sally Posovich, Kathy Rothfus, and Candace Slobe present. Also present was Library Director William Ottens.

Minutes: Sytsma called for a motion to approve the minutes of the November 19, 2012, Board meeting. Motion was made by Rothfus, seconded by Collins, to approve the minutes of the November 19, 2012, Board meeting. Motion passed.

Board Correspondence, Public Input or Friends Report: Sytsma read a thank you note from Linda Fox for her retirement reception.

Director's Report: Library Director William Ottens highlighted some of the items on his director's report that was in the Board packet.

Youth Librarian Selection: Ottens told the Board that he has extended a conditional employment offer to Elizabeth Anderson for the Youth Librarian position with a start date of January 7, 2013. She has recently earned her MLIS degree from the University of Pittsburgh with a concentration in children's and youth services. She will be a great fit for the position.

Computer Classes: The computer classes that were offered the first and second weeks of December were successful and well attended. Ottens said that in preparation for the City Council's work session on Capital Improvement projects in upcoming years, he is considering a revision of the lower level computer lab by redesigning it as a learning lab and upgrading the computers. At this time there are four new computers and four older computers. Ottens said that he will be working on a more detailed proposal with a line item budget, looking into funding sources, and working with the necessary Board committees in developing this plan.

Cunningham Work: On November 29th, workers from Cunningham, Inc. reinstalled the boiler circulation pumps as per the manufacturer's instructions. When Baker Group does additional work in the building, they can inspect the work, as was discussed.

Baker Group Annual Inspection: Baker Group performed their annual inspections and preventative maintenance. All checked out well. An outside air temperature sensor was installed, and we have been running off of the "smart boiler" since. We have gone from 2 boilers running at approximately 180° each, to one boiler maintaining approximately 120°. This will greatly increase our energy savings. There was no charge for the part or labor to install.

Reading Garden: DB Landscaping has finished all stone and brickwork, has set the bench donated by Clow, and will soon set the Nicholas Moore memorial butterfly bench. B & B Bedding was happy to donate 20 cubic yards of dyed mulch, which has been laid as well.

Staff Entry Concerns: The condition of the deteriorating concrete and cracking brickwork near the staff entrance to the building is a concern. The deterioration is leading to a water leak, which is also damaging the drywall on the inside of the door. Two masons have been scheduled for an inspection of the concrete and brickwork and an estimate for how much it will cost to repair. Ottens said that he has brought it to the attention of the City Manager, and once he receives the estimates, he will work with the Budget and Finance and Buildings and Grounds committees on determining an action plan, timeframe, and funding source for the repair.

Committee Reports:

Staff Committee – Jane Ireland, chair: Ireland said that she has been getting very positive comments from the staff that things are going very well at the library with the new director.

Budget & Finance Committee – Judy Bishop, chair: Sytsma reported that Ottens had met with the Budget Committee to discuss the library's FY13 Amended Budget and FY 14 Budget. He explained the need to move monies between line items. He also said that if the materials budget in the general fund was reduced in the FY13 Amended Budget, it would be reduced for this year only. Sytsma also explained that the salary savings from not having a director for several months provided a cost savings that could be moved into the Capital Improvement projects for the staff entry sidewalk or the revision of the lower level computer lab.

Policy & Planning Committee – Candace Slobe, chair: Slobe reported that the Planning and Policy Committee had met and will have an item under new business.

Technology Committee – Kathy Rothfus, chair: No report.

Building & Grounds: Rothfus reported that the Building and Grounds Committee had met and the staff entryway was a priority because it is a safety issue.

Unfinished Business: Ottens told the Board that included in the board packets was a developed description of the Strategic Planning Committee and a six-month timeline for the Strategic Planning Process. The Strategic Planning Committee, consisting of the library director, 3 Board members, 3 full time staff, the city manager, a city council member, and other invested partners will develop a Strategic Plan over the next 6 months, which will then be brought to the Library Board for final approval. Ottens asked that the Board approve 3 volunteer members of the Board to participate in the Strategic Planning Process with other members of the Strategic Planning Committee, with an initial meeting to be January 14, 2013. Motion was made by Ireland, seconded by Posovich, to approve 3 volunteer members of the Board – Kathy Rothfus, Michael Collins, and Candace Slobe - to participate in the Strategic Planning Process with other members of the Strategic Planning Committee, with an initial meeting to be January 14, 2013. Motion passed.

New Business:

Borrowing and Circulation Policy Revision: Ottens told the Board that he had met with the Policy Committee to develop changes to the Borrowing and Circulation Policy. Ottens then went through those changes with the Board. Slobe said that the Policy Committee recommends that the Board approve the changes. Motion was made by Slobe, seconded by Collins, to approve the revisions to the Borrowing and Circulation Policy as written. Motion passed.

Additional Baker Group Work: Ottens referred to the minutes of the August 27, 2012, Board meeting, when the Board was informed about additional work that needed to be done. There was no way to know about the additional repairs until the pipes were removed for the upgrade. Ottens asked the Board to approve the scheduling of the work to be done, with the understanding that the funds would come from the Library Maintenance Fund. Motion was made by Collins, seconded by Groenenboom, to approve the scheduling of the work to be done, with the understanding that the funds would come from the Library's Maintenance Fund. Motion passed.

Holidays and Closings for 2013: Ottens presented to the Board the list of holidays for 2013 that the City recognizes as paid time off for employees. He asked that the Board approve the City's closing schedule. A question was asked about closing time on New Year's Eve. The library typically closes at 5:00 p.m. on New Year's Eve. Motion was made by Ireland, seconded by Posovich, to approve the City holiday closing schedule and close at 5:00 p.m. on December 31. Motion passed.

Approval of Claims: At the August Board meeting, the Board approved spending up to \$35,479.18 from the Riefe Memorial fund for work to be done by DB Landscaping on the Reading Garden. With the previous two invoices totaling \$23,138.25 and the current invoice totaling \$12,983.00 from DB Landscaping, the cost of the Reading Garden is \$642.07 over the amount set by the Board in August. The Board decided to pay \$12,340.90 of the current invoice totaling \$12983.00 to DB Landscaping out of the Riefe Memorial fund and approach the Friends

of the Library about paying the remaining part of the bill, totaling \$642.07. Sytsma then called for a motion to approve payment of the December claims. Motion was made by Ireland, seconded by Slobe, to approve payment of the December claims. Motion passed.

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

The next regular meeting will be on Monday, January 14, 2013, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso
Library Administrative Assistant
for the Board

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 2

Consider payment of claims for January 2013.

EXPLANATION:

A list of claims for December is included in your agenda packet. An additional list will be distributed at the council meeting. Also included in the packet is a detailed list of most claims over \$500.

Staff recommends approval.

BUDGET CONSIDERATION:

Totals will appear on the claims lists.

ATTACHMENTS: Claims lists.



Alfie Packers Inc.	Clean and calibrate lab scale	100.00
Altorfer Inc.	Uniform coats	175.80
Aramark Uniform Services	Rubber mats	51.27
Arnold Motor Supply	Supplies	15.17
	Oil	25.46
	Shop jack	284.19
	Tools	37.73
	Supplies	49.95
	Supplies	13.32
	Battery/tools	106.14
	Supplies	8.50
	Oil pan	21.55
	Supplies	16.63
Bruening Rock Products Inc	Pea gravel	2,564.56
	Ice control sand	116.36
	Ice control sand	1,410.46
Carriker Ford	Supplies	21.55
Certified Pest Control	Pest control	30.00
	Pest control	32.00
Champion Storage and Signs	Notice of Hearing sign	16.00
Chase Visa	Extension cable	11.94
Chief Supply	Leg irons	104.99
Cincinnati Insurance Company	Deductible - Property damage	268.46
	Deductible - Property damage claim	1,000.00
Culligan Water Conditioning	Water services	29.95
Cunningham Inc.	Repair furnace - NE treatment plant	184.88
DeBruin Electric Inc	Repair conduit - Hardee's parking lot	785.50
	Streetlight repair	1,073.25
Edel's Lawn Service and Construction Inc	Storm sewer repair - Reading Garden	3,345.00
	Sanitary sewer repair - Rosenberger Ave	2,810.00
Family Medical Center P.C.	Professional services	147.00
FBI National Academy Associates Inc	Annual dues	85.00
Garden & Associates Inc	Professional services - N Green Street	3,139.05
Haines Auto Supply	Chuck key	19.55
	Supplies	9.56
	Supplies	3.87
	Supplies	31.75
	Filters	29.68
	Supplies for asphalt zipper	122.60
	Supplies	4.21
	Supplies	10.57
	Supplies	9.98
	Oil	45.57
	Tools	42.09
	Tools	98.86
	Filters	44.50
Hawkeye Truck Equipment	Parts for repair	439.56
	Parts for repair	222.94
International Association of Police Chiefs	Annual dues - J McGee	120.00
Interstate Battery Systems	Battery	85.95
	Battery	52.95
Iowa Association of Building Officials	Annual membership - Bolt	50.00
Iowa Department of Public Safety	Iowa on-line warrants	300.00

Iowa Dept of Transportation	Sign posts	631.25
	Bulbs for light poles	483.00
Iowa Municipal Finance Officers Association	Annual dues - Miller	70.00
Iowa Prison Industries	No Parking signs	116.16
John Deere Financial	Parts for repair	52.78
K Rex Company	Service call - city shop	60.00
Kelly Supply Company	Supplies	9.35
	Supplies	34.82
Kum & Go LC	Refund cigarette permits Stores #174 and #175	75.00
Lappin Tire	Tire repair	42.85
M. Shrago & Son Inc	Snow plow repair	38.50
Mahaska Co Clerk of Court	Court costs	85.00
Mahaska Co Highway Dept	Fuel	424.84
	Fuel	2,184.49
Mahaska Communication Group LLC	Telephone services	47.16
	Telephone services	1,204.24
	Telephone services	41.31
	Telephone services	63.72
	Telephone services	150.25
	Telephone services	70.15
	Telephone services	63.72
Mahaska County YMCA	Healthy lowan grant funds	182.12
Mahaska Health Partnership	Professional services	161.25
	Professional services	161.25
Malcom Lumber Window & Door Center	Supplies	7.51
Mauer Supply Inc.	Supplies	27.05
McGriff's Corporation	Parts for repair	76.64
Menards	Tools	20.88
	Storage unit	1,178.00
MidAmerican Energy	Utilities	10,690.72
	Utilities	564.88
	Utilities	1,564.32
	Utilities	20.14
Midwest Breathing Air LLC	SCBA cylinder tests	418.20
	Quarterly air check	494.71
Municipal Supply Inc	Pipe and coupling	218.60
Municode	Annual internet services	550.00
National Association of School Resource Officers	Annual dues - Alexander	40.00
O'Halloran International	Parts for muffler repair	885.29
	Relay	32.32
	Thermostat kit	85.73
O'Reilly Auto Parts	Supplies	7.47
	Supplies	1.80
Orscheln Farm & Home	Supplies	8.04
	Supplies	20.17
	Chain	33.47
	Supplies	3.98
Oskaloosa Herald/Shopper	Publications	390.10
Oskaloosa Tree Service	Remove trees S 8th St and G Ave W	900.00
Oskaloosa Water Dept	Water line - Selby	191.61
	Fax location services	27.90
Overbergen Electric Inc	Outlets on City Square	262.36
Praxair Distribution Inc	Welding supplies	154.89
Quill Corporation	Chairs	919.80
	Office supplies	16.99
	Office supplies	31.49
	Office supplies	10.78
	Office supplies	9.49
	Office supplies	16.19

Racom Corporation	Office supplies	108.98
Rohrbach Associates PC Architects	Repair radio	116.37
Schindler Elevator Corp	Consultants - Fire Dept expansion	1,275.00
St Lukes Drug and Alcohol Testing Services	Quarterly maintenance	661.38
Stivers Ford	Data membership dues	50.00
Structural Engineers P.C.	Primer	66.30
The Door Shop	Professional services - Water Office	375.00
The Office Center Inc.	Repair shop door	48.50
Trans-Iowa Equipment LLC	Office supplies	74.46
True Value Hardware	Work light	87.20
	Supplies	9.29
	Supplies	13.47
	Supplies	6.19
	Supplies	5.99
	Supplies	14.49
	Supplies	9.49
	Tools	49.66
	Supplies	27.97
	Supplies	10.86
U.S. Cellular	Telephone services	103.11
	Telephone services	24.11
Ultramax Ammunition	Marking cartridges	132.50
Verizon Wireless	Broadband services	334.03
Walmart Community/GEGRB	Medications	15.29
	Printer	219.98
	Heater	29.97
	Medications	93.50
	Binders	51.76
	Supplies	24.61
	Medications	87.73
Windstream	Telephone services	33.70
WSG & Solutions Inc	Chains and fittings	5,245.20
Zep Sales and Service	Cleaning supplies	217.17
		<hr/>
		55,783.84



Abby Gordon	Reimburse 1st time homebuyer payments	74.20
AFLAC	AFLAC	227.00
AFLAC	AFLAC	227.00
Amazon	Library materials	1,553.93
Colonial Life	Colonial Life	212.80
Cornerstone Excavating, Inc	Payment #5 - North Green Street	24,422.62
Craig Alexander	Reimburse travel expense	25.38
Daniel Hoy	Reimburse training expense	155.00
David Dixon	January legal fees	2,200.00
Delta Dental of Iowa	Dental Insurance	361.00
Edward D Jones	Savings Edward Jones	300.00
Edward D Jones	Savings Edward Jones	300.00
Fidelity Security Life Insurance Company	Vision Insurance	163.34
Gary McClun	Reimburse travel expense	45.76
I.U.P.A.T. District Council 81	Union dues	307.44
Iowa Concrete Paving Association	Workshop registration - Pal	160.00
Iowa Sex Crime Investigation Association	Conference registration	150.00
Justin Rice	Reimburse travel expense	55.66
Local 636, IAFF	Fire Union	180.00
Madison National Life	January life insurance premiums	412.52
Mahaska County Recorder	4th quarter recording fees - Housing Dept	231.00
Mark Neff	Reimburse postage	31.88
Michael J Plate & First National Bank Midwest	First time homebuyers loan	2,585.10
Misty Dawne White-Reinier	January legal fees	1,800.00
Munic. Fire & Police Ret	Police & fire 411	16,659.01
Munic. Fire & Police Ret	Police & fire 411	16,678.30
O'Halloran International	2013 International Truck	108,625.00
Oskaloosa Community Schools	January local option sales tax	88,144.61
Oskaloosa Downtown Development Group	Hope IV Main Street Grant - Trolley Place	135,891.52
Pitney Bowes Purchase Power	Postage	200.00
PPME 2003 IBPAT	Police union dues	397.24
The Cincinnati Life Insurance Company	Cincinnati Life Insurance	89.00
The Cincinnati Life Insurance Company	Cincinnati Life Insurance	89.00
TK Concrete Inc	Retainage - Trolley Place Storm Sewer project	3,738.58
United Way	United Way	25.00
Visa Card Center	Speaker fee	52.36
		<hr/>
		406,771.25

January payroll 262,347.83

Alexander, Craig	Cell phone reimbursement	20.00
Bolt, Dan	Cell phone reimbursement	20.00
Calzaretta, Michael	Cell phone reimbursement	20.00
Boston, Troy	Cell phone reimbursement	20.00
McGee, John	Cell phone reimbursement	20.00
Neubert, David	Cell phone reimbursement	20.00
Pal, Akhilesh	Cell phone reimbursement	20.00
Schrock Jr, Michael	Cell phone reimbursement	20.00
Vroegh, Gary	Cell phone reimbursement	20.00



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 3

Consider approval of a renewal application for Class C Beer Permit from Casey's Marketing Company dba Casey's General Store #1682, 1310 A Avenue West.

EXPLANATION:

The application is complete and in order for approval.

Staff recommends approval.

BUDGET CONSIDERATION:

\$75.00 revenue to the General Fund.

ATTACHMENTS: None



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 4

Consider approval of a renewal application for Class B Native Wine Permit from JMR, Inc. dba Marjie's Menagerie, 121 High Avenue West.

EXPLANATION:

The application is complete and in order for approval.

Staff recommends approval.

BUDGET CONSIDERATION:

\$0 revenue to the General Fund.

ATTACHMENTS: None



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 5

Consider approval of a transfer premise application for Megan Carmer dba Stix, 607 High Ave West

EXPLANATION:

The application is complete and in order **subject to Fire Department approval.**

Staff recommends approval.

BUDGET CONSIDERATION:

No budget consideration.

ATTACHMENTS: None



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 6

Consider approval of renewal application of a Class C Liquor License with Outdoor Service from The Cellar Peanut Pub dba The Cellar, 206 Rock Island Ave.

EXPLANATION:

The application is complete and in order **subject to Fire Department approval.**

Staff recommends approval.

BUDGET CONSIDERATION:

\$845.00 to the General Fund.

ATTACHMENTS: None



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: MAYOR & CITY COUNCIL

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

- a) Building Code Board of Appeals – One vacancy to fill upon appointment and to serve at the pleasure of the Mayor. This is a five member board that meets as needed. (4 males and 0 females currently serve).
- b) Board of Adjustment - One vacancy to fill approved and appointed by the City Council for an unexpired term that ends December 31, 2016. This is a five member board that meets as needed. (4 males current serve).
- c) Municipal Housing Agency – Two vacancies to fill approved and appointed by the Mayor with City Council approval for two year terms that end February 28, 2015. This is a five member board that meets quarterly. (3 males and 2 females currently serve.)

EXPLANATION:

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

BUDGET CONSIDERATION:

Not applicable, report(s) only.



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: REQUESTS FROM THE GENERAL PUBLIC - A

Request from the Mahaska Community Recreation Foundation, to present the MCRF Annual Report.

EXPLANATION:

Joe Crookham will attend the city council meeting to present the annual report for the Mahaska Community Recreation Foundation.

BUDGET CONSIDERATION:

None.

ATTACHMENTS:

None. (Report was in January 22, 2013 City Council agenda packets.)



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: REQUESTS FROM THE GENERAL PUBLIC - B

Consider a request from the Rollin' Oldies Car Club for closure of streets for annual car show.

EXPLANATION:

The Rollin' Oldies Car Club is requesting closure of the north, east and south sides of the city square (1st Avenue East, South 1st Street and High Avenue East) plus the south half of the 100 block of North 1st Street and the 200 block of High Avenue East from approximately 6:00 a.m. to 3:30 p.m. on Saturday, July 27, 2013, for their annual car show.

Recommended Action: Approve use of streets for event on Saturday, July 27, 2013, subject to receipt of a \$1,000,000 liability insurance certificate naming the city as an additional insured and payment of the fee for street closure permit.

BUDGET CONSIDERATION:

\$25 revenue to the General Fund for street closure permit.

ATTACHMENTS:

Letter from John E. Ryken, Car Show Coordinator, and Jon Sullivan, OACDG Executive Director



P. O. Box 217 • Oskaloosa, Iowa 52577

January 16, 2013

Michael Schrock
City Manager
220 South Market
Oskaloosa, Iowa 52577

Michael Schrock:

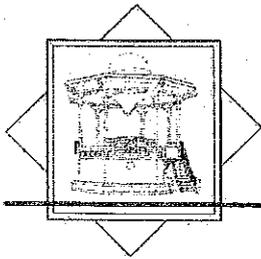
The Rollin' Oldies Car Club is planning a car show for July 27, 2013. We are once again requesting to use the streets on three sides of the square; north, east and south sides plus the south half of the 100 block of North 1st and the 200 block of High Avenue East. We will be leaving the southeast corner of the square open to traffic, leaving the driveway clear so the automatic teller machine can be used that day. We would like to have the streets closed from approximately 6:00 am to 3:30 pm.

Again we are working with the Chamber to make this a fun and profitable event for downtown and all of Oskaloosa.

We would like to thank you for your cooperation in the past and look forward to bringing many people to downtown Oskaloosa this year. If you have any questions, please contact John at 673-4944 or 660-0512.

Thank you,

John E. Ryken
Car Show Coordinator
2689 215th Street
New Sharon, Iowa 50207



Main Street OskaloosaSM

PRIDE, PROGRESS AND TRADITION

January, 2013

To: Area Merchants and Business Owners
Oskaloosa, Iowa 52577

The Rollin' Oldies Car Club is again planning its annual car show in downtown Oskaloosa, Saturday, July 27, 2013. This is their 25th annual event.

We are writing you so that you know the date and can plan accordingly. Main Street would like this event to have a positive effect on your business. If you are a retailer, perhaps you can offer specials to vendors at the show, decorate in an auto theme, put a welcome sign in your window or such.

The streets on the north, south and east sides of the square and including the south half of the 100 block of North 1st Street along with the 200 block of High Ave. East, will be closed from 6:00 am until 3:30 pm. They will leave the southeast corner open to traffic, leaving accessibility to the Midwest One Bank ATM.

If you have any questions, please feel free to contact John Ryken, 673-4944 or the Main Street Office at 672-2591.

Sincerely,

Jon Sullivan



Main Street Oskaloosa
124 N Market ~ Oskaloosa, IA 52537
Phone: 641-672-2591 ~ Fax: 641-672-2047 ~ Email: oskycofc@oacdg.org
Web Site: www.oskalooosachamber.org



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: MAYOR AND CITY
COUNCIL

ITEM TITLE: MAYOR AND COUNCIL APPOINTMENTS

Consider appointment of an individual to the Housing Trust Fund Committee.

EXPLANATION:

The Housing Trust Fund Committee has an at-large vacancy for a term that ends January 31, 2015. An application has been received from Valinn McReynolds. At-large appointments to the Housing Trust Fund Committee are made by the City Council. Currently two males and two females serve at-large.

Recommended Action: Appoint Valinn McReynolds to the Housing Trust Fund Committee to fill an unexpired term that ends January 31, 2015.

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS: Application from Valinn McReynolds.

Marilyn Johannes

From: support@civicplus.com
Sent: Friday, January 18, 2013 8:47 AM
To: city@oskaloosaiowa.org
Subject: Online Form Submittal: Application for Board or Commission

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

Application for Board or Commission

Board or commission applying for (choose one from list):* [Housing Trust Fund Committee V]

Board or commission not listed above:

Name of applicant:* Valinn McReynolds
Address of Applicant* 2120 Jobe Lane, Oskaloosa, Iowa, 52577
Phone number (day)* 641.295.5808
Phone number (evening)
Email address:* director@mahaskahfh.org

Would you like to be interviewed for this position?* Yes No

Why are you interested in this position?* I am the Executive Director for Habitat for Humanity in Mahaska County. Habitat has a mission of creating decent, affordable housing to strengthen and empower the community. I feel as if Habitat and the Housing Trust can work together. I also have a personal interest in seeing Oskaloosa become a better city. The interests of the Housing Trust combine both my work and personal interests.

Your experience that would be beneficial to the board or commission:* I have held an internship with the City Manager of Helotes, Texas, an internship with the Vice President of Government Affairs and Public Relations for the San Antonio Spurs, and have worked as an Ameri-corp for the Iowa Civil Rights Commission.

Other civic experience:

* indicates required fields.

The following form was submitted via your website: Application for Board or Commission

Board or commission applying for (choose one from list):: Housing Trust Fund Committee

Board or commission not listed above::

Name of applicant:: Valinn McReynolds

Address of Applicant: 2120 Jobe Lane, Oskaloosa, Iowa, 52577

Phone number (day): 641.295.5808

Phone number (evening):

Email address:: director@mahaskahfh.org

Would you like to be interviewed for this position?: Yes

Why are you interested in this position?: I am the Executive Director for Habitat for Humanity in Mahaska County. Habitat has a mission of creating decent, affordable housing to strengthen and empower the community. I feel as if Habitat and the Housing Trust can work together. I also have a personal interest in seeing Oskaloosa become a better city. The interests of the Housing Trust combine both my work and personal interests.

Your experience that would be beneficial to the board or commission:: I have held an internship with the City Manager of Helotes, Texas, an internship with the Vice President of Government Affairs and Public Relations for the San Antonio Spurs, and have worked as an Ameri-corp for the Iowa Civil Rights Commission .

Other civic experience::

Additional Information:

Form submitted on: 1/18/2013 8:46:38 AM

Submitted from IP Address: 208.126.107.173

Referrer Page: <http://www.oskaloosaiowa.org/Forms.aspx?FCID=7>

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



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE:

Consider an ordinance establishing a no parking zone on the south side of C Avenue East between North Market Street and North 4th Street - 1st reading. **(PUBLIC HEARING)**

EXPLANATION:

The Public Works Department has received a request to create a 'no parking zone' along the south side of C Avenue East from North 3rd Street to North 4th Street (December 4, 2012 email, attached). The complainant indicated that due to on-street parking, the visibility of oncoming traffic is reduced when waiting to cross C Avenue at North 3rd Street.

Presently, there is a parking restriction on the north side of C Avenue East from Market Street to North 8th Street. The pavement width along this section of C Avenue is 28.5 feet, and the average daily traffic volume is approximately 3,000 vehicles per day. The speed limit is not posted, but under Iowa Code the speed limit is assumed to be 25 mph. The three year crash records from 2009 to 2011, along C Avenue East from Market Street to North 4th Street, indicates that there were 8 broadside crashes, 1 sideswipe and 1 oncoming left turn crash. These types of crashes may result due to limited visibility or narrower lanes, which may be prevented with improving visibility at these intersections by restricting parking.

The city has also conducted a survey on households that potentially park along C Avenue East from Market Street to North 4th Street. Among the residents that responded to the survey, 67% of households supported leaving the on-street parking as is, and 33% supported prohibiting parking on the south side from Market Street to 4th Street.

Engineering staff reviewed the request and recommends implementation of a no parking zone on the south side of C Ave East from Market Street to North 4th Street. In this situation any parking on the street becomes hazardous due to the vertical curve

that restricts visibility and creates narrower travel lanes. The resident that requested the additional no parking zone only wanted it from North 3rd Street to North 4th Street. Staff recommends that the no parking zone be extended from Market Street to North 4th Street to improve the sight distance on side streets and to provide wider travel lanes.

The Planning & Zoning (P&Z) Commission considered this item at their January 14, 2013 meeting and recommended by a vote of 6 to 0 that the City Council approve the parking restriction on the south side of C Ave East between North Market Street and North 4th Street. The P&Z commission also recommended the staff to study the

3yr Crash data from 2009-11 Location	Injury Type		Manner of Crash			Total	
	PDO	Possible /Unknown	Non Collision	Angle	Broadside		Sideswipe
Mid-block between N Market St & N 1st St							0
Intersection of N 1st St & C Ave E	1				1		1
Mid-block between N 1st St & N 2nd St							0
Intersection of N 2nd St & C Ave E							0
Mid-block between N 2nd St & N 3rd St	1		1				1
Intersection of N 3rd St & C Ave E	5	2		1	5	1	7
Mid-block between N 3rd St & N 4th St							0
Intersection of N 4th St & C Ave E	2				2		2
Mid-block between N 4th St & N 5th St	1		1				1
Total	10	2	2	1	8	1	12

intersection of C Avenue & North 3rd Street for all-way stops.

Note: PDO – Property Damage only

BUDGET CONSIDERATION:

Cost of “No Parking Signs” and cost associated with drafting revisions to Chapter 10.48 of the Oskaloosa Municipal Code.

Recommended Action:

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

ATTACHMENTS:

Ordinance, Location Map, Survey Responses and Pictures.

ORDINANCE NO. _____

AN ORDINANCE ESTABLISHING A "NO PARKING" ZONE ALONG THE SOUTH SIDE OF C AVENUE EAST BETWEEN NORTH MARKET STREET AND NORTH 4TH STREET, PROHIBITING THE PARKING OF MOTOR VEHICLES OR OTHER TYPE OF VEHICLES WITHIN SAID NO PARKING ZONE; AND PROVIDING FOR PENALTIES FOR THE VIOLATION THEREOF

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

SECTION 1: The purpose of this ordinance is to establish a "No Parking Zone" along the south side of C Avenue East between North Market Street and North 4th 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 advice as to the above-referenced "No Parking Zone" shall be erected and maintained.

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

SECTION 5: 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 _____ 2013, and approved this _____ day of _____ 2013.

David Krutzfeldt , Mayor

ATTEST: _____
Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____ 2013.

Signed _____



Proposed On Street Parking Changes along C Avenue East

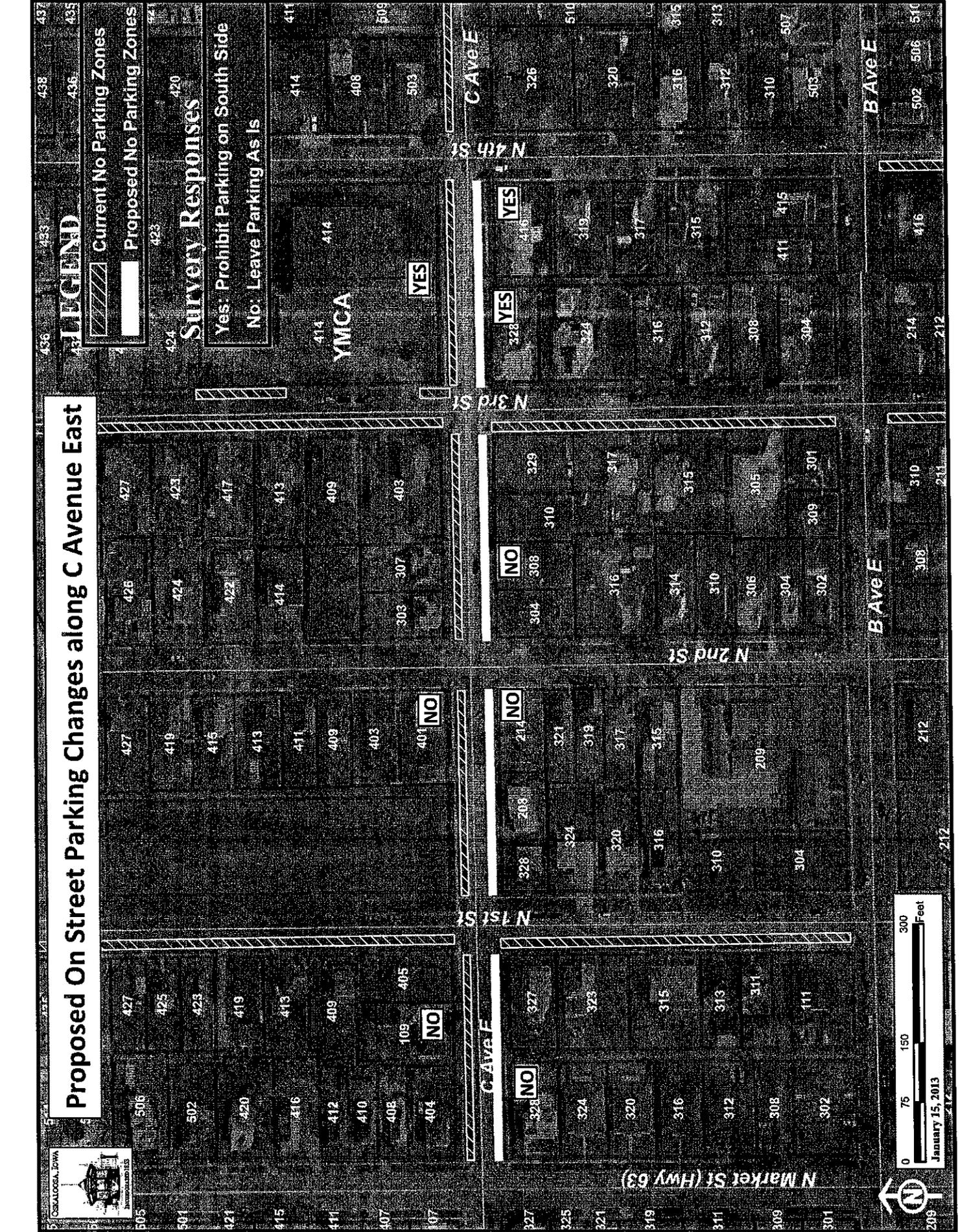
LEGEND

- Current No Parking Zones
- Proposed No Parking Zones

Survey Responses

- Yes.** Prohibit Parking on South Side
- No.** Leave Parking As Is

YMCA



C AVENUE EAST BETWEEN MARKET STREET & NORTH 4TH STREET			
ADDRESS	OWNER/RESIDENT	RESPONSE	Comments:
328 North Market St	Ginny Foster % Charles Perdue	Leave on street parking as it is	
404 North Market St	Vicki McCombs		
Oskaloosa Community School	Oskaloosa community School		
109 C Avenue East	Charles & Mary Lynch	Leave on street parking as it is	
208 C Avenue East	Frogger Properties LLC % Andrew Davis		
214 C Avenue East	Douglas Vanroekel	Leave on street parking as it is	
303 C Avenue East	Parker, Marie J Revocable Trust		
304 C Avenue East	Robert Draughn		
307 C Avenue East	Catherine Langel	Leave on street parking as it is	
308 C Avenue East	Reginald & Janet Dodd	Leave on street parking as it is	There is currently limited parking on our street. The YMCA's parking lot is limited as well. When different functions are hosted at the YMCA as well as the old football stadium, additional parking is needed. If parking would be prohibited, our guests would have a difficult time finding a close place to park. The majority of the vehicles parked on the street in front of our house overnight do not belong to us.
310 C Avenue East	David Batman		
416 C Avenue East	David & carol Polkowske	Prohibit parking on south side at all times	
328 North 1st Street	Marilyn Edel		
327 North 1st Street	Trampas & Peggy Sams		
405 North 1st Street	Joe & Mary Beal		
401 North 2nd Street	Catherine Smith	Leave on street parking as it is	Event parking is sometimes needed at the old stadium along C Ave. No reason was given for the request and parking has never been an issue for residents that I know of.
328 North 3rd Street	Jaime & Susan Leonard	Prohibit parking on south side at all times	C Ave E. and N 3rd St should be a 4 way stop
329 North 3rd Street	David Batman		
403 North 3rd Street	Nancy Jones		
414 North 3rd Street	% Mahaska Ymca Community Center	Prohibit parking on south side at all times	Thank you for investigating the concerns presented

Response Categories:

Prohibit parking on South side at all times

Leave on-street parking as it is

C Avenue East & North 1st Street (South approach leg looking west)



C Avenue East & North 1st Street (South approach leg looking east)



C Avenue East & North 2nd Street (South approach leg looking west)



C Avenue East & North 2nd Street (South approach leg looking east)



C Avenue East & North 3rd Street (North approach leg looking west)



C Avenue East & North 3rd Street (North approach leg looking east)



C Avenue East & North 3rd Street (South approach leg looking west)



C Avenue East & North 3rd Street (South approach leg looking east)



C Avenue East & North 4th Street (South approach leg looking west)



C Avenue East & North 4th Street (South approach leg looking east)





CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE:

Consider an ordinance establishing a no parking zone on the west side of South M Street from 3rd Avenue to 810 feet south of 3rd Avenue and extend on-street parking restriction on the east side of South M Street from 600 feet south of 3rd Avenue to 810 feet south of 3rd Avenue - 1st reading. **(PUBLIC HEARING)**

EXPLANATION:

The Public Works Department has received a request from Oskaloosa School Construction Trades to remove the parking restriction along the west side of South M Street (December 5, 2012 letter, attached). The request was submitted in order to provide for the future parking needs of the Pine Ridge Subdivision housing development being constructed along the west side of South M Street south of 3rd Avenue West.

Presently, parking is restricted on the west side of South M Street from 3rd Avenue West to 9th Avenue West and also on the east side from 3rd Avenue West to 600 feet south of 3rd Avenue West. The pavement width along this section of South M Street is 30.5 feet, the posted speed limit is 25 mph and the average daily traffic volume is approximately 2,000 vehicles per day. No crashes were reported in this area from 2009 to 2011.

The city conducted a survey on households adjacent to the proposed parking zone change. Among the residents that responded to the survey, 67% of households supported removing the no parking zone, and 33% supported leaving on-street parking as is.

The Planning & Zoning (P&Z) Commission considered this item at their January 14, 2013 meeting and recommended by a vote of 4 to 2 that the City Council approve the request to remove the parking restriction on the west side of South M Street. The P&Z Commission stated that on-street parking adjacent to the property helps real estate values. However, Staff recommendation is that the parking restriction be removed

along the east side of South M Street in order to accommodate existing driveway cuts and provide uniformity along South M Street.

BUDGET CONSIDERATION:

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

RECOMMENDED ACTION:

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

ATTACHMENTS:

Ordinance, Location Maps, School request letter, Survey Responses and Pictures.

ORDINANCE NO. _____

AN ORDINANCE TO REMOVE THE "NO PARKING ZONE" ALONG THE WEST SIDE OF SOUTH M STREET FROM 3RD AVENUE WEST TO 810 FEET SOUTH OF 3RD AVENUE WEST AND ESTABLISH A "NO PARKING ZONE" ALONG THE EAST SIDE OF SOUTH M STREET FROM 600 FEET SOUTH OF THIRD AVENUE WEST TO 810 FEET SOUTH OF THIRD AVENUE WEST, PROHIBITING THE PARKING OF MOTOR VEHICLES OR OTHER TYPE OF VEHICLES WITHIN SAID NO PARKING ZONE; AND PROVIDING FOR PENALTIES FOR THE VIOLATION THEREOF.

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

SECTION 1: The purpose of this ordinance is to remove a "No Parking Zone" along the west side of South M Street from 3rd Avenue to 810 feet south of 3rd Avenue.

SECTION 2: The purpose of this ordinance is also to establish a "No Parking Zone" along the east side of South M Street from 600 feet south of 3rd Avenue to 810 feet south of 3rd Avenue.

SECTION 3: No motor vehicle or other means of transportation shall be placed, stopped, or parked in said "No Parking Zone".

SECTION 4: Regulatory and warning signs to advice as to the above-referenced "No Parking Zone" shall be erected and maintained.

SECTION 5: 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 6: WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication by law.

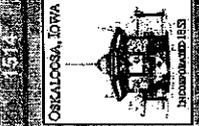
Passed by the Council the _____ day of _____ 2013, and approved this _____ day of _____ 2013.

David Krutzfeldt , Mayor

ATTEST: _____
Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the
_____ day of _____ 2013.

Signed _____



Proposed On Street Parking Changes along South M Street

Planning and Zoning Commission Proposal

Suitfolk Rd

3rd Ave W

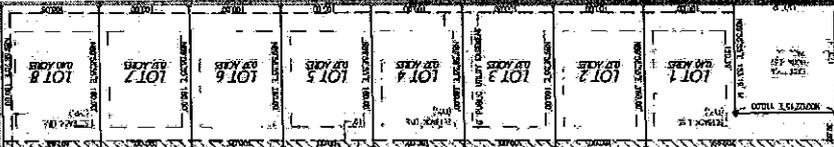
Arbor Trace Dr

LEGEND

-  Current No Parking Zones
-  Proposed Parking Zone Changes

Proposed Removal of the Parking Restriction along the west side of South M Street from 3rd Avenue West to 810 feet south of 3rd Avenue West

Proposed Extension of the Parking Restriction along the east side of South M Street from 600 to 810 feet south of 3rd Avenue West



0 100 200 400 Feet

January 15, 2013



Proposed On Street Parking Change along South M Street

Staff Recommended Proposal

Current No Parking Zones

Proposed Removal of the Parking Restriction along the East side of South M Street



Suffolk Rd

LEGEND

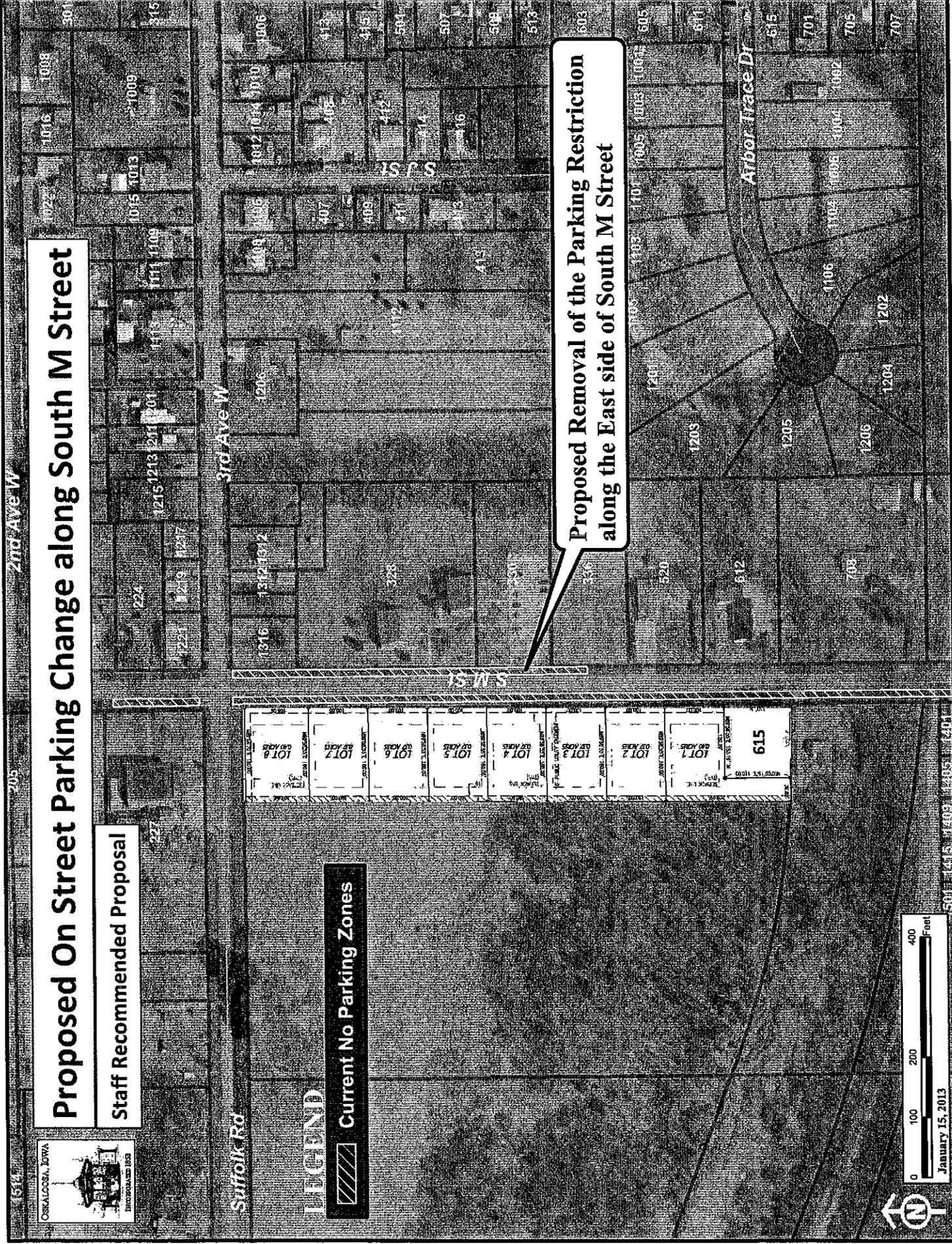


January 15, 2013

2nd Ave W

3rd Ave W

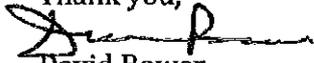
Arbor Trace Dr



To Whom It May Concern:

Last year we developed 8 lots along South M Street. We built one house last year at 407 South M Street and are currently constructing a house at 415 South M Street. Currently there is no parking on South M Street south of 3rd Ave West where we are building. I am writing to ask you to add parking to the west side of South M Street where we are constructing homes. Please advise what I can do to change the current parking situation.

Thank you,



David Bower

12/5/12

Oskaloosa Senior High Construction Trades

South M Street (Looking south & north)





CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE:

Consider an ordinance to amend the zoning ordinance of the City of Oskaloosa, Iowa by rezoning the east portion of the property at 206 Rock Island Avenue from LI, Limited Industrial District, to UC, Mixed Use Urban Corridor District - 1st reading (**PUBLIC HEARING**).

EXPLANATION:

Gerald Cole, owner of 206 Rock Island Avenue, has submitted a rezoning request for this property. The parcel in consideration is 0.73 acres in area. Presently, the western portion of the property is zoned as UC, Urban Corridor District, while the eastern portion of the same property is zoned LI, Limited Industrial District. The present tenant of this property, Marty Duffy, manages 'The Cellar' and wants to be in zoning compliance for a cocktail lounge in order to sell and consume alcoholic beverages on the premises.

Table 17.08, Permitted Uses by Zoning Districts, of the zoning chapter in the Oskaloosa Municipal Code requires a Conditional Use Permit for a Cocktail Lounge in a UC district, whereas a Cocktail Lounge is permitted by right in an LI district. The applicant has requested to rezone the entire property to an LI district to be in zoning compliance and to have uniform zoning for the entire property.

The Comprehensive Plan designates the entire property as Mixed Use, which is inconsistent with an LI district. Hence the staff recommended proposal is to rezone the eastern portion of the property from LI District to UC District. This will make the entire property zoned uniformly as a UC district. However, the applicant will additionally be required to apply for a conditional use permit for a cocktail lounge to sell and consume alcoholic beverages on the premises.

The Planning & Zoning Commission considered this item at their January 14, 2013 meeting and recommended by a vote of 6 to 0 that the City Council approve this rezoning request.

Note: Listed below are definitions and permitted use types by zoning districts as per Oskaloosa Municipal Code.

Cocktail Lounge: A use engaged in the preparation and retail sale of alcoholic beverages for consumption on the premises, including taverns, bars, cocktail lounges, and similar uses other than a restaurant as that term is defined in this section. (Oskaloosa Ordinance - 17.06.070)

Mixed use urban corridor: This district recognizes the mixed use character of major urban corridors, such as A Avenue and Market Street. These corridors sometimes accommodate a combination of residential, commercial, and office uses. Design standards maintain their character as important urban streets. (Oskaloosa Ordinance – Table 17.08 A: Purposes of Zoning Districts)

Limited industrial: This district is intended to reserve sites appropriate for the location of industrial uses with relatively limited environmental effects. The district is designed to provide appropriate space and regulations to encourage good quality industrial development, while assuring that facilities are served with adequate parking and loading facilities. (Oskaloosa Ordinance – Table 17.08 A: Purposes of Zoning Districts)

Table 17.08 B: Permitted Uses by Zoning Districts

Use Types	UC	CC	DC	GC	HC	BP	LI	GI
Cocktail lounge	C	P	C	P	P	C	P	P

(Oskaloosa Ordinance – Table 17.08 B: Permitted Uses by Zoning Districts)

BUDGET CONSIDERATION:

Revenue of \$250.00 for rezoning application fee.

RECOMMENDED ACTION:

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

ATTACHMENTS:

Ordinance, Location Map, Rezone Application, Complaint letter from citizen, and Pictures.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY CHANGING THE ZONING OF CERTAIN PROPERTY LOCATED AT 206 ROCK ISLAND AVENUE FROM LI, LIMITED INDUSTRIAL DISTRICT, TO UC, MIXED USE URBAN CORRIDOR DISTRICT.

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

SECTION 1. The purpose of this ordinance is to change the zoning of the following described parcel of land located at 206 Rock Island Avenue from LI, Limited Industrial District, to UC, Mixed Use Urban Corridor District, legally described as follows:

A part of the former Chicago, Rock Island and Pacific Railroad Company's station grounds located in the Northeast Quarter of the Northeast Quarter of Section Twenty-four, Township Seventy-five, Range Sixteen, more particularly described as follows: Commencing at the intersection of the West line of South Second Street with the centerline of the Chicago, Rock Island and Pacific Railroad main tract, thence South along the West line of South Second Street 27.35 feet to a point 70.0 feet North from the North line of Lot One of the Subdivision of Lot Two of the Southeast Quarter of the Northeast Quarter of said Section Twenty-four, thence West 270.40 feet along a line which is 70.0 feet from and parallel with said North line, thence North 104.14 feet to the South line of Rock Island Avenue, thence East along said South line 270.70 feet, thence South 79.0 feet along the West line of South Second Street to the point of beginning; and commencing at the Northwest corner of the first described parcel of real estate, thence West 33.23 feet along the South line of Rock Island Avenue, thence South to a point 33.34 feet West of the Southwest corner of the first described parcel of real estate, thence East 33.34 feet to said Southwest corner of the first described parcel of real estate, thence North 104.14 feet to the point of beginning.

SECTION 2. REPEALER. All ordinances or parts of ordinances 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 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 _____ 2013, and approved this _____ day of _____ 2013.

David Krutzfeldt , Mayor

ATTEST: _____
Amy Miller, City Clerk

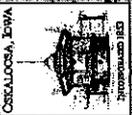
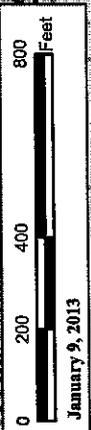
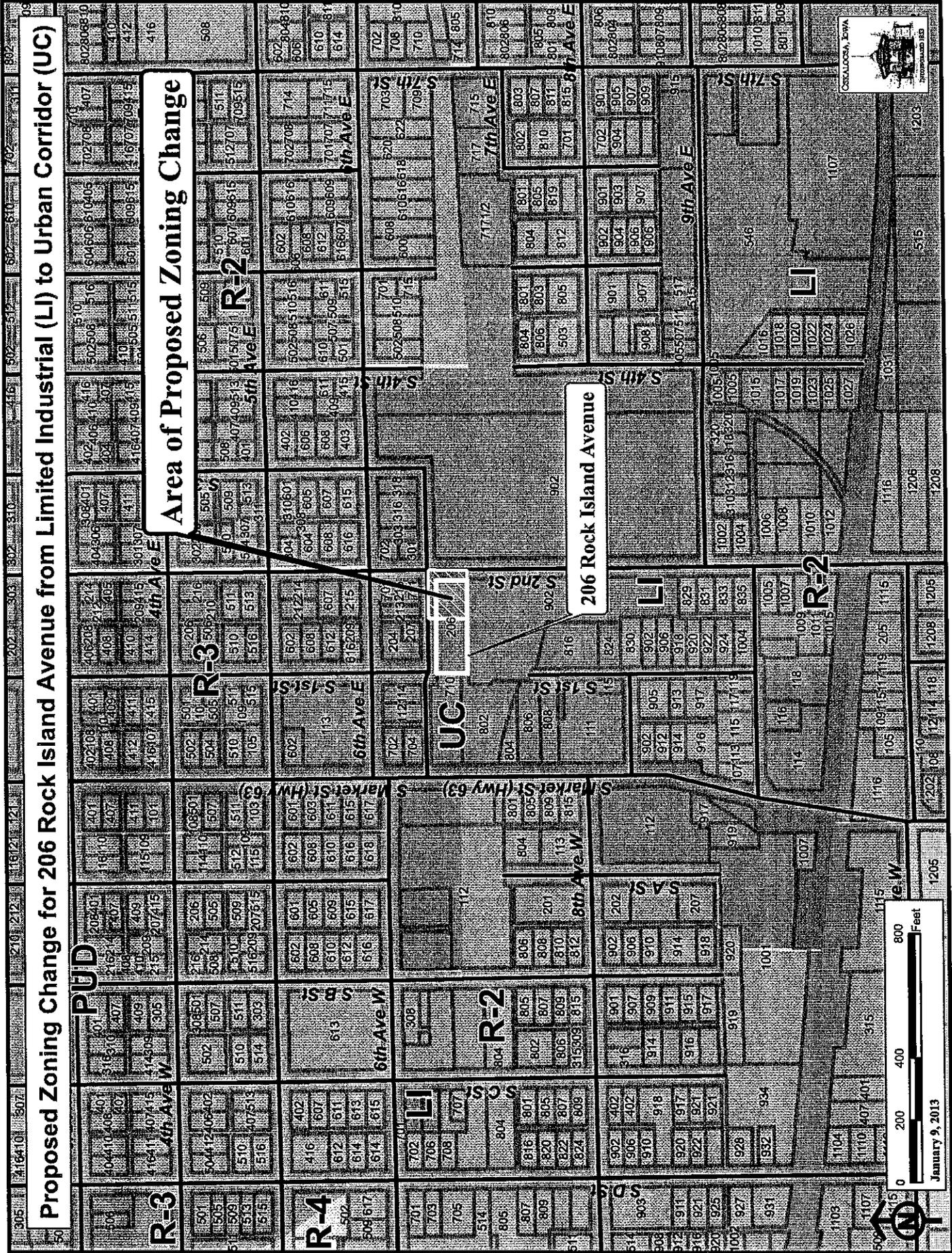
I certify that the foregoing was published as Ordinance No. _____ on the
_____ day of _____ 2013.

Signed _____

Proposed Zoning Change for 206 Rock Island Avenue from Limited Industrial (LI) to Urban Corridor (UC)

Area of Proposed Zoning Change

206 Rock Island Avenue



REZONING APPLICATION

APPLICANT NAME: Gerald Cole
APPLICANT ADDRESS: 206 Rock Island Ave
Phone number: 641-295-4418
OWNER NAME: Gerald Cole
ADDRESS OF PROPERTY: 206 Rock Island Ave
LEGAL DESCRIPTION: Rob

REQUEST REZONING FROM Half of Parcel is in U.C. (urban corridor district) ^{is in}
TO LI (limited industrial district) _{LI}

REASON FOR REZONING APPLICATION AND THE NATURE AND OPERATING CHARACTERISTICS OF THE PROPOSED USE:
Consistent zoning on parcel

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.

PLEASE SUBMIT THE \$250.00 APPLICATION FEE WITH THIS REQUEST.

[Signature]
SIGNATURE OF OWNER

DATE: Nov 27 2012

Dear Akhilesh Pal,

In reference to the "Cellar" relocating to the "Depot," we have no objections to that. But what we do object to is outdoor music and carrying on out doors on the "beer garden." It's very annoying and makes it hard to sleep at night. We had to notify police on several occasions when the "Depot" was open.

Thank you for hearing us.

Larry + Linda Gustavson
at 702 South Market

RECEIVED
12/24/52

206 Rock Island Avenue



OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: CITY MANAGER'S OFFICE

ITEM TITLE:

Consider an ordinance revising user charges to provide funds needed to pay for expenses associated with the city's wastewater treatment works. **(SECOND READING)**

EXPLANATION:

On April 21, 2008 the City Council approved an amendment to the municipal code, Article V, Section, 13.08.570 User Charges, specifically implementing an automatic "cost of living" increase for sanitary sewer rental rates. The automatic increase is based on the United States Department of Labor Consumer Price Index calculation, but cannot exceed three and one half percent. In the event the rates must increase by more than 3.5%, the city manager is required to have the rate increase proposal formally adopted by the City Council in the form of a resolution.

Although this year's rate does not exceed 3.5%, city management recommends an ordinance change to memorialize the change in the rental rates associated with the city's wastewater treatment works so residents can easily reference the current amount charged for services within the city's municipal code.

The increase in rates is attributed to higher costs in operations and maintenance to treat sanitary waste and a requirement to have funds available to satisfy loan covenants with the State Revolving Fund (SRF).

Sanitary Sewer Rate Changes

Increase Date	% Change	Min. Charge Per Month	Change +/-	Per 100 Cubic Feet	% Change	Change +/-
5/1/2008	6.0%	\$6.42	-	\$3.07	6.0%	-
4/1/2009	3.5%	\$6.65	\$0.23	\$3.18	3.5%	\$0.00
4/1/2010	0.0%	\$6.65	\$0.00	\$3.18	0.0%	\$0.11
3/1/2011	6.5%	\$7.08	\$0.43	\$3.39	6.5%	\$0.21
3/1/2012	3.5%	\$7.33	\$0.25	\$3.51	3.5%	\$0.12
3/1/2013	3.5%	\$7.59	\$0.26	\$3.63	3.5%	\$0.12

BUDGET CONSIDERATION:

Increasing rates by 3.5% effective March 1, 2013 will allow the city to meet financial obligations associated with the operations of the city's wastewater treatment works.

ATTACHMENTS:

1. Ordinance
2. Rate survey information
3. Rate Analysis

ORDINANCE NO. _____

AN ORDINANCE REVISING USER CHARGES IN THE CITY OF OSKALOOSA, IOWA, TO PROVIDE FUNDS NEEDED TO PAY FOR EXPENSES ASSOCIATED WITH THE CITY'S WASTEWATER TREATMENT WORKS

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

SECTION 1: Chapter 13.08.570 User Charge (A) of the City Code of the City of Oskaloosa is hereby amended as follows:

A. Effective ~~May 1, 2008~~ March 1, 2013 user charges shall be as follows:

The minimum charge per calendar quarter for all contributors shall be ~~nineteen dollars and twenty-seven cents~~ twenty-two dollars and seventy-six cents (\$22.76). In addition each contributor shall pay a user charge rate for operation and maintenance including replacement and for debt retirement of ~~three dollars and seven cents~~ three dollars and sixty-three cents (\$3.63) per one hundred cubic feet of water.

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 party 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 _____, 2013.

[SIGNATURES TO FOLLOW]

ATTEST:

David Krutzfeldt, Mayor

Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of
_____ 2013.

Amy Miller, City Clerk

SEWER RATE SURVEY
 December 2012
 Compilation of 90 Responses By: French-Reneker-Associates, Inc.
 Respondents Sorted Alphabetically

City	Pop.	Sewer	Use (Gallons/month)			
		Minimum	3,000	5,000	10,000	100,000
Afton	845	\$7.50	\$18.42	\$25.70	\$43.90	\$371.50
Ainsworth	567	\$15.24	\$17.64	\$19.24	\$23.24	\$95.24
Albia	3,766	\$9.75	\$11.22	\$17.08	\$31.73	\$295.43
Argyle	60	\$0.00	\$55.78	\$55.78	\$55.78	\$55.78
Avery (RRWA)	183	\$17.00	\$22.00	\$32.00	\$47.00	\$317.00
Barnes City	176	\$38.00	\$50.00	\$58.00	\$78.00	\$438.00
Birmingham	448	\$0.00	\$23.50	\$32.50	\$55.00	\$460.00
Bloomfield	2,640	\$26.26	\$26.26	\$38.46	\$68.96	\$617.96
Bonaparte	433	\$12.50	\$18.75	\$31.25	\$62.50	\$625.00
Brooklyn	1,468	\$10.78	\$23.08	\$35.38	\$66.13	\$619.63
Canton, Mo	2,377	\$12.50	\$24.29	\$32.15	\$51.80	\$405.50
Cantril	222	\$23.50	\$23.50	\$23.50	\$23.50	\$23.50
Cedar Rapids	126,000	\$0.00	\$14.65	\$18.68	\$28.60	\$214.60
Chariton	4,321	\$19.00	\$24.50	\$35.50	\$63.00	\$558.00
Columbus City	391	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
Columbus Junction	1,899	\$8.00	\$11.14	\$17.42	\$33.12	\$183.72
Corydon	1,585	\$17.83	\$26.47	\$32.23	\$46.63	\$305.83
Davenport	100,802	\$10.73	\$22.01	\$30.47	\$48.33	\$385.73
Davis City	204	\$22.50	\$22.50	\$22.50	\$22.50	\$22.50
Deep River	279	\$15.81	\$20.60	\$30.10	\$54.13	\$485.23
Delta	328	\$15.50	\$15.50	\$22.50	\$40.00	\$355.00
Denison	8,298	\$7.72	\$15.64	\$20.92	\$34.12	\$271.72
Donnellson	912	\$18.31	\$23.25	\$32.01	\$50.95	\$273.87
Downing, Mo	335	\$15.00	\$23.00	\$31.00	\$51.00	\$411.00
Eddyville	1,024	\$0.00	\$14.50	\$14.50	\$14.50	\$14.50
Eldon	927	\$12.00	\$12.00	\$20.00	\$40.00	\$400.00
Fairfield	9,464	\$14.85	\$34.45	\$47.53	\$80.18	\$668.18
Fremont	743	\$14.86	\$17.10	\$19.34	\$24.94	\$125.74
Ft. Madison	11,051	\$0.00	\$21.37	\$28.25	\$45.45	\$493.05
Grandview	556	\$20.00	\$28.25	\$33.75	\$47.50	\$295.00
Grinnell	9,218	\$3.05	\$11.39	\$16.95	\$30.84	\$222.85
Harper	127	\$42.86	\$42.86	\$42.86	\$42.86	\$42.86
Hills	703	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
Hillsboro	180	\$17.00	\$17.00	\$25.00	\$45.00	\$405.00
Houghton	146	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Humeston	494	\$0.00	\$21.75	\$34.25	\$65.50	\$476.50

SEWER RATE SURVEY
 December 2012
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 Respondents Sorted Alphabetically

City	Pop.	Sewer	Use (Gallons/month)			
		Minimum	3,000	5,000	10,000	100,000
Indianola	14,782	\$0.00	\$22.40	\$37.30	\$74.55	\$745.05
Kahoka, Mo	2,078	\$4.50	\$6.00	\$9.00	\$16.50	\$151.50
Kalona	2,363	\$11.00	\$18.50	\$23.50	\$36.00	\$261.00
Keokuk	10,780	\$24.25	\$29.19	\$39.07	\$63.76	\$508.24
Keosauqua	1,006	\$9.10	\$12.10	\$18.10	\$33.10	\$303.10
Keota	1,009	\$12.00	\$15.00	\$18.75	\$26.25	\$161.25
Knoxville	7,300	\$22.00	\$42.31	\$55.85	\$89.70	\$699.00
Lamoni	2,324	\$0.00	\$14.70	\$24.50	\$49.00	\$490.00
Letts	384	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
Libertyville	315	\$13.00	\$15.50	\$20.50	\$33.00	\$258.00
Lone Tree	1,300	\$9.28	\$9.28	\$9.28	\$16.08	\$169.08
Lovilia	538	\$28.80	\$28.80	\$28.80	\$28.80	\$28.80
Mediapolis	1,560	\$0.00	\$13.56	\$21.16	\$40.16	\$382.12
Memphis, Mo	1,822	\$6.70	\$14.80	\$20.20	\$33.70	\$276.70
Middletown	318	\$0.00	\$12.84	\$21.40	\$42.80	\$428.00
Milton	443	\$26.00	\$26.00	\$30.00	\$38.75	\$173.75
Mitchellville	2,252	\$9.00	\$13.50	\$22.50	\$45.00	\$450.00
Montrose	898	\$30.15	\$30.15	\$30.15	\$30.15	\$30.15
Morning Son	836	\$12.00	\$16.00	\$24.00	\$41.00	\$275.00
Moulton	605	\$25.75	\$34.75	\$40.75	\$55.75	\$325.75
Mt. Pleasant	8,668	\$7.50	\$20.10	\$28.50	\$49.50	\$427.50
Muscatine	22,000	\$0.00	\$27.27	\$33.56	\$49.27	\$332.01
Mystic	425	\$0.00	\$20.00	\$32.00	\$62.00	\$602.00
New London	1,897	\$0.00	\$20.46	\$25.34	\$37.54	\$164.44
Newton	15,254	\$10.27	\$16.87	\$25.67	\$47.67	\$443.67
Oakville	173	\$18.00	\$22.50	\$31.50	\$54.00	\$459.00
Olds	229	\$22.00	\$22.00	\$34.00	\$64.00	\$610.00
Oskaloosa	11,525	\$7.33	\$21.41	\$30.79	\$54.26	\$476.58
Ottumwa	25,012	\$14.50	\$32.30	\$44.17	\$73.83	\$607.83
Pella	10,352	\$15.00	\$26.25	\$33.75	\$52.50	\$390.00
Plano	71	\$35.00	\$35.00	\$42.00	\$59.50	\$374.50
Putnam Public Water Supj	4,979	\$13.75	\$23.25	\$32.75	\$56.50	\$484.00
Queen City, Mo	598	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00
Rathbun Rural Water Association		\$0.00	\$22.00	\$32.00	\$47.00	\$317.00
Rome	117	\$0.00	\$24.00	\$40.00	\$64.00	\$424.00
RRWA-Unionville	127	\$0.00	\$22.00	\$32.00	\$47.00	\$317.00

SEWER RATE SURVEY
 December 2012
 Compilation of 90 Responses By: French-Reneker-Associates, Inc.
 Respondents Sorted Alphabetically

City	Pop.	Sewer	Use (Gallons/month)			
		Minimum	3,000	5,000	10,000	100,000
Russell	554	\$12.50	\$20.50	\$28.50	\$48.50	\$408.50
Seymour	701	\$21.64	\$43.02	\$64.40	\$117.85	\$1,079.95
Sigourney	2,059	\$20.04	\$24.54	\$27.54	\$35.04	\$170.04
St. Paul	129	\$0.00	\$22.50	\$37.50	\$75.00	\$750.00
Unionville, Mo	4,979	\$13.75	\$23.25	\$32.75	\$56.50	\$484.00
Villisca	1,252	\$0.00	\$36.35	\$51.75	\$84.13	\$577.63
Wapello	2,067	\$0.00	\$20.25	\$32.19	\$62.04	\$599.34
Washington	7,266	\$0.00	\$42.03	\$50.05	\$70.11	\$430.11
Wayland	966	\$10.70	\$18.50	\$23.70	\$36.70	\$270.70
Wayland, Mo	533	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
West Burlington	2,968	\$0.00	\$15.31	\$22.85	\$41.70	\$381.00
West Chester	146	\$20.00	\$20.00	\$33.34	\$66.69	\$666.99
West Liberty	3,736	\$18.50	\$31.85	\$40.75	\$63.00	\$463.50
West Point	966	\$0.00	\$14.77	\$24.31	\$48.15	\$477.46
Williamsburg	3,068	\$15.60	\$15.60	\$26.00	\$52.00	\$520.00
Wilton	2,802	\$14.22	\$18.27	\$24.19	\$40.02	\$306.42
Winfield	1,134	\$20.00	\$20.00	\$29.00	\$51.50	\$456.50
Wyaconda, Mo	210	\$0.00	\$21.00	\$35.00	\$70.00	\$700.00
Lowest		\$0.00	\$6.00	\$9.00	\$10.00	\$10.00
Median		\$12.50	\$21.19	\$29.50	\$47.25	\$381.56
Average		\$12.37	\$22.27	\$29.61	\$47.32	\$359.27
Highest		\$42.86	\$55.78	\$64.40	\$117.85	\$1,079.95

CITY OF OSKALOOSA, IOWA
Sewer Enterprise Fund

Growth Assumptions	
Growth in Usage	0.00%
Operating Expenses	See Below
Interest on Balances	0.25%

PROPOSED REVENUE INCREASES

	3.50%	1-Mar-13	3.50%	1-Mar-17	0.00%
1-Apr-09	3.50%	1-Mar-13	3.50%	1-Mar-17	0.00%
1-Mar-10	0.00%	1-Mar-14	3.50%	1-Mar-18	0.00%
1-Apr-11	6.50%	1-Mar-15	3.50%	1-Mar-19	-
1-Mar-12	3.50%	1-Mar-16	3.50%	1-Mar-20	-

-- Audited Financial Statements --

	4/1/2009	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	Budget	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18
Actual Rate per 100 Cubic Feet	\$3.18	\$3.18	\$3.18	\$3.39	\$3.51	\$3.63	\$3.63	\$3.76	\$3.89	\$4.03	\$4.03	\$4.03
Minimum Monthly Charge	\$6.65	\$6.65	\$6.65	\$7.08	\$7.33	\$7.59	\$7.59	\$7.86	\$8.14	\$8.42	\$8.42	\$8.42
Average Number of Customers	4,548	4,568	4,571	4,571	4,564	4,564	4,564	4,564	4,564	4,564	4,564	4,564
SEWER SALES (100 Cubic Feet)												
Sewer Usage	343,299	335,755	330,180	330,180	320,190	320,190	320,190	320,190	320,190	320,190	320,190	320,190
Oskaloosa Food Usage	23,260	24,375	20,700	20,700	19,867	19,867	19,867	19,867	19,867	19,867	19,867	19,867
Total Sewer Usage	366,559	360,130	350,880	350,880	340,057	340,057	340,057	340,057	340,057	340,057	340,057	340,057
Avg. Revenue/100 Cubic Feet	\$3.09	\$3.28	\$3.29	\$3.29	\$3.53	\$3.65	\$3.65	\$3.78	\$3.91	\$4.05	\$4.14	\$4.14
OPERATING REVENUES												
Sewer Usage Revenues	\$1,134,065	\$1,181,728	1,154,584	1,154,584	\$1,200,159	\$1,214,161	\$1,214,161	\$1,256,657	\$1,300,639	\$1,346,162	\$1,387,922	\$1,409,345
Base Charge Revenues	362,930	364,526	370,708	370,708	392,443	406,196	406,196	420,618	435,588	450,923	461,147	461,147
Delinquent Revenues	3,474	0	0	0	0	0	0	0	0	0	0	0
Oskaloosa Foods Base Fee	7,950	8,250	8,550	8,550	8,940	8,940	8,940	8,940	8,940	8,940	8,940	8,940
Oskaloosa Foods Sludge Fee	25,069	20,570	30,564	30,564	30,384	30,384	30,384	30,384	30,384	30,384	30,384	30,384
Connection Fee	1,025	200	0	0	700	700	700	700	700	700	700	700
Other Revenue	21,611	29,357	29,182	29,182	28,600	24,000	24,000	24,000	24,000	24,000	24,000	24,000
Surcharges	0	0	0	0	0	0	0	0	0	0	0	0
Reserved	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL OPERATING REVENUES	\$1,556,124	\$1,604,631	\$1,593,588	\$1,593,588	\$1,660,526	\$1,684,381	\$1,684,381	\$1,741,299	\$1,800,251	\$1,861,109	\$1,913,092	\$1,934,515
OPERATING EXPENSES												
Personal Services	\$461,261	\$470,693	\$477,192	\$477,192	\$480,213	\$500,850	\$500,850	\$525,893	\$552,187	\$579,796	\$608,786	\$639,226
Contractual Services	307,322	245,591	248,912	248,912	252,004	298,530	298,530	313,457	329,129	345,586	362,865	381,008
Commodities	45,057	30,961	26,059	26,059	33,586	54,060	54,060	54,060	54,060	54,060	54,060	54,060
Reserved	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL OPERATING EXPENSES	\$813,640	\$747,245	\$752,164	\$752,164	\$765,803	\$853,440	\$853,440	\$893,409	\$935,376	\$979,442	\$1,025,711	\$1,074,294
NET OPERATING INCOME	\$742,484	\$857,386	\$841,424	\$841,424	\$894,723	\$830,941	\$830,941	\$847,890	\$864,875	\$881,667	\$887,381	\$860,221
Interest on Reserves	36,733	6,097	5,258	5,258	4,361	3,670	3,670	2,365	2,740	2,718	2,500	2,732
Special Assessments	3,724	3,363	8,733	8,733	5,084	0	0	0	0	0	0	0
Miscellaneous Revenue	4,145	917	857	857	10,258	0	0	0	0	0	0	0
Revenue Available for D/S	\$787,086	\$867,763	\$856,272	\$856,272	\$914,426	\$834,611	\$834,611	\$850,254	\$867,615	\$884,385	\$889,880	\$862,953

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CITY OF OSKALOOSA, IOWA
Sewer Enterprise Fund

EXHIBIT 1a

Growth Assumptions	
Growth in Usage	0.00%
Operating Expenses	See Below
Interest on Balances	0.25%

PROPOSED REVENUE INCREASES					
1-Apr-09	3.50%	1-Mar-13	3.50%	1-Mar-17	0.00%
1-Mar-10	0.00%	1-Mar-14	3.50%	1-Mar-18	0.00%
1-Apr-11	6.50%	1-Mar-15	3.50%	1-Mar-19	-
1-Mar-12	3.50%	1-Mar-16	3.50%	1-Mar-20	-

	-- Audited Financial Statements --										Projected	Projected	Projected	Projected	
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	Budget	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17					FY 2017-18
Revenue Available for D/S	28	\$787,086	\$867,763	\$856,272	\$914,426	\$834,611	\$850,254	\$867,615	\$884,385	\$889,880	\$862,953				
BOND DEBT SERVICE															
Series 1994A Sewer Revenue SRF	29	\$8,601	\$50,601	\$50,320	\$52,009	\$153,687	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Series 1996 Sewer Revenue SRF	30	188,530	188,138	187,624	187,988	183,690	180,940	182,600	184,160	184,620	184,620	184,620	184,620	184,620	184,620
Series 2002 Sewer Refunding Bonds	31	197,940	196,565	194,565	172,095	0	0	0	0	0	0	0	0	0	0
Series 2002 Sewer Revenue SRF	32	0	0	0	0	0	244,980	247,080	249,060	250,920	250,920	250,920	250,920	250,920	253,660
Total Revenue Debt Service	33	\$395,071	\$435,304	\$432,509	\$412,092	\$337,376	\$425,920	\$429,680	\$433,220	\$435,540	\$435,540	\$435,540	\$435,540	\$435,540	\$253,660
Series 2002 SRF-Subordinate	34	278,240	277,780	278,158	277,340	262,360	0	0	0	0	0	0	0	0	0
Proposed Series 2011 G.O. Bonds	35	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL DEBT SERVICE	36	\$673,311	\$713,084	\$710,667	\$689,432	\$599,736	\$425,920	\$429,680	\$433,220	\$435,540	\$435,540	\$435,540	\$435,540	\$435,540	\$253,660
Debt Coverage Ratios															
Net Cashflow/Revenue Debt	37	1.99	1.99	1.98	2.22	2.47	2.00	2.02	2.04	2.04	2.04	2.04	2.04	2.04	3.40
Net Cashflow/ All Debt	38	1.17	1.22	1.20	1.33	1.39	2.00	2.02	2.04	2.04	2.04	2.04	2.04	2.04	3.40
Net Cashflow after Debt	39	\$113,775	\$154,679	\$145,605	\$224,995	\$234,875	\$424,334	\$437,935	\$451,165	\$454,340	\$609,293				
+/- Construction Fund	40	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Sources/(Uses)	41	0	0	0	76,594	0	0	0	0	0	0	0	0	0	0
Bond Fees Adjustment	42	(380)	(400)	(450)	(500)	0	0	0	0	0	0	0	0	0	0
Bond/Warrant Proceeds	43	5,000	0	0	0	0	0	0	0	0	0	0	0	0	0
Grant Funds	44	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfer (to)/from Improvement Fund	45	(11,400)	(11,400)	(11,400)	(8,432)	(11,400)	(11,400)	(11,400)	(11,400)	(11,400)	(11,400)	(11,400)	(11,400)	(11,400)	(11,400)
Other Transfers In/(Out)	46	10,749	0	315,317	0	0	0	0	0	0	0	0	0	0	0
Transfer (to)/from DSRF	47	18,399	24,623	28,228	30,779	451,934	0	0	0	0	0	0	0	0	0
Capital Outlays	48	(355,418)	(28,968)	(360,732)	(302,421)	(757,138)	(274,100)	(446,750)	(538,585)	(361,400)	(480,500)				
Annual Surplus / (Deficit)	49	(\$219,275)	\$138,534	\$116,568	\$21,015	(\$81,729)	\$138,834	(\$20,215)	(\$98,820)	\$81,540	\$117,393				
Unrestricted Beg Cash Balance	50	\$896,745	\$677,470	\$816,004	\$932,572	\$953,587	\$871,858	\$1,010,692	\$990,477	\$891,657	\$973,197				
Unrestricted End Cash Balance	51	\$677,470	\$816,004	\$932,572	\$953,587	\$871,858	\$1,010,692	\$990,477	\$891,657	\$973,197	\$1,090,591				
Cash Balance as % O & M	52	83%	109%	124%	125%	102%	113%	106%	91%	95%	102%				
Restricted & Designated Reserves:															
Improvement Fund-614	53	\$31,383	\$42,783	\$54,183	\$62,615	\$74,015	\$85,415	\$96,815	\$108,215	\$119,615	\$131,015				
Debt Service Reserve Fund	54	535,564	510,941	482,713	451,934	0	0	0	0	0	0				
Total Cash	55	1,244,417	1,369,728	1,469,468	1,468,136	945,873	1,096,107	1,087,292	999,872	1,092,812	1,221,606				

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01/31/2013

CITY OF OSKALOOSA, IOWA
Sewer Enterprise Fund

EXHIBIT 1a

Growth Assumptions	
Growth in Usage	0.00%
Operating Expenses	See Below
Interest on Balances	0.25%

PROPOSED REVENUE INCREASES					
1-Apr-09	3.50%	1-Mar-13	3.50%	1-Mar-17	0.00%
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1-Mar-12	3.50%	1-Mar-16	3.50%	1-Mar-20	-

	-- Audited Financial Statements --				Budget	Projected				Projected		
	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12		FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16		FY 2016-17	FY 2017-18
Capital Outlays												
Heavy Equipment-O & M			\$4,463	\$0	\$34,000			\$60,000	\$51,000	\$30,000		
Vehicles-O & M				31,379	26,786				5,000	15,000		
Other Capital Equipment-O & M	19,958			0			74,000					30,000
Utility Systems- O & M			14,021	26,490	33,882							
Other Capital Equipment-Collection			280,337	1,405	0							
Green Street Improvements				88,852								
City Sewer Assessment Study		9,010		154,295			185,700					155,000
North 7th Sewer Replacement							14,400					58,000
Manhole & Sewer Lining - Burlington Road								114,000				
Manhole & Sewer Lining - 3rd Ave West								272,750				
E. Ave West/Terrace Drive												
3rd Ave East - Sanitary Sewer Replacement												
North 3rd Street - Sanitary Sewer Replacement												
C Ave East - Sanitary Sewer Replacement												
North A Street - Sanitary Sewer Replacement												
5th Ave West - Sanitary Sewer Replacement												
North H & I Street - Sanitary Sewer Replacement												
North 12th and F Ave East - Sanitary Sewer Replacement												
I 1th Ave West - Sanitary Sewer Replacement												
McMullin Drive - Sanitary Sewer Replacement												
North 3rd Street - Line Sanitary Sewer												
South Plant Improvements												
North Plan Improvements					400,000							
Lift Station Improvements					262,470							
Bladder Replacement					0							
DOT Project					0							
Misc					0							
Total	28,968	298,821	298,821	302,421	757,138	274,100	446,750	538,585	361,400	480,500		

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE:

Consider a motion approving a parking lot rental agreement between Oskaloosa Hy-Vee and the city of Oskaloosa for use of a city-owned parking lot.

EXPLANATION:

In 2012 the city entered into a lease agreement with Hy-Vee for use of the city-owned parking lot in the northwest corner of the Penn Central Mall parking lot at a fee of \$500.00 per month for their greenhouse. Hy-Vee is interested in leasing the parking lot in 2013 from April 1 – July 31. Staff proposes that Hy-Vee be required to obtain a building permit for a temporary structure like any other entity with similar operations.

BUDGET CONSIDERATION:

Under this arrangement, the total revenue received within the General Fund will be \$2000.00 plus the building permit fee.

ATTACHMENTS:

Proposed lease agreement with attached sketch.

LEASE AGREEMENT

THIS LEASE AGREEMENT is made and entered into this ____ day of _____ 2013 by and between the City of Oskaloosa Iowa, herein called "City", and the Oskaloosa, Iowa Hy-Vee, herein called "Hy-Vee".

NOW WHEREAS City is the holder of title to the Penn Central Mall Parking lot located to the northwest of Hy-Vee;

AND WHEREAS Hy-Vee wishes to enter into a short term lease of a portion of the said lot;

AND WHEREAS the parties wish to memorialize their agreement relative thereto;

IT IS THEREFORE AGREED, in consideration of the mutual covenants contained herein, as follows:

1. City shall lease to Hy-Vee those portions of the Penn Central Mall Parking lot as designated on the sketch attached hereto.
2. Hy-Vee shall use the said areas for its seasonal greenhouse.
3. The use by Hy-Vee shall be non-exclusive, so that any areas of the lot not actually required or used by Hy-Vee may still be used for public parking or other city purposes.
4. This lease shall run during that portion of the 2013 calendar year that Hy-Vee erects and operates its greenhouse.
5. Hy-Vee shall pay to City the sum of \$500.00 per month rent, payable to City on the first day of each month in which the greenhouse center is in place or operated for any portion of the month.
6. Hy-Vee shall as additional consideration maintain the lot (other than major repairs) and shall be responsible for mowing and snow removal throughout the balance of the year.
7. Hy-Vee shall maintain liability insurance for the operation of its greenhouse facility, and agrees to defend, indemnify and hold City harmless from any liability for personal injury or property damage arising from or out of the use of the premises by Hy-Vee.
8. Hy-Vee shall be responsible for obtaining necessary city permits and inspections to erect its seasonal greenhouse.

IN WITNESS WHEREOF the parties have affixed their signatures on the date above written.

CITY OF OSKALOOSA, IOWA

OSKALOOSA, IOWA HY-VEE

Oskaloosa Hy-Vee Store
Request for use of City
Parking Lot, April 1 - July 31,
2013.

Rent: \$500/month

Proposed Garden
Center Location



OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE:

Consider a resolution approving applications for residential tax abatement for value added in the urban revitalization area.

EXPLANATION:

This resolution approves the applications for residential tax abatement. The added value, as determined by the County Assessor, is abated for five years as follows: first year 80%, second year 65%, third year 50%, fourth year 35% and fifth year 20%.

To qualify for tax abatement the assessed valuation of a property must increase at least 15% after the improvements have been made. The improvements must conform with the City's Zoning Ordinance and all other applicable codes. A building permit should be secured for most improvements that increase in value.

Staff recommends approval of this item.

BUDGET CONSIDERATION:

The financial impact of this item varies from year to year based on the number of approved applications. Historical information is provided in the table below.

Tax Abatement History	2008	2009	2010	2011	2012
Number of applications	26	17	18	10	11
Total abatements on record	\$56,186	\$54,837	\$58,564	\$48,518	\$41,833

Ten (11) applications were received for 2013. If more applications are received after this agenda an additional list will be distributed at the council meeting.

ATTACHMENTS:

Resolution
Exhibit "A"

RESOLUTION NO. _____

RESOLUTION APPROVING APPLICATIONS FOR RESIDENTIAL TAX ABATEMENT FOR VALUE ADDED IN THE URBAN REVITALIZATION AREA

WHEREAS, the City of Oskaloosa, Iowa has by Ordinance No. 834 adopted March 26, 1991, amended by Ordinance No. 925 dated November 21, 1994 and Ordinance No. 1011 dated September 2, 1997 designated the Corporate Boundaries of the City of Oskaloosa as a Revitalization Area; and

WHEREAS, the property owners listed in Exhibit "A" attached hereto and by this reference incorporated herein, have filed application, prior to the February 1 deadline for tax exemption on improvements; and

WHEREAS, the improvements are in conformance with the plan for revitalization developed by the City of Oskaloosa.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Oskaloosa, Iowa to approve, subject to review by the Mahaska County Assessor, the applications for tax abatement as listed on Exhibit "A" in accordance with the exemption schedule adopted in Ordinance No. 834, Ordinance No. 925 and Ordinance No. 1011 as follows:

- 1) For the first year, eighty percent (80%)
- 2) For the second year, sixty-five percent (65%)
- 3) For the third year, fifty percent (50%)
- 4) For the fourth year, thirty-five percent (35%)
- 5) For the fifth year, twenty percent (20%)

PASSED AND APPROVED this 4th day of February, 2013.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

EXHIBIT "A"
TAX ABATEMENT

ADDRESS	AMOUNT
304 North 1 st Street	\$225,000
501 Parkview Lane	\$ 220,000
505 Parkview Lane	\$ 175,000
506 Parkview Lane	\$ 180,000
600 6 th Avenue East	\$ 168,500
821 South D Street	\$ 150,000
1201 Oakview Drive	\$ 120,000
1203 Oakview Drive	\$ 120,000
1205 Oakview Drive	\$ 120,000
1510 Edmundson Drive Unit 3	\$ 227,000
1510 Edmundson Drive Unit 4	\$ 231,800

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE:

Consider a resolution adopting the proposed 2012-2013 budget amendment and the proposed 2013-2014 budget and setting date for public hearing.

EXPLANATION:

This resolution sets the public hearing for March 4, 2013 and authorizes publication of the notice. The notice will include a tax rate to be levied in the approximate amount of \$14.00000 per \$1,000 of assessed valuation. The rate of \$14.00000 represents a decrease of \$.00060 in the city rate for next year.

Staff recommends approval of this item.

BUDGET CONSIDERATION:

To be determined

ATTACHMENTS:

Resolution

RESOLUTION NO. _____

RESOLUTION ADOPTING THE PROPOSED 2012-2013 BUDGET
AMENDMENT AND THE PROPOSED 2013-2014 BUDGET
AND SETTING DATE FOR PUBLIC HEARING

WHEREAS, City Council of the City of Oskaloosa has reviewed budget requests and has directed the preparation of a proposed 2012-2013 budget amendment and proposed 2013-2014 budget; and

WHEREAS, City Council is required to hold a public hearing on the proposed amendment to the 2012-2013 budget and the proposed 2013-2014 budget to comply with Iowa Code Section 384.16 and 362.3;

WHEREAS, this hearing will give Oskaloosa citizens the opportunity to review and comment on the proposed 2012-2013 budget amendment and the proposed 2013-2014 budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Oskaloosa, Iowa that the proposed 2012-2013 Budget Amendment and the Proposed 2013-2014 Budget is hereby adopted and a public hearing on the proposed budgets shall be conducted on March 4, 2013 at 6:00 p.m. in the City Council Chambers in City Hall, Oskaloosa, Iowa at which time persons may appear and speak for or against the proposed budgets.

PASSED AND APPROVED this 4th day of February, 2013.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: Wastewater Department

ITEM TITLE:

Consider a resolution approving replacement of dual stage gas membranes, the control panel and flame trap valves on the secondary digester located at the southwest wastewater plant from WesTech Inc. for \$324,034.00 + 10% contingency of \$32,403.00 for a total of \$356,437.00.

EXPLANATION:

The two stage digester system at the southwest plant has been in operation since 1992. The purpose of the digestion process is to stabilize and reduce the volume of sludge as well as storage of methane gas. The gas is stored in dual stage membrane that failed in October of 2012. Bid packets with specification sheets were sent to the two contractors in the United States listed below who manufacture and install membranes, the control panel and flame trap valves. The Wastewater Department requests that City Council adopt the attached resolution approving the bid of WesTech Inc.

	WesTech, Inc.	Siemens
Bid Amount:	\$324,034 + 10% (\$32,403)	\$350,000 + 10% (\$35,000)
Warranty:	Five (5) Years	One (1) Year

BUDGET CONSIDERATION:

\$400,000 was requested in the FY 13 budget amendment.

RECOMMENDED ACTION:

Staff recommends that the City Council approve the bid from WesTech Inc. for \$324,034.00 plus 10% contingency for a total of \$356,437.00.

ATTACHMENTS:

Resolution, specifications and bid sheets.

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE WASTEWATER DIRECTOR TO PROCEED WITH DIGESTER EQUIPMENT REPLACEMENT

WHEREAS, the existing digester dual membranes, control panel and flame trap valves are in need of being replaced, and

WHEREAS, the Wastewater Director contacted the two dealers in the United States who manufacture and install this type of equipment, and

WHEREAS, the Wastewater Director received bids from both dealers, and

WHEREAS the most responsive and responsible bid received was from WesTech, Inc. for replacement of both membranes, new control system and flame trap valves in the amount of \$324,034.00, + 10% contingency of \$32,403.00 and

WHEREAS, proposals for the digester improvements have been reviewed by the staff and recommended for purchase approval, and

WHEREAS the City Council finds the most satisfactory quote to be from WesTech, Inc.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa that the Wastewater Director is authorized to accept the bid proposal from WesTech, Inc. for a total cost of \$356,437.00.

PASSED AND APPROVED this _____ day of _____, _____.

David Krutzfeldt , Mayor

ATTEST: _____
Amy Miller, City Clerk

City of Oskaloosa Wastewater Department

Specifications For:
Digester dual membrane, control panel and valve replacement

SECTION 1

DUAL MEMBRANE DIGESTER COVER REHABILITATION

PART 1 - GENERAL

1.01. DESCRIPTION

- A. This specification sets forth the minimum essential characteristics and requirements for the dual membrane air pressurized digester gas holder cover rehabilitation.
- B. Included in this specification are the structural, material, component performance and installation requirements for the replacement of the Dystor® brand membrane style gas holder system as manufactured by Siemens Industry, Inc. of Waukesha, Wisconsin.
- C. Each membrane style gas holder system shall consist of an outer, cable restrained, air supported sealing membrane, an inner floating gas membrane, air supply system, air pressure control system with safety devices, and electrical controls. The membranes shall be sealed to the top of the digester wall.
- D. The system shall include controls to cycle the fan when the system is empty. Alarms shall be provided to warn of differential pressure or vacuum conditions that could damage the gas holder or could let air into the digester. A gas detector shall be provided to monitor the air chamber for the presence of methane.
- E. Flame traps with thermal release valves shall be provided in the air supply and air purge ducting to protect against flame propagation from an external source in the event of a gas membrane failure.

1.02. WORK INCLUDED

- A. The manufacturer of the gas holder system components required for the rehabilitation shall both furnish and install those components and shall assume sole responsibility for the design, construction, installation and performance of the system. All new equipment shall be designed and fabricated from only one manufacturer.
- B. The existing air system shall be reused. The manufacturer/installer shall inspect, clean, service, adjust and certify any/all repairs to the system to confirm the existing system will be both suited and reliable for use with the new cover and controls.

C. The manufacturer of the gas holder system shall include the following items in his scope of work.

1. Removal of the existing equipment:

- a. Cables.
- b. Cable hub.
- c. Air and gas membranes. (Dumpster and disposal to be provided by others for membranes)
- d. Membrane seals.
- e. All required anchor bolts for the above items.
- f. PVR and associated plug valve.

2. Furnish and erect the air system components, including:

- a. Air and Gas membranes.
- b. Air membrane bulkhead fittings.
- c. Membrane seals.
- d. Repair kits for air inlet and purge line flame traps.
- e. Repair kit for air pressure control valve.
- f. Two butterfly valves at blower inlets.
- g. Cables.

3. Furnish only, the following gas holder system electrical components.

- a. Air system control panel.
- b. Gas and air pressure transmitters.
- c. Air chamber gas sensor and transmitter. (Note: The gas and air pressure transmitter and the gas sensor/transmitter shall be mounted in their proper location by the gas holder system manufacturer. Setting of the control panel, conduit and wiring to the panel and between the panel and other components furnished, plus conduit and wiring from the panel to the fan motors, shall be provided under the electrical contract.)

D. The following items shall be provided by others and shall not be included in the gas holder system manufacturer's scope of work.

1. The digester shall be filled with water (secondary effluent adequate) prior to installation of the membranes.
2. All field painting shall be provided under the painting contract.
3. Any permits required.
4. Dumpster large enough to hold gas and air membranes and disposal of membranes.

1.03. QUALITY ASSURANCE

- A. Equipment Manufacturer shall have not less than five (5) years of experience in the application, design, and manufacture of dual membrane anaerobic digester covers for wastewater treatment plants.
- B. The manufacturer of the dual membrane anaerobic digester cover system shall both furnish and install the system and shall assume sole responsibility for the design, construction, installation and performance of the system.

1.04. SUBMITTALS

- A. Submit shop drawings in accordance with General Conditions and include the following:
 - 1. Complete assembly and installation drawings.
 - 2. Descriptive information on material and equipment furnished.
 - 3. Location of all appurtenances.
- B. Submit O&M manual in accordance with the appropriate sections in these documents.
- C. At the engineer's request, submit certification that the Equipment Manufacturer has not less than five (5) years of experience in the application, design, and manufacture of dual membrane anaerobic digester covers for wastewater treatment plants and submit a list of not less than ten (10) operating installations of similar size as evidence of meeting the experience requirement.

PART 2 - PRODUCTS

2.01. ACCEPTABLE MANUFACTURERS

- A. Dystor® brand membrane style gas holder system as manufactured by Siemens Industry, Inc. of Waukesha, Wisconsin or DuoSphere manufactured by WesTech Process Equipment, Salt Lake City, Utah.

2.02. DESIGN REQUIREMENTS

- A. The gas holder membranes shall be designed to withstand wind loads of up to 90 mph at the maximum design operating and emergency relief pressure.
- B. The cover system design shall allow the sludge level in the digester to be varied throughout the entire sidewater depth of the digester while still providing the minimum gas storage volume above.
- C. All components of the system in contact with digester gas shall either be made of materials which are not significantly affected by the normal constituents of this gas or shall be given a protective coating resistant to these constituents.

2.03. MEMBRANE SYSTEM AND APPURTENANCES

- A. Air Membrane

1. The outer air/sealing membrane shall be fabricated from a high strength vinyl coated polyester fabric specifically designed for air supported structures, tension structures, and other high stress membrane applications. The PVC coating shall be specially compounded to provide long fabric life through high resistance to abrasion, weathering and ultra-violet rays.
 2. The base fabric shall have a weave structure of tire cord strength polyester yarns. The finished coated fabric shall have a nominal weight of not less than 28 oz./sq. yd.
 3. The air membrane material shall have a minimum warp/fill tongue tear strength of 275/275 pounds and a minimum strip tensile strength of 515/515 #/inch.
 4. The fabric shall be furnished with a polymers alloy top finish to prevent plasticizer migration and to provide improved weatherability, abrasion resistance and cleanability.
 5. The air membrane shall be specially fabricated, using proven techniques for air supported structures, so that the fabric stress will not exceed 50 #/inch at the maximum design pressure, including wind loads.
 6. The air membrane shall be fabricated to interface with the cable restraining system. 6" wide buffer strips shall be provided from the same material as the membrane. The strips shall be bonded to the surface of the membrane in the area where each restraining cable comes in contact with the restraining cable.
 7. All seams in contact with the air chamber shall be made by heat or induction welding.
 8. The air membrane color shall be white or sandstone.
- B. Gas Membrane
1. The gas membrane shall be fabricated from a material that is highly resistant to the normal constituents of digester gas. The material shall consist of a polyester base fabric with a PVC coating.
 2. The base fabric shall have a weave structure of tire cord strength polyester yarns. The finished coated fabric shall have a nominal weight of not less than 28 oz./sq. yd.
 3. The gas membrane material shall have a minimum warp/fill tongue tear strength of 275/275 pounds and a minimum strip tensile strength of 515/515 #/inch.
 4. All membrane seams exposed to gas shall be made by heat or induction welding. The membrane shall be designed with reinforcing (if necessary) of the same material such that, at the maximum design pressures, the stress in the fabric will not exceed 50 #/inch.

C. Membrane Seals

1. At the tank wall, the membranes shall be sealed by a common seal arrangement, using layers of neoprene on either side of each membrane.
2. The membrane seal shall be held in place on top of the digester wall by 4 inch wide aluminum clamping bars.
3. The seal shall be designed to provide a minimum compression load of 30 psi over the entire seal area.
4. The existing clamp bars shall be reused.

D. Restraining Cables

1. The air membrane shall be restrained by cables as per the manufactures design.
2. The diameter, length, and quantity of cables shall be properly selected so as to comply with the air membrane maximum design stress requirement of 50#/inch.
3. At the maximum design conditions, including wind loads, the tension in the cables shall not exceed 50% of the rated minimum breaking strength of the cables.
4. Cables shall be of galvanized bridge or stainless steel rope with open spelter sockets at each end for connection to the center tension hub or wall bracket to wall bracket depending on manufacturer. The spelter socket/cable connection shall withstand a load equal to 100% of the rated minimum breaking strength of the cable.

E. Cable Tension Hub

1. The cable tension hub shall be reused if applicable (depending on successful bidder).

F. Wall Brackets

1. The wall brackets shall be reused.

G. Liquid Level Detection

1. A digital pressure transmitter shall be installed as close as possible to the bottom of the tank straight side wall. The transmitter can use an existing pipe penetration or a core drilled hole (by contractor). The pressure transmitter shall produce a 4-20 mA output signal based upon the liquid level in the tank.
2. The output signal shall be transmitted to the control panel. The signal shall be used to display the side water depth in the digester.

2.04. AIR SYSTEM COMPONENTS

A. Fans

1. Existing air fans shall be reused.

B. Inlet Filter

1. A filter shall be provided on the common fan inlet duct. The filter shall be provided with a washable, interchangeable, polyurethane pre-filter and polyester element having a nominal removal efficiency of 99% for 10 micron particles.
2. The filter housing shall be carbon steel with manufacturer's standard finish inside and out.

C. Air Pressure Control Valve

1. The existing 4" pressure relief valve of the weighted diaphragm type shall be reused. A rebuild kit shall be supplied to replace the internals.

D. Flame Traps

1. The existing 4" flame trap assemblies located in the inlet and discharge ducting to/from the air chamber shall be reused. Rebuild kits shall be supplied to replace the internals.

E. Air Purge Valve

1. The existing 4" motor operated butterfly valve shall be reused.

F. Gauges

1. Gauges shall be reused.

G. Air System Piping

1. All rigid air system piping shall be reused.
2. Pressure control tubing shall be reused with the exception of those lines that will feed the new air and gas pressure transmitters. Tubing shall be ½" O.D. 316 SS.

2.05. AIR SYSTEM CONTROLS

A. Pressure Transmitters

1. Pressure transmitters, with NEMA 4X housings, shall be provided for monitoring air and gas chamber pressures.
2. Each transmitter shall provide a 4-20 mA output signal to the PLC in the air system control panel.

B. Methane Sensor and Transmitter

1. A methane sensor shall be provided to detect the presence of methane in the air leaving the air chamber. The sensing head and transmitter shall be mounted in the air purge valve by-pass line.
2. The transmitter shall provide a 4-20 mA signal to the PLC in the air system control panel, based on a methane concentration range of 0-100% LEL.

2.06. AIR SYSTEM CONTROL PANEL

- A. A complete air system control panel in a NEMA 4X enclosure shall be furnished by the manufacturer of the membrane gas holder system, for installation by the electrical contractor. The panel shall include starters for the fans.
- B. The panel shall incorporate a Siemens S7-200 or equal Programmable Logic Controller (PLC) for accomplishing the control logic.
- C. A Siemens MP-277 or equal Graphical Operator Interface shall be provided for entering operator selected functions and operating variables, such as fan or purge valve status, timer settings and gas detector alarm levels. The Operator Interface shall also provide a continuous display of the gas and air chamber pressures, digester liquid level, plus the concentration of gas (in percent LEL) detected by the gas sensor and transmitter.
- D. The PLC shall provide the following minimum control logic.
 1. In the automatic mode, the selected lead fan for the gas holder system shall operate and the purge valve shall be closed. The selected standby fan shall remain idle unless the lead fan overload is tripped. The air chamber shall be inflated to the operating pressure set by the pressure control valve, pressurizing the gas chamber to the same pressure. The purge valve by-pass line solenoid valve shall be open when either fan is running.
 2. Until gas storage is depleted during normal operation, gas pressure will be slightly higher than air pressure due to the added distributed weight of the gas membrane. As gas storage reaches depletion, gas pressure will begin to drop until it is below the air chamber pressure. When gas pressure drops to the same level as air pressure, a "STORAGE EMPTY" signal shall cause an indicator on the face of the panel to begin flashing and the alarm horn to begin pulsing. When gas pressure reaches a level of 0.5" w.c. below the air chamber pressure, the "STORAGE EMPTY" signal shall cause the indicator and alarm horn to be on continuously. The signal shall also stop the fan and open the purge valve to relieve air chamber pressure.
 3. Once the air chamber pressure has been relieved to a level of 0.35" w.c. above gas pressure, the purge valve shall close and a fan restart delay timer, adjustable from 0 - 9 minutes, shall be energized. After the restart

delay timer has timed out, the fan shall restart, again pressurizing the air and gas chambers.

4. Should gas pressure drop to 0.75" w.c. below the air chamber pressure, a "DIFFERENTIAL PRESSURE ALARM" signal shall light an indicator on the face of the panel and energize a remote alarm horn. The alarm shall be provided with a manual reset.
 5. When the air chamber has been depleted (maximum gas storage), gas pressure will rise above the air chamber pressure. When gas pressure reaches a point approximately 0.75" w.c. above the air chamber pressure, a "STORAGE FULL" signal shall light an indicator on the face of the control panel.
 6. If at any time the concentration of methane in the air discharge line of the gas holder reaches a preset point of approximately 35% of the lower explosive limit (LEL), the purge valve shall be opened without stopping the fan. A timer shall keep the purge valve open for a period, adjustable up to 99 minutes, allowing the fan to purge the air chamber. If, after this period, the methane concentration has not dropped below the set point, the alarm shall be sounded. If, at any time, the methane concentration reaches 60% of the LEL, the alarm shall also be sounded.
- E. Eight sets of isolated contacts shall be provided in the control panel for use by the owner to interlock equipment of his choice with the operation of the membrane gas holder system. The contacts shall be programmable (via the PLC operator interface) to allow them to be energized by the following conditions: Gas Storage Full, Gas Storage Empty, Gas Alarm, Gas Detector Alarm, and Pressure Transmitter Alarms. They may be selected as either "normally open" or "normally closed" and may be programmed to de-energize either instantaneously or after a period of time (up to 999 minutes) selected by the operator via the operator interface.

2.07. PRESSURE/VACUUM RELIEF ASSEMBLY

- A. One 3" pressure/vacuum relief assembly shall be provided for mounting on the gas takeoff piping. The assembly shall include a flame arrester and a pressure/vacuum relief valve.
- B. The relief valves shall be provided with weights suitable for a maximum pressure relief of 10" w.c., adjustable in 0.25" w.c. increments, and a vacuum relief of 0.5" w.c.
- C. The assemblies shall be a Groth Series 8800 "all-weather" design, or approved equal".
- D. A 3" lever operated plug valve shall be provided to allow the pressure/vacuum relief to be serviced without the presence of gas.

PART 3 - EXECUTION

3.01. INSTALLATION AND TESTING

- A. The dual membrane digester cover shall be installed by the equipment manufacturer in accordance with the plans and specifications and the manufacturers recommendations.
- B. Leak testing of the membrane seals shall be performed by the system installer and witnessed by the owner or their representative.
- C. With the gas line closed, the air system fan shall be used to blow air into the gas storage chamber through the test connection provided on the gas takeoff piping. After the unit has been inflated, the test connection shall be capped and the fan connected to the air chamber.
- D. Once the cables have been properly aligned, the gas and air chambers shall then be pressurized to the maximum design operating pressure by installing the proper weights on the air pressure control valve and pressure/vacuum relief valve.
- E. A soapsuds solution shall then be applied to the membrane seals around the foundation walls. Any area of the seals observed to be leaking shall be resealed.

3.02. MANUALS / TRAINING / WARRANTY

- A. Four (4) Operation and Maintenance manuals shall be provided. The manuals shall include operating instructions for the system, routine maintenance requirements, and original equipment manufacturer's literature (where applicable) for major components.
- B. The successful bidder shall furnish qualified personnel to instruct City of Oskaloosa wastewater operators on operation and maintenance on the membranes, controls and operation panel.
- C. All equipment purchased under this specification shall be warranted against defects in materials and workmanship for a minimum period of twelve (12) months from the date equipment is placed into service. Warranty shall include all parts, labor and any travel expense for the service call. This is a minimum warranty required in order for a bid to be considered. Any warranty by the manufacturer that exceeds the minimum warranty specified shall be passed on to the City of Oskaloosa.

- END OF SECTION -

REFERENCE ENGINEER'S SPECIFICATION

SECTION: Section 1

ADDENDUM: 0

ITEM: "A" - (1) 55' dia. Dual Membrane Gasholder Digester Cover (DuoSphere™) WesTech Model DMGT	PRICE (U.S.) \$324,034
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DESCRIPTION: This option for a tank mounted digester cover provides a cost effective and practical solution to digester gas storage. This dual membrane system uses fans to pressurize the air space between the membranes. This provides a consistent positive pressure to the gas contained within the inner membrane. The inner membrane is free to inflate and deflate, depending on the amount of gas stored, however the outer membrane remains fully inflated.

ITEMS INCLUDED WITH EACH DUOSPHERE™

- Outer membrane constructed of white, PVC coated polyester fabric
- Inner membrane constructed of grey, PVC coated (gastight), polyester fabric to provide a minimum of approximately 33,000 cubic feet of gas storage (above the top of the tank wall).
- (1) 3-inch all-weather combination gas pressure/vacuum relief valve with flame arrester.
- (1) 3-inch dia. 2-way cast iron isolating plug valve.
- (1) Digester gas leak detection system with alarm outputs.
- Flexible air hose with clamps
- Air and Gas pressure transmitters
- (2) replacement butterfly valves for fans
- (2) Flame trap assembly rebuild kits
- (1) Air pressure relief valve for replacement of existing air pressure relief valve. Due to the changes from past to current Air pressure relief valve designs, WesTech recommends that a new valve be used rather than using a repair kit.

CONTROLS

- (1) DuoSphere control panel will be housed in a single NEMA 4X, wall-mount, 304 stainless steel enclosure with painted steel back panel, and mounting feet.
- Panel shall include necessary controls and alarms to provide fan and pressure control as well as gas detection.
- Panel will be provided with door mounted system quick stop mushroom head button and an 8" color HMI.
- Thermal magnetic combination motor starters with internally reset thermal overloads, MicroLogix 1400 PLC, Ethernet switch, 24vdc power supply, control relays, terminal blocks, fuses and fuse blocks and other supporting hardware are provided. The transformer will have both primary legs and one secondary leg fused.
- A top mounted alarm horn shall provide indication of a fault condition.

- The control panel is wired to accept a single 480VAC, 3 phase, 60 Hertz power feed from the customer.
- A 3 pole molded case circuit breaker with pad-lockable disconnect handle is provided for short circuit protection.
- All wiring for field connections will be brought to a terminal strip. All interconnecting wiring is to be by others.

For the removal of existing digester cover WesTech shall:

- Provide equipment required to access cover (crane, lift, etc.)
- Remove existing equipment on Digester Cover (including cables, cable hub, membrane seals, all required anchor bolts, and PVRV with associated plug valve)
- Remove existing membrane Digester Cover
- Dumpster not provided by WesTech

For the Installation of each DuoSphere Digester cover WesTech shall:

- Provide equipment required to access tank wall (scaffolding, lift, etc.)
- Provide crane to lift membranes above top of 55' dia. Digester tank
- Provide tarpaulins / plastic sheeting for protection to roll out membranes prior to lifting
- Spread and Secure inner and outer membranes to installed hardware
- Install plug valve and combination pressure relief valve with flame arrester (gas outlet flange not installed by WesTech)
- Provide repair kits for air inlet and purge line flame traps
- Install air pressure control valve
- Inflate inner and outer membranes with air to test seals and mounting hardware.
- Clean up and remove extra material / debris from installation
- Coordinate with Buyer's master schedule

WesTech will provide full time site supervision for installation of Dual Membrane Gasholder Digester Cover. Superintendent shall be on site during the erection process and will provide construction supervision for this portion of the work.

The work to be performed during non-winter conditions will consist of a typical work week (8) hours per day, (40) hours per week, Monday through Friday. Saturdays, Sundays, and Holidays are excluded.

Installation is based on one (1) mobilization for installation of new DuoSphere Digester Cover. Any additions or delays without prior approval will be incurred by Owner / Contractor.

CLARIFICATIONS

- **WesTech shall offer a one year warranty on mechanical equipment and a 5 year warranty on fabric covering 100% of the cost as a result of defective workmanship and material.**
- WesTech shall reuse existing digester equipment including fans and motors, air purge system, anchor system, air handling equipment, and any other pertinent equipment.

- Lightning Protection is not by WesTech.
- Any penetrations in tank wall are not by WesTech.
- Air and Gas piping, except as indicated above, is not by WesTech.
- Concrete work is not by WesTech.
- Electrical supply to be provided for the fans and controls continuously during and after startup is not by WesTech.
- Any site restoration due to crane / lift equipment work is not by WesTech

Items not provided by WesTech which are to be provided for successful completion of above mentioned installation will include the following:

- Provide safe, hazard free construction site
- Perform leak test on all tank penetrations including all connections, valves, and blind flanges to verify that tank is air / gas tight
- Remove all protrusions that may come in contact with membranes
- Provide and maintain free and easy access to and around the construction site, suitable for heavy trucks and lift equipment
- Provide a clean, smooth, and level tank surface suitable for installation of membranes
- Water supply and disposal to fill the digester tanks to facilitate the installation of the membranes
- Provide a clear, level, well-drained, open space adjacent to digester tank(s) to spread membranes prior to lifting with crane
- Provide nitrogen or other inert gas to purge inner membrane to prevent the development of an explosive atmosphere (prior to the introduction of digester gas)
- Installation of gas piping

FIELD SERVICE

Consisting of (2) trips, (4) days for startup and operator training.

SPARE PARTS

None.

OPTIONAL ITEM: \$4,208

"A-1" (1) Level measurement device with 4-20 mA output and display showing level or volume of the gasholder.

NOTE: ANY ITEM NOT LISTED ABOVE TO BE FURNISHED BY OTHERS.

ITEMS NOT BY WESTECH

Electrical wiring, conduit or electrical equipment, piping, valves, or fittings, lubricating oil or grease, shop or field painting, field welding, erection, detail shop fabrication drawings, performance testing, unloading, storage, concrete work, field service (except as specifically noted).

Bid for: Labor and materials for digester dual membrane, control panel and valve replacement as set by attached specification sheet

Bid Number: 1

Bid Opening Date: January 28, 2013 Time: 10:00 am

Company Name: Siemens Industry, Inc.
Address: 2607 N. Grandview Blvd., Suite 130
Waukesha, WI 53188
Federal Tax ID: 13 2762488
Name: Wm. A. (Bill) Hilgendorf
Title: Regional Bid Manager
Phone: 262.521.8521
Fax: 262.547.4120
E-mail Address: william.hilgendorf@siemens.com

Signature:



Date:

1/24/13

Labor and materials for digester dual membrane, control panel and valve replacement as set by attached specification sheet:

LUMP SUM BID PRICE: \$350,000.00. Three hundred fifty thousand and zero hundredths dollars.

QUOTATION NO. 45043	RE: Oskaloosa, IA	DATE: January 24, 2013
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To: City Hall
220 S Market Street
Oskaloosa, IA 52577

Attn. City Clerk

Subject: BID INVITATION:
"Labor and materials for digester dual membrane, control panel
and valve replacement as set by attached specification sheet"

Plant: Oskaloosa Southwest Wastewater Treatment Plant

Location: 2632 Kent Avenue, Oskaloosa, IA 52577

Bid Date: Monday, January 28, 2013

Time: 10:00 AM, local

SCOPE: In general accordance with the BID INVITATION, including no known addenda, Siemens Industry, Inc. Water Technologies Business Unit proposes to furnish the following equipment subject to the terms and conditions stated herein.

Section 1 – DUAL MEMBRANE DIGESTER COVER REHABILITATION

All of the information set forth in this quotation (including drawings, designs and specifications) is confidential and/or proprietary and has been prepared for your use solely in considering the purchase of the equipment and/or services described herein. Transmission of all or any part of this information to others, or use by you, for other purposes is expressly prohibited without our prior written consent.

FOR FURTHER INFORMATION: Questions relative to this quotation should be directed to our area sales representative:

Mr. Jon P. Harger

**Vessco, Inc., Iowa Office
414 South 17th Street Ste 101
Ames, IA 50010**

**Phone: (515) 233-8599
Fax: (515) 233-8602
Cell: (612) 805-6383**

PRICE SUMMARY

Our price includes only the specific items detailed in this quotation. Items not included herein are to be furnished by others. Please refer to the General Items of this quotation for a list of items generally furnished by others.

No terms and conditions other than those attached to the end of this quotation will apply. Siemens reserves the right to reject any additional requirements or conditions, or to adjust its price if necessary to accommodate any requested changes.

In addition, Siemens will not be considered in default unless it willfully delays delivery and/or fails to meet specifications without Engineer approval.

NOTE: This Quotation by Siemens Industry, Inc., Water Technologies Business Unit (Siemens) is contingent upon such things as: (i) resolution of mutually acceptable payment terms; (ii) Siemens' satisfactory completion of an anti-corruption due diligence review; and (iii) written agreement specifically acknowledging acceptance of terms and conditions mutually agreed upon by the parties. All orders are subject to credit approval by Siemens.

FREIGHT: Our price includes freight, unloading and transporting on the site. Our price does not include storage due to delays caused by others.

FIELD SERVICES: Our price includes the services of a factory field service technician for checking the installed equipment, certification and instruction of Owner's personnel for a total of three (3) days on site, in a single visit.

SERVICE MANUALS: Our price includes four (4) "paper" service manuals.

QUOTATION VALID: This quotation is valid for a period of thirty (30) days unless extended in writing by Siemens.

PAYMENT AND PRICE TERMS: The terms of payment are net thirty (30) days in accordance with the following milestones:

- 10% at drawing submittal
- 85% on delivery of equipment, or offer to deliver
- 5% on startup of equipment, or 120 days from final delivery, whichever occurs first.

Note: Payment in full of the contract price prior to startup of equipment does not relieve seller of fulfilling startup requirements defined in the contract.

In the event any amount becomes past due, a service fee of 1.5% of the unpaid balance will be due each month until paid. Siemens reserves the right to ship, invoice and collect for partial shipments.

Siemens prices are exclusive of any taxes unless expressly stated in this quotation. If this project is subject to Sales Tax, you will be invoiced for taxes at the current rate of sales tax for your jobsite location, at the time of invoice issuance. If this project is not subject to Sales tax, please send your Tax Exempt Certificate with the issuance of any ensuing P.O. to Seller.

DRAWING and SHIPMENT INFORMATION: On any ensuing contract, we shall mutually agree upon a production schedule. Based upon current backlog, and after receipt and acceptance of a complete written purchase agreement, we project the following schedule:

Submittal Drawings: eight (8) to twelve (12) weeks from the date of final agreement by both parties.

Shipment After Drawing Approval: thirteen (13) to fifteen (15) weeks

Prices quoted herein are based upon receipt of approved submittal drawings in our factory within four (4) weeks from the date of our transmittal letter.

If resubmittal is required or equipment changes are requested, after we have received approval, a price adjustment will be made accordingly.

SECTION 1 - DUAL MEMBRANE DIGESTER COVER REHABILITATION

Under this item, as a named supplier and provider of the existing equipment, Siemens Industry Inc. proposes to furnish and install one (1) set of Dystor® gas holder cover component replacement parts on existing anaerobic digester tank of 55-feet inside diameter.

SCOPE OF ITEMS INCLUDED:

- Air and gas membranes.
- Air and gas hoses with clamps.
- Restraining cables.
- Complete set of gaskets.
- 3" Pressure/vacuum relief valve assembly.
- 3" Eccentric plug valve.
- Two (2) 4" Flame trap repair kits.
- One (1) 4" Pressure relief valve repair kit.
- Two (2) 4" Lever operated butterfly valves. (Inlet side of air fans).
- One (1) Inlet air filter.
- Control panel.
- Air chamber gas sensor/transmitter.
- Air and gas pressure transmitter.
- Liquid level transmitter.

BASIS OF PRICE FOR THIS ITEM

1. Our price for this item is based on our installer using their own work crews for the entire installation, paying open shop wage rates.
2. Our price is based on being able to complete the installation, with one uninterrupted move onto the site.
3. Others will provide or arrange for the provision of all temporary utilities such as electrical power for installation equipment, water, sanitation facilities, etc.
4. Others will be responsible for the cost and acquisition of any permits that may be required for this item.

SERVICES: Field services for this equipment are as outlined on page 2 of this quotation.

INSTALLATION AND TESTING

1. The dual membrane digester cover component replacement parts will be installed by the equipment manufacturer in accordance with the plans and specifications and the manufacturers recommendations.

2. Leak testing of the membrane seals will be performed by the rehabilitation components installer and witnessed by the owner or their representative.
3. With the gas line closed, the air system fan will be used to blow air into the gas storage chamber through the test connection provided on the gas takeoff piping. After the unit has been inflated, the test connection will be capped and the fan connected to the air chamber.
4. Once the cables have been properly aligned, the gas and air chambers will then be pressurized to the maximum design operating pressure by installing the proper weights on the air pressure control valve and pressure/vacuum relief valve.
5. A soapsuds solution will then be applied to the membrane seals around the foundation walls. Any area of the seals observed to be leaking will be resealed.

MANUALS

1. Four (4) Operation and Maintenance manuals will be provided. The manuals will include operating instructions for the system, routine maintenance requirements, and original equipment manufacturer's literature (where applicable) for major components.

GENERAL ITEMS

ITEMS NOT FURNISHED BY SIEMENS: The items listed below will not be furnished by Siemens, unless stated otherwise in this quotation, in which case that item in this list is superseded. Siemens price includes only those items listed within the describing section of this quotation.

Electrical, hydraulic, or pneumatic controls.
Wiring of motors or controls, control panels, or panel supports.
Piping, valves, wall sleeves, gates, drains, weirs, baffles.
Floor grating, stairways, ladders, platforms, handrailing.
Concrete, grout, mastic, sealing compounds, shims.
Lubricants, grease piping, grease gun.
Machinery or bearing supports, shims.
Detail shop fabrication drawings.
Tools or spare parts.
Equipment offloading and installation of any kind.
Modifications to existing equipment or structures.
Supervisory services; laboratory, shop, or field testing.
Underwriters Laboratory inspection of electrical controls.
Special written process performance or extended mechanical warranties.

PAINTING AND SURFACE PROTECTION: Our price is based on the following surface protection, unless stated otherwise in this proposal.

SUBMERGED and NONSUBMERGED CASTINGS, STEEL PLATES and SHAPES: Surfaces will be prepared by blast cleaning, then followed by one (1) shop coat of Tnemec N140-1211, Pota-Pox Plus, Polyamidoamine Epoxy or Sherwin-Williams Dura-Plate 235NSF Red Oxide.

FERROUS CHAIN: One (1) coat of slush oil.

SHAFTING and EXPOSED MACHINED SURFACES: Solvent wiping, followed by one (1) coat of Siemens standard shop preservative.

WOOD, NONFERROUS MATERIALS, and GALVANIZED SURFACES: Unpainted.

DRIVE UNITS and CONTROLS: Manufacturer's standard.

TOUCH-UP and ALL ADDITIONAL COATS shall be furnished and applied by others at the site.

PRICES ARE BASED ON PAINTS AND SURFACE PREPARATIONS AS OUTLINED IN THIS QUOTATION. THESE PAINTS HAVE BEEN SELECTED TO COMPLY WITH WISCONSIN VOLATILE ORGANIC CHEMICALS EMISSION REGULATIONS. IN THE EVENT AN ALTERNATE PAINT SYSTEM IS SELECTED, YOUR ORDER MUST ADVISE OF YOUR SELECTION. WE WILL THEN EITHER ADJUST OUR PRICE AS MAY BE NECESSARY TO COMPLY, OR SHIP THE MATERIAL UNPAINTED IF COMPLIANCE IS NOT POSSIBLE DUE TO PRICE CONSIDERATIONS, APPLICATION PROBLEMS, OR ENVIRONMENTAL CONTROLS.

WE CANNOT GUARANTEE PRIMER'S COMPATIBILITY WITH PURCHASER'S COATING SYSTEM UNLESS APPROVED BY THE COATING SYSTEM MANUFACTURER. PRIMERS WILL ONLY PROTECT FOR A MINIMAL AMOUNT OF TIME, USUALLY THIRTY (30) DAYS. SPECIFIC INFORMATION SHOULD BE OBTAINED FROM COATING SYSTEM MANUFACTURER.

FIELD SERVICES: Should you feel that additional services will be required, it will be necessary for you to purchase additional services from us. Additional services may be purchased at the per diem rate stated under the Terms Governing Field Services below.

Our price does not include service of a factory field service technician during the time of installation of the equipment items.

In the event Purchaser wishes to videotape the Siemens field service personnel for start-up and/or during field service, Purchaser expressly waives any claim against Siemens, for injury or damage caused by inaccuracies or errors in such videotape(s) and understands that such videotaping is done by Purchaser at its sole risk.

TERMS GOVERNING FIELD SERVICES: Services of a factory field service technician to inspect installation and/or first operation of the products specified in the quotation can be furnished by Siemens at the following rates:

- A. Supervision or consultation of a process service technician within the continental limits of the United States: \$1,200 per eight (8) hour day, Monday through Friday inclusive.
- B. Supervision or inspection of a field service technician within the continental limits of the United States: \$1,000 per eight (8) hour day, Monday through Friday inclusive. Overtime Monday through Friday and Saturday work is charged at time and one-half. Time worked on Sunday will be charged double time; time worked on U.S. Holidays will be charged triple time.
- C. Traveling, living and incidental expenses at cost, including shipping charges on tools and other equipment which the factory field service technician has shipped to the construction site.
- D. Travel time will be charged to and from Purchaser's construction site, and weekend or holiday travel request or required by Purchaser will be charged at the overtime rates.

Rates shown above apply only to services performed within twelve (12) months from the date of quotation. Services performed after that time are subject to then current rates. Except for the direct acts or omissions of the factory field service technician, the responsibility for the installation and/or first operation shall be Purchaser's. Siemens will assume responsibility for workmen's compensation coverage of Siemens employees only, and will provide umbrella liability coverage during installation. All other insurance coverage and necessary materials to accomplish installation shall be provided by Purchaser.

Quotation Submitted by Siemens Industry, Inc.:



William A. Hilgendorf, Regional Bid Manager

Signature below indicates acceptance of this quotation, including the Standard Terms and Conditions of Sale attached hereto.

Accepted by Buyer:

 Company Name

Acknowledged by Seller:
 Siemens Industry, Inc.

By: _____

By: _____

Date: _____

Date: _____

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE:

Consider a motion authorizing staff to solicit bids for the replacement of the Asphalt Distributor Truck, for use by the Public Works Department, Streets Division.

EXPLANATION:

The 2014 Annual Budget has appropriated \$170,000 to the Public Works Department, Streets Division for the replacement of an asphalt distributor truck. The asphalt distributor is an integral piece of equipment for the city's annual seal coating program.

The existing asphalt distributor is a combination 1978 Ford truck and 1986 Etnyre distributor unit. This current equipment is frequently taken out of service for repairs. This unit is past due for replacement and has become costly to maintain. In order to meet the current and future needs of the Street Crew, the purchase of a new, more efficient asphalt distributor is recommended. The new distributor will have a computer controlling spray rates, which will not only save money on wasted asphalt, but will provide a more even chip seal layer for road repairs. With a significant number of chip seal roads in the City of Oskaloosa, and a chip seal maintenance budget of approximately \$100,000 per year, a new distributor is warranted.

BUDGET CONSIDERATION:

\$170,000 is allocated in account # 110-2010-6723 of Capital Outlay funds for FY 2014. Purchase of this piece of equipment will not occur until Council approves the proposed budget and FY 2014 begins.

RECOMMENDED ACTION: Consider the Public Works Department's request to allow the Public Works Director to seek sealed bids for the purchase of a new asphalt distributor.

ATTACHMENTS:

Bid specifications for asphalt distributor, pictures of current asphalt distributor, and maintenance cost spreadsheet.

REQUESTS FOR BIDS AND SPECIFICATIONS
FOR
NEW 2013 ASPHALT DISTRIBUTOR

CITY OF OSKALOOSA, IOWA

REQUESTS FOR BIDS
NEW 2013 ASPHALT DISTRIBUTOR
CITY OF OSKALOOSA, IOWA

**BID FOR ONE NEW 2013 MODEL 2000 GALLON ASPHALT DISTRIBUTOR,
INSTALLED ON NEW TRUCK AND DELIVERED.**

NOTICE TO ALL BIDDERS

Sealed bids will be received by the City of Oskaloosa at the office of the City Clerk, 220 South Market Street, Oskaloosa, IA-52577 until **Tuesday, February 12, 2013 at 2:00 p.m.**, Central Time, at which time they will be opened and publicly read. FAX OR EMAIL BIDS WILL NOT BE ACCEPTED.

Please contact City of Oskaloosa Public Works Director, Akhilesh Pal (641) 673-7472, if you have any questions.

FEBRUARY 4, 2013

GENERAL INFORMATION

Specifications are available at the Public Works Department, 804 South D Street, Oskaloosa, IA-52577. Any questions concerning the interpretation of the attached specifications may be directed to Akhilesh Pal, Public Works Director, 804 South D Street, Oskaloosa, IA-52577 or (641) 673-7472.

Upon opening, all bids meeting the requirements stated herein will be taken under advisement and a recommendation to the City Council will be prepared by City Staff. The recommendation will be submitted to the City Council at a regular meeting, and all bidders will be notified upon acceptance of the recommendation.

In our continuing effort to insure that our bidding process is competitive, equitable and efficient, we are asking for your help. If you do not plan to submit a bid, please let us know the reason before the opening date. We thank you for your cooperation and for your interest in the City of Oskaloosa.

The entire bid must be complete upon submission. No bidder may withdraw his bid for a period of thirty (30) days after the date set for opening the bids.

The City of Oskaloosa will award the bid contract to the lowest responsible bidder however, the City of Oskaloosa reserves the right to reject any or all bids, wholly or in part, and to waive informalities or such items deemed not material or substantive to the bid. Bids received after the stipulated closing time will be returned unopened.

In the event that a quotation is entered in which the unit price and extension do not agree, the unit price shall prevail.

Bidders may quote a cash discount, provided it is based on a period of thirty (30) days or more. A shorter period will not be considered in determination of a low bid. Any cash discounts as part of this contract will be computed from the date of receipt of a properly executed claim or the date of completion of delivery of all items in a satisfactory condition, whichever is later.

The bidder warrants articles offered to conform to the specifications herein requested, to be fit and sufficient for the purpose manufactured, of good material and workmanship and free from defect.

Payment will be made thirty (30) days after delivery and final acceptance by City Council of City of Oskaloosa. All interest costs incurred to bidder must be computed in the original price bid, as no further compensation will be made.

FEBRUARY 4, 2013

The following specifications are for the purpose of establishing the type of equipment desired; and in addition to these specifications, all equipment shall include all standard equipment and updated changes that are normally supplied by the manufacturer, as listed on manufacturer's brochure, at no additional cost to the City.

The price quoted shall include all mounting and transportation charges.

Purchase requires a firm delivery date as stated from date of award. Failure to deliver within the specified time, without sufficient justification, will result in the removal of the Bidder's name from the list of qualified vendors on file with the City.

Unit to be completely serviced and ready for use when delivered.

AFFIDAVIT OF NON-COLLUSION

I hereby swear (or affirm) under the penalty; for perjury;

(1) That I am the bidder (if bidder is an individual), a partner in the bidder (if the bidder is a partnership), or an officer or employee of the bidding corporation having authority to sign on its behalf (if the bidder is a corporation);

(2) That the attached bid or bids have been arrived at by the bidder independently, and have been submitted without collusion with, and without any agreement, understanding, or planned common course of action with any other vendor of materials, supplies, equipment or services described in the invitation to bid, designed to limit independent bidding or competition;

(3) That the contents of the bid or bids have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid or bids, and will not be communicated to any such person prior to the official opening of the bid or bids; and

(4) That I have fully informed myself regarding the accuracy of the statements made in this affidavit.

(5) The undersigned hereby certifies that he has read the attached specifications including the warranty requirements for the bid of one (1) new 2013 model 200 gallon asphalt distributor, installed on a new truck and delivered and desires to submit for our consideration and equipment that conforms to the City of Oskaloosa Asphalt Distributor Specifications.

SIGNED: _____ FIRM NAME: _____

DATE: _____ ADDRESS: _____

SUBSCRIBED AND SWORN TO BEFORE ME

THIS ___ DAY OF _____, 20____.

NOTARY PUBLIC

Print Name

My commission expires:

BIDDER'S E.I. NUMBER:

(Number used on Employer's Quarterly Federal Tax Return, U.S. Treasury Department Form 941)

CITY OF OSKALOOSA - BID SPECIFICATIONS FOR NEW ASPHALT DISTRIBUTOR

	Meets or Exceeds Specifications		Exceptions to Specifications
	Yes	No	
<u>1 CAB AND CHASSIS:</u>			
<u>A CAB</u>			
1 Conventional cab. Hood and fenders shall tip forward over center for easy access to engine compartment.			
2 Full instrument gauges including speedometer, oil pressure, ammeter or volt meter, fuel, coolant temperature, tachometer and hour meter			
3 Arm rests on right and left doors. Right and left on driver and passenger seats.			
4 Sun visors: Right and left interior.			
5 Driver and passenger seats shall be mordura cloth high back bucket type with air ride control. Air pressure to be provided through truck air compressor. Manual pump not acceptable.			
6 Retractor, three-point, shoulder seat belts			
7 Turn indicators with automatic cancellers and four way flashers			
8 Electric, two-speed and intermittent windshield wipers with washers			
9 West coast type rearview mirrors right and left, 6" X 16". Six inch diameter convex mirrors mounted on bottom of west coast mirrors. Collapsible mounting.			
10 Air conditioning			
11 Heater/defroster, fresh air and recirculation with side window defogger vents.			
12 Twelve inch exterior entrance grab handles on right and left sides			
13 Access steps to be wide steps not one narrow bar			
14 Safety glass on all windows			
15 AM/FM radio with noise suppression kit			
16 Cab marker lights			
17 Standard front bumper			
18 Full-length, heavy-duty rubber floor covering, with OEM aux floor mats			
19 Headliner			
20 Air horn			
21 Quiet cab package			
<u>B ENGINE</u>			
1 Electronic diesel, 210 horsepower and 520 gross ft/lb torque @ 1,200 rpm			
2 Air cleaner: single element dry type with pop out type restriction indicator			
3 Fan clutch			
4 Heavy duty cooling equipment including extra capacity radiator. Shutters provided if factory recommended or required.			
5 Engine heater: 1,000 watt, soft plug type, 110/120 volt AC.			
6 Fuel/water separator with sight bowl. Racor model 600R or equal.			
7 Antifreeze: certified to -40 degrees F and coolant recovery system			
8 Exhaust: vertical tailpipe, maximum 80 dB(A) noise level, tailpipe on passenger side			
9 Alternator: 135 amp hour			
10 Batteries: two or three with total of 1,850 CCA			
11 Automatic circuit breakers protecting all circuits. Fuses not acceptable			

CITY OF OSKALOOSA - BID SPECIFICATIONS FOR NEW ASPHALT DISTRIBUTOR

	Meets or Exceeds Specifications		Exceptions to Specifications
	Yes	No	
<u>1 CAB AND CHASSIS: (Continued)</u>			
<u>C. TRANSMISSION / DIFFERENTIAL:</u>			
1 Model: Allison automatic 6-Speed			NO EXCEPTIONS
2 Transmission control mounted on dash			
3 Cooler: Water to oil cooler			
<u>D. DRIVE LINE/SUSPENSION:</u>			
1 Set forward Front axle: 12,000 lbs			
2 Single rear axle: 21,000 lbs			
3 Ratio designed for 60 - 65 mph in highest gear at governed rpm			
4 Front suspension: 14,600 lbs capacity, multi-leaf			
5 Rear suspension: 23,000 lbs capacity, multi-leaf			
6 Cab to axle: meets body requirements			
7 Stemco oil bath hubs on front axle			
8 Stemco wheel seals on all axles			
<u>E. BRAKES:</u>			
1 Full air system			
2 Maxi-type parking brake			
3 Moisture ejectors: Stemco part #900.1062 on wet tank and manual cable pulls on all others accessible without getting under truck			
4 Air pressure gauge with audible warning			
5 Air compressor rated at 15.5 cfm minimum			
6 Automatic slack adjusters			
7 Emergency air tanks			
<u>F. TIRES & WHEELS:</u>			
1 Tires: front highway radial, traction radial rear			
2 Wheels: steel disc - 10-hole, hub piloted			
3 One spare front and rear wheel if different			
<u>G. STEERING:</u>			
1 Hydraulic, full power			
<u>H. FRAME:</u>			
1 Heat treated steel with 2,800,000 lbs Resisting Bending Moment (R.B.M.) per frame rail and 110,000 psi yield strength			
<u>I. LIGHTS:</u>			
1 Dome light, amber strobe with limb guard			
<u>J. MISCELLANEOUS EQUIPMENT:</u>			
1 Fuel tank: steel or aluminum, 50 gallons minimum			
2 Front tow hooks:			
3 Meets all I.C.C. Federal and State requirements			
4 Installed back up alarm			
5 Alignment sight marker on front of truck			
<u>K. CAB COLOR:</u>			
1 Standard, no extra cost color to be selected by City Staff after bid award			

CITY OF OSKALOOSA - BID SPECIFICATIONS FOR NEW ASPHALT DISTRIBUTOR

	Meets or Exceeds Specifications		Exceptions to Specifications
	Yes	No	
<u>1 CAB AND CHASSIS: (Continued)</u>			
<u>L. CAB & CHASSIS MANUALS:</u>			
1 One owner-operator			
2 One service and repair			
3 One service and repair manual for engine			
4 One service and repair manual for transmission			
5 Wiring schematic			
6 Manufacturer's line sheet			
7 Any and all technical publications			
<u>2 BODY:</u>			
<u>A. TANK:</u>			
1 2000 US Gallons			
2 Aluminum insulation jacket with 2" insulation			
3 24" no-slip, grip-strut on catwalk and on rear and top mounted ladder			
4 Mounting saddles shall be full bolster style to allow cross flow vent.			
5 Constructed of 10 gauge steel			
6 Surge plates made of 7 gauge steel, openings in plates to allow proper flow of material and also allow man to crawl through			
7 20" inside diameter manhole minimum with overflow and 3" drain			
8 3" diameter overflow extending 6" above liquid			
9 Rear mounted 100 gallon increment gauge, float type			
10 Minimum 2" dial and pencil thermometer along with temperature digital readout in cab			
11 Power wash down system on rear of truck			
12 Tank design and construction MUST meet all applicable Federal Cargo Tank Regulations 49 CFR 173.247 (MUST Provide Details) with consideration for hot asphalt products			
13 Full tandem aluminum fenders with flaps. Use of skirting and flaps as substitute for fenders not acceptable.			
14 Liquid sampling valve for taking samples of liquid asphalt. Located in rear of unit.			
15 All distributor steel parts must be primed and painted with black enamel.			
<u>B. HYDRAULIC POWER UNIT:</u>			
1 Variable displacement, piston pump with electronic stroke control			
2 Crankshaft driven pump			
3 Hydraulic hose shall be SAE standard for designed pressures. Kinks or flat spots in hose not acceptable.			
4 Minimum 20 gallon reservoir with level gauge			
5 Replaceable spin on filters only			
<u>C. ASPHALT PUMP:</u>			
1 Positive displacement rotary gear, 400 GPM			
2 Pump located below bottom level of the tank sump to allow all material to discharge completely from tank			
3 Pump to be cleaned automatically during clean out cycle			

	Meets or Exceeds Specifications		Exceptions to Specifications
	Yes	No	
2 BODY: (Continued)			
D. HEATING SYSTEM:			
1 Diesel fired burners two in quantity			
2 Flue tubes to run through tank and exit through			
3 exhaust stack at rear of tank			
4 Stainless steel flue liners			
5 Auto thermostat control			
E. SPRAY BAR:			
1 Full circulating spray bar with hydraulic wings.			
2 Hydraulic spray bar shifting, lifting and wing folding			
3 Total length of spray bar is 14', 8' center section and two 2' sections on each side along with 1' extensions that can be installed on each side.			
4 Wings must break away forward and backward to prevent damage and for protection in collision forward or reverse			
5 Limit switches to prevent accidental spray when wings are in upright position			
6 Standard spray bar with straight line stop and start			
7 Spray valves to be 4" on centers			
8 Nozzles will be V-slot brass			
9 Electronic switch to control bar sections individually located in the cab of the truck			
10 Bar to be equipped with hydraulic extend and raise-lower with adjustable control for spray bar height stop			
11 Bar latches for secure travel			
12 Electric air on-off in 1' increments			
F. CONTROLS AND INSTRUMENTATION:			
1 System with digital readout +/- 1% per square yard.			
2 In cab computer control of all distributor functions			
3 Circulate/spray master switch			
4 Computer control system will have accurate speed measurement to determine ground speed for application rate.			
5 In cab controls to include			
a Individual spray bar section on/off			
b Application rate adjustment			
c Distance/Volume used reset			
d Display selection			
6 In cab instrumentation to illuminated display			
a Tank contents			
b Application rate in gallons per square yard			
c Pump rate in gallons per minute			
d Distance traveled (resettable)			
e Volume used (resettable)			

CITY OF OSKALOOSA - BID SPECIFICATIONS FOR NEW ASPHALT DISTRIBUTOR

	Meets or Exceeds Specifications		Exceptions to Specifications
	Yes	No	
2 BODY: (Continued)			
F. CONTROLS AND INSTRUMENTATION: (Continued)			
7 Master controls on rear of truck to include			
<i>a Load / unload / transfer</i>			
<i>b Tank circulate</i>			
<i>c Hand spray</i>			
<i>d Automatic clean out cycle</i>			
<i>e Cab control</i>			
<i>a Burner on / off</i>			
<i>b Thermostat burner control</i>			
<i>c Pump speed</i>			
<i>d Pump direction</i>			
8 Programable computer system to allow for future updates.			
G. COLOR			
1 factory standard, black			
H. REAR DIRECTIONAL LIGHTS:			
1 LED rubber mounted at rear of asphalt tank			
2 Truck Light or Signal Stat brands			
I. REFLECTORS:			
Four reflectors installed on rear corners (two each side) bolted or screwed on			
J. FENDERS & FLAPS:			
1 Diamond plate aluminum fenders with mud flaps front and rear			
2 Eight foot flap mounted between spray bar and axle			
K. ASPHALT BODY MANUALS:			
1 One complete owner-operator manuals			
2 One complete service and repair manual			
3 One complete parts manual			
4 One electrical schematic			
3 GENERAL:			
A TRAINING			
1 Successful bidder shall provide four hours of training at the City of Oskaloosa Public Works Complex			
B DELIVERY			
1 The completed units (F.O.B. City Public Works Department, 804 South D Street, Oskaloosa, IA-52577) shall be delivered within 120 calendar days after the date of the City Purchase Order.			

CITY OF OSKALOOSA - BID SPECIFICATIONS FOR NEW ASPHALT DISTRIBUTOR

	Meets or Exceeds	Exceptions
	Specifications	to
	Yes	No
		Specifications

3 GENERAL: (Continued)

C COMPLETE UNIT SERVICE & WARRANTY

State warranty terms and conditions including those of other manufacturers if applicable:

CAB & CHASSIS: _____

ENGINE: _____

TRANSMISSION: _____

ASPHALT BODY: _____

(Warranty period will begin after acceptance by the City - not upon delivery)

D BID PRICE:

- | | |
|---|----------|
| 1 Initial bid price: | \$ _____ |
| 2 Trade-in allowance (optional) is to be considered on the vehicle listed below. Trade-in provision is optional for the vendor and the City. Unit can be inspected at the City Public Works Department from 8:00 a.m. to 3:00 p.m., Monday through Friday by appointment (641) 673-7472. Trade-in will not be released until new unit is received, inspected by City personnel and is operating.
1978 Ford C800, VIN: C80JVCF3793 with 1986 Etnyre 1500 gallon tank, model BT-HL, S/N 8766 | |
| | \$ _____ |
| 3 Net bid price with any trade-in: | \$ _____ |
| 4 Award will be based on D.1. or D.3. | \$ _____ |

NAME OF COMPANY	ADDRESS	TELEPHONE
_____	_____	_____
_____	_____	_____
_____	_____	_____

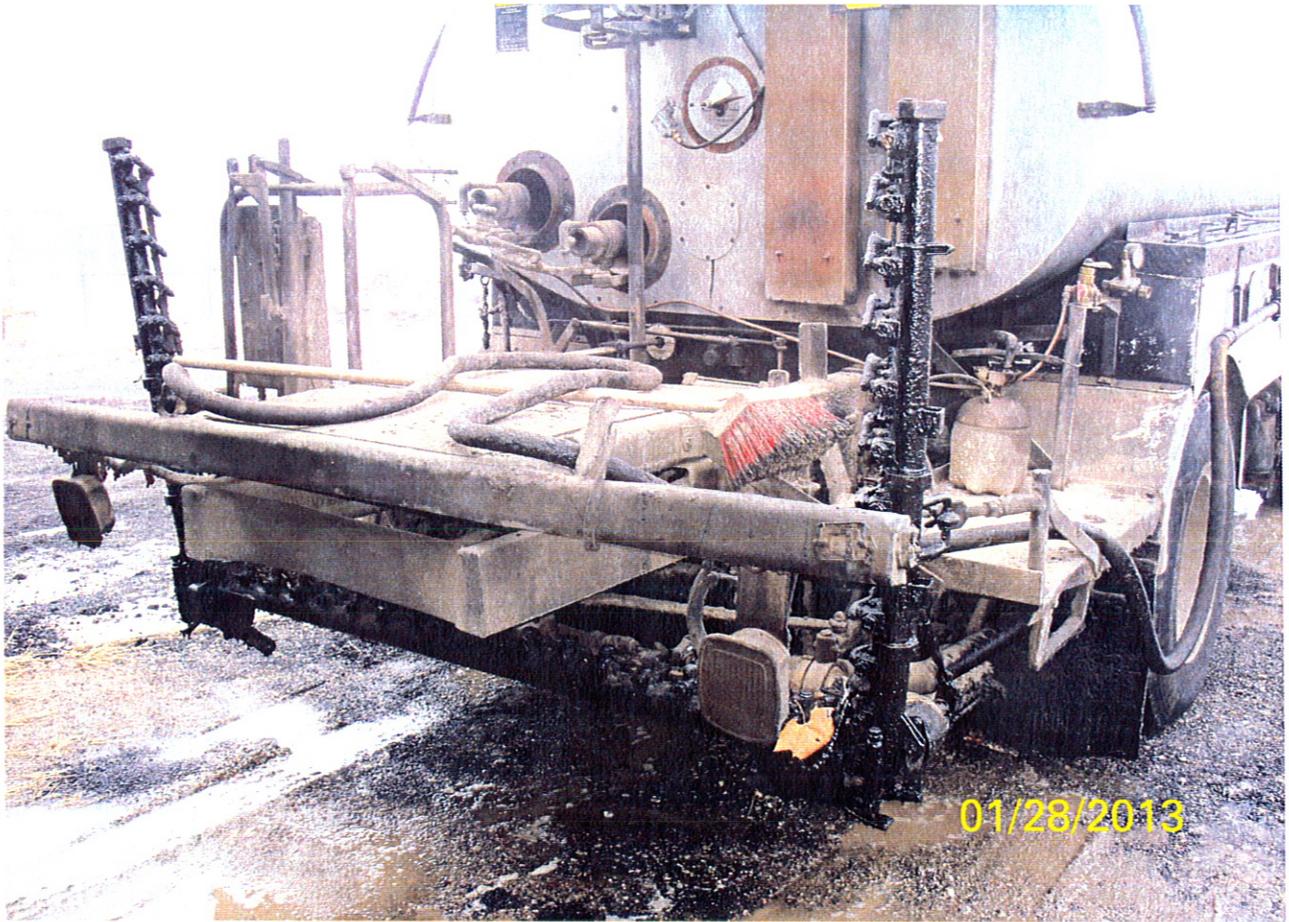
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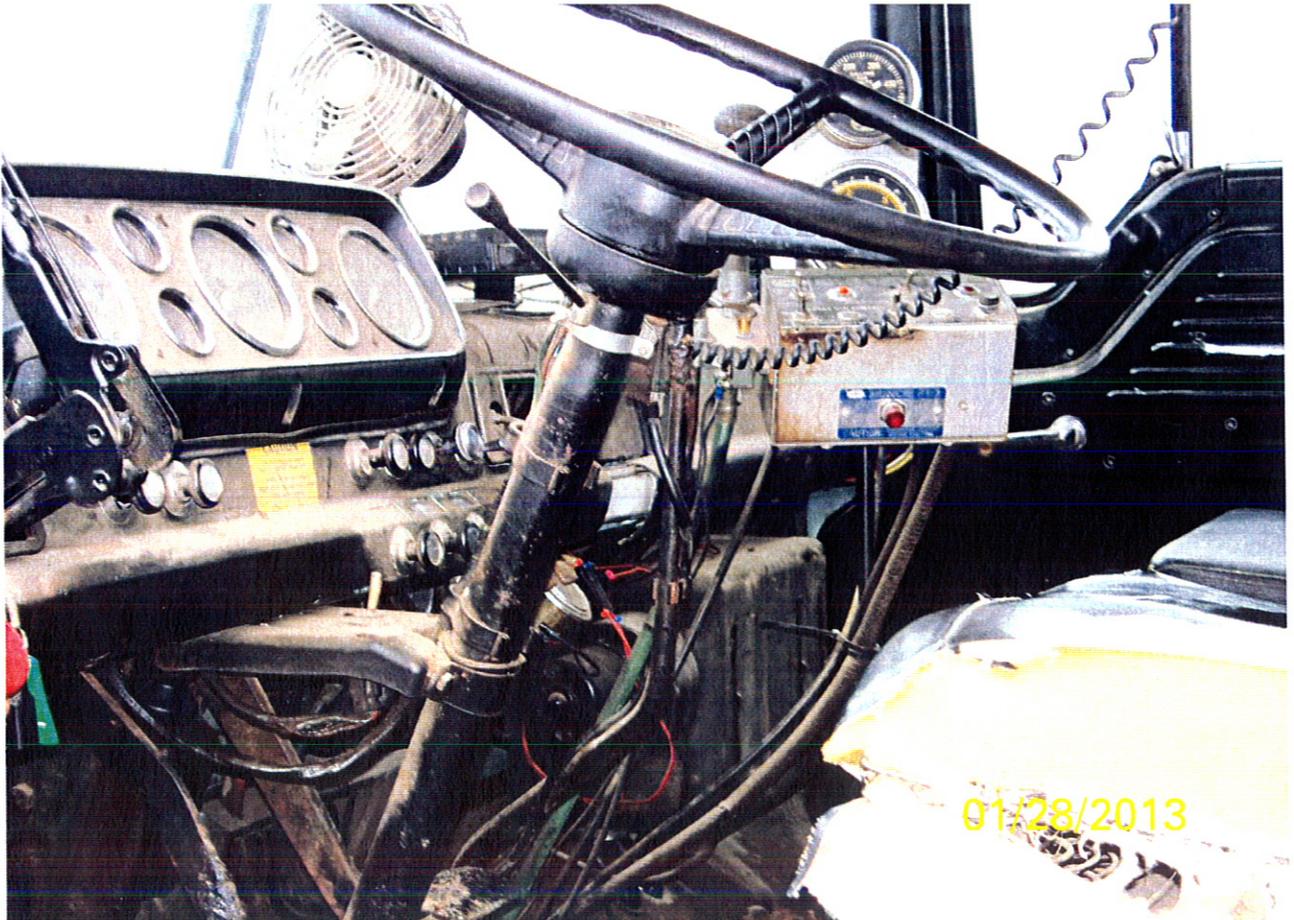
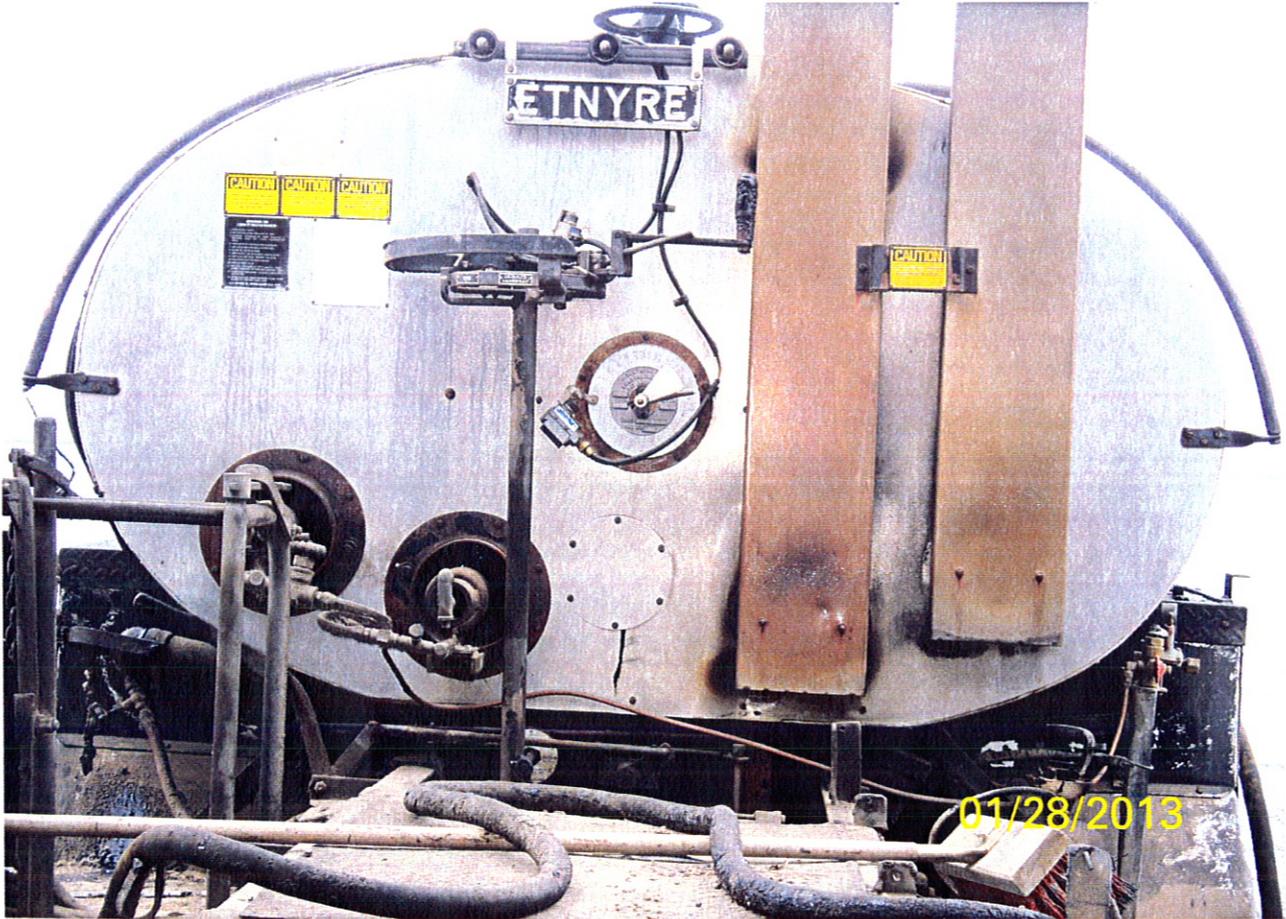
Payment will not be made until the unit is received at the City Shop, checked by City personnel and any and all discrepancies are corrected

Vendor shall list any exceptions to these specifications. Vendor will supply all manuals with unit at time of delivery.

If there are any questions, please contact Akhilesh Pal, Public Works Department, 804 South D Street, Oskaloosa, IA-52577 or (641) 673-7472.







*Purchased in 1995
for \$33,000 used.*

1986 ASPHALT DISTRIBUTOR
EQUIPMENT MAINTENANCE REPORT

1986-ASPHALT DISTRIBUTOR
YEAR OF PURCHASE - 1995 -
PURCHASE PRICE - \$33,000.00 -

474 Year	Maintenance				Repair				Totals			
	labor	parts	vendor	total	labor	parts	vendor	total	labor	parts	vendor	total
1995	\$0.00	\$0.00	\$0.00	\$0.00	\$483.96	\$647.90	\$9.42	\$1,453.31	\$483.96	\$647.90	\$9.42	\$1,141.28
1996	\$147.95	\$15.65	\$0.00	\$257.08	\$546.05	\$108.95	\$0.00	\$1,000.02	\$693.99	\$124.60	\$0.00	\$818.59
1997	\$204.99	\$15.15	\$0.00	\$356.14	\$403.95	\$451.94	\$0.00	\$1,123.89	\$608.94	\$467.09	\$0.00	\$1,076.03
1998	\$0.00	\$0.00	\$0.00	\$0.00	\$253.78	\$82.71	\$0.00	\$512.49	\$253.78	\$82.71	\$0.00	\$336.49
1999	\$200.10	\$70.18	\$0.00	\$406.28	\$1,021.11	\$383.97	\$0.00	\$2,099.08	\$1,221.22	\$454.15	\$0.00	\$1,675.37
2000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2001	\$124.09	\$14.78	\$0.00	\$219.87	\$344.70	\$1,541.69	\$0.00	\$2,111.39	\$468.80	\$1,556.47	\$0.00	\$2,025.27
2002	\$200.10	\$14.85	\$0.00	\$358.95	\$698.96	\$1,231.50	\$0.00	\$2,433.46	\$899.06	\$1,246.35	\$0.00	\$2,145.41
2003	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2004	\$292.63	\$16.30	\$0.00	\$511.18	\$0.00	\$0.00	\$0.00	\$0.00	\$292.63	\$16.30	\$0.00	\$308.93
2005	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,351.96	\$3,351.96	\$0.00	\$0.00	\$0.00	\$3,351.96
2006	\$1,227.83	\$228.48	\$0.00	\$2,271.31	\$349.52	\$559.30	\$0.00	\$1,140.82	\$1,577.34	\$787.78	\$0.00	\$2,365.12
2007	\$27.67	\$65.00	\$0.00	\$112.67	\$99.62	\$1,644.43	\$41.38	\$1,857.43	\$127.29	\$1,709.43	\$41.38	\$1,878.10
2008	\$797.66	\$239.30	\$0.00	\$1,601.96	\$903.54	\$445.30	\$0.00	\$1,988.84	\$1,701.20	\$684.60	\$0.00	\$2,385.80
2009	\$1,455.01	\$791.15	\$0.00	\$3,256.16	\$2,339.53	\$2,069.51	\$0.00	\$6,033.04	\$3,794.54	\$2,860.66	\$0.00	\$6,655.20
2010	\$0.00	\$0.00	\$0.00	\$0.00	\$2,271.15	\$702.72	\$0.00	\$4,518.87	\$2,271.15	\$702.72	\$0.00	\$2,973.87
2011	\$0.00	\$0.00	\$0.00	\$0.00	\$870.00	\$457.24	\$0.00	\$1,907.24	\$870.00	\$457.24	\$0.00	\$1,327.24
Total	\$4,678.03	\$1,470.84	\$0.00	\$9,351.60	\$10,585.87	\$10,327.16	\$3,402.76	\$31,531.84	\$15,263.89	\$11,798.00	\$3,402.76	\$30,464.65



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE:

Consider a resolution authorizing the acceptance of the Certificate of Substantial Completion and approving Pay Request No. 6 in the amount of \$28,617.16 to Cornerstone Excavating, Inc. for the North Green Street Paving Project.

EXPLANATION:

The City of Oskaloosa has received Pay Request No. 6 from Cornerstone Excavating, Inc. for reducing the retainage on the construction contract from 5% (47,695.27) to 2% (\$19,078.11) of the North Green Street Paving Project. The reduced retainage is in compliance with the Iowa Code for substantial work completion. This reduced retainage of 2% (\$19,078.11) is approximately two times the value of work yet to be performed.

The construction items to be completed are seeding, pavement joint sealing, and pavement surface smoothness correction. These construction items cannot be completed until the weather improves next spring. However, a substantial part of the project is completed and North Green Street is open to traffic.

The current contract price for the construction work is \$953,905.34. With Council's approval, Pay Request No. 6 will bring the total amount paid to \$934,827.23, which represents 98 percent of the contract price, with the remaining amount due being only the retainage amount of \$19,078.11, which represents 2 percent of the contract price.

City staff recommends Council approve Pay Request No. 6 to Cornerstone Excavating in the amount of \$28,617.16 for work completed to date on the North Green Street Paving Project.

BUDGET CONSIDERATION:

\$28,617.16 for Pay Request No. 6 from the North Green Street Paving Project Fund.

RECOMMENDED ACTION:

Consider approval of Pay Request No. 6 in the amount of \$28,617.16 for the North Green Street Paving Project to Cornerstone Excavating.

ATTACHMENTS:

Resolution, Application for Payment No. 6, Certificate of Substantial Work Completion, and letter from Garden & Associates.

RESOLUTION NO. _____

RESOLUTION ACCEPTING THE CERTIFICATE OF SUBSTANTIAL COMPLETION FOR
THE NORTH GREEN STREET PAVING PROJECT

WHEREAS, the City of Oskaloosa, Iowa entered into a contract with Cornerstone Excavating, Inc. for the "North Green Street Paving Project" (will be known as the "Project"); and

WHEREAS, the Engineer and Contractor have now certified to the City Clerk that work is completed as of December 6, 2012, as shown in the "Certificate of Substantial Completion"; and

WHEREAS, the Engineer and City Staff have recommended to approve the "Certificate of Substantial Completion" for this project; and

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

Section 1. That it is hereby found and determined that the "Certificate of Substantial Completion" be and are hereby accepted and approved.

Section 2. That all resolutions or parts of resolutions in conflict herewith be, and the same, are hereby repealed to the extent of such conflict.

PASSED AND APPROVED the _____ day of February, 2013.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

APPLICATION FOR PAYMENT NO. 6

To: City of Oskaloosa (OWNER)

From: Cornerstone Excavating, Inc. (CONTRACTOR)

Contract: North Green Street Improvement Project - Oskaloosa, Iowa

Project: North Green Street Improvement Project - Oskaloosa, Iowa

OWNER's Contract No.: _____ ENGINEER's Project No.: 5010024

For Work Accomplished Through the Date of: 1/2/13

1. Original Contract Price:		\$ 979,960.40
2. Net Change by Change Orders and Written Amendments (+ or -):		\$ (26,055.06)
3. Current Contract Price (1 plus 2):		\$ 953,905.34
4. Total Completed and Stored to Date:		\$ 953,905.34
5. Retainage (Per Agreement):		
2% of Completed Work:	\$ 19,078.11	
0% of Stored Material:		
Total Retainage:		\$ 19,078.11
6. Total Completed and Stored to Date Less Retainage (4 minus 5):		\$ 934,827.23
7. Less Previous Application for Payments:		\$ 906,210.07
8. DUE THIS APPLICATION (6 MINUS 7)		\$ 28,617.16

Accompanying Documentation:

CONTRACTOR'S Certification:

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied on account to discharge CONTRACTOR's legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered -- through -- inclusive; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application of Payment will pass to OWNER at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective.

Payment of the above AMOUNT DUE THIS APPLICATION is requested.

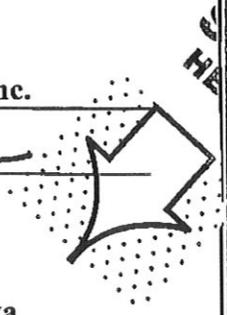
Dated: _____
By: Cornerstone Excavating
(CONTRACTOR)

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated: 1/10/13
By: Garden & Associates, Inc.
(ENGINEER)

Payment of the above AMOUNT DUE THIS APPLICATION is approved.

Dated: _____
By: City of Oskaloosa, Iowa
(OWNER)



CERTIFICATE OF SUBSTANTIAL COMPLETION

DATE OF ISSUANCE 1/4/13

OWNER City of Oskaloosa, Iowa
CONTRACTOR Cornerstone Excavating, Inc.
Contract: North Green Street Improvement Project, Oskaloosa, Iowa
Project: North Green Street Improvement Project, Oskaloosa, Iowa
OWNER's Contract No. NA ENGINEER's Project No. 5010024

This Certificate of Substantial Completion applies to all Work under the Contract Documents or to the following specified parts thereof: All work.

To City of Oskaloosa, Iowa
OWNER

And To Cornerstone Excavating, Inc.
CONTRACTOR

The Work to which this Certificate applies has been inspected by authorized representatives of OWNER, CONTRACTOR and ENGINEER, and that Work is hereby declared to be substantially complete in accordance with the Contract Documents on

December 6, 2012
DATE OF SUBSTANTIAL COMPLETION

A tentative list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and failure to include an item in it does not alter the responsibility of the CONTRACTOR to complete all of the Work in accordance with the Contract Documents. The items in the tentative list shall be completed or corrected by CONTRACTOR ~~within ___ days of the above date of Substantial Completion~~ on or before May 13, 2013.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties and guarantees shall be as follows:

OWNER: Operation and maintenance of facilities, insurance of facilities and utilities

CONTRACTOR: Correct work found to be defective for period of 2 years following date of Final Acceptance of Work; insure contractor's construction operations through the end of correction

The following documents are attached to and made a part of this Certificate:
Tentative list of items to be completed or corrected, dated January 4, 2013

This certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract Documents.

Executed by ENGINEER on 1/10/13
Date

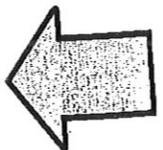
Garden & Associates, Ltd.
ENGINEER
By: *Robert Miller*
(Authorized Signature)

CONTRACTOR accepts this Certificate of Substantial Completion on 1-9-13
Date

Cornerstone Excavating, Inc.
CONTRACTOR
By: *[Signature]*
(Authorized Signature)

OWNER accepts this Certificate of Substantial Completion on _____
Date

City of Oskaloosa, Iowa
OWNER
By: _____
(Authorized Signature)



Tentative List of Items to be Completed or Corrected
North Green Street Improvement Project
Oskaloosa, Iowa
January 4, 2013

1. Clean and reseal pavement joints where sealant did not adhere to joint surface.
2. Reseed areas as directed by Owner where seeded areas are not in a live, healthy, growing, and well established condition.
3. Correct pavement smoothness in accordance with specifications.



GARDEN & ASSOCIATES, LTD.

1701 3rd Avenue East, Suite 1 • P.O. Box 451 • Oskaloosa, IA 52577

Phone: 641.672.2526 • Fax: 641.672.2091

January 10, 2013

Akhilesh Pal, Public Works Director
City of Oskaloosa Engineering Dept.
804 South D Street
Oskaloosa, IA 52577

Re: North Green Street Improvement Project
Oskaloosa, Iowa
G&A Project No. 5010024

Dear Akhilesh:

As we have previously discussed, the Contractor has requested the retainage on his construction contract be reduced in accordance with Section 26.13 of the Iowa Code. Subsequently you will find enclosed three (3) copies each of the Certificate of Substantial Completion and Application for Payment No. 6. This application for payment reduces the retainage from 5% to 2% which is equal to approximately 200% of the value of work yet to be performed.

Please review these documents and if everything is in order, present them to the City Council for approval. If approved, have the Mayor sign and date all three (3) copies of each document and forward one set to the Contractor along with a check in the amount of \$28,617.16, return one set to us, and keep the other for your file.

If you have any questions, please don't hesitate to contact me.

Sincerely,

GARDEN & ASSOCIATES, LTD.

Robert A. Nielsen, P.E.

Enc: Certificate of Substantial Completion (3 copies)
Pay App. No. 6 (3 copies)

RAN/ng

ENGINEERS AND SURVEYORS
OSKALOOSA, IOWA CRESTON, IOWA

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: February 4, 2013

REQUESTED BY: COUNCIL
APPOINTED STAFF

ITEM TITLE: REPORT ON ITEMS FROM CITY STAFF.

- a) City Manager.
 - I. Water Board FY 2013 Budget Amendment and FY 2014 Budget presentation
- 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: February 4, 2013

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.