CITY OF OSKALOOSA CITY COUNCIL MEETING
REGULAR SESSION

COUNCIL CHAMBERS – CITY HALL, 220 S. MARKET STREET
MARCH 18, 2013 – 6:00 P.M.

AGENDA

CALL TO ORDER – 6:00 P.M.

ITEM 1. INVOCATION: Pastor Bill Tvedt, Jubilee Family Church

ITEM 2. PLEDGE OF ALLEGIANCE.

ITEM 3. ROLL CALL.

ITEM 4. COMMUNITY COMMENTS.

ITEM 5. CONSIDER ADOPTION OF CONSENT AGENDA AS PRESENTED OR AMENDED.
All items appearing on the Consent Agenda are considered routine by the City Council and shall be enacted by one motion. If discussion is desired, that item shall be removed and discussed separately.

a) **Approval of Council Minutes and Actions, subject to corrections, as recommended by the City Clerk.**
   1. March 4, 2013 Regular City Council Meeting Minutes
   2. March 18, 2013 Agenda

b) **Receive and file minutes of Boards and Commissions** (ANY RECOMMENDATIONS CONTAINED IN MINUTES BECOME EFFECTIVE ONLY UPON SEPARATE COUNCIL ACTION).
   1. March 11, 2013 Planning and Zoning Commission Minutes
   2. February 25, 2013 Library Board Minutes
   3. March 11, 2013 Water Board Minutes

c) **Claims**
   1. Consider approval of payment of $59,900 to Jack Dee Barnard for purchase of real estate at 801 A Avenue West.

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

   New:
   1. Consider approval of an application for a 5 day Class A Liquor License (Private Club) from Pheasants Forever, Inc., dba Mahaska County Pheasants Forever effective April 5, 2013 at the Penn Central Mall.

2. Consider approval of an application for a Class B Beer Permit with Outdoor Service from Southern Iowa Fair and Exposition effective April 1, 2013 at 615 North I Street.

Renewal/Transfers:

1. Consider approval of a renewal application for a Class A Liquor License (Private Club) from Aerie No. 276 Fraternal Order of Eagles, 215 High Avenue East.

Resolutions:

1. Consider a resolution adopting supplement to the Oskaloosa Municipal Code of Ordinances through Ordinance No. 1332.
2. Consider a resolution setting date for a public hearing to consider an ordinance to vacate 57' x 16.5' of the north-south public alley adjacent to 1221 South 2nd Street and for the sale of said public alley right-of-way.
3. Request from United Way of Mahaska County for use of city streets and the recreation trail for the 5th Annual Live United 5K & Family Day run/walk event.

Ordinances:

None.

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

ITEM 6. REQUESTS FROM THE COMMUNITY.

a) Request from The American Cancer Society's Relay for Life of Mahaska County Committee for Relay for Life event.

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

a) Consider appointment of an individual to the Civil Service Commission.

REGULAR AGENDA – PUBLIC HEARING ITEMS:

ITEM 8. CONSIDER A RESOLUTION APPROVING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COSTS FOR THE MALL PARKING LOT IMPROVEMENT PROJECT. (PUBLIC HEARING)

ITEM 9. CONSIDER A RESOLUTION APPROVING AWARD OF CONTRACT FOR THE EAST MALL PARKING IMPROVEMENTS PROJECT TO TK CONCRETE, INC. IN AN AMOUNT NOT TO EXCEED $260,336.00, AND AUTHORIZE THE CITY MANAGER TO UTILIZE AN

ADDITIONAL TEN PERCENT ($26,000.00) FOR PROJECT CONTINGENCY. (PUBLIC HEARING)

REGULAR AGENDA – RESOLUTIONS & MOTIONS:

ITEM 10. CONSIDER A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AND DELIVER ALL NECESSARY DOCUMENTS IN CONNECTION WITH THE TRANSPORTATION ALTERNATE (TA) PROGRAM APPLICATION FOR NEW SIDEWALKS AS RECOMMENDED UNDER THE SAFE ROUTES TO SCHOOL PLAN.

ITEM 11. CONSIDER A RESOLUTION ADOPTING A REVISED FEE SCHEDULE FOR THE CITY OF OSKALOOSA.

ITEM 12. REPORT ON ITEMS FROM CITY STAFF.

a) City Manager.

b) City Clerk.

c) City Attorney.

ITEM 13. CITY COUNCIL INFORMATION.

ADJOURNMENT

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

OSKALOOSA
IOWA

COUNCIL COMMUNICATION

MEETING DATE: March 18, 2013

REQUESTED BY: Michael Schrock,
City Manager

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

1. Invocation: Pastor Bill Tvedt, Jubilee Family Church
2. Pledge of Allegiance
3. Roll Call: _____ Mayor David Krutzfeldt, Council Members:

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

_____ Ver Steeg, _____ Walling, _____ Yates.

EXPLANATION:

Not applicable.

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS: None

OSKALOOSA
IOWA

CITY COUNCIL COMMUNICATION

MEETING DATE: March 18, 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 approval of payment of $59,900 to Jack Dee Barnard for purchase of real estate at 801 A Avenue West.**

Item 3. **Consider approval of an application for a 5 day Class A Liquor License (Private Club) from Pheasants Forever, Inc. dba Mahaska County Pheasants Forever effective April 5, 2013 at the Penn Central Mall.**
- No complaints received.

Item 4. **Consider approval of an application for a Class B Beer Permit with Outdoor Service from Southern Iowa Fair and Exposition effective April 1, 2013 at 615 North I Street.**
- No complaints received.

Item 5. **Consider approval of a renewal application for a Class A Liquor License (Private Club) from Aerie No. 276 Fraternal Order of Eagles, 215 High Avenue East.**
- No complaints received.

Item 6. **Consider a resolution adopting supplement to the Oskaloosa Municipal Code of Ordinances through Ordinance No. 1332.**

Item 7. **Consider a resolution scheduling a public hearing on vacation and sale of 57' x 16.5' of the north-south public alley adjacent to 1221 South 2nd Street.**

Item 8. **Consider approval of a request from United Way of Mahaska County for use of city streets and the recreation trail for the 5th Annual Live United 5K & Family Day run/walk event.**

OSKALOOSA
IOWA

CITY COUNCIL COMMUNICATION

MEETING DATE: March 18, 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. March 4, 2013 Regular City Council Meeting Minutes
    2. March 18, 2013 Agenda

B. Receive and file the following reports and communications from advisory and operating boards and commissions:
    1. March 11, 2013 Planning and Zoning Commission Minutes
    2. February 25, 2013 Library Board Minutes
    3. March 11, 2013 Water Board Minutes

ATTACHMENTS:
March 4, 2013 Regular City Council Meeting Minutes
March 11, 2013 Planning and Zoning Commission Minutes
February 25, 2013 Library Board Minutes
March 11, 2013 Water Board Minutes

OSKALOOSA CITY COUNCIL
REGULAR MEETING
March 4, 2013

The Oskaloosa City Council met in regular session on Monday, March 4, 2013, at 6:00 p.m. with Mayor Krutzfeldt presiding and the following members answering roll call: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg and Walling. Absent: Yates.

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

1. February 19, 2013 Regular City Council Meeting Minutes
2. February 27, 2013 Special City Council Meeting Minutes
3. March 4, 2013 Agenda
4. Receive and file the following reports and communications from advisory and operating boards and commissions:
   a. February 4, 2013 Airport Commission Minutes
   b. February 25, 2013 Housing Trust Fund Committee Special Meeting Minutes
5. Claims for February 2013.
6. Application for a 5 day Class B Beer Permit with Native Wine and Outdoor Service from Oskaloosa Area Chamber & Development Group effective May 29, 2013 at South 1st Street between High Avenue East and 1st Avenue East.
7. Application for a 5 day Class B Beer Permit with Native Wine and Outdoor Service from Oskaloosa Area Chamber & Development Group effective June 5, 2013 at South 1st Street between High Avenue East and 1st Avenue East.
8. Application for a 5 day Class B Beer Permit with Native Wine and Outdoor Service from Oskaloosa Area Chamber & Development Group effective June 12, 2013 at South 1st Street between High Avenue East and 1st Avenue East.
9. Application for a 5 day Class B Beer Permit with Native Wine and Outdoor Service from Oskaloosa Area Chamber & Development Group effective June 19, 2013 at South 1st Street between High Avenue East and 1st Avenue East.
10. Application for a 5 day Class B Beer Permit with Native Wine and Outdoor Service from Oskaloosa Area Chamber & Development Group effective June 26, 2013 at South 1st Street between High Avenue East and 1st Avenue East.
11. Renewal application for a Class E Liquor License with Carryout Wine & Beer from Hy-Vee, Inc., 110 South D Street.
12. Renewal application for a Class B Beer permit (includes wine coolers) with Outdoor Service from MK Golf Shops dba Matt Sherlock PGA PRO, 1608 Edmundson Drive.
13. Renewal application for a Special Class C Liquor License (BW) from Taso's Inc. dba Taso's Steakhouse, 109-111 High Avenue West.

The roll was called and the vote was:

AYES: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg and Walling
NAYS: None
Whereupon the Mayor declared said motion approved.

Walling introduced Resolution No. 13-03-20 entitled "RESOLUTION ESTABLISHING 2013-14 SALARY SCHEDULE FOR NONUNION EMPLOYEES" and moved its approval. Jimenez seconded the motion. The roll was called and the vote was:

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

Whereupon the Mayor declared said resolution duly adopted.

Ver Steeg introduced "AN ORDINANCE TO REMOVE THE EXISTING "NO PARKING ZONE" ALONG THE EAST SIDE OF SOUTH M STREET FROM 3RD AVENUE WEST TO 600 FEET SOUTH OF THIRD AVENUE WEST" and moved its approval on the third reading. Moore seconded the motion. The roll was called and the vote was:

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

Whereupon the Mayor declared said ordinance duly adopted. The ordinance was assigned No. 1334.

Ver Steeg introduced "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" and moved its approval on the third reading. Moore seconded the motion. The roll was called and the vote was:

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

Whereupon the Mayor declared said ordinance duly adopted. The ordinance was assigned No. 1335.

The Mayor announced there were vacancies on the Building Code Board of Appeals, Board of Adjustment, Municipal Housing Agency and Civil Service Commission.

The Mayor announced this was the time and place for the public hearing on the Fiscal Year 2013 Budget Amendment and that citizens would now have an opportunity to comment. There were no oral or written comments received. The Mayor declared said hearing closed.

Jimenez introduced Resolution No. 13-03-21 entitled "A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2013" and moved its approval. Caligiuri seconded the motion. The roll was called and the vote was:

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

Whereupon the Mayor declared said resolution duly adopted.

The Mayor announced this was the time and place for the public hearing on the Fiscal Year 2014 Budget and Tax Levy and that citizens would now have an opportunity to comment. There were no oral or written comments received. The Mayor declared said hearing closed.

Caligiuri introduced Resolution No. 13-03-22 entitled "RESOLUTION ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2014" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg and Walling
NAYS: None
Whereupon the Mayor declared said resolution duly adopted.

The Mayor announced this was the time and place for the public hearing on changing the zoning of property located at 805 South 6th Street and 819 South 6th Street from Urban-Family Residential (R-2) District to Urban-Family Residential with Conditional Planned Use Overlay (R-2/CP) District and that citizens would now have an opportunity to comment. Jerry Slobe, P.O. Box 515, commented. There were no written comments received. The Mayor declared said hearing closed.

Ver Steeg introduced "AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY CHANGING THE ZONING OF CERTAIN PROPERTY LOCATED AT 805 SOUTH 6TH STREET AND 819 SOUTH 6TH STREET FROM URBAN-FAMILY RESIDENTIAL (R-2) DISTRICT TO URBAN-FAMILY RESIDENTIAL WITH CONDITIONAL PLANNED USE OVERLAY (R-2/CP) DISTRICT" and moved its approval on the first reading. Jimenez seconded the motion. It was moved by Ver Steeg, seconded by Moore to waive the rules requiring three separate readings of an ordinance. The roll was called for suspension of the rules and the vote was:

AYES: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg and Walling
NAYS: None
Whereupon the Mayor declared said motion approved. The roll was called for final passage of the ordinance and the vote was:

AYES: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg and Walling
NAYS: None
Whereupon the Mayor declared said ordinance duly adopted. The ordinance was assigned No. 1336.

Moore introduced "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 PENALITIES FOR THE VIOLATION THEREOF" and moved its approval on the third reading. Ver Steeg seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Moore, Van Zetten and Ver Steeg
NAYS: Jimenez and Walling
Whereupon the Mayor declared said ordinance duly adopted. The ordinance was assigned No. 1337.

Moore introduced Resolution No. 13-03-23 entitled "A RESOLUTION AWARDING A BID AND AUTHORIZING A CONTRACT WITH JAMES W. BELL CO., INC. IN THE AMOUNT OF $138,779.50 FOR THE PURCHASE OF ONE (1) ASPHALT DISTRIBUTOR TRUCK FOR USE BY THE STREETS DIVISION" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg and Walling
NAYS: None
Whereupon the Mayor declared said resolution duly adopted.

Jimenez introduced Resolution No. 13-03-24 entitled "RESOLUTION FOR PRELIMINARY APPROVAL OF PLANS, SPECIFICATIONS, AND ESTIMATED COST; SETTING DATE OF PUBLIC HEARING ON PLANS, SPECIFICATIONS, AND ESTIMATED COST; AND ORDERING THE ADVERTISEMENT FOR BIDS ON THE SOUTH 7TH STREET (A AVENUE TO 6TH AVENUE) PAVEMENT REHABILITATION PROJECT" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg and Walling
NAYS: None
Whereupon the Mayor declared said resolution duly adopted.

Moore introduced Resolution No. 13-03-25 entitled "A RESOLUTION APPROVING A PURCHASE AGREEMENT IN THE AMOUNT OF $60,000 BETWEEN THE CITY OF OSKALOOSA, IOWA AND JACK DEE BARNARD FOR REAL ESTATE LOCATED AT 801 A AVENUE WEST" and moved its approval. Caligiuri seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg and Walling
NAYS: None
Whereupon the Mayor declared said resolution duly adopted.

It was moved by Moore, seconded by Caligiuri to approve Amendment No. 1 to the Professional Services Agreement with Garden and Associates, LTD. for engineering services for the Trolley Place Storm Sewer Project in the amount of thirty-five thousand dollars ($35,000). The roll was called and the vote was:

AYES: Caligiuri, Jimenez, Moore, Ver Steeg and Walling
NAYS: Van Zetten
Whereupon the Mayor declared said motion approved.

It was moved by Moore, seconded by Ver Steeg that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 7:08 p.m.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

CITY OF OSKALOOSA
MINUTES OF PLANNING & ZONING COMMISSION MEETING
March 11, 2013

A regularly scheduled meeting of the Planning and Zoning Commission for the City of Oskaloosa was called to order at 4:30 p.m. on Monday, March 11, 2013, by Chairmen Jon Zobel, at 220 South Market Street, Oskaloosa, Iowa. COMMISSION MEMBERS PRESENT: Chairmen Jon Zobel, Brian Booy, Holden Barnhart, Dan Karow, and R. D. Keep; COMMISSION MEMBERS ABSENT: Charlie Comfort and Michelle Purdum; CITY STAFF PRESENT: Public Works Director: Akhilesh Pal;

Minutes from the February 11, 2013 Planning and Zoning meeting.
Barnhart moved, Karow seconded to approve the minutes from the February 11, 2013 Planning and Zoning meeting. The vote was: YES – Zobel, Barnhart, Booy, Karow, and Keep; No – none; Absent – Comfort and Purdum; Motion carried.

Consider vacation and sale of 57' X 16.5' of the North-South alley adjacent to 1221 South 2nd Street.
Members discussed about the utility infrastructure, public use of alley, and property corners. Keep moved, Karrow seconded to deny the alley vacate request. The vote was: YES – Zobel, Barnhart, Booy, Karow, and Keep; No – none; Absent – Comfort and Purdum; Motion carried.

Attendance policy for members of the commission.
Pal presented the revised attendance policy that was adopted on February 11, 2013. All board members wanted staff to adopt the attendance policy as a city ordinance. Barnhart moved, Karrow seconded to approve the revised attendance policy. The vote was: YES – Zobel, Barnhart, Booy, Karow, and Keep; No – none; Absent – Comfort and Purdum; Motion carried.

Chairmen Zobel adjourned the meeting at 4:42 PM.

Minutes by Akhilesh Pal

MINUTES

OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY – FEBRUARY 25, 2013 -- 4:00 P.M.

The meeting was called to order by Trustee Michael Collins. Roll call was taken by Board secretary Susan Hasso with Trustees Judy Bishop, Chris Harbour, Jane Ireland, Sally Posovich, and Candace Slobe present. Also present was Library Director William Ottens. Trustee Mike Sytsma arrived later.

Minutes: Collins called for a motion to approve the minutes of the January 14, 2013, Board meeting. Motion was made by Harbour, seconded by Slobe, to approve the minutes of the January 14, 2013, Board meeting. Motion passed.

Board Correspondence, Public Input or Friends Report: None

Director's Report: Library Director William Ottens asked if there were any questions concerning his director's report that was in the Board packet. Ireland asked about the elementary school and pre-schools. William said that he and Youth Librarian Liz Anderson have met with some of the teachers, and they are planning on meeting with the three elementary school principals. William said that he plans to have Liz visit the elementary school, but not as often as before. Liz will also be working on managing the collection, planning programs, and other responsibilities. Ireland suggested organizing a group of volunteers that would go with Liz to the school and read to the children.

William told the Board that the toilet in the third floor women's bathroom was being fixed.

Committee Reports:
Staff Committee – Jane Ireland, chair: None.
Budget & Finance Committee – Judy Bishop, chair: None
Policy & Planning Committee – Candace Slobe, chair: A quorum of the Board has reviewed the Personnel Policy.
Technology Committee – Kathy Rothfus, chair: None.
Building & Grounds: None.

Unfinished Business: William asked the Board to review and affirm the City of Oskaloosa's Employee Handbook, which serves as the library's Personnel Policy. For State Accreditation, the policy must have a review and affirmation date no older than February 2010. A quorum of the Board has reviewed the Personnel Policy. Motion was made by Posovich, seconded by Bishop, to affirm the library's Personnel Policy. Motion passed

New Business:
Board By-laws Review: William asked the Board to review the Library Board of Trustees By-Laws. For State Accreditation, the by-laws must have a review and affirmation date no older than February 2010. Motion was made by Slobe, seconded by Harbour, to review and affirm the Library Board of Trustees By-laws. Motion passed.
Lib-Lime Annual Fee for Koha: William told the Board that he had received the invoice for the Lib-Lime annual fee, which is $2500. This is the cost for the hosting of the library's Integrated Library System (the database for all the materials in our catalog), the online public access catalog and tech support. The cost would come from the General Fund under Other Professional Services. Motion was made by Posovich, seconded by Ireland, to approve payment of the Lib-Lime invoice of $2500 to be taken from the General Fund under Other Professional Services. Motion passed.

Approval of Claims: Motion was made by Ireland, seconded by Bishop, to approve payment of the February claims. Motion passed.

President's Remarks: Sytsma said that since there is now a full Board, he will re-do committee assignments for next month. Since Sytsma was not present for the initial discussion of the elementary school and pre-schools, he asked a couple of questions. There was additional discussion by Board members as well as a summary of the earlier discussion.

Adjournment: Motion was made by Harbour, seconded by Bishop, to adjourn. Motion passed.

The next regular meeting will be on Monday, March 25, 2013, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso
Library Administrative Assistant
for the Board

OSKALOOSA WATER BOARD
REGULAR MEETING
3/11/13

Members Present:
Joe Ryan
Pete Settimi
Errin Keltner

Others Present:
Chad Coon
Sheryl Tomlinson
Ed Butler
Margaret Ratcliff
Jim Anderson
Jason Van Zetten

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

Minutes of the 2/11/13 regular meeting were read. A motion was made by Pete Settimi to approve the minutes. The motion was 2nd by Joe Ryan. The motion carried with all members voting yes.

The attached vouchers totaling $227,885.65 were presented for approval. A motion was made by Joe Ryan to approve the vouchers for payment. The motion was 2nd by Pete Settimi. The motion carried with all members voting yes. The Balance Statements were also reviewed. Motion by Joe Ryan and second by Pete Settimi to approve balance statements. Motion carried with all members voting yes. Errin Keltner entered the meeting at 5:15.

1. Customer Forum was first on the agenda. Joe asked for comments from those in attendance, there were none. Chad then updated the Board about the sump pump water issue on Marje Court. He stated that there was a residence on 15th Avenue East that was vacant that had suffered a plumbing failure and water was leaking in the house and subsequently reaching an old field tile that was then being picked up by the house on Marje Court. When the water was shut off to the vacant home the water entering the sump pump pit on Marje Court stopped.

2. Approve Annual Property and Casualty Insurance Package was next on the agenda. Ed Butler and Margaret Ratcliff were in attendance representing Butler-Brown Insurance (MidWest One) and presented their proposal which was for $50,819 with EMC Insurance. Jim Anderson was in attendance

representing Insurance Services Group and presented his proposal for similar coverage rates at a cost of $47,620 with Iowa Municipal Insurance. After both companies had a chance to present, and discussion between the Board and Chad, there was a motion by Pete Settimi to accept Insurance Services Group's proposal for $47,620. Second by Errin Keltner. Ayes all, motion passed.

3. General Manager's Update was next on the agenda. Chad talked to the Board about a number of different issues. He informed the Board that he had included the different bids for the skidsteer with their info packets showing the low bid from Hackert Sales and Service in Sully for the new 2011 Terex TSR 80. He also pointed out the meter report showing all meters 4" through 1" and their usage. He talked to the Board about changing out 37 of the meters at the start of the new budget year as they are already over the AWWA recommended usage. Chad then went on to talk about the meter change-out report which looked at the meters that were changed out in 2012 and what has happened to usage since that change-out. He informed the Board that he had run the unaccounted water report for 2012 and it showed a decrease from 2011. In 2011 the loss was at 31.4%, for 2012 it was down to 27.9%. Chad reiterated that this level was still unacceptable, but that progress was being made to reduce the unaccounted loss. Chad stated that he and Sheryl had started working on the 5 year capital budget spending plan along with looking at a rate structure for that 5 year period, but that there had not been enough time devoted to that to present anything yet. Chad updated the Board on the status of the office remodel. He said that he had spoken to both the City Attorney and the City Manager about steps that need to be taken to move forward while containing costs on the project. He said that he had asked Structural Engineers to prepare the construction documents and provide them to OMWD so that the process can continue to move forward. Errin stated that OMWD needed to include an exclusion clause for background checks on the contractors in the construction documents. The next item Chad talked about was the golf course water usage and how the Board wanted to move forward with charging for said usage. There was a long discussion that followed, with Councilman Van Zetten's participation as well. Chad stated that he needed a direction from the Board in order to discuss with the City Manager how to appropriately deal with the issue of both pool and golf course water usage. During the discussion, the matter of charging for water at the pool ended around the context of the pool running in a deficit every year already and OMWD not adding to that deficit. However, the Board would like the City to remedy the leak that is occurring causing additional water use, through loss. The golf course issue was different though, there was energetic discussion by

all about how to best move forward. Chad asked for direction in order to discuss this issue further with the City Manager. There were a couple of ideas offered and Chad said that he would meet with the City Manager to discuss them in the near future. Chad updated the Board on the plant and a couple of maintenance items that have recently occurred. He also said that the well contractors needed to wait until the wellfield dried up before beginning work on rehabbing the wells. The last item Chad mentioned was the assessment done by PFM and that the report was soon to be sent to both the City and OMWD for review. Chad said that he would forward copies to the Board when he received them.

4. The last item was Miscellaneous. Chad informed the Board of the leak on Carbonado that had happened last month. He also said that staff was continuing to work on mapping the distribution system.

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

ATTEST

Meeting Adjourned 6:37 PM

Joe Ryan – Chairman

Pete Settimi – Secretary

OSKALOOSA
IOWA

CITY COUNCIL COMMUNICATION

MEETING DATE: March 18, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 2

Consider approval of payment of $59,900 to Jack Dee Barnard for purchase of real estate at 801 A Avenue West.

EXPLANATION:

At the March 4, 2013 city council meeting the City Council approved the purchase of the property located at 801 A Avenue West for $60,000. The City Council needs to approve payment of the claim.

Staff recommends approval.

BUDGET CONSIDERATION:

$59,900.

ATTACHMENTS: None.

OSKALOOSA
IOWA

CITY COUNCIL COMMUNICATION

MEETING DATE: March 18, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 3

Consider approval of an application for a 5 day Class A Liquor License (Private Club) from Pheasants Forever, Inc., dba Mahaska County Pheasants Forever effective April 5, 2013 at the Penn Central Mall.

EXPLANATION:

The application is complete and in order for approval.

Staff recommends approval.

BUDGET CONSIDERATION:

$32.50 revenue to the General Fund.

ATTACHMENTS: None

OSKALOOSA
IOWA

CITY COUNCIL COMMUNICATION

MEETING DATE: March 18, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 4

Consider approval of an application for a Class B Beer Permit with Outdoor Service from Southern Iowa Fair and Exposition effective April 1, 2013 at 615 North I Street.

EXPLANATION:

The application is complete and in order for approval.

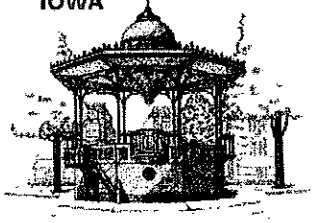
Staff recommends approval.

BUDGET CONSIDERATION:

$300.00 revenue to the General Fund.

ATTACHMENTS: None

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: March 18, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 5

Consider approval of a renewal application for a Class A Liquor License (Private Club) from Aerie No. 276 Fraternal Order of Eagles, 215 High Avenue East.

EXPLANATION:

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

Staff recommends approval.

BUDGET CONSIDERATION:

$390.00 revenue to the General Fund.

ATTACHMENTS: None

OSKALOOSA
IOWA

CITY COUNCIL COMMUNICATION

MEETING DATE: March 18, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 6

Consider a resolution adopting supplement to the Oskaloosa Municipal Code of Ordinances through Ordinance No. 1332.

EXPLANATION:

This resolution adopts the supplement to the Municipal Code of Ordinances for the ordinances recently adopted by the City Council. If you have a code book, the supplement is included in your agenda packet to be inserted in your code.

Staff recommends approval of this resolution.

BUDGET CONSIDERATION:

None.

ATTACHMENTS:

Resolution

RESOLUTION NO. _____

RESOLUTION ADOPTING SUPPLEMENT TO THE
OSKALOOSA MUNICIPAL CODE OF ORDINANCES THROUGH ORDINANCE NO. 1332

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

WHEREAS, the Oskaloosa Municipal Code of Ordinances is supplemented from time to time, and

WHEREAS, said supplements must be approved by the City Council of the City of Oskaloosa, Iowa by resolution.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Oskaloosa, Iowa, hereby, adopts the Supplement to the Oskaloosa Municipal Code dated February, 2013 covering ordinances through 1332.

PASSED AND APPROVED this 18th day of March, 2013.

_____
David Krutzfeldt, Mayor

_____
Amy Miller, City Clerk

OSKALOOSA
IOWA

CITY COUNCIL COMMUNICATION

MEETING DATE: March 18, 2013

REQUESTED BY: Planning & Zoning Commission

ITEM TITLE: CONSENT AGENDA – ITEM 7

Consider a resolution scheduling a public hearing on vacation and sale of 57'X16.5' of the north-south public alley adjacent to 1221 South 2nd Street.

EXPLANATION:

James and Vicki Perkins, owners of 1221 South 2nd Street, have requested that the portion of the north-south alley adjacent to their property be vacated. The owner intends to expand their garage and still retain the same size of the back yard. This alley contains Century Link utility infrastructure. If the alley is vacated then easement rights will need to be retained for access to the abovementioned utility.

The city conducted a survey of households with direct access to the north-south alley. Among the residents that responded (3 total), 67% did not want the alley vacated, and 33% (James and Vicki Perkins) did want the alley vacated. Those who did not want the alley vacated commented that there is public use of the alley on a regular basis. However, if this section of the alley is vacated, property owners will still have access to the alley from the north.

The Planning & Zoning Commission considered this item at their March 11, 2013 meeting and recommended by a vote of 5 to 0 that the City Council deny the alley vacate request. The request was denied because the property owner cannot expand their garage into the alley due to existing utility infrastructure and the public use of the alley.

Recommended Action:
Staff recommends approving the resolution scheduling a public hearing for April 1, 2013 and denying this request for vacation and sale of 57' X 16.5' of the north-south public alley adjacent to 1221 South 2nd Street.

BUDGET CONSIDERATION: $100.00 as application fees and if the alley vacate is approved then there is a revenue of $470.25 (57'X16.5'X$0.50/Sq.Ft.) to the General Fund as outlined on a price per square foot amount in the Oskaloosa Municipal Code.

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

RESOLUTION NO. _____

RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING TO CONSIDER AN ORDINANCE TO VACATE THE NORTH–SOUTH ALLEY ADJACENT TO 1221 SOUTH 2ND STREET, AND THE SALE OF SAID PUBLIC ALLEY RIGHT-OF-WAY.

WHEREAS, a request has been made and the City wishes to consider the vacation and sale of the north-south public alley right-of-way that lies adjacent to 1221 South 2nd Street and is legally described as follows:

> The 57 foot by 16.5 foot section of the north-south alley lying adjacent to Lot 9 of Block 5 of the Southside Addition in the City of Oskaloosa, Mahaska County, Iowa

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

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa that a public hearing shall be conducted on Monday, April 1, 2013 at 6:00 p.m. in the City Council Chambers, City Hall, Oskaloosa, Iowa at which time persons may appear and speak for or against the vacation as legally described in the preamble hereof.

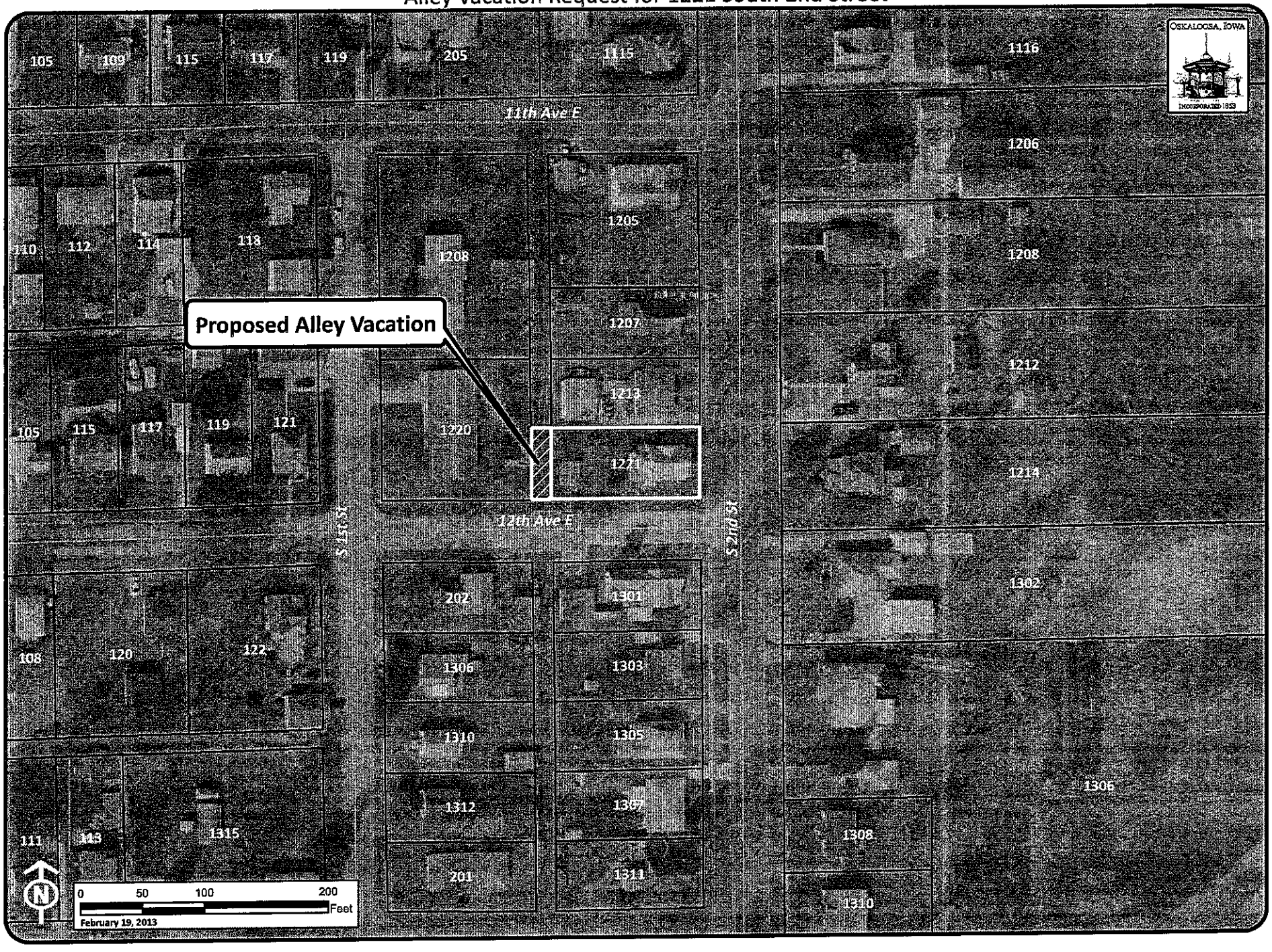
PASSED AND APPROVED this _____day of _____, _____.

_____
David Krutzfeldt , Mayor

ATTEST: _____
Amy Miller, City Clerk

City of Oskaloosa

Alley Vacation Request for 1221 South 2nd Street



Looking North on the subject alley

Looking South on the subject alley

ALLEY VACATION REQUEST
City of Oskaloosa, Iowa

Policy for sale of alleys: Policy Adopted: 2/18/2003

1. The property owner requesting the vacation of the alley will pay the $100.00 application fee and the purchase price of one-half of the alley at the time of the request. If the alley vacation and sale is not approved, the amount of the purchase will be refunded. Other property owners adjacent to the alley that wish to purchase their half will have 30 days after the third reading of the ordinance to purchase their portion. After the 30 days it could be sold to other adjoining property owners.

2. Alleys sold within a residentially zoned area will be sold at the residential rate ($.50/SF), and alleys located in commercially or industrially zoned areas will be sold at commercial rates ($1.00/SF).

Date of Request: 01-03-13

Property Owner Name: James R - AND - Vicki R Perkins

Address: 1221 S 2ND ST, Oskaloosa, IA.

Phone: 641-672-1047 *

Description of alley requested for vacation: North-South Alley

Reason for requesting alley vacation: WANT To Build a 2-Car Garage AND would like To Retain same Size of yard

Signature James R Perkins 1/22/2013

OFFICE USE:

Application Fee Paid * 1/22/2013 $100.00

Amount Paid For ½ of Alley: $ $235.12 (46.5 x 51 x $ .50 /SF) x.50¢ $235.12

Vacation Approved _____ Denied _____ Refund Payment _____

ALLEY VACATION RESPONSE : 1221 South 2nd street

ADDRESS	NAME	RESPONSE
1205 South 2nd Street	Michael & Ashley Sickels	
1207 South 2nd Street	Clayton & Joann Kool	
1213 South 2nd Street	Howard & Florence Voss	No does not want alley vacated
1221 South 2nd Street	James & Vicki Perkins	Yes approve the proposed alley vacate
1208 South 1st Street	Lee & Joyce Wymore	No does not want alley vacated
1220 South 1st Street	Matthew & Shanon Claussen	

UTILITY COMPANY RESPONSE

MCG	No Utility Infrastracture
WATER DEPT.	
CENTURY LINK	Yes Utility Infrastracture
MIDAMERICAN ENERGY	No Utility Infrastracture

COMMENTS

Because people go down that alley
See attached letter

RECEIVED 3/4/13

February 26, 2013

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

Dear Mr. Pal,

Regarding the proposal to vacate a portion of the north-south alley adjacent to 1221 South Second Street: we do not want the alley vacated for the following reasons.

We use the alley on a regular basis during the spring, summer, and fall. We have a garage with an overhead door and a brick driveway with access only from the alley. We park a small utility trailer on the driveway. In the past we have parked a small camper trailer on the driveway and we plan to do this again sometime in the future. If one end of the alley is closed, access to the garage and trailers would be much more difficult. With both ends of the alley open, one can drive down the alley, connect a trailer, and then continue to the other end of the alley without the necessity of turning around in a very small space or attempting to back the trailer for a significant distance down the alley.

Thank you for considering our position on this matter.

Lee Wymore
Joyce Wymore

Lee and Joyce Wymore
1208 South First Street
Oskaloosa, IA 52577

OSKALOOSA
IOWA

CITY COUNCIL COMMUNICATION

MEETING DATE: March 18, 2013

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: CONSENT AGENDA – ITEM 8

Consider request from United Way of Mahaska County for use of city streets and the recreation trail for the 5th Annual Live United 5K & Family Day run/walk event.

EXPLANATION:

United Way of Mahaska County would like to have a 5K run/walk in Oskaloosa on Saturday, April 27, 2013, from 9:00 a.m. until 10:30 a.m. on the route on the attached map as part of the 5th Annual Live United 5K & Family Day. Staff members have approved the route which is the same route as last year.

Staff recommends approval of this request subject to receipt of a $1,000,000 liability insurance certificate naming the city as an additional insured.

BUDGET CONSIDERATION:

No financial impact is anticipated with this item.

ATTACHMENTS:

Letter from United Way volunteer
Map of route
Special Use Request forms

Marilyn Johannes

From: noreply@civicplus.com
Sent: Tuesday, March 12, 2013 4:26 PM
To: marilyn.johannes@oskaloosaiowa.org
Subject: Online Form Submittal: Contact me - Executive Assistant

If you are having problems viewing this HTML email, click to view a Text version.

Contact me - Executive Assistant

From (Name):*	Stacy McFarland
Reply to (Email address):*	smcfarland@vermeer.com
Subject:*	Live United 5K & Family Day
Attachment:	United Way Event documentation.pdf
Type email here:*	Marilyn, Please see attached the documentation requesting approval from the City Council on behalf of United Way and the Live United 5k & Family Day April 27th. Please use last years insurance from the United Way. If this is outdated, Please contact Brianne at 641-673-0743. In addtion, I have e-mailed the route to Jake McGee, however he has not returned inquiry. So, please communicate with him regarding the route. WE USED THIS SAME ROUTE LAST YEAR. Please contact my cell phone 641-895-0157 if you have any questions. Thanks, Stacy McFarland Race Commitee Member United Way of Mahaska County

* indicates required fields.

The following form was submitted via your website: Contact me - Executive Assistant

From (Name):: Stacy McFarland

Reply to (Email address):: smcfarland@vermeer.com

Subject:: Live United 5K & Family Day

Attachment:: United Way Event documentation.pdf

Type email here:: Marilyn,

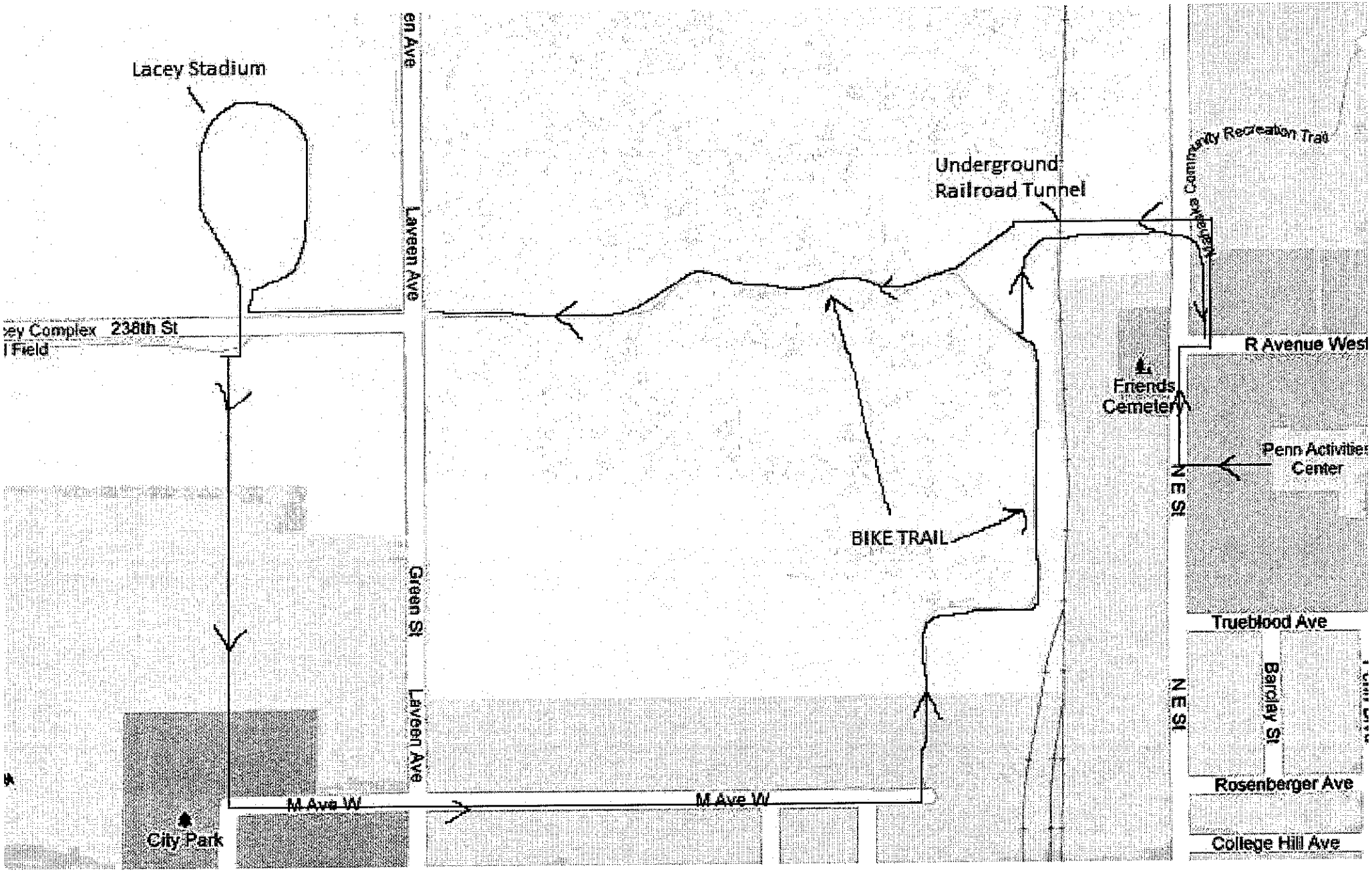
Please see attached the documentation requesting approval from the City Council on behalf of United Way and the Live United 5k & Family Day April 27th. Please use last years insurance from the United Way. If this is outdated, Please contact Brianne at 641-673-0743.

In addtion, I have e-mailed the route to Jake McGee, however he has not returned inquiry. So, please communicate with him regarding the route. WE USED THIS SAME ROUTE LAST YEAR. Please contact my cell phone 641-895-0157 if you have any questions.

Thanks,

Stacy McFarland
Race Commitee Member
United Way of Mahaska County

Additional Information:
Form submitted on: 3/12/2013 4:25:52 PM
Submitted from IP Address: 199.184.228.20
Referrer Page: http://www.oskaloosaiowa.org/directory.aspx?EID=34
Form Address: http://www.oskaloosaiowa.org/Forms.aspx?FID=64


Lacey Stadium
Underground Railroad Tunnel
Community Recreation Trail
Friends Cemetery
R Avenue West
Penn Activities Center
BIKE TRAIL
N E St
Trueblood Ave
Barclay St
Rosenberger Ave
College Hill Ave
Laveen Ave
Green St
M Ave W
City Park

SPECIAL USE REQUEST

SPECIAL USE TERMS AND CONDITIONS

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

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

Print name: Stacy McFarland Birthdate: 10/12/78

Signature: Stacy McFarland Date: 3/11/13

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

1. Park/Facility Requested William Penn PAC Center, Lacey Stadium, City Streets
2. Date(s) Requested April 27, 2013 9 a.m - 10:30am
3. User Name Live United 5K + Family Day (United Way - Mahaska) (5th Annual)
   (Organization or Individual)
   Address 500 High Ave West City Oskaloosa State IA Zip 52577
   Contact Person Brianne Fitzgerald
   Phone: (Day) 641-673-6043 (Evening) _____ (Cell) _____
   (Email) unitedway@mahaska.org
4. Event/Description 5K Run/walk + Family Day
5. Beer or Wine Consumption? ____Yes X No
6. Are you requesting permission to install or place equipment, signs, decorations, lighting, tents, concessions or other structures or objects? Prior approval must be granted by the City of Oskaloosa, Iowa.
   If yes, please explain Set-up will be inside PAC Center. Permission given by William Penn.

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

Mr. Stacy McFarland — Print Name
Stacy McFarland — Signature (United Way Committee member)
3/11/13 — Date

OSKALOOSA
IOWA

CITY COUNCIL COMMUNICATION

MEETING DATE: March 18, 2013

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: REQUESTS FROM THE COMMUNITY

Consider request from the American Cancer Society Relay For Life of Mahaska County Committee for approval of Relay For Life event.

EXPLANATION:

The American Cancer Society Relay For Life of Mahaska County Committee Is requesting permission to hold their annual event around the downtown square Saturday, June 22, 2013 from 12 p.m. (noon) to 12 a.m. (midnight).

The committee is requesting use of the City Square Park, bandstand and six (6) trash receptacles as well as closure of High Avenue, South 1st Street and 1st Avenue around the square and use of the parking area on the east side of Market from 9:00 a.m. Saturday, June 22, 2013, until 2:00 a.m. Sunday, June 23, 2013, to allow time for set-up and tear-down.

Approve request subject to receipt of a $1,000,000 liability insurance certificate naming the city as an additional insured, payment of $50 for use of the sound system and $25 for closure of the streets.

BUDGET CONSIDERATION:

Staff time and $75 to the General Fund for use of the bandstand sound system and closure of the streets.

ATTACHMENTS:

Letter and Special Use Request Form from event chair Stacey Raymie.

Stacey Raymie
2558 Karen Lane
Oskaloosa, IA 52577

March 7, 2013

Michael Schrock, Jr. - City Manager
City of Oskaloosa
220 S. Market St.
Oskaloosa, IA 52577-3133

Dear Mr. Schrock,

On behalf of The American Cancer Society's Relay for Life of Mahaska County Committee, I would like to request permission to hold our event in downtown Oskaloosa on Saturday, June 22, 2013 from 12pm (noon) to 12am (midnight).

We request use of the City Square Park and bandstand as well as request that the adjoining streets (High Avenue, South 1st Street and 1st Avenue) be closed. We would like to add the parking on East side of Market to our request and that these be closed from 9:00am (June 22nd) until 2:00am (June 23rd) for the event. This will allow us time for set-up and tear-down. In addition, we would like to request use of six (6) trash receptacles. I have completed and enclosed the Special Use Permit.

Please know that should you or any city council member have any questions or concerns, please contact myself at 641-660-7754.

We thank you in advance for this consideration.

Respectfully submitted,

Stacey Raymie

Stacey Raymie
Event Chair
Mahaska County Relay for Life

cc: Oskaloosa Area Chamber of Commerce

RECEIVED
MAR 0 8 2013
CITY CLERK OF OSKALOOSA

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

1. Park/Facility Requested OSKALOOSA CITY SQUARE/BANDSTAND
2. Date(s) Requested JUNE 22, 2013
3. User Name MANASKA COUNTY RELAY FOR LIFE
   (Organization or Individual)
   Address 2558 KAREN LN City OSKALOOSA State ~~IA~~ Zip 52577
   Contact Person STACEY RAYMIE
   Phone: (Day) 641-673-1547 (Evening) _____ (Cell) 641-660-7754
   (Email) ladyhawk700@msn.com
4. Event/Description FUNDRAISING EVENT FOR AMERICAN CANCER SOCIETY - FAMILY ACTIVITIES, WALK, LUMINARY CEREMONY
5. Beer or Wine Consumption? ____Yes X No
6. Are you requesting permission to install or place equipment, signs, decorations, lighting, tents, concessions or other structures or objects? Prior approval must be granted by the City of Oskaloosa, Iowa.
   If yes, please explain TRAILER FOR BAND, POP-UP TENTS, PORTABLE GAMES, LIGHTS, ACS BANNERS & SIGNAGE

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

STACEY RAYMIE	Stacey Raymie	3-7-13
Print Name	Signature	Date

SPECIAL USE REQUEST

SPECIAL USE TERMS AND CONDITIONS

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

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

Print name: STACEY RAYMIE Birthdate: 9-3-66

Signature: Stacey Raymie Date: 3-7-13

OSKALOOSA
IOWA

CITY COUNCIL COMMUNICATION

MEETING DATE: March 19, 2012

REQUESTED BY: David Krutzfeldt, Mayor

ITEM TITLE: MAYOR AND COUNCIL APPOINTMENTS

Consider appointment to the Civil Service Commission.

EXPLANATION:

The term of Andrew Holmberg on the Civil Service Commission is up at the end of March. Mr. Holmberg has indicated a willingness to accept reappointment to the commission. No other applications have been received. Appointments to the Civil Service Commission are for four years and are made by the Mayor with City Council approval. This is a three member board with three males currently serving.

Recommended Action: Approve Mayor's appointment of Andrew Holmberg to the Civil Service Commission for a four year term that ends March 31, 2017.

BUDGET CONSIDERATION

Not applicable.

ATTACHMENTS: Application from Andrew Holmberg.

Marilyn Johannes

From: support@civicplus.com
Sent: Thursday, December 27, 2012 8:41 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):*	[Civil Service Commission V]
Board or commission not listed above:	
Name of applicant:*	Andy Holmberg
Address of Applicant*	810 B ave. East
Phone number (day)*	641-660-5862
Phone number (evening)	same
Email address:*	andy.holmberg@clowvalve.com
Would you like to be interviewed for this position?*	( ) Yes (X) No
Why are you interested in this position?*	I would like to continue to serve the community in this capacity.
Your experience that would be beneficial to the board or commission:*	I've been a member on this commission for several years.
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):: Civil Service Commission

Board or commission not listed above::

Name of applicant:: Andy Holmberg

Address of Applicant: 810 B ave. East

Phone number (day): 641-660-5862

Phone number (evening): same

Email address:: andy.holmberg@clowvalve.com

Would you like to be interviewed for this position?: No

Why are you interested in this position?: I would like to continue to serve the community in this capacity.

Your experience that would be beneficial to the board or commission:: I've been a member on this commission for several years.

Other civic experience::

Additional Information:
Form submitted on: 12/27/2012 8:41:28 AM
Submitted from IP Address: 65.202.124.4
Referrer Page: http://www.oskaloosaiowa.org/Forms.aspx?FCID=7
Form Address: http://www.oskaloosaiowa.org/Forms.aspx?FID=71

OSKALOOSA
IOWA

CITY COUNCIL COMMUNICATION

MEETING DATE: March 18, 2013

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE: PUBLIC HEARINGS

Consider a resolution approving the plans, specifications, form of contract, and estimate of costs for the East Mall Parking Improvements Project. **(PUBLIC HEARING)**

EXPLANATION:

Garden & Associates has prepared plans and specifications for the construction of the east Mall parking lot and realigning High Avenue West. The scope of this project includes new concrete pavement on the parking lot and the public street, sidewalks, curb and gutter with intakes, and storm drains. Once the project is awarded then the construction work is proposed to commence mid April to early May depending on the weather. The anticipated work completion time is 45 working days.

Now is the time for interested persons to express their opinions concerning the project plans, specifications, form of contract, and estimate of costs.

BUDGET CONSIDERATION:
The East Mall Parking Improvements Project is specifically included in the FY 2013 Council-approved budget (Acct. # 328-2010-6761) in the amount of $450,000.

RECOMMENDED ACTION:
Open public hearing; receive comments; close hearing; approve the resolution approving the project plans, specifications, form of contract and estimate of costs.

ATTACHMENTS:
Resolution, Engineers Estimate, Final Plans and Specifications.

RESOLUTION NO. _____

A RESOLUTION TO APPROVE FINAL PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COSTS, FOR THE EAST MALL PARKING IMPROVEMENTS PROJECT

WHEREAS, the City Council of the City of Oskaloosa, Iowa, has heretofore deemed it necessary and desirable for East Mall Parking Improvements Project; and

BE IT RESOLVED that the City of Oskaloosa City Council does hereby approve and adopt the plans, specifications, contract documents, estimated costs, and notice of award for the East Mall Parking Improvements Project.

PASSED AND APPROVED this _____day of March, 2013.

_____
David Krutzfeldt,
Mayor

ATTEST:

_____
Amy Miller, City Clerk

ENGINEER'S OPINION OF PROBABLE COST
EAST PARKING LOT RECONSTRUCTION
PENN CENTRAL MALL
OSKALOOSA, IOWA

11-Feb-13

Bid Item	Specification Item No.	Bid Item Description	Unit	Estimated Quantity	Unit Price	Extended Price
1	2010-108-C-0	Clearing and Grubbing	LS	XXXX	XXXX	$500.00
2	2010-108-E-0	Excavation, Class 10	CY	750	$8.00	$6,000.00
3	2010-108-G-0	Subgrade Preparation	SY	4,450	$3.00	$13,350.00
4	2010-108-I-0	Subbase, 6" Thick Modified Subbase (Granular)	SY	4,450	$8.00	$35,600.00
5	2010-108-I-0	Subbase, 4" Thick IDOT Grad. No. 11, Class "A" (Granular)	SY	617	$7.00	$4,319.00
6	2010-108-L-0	Compaction Testing	LS	XXXX	XXXX	$2,000.00
7	3010-108-F-0	Trench Compaction Testing	LS	XXXX	XXXX	$800.00
8	4020-108-A-1	Storm Sewer, Trenched, RCP, 15"	LF	42	$50.00	$2,100.00
9	4040-108-A-0	Subdrain, Perforated PE, 4"	LF	1,110	$10.00	$11,100.00
10	4040-108-D-0	Subdrain Outlets and Connections, CMP, 4"	EA	4	$100.00	$400.00
11	6010-108-B-0	SW-511 Rectangular Area Intake	EA	1	$4,000.00	$4,000.00
12	XXX-XXX-X-X	SW-603 Type R Casting, Furnish and Install as Per Plan	EA	3	$750.00	$2,250.00
13	7010-108-A-0	PCC Pavement, 7" Thick	SY	4,370	$45.00	$196,650.00
14	7010-108-I-0	PCC Pavement Samples and Testing	LS	XXXX	XXXX	$2,500.00
15	7030-108-A-0	Removal of Sidewalk	SY	140	$10.00	$1,400.00
16	7030-108-E-0	PCC Sidewalk, 5" Thick	SY	617	$35.00	$21,595.00
17	7030-108-F-2	Brick Sidewalk with Concrete Base	SY	24	$150.00	$3,600.00
18	7030-108-G-0	Detectable Warnings	SF	144	$50.00	$7,200.00
19	7040-108-H-0	Pavement Removal	SY	4,300	$10.00	$43,000.00
20	XXX-XXX-X-X	Painted Pavement Markings and Symbols, Waterborne or Solvent Based	LS	XXXX	XXXX	$5,000.00
21	9010-108-A-0	Conventional Seeding, Fertilizing, and Mulching	LS	XXXX	XXXX	$1,000.00
22	XXX-XXX-X-X	Traffic Control	LS	XXXX	XXXX	$5,000.00
23	1090-105-D	Mobilization	LS	XXXX	XXXX	$10,000.00
					TOTAL	**$379,364.00**

specifications

PLANS AND SPECIFICATIONS

FOR

EAST PARKING RECONSTRUCTION

PENN CENTRAL MALL

OSKALOOSA, IOWA

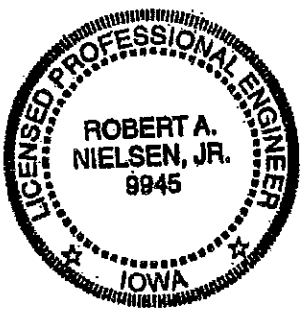
GARDEN & ASSOCIATES, LTD.
ENGINEERS AND SURVEYORS

PO Box 451 - 1701 3rd Ave. E
Oskaloosa, Iowa 52577
Phone 641-672-2526

500 East Taylor
Creston, Iowa 50801
Phone 641-782-4005

PLANS AND SPECIFICATIONS FOR

EAST PARKING RECONSTRUCTION
PENN CENTRAL MALL
OSKALOOSA, IOWA



I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Iowa.

2/12/13

Robert A. Nielsen, P.E. Date
License Number: 9945
My license renewal date is December 31, 2013

Page or sheets covered by this seal:
All Pages

Prepared by
GARDEN & ASSOCIATES, LTD.
OSKALOOSA, IOWA 52577
641/672-2526

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PENN CENTRAL MALL
OSKALOOSA, IOWA

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NOTICE TO BIDDERS
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EAST PARKING RECONSTRUCTION
PENN CENTRAL MALL
OSKALOOSA, IOWA

Time and Place for Filing Sealed Proposals. Sealed bids for the work comprising the improvements as stated below must be filed before **10:00 A.M. on March 13, 2013,** in the office of the City Clerk, City Hall, City of Oskaloosa, 220 South Market, Oskaloosa, Iowa 52577.

Time and Place Sealed Proposals Will be Opened and Considered. Sealed proposals will be opened and bids tabulated at 10:00 A.M. on March 13, 2013, in the office of the City Clerk, 220 South Market, Oskaloosa, Iowa, for consideration by the City of Oskaloosa at its meeting at 6:00 P.M. on Monday, March 18, 2013 in the Council Chambers, City Hall, 220 South Market, Oskaloosa, Iowa. The City of Oskaloosa reserves the right to reject any and all bids.

Time for Commencement and Completion of Work. Work on the improvement shall be commenced immediately upon issuance of a written Notice to Proceed and be completed as stated below.

Bid Security. Each bidder shall accompany its bid with bid security as security that the successful bidder will enter into a contract for the work bid upon and will furnish after the award of contract a corporate surety bond, in form acceptable to the City, for the faithful performance of the contract, in an amount equal to one hundred percent of the amount of the contract. The bidder's security shall be in the amount fixed in the Instruction to Bidders and shall be in the form of a cashier's check, a certified check, or a bank money order drawn on a FDIC insured bank in Iowa or on a FDIC insured bank chartered under the laws of the United States; or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States; or a bid bond on the form provided in the contract documents with corporate surety satisfactory to the City. The bid shall contain no condition except as provided in the specifications.

Contract Documents. Bid forms, plans and specifications may be obtained from Garden & Associates, Ltd., P.O. Box 451, 1701 3rd Avenue East, Suite 1, Oskaloosa, IA 52577 upon deposit of **Twenty-Five Dollars ($25.00)** which shall be refunded upon return of said plans and specification within fourteen (14) days after award of the project. If said plans and specifications are not returned within the time specified and in a reusable condition, the deposit shall be forfeited.

Public Hearing on Proposed Contract Documents and Estimated Costs for Improvement. A public hearing will be held by the City of Oskaloosa on the proposed contract documents (plans, specifications and form of contract) and estimated cost for the improvement at its meeting at 6:00 P.M. on Monday, March 18, 2013, in the Council Chambers, City Hall, 220 South Market, Oskaloosa, Iowa.

Preference of Products and Labor. Preference shall be given to domestic construction materials by the contractor, subcontractors, materialmen, and suppliers in performance of the contract and, further, by virtue of statutory authority, preference will be given to products and provisions grown

and coal produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa statutes.

General Nature of Improvement. The work generally consists of the following:

Clearing and Grubbing – Lump Sum; Excavation, Class 10 – 750 CY; Subgrade Preparation – 4,450 SY; Subbase, 6" Thick Modified Subbase (Granular) – 4,450 SY; Subbase, 4" Thick IDOT Grad. No. 11, Class "A" (Granular) – 617 SY; Compaction Testing – Lump Sum; Trench Compaction Testing – Lump Sum: Storm Sewer, Trenched, RCP, 15" – 42 LF; Subdrain, Perforated PE, 4" – 1,110 LF; Subdrain Outlets and Connections, CMP, 4" – 4 EA; SW-511 Rectangular Area Intake – 1 EA; SW-603 Type R Casting, Furnish and Install as Per Plan – 3 EA; PCC Pavement, 7" Thick – 4,370 SY – PCC Pavement Samples and Testing – Lump Sum; Removal of Sidewalk – 140 SY; PCC Sidewalk, 5" Thick – 617 SY; Brick Sidewalk with Concrete Base – 24 SY; Detectable Warnings – 144 SF; Pavement Removal – 4,300 SY; Painted Pavement Markings and Symbols, Waterborne or Solvent Based – Lump Sum; Conventional Seeding, Fertilizing, and Mulching – Lump Sum; Traffic Control – Lump Sum; Mobilization – Lump Sum.

Building materials, supplies, and equipment incorporated into said improvement are exempt from Iowa Department of Revenue and Finance sales tax and any applicable local option sales tax and school infrastructure local option sales tax pursuant to Iowa Code Sections: 422.42 (15) & (16), and 422.47 (5). Bidder shall not include payment of Iowa sales tax in Bid. Jurisdiction will provide Purchasing Agent Authorization Letter and Designated Exempt Entity Iowa Construction Sales Tax Exemption Certificate. Contractor will coordinate sales tax exempt purchases with subcontractors and material and equipment suppliers. Contractor will maintain records identifying the materials purchased sales tax exempt and will maintain records verifying the use of said materials on said improvement.

Payment to the Contractor for said improvements will be made in monthly estimates and one final payment. Monthly estimates will be equivalent to ninety-five percent (95%) of the contract value of the work completed during the preceding calendar month. Such monthly payment will in no way be construed as an act of acceptance for any part of the work partially or totally.

Final payment to the Contractor will be made no earlier than thirty (30) days from and after final acceptance of the work by the Jurisdiction. Before final payment is made, the Contractor shall file with the Jurisdiction lien waivers from material suppliers and/or subcontractors showing that they were paid in full for materials supplied and/or work performed on the project.

Liquidated damages in the amount of **Six Hundred Dollars ($600.00)** per working day will be assessed for each day that the work shall remain uncompleted after the end of the contract period with due allowance for extension of contract period due to conditions beyond the control of the Contractor.

Successful Bidder will be required to furnish Performance, Payment and Maintenance Bond acceptable to the City of Oskaloosa on the form provided in the specifications in amounts equal to one hundred percent (100%) of the contract price.

Award of the contract will be to the lowest responsive, responsible, qualified bidder submitting the lowest acceptable bid. The City of Oskaloosa hereby reserves the right to reject any or all bids, to waive informalities and irregularities and to enter into such contract as it may deem to be for the best interest of the City of Oskaloosa. A bidder shall not withdraw its proposal for a period of 60 calendar days after the date designated for opening of proposals.

The work under the proposed contract shall commence on or before the date specified in a written Notice to Proceed and shall be fully completed and ready for final payment within 45 working days. It is anticipated that the Notice to Proceed will be issued on or about April 1, 2013.

This Notice is given by authority of the City of Oskaloosa, Iowa.

Dave Krutzfeldt, Mayor
City of Oskaloosa, Iowa

ATTEST:

Amy Miller, City Clerk

This Notice published in the Oskaloosa Herald.

Bid Date: March 13, 2013
Time: 10:00 A.M.

INSTRUCTIONS TO BIDDERS

Project Name EAST PARKING RECONSTRUCTION
PENN CENTRAL MALL
OSKALOOSA, IOWA

The work comprising the above referenced project shall be constructed in accordance with the 2013 Edition of the SUDAS Standard Specifications and as further modified by supplemental specifications and special provision included in the contract documents. The terms used in the contract revision of the documents are defined in said Standard Specifications. Before submitting your bid, please review the requirements of Division 1: General Provisions and Covenants, in particular the sections regarding proposal requirements, bonding, contract execution and insurance requirements. Be certain that all documents have been completed properly, as failure to complete and sign all documents and to comply with the requirements listed below can cause your bid not to be read.

I. BID SECURITY

The bid security must be in the minimum amount of 10% of the total bid amount including all add alternates (do not deduct the amount of deduct alternates). Bid security shall be in the form of a cashier's check, a certified check, or a bank money order drawn on a FDIC insured bank in Iowa or drawn on a FDIC insured bank chartered under the laws of the United States; or a certified share draft drawn on a credit union in Iowa of chartered under the laws of the United States; or a bid bond executed by a corporation authorized to contract as a surety in Iowa or satisfactory to the City of Oskaloosa, Iowa. The bid bond must be submitted on the enclosed Bid Bond form as no other bid bond forms are acceptable. All signatures on the bid bond must be original signatures in ink; facsimile (fax) of any signature on the bid bond is not acceptable. Bid security other than said bid bond shall be made payable to the City of Oskaloosa, Iowa. "Official Checks", "Miscellaneous Bank Checks", and personal checks, as well as "Money Orders" and "Traveler's Checks" issued by persons, firms or corporations licensed under Chapter 533B of the Iowa Code, are not acceptable bid security.

II. SUBMISSION OF THE PROPOSAL AND IDENTITY OF BIDDER

A. The proposal shall be sealed in an envelope, properly identified as the Proposal with the project title and the name and address of the bidder, and deposited with the City of Oskaloosa, Iowa, at or before the time and at the place provided in the Notice to Bidders. It is the sole responsibility of the bidder to see that its proposal is delivered to the City prior to the time for opening bids, along with the appropriate bid security sealed in the separate envelope identified as Bid Security and attached to the outside of the bid proposal envelope. Any proposal

received after the scheduled time for the receiving of proposals will be returned to the bidder unopened and will not be considered. If the City provides envelopes for proposals and bid security, bidders shall be required to utilize such envelopes in the submission of their bids.

B. The following documents shall be completed, signed and returned in the Proposal envelope. The bid cannot be read if any of these documents are omitted from the Proposal envelope.

1. PROPOSAL – Complete each of the following parts:

- Part B – Acknowledgment of Addenda, if any have been issued;
- Part C – Bid Items, Quantities and Prices;
- Part F – Additional Requirements;

The following documents which are proposal attachments, must be completed and attached:

ITEM NO.	DESCRIPTION OF ATTACHMENT
1.	None.
2.	
3.	
4.	
5.	
6.	

- Part G – Identity of Bidder;

Sign the proposal. The signature on the proposal and all proposal attachments must be an original signature in ink signed by the same individual who is the Company Owner or an authorized Officer of the Company; copies or facsimile of any signature will not be accepted.

The following documents must be submitted as printed. No alterations, additions, or deletions are permitted. If the Bidder notes a requirement in the contract documents which the Bidder believes will require a conditioned or unsolicited alternate bid, the Bidder must immediately notify the Engineer in writing. The Engineer will issue any necessary interpretation by an addendum.

TO: The City of Oskaloosa, Iowa

PROPOSAL

PROPOSAL: PART A – SCOPE

The City of Oskaloosa, Iowa hereinafter called the "Jurisdiction", has need of a qualified contractor to complete the work comprising the below referenced improvement. The undersigned Bidder hereby proposes to complete the work comprising the below referenced improvement as specified in the contract documents, which are officially on file with the City of Oskaloosa in the office of the City Clerk, at the prices hereinafter provided in Part C of the Proposal, for the following described improvements:

EAST PARKING RECONSTRUCTION

PENN CENTRAL MALL

OSKALOOSA, IOWA

PROPOSAL: PART B – ACKNOWLEDGMENT OF ADDENDA

The Bidder hereby acknowledges that all addenda become a part of the contract documents when issued, and that each such addendum has been received and utilized in the preparation of this bid. The Bidder hereby acknowledges receipt of the following addenda by inserting the number of each addendum in the blanks below:

ADDENDUM NUMBER _____ ADDENDUM NUMBER _____

ADDENDUM NUMBER _____ ADDENDUM NUMBER _____

and certifies that said addenda were utilized in the preparation of this bid.

PROPOSAL: PART C – BID ITEMS, QUANTITIES AND PRICES

UNIT BID PRICE CONTRACTS: The Bidder must provide the Unit Bid Price, the Total Bid Price, any Alternate Prices and the Total Construction Costs on the Proposal Attachment: Part C – Bid Items, Quantities, and Prices. In case of discrepancy, the Unit Bid Price governs. The quantities shown on the Proposal Attachment: Part C – Bid Items, Quantities and Prices are approximate only, but are considered sufficiently adequate for the purpose of comparing bids. The Total Construction Cost plus any alternates selected by the City shall be used only for comparison of bids. The Total Construction Cost, including any Add-Alternates, shall be used for determining the sufficiency of the bid security.

BASE BID CONTRACTS: The Bidder must provide any Bid Prices, any Alternate Prices, and the Total of the Base Bid plus any Add-Alternates on the Proposal Attachment: Part C – Bid Items, Quantities, and Prices. The Total of the Base Bid plus any Alternates selected by the City of

Oskaloosa, Iowa shall be used only for comparison of bids. The Total of the Base Bid plus any Add-Alternates shall be used for determining the sufficiency of the bid security.

PROPOSAL: PART D – GENERAL

The Bidder hereby acknowledges that the City of Oskaloosa, Iowa, in advertising for public bids for this project reserves the right to:

1. Reject any or all bids. Award of the contract, if any, to be to the lowest responsible, responsive bidder; and
2. Reject any or all alternates in determining the items to be included in the contract. Designation of the lowest responsible, responsive bidder to be based on comparison of the total bid plus any selected alternates; and
3. Make such alterations in the documents or in the proposal quantities as it determines necessary in accordance with the contract documents after execution of the contract. Such alterations shall not be considered a waiver of any conditions of the contract documents, and shall not invalidate any of the provisions thereof; and

The Bidder hereby agrees to:

1. Enter into a contract, if this proposal is selected, in the form approved by the City of Oskaloosa, Iowa provide proof of registration with the Iowa Division of Labor in accordance with Chapter 91C of the Iowa Code, and furnish a performance, maintenance, and payment bond; and
2. Forfeit bid security, not as a penalty but as liquidated damages, upon failure to enter into such contract and/or to furnish said bond; and
3. Commence the work on this project on or before a date to be specified in a written notice to proceed by the Jurisdiction, and to fully complete the project within 45 working days, and to pay liquidated damages for noncompliance with said completion provisions at the rate of Six Hundred dollars ($600.00) for each consecutive working day thereafter that the work remains incomplete.

PROPOSAL: PART E – NON-COLLUSION AFFIDAVIT

The Bidder hereby certifies:

1. That this proposal is not affected by, contingent on, or dependent on any other proposal submitted for any improvement with the City of Oskaloosa, Iowa; and
2. That no individual employed by the Bidder has employed any person to solicit or procure the work on this project, nor will any employee of the Bidder make any payment or agreement for payment of any compensation in connection with the procurement of this project; and
3. That no part of the bid price received by the Bidder was or will be paid to any person, corporation, firm, association, or other organization for soliciting the bid, other than the payment of their normal compensation to persons regularly employed

by the Bidder whose services in connection with the construction of the project were in the regular course of their duties for the Bidder, and

4. That this proposal is genuine and not collusive or sham; that the Bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to submit a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought, by agreement or collusion, or communication or conference, with any person, to fix the bid price of the Bidder or of any other bidder, and that all statements in this proposal are true; and

5. That the individual(s) executing this proposal have the authority to execute this proposal on behalf of the Bidder.

PROPOSAL: PART F – ADDITIONAL REQUIREMENTS

The Bidder hereby agrees to comply with the additional requirements listed below which are included in this proposal and identified as proposal attachments.

ITEM NO.	DESCRIPTION OF ATTACHMENT
1.	None
2.	
3.	
4.	
5.	
6.	

PROPOSAL: PART G – IDENTITY OF BIDDER

The Bidder shall indicate whether the bid is
Submitted by a/an:

- ☐ Individual
- ☐ Sole Proprietorship
- ☐ Partnership
- ☐ Corporation
- ☐ Limited Liability Company
- ☐ Joint-venture: all parties must join-in and execute all documents
- ☐ Other

_____
Bidder

_____
Signature

By _____
Name (Print/Type)

_____
Title

The Bidder's Public Registration Number, issued by the Iowa Commissioner of Labor pursuant to Section 91C.5 of the Iowa Code, is as follows:

Number _____

The Bidder should contact 515-242-5871 for registration information.

Failure to provide said Registration Number shall result in the bid being read under advisement. A contract will not be executed until the Contractor is registered.

_____
Street Address

_____
City, State, Zip Code

_____
Telephone Number

Type or print the name and title of the company's owner, president, CEO, etc. if a different person than entered above.

_____
Name

_____
Title

PROPOSAL

PROPOSAL ATTACHMENT: PART C - BID ITEMS, QUANTITIES AND PRICES

This is a UNIT BID PRICE CONTRACT. The bidder must provide the Unit Bid Price, the Total Bid Price, any Alternate Price(s) and the Total Construction Cost; in case of discrepancy, the Unit Bid Price governs. The quantities shown on the Proposal Attachment: Part C - Bid Items, Quantities and Prices are approximate only, but are considered sufficiently adequate for the purpose of comparing bids. The Total Construction Cost plus any alternate selected by the City of Oskaloosa, Iowa shall be used only for comparison of bids. The Total Construction Cost, including any Add-Alternates, shall be used for determining the sufficiency of the bid security.

ITEM	DESCRIPTION	ESTIMATED UNITS		UNIT PRICE		AMOUNT
1	2010-108-C-0 Clearing and Grubbing	Lump Sum	$	XXXXX	$	
2	2010-108-E-0 Excavation, Class 10	750 CY	$		$	
3	2010-108-G-0 Subgrade Preparation	4,450 SY	$		$	
4	2010-108-I-0 Subbase, 6" Thick Modified Subbase (Granular)	4,450 SY	$		$	
5	2010-108-I-0 Subbase, 4" Thick IDOT Grad. No. 10 Class "A" (Granular)	617 SY	$		$	
6	2010-108-L-0 Compaction Testing	Lump Sum	$	XXXXX	$	
7	3010-108-F-0 Trench Compaction Testing	Lump Sum	$	XXXXX	$	
8	4020-108-A-1 Storm Sewer, Trenched, RCP, 15"	42 LF	$		$	
9	4040-108-A-0 Subdrain, Perforated PE, 4"	1,110 LF	$		$	
10	4040-108-D-0 Subdrain Outlets and Connections, CMP, 4"	4 EA	$		$	
11	6010-108-B-0 SW-511 Rectangular Area Intake	19 EA	$		$	
12	XXX-XXX-X-X SW-603 Type R Casting, Furnish and Install as Per Plan	3 EA	$		$	
13	7010-108-A-0 PCC Pavement, 7" Thick	4,370 SY	$		$	
14	7010-108-I-0 PCC Pavement Samples and Testing	Lump Sum	$	XXXXX	$	
15	7030-108-A-0 Removal of Sidewalk	140 SY	$		$	
16	7030-108-E-0 PCC Sidewalk, 5" Thick	617 SY	$		$	
17	7030-108-F-2 Brick Sidewalk with Concrete Base	24 SY	$		$	
18	7030-108-G-0 Detectable Warnings	144 SF	$		$	
19	7040-108-H-0 Pavement Removal	4,300 SY	$		$	
20	XXX-XXX-X-X Painted Pavement Markings and Symbols, Waterborne or Solvent Based	Lump Sum	$	XXXXX	$	
21	9010-108-A-0 Conventional Seeding, Fertilizing, and Mulching	Lump Sum	$	XXXXX	$	
22	XXX-XXX-X-X Traffic Control	Lump Sum	$	XXXXX	$	
23	1090-105-D Mobilization	Lump Sum	$	XXXXX	$	
				TOTAL BID	$	

NOTE: THE ABOVE PRICES **DO NOT** INCLUDE SALES TAX FOR BUILDING MATERIALS, SUPPLIES AND EQUIPMENT INCORPORATED INTO SAID IMPROVEMENTS THAT ARE EXEMPT FROM IOWA DEPARTMENT OF REVENUE AND FINANCE SALES TAX AND APPLICABLE LOCAL OPTION SALES TAX AND SCHOOL INFRASTRUCTURE LOCAL OPTION SALES TAX PURSUANT TO IOWA CODE SECTIONS. BIDDER SHALL INCLUDE ALL OTHER APPLICATION FEES AND TAXES IN BID.

NOTE: IT IS UNDERSTOOD THAT THE ABOVE QUANTITIES ARE ESTIMATED FOR THE PURPOSE OF THIS BID. ALL QUANTITIES ARE SUBJECT TO REVISION BY THE CITY OF OSKALOOSA, IOWA. QUANTITY CHANGES WHICH AMOUNT TO TWENTY (20) PERCENT OR LESS OF THE TOTAL BID SHALL NOT AFFECT THE UNIT BID PRICE UNLESS OTHERWISE NOTED IN THE CONTRACT DOCUMENTS.

BID BOND

KNOW ALL BY THESE PRESENTS:

That we, _____, as Principal, and _____, as Surety, are held and firmly bound unto The City of Oskaloosa, Iowa, as Obligee, (hereinafter referred to as the Jurisdiction), in the penal sum of _____ _____dollars ($_____), lawful money of the United States, for which payment said Principal and Surety bind themselves, their heirs, executors, administrators, successors, and assigns jointly and severally, firmly by these presents.

The condition of the above obligation is such that whereas the Principal has submitted to the Jurisdiction a certain proposal, in a separate envelope, and hereby made a part hereof, to enter into a contract in writing, for the following described improvements;

EAST PARKING RECONSTRUCTION
PENN CENTRAL MALL
OSKALOOSA, IOWA

The Surety hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by any extension of the time within which Jurisdiction may accept such bid or execute such Contract; and said Surety does hereby waive notice of any such extension.

In the event that any actions or proceedings are initiated with respect to this Bond, the parties agree that the venue thereof shall be Mahaska County, State of Iowa. If legal action is required by the Jurisdiction against the Surety or Principal to enforce the provisions of the bond or to collect the monetary obligation incurring to the benefit of the Jurisdiction, the Surety or Principal agrees to pay the Jurisdiction all damages, costs, and attorney fees incurred by enforcing any of the provisions of this Bond. All rights, powers, and remedies of the Jurisdiction hereunder shall be cumulative and not alternative and shall be in addition to all rights, powers and remedies given to the Jurisdiction, by law. The Jurisdiction may proceed against Surety for any amount guaranteed hereunder whether action is brought against Principal or whether Principal is joined in any such action or actions or not.

NOW, THEREFORE, if said proposal by the Principal be accepted, and the Principal shall enter into a contract with the Jurisdiction in accordance with the terms of such proposal, including the provision of insurance and of a bond as may be specified in the contract documents, with good and sufficient surety for the faithful performance of such contract, for the prompt payment of labor and material furnished in the prosecution thereof, and for the maintenance of said improvements as may be required therein, then this obligation shall become null and void; otherwise, the Principal shall pay to the Jurisdiction the full amount of the bid bond, together with court costs, attorney's fees, and any other expense of recovery.

Signed and sealed this _____ day of _____, 20____.

SURETY:	PRINCIPAL:
_____	_____
Surety Company	Bidder
By _____	By _____
Signature Attorney-in-Fact/Officer	Signature
_____	_____
Name of Attorney-in-Fact/Officer	Name (Print/Type)
_____	_____
Company Name	Title
_____	_____
Company Address	Address
_____	_____
City, State, Zip Code	City, State, Zip Code
_____	_____
Company Telephone Number	Telephone Number

NOTE: All signatures on this bid bond must be original signatures in ink; copies or facsimile of any signature will not be accepted. This bond must be sealed with the Surety's raised, embossing seal. The Certificate or Power of Attorney accompanying this bond must be valid on its face and sealed with the Surety's raised, embossing seal.

NOTICE OF AWARD

Dated _____

TO: _____
(BIDDER)

ADDRESS: _____

_____

_____

Contract: _____

Project: _____

OWNER's Contract No. _____

_____

You are notified that your Bid dated _____ for the above Contract has been considered. You are the apparent Successful Bidder and have been awarded a Contract for ____

_____

_____

The Contract Price of your Contract is _____

_____ Dollars ($ _____).

___ copies of each of the proposed Contract Documents (except Drawings) accompany this Notice of Award. ___ sets of the Drawings will be delivered separately or otherwise made available to you immediately.

You must comply with the following conditions precedent within 15 days of the date you receive this Notice of Award.

1. Deliver to the "Jurisdiction" three (3) fully executed counterparts of the Contract Documents. [Each of the Contract Documents must bear your signature.]

2. Deliver with the executed Contract Documents the Contract security (Bonds) as specified in the Notice to Bidders and Public Hearing and General Provisions and Covenants.

3. (List other conditions precedent).

Failure to comply with these conditions within the time specified will entitle "Jurisdiction" to consider your Bid in default, to annul this Notice of Award and to declare your Bid security forfeited.

Within ten days after you comply with the above conditions, "Jurisdiction" will return to you one fully executed counterpart of the Contract Documents.

(JURISDICTION)

By: (AUTHORIZED SIGNATURE)

(TITLE)

CONTRACT NO. _____

CONTRACT DATE _____

THIS CONTRACT, made and entered into at Oskaloosa, Iowa this ___day of _____, 2013, by and between the City of Oskaloosa, Iowa, hereinafter called the "Jurisdiction", and _____, hereinafter called the "Contractor".

WITNESSETH:

The Contractor hereby agrees to complete the work comprising the below referenced improvement as specified in the contract documents, which are officially on file with the Jurisdiction in the office of City Clerk, City of Oskaloosa, Iowa 220 South Market, Oskaloosa, Iowa 52577. This contract includes all contract documents. The work under this contract shall be constructed in accordance with the SUDAS Standard Specifications, 2013 Edition and as further modified by the supplemental specifications and special provisions included in said contract documents, and the Contract Attachment which is attached hereto. The Contractor further agrees to complete the work in strict accordance with said contract documents, and guarantee the work as required by law, for the time required in said contract documents, after its acceptance by the Jurisdiction.

This contract is awarded and executed for completion of the work specified in the contract documents for the bid prices shown on the Contract Attachment: Bid Items, Quantities and Prices which were proposed by the Contractor in its proposal submitted in accordance with the Notice to Bidders for the following described improvements:

EAST PARKING RECONSTRUCTION
PENN CENTRAL MALL
OSKALOOSA, IOWA

The Contractor agrees to perform said work for and in consideration of the Jurisdiction's payment of the bid amount of _____ dollars ($_____) which amount shall constitute the required amount of the performance, maintenance, and payment bond. The Contractor hereby agrees to commence work under this contract on or before a date to be specified in a written Notice to Proceed by the Jurisdiction. Work shall be fully complete and ready for final payment within 45 working days. Liquidated damages in the amount of Six Hundred Dollars ($600.00) per working day will be assessed for each day that the work shall remain uncompleted after the end of the contract period.

IN WITNESS WHEREOF, the Parties hereto have executed this instrument, in triplicate on the date first shown written.

JURISDICTION

By _____

(Seal)
ATTEST:

_____

CONTRACTOR

_____
Contractor

By _____
Signature

_____
Title

_____
Street Address

_____
City, State, Zip Code

_____
Telephone

CONTRACTOR PUBLIC REGISTRATION INFORMATION To Be Provided By:

1. All Contractors: The Contractor shall enter its Public Registration Number __ __ __ __ __ __-__ __ issued by the Iowa Commissioner of Labor pursuant to Section 91C.5 of the Iowa Code.

2. Out-of-State Contractors:

   A. Pursuant to Section 91C.7 of the Iowa Code, an out-of-state contractor, before commencing a contract in excess of five thousand dollars in value in Iowa, shall file a bond with the Division of Labor Services of the Department of Workforce Development. The contractor should contact 515-242-5871 for further information. Prior to contract execution, the City Engineer may forward a copy of this contract to the Iowa Department of Workforce Development as notification of pending construction work. It is the contractor's responsibility to comply with said Section 91C.7 before commencing this work.
   B. Prior to entering into contract, the designated low bidder, if it be a corporation organized under the laws of a state other than Iowa, shall file with the Jurisdictional Engineer a certificate from the Secretary of the State of Iowa showing that it has complied with all provisions of Chapter 490 of the Code of Iowa, or as amended, governing foreign corporations. For further information contact the Iowa Secretary of State Office at 515-281-5204.

NOTE: All signatures on this contract must be original signatures in ink; copies or facsimile of any signature will not be accepted.

CORPORATE ACKNOWLEDGMENT

State of_____)
) SS
_____County)

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State of _____, personally appeared _____ and _____, to me known, who, being by me duly sworn, did say that they are the _____, and _____, respectively, of the corporation executing the foregoing instrument; that (no seal has been procured by) (the seal affixed thereto is the seal of) the corporation; that said instrument was signed (and sealed) on behalf of the corporation by authority of this Board of Directors; that _____ and _____acknowledged the execution of the instrument to be the voluntary act and deed of the corporation, by it and by them voluntarily executed.

_____
Notary Public in and for the State of _____
My commission expires _____,20 ___

PARTNERSHIP ACKNOWLEDGMENT

State of_____)
) SS
_____County)

On this ____ day of _____, 20 ___, before me, the undersigned, a Notary Public in and for the State of _____, personally appeared _____ to me personally known, who being by me duly sworn, did say that the person is one of the partners of _____, a partnership, and that the instrument was signed on behalf of the partnership by authority of the partners and the partner acknowledged the execution of the instrument to be the voluntary act and deed of the partnership by it and by the partner voluntarily executed.

_____
Notary Public in and for the State of _____
My commission expires _____, 20___

INDIVIDUAL ACKNOWLEDGMENT

State of _____)
) SS
_____County)

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State of _____, personally appeared _____ and _____, to me known to be the identical person(s) named in and who executed the foregoing instrument, and acknowledged that (he) (she) (they) executed the instrument as (his) (her) (their) voluntary act and deed.

_____
Notary Public in and for the State of _____
My commission expires _____, 20___

LIMITED LIABILITY COMPANY ACKNOWLEDGMENT

State of _____)
) SS
_____County)

On this _____ day of _____, 20____, before me a Notary Public in and for said county, personally appeared _____, to me personally known, who being by me duly sworn did say that person is _____ of said _____, that (the seal affixed to said instrument is the seal of said OR no seal has been procured by the said) _____, and that said instrument was signed and sealed on behalf of the said _____, by authority of its managers and the said _____ acknowledged the execution of said instrument to be the voluntary act and deed of said _____, by it voluntarily executed.

_____
Notary Public in and for the State of _____
My commission expires _____, 20 ___

CONTRACT ATTACHMENT: ITEM 1: BID ITEMS, QUANTITIES AND PRICES

THIS CONTRACT IS AWARDED AND EXECUTED FOR COMPLETION OF THE WORK SPECIFIED IN THE CONTRACT DOCUMENTS FOR THE BID PRICES TABULATED BELOW AS PROPOSED BY THE CONTRACTOR IN ITS PROPOSAL SUBMITTED IN ACCORDANCE WITH NOTICE OF LETTING AND NOTICE OF PUBLIC HEARING. ALL QUANTITIES ARE SUBJECT TO REVISION BY THE OWNER. QUANTITY CHANGES WHICH AMOUNT TO TWENTY (20) PERCENT OR LESS OF THE AMOUNT BID SHALL NOT AFFECT THE UNIT BID PRICE.

ITEM	DESCRIPTION	ESTIMATED UNITS	UNIT PRICE	AMOUNT
_____	_____	_____	$_____	$_____
_____	_____	_____	$_____	$_____
_____	_____	_____	$_____	$_____
_____	_____	_____	$_____	$_____
_____	_____	_____	$_____	$_____
_____	_____	_____	$_____	$_____
_____	_____	_____	$_____	$_____
_____	_____	_____	$_____	$_____
_____	_____	_____	$_____	$_____
_____	_____	_____	$_____	$_____

TOTAL CONSTRUCTION COST $_____

SURETY BOND NO. _____

PERFORMANCE, PAYMENT AND MAINTENANCE BOND

KNOW ALL BY THESE PRESENTS:

That we, _____, as Principal (hereinafter the "Contractor" or "Principal" and _____, as Surety are held and firmly bound unto the City of Oskaloosa, Iowa, as Obligee (hereinafter referred to as "the Jurisdiction"), and to all persons who may be injured by any breach of any of the conditions of this Bond in the penal sum of _____ _____ DOLLARS ($_____), lawful money of the United States, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, legal representatives and assigns, jointly or severally, firmly by these presents.

The conditions of the above obligations are such that whereas said Contractor entered into a contract with the "Jurisdiction", bearing date the _____ day of _____, _____, (hereinafter the "Contract") wherein said Contractor undertakes and agrees to construct the following described improvements:

EAST PARKING RECONSTRUCTION
PENN CENTRAL MALL
OSKALOOSA, IOWA

and to faithfully perform all the terms and requirements of said Contract within the time therein specified, in a good and workmanlike manner, and in accordance with the Contract Documents. Provided, however, that one year after the date of acceptance as complete of the work under the above referenced Contract, the maintenance portion of this Bond shall continue in force but the penal sum for maintenance shall be reduced to the sum of _____DOLLARS ($_____), which is the cost associated with those items shown on the proposal and in the Contract which require a maintenance bond period in excess of one year.

It is expressly understood and agreed by the Contractor and Surety in this bond that the following provisions are a part of this Bond and are binding upon said Contractor and Surety, to-wit:

1. PERFORMANCE: The Contractor shall well and faithfully observe, perform, fulfill and abide by each and every covenant, condition and part of said Contract and Contract Documents, by reference made a part hereof, for the above referenced improvements, and shall indemnify and save harmless the "Jurisdiction" from all outlay and expense incurred by the "Jurisdiction" by reason of the Contractor's default of failure to perform as required. The Contractor shall also be responsible for the default or failure to perform as required under the Contract and Contract Documents by all its subcontractors, suppliers, agents, or employees furnishing materials or providing labor in the performance of the Contract.

2. PAYMENT: The Contractor and the Surety on this Bond are hereby agreed to pay all just claims submitted by persons, firms, subcontractors, and corporations furnishing materials for

or performing labor in the performance of the Contract on account of which this Bond is given, including but not limited to claims for all amounts due for labor, materials, lubricants, oil, gasoline, repairs on machinery, equipment and tools, consumed or used by the Contractor or any subcontractor, wherein the same are not satisfied out of the portion of the contract price which the 'Jurisdiction" is required to retain until completion of the improvement, but the Contractor and Surety shall not be liable to said persons, firms, or corporations unless the claims of said claimants against said portion of the contract price shall have been established as provided by law. The Contractor and Surety hereby bind themselves to the obligations and conditions set forth in Chapter 573, Code of Iowa, which by this reference is made a part hereof as though fully set out herein.

3. MAINTENANCE: The Contractor and the Surety on this Bond hereby agree, at their own expense:

   A. To remedy any and all defects that may develop in or result from work to be performed under the Contract within the period of two (2) years from the date of acceptance of the work under the Contract, by reason of defects in workmanship or materials used in construction of said work;

   B. To keep all work in continuous good repair; and

   C. To pay the "Jurisdiction" reasonable costs of monitoring and inspection to assure that any defects are remedied, and to repay the "Jurisdiction" all outlay and expense incurred as a result of Contractor's and Surety's failure to remedy any defect as required by this section.

Contractor's and Surety's agreement herein made extends to defects in workmanship or materials not discovered or known to the "Jurisdiction" at the time such work was accepted.

4. GENERAL: Every Surety on this Bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:

   A. To consent without notice to any extension of time to the Contractor in which to perform the Contract;

   B. To consent without notice to any change in the Contract or Contract Documents, which thereby increases the total contract price and the penal sum of this bond, provided that all such changes do not, in the aggregate, involve an increase of more than twenty percent of the total contract price, and that this bond shall then be released as to such excess increase; and

   C. To consent without notice that this Bond shall remain in full force and effect until the Contract is completed, whether completed within the specified contract period, within an extension thereof, or within a period of time after the contract period has elapsed and the liquidated damage penalty is being charged against the Contractor.

The Contractor and every Surety on the bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:

D. That no provision of this Bond or of any other contract shall be valid which limits to less that five years after the acceptance of the work under the Contract the right to sue on this Bond.

E. That as used herein, the phrase "all outlay and expense" is not to be limited in any way, but shall include the actual and reasonable costs and expenses incurred by the "Jurisdiction" including interest, benefits and overhead where applicable. Accordingly, "all outlay and expense" would include but not be limited to all contract or employee expense, all equipment usage or rental, materials, testing, outside experts, attorneys fees (including overhead expenses of the "Jurisdiction's" staff attorneys), and all costs and expenses of litigation as they are incurred by the "Jurisdiction". It is intended the Contractor and Surety will defend and indemnify the "Jurisdiction" on all claims made against the "Jurisdiction" on account of Contractor's failure to perform as required in the Contract and Contract Documents, that all agreements and promises set forth in the Contract and Contract Documents, in approved change orders, and in this Bond will be fulfilled, and that the "Jurisdiction" will be fully indemnified so that it will be put into the position it would have been in had the Contract been performed in the first instance as required.

In the event the "Jursidiction" incurs any "outlay and expense" in defending itself with respect to any claim as to which the Contractor or Surety should have provided the defense, or in the enforcement of the promises given by the Contractor in the Contract, Contract Documents, or approved change orders, or in the enforcement of the promises given by the Contractor and Surety in this Bond, the Contractor and Surety agree that they will make the "Jurisdiction" whole for all such outlay and expense, provided that the Surety's obligation under this bond shall not exceed 125% of the penal sum of this bond.

In the event that any actions or proceedings are initiated with respect to this Bond, the parties agree that the venue thereof shall be Mahaska County, State of Iowa. If legal action is required by the "Jurisdiction" to enforce the provisions of this Bond or to collect the monetary obligation incurring to the benefit of the "Jurisdiction", the Contractor and the Surety agree, jointly and severally, to pay the "Jurisdiction" all outlay and expense incurred therefor by the "Jurisdiction". All rights, powers, and remedies of the "Jurisdiction" hereunder shall be cumulative and not alternative and shall be in addition to Surety for any amount guaranteed hereunder whether action is brought against the Contractor or whether Contractor is joined in any such action or actions or not.

NOW THEREFORE, the condition of this obligation is such that if said Principal shall faithfully perform all the promises of the Principal, as set forth and provided in the Contract, in the Contract Documents, and in this Bond, then this obligation shall be null and void, otherwise it shall remain in full force and effect.

When a word, term, or phrase is used in this Bond, it shall be interpreted or construed first as defined in this Bond, the Contract, or the Contract Documents; second, if not defined in the Bond, Contract, or Contract Documents, it shall be interpreted or construed as defined in applicable provisions of the Iowa Code; third, if not defined in the Iowa Code, it shall be interpreted or construed according to its generally accepted meaning in the construction industry; and fourth, if it

has no generally accepted meaning in the construction industry, it shall be interpreted or construed according to its common or customary usage.

Failure to specify or particularize shall not exclude terms or provisions not mentioned and shall not limit liability hereunder. The Contract and Contract Documents are hereby made a part of this Bond.

Witness our hands, in triplicate, this _____ day of _____, _____.

Surety Countersigned By:

_____
Signature of Iowa Resident Commission Agent as Prescribed by Chapter 515.52-57, Iowa Code. (Require only if Attorney-in-Fact is not also an Iowa Resident Commission Agent).

_____
Name of Resident Commission Agent

_____
Company Name

_____
Company Address

_____
City, State, Zip Code

_____
Company Telephone Number

FORM APPROVED BY:

_____
Attorney for Jurisdiction

PRINCIPAL:

_____
Contractor

By: _____
Signature

_____
Title

SURETY:

_____
Surety Company

By: _____
Signature Attorney-in-Fact Officer

_____
Name of Attorney-in-Fact Officer

_____
Company Name

_____
Company Address

_____
City, State, Zip Code

_____
Company Telephone Number

NOTE:
1. **All signatures on this performance, maintenance & payment bond must be original signatures in ink; copies or facsimile of any signature will not be accepted.**
2. **This bond must be sealed with the Surety's raised, embossing seal.**
3. **The Certificate or Power of Attorney accompanying this bond must be valid on its face and sealed with the Surety's raised, embossing seal.**
4. **The name and signature of the Surety's Attorney-in-Fact/Officer entered on this bond must be exactly as listed on the Certificate or Power of Attorney accompanying this bond.**

SUPPLEMENTARY CONDITIONS

Supplementary Conditions

These Supplementary Conditions amend or supplement the Division 1 - General Provisions and Covenants of the SUDAS Standard Specifications and other provisions of the Contract Documents as indicated below. All provisions which are not so amended or supplemented remain in full force and effect.

The terms used in these Supplementary Conditions will have the meanings indicated in the General Provisions and Covenants. Additional terms used in the Supplementary Conditions have the meanings indicated below, which are applicable to both the singular and plural thereof.

SECTION 1010 - DEFINITIONS

Section 1.03 Definitions and Terms.

The term "Jurisdiction" as it is used throughout the contract documents shall mean "The City of Oskaloosa, Iowa". The term "Jurisdiction's Engineer" shall mean "Garden & Associates, Ltd. of Oskaloosa, Iowa".

SECTION 1020 – PROPOSAL REQUIREMENTS AND CONDITIONS

Add the following new paragraph immediately after paragraph 1.04 E:

> "F. No drawings or physical testing of conditions in or relating to existing surface or subsurface structures or conditions have been utilized by the ENGINEER in the preparation of the Drawings and Specifications. It is the CONTRACTOR's responsibility to become familiar with and satisfied as to local and site conditions that may affect cost, progress, performance and finishing of the work."

Section 1020 - 1.08 B Alternate Sales and Use Tax (Optional Special Exemption Certificate) shall apply to this project. The Jurisdiction will issue sales tax exemption certificates to contractors and subcontractors, allowing them to purchase, or withdraw from inventory, materials for the contract free from sales tax pursuant to Iowa Code Sections 423.2 and 423.45.

NOTICE TO PROCEED

Dated: _____

TO: _____
(Contractor)

ADDRESS: _____

_____

PROJECT: _____

JURISDICTION's CONTRACT NO. _____

CONTRACT FOR _____

_____

You are notified that the Contract Times under the above contract will commence to run on _____, 20__. By that date, you are to start performing your obligations under the Contract Documents. In accordance with the contract, the work will be fully completed and ready for final payment on or before _____, _____.

Before you may start any Work at the site, the General Provisions and Covenants provides that you deliver (with copies to ENGINEER and other identified additional insured) certificates of insurance which you are required to purchase and maintain in accordance with the Contract Documents.

Also, before you may start any Work at the site, you must

_____

_____

_____

_____

_____
(Jurisdiction)

By: _____
(Authorized Signature)

_____
(Title)

APPLICATION FOR PAYMENT NO. ____

To: _____ (JURISDICTION)

From: _____ (CONTRACTOR)

Contract: _____

Project: _____

JURISDICTION's Contract No.: _____ ENGINEER's Project No.: _____

For Work Accomplished Through the Date of: _____

1.	Original Contract Price:	
2.	Net Change by Change Orders and Written Amendments (+ or -):	
3.	Current Contract Price (1 plus 2):	
4.	Total Completed and Stored to Date:	
5.	Retainage (Per Agreement):	
	5% of Completed Work:	
	0% of Stored Material:	
	Total Retainage:	
6.	Total Completed and Stored to Date Less Retainage (4 minus 5):	
7.	Less Previous Application for Payments:	
8.	**DUE THIS APPLICATION (6 MINUS 7)**	

Accompanying Documentation:

CONTRACTOR'S Certification:

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from JURISDICTION on account of Work done under the Contract referred to above have been applied on account to discharg 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 JURISDICTION at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to JURISDICTION indemnifying JURISDICTION against any such Lien, security interest o 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: _____

(CONTRACTOR)

By: _____

Payment of the above AMOUNT DUE THIS APPLICATION is **recommended.**

Dated: _____

(ENGINEER)

By: _____

Payment of the above AMOUNT DUE THIS APPLICATION is **approved.**

Dated: _____

(JURISDICTION)

By: _____

ATTACHMENT NO. 1 TO PAY ESTIMATE NO. _____ Application No. _____ Date: _____

		CONTRACTOR'S Schedule of Values			Work Completed		
No.	Item	Unit Price	Quantity	Amount	Quantity Completed	Amount	Total
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							
14.							
15.							
16.							
17.							
18.							
19.							
20.							
21.							
22.							
23.							
24.							
25.							
26.							
27.							
28.							
29.							
30.							
TOTALS							

Note: Total Schedule of Values Amount should equal the current Contract Price.

CHANGE ORDER

No. _____

DATE OF ISSUANCE _____ EFFECTIVE DATE _____

JURISDICTION _____

CONTRACTOR _____

Contract: _____

Project: _____

JURISDICTION's Contract No. _____ ENGINEER's Contract No. _____

ENGINEER _____

You are directed to make the following changes in the Contract Documents:

Description:

Reason for Change Order:

Attachments: (List documents supporting change)

CHANGE IN CONTRACT PRICE:
Original Contract Price: $ _____
Net Increase (Decrease) from previous Change Orders No. ____ to ____ : $ _____
Contract Price prior to this Change Order: $ _____
Net Increase (Decrease) of this Change Order: $ _____
Contract Price with all approved Change Orders: $ _____

CHANGE IN CONTRACT TIMES:
Original Contract Times: Substantial Completion: _____ Ready for final payment: _____ (days or dates)
Net change from previous Change Orders No. ____ to No. ____ : Substantial Completion: _____ Ready for final payment: _____ (days)
Contract Times prior to this Change Order: Substantial Completion: _____ Ready for final payment: _____ (days or dates)
Net Increase (Decrease) this Change Order: Substantial Completion: _____ Ready for final payment: _____ (days)
Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for final payment: _____ (days or dates)

RECOMMENDED:

By: _____
ENGINEER(Authorized Signature)

Date: _____

APPROVED:

By: _____
JURISDICTION(Authorized Signature)

Date: _____

ACCEPTED:

By: _____
CONTRACTOR(Authorized Signature)

Date: _____

EJCDC 1910-8-B (1996 Edition)
Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractor of America and the Construction Specifications Institute.

WAIVER AND RELEASE OF LIEN

WHEREAS, the undersigned, _____
Name of Manufacturer, Materialman, or Subcontractor

has furnished to _____ the following:
Name of Contractor

_____ for use in the construction
Kind of Material and Services Furnished

of a project belonging to _____, and

designated as, _____.
Name of Project

NOW, THEREFORE, the undersigned, _____,
Name of Manufacturer, Materialman, or Subcontractor

for and in consideration of $ _____, and other good and valuable consideration, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all liens, or right to or claim of lien, on the above described project and premises, under any law, common or statutory, on account of labor or materials, or both, hereto or hereafter furnished by the undersigned to or for the account of said _____ for said project.
Name of Contractor

Given under my (our) hand(s) and seal(s) this _____ day of _____, 20____.

_____
Name of Manufacturer, Materialman, or Subcontractor

By: _____

President, Vice-President, Partner, or Owner, or, if signed by other than one of the foregoing, accompanied by Power of Attorney signed by one of the foregoing in favor of the signer. (Use designation applicable)

DETAILED SPECIFICATIONS

DETAILED SPECIFICATION REQUIREMENTS

Index

Part 1 General
1.01 Section Includes
1.02 Modifications and/or Addenda
1.03 Remove and Reset Brick Pavers
1.04 Traffic Control
1.05 Painted Pavement Markings

****

Part 1 General

1.01 Section Includes

A. Modifications and/or addenda to the Urban Standard Specifications for Public Improvements Manual.
B. Project specific materials and products to be incorporated into the work.
C. Project specific special construction procedures or requirements applicable to the work.
D. Additional payment items not set forth in the specific Section of the specifications for which the work pertains.

1.02 Modifications and/or Addenda

A. On Page 4 of Section 1080 – PROSECUTION AND PROGRESS, delete subparagraph 1.06 B. 2. in it's entirety and substitute the following:

"2. After Commencement of Work: One full working day will be charged for any weekday, exclusive of Saturdays, Sundays, or a recognized legal holiday, when weather or other conditions (not under control of the Contractor) will permit construction operations to proceed for not less than 3/4 of a normal workday in the performance of a controlling item of work as determined by the Engineer. If such conditions allow operations to proceed for at least 1/2 but less than 3/4 of the normal working hours, one-half working day will be charged.

Working days will not be charged for Saturdays (unless a mandatory six-day work week is specified in the contract documents), Sundays, and recognized legal holidays the Contractor does not work. Working days will be charged for Saturdays, Sundays, and recognized legal holidays the contractor does work.

It is the intent of the contract documents to charge working days for any day the Contractor works. A mandatory six-day work week is not required."

B. On Page 1 of Section 4020 – STORM SEWERS, delete paragraph 1.08 A. 1. a. and substitute the following:

"a. **Measurement:** Each type and size of pipe installed will be measured in linear feet along the centerline of the pipe from intake or manhole to intake or manhole and based on actual length of pipe laid. Where the end of the pipe discharges to a ditch or waterway, measurement will be to the end of the pipe, exclusive of the aprons. Length of elbows and tees will be included in the length of pipe measured."

C. On Page 2 of Section 4020 – STORM SEWERS, delete paragraph "1.08 C. – Removal of Storm Sewer:" in its entirety. Removal of storm sewer pipe will not be measured for payment. Removal of storm sewer pipe shall be considered incidental to construction.

D. On Page 3 of Section 9010 – SEEDING, delete paragraph 1.08A and substitute the following.

"A. Conventional Seeding, Fertilizing and Mulching:
1. Measurement: Lump Sum item; no measurement will be made.
2. Payment: Payment will be made at the contract lump sum price. It includes removal of rock and other debris from the area, repairing rills and washes, preparing the seedbed, furnishing and placing seed, spreading fertilizer and mixing it into the soil, and placing and tucking the mulch."

1.03 Remove and Reset Brick Pavers

A. General:
1. Existing brick pavers shall be removed and reset as shown on plans.

B. Measurement and Payment:
1. Measurement will be in square yards for the area of brick pavers that are properly removed and reset.
2. Payment will be made at the unit price for the area of brick pavers removed and reset.
3. Includes removal and storage of brick pavers, base/setting sand, resetting brick pavers, placing sand/cement joint filler, and miscellaneous associated work including clean-up.

C. Products:
1. Sand Base. Iowa DOT Section 4110, Gradation No. 1.
2. Brick Joint Filler. HP Polymeric Sand for Pavement Joints by Techni-Seal or approved equal. Color to match existing.

D. Execution:
1. Remove existing brick pavers and stockpile in a secure location.
2. Furnish, place and compact sand bed as shown on drawings and install brick pavers matching existing pattern.
3. Furnish and place brick joint filler in accordance with manufacturer directions.

1.04 Traffic Control

A. Provide traffic control in accordance with the plans and specifications including furnishing, installing, maintaining and removing signs, barricades, lights, flaggers and other traffic control devices as required.
B. Measurement and Payment:
   1. Traffic Control will be paid for at the contract lump sum price bid. The lump sum bid price shall be full compensation for the work required.

1.05 Painted Pavement Markings

A. General:
   1. Furnish and install permanent painted pavement markings in accordance with Iowa DOT Standard Specification 2527 and as shown on plans.
B. Measurement and Payment:
   1. Painted pavement markings will be paid for at the contract lump sum price bid. The lump sum price bid shall be full compensation for all work required to install pavement markings as specified.
C. Products:
   1. Materials shall meet the requirements of Iowa DOT Standard Specification 2527.02 B.1 for Waterborne or Solvent-based Paint.

OSKALOOSA
IOWA

CITY COUNCIL COMMUNICATION

MEETING DATE: March 18, 2013

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE:

Consider a resolution approving award of contract for East Mall Parking Improvements Project to TK Concrete, Inc. in an amount not to exceed $260,336.00, and authorize City Manager to utilize an additional ten percent ($26,000.00) for project contingency.

EXPLANATION:

The East Mall Parking Improvements Project was advertised for improvements on the Mall parking lot at the southwest corner of the intersection of A Street and High Avenue West. The scope of the project includes new concrete pavement on the mall parking lot and the public street, sidewalks, curb and gutter with intakes, and storm drains. Bids were received and publicly read on March 13, 2013 with nine contractors responding. The low bidder was TK Concrete, Inc., as indicated in the attached tabulation of bids, with a total base bid of $260,336.00. The low bid received is within our budget estimates. Adopting Staff's recommendations will authorize staff to utilize 10% of the contract amount ($26,000.00) as construction contingency for unforeseen circumstances. The contractor will however need to submit a change order for City Council approval if they exceed the contract price of $260,336.00.

Note: The Engineers letter of recommendation, Notice of Award, and Bid Documents will be submitted separately prior to the Council meeting.

BUDGET CONSIDERATION:

The recommended action will result in a total project authorized expenditure of $286,336.00. The East Mall Parking Improvements Project is specifically included in the FY 2013 Council-approved budget (Acct. # 328-2010-6761) in the amount of $450,000.

RECOMMENDED ACTION:

Open public hearing; receive comments; close hearing; approve the resolution awarding the project to TK Concrete Inc.

Staff recommends that the bid be awarded for the Total Base Bid Price in the amount of $260,336.00 and authorize a total construction contingency budget of $26,000.00 for this project to be administered by the Public Works Director under the supervision of City Manager.

ATTACHMENTS:
Resolution and Bid Tabulation. (As noted above, the Engineer's letter of recommendation, Notice of Award, and Bid Documents will be distributed separately prior to the Council meeting.)

RESOLUTION NO. _____

A RESOLUTION TO APPROVE AWARD OF CONTRACT TO TK CONCRETE INC. FOR AN AMOUNT NOT TO EXCEED $260,336.00 AND APPROVE A CONSTRUCTION CONTINGENCY NOT TO EXCEED $26,000.00 FOR THE EAST MALL PARKING IMPROVEMENTS PROJECT.

WHEREAS, the City Council of the City of Oskaloosa, Iowa, has heretofore deemed it necessary and desirable for improvements on East Mall Parking Improvements Project, (will be known as the "Project"); and

WHEREAS, the bids for the aforementioned Project were received, opened and tabulated as per published notice; and

WHEREAS, the bid from TK Concrete Inc. with a total base bid of $260,336.00 was the lowest responsive, responsible bid; and

WHEREAS, the City desires to authorize the City Manager to allow a ten percent ($26,000.00) contingency of the award amount for unforeseen construction circumstances,

WHEREAS, the Engineer has heretofore reviewed the bids and recommended that the City Council approve and accept the aforementioned bid for said Project

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

1. The bid of TK Concrete Inc. with a total base bid of $260,336.00 is hereby accepted and approved. Furthermore, the Construction Contract is therefore awarded to TK Concrete Inc. for the aforementioned bid amount.
2. The City Council authorizes the City Manager a construction contingency of $26,000.00 for the project to be administered by the Public Works Director during construction as necessary in order to complete this project.

PASSED AND APPROVED this _____day of March, 2013.

_____
David Krutzfeldt, Mayor

ATTEST:

_____
Amy Miller, City Clerk

BID TAB SHEET
East Parking Reconstruction - Penn Central Mall
Oskaloosa, Iowa

Bids received March 13, 2013
G&A # 5112112

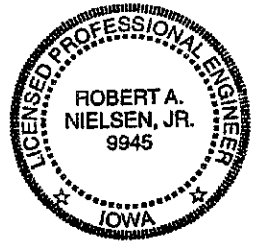
No.	Item	Unit	Estimated Quantity	TK Concrete, Inc. 1608 Fifield Road Pella, IA 50219		Hawkeye Paving Corp 801 42nd Street Bettendorf, IA 52722		Absolute Concrete Const. 505 1st Avenue Slater, IA 50244		Concrete Technologies, Inc. 3809 109th St., Ste D Urbandale, IA 50322		DeLong Constr, Inc. 1320 N 8th Ave Washington, IA 52353		Pella Concrete Contr. 669 Hwy T-14 Pella, IA 50219		Elder Corporation 5088 E. University Ave Des Moines, IA 50327		Blommers Constr. 1117 - 222nd Ave Pella, IA 50219		Engineer's Opinion of Cost	
				Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
	DIVISION 1 - ALTERNATE 1																				
1.	Clearing and Grubbing	LS	XXXX	XXXX	$2,500.00	XXXX	$500.00	XXXX	$500.00	XXXX	$525.00	XXXX	$500.00	XXXX	$2,500.00	XXXX	$590.00	XXXX	$6,500.00	XXXX	$500.00
2.	Excavation, Class 10	CY	750	$12.50	$9,375.00	$8.00	$6,000.00	$9.50	$7,125.00	$10.00	$7,500.00	$9.50	$7,125.00	$17.00	$12,750.00	$26.00	$19,500.00	$7.00	$5,250.00	$8.00	$6,000.00
3	Subgrade Preparation	SY	4,450	$1.50	$6,675.00	$1.00	$4,450.00	$1.25	$5,562.50	$1.35	$6,007.50	$1.25	$5,562.50	$1.30	$5,785.00	$1.85	$8,232.50	$3.50	$15,575.00	$3.00	$13,350.00
4	Subbase, 6" Thick Modified Subbase (Granular)	SY	4,450	$5.50	$24,475.00	$9.00	$40,050.00	$6.50	$30,705.00	$7.25	$32,262.50	$6.90	$30,705.00	$7.30	$32,485.00	$6.25	$27,812.50	$6.50	$28,925.00	$8.00	$35,600.00
5	Subbase, 4" Thick IDOT Gradation No. 11 Class A (Granular)	SY	617	$4.00	$2,468.00	$7.50	$4,627.50	$5.75	$3,547.75	$6.00	$3,702.00	$5.75	$3,547.75	$5.00	$3,085.00	$4.75	$2,930.75	$5.00	$3,085.00	$7.00	$4,319.00
6	Compaction Testing	LS	XXXX	XXXX	$2,250.00	XXXX	$1,100.00	XXXX	$2,000.00	XXXX	$2,100.00	XXXX	$2,000.00	XXXX	$2,000.00	XXXX	$2,600.00	XXXX	$5,000.00	XXXX	$2,000.00
7	Trench Compaction Testing	LS	XXXX	XXXX	$400.00	XXXX	$1,100.00	XXXX	$2,000.00	XXXX	$1,575.00	XXXX	$2,000.00	XXXX	$1,000.00	XXXX	$2,100.00	XXXX	$2,500.00	XXXX	$800.00
8	Storm Sewer, Trenched, RCP, 15"	LF	42	$42.00	$1,764.00	$60.00	$2,520.00	$95.00	$3,990.00	$100.00	$4,200.00	$95.00	$3,990.00	$150.00	$6,300.00	$59.00	$2,478.00	$32.00	$1,344.00	$50.00	$2,100.00
9	Subdrain, Perforated PE, 4	LF	1110	$6.00	$6,660.00	$8.00	$8,880.00	$8.00	$8,880.00	$8.50	$9,435.00	$8.00	$8,880.00	$8.00	$8,880.00	$15.00	$16,650.00	$12.00	$13,320.00	$10.00	$11,100.00
10	Subdrain Outlets and Connections, CMP, 4"	EA	4	$200.00	$800.00	$130.00	$520.00	$150.00	$600.00	$160.00	$640.00	$150.00	$600.00	$150.00	$600.00	$290.00	$1,160.00	$300.00	$1,200.00	$100.00	$400.00
11	SW-511 Rectangular Area Intake	EA	1	$3,150.00	$3,150.00	$2,700.00	$2,700.00	$4,000.00	$4,000.00	$4,200.00	$4,200.00	$4,000.00	$4,000.00	$2,800.00	$2,800.00	$2,800.00	$2,800.00	$3,000.00	$3,000.00	$4,000.00	$4,000.00
12	SW-603 Type R Casting, Furnish and Install as Per Plan	EA	3	$675.00	$2,025.00	$1,500.00	$4,500.00	$1,200.00	$3,600.00	$1,260.00	$3,780.00	$1,200.00	$3,600.00	$850.00	$2,550.00	$830.00	$2,490.00	$400.00	$1,200.00	$750.00	$2,250.00
13	PCC Pavement, 7" Thick	SY	4,370	$31.00	$135,470.00	$38.00	$166,060.00	$36.50	$159,505.00	$35.75	$156,227.50	$36.00	$157,320.00	$37.00	$161,690.00	$37.00	$161,690.00	$44.00	$192,280.00	$45.00	$196,650.00
14	PCC Pavement Samples and Testing	LS	XXXX	XXXX	$2,000.00	XXXX	$3,000.00	XXXX	$2,500.00	XXXX	$4,725.00	XXXX	$1,500.00	XXXX	$3,000.00	XXXX	$4,900.00	XXXX	$5,000.00	XXXX	$2,500.00
15	Removal of Sidewalk	SY	140	$6.00	$840.00	$5.00	$700.00	$8.50	$1,190.00	$9.00	$1,260.00	$8.50	$1,190.00	$10.00	$1,400.00	$14.45	$2,023.00	$6.00	$840.00	$10.00	$1,400.00
16	PCC Sidewalk, 5" Thick	SY	617	$27.00	$16,659.00	$40.00	$24,680.00	$44.50	$27,456.50	$38.50	$23,754.50	$44.00	$27,148.00	$45.00	$27,765.00	$39.50	$24,371.50	$40.00	$24,680.00	$35.00	$21,595.00
17	Brick Sidewalk with Concrete Base	SY	24	$200.00	$4,800.00	$150.00	$3,600.00	$135.00	$3,240.00	$315.00	$7,560.00	$345.00	$8,280.00	$250.00	$6,000.00	$450.00	$10,800.00	$38.00	$912.00	$150.00	$3,600.00
18	Detectable Warnings	SF	144	$25.00	$3,600.00	$33.00	$4,752.00	$32.00	$4,608.00	$28.00	$4,032.00	$30.00	$4,320.00	$35.00	$5,040.00	$28.75	$4,140.00	$35.00	$5,040.00	$50.00	$7,200.00
19	Pavement Removal	SY	4,300	$4.75	$20,425.00	$3.00	$12,900.00	$7.00	$30,100.00	$7.35	$31,605.00	$7.00	$30,100.00	$6.00	$25,800.00	$4.90	$21,070.00	$6.00	$25,800.00	$10.00	$43,000.00
20	Painted Pavement Markings and Symbols, Waterborne or Solvent Based	LS	XXXX	XXXX	$1,750.00	XXXX	$2,000.00	XXXX	$1,745.00	XXXX	$1,835.00	XXXX	$1,745.00	XXXX	$2,200.00	XXXX	$1,800.00	XXXX	$2,274.00	XXXX	$5,000.00
21	Conventional Seeding, Fertilizing, and Mulching	LS	XXXX	XXXX	$2,500.00	XXXX	$1,000.00	XXXX	$4,000.00	XXXX	$2,400.00	XXXX	$4,400.00	XXXX	$3,000.00	XXXX	$7,200.00	XXXX	$7,500.00	XXXX	$1,000.00
22	Traffice Control	LS	XXXX	XXXX	$2,750.00	XXXX	$1,200.00	XXXX	$5,100.00	XXXX	$5,355.00	XXXX	$7,500.00	XXXX	$5,500.00	XXXX	$9,400.00	XXXX	$6,120.00	XXXX	$5,000.00
23	Mobilization	LS	XXXX	XXXX	$7,000.00	XXXX	$8,000.00	XXXX	$18,000.00	XXXX	$17,800.00	XXXX	$20,000.00	XXXX	$25,000.00	XXXX	$31,000.00	XXXX	$29,000.00	XXXX	$10,000.00
	TOTAL BASE BID $			$260,336.00		$304,839.50		$329,954.75		$332,481.00		$336,013.25		$347,130.00		$357,738.25		$386,345.00		$379,364.00	

I hereby state that the aforementioned bid tabulation is a fair representation of those bids received March 13, 2013 for East Parking Reconstruction, Penn Central Mall, Oskaloosa, Iowa.

Robert A. Nielsen, P.E.

3/13/13

License No. 9945 (Renewal Date: 12/31/13)



OSKALOOSA
IOWA

CITY COUNCIL COMMUNICATION

MEETING DATE: March 18, 2013

REQUESTED BY: Public Works Department, Engineering Division

ITEM TITLE:

Consider a resolution authorizing the City Manager to execute and deliver all necessary documents in connection with the Transportation Alternate (TA) program application for new sidewalks as recommended under the Safe Routes to School Plan.

EXPLANATION:

The City received a notification from the Area 15 Regional Planning Commission (RPC) on March 1, 2013 to apply for a Transportation Alternate (TA) program with a deadline of April 1, 2013. The Safe Routes to School program is under the TA program and would require 80/20 matching funds. The local authority sponsoring the project will be reimbursed up to 80 percent of eligible costs for planning, development, and construction/implementation. The local government is responsible for the minimum 20 percent local match.

Staff prepared a recommended list of candidate projects to be submitted for the Transportation Alternate Program Call for Projects. A Council resolution committing to the projects' development, implementation, construction, maintenance, management, and financing is required in order for the City's projects to be eligible for funding consideration. The projects identified by staff for this application are a part of locations from Proposal 1 and the Proposal 3 of the major recommendations from the City of Oskaloosa Safe Route to School plan. The locations and cost estimates of the identified projects that propose new 5' wide sidewalks installation are listed as follows:

1. The northeast side of Pella Ave. from Green St. to Santa Clara St. - $92,000
2. The east side of Santa Clara St. from M Ave. to Pella Ave. - $72,000
3. The north side of D Ave. West from 1012 D Ave. West to Pella Ave. - $40,000
4. The east side of North 3rd St from Middle School to Recreation Trail - $28,000

RECOMMENDED ACTION:

Staff recommends that the City Council adopt the Resolution authorizing the City Manager to execute and deliver all necessary documents in connection with the Transportation Alternate (TA) program application.

BUDGET CONSIDERATION:
There is no budget impact with this request. Staff will apply for TA program to fund new sidewalks. This program would require 80/20 matching funds if the project is selected. This item is not specifically approved in the FY 2014 or FY 2015 budgets. The amount of match in FY 2014 would be $5,000 and could be cost-shared with the Oskaloosa School District. The item for FY 2015 would require a $40,800 match from the city and would be discussed during the FY 2015 budget process.

ATTACHMENTS:
Resolution and Area 15 RPC application form.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE CITY MANAGAER TO EXECUTE AND DELIVER ALL NECESSARY DOCUMENTS IN CONNECTION WITH THE TRANSPORTATION ALTERNATIVE PROGRAM APPLICATION FOR FUNDS UNDER THE IOWA STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM.

WHEREAS, on February 19, 2013, the City Council of the City of Oskaloosa adopted the Safe Route to School Plan; and

WHEREAS, the City identifies the following locations to install new sidewalk:
(1) The northeast side of Pella Avenue from Green Street to Santa Clara Street
(2) The east side of Santa Clara Street from M Avenue to Pella Avenue
(3) The north side of D Avenue West from 1012 D Avenue West to Pella Avenue
(4) The east side of North 3rd Street from Middle School to Recreation Trail

WHEREAS, the project total cost is estimated to be $232,000 with the State reimbursing 80 percent of the grant; and

WHEREAS, all Transportation Alternate projects nominated by the City of Oskaloosa is endorsed by the City Council with a commitment to fund a minimum of 20 percent of the project total cost as the required local match, if the project is selected; and,

WHEREAS, the City is committed for at least 10 years to properly maintain sidewalks built with a SRTS grant by conducting frequent inspections and assessments; and

WHEREAS, it is now necessary to authorize the projects being submitted and to provide the Area 15 Regional Planning Commission (RPC) and Iowa Department of Transportation a council resolution committing to provide the required local funding participation match if the candidate projects are selected.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OSKALOOSA that the City Manager of the City of Oskaloosa is authorized to execute and deliver on behalf of the City Council all necessary documents in connection with the Transportation Alternative program application for funds under the Iowa Department of Transportation to install new sidewalks.

PASSED AND APPROVED this _____day of March, 2013.

_____
David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

RPA 15 TRANSPORTATION ALTERNATIVES PROGRAM
APPLICATION INSTRUCTIONS

This application form shall be used to submit a Transportation Alternatives Program project proposal.

1. It is recommended that all applicants contact the Area 15 Regional Planning Commission before starting an application for Transportation Alternatives Program funds to discuss the project.

2. Original application and 15 copies must be submitted in a typewritten format.

3. All information submitted as part of this application and any additional information requested by the RPA will be used to evaluate the application.

4. Project applications are accepted one time, annually by the RPA.

5. Submit the completed application and all attachments by April 1st, 2013 to:

   Chris Kukla, Transportation Planner
   Area 15 Regional Planning Commission
   PO Box 1110
   Ottumwa, Iowa 52501

   NOTE: Applications must be postmarked by April 1st, 2013. Applications postmarked after this date will not be reviewed.

6. Eligible applicants are any person/business/organization that is sponsored by a government agency (i.e. City or County).

7. The maximum grant amount is 80% of the total cost of a project.

8. The minimum project size is $20,000.

9. Project sponsors will be requested to give a brief presentation at a Technical Advisory Committee meeting (date to be determined). The RPC will contact the project contact person listed on the application form to provide meeting information.

10. All projects will be reviewed by the RPA 15 Technical Advisory Committee and Policy Board. Only projects recommended for funding will be programmed into the RPA 15 Draft Transportation Improvement Program that is submitted to IDOT by June 15th. Final project approval is by IDOT/FHWA, in the Statewide Transportation Improvement Program by October 1.

11. All project applicants will be notified by the Area 15 Regional Planning Commission of the RPA's funding decision.

12. For funded projects – to begin a project - a project agreement and concept statement are completed through the IDOT; project materials and labor contracts must be let through the Iowa Department of Transportation. An engineer licensed in the State of Iowa must prepare all plans and specifications for the project. Additionally the engineer must oversee work on the project. Costs for engineering should be planned for in the project application.

RPA 15 TRANSPORTATION ALTERNATIVES PROGRAM
APPLICATION CRITERIA

NOTE: All projects will be rated based on the following criteria. Applicants are urged to follow a similar format in their project narrative as described below.

RATING CRITERIA

I. NEED = 40 points

15	1.	Potential use. Who are the potential users of the project? Quantify.
15	2.	Describe the need for the project. Provide supporting documentation and justification (survey results, plans, studies, meeting minutes, etc.).
5	3.	Project Schedule. Provide a month by month project schedule describing activities that will occur during the length of the project from start to completion.
5	4.	Safety. How does the project enhance a safety aspect?

II. IMPACT = 30 points

10	1.	Describe the positive and negative environmental impacts of the project.
5	2.	Social Impacts. Will any persons or businesses be displaced?
5	3.	How does the project address local/multi-jurisdictional/regional needs?
10	4.	How does the project address local/regional/state plans? Is the project included in the RPA 15 Long Range Transportation Plan?

III. LOCAL EFFORT = 20 points

10	1.	Local financial commitment. Are local funds ready and available for this project? There is a maximum 50/50 local match.
5	2.	Public support of project. How was public input obtained? How were adjacent property owners and others informed? Were they supportive? Include letters of support from interest groups impacted by the project.
5	3.	Describe steps taken to such as: zoning, easements, permits, and other clearances.

IV. ECONOMIC NEED = 10 points

5	1.	How will the project produce additional investment or employment?
5	2.	Define and describe economic impacts brought about by the project.

TOTAL = 100 points

***Projects with fewer than 60 points will not be considered for funding, and will be returned to the sponsor with comment and will be eligible for re-submission the following year.**

RPA 15 TRANSPORTATION ALTERNATIVES
APPLICATION FORM

GENERAL INFORMATION

Name of Applicant _____

Name of Sponsor _____

Contact Person _____

Mailing Address _____

Phone Number _____

PROJECT INFORMATION

Project Name (route/facility) _____

Project Type

Trails and Bicycles
- ☐ Bicycle and Pedestrian Facilities
- ☐ Abandoned Rail Corridor Conversion

Safe Routes to School (SRTS)
- ☐ Infrastructure
- ☐ Non-infrastructure

Environmental
- ☐ Vegetation management
- ☐ Reduction of Wildlife Mortality or Restoration of Habitat Connectivity
- ☐ Stormwater Management

Scenic and Historic
- ☐ Turnouts, Overlooks and Viewing Areas
- ☐ Historic Preservation Rehab of Historic Transportation Facilities
- ☐ Advertising Control
- ☐ Archaeological Planning

Project Cost

Total Project Cost	Transportation Alternatives $	Local Funds	Other (*Provide Source*)
$	$	$	$

Programming Year Requested ☐ FY14 ☐ FY15 ☐ FY16 ☐ FY17

APPLICATION CHECKLIST

The following attachments MUST be submitted with the application:

- Brief Project Description ☐
- Response to Each Rating Criterion ☐
- Detailed Cost Estimates ☐
- List of Funding Sources ☐
- Project Timeline ☐
- Project Location Map ☐
- Resolution from Sponsor ☐
- Sketch-Plan with Cross Section ☐

NOTE: Proposals are limited to ten 8 1/2 x 11" pages excluding maps, drawings, and photos

Has an Environmental Assessment been completed? *(Please explain in narrative).* Yes ☐ No ☐

Has the project been submitted to the State Historic Preservation Office for clearance? *(Please explain in narrative).* Yes ☐ No ☐

Signature of Chief Officer of Sponsoring Organization _____ Title _____ Date _____

OSKALOOSA
IOWA

CITY COUNCIL COMMUNICATION

MEETING DATE: March 19, 2012

REQUESTED BY: Michael Schrock, City Manager

ITEM TITLE:

Consider a resolution adopting a revised fee schedule for the City of Oskaloosa.

EXPLANATION:

Through the years various fees of the city have been adopted by separate action. In 2009 city staff gathered all fees into one resolution for City Council approval with the recommendation that the fee schedule be reviewed once a year to adjust fees as needed. Attached is the revised fee schedule for approval.

Staff recommends approval of this item as presented.

BUDGET CONSIDERATION

Revenues for the FY 2013 and FY 2014 budgets are based on fees calculated from the attached fee table. Any adjustments to the fees up or down may result in a financial impact to the city's budget.

ATTACHMENTS:

Resolution with attached fee schedule.

RESOLUTION NO. _____

RESOLUTION ADOPTING REVISED FEE SCHEDULE FOR THE CITY OF OSKALOOSA

WHEREAS, the City of Oskaloosa charges fees for city services provided; and

WHEREAS, the City of Oskaloosa incurs expenses related to the performance of various city services;

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Oskaloosa, Iowa, does hereby adopt the attached revised fee schedule which is hereby made a part of this resolution to set fees for various city services and other fees as set forth in the attachments.

PASSED AND APPROVED the ____ day of _____ 2013.

_____
David Krutzfeldt, Mayor

ATTEST:

_____
Amy Miller, City Clerk

CITY OF OSKALOOSA
FEE SCHEDULE

ADOPTED ~~MARCH 19, 2012~~March XX, 2013
RESOLUTION NO. ~~12-03-22~~

ADMINISTRATIVE SERVICES/ALL DEPARTMENTS:

COPYING OF RECORDS:

8½" x 11" black and white	$0.25 per page
8½" x 11" color	$0.50 per page
8½" x 14" or 11" x 17" black and white	$1 per page
8½" x 14" or 11" x 17" color	$2 per page
Copies of audio tapes or CD/DVD	$25
Copies of video tapes or CD/DVD	$25
Duplicate digital photos	$5
Fax - domestic	$1 per page
Fax - international	$2 per page

MISCELLANEOUS FEES:

Records search (over one hour)	$20 per hr. plus copy charge
Non-sufficient funds check fee	$30
Civil service tests	Actual cost
Certified mailings	Actual cost
Personnel rates	Hourly rate plus benefits

FIRE DEPARTMENT:

EQUIPMENT RATES:
(One hour minimum)

Engine 74, 75 or 77	$400 per hour
Engine 70	$300 per hour
Tanker 76	$240 per hour
Attack 72 or 79	$180 per hour
Car 71 or 73	$120 per hour
Generator 78	$85 per hour

MISCELLANEOUS FEES:

Incident report	$5
Burning permit	$10
Extrication	$300 per vehicle (Includes one engine and 2 personnel)
Extrication	$500 per vehicle (includes all necessary equipment and personnel)
False alarms 1st and 2nd	No charge
3rd and every subsequent event	$200 per calendar year
Haz-Mat light response	$150 per hour (Includes 1 vehicle and 2 personnel
Haz-Mat heavy response	$250 per hour (Includes 2 vehicles and 4 personnel
Additional response vehicle	$100 per hour per vehicle
Additional personnel	$20.50 per hour per employee
Absorbent material	$12 per bag
"P" absorbent pads	$1 each or $200 per box
"M" absorbent pads	$2.16 each or $80 per box
"C" absorbent pads	$2.70 each or $100 per box
Absorbent booms	$100 each
30 gallon salvage drum	$130 each
55 gallon salvage drum	$160 each
Damaged equipment	Billed at replacement cost plus shipping
Equipment cleaning	Billed at parts and labor cost

HOUSING DEPARTMENT:

Housing program processing fees	$75

PARK AND RECREATION DEPARTMENT:

PARK SHELTER RENTAL:

Park shelter half day	$20
Park shelter full day	$30

MISCELLANEOUS FEES:

Bandstand rental 7:00a.m. - 3:30p.m.	$25 per day
Bandstand PA system	$100
Non-profit organizations	$50

GOLF FEES (as set by Harvest Point, LLC and Matt Sherlock, PGA Professional):
Edmundson Golf Course 2012 Memberships*

*All golf memberships include golf memberships for Harvest Point also. (Golfers must pay $1 per 9 holes **at Harvest Point ONLY**.)

Adult	$480 + tax
Family	~~$820.00~~$715 + tax
Husband/wife	$715 + tax
Junior (17 & under)	~~$90.00~~$75 + tax
Junior (18 - 23)	~~$250.00~~$260 + tax
Limited pass (Mon. – Fri. before 2:00p.m., no holidays)	$300 + tax
Military/veteran	$400 + tax
Senior (62 & above)	$400 + tax

Edmundson Golf Course 2012 Cart Memberships*

*All cart and trail fee memberships include Harvest Point also. (Golfers must pay $1 per 9 holes for the cart seat **at Harvest Point ONLY**. Trail Fee members **DO NOT** pay $1's)

Single cart seat	$345 + tax
(Any passenger riding on a member's cart is responsible to pay for his/her seat on cart.)	
Full cart seat	$600 + tax
(Any passenger riding on member's cart pays no fee.)	
Annual trail fee	~~$135.00~~$145 + tax

Edmundson Golf Course 2012 Green Fees

9 holes	$13 + tax
9 holes (seniors 62+ and junior under 18)	$7 + tax (Mon. - Fri. before 2:00p.m., no holidays)
9 holes (military)	$7 + tax
18 holes	$20 + tax

Edmundson Golf Course 2012 Cart Fees

9 holes	$7 + tax per person
18 holes	$12 + tax per person
9 holes (seniors 62+)	$5+ tax per person, per 9 holes

Edmundson Golf Course 2012 Punch Cards

10 rounds	~~$100.00~~$90 + tax

SWIMMING POOL RATES:

Daily ~~youth~~ admission ~~(under 18)~~	$4
~~Daily adult admission (18 and over)~~	~~$4.00~~
~~Youth s~~Season pass ~~(under 18)~~	$80+ tax
~~Adult season pass (18 and over)~~	~~$80.00 + tax~~
Family season pass	$160+ tax
~~Youth p~~Punch card ~~(under 18)~~ (10 punches)	$35+ tax
~~Adult punch card (18 and over) (10 punches)~~	~~$35.00 + tax~~
Daycare - youth or adult	$3.50
Non-swimmer fee - youth or adult	$1
Pool rental fee (maximum 3 hours)	$165 per hr.
Birthday parties (maximum 12 swimmers)	$30 + $2 per person over 12

POLICE DEPARTMENT

RECORDS:

Criminal history/in-house public records only	$5
Police reports (up to 10 pages)	$5
Crash-accident reports (up to 10 pages)	$5
Reports in excess of 10 pages	$0.50 per page

PARKING TICKETS:

Parking ticket (general) (City Code 10.76.021)	$10 up to 30 days	$15 after 30 days
Parking ticket (snow ordinance) (City Code 10.76.021)	$25 up to 30 days	$35 after 30 days

MISCELLANEOUS FEES:

False alarm - 1st and 2nd	No charge
3rd	$25
4th	$50
5th + (per calendar year)	$100
Bicycle license	$1
Parking permit for resident	$50/6 months
Second hand dealer permit (City Code 5.28.100)	~~Free~~$0
Golf cart registration (per calendar year)	$0

PUBLIC WORKS & ENGINEERING DEPARTMENT

BUILDING PERMIT FEES **(PHASE 2 FEE INCREASES IMPLEMENTED JANUARY 1, 2012)**:

Total Valuation	Fee
$1 to $500	$30
$501 to $2,000	$30 for first $500 plus $2 for each additional $100, or fraction thereof, to and including $2,000
$2,001 to $25,000	$60 for first $2,000 plus $12.50 for each additional $1,000, or fraction thereof, to and including $25,000
$25,001 to $50,000	$347.50 for first $25,000 plus $9 for each additional $1000, or fraction thereof, to and including $50,000
$50,001 to $100,000	$572.50 for first $50,000 plus $6.25 for each additional $1000, or fraction thereof, to and including $100,000
$100,001 to $500,000	$885 for first $100,000 plus $5 for each additional $1000, or fraction thereof, to and including $500,000
$500,001 to $1,000,000	$2,885 for first $500,000 plus $4.25 for each additional $1000, or fraction thereof, to and including $1,000,000
$1,000,001 and over	$5,010 for first $1,000,000

	plus $2.75 for each additional $1000, or fraction thereof
Re-inspections	$30

Plan review fee is required in addition to permit fee.
Commercial = ~~65~~50% of applicable building permit fee (note: all plan review fees apply to new commercial, tenant improvements as well as multifamily).
~~Residential = 35% of applicable building permit fee, only if permit fee is $150 or higher.~~

NOTES:
Owner and/or contractor may be subject to an administrative penalty fee in addition to applicable permit fee if work commences prior to securing building permit.

- Permit application made prior to project completion:
  Permit + Penalty Fee = 2 X permit fee (City Ordinance 15.04.360)

MECHANICAL PERMIT FEES:

For issuance of each permit for installations up to $2,000	$35
For issuance of each permit for installations of $2,001 or more	$35 Plus $10 per $1,000 or fraction thereof mechanical contract in excess of $2,000
Re-inspections	$35

ELECTRICAL PERMIT FEES:

~~For change of fixture, appliance, or minor repairs~~Temporary services	~~No fee~~$35
Residential installations or service entrance not exceeding three outlets or fixtures	$35
Residential installations exceeding three outlets or fixtures, or cost per dwelling unit	$55
Commercial installations, factory, or other building	$55 plus $10 per $1,000 or fraction thereof electrical contract cost in excess of $2,000
Extra inspections	~~$30.00~~$35
Re-inspections	~~$30.00~~$35

PLUMBING PERMIT FEES:

For issuance of each permit for installations up to $2,000	$35
For issuance of each permit for installations of $2,001 or more	$35 plus $10 per $1,000 or fraction thereof plumbing contract in excess of $2,000

Extra inspections	$30
Re-inspection	$30
Sanitary sewer connection (City Code 13.08.120)	$30
Sanitary sewer inspection fee (Plumbing permit)	$30
Sanitary sewer tap - by city personnel (includes saddle price)	$150
Private sewage disposal permit (City Code 13.08.470)	$20

MISCELLANEOUS PERMIT FEES:

Excavation permit (for excavations within city right of ways)	$30
Driveway/sidewalk (for new construction or replacement) 15' or less: more than 15':	 $30 $40
~~Sanitary sewer connection fees (City Code 13.08.120)~~	~~$30.00~~
~~Sanitary sewer inspection fee (Plumbing Permit)~~	~~$30.00~~
House moving	$30
Demolition building permit - Residential	$30
Demolition building permit - Commercial	$50
~~Private sewage disposal permit (City Code 13.08.470)~~	~~$20.00~~

MISCELLANEOUS FEES:

Preliminary plats	$30 + $5 per lot
Final plats	$50 + $5 per lot
Rezoning requests	$250 (includes cost of signs)
Site plans review Initial review Additional site plans review required by changes, additions or revisions to approved plans:	 $100 $25 per hour
Board of Adjustment Residential submittal Commercial submittal	 $100 $200
Street or alley vacation Non-refundable application fee Refundable vacation fee Residential alleys Commercial alleys Streets Note: one-half of the refundable vacation fee must be paid prior to final city council approval. If the abutting property owner does not purchase their portion of the street or alley, then the remaining half of the vacation fee shall be paid 30	 $100 $0.50 per SF $1 per SF $1 per SF

days after final city council approval.	
Conditional use request	$100
Maps 24" X 36" 8½" X 11" black and white 8½" X 11" color 8½" X 14" or 11" x 17" black and white 8½" X 14" or 11" X 17" color	 $25 $0.25 per page $0.50 per page $1 per page $2 per page
Parcel map research	~~1st~~-15 minutes free, then $7 per hour
Special orders such as GIS – graphic research assistance	~~1st~~-15 minutes free, then $20 per hour
Temporary street closure permit (per event)	$25
~~Sanitary sewer tap (by City and includes saddle price)~~	~~$150.00~~
Street signage rental	$25/day per sign
Snow removal on private property: minimum of one hour charged. After first hour, fee shall be charged by the quarter hour.	~~$0.25 per square foot~~
1st removal	$200 fee + $50 per hr.
2nd removal	$250 fee + $50 per hr.
3rd removal	$300 fee + $50 per hr.
4th and every subsequent removal after	$350 fee + $50 per hr.
Weed removal on private property: minimum of one hour charged. After first hour, fee shall be charged by the quarter hour.	
1st cleanup	$200 fee + $50 per hr.
2nd cleanup	$250 fee + $50 per hr.
3rd cleanup	$300 fee + $50 per hr.
4th cleanup	$350 fee + $50 per hr.
5th cleanup	$400 fee + $50 per hr.
6th cleanup	$450 fee + $50 per hr.

OSKALOOSA PUBLIC LIBRARY

MISCELLANEOUS FEES:

Photocopies or printing: black and white (self-service only)	~~$0.20~~ $0.25 per page
Photocopies or printing: color (self-service only)	$0.50 per page
Temporary cards (fee refunded upon surrender of the card)	$25
Adult replacement cards	$5
Overdue ~~items~~materials/magazines, ~~except movies~~ (fine reduced 50% if paid at the time items are returned).	~~$0.10~~$0.15 per day (max. $5)

Overdue ~~movies~~ video materials (fine reduced 50% if paid at the time items are returned in good working condition).	$1 per day (max. $10)
Overdue music CDs (fine reduced 50% if paid at the time items are returned in good working condition).	$0.15 per day (max. $5)
Overdue toys and other library items (fine reduced 50% if paid at the time items are returned in good working condition).	$2 per day (max. $20)
Overdue A/V equipment including GPS (fine reduced 50% if paid at the time items are returned in good working condition).	$5 per day (max. $50)
Inter-library loan fee	$2 per item
Inter-library loan - materials ordered but not picked up	$5

OSKALOOSA
IOWA

CITY COUNCIL COMMUNICATION

MEETING DATE: March 18, 2013

REQUESTED BY: COUNCIL
APPOINTED STAFF

ITEM TITLE: REPORT ON ITEMS FROM CITY STAFF.

a) City Manager.

b) City Clerk.

c) City Attorney.

EXPLANATION:

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

BUDGET CONSIDERATION:

Not applicable, report(s) only.

ATTACHMENTS:

None.

OSKALOOSA
IOWA

CITY COUNCIL COMMUNICATION

MEETING DATE: March 18, 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.