

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

**COUNCIL CHAMBERS – CITY HALL, 220 S. MARKET STREET
OCTOBER 7, 2013 – 6:00 P.M.**

AGENDA

CALL TO ORDER – 6:00 P.M.

ITEM 1. INVOCATION: Pastor Michael Dotson, Assembly of God 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. September 16, 2013 Regular City Council Meeting Minutes
2. October 7, 2013 Agenda

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

1. August 26, 2013 Water Board Minutes
2. September 9, 2013 Airport Commission Minutes
3. September 18, 2013 Airport Commission Special Meeting Minutes

c) Claims

1. Claims for September.

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

New:

None.

Renewal/Transfers:

1. Consider approval of a renewal application for a Class C Beer Permit from Kum & Go, LC dba Kum & Go #176, 1911 17th Avenue East.

2. Consider approval of a renewal application for a Class E Liquor License with Carryout Beer & Wine from Fareway Stores Inc. dba Fareway Stores, Inc. #625, 311 3rd Avenue West.

Resolutions/Motions:

1. Consider request from the Mahaska County YMCA for approval of the 2013 Freaky 5k – Halloween 5K event.
2. Consider request from Main Street Oskaloosa for approval of street closings for the “Carols, Candles and Cocoa” event on Friday, December 6, 2013 from 5:00 p.m. to 8:00 p.m.

Ordinances:

None.

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

ITEM 6. REQUESTS FROM THE COMMUNITY

- a) Consider request from Miranda Cummings of State Farm Insurance to give a presentation regarding the “Celebrate My Drive Campaign.”

ITEM 7. ANNOUNCEMENT OF VACANCIES. APPLICANTS MUST RESIDE IN OSKALOOSA AND BE 18 YEARS OF AGE UNLESS SPECIFIC QUALIFICATIONS ARE STATED.

- b) Building Code Board of Appeals – One vacancy to fill upon appointment to serve at the pleasure of the Mayor. This is a five member board that meets as needed. (4 males and 0 females currently serve).
- c) Mahaska County Solid Waste Management Commission and Ad Hoc Recycling Committee – Five vacancies to fill upon appointment to serve one year terms. Two members of the commission also serve on the Ad Hoc Recycling Committee. This is a five member board that typically meets once a month. (3 males and 1 female currently serve with one vacancy).
- d) Historic Preservation Commission – Two vacancies to fill upon appointment to serve three year terms. This is a seven member commission that meets as needed.
- e) Airport Commission – One vacancy to fill upon appointment to serve a six year term. This is a five member board that typically meets the first Monday of the month.

- f) Stephen Memorial Animal Shelter Commission – On vacancy to fill upon appointment to serve a two year term. There are three members on the commission, one of which is a representative of the city.

REGULAR AGENDA – PUBLIC HEARING ITEMS:

ITEM 8. CONSIDER AN ORDINANCE VACATING THE EAST-WEST PUBLIC ALLEY ADJACENT TO 413 NORTH A STREET, AND FOR THE SALE OF SAID PUBLIC ALLEY RIGHT-OF-WAY. (PUBLIC HEARING)

REGULAR AGENDA – ORDINANCES:

ITEM 9. CONSIDER AN ORDINANCE TO AMEND TITLE 17 – “ZONING,” CHAPTER 17.28 – “OFF-STREET PARKING” OF THE CITY OF OSKALOOSA ZONING ORDINANCE PROVIDING AMENDMENTS FOR OFF-STREET PARKING DESIGN STANDARDS AND PARKING FOR PERSONAL AND RECREATIONAL VEHICLES – 2ND READING.

ITEM 10. CONSIDER AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF OSKALOOSA, IOWA BY REZONING THE PROPERTY AT 214 HIGHWAY 432 FROM MIXED USE URBAN CORRIDOR WITH A AVENUE COMMERCIAL CORRIDOR OVERLAY (UC/AV) DISTRICT TO GENERAL COMMERCIAL (GC) DISTRICT – 3RD READING.

REGULAR AGENDA – RESOLUTIONS & MOTIONS:

ITEM 11. CONSIDER A RESOLUTION SCHEDULING A PUBLIC HEARING FOR NOVEMBER 4, 2013 TO CONSIDER LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR WEED CUTTING BY THE CITY IN ACCORDANCE WITH SECTION 8.20 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA, AND DIRECTING NOTICE TO THE OWNERS OF THE PROPERTY TO BE ASSESSED.

ITEM 12. CONSIDER A MOTION APPROVING PAY REQUEST NO. 1 TO DELONG CONTRUCTION INC. IN THE AMOUNT O \$84,690.14 FOR WORK COMPLETED ON THE WEST AREA SANITARY SEWER IMPROVEMENTS PROJECT.

ITEM 13. REPORT ON ITEMS FROM CITY STAFF.

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

ITEM 14. CITY COUNCIL INFORMATION

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

ITEM 15. CLOSED SESSIONS

- a) Hold closed session under Iowa Code Section 20.17(3) to discuss collective bargaining strategy.

ADJOURNMENT



CITY COUNCIL COMMUNICATION

MEETING DATE: December 3, 2012

REQUESTED BY: Michael Schrock,
City Manager

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

1. Invocation: Pastor
2. Pledge of Allegiance
3. Roll Call: _____ Mayor David Krutzfeldt, Council Members:

_____ Caligiuri, _____ Jimenez, _____ Moore, _____ Van Zetten,
_____ Ver Steeg, _____ Walling, _____ Yates.

Explanation:

Not applicable.

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS: None

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: October 7, 2013

REQUESTED BY: MAYOR & CITY COUNCIL

ITEM TITLE: COMMUNITY COMMENTS

EXPLANATION:

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

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS:

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

- Item 1. Minutes and reports from city council meetings, boards and commissions:**
Staff recommends council receive and file these documents.
- Item 2. Consider payment of claims for September 2013.**
- Item 3. Consider approval of a renewal application for a Class C Beer Permit from Kum & Go, LC dba Kum & Go #176, 1911 17th Avenue East.**
- No complaints received.
- Item 4. Consider approval of a renewal application for a Class E Liquor License with Carryout Beer & Wine from Fareway Stores Inc. dba Fareway Stores, Inc. #625, 311 3rd Avenue West.**
- No complaints received.
- Item 5. Consider request from the Mahaska County YMCA for a Freaky 5K – Halloween 5K event.**
- Item 6. Consider request from Main Street Oskaloosa for approval of street closings for the “Carols, Candles and Cocoa” event on Friday, December 6, 2013 from 5:00 p.m. to 8:00 p.m.**

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: October 7, 2013

REQUESTED BY: CITY MANAGER'S OFFICE

ITEM TITLE: CONSENT AGENDA – ITEM 1

EXPLANATION:

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

- A. Approval of Council Minutes and Actions, subject to corrections, as recommended by the City Clerk.
 - 1. September 16, 2013 Regular City Council Meeting Minutes
 - 2. October 7, 2013 Agenda

- B. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - 1. August 26, 2013 Water Board Minutes
 - 2. September 9, 2013 Airport Commission Minutes
 - 3. September 18, 2013 Airport Commission Special Meeting Minutes

ATTACHMENTS:

September 16, 2013 Regular City Council Meeting Minutes
August 26, 2013 Water Board Minutes
September 9, 2013 Airport Commission Minutes
September 18, 2013 Airport Commission Special Meeting Minutes

OSKALOOSA CITY COUNCIL
REGULAR MEETING
September 16, 2013

The Oskaloosa City Council met in regular session on Monday, September 16, 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.

It was moved by Jimenez, seconded by Moore to approve the consent agenda:

1. September 3, 2013 Regular City Council Meeting Minutes
2. September 16, 2013 Agenda
3. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - a. August 1, 2013 Airport Commission Minutes
 - b. July 15, 2013 Water Board Minutes
 - c. August 1, 2013 Housing Trust Fund Committee Minutes
 - d. August 26, 2013 Library Board of Trustees Minutes
 - e. September 9, 2013 Planning & Zoning Commission Minutes
4. Payment of claim from Carriker Ford
5. Renewal application for a Class E Liquor License with Carryout Beer & Wine from Casey's Marketing Company dba Casey's General Store #3215, 901 South Market.

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.

Jimenez introduced Resolution No. 13-09-86 entitled "RESOLUTION ADOPTING SUPPLEMENT TO THE OSKALOOSA MUNICIPAL CODE OF ORDINANCES THROUGH ORDINANCE NO. 1340" 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.

It was moved by Jimenez, seconded by Moore to approve the request to hold the CROP Walk on Sunday, October 6, 2013, on a route starting at the new community stadium to the recreation trail, then crosses Green Street, follows the recreation trail to William Penn University, follows Penn Blvd. to North C Street, then utilizes the sidewalks on North C Street until reaching A Avenue West, heads east on A Avenue using the sidewalks, crosses A Avenue using the signal and crosswalk at the intersection of 3rd Street to the First Presbyterian Church. 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.

The Mayor announced there were vacancies on the Building Code Board of Appeals and the Mahaska County Solid Waste Management Commission and Ad Hoc Recycling Committee.

The Mayor announced this was the time and place for the public hearing on amending Title 17, "Zoning," of the City Code of the City of Oskaloosa, Iowa regarding off-street parking, pavement and drainage, and parking for personal and recreational vehicles and that citizens would now have an opportunity to comment. Don Veldhuizen, 501 15th Avenue East, spoke. There were no written comments received. The Mayor declared said hearing closed.

Moore introduced "AN ORDINANCE AMENDING TITLE 17, "ZONING," CHAPTER 17.28, "OFF-STREET PARKING," SECTION 17.28.060 B. – "PAVEMENT AND DRAINAGE" AND SECTION 17.28.080 – "PARKING FOR PERSONAL AND RECREATIONAL VEHICLES" OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA" and moved its approval on the first reading. 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 ordinance approved on the first reading.

Kelly Bryan, 214 Highway 432, addressed City Council to answer their questions regarding the plans for his property at 214 Highway 432.

Ver Steeg introduced "AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY CHANGING THE ZONING OF CERTAIN PROPERTY LOCATED AT 214 HIGHWAY 432 FROM MIXED USE URBAN CORRIDOR WITH A AVENUE COMMERCIAL CORRIDOR OVERLAY (UC/AV) DISTRICT TO GENERAL COMMERCIAL WITH A AVENUE COMMERCIAL CORRIDOR OVERLAY (GC/AV) DISTRICT" and moved its approval on the second reading. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: Van Zetten

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

Moore introduced Resolution No. 13-09-87 entitled "RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING TO CONSIDER AN ORDINANCE TO VACATE THE EAST-WEST ALLEY ADJACENT TO 413 NORTH A STREET, AND THE SALE OF SAID PUBILC ALLEY RIGHT-OF-WAY" 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.

Caligiuri introduced Resolution No. 13-09-88 entitled "RESOLUTION SCHEDULING A TIME FOR HEARING FOR CONSIDERING THE MATTER OF LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR WEED

CUTTING BY THE CITY IN ACCORDANCE WITH SECTION 8.20 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA, AND DIRECTING NOTICE TO THE OWNER OF THE PROPERTY TO BE ASSESSED” and moved its approval. 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.

City Manager Michael Schrock reported on the status of the fire station project and the Grant Neighborhood Park public input meeting.

Library Director William Ottens gave a presentation on library activities in FY 2013.

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

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

NAYS: None

Whereupon the Mayor declared said motion approved.

The meeting adjourned to closed session at 7:00 p.m. and reconvened to open session at 7:15 p.m.

It was moved by Moore, seconded by Jimenez that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 7:16 p.m.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

OSKALOOSA WATER BOARD
REGULAR MEETING
8/26/13

Members Present:

Joe Ryan
Errin Keltner (via phone)
Pete Settimi

Others Present:

Chad Coon
Sheryl Tomlinson

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

Minutes of the 7/15/13 regular meeting were read. A motion was made by Pete Settimi to approve the minutes. The motion was 2nd by Errin Keltner. The motion carried with all members voting yes.

The attached vouchers totaling \$335,364.11 were presented for approval. A motion was made by Pete Settimi to approve the vouchers for payment. The motion was 2nd by Errin Keltner. The motion carried with all members voting yes. The Balance Statements were also reviewed. Motion by Pete Settimi and second by Joe Ryan to approve balance statements. Motion carried with all members voting yes.

1. Customer Forum was next on the agenda. There were no items presented.
2. The next agenda item was Approve Pay Application #1 for Neal Van Egmond. Chad presented the claim with the appropriate receipts from Neal and verified to the Board that everything was in order, he then recommended that the Board approve Pay Application #1 as presented. Joe asked Chad if there were any provisions for retaining 10% of each pay app similar to what was done with Grooms. Chad looked over the contract and reported that it did not appear that the contract contained that specific language. He did note that Neal and his subcontractors were making good progress, and that he had no cause for worry that the project would be completed on time. Motion by Pete Settimi to approve Pay Application #1 in the amount of \$25,867.16 for Neal Van Egmond. Errin Keltner seconded the motion. Ayes all, motion passed.
3. The next item was Introduction of Resolution #1302, Resolution Naming Depositories. Chad informed the Board that the time had come to update

OMWD's list of approved depositories. As such, he presented a list of local depositories for approval. Motion by Pete Settimi to introduce Resolution #1302, a Resolution Naming Depositories. Seconded by Joe Ryan. Ayes all, Resolution passed.

4. Agenda item #7 was Consideration and Discussion of a Merit Based Evaluation and Compensation Process for Managerial Staff. This was a continuation of last month's agenda item. There was discussion between Board members and the General Manager about what other communities have done with this item and how they have approached it. Chad was instructed to ask the City for a copy of their standards for merit based pay and bonuses. Sheryl talked about finding equity in pay for the office staff, and trying to ensure that employees are aptly rewarded for their skills. The Board then talked about having a work session just to discuss this topic at a later date. Pete Settimi made a motion to table this item, Errin Keltner seconded this motion. Ayes all, motion passed.
5. Chad talked to the Board about a variety of different topics. One of the items was the work needed for a new driveway for the office. Chad stated that he would contact a number of different local contractors to get good estimates for the concrete work. Chad was instructed to talk to Neal about lein waivers for the project, and get an explanation of the statutes that the county supervisors cited when discussing the taxes due on the office building. There was no action taken by the Board.
6. Chad also talked about a few different items here, such as locations of leaks the previous month, that saw no action by the Board.

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

ATTEST

Meeting Adjourned 6:17 PM

Pete Settimi – Chairman

Errin Keltner – Secretary

MINUTES
OSKALOOSA AIRPORT COMMISSION
September 9, 2013

Meeting of the Oskaloosa Airport Commission was called to order at 4:37 p.m. on Monday, September 9, 2013.

1. ROLL CALL: Roll was taken with the following present: Steve Brown, Kraig Van Hulzen, Larry Lewis, James Johnson, Kelly Wheeler, Jerry Strunk & John Beranek [Midwest Aviation], Rob Benson [RKB Systems LLC] and Brad Uitermarkt [Garden & Associates].
2. APPROVAL OF THE MINUTES: Moved by Kraig Van Hulzen and seconded by Larry Lewis to approve the minutes of the August 1, 2013 meeting. Motion carried.
3. FINANCIAL REPORT: Moved by James Johnson and seconded by Kraig Van Hulzen to approve the financial report. Motion carried.
4. REVIEW AND APPROVE BILLS: Moved by Kraig Van Hulzen and seconded by Kelly Wheeler to pay bills totaling \$23,344.39. Motion carried.
5. MANAGER'S REPORT: See attached.
6. OLD BUSINESS:
 - a) 2013 Drainage project: Brad Uitermarkt reported that the airspace clearance has been received from the FAA and a notice to proceed has been issued. The contractor should be starting work on Monday, September 16th and will have twenty days to complete the project.
 - b) Hangar doors/storm damage: The beam over the new door has not been painted.
 - c) Renewal of FCC license for NDB: A letter of approval has been received but no license form has been received.
 - d) Door on maintenance hangar: The project has been delayed due to work on a larger plane in the back of the hangar that will only fit through that door. The work on the plane is now complete, but Ryan Reed has not been available to start on the project.
 - e) FY2014 state airport funding application: Rob Benson of RKB Systems LLC presented a proposal for a security camera system for \$14,987. The airport's share of this amount is 20% [\$2,997.40]. Software maintenance will be approximately \$200.00 a year. James Johnson moved to accept this proposal. Kraig Van Hulzen seconded. Motion carried.
 - f) Condition of house/drainage problem: Grading and reseeding around the house is complete. The roof has been re-

shingled, and the air conditioner compressor has been raised to avoid further water damage. Atwood Electric has submitted a proposal to update and correct wiring deficiencies for \$4,500.00. This does not include any hidden problems they may find. Kelly Wheeler moved to accept this proposal. Larry Lewis seconded. Motion carried. Grooms Construction will submit a proposal to repair the interior damage. Brad Uitermarkt presented an estimate of \$14,800 to install two additional culverts under the road in order to drain water away from the house more efficiently. Kraig Van Hulzen moved that we contact DeLong Construction [the company doing the current drainage project] for a proposal. Kelly Wheeler seconded. Motion carried.

- g) Filling washed out areas and improving ground along taxiway: John Beranek is working on this and needs to rent a skidloader in order to complete it.
- h) Wiring/door repair in the new T-hangar: The wiring is complete. The door repair will be complete once the new door latches are installed.
- i) Renewal of farm lease: Mark Haines has informed us that the rental payment that was due September 1st will be late. He is aware that there will be a penalty. Bids for the new lease will be opened at the November 4th Commission meeting. Discussed options on the new lease including the length, options for renewal and cancellation, and the possibility of making it an open end lease. Kraig Van Hulzen will present a lease for approval at the October meeting.
- j) Fixed Base Operator: A new contract is being drafted for John Beranek to take over as FBO on October 1st. A special meeting will be called later in September to approve it.
- k) Disposal of unused fuel tanks: Mike Smith at the Oskaloosa Municipal Golf Course has agreed to take them.
- l) Door repair on the old T-hangar: The work is complete.
- m) Clean up of dump area: There are still some items to be disposed of before this project is complete.

7. NEW BUSINESS:

- a) New contract for LP gas: James Johnson moved that we contract with Allied Gas for 4,000 gallons of LP gas at \$1.40 a gallon for the 2013-2014 winter season. Kelly Wheeler seconded. Motion carried.
- b) October meeting date: The date of Monday, October 7th was agreeable to everyone.

8. ADJOURN: It was moved by Kraig Van Hulzen to adjourn at 6:11 p.m. Motion was seconded by Larry Lewis. Motion carried.

MWA@OOA

August 2013

Oskaloosa Municipal Airport Monthly Report

- **Fuel sales: 100LL (\$6.29) 3053 gal; JetA (5.29) 410 gal.**
- **Total fuel sales for August 2013 = 3463 gal X .05= \$173.15.**
- **Plus Telephone: \$15.28.**
- **Total owed OOA= \$188.43.**

- **Shop work has been steady.**
- **Fuel sales are off due to lack of Ag operations.**
- **Old "T" hangar doors have been repaired and reworked.**
- **New "T" hangar doors are being repaired.**
- **New "T" hangars are having new door switches, ground fault plug ins, New wiring, lights and light switches installed.**
- **Starting to get vehicles winterized.**
- **OOA has 38 aircraft based on the airport. 5 twins and 33 single engine.**

UP, UP AND AWAY @ OOA

MINUTES
OSKALOOSA AIRPORT COMMISSION
Special Meeting September 18, 2013

A special meeting of the Oskaloosa Airport Commission was called to order at 4:30 p.m. on Wednesday, September 18, 2013 at the Oskaloosa City Hall.

1. ROLL CALL: Roll was taken with the following present: Steve Brown, James Johnson, Larry Lewis, Kelly Wheeler, Kraig Van Hulzen, Jerry Strunk and John Beranek.

2. Old Business:
 - a) Fixed Base Operator: A new contract with Prairie Helicopters LLC was presented to the Commission for approval. This is a Limited Liability Company set up by John Beranek to act as fixed base operator and manager of the airport. The effective date is October 1, 2013 and the term is for three years. James Johnson moved to approve and execute the contract. Kelly Wheeler seconded. Motion carried.
 - b) Door on maintenance hangar: Reed Overhead Doors has not started on rebuilding the door, and it has broken down again. Jerry Strunk asked the Commission to reconsider their decision to rebuild the door rather than install a new one. He questioned whether a rebuilt door will last very long and expressed concern about the safety of the door. There was concern that a new door would not be available for installation before cold weather sets in. Kelly Wheeler moved that the Commission proceed with the previous agreement to have the door rebuilt. James Johnson seconded. Motion carried.
 - c) Condition of the house: Jerry Strunk presented a proposal from Tony Grooms to make the necessary repairs to the interior of the house, including window replacement where necessary. The cost would be \$9,125 not including any hidden damage. James Johnson moved to accept this proposal. Kelly Wheeler seconded. Motion carried.
 - d) Renewal of farm lease: The September payment from Mark Haines has not been received. Kraig Van Hulzen indicated that farmers have a cash flow problem in September making it difficult to make a payment at that time. He suggested that the new lease have payments due in November and May. This will be included in the new farm lease agreement he will present for approval at the October meeting.

3. New Business: None

4. ADJOURN: Moved by Kraig Van Hulzen and seconded by Kelly Wheeler to adjourn at 5.19 p.m. Motion carried.

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: October 7, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 2

Consider payment of claims for September 2013.

EXPLANATION:

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

Staff recommends approval.

BUDGET CONSIDERATION:

Totals will appear on the claims lists.

ATTACHMENTS:

Claims lists.

**MANUAL CHECK REPORT**

AFLAC	AFLAC	243.32
AFLAC	AFLAC	243.32
Allied Gas & Chemical	LP gas - Airport	1,580.46
Amazon	Library materials	2,013.04
Anthony R Grooms	Repair hanger doors	5,150.00
Atwood Electric Inc	Repair hanger door	94.50
Brian Booy & VandeWall Plumbing	Demolition loan - 921 South H Street	4,000.00
Carriker Ford	2014 Ford Explorer	25,952.00
Colonial Life	Colonial Life	212.80
David Dixon	September legal fees	2,200.00
David Wilke	Reimburse travel expense	24.70
Dearborn Becker Roofing	Replace roof	6,110.00
Delta Dental of Iowa	Dental Insurance	351.00
DiamondTec International Inc	Concrete saw blades	1,750.00
Dr. Karen Spahr DO	Unclaimed insurance payment	414.00
Edward D Jones	SAVINGS EDWARD JONES	300.00
Edward D Jones	SAVINGS EDWARD JONES	300.00
Fidelity Security Life Insurance Company	Vision Insurance	187.51
Garden & Associates Inc	Professional services - Airport storm water proje	2,044.70
Hilton Garden Inn	Hotel - Leadership conference	119.00
I.U.P.A.T. DISTRICT COUNCIL 81	UNION DUES	244.11
Iowa APWA Chapter	Conference registration - Pal	175.00
Iowa Association of Municipal Utilities	Registration - Neubert	170.00
Iowa Department of Revenue	WAGE LEVY-STATE (CALZARETTA)	263.65
Iowa Department of Revenue	WAGE LEVY-STATE (CALZARETTA)	263.65
Iowa League of Cities	Conference registration - Miller	35.00
Iowa Municipal Finance Officers Association	IMFOA fall meeting - Miller	50.00
Iowa Police Chiefs Association	Registration - Alexander/Van Renterghem	180.00
Iowa Workforce Development	3rd quarter unemployment payment	4,789.15
Jessica M. Mitrisin & MidWestOne Bank	First time homebuyer loan	3,500.00
John Wesley Beranek	September services	2,000.00
Johnson's Heating A.C. & Refrig Inc	Repair air conditioning - Airport	305.94
Justin Rice	Reimburse travel expense	12.00
LOCAL 636, IAFF	Fire Union	225.00
Madison National Life	September life insurance premiums	449.40
Mahaska Comm Recreation Foundation Inc.	September hotel/motel tax	25,249.40
Mahaska County Recorder	Record utility easement - 835 S 2nd St	12.00
Mahaska Rural Water Systems Inc	Utilities	74.40
Meghan J. Ray & TruBank	First time homebuyer loan	3,500.00
Michael Schrock Jr.	Reimburse travel expense	969.25
MidAmerican Energy	Utilities	415.38
Midwest Sanitation	Waste removal - Airport	170.00
Misty Dawne White-Reinier	September legal fees	1,800.00
MUNIC. FIRE & POLICE RET	POLICE & FIRE 411	18,901.56

MUNIC. FIRE & POLICE RET	POLICE & FIRE 411	18,987.09
Oskaloosa Community Schools	September local option sales tax	84,504.30
P & M Mowing LLC	Remove bushes	2,620.00
Petroleum Marketers Management Ins	Policy renewal	2,163.00
PPME 2003 IBPAT	POLICE UNION DUES	407.63
Reed Overhead Doors	Repair door	2,436.75
The Cincinnati Life Insurance Company	CINCINNATI LIFE INSURANCE	89.00
The Cincinnati Life Insurance Company	CINCINNATI LIFE INSURANCE	89.00
TK Concrete Inc	Retainage - East Mall Parking Lot	13,437.25
Town and Country Wholesale	Pool concessions	737.04
UNITED WAY	United Way	25.00
Visa Card Center	Library postage/supplies	82.97
Windstream	Telephone services	170.95
		<hr/>
		242,795.22

September payroll 268,068.85

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



City of Oskaloosa, IA

COUNCIL CLAIMS LIST

Acco	Pump grates for pool	303.24
Advanced Concrete Specialists	Rebuild storm water intakes	15,600.00
Ahlers & Cooney P.C.	Legal services	325.00
American Society of Civil Engineers	Membership renewal - Pal	245.00
AmSan	Supplies	63.80
	Supplies	63.80
Aramark Uniform Services	Rubber mats	67.35
	Rubber mats	67.35
Arnold Motor Supply	Batteries	95.65
	Core return	-22.00
	Supplies	8.58
	Supplies	14.98
Baker Group	Quarterly maintenance	2,233.00
Bill & Ray's Auto Service Inc	Supplies	23.77
Bilt-Rite Fence	Double drive gate for snow dump	740.00
Brown's Shoe Fit Company	Boots - R Kauffman	100.00
	Duty boots - Haroldson	100.00
Butler-Brown Insurance	Add vehicle	413.00
Carter Waters	Oil for streets	18,440.40
Century Lawn & Termite Service Inc	Contracted mowing - Vander Wilt	550.00
	Contracted mowing - Vander Wilt	550.00
	Contracted mowing - Edmundson	800.00
	Contracted mowing - Edmundson	800.00
Certified Pest Control	Pest control	32.00
	Pest control	75.00
Certified Power Inc.	Cylinder repair	580.98
Champion Storage and Signs	Notice of Hearing sign	18.00
Charles Gabus Ford	Bracket	39.63
Cincinnati Insurance Company	Insurance deductible - Vroegh	1,000.00
Continental Research Corp	Cleaner	230.99
Cretex Concrete Products Midwest Inc.	Manhole adjustments - C Ave East	536.00
	Storm manhole base	534.40
	Manhole sections - C Ave E project	784.00
Culligan Water Conditioning	Water services	29.95
Curt's Excavating	Demolition - Water Dept office	19,905.00
D.J. Gongol & Associates	Suction hose with camlocks	567.07
David Overton	Professional services	200.00
Douds Stone LLC	Pea gravel	3,392.81
	Pea gravel	2,357.20
Edel's Lawn Service and Construction Inc	Replace manholes - C Ave E project	13,334.00
Fastenal Company	Supplies	52.10
Garden & Associates Inc	Professional services - West Area Sanitary sewer	835.75
	Professional services - 1st Ave E sidewalks	6,556.74
Grainger	Safety glasses	51.10
Hach Company	Waste Water lab supplies	726.41

Haines Auto Supply	Supplies	15.37
	Supplies	9.91
	Tools	32.77
	Tire cart	84.27
	Rotor assembly	176.02
	Supplies	63.39
	Fuel pump	224.62
	Supplies	6.36
	Hose assembly	60.96
	Supplies	13.38
Harvest Point LLC	Reimbursement - irrigation repairs	1,402.10
Hawkeye Trucks	Floor mats	113.25
	Returned item	-63.00
Heslinga, Dixon, Moore & Hite	Legal expenses	280.00
Hol Drainage Inc	Replace sanitary sewer	21,330.00
	Install manholes - C Ave E project	4,167.00
Hy Vee Accounts Receivable	Supplies	4.25
IA Munic Workers Comp Assoc	Payment #4 - Work comp	5,902.00
Ideal Ready Mix	Ready mix - 15th and Burlington Rd	119.00
	Ready mix - Waste Water	119.00
	Ready mix - C Ave E Wastewater	242.00
Iowa Concrete Cutting Inc	Coredrill manhole - C Ave E project	512.00
Iowa Department of Justice	Forfeiture money	6.00
	Forfeiture money	33.70
	Forfeiture funds	43.60
	Forfeiture funds	79.90
Iowa Department of Natural Resources	Urban Deer Hunt - buck tags	56.00
Iowa Prison Industries	Street signs	26.70
Jerry's Pro Collision Center	Repair damage from accident	8,417.57
Keep It Sharp	Sharpen chain saw	22.00
Kelly Supply Company	Supplies	2.53
Keystone Laboratories Inc	Water testing	152.80
Lappin Tire	Tire repair	15.00
Lawton Printing	Rite-on tabs	73.50
Lowry Equipment, Inc	Filters	111.26
Mahaska Bottling	Can bags	40.00
Mahaska Co Highway Dept	Fuel	50.18
	Fuel	4,287.28
	Fuel	502.77
	Fuel	101.65
	Fuel	2,545.04
	Fuel	1,662.55
Mahaska Communication Group LLC	Telephone services	153.51
	Telephone services	69.35
	Telephone services	58.99
	Telephone services	1,227.37
	Telephone services	1,212.53
	Telephone services	83.17
	Telephone services	49.74
	Telephone services	63.62

	Telephone services	71.43
Mahaska County E911 Service	Quarterly contribution	34,300.75
Mahaska Drug	Medications	5.60
Mahaska Health Partnership	Professional services	130.00
	Professional services	130.00
Malcom Lumber Window & Door Center	Supplies	24.56
	Supplies	49.26
	Parts for shop repair	114.52
	Supplies	6.14
	Plywood	32.64
	Park repairs	100.00
Manhole Adjustable Riser Co	Manhole risers - C Ave E project	515.00
Martin Marietta Materials	Fill rock for sewer repair	739.59
	Pea gravel	152.59
Matheson Tri-Gas Inc	Supplies	78.25
Matheson Tri-Gas Inc	Supplies	1.85
Mauer Supply Inc.	Supplies	32.95
McGriff's Corporation	Valve sub assembly	410.30
	Parts for repair	72.34
Menards	Office flooring	208.13
MidAmerican Energy	Utilities	105.83
	Utilities	173.00
	Utilities	10,574.71
	Utilities	1,003.67
	Utilities	59.30
	Utilities	1,102.56
	Utilities	17.93
	Utilities	5,635.61
	Utilities	270.09
	Utilities	508.49
	Utilities	1,196.09
Mid-Iowa Solid Waste Equip Co Inc.	Tools	83.31
Midwest Safety Counselors Inc	Instrument calibration	243.00
Midwest Sanitation	Waste removal - City Hall	65.00
MPT Iowa Inc	Update city IT network	17,972.96
	Computer work - Engineer Department	285.00
	Dell computers - Engineer Department	498.75
	Computer set-up - Engineer Department	272.71
	Dell computers - Engineer Department	4,879.48
	Dell computers - Police Department	5,400.35
	Computer repair - City Manager	100.00
Municipal Supply Inc	Supplies - S 11th St	280.00
	Supplies- C Ave E sewer repair	2,641.50
Musco Sports Lighting LLC	Sign	50.00
	Disc golf signs	450.00
Norris Asphalt Paving Inc	Hot patch	727.20
Northern Safety Co. Inc.	Hazmat ID kit	96.63
O'Reilly Auto Parts	Supplies	6.49
Orscheln Farm & Home	Supplies	28.90
	Supplies	8.95

	Concrete mix	13.96
	Supplies	38.80
	Supplies	29.48
	Gloves	29.99
	Chain	15.98
	Fuel nozzle	83.68
Oskaloosa Area Chamber & Oskaloosa Glass & Millwork	Quarterly contribution	7,500.00
	Glass for loader	293.00
	Loader windows	307.00
	Repair doors - Golf Course	100.00
Oskaloosa Herald/Shopper	Publications	680.37
Oskaloosa Service Center Inc	Quick lube	39.50
	Quick lube	30.20
Oskaloosa Water Dept	July credit card fees	116.83
	Fax location service	59.40
P.F. Pettibone & Co	Minute and Resolution books	505.80
Pella Tree Service Inc.	Tree removal - 927 North H St	875.00
	Tree removal - 212 N 9th St	1,545.00
Precise Imaging	Business cards - Willey	35.50
Premier Office Equipment Inc.	Copier maintenance	146.57
	Copier - City Hall	7,500.00
Quill Corporation	Office supplies	19.06
	Office supplies	19.99
	Office supplies	17.47
Racom Corporation	Repair fire radio	132.00
Reliable Office Supplies	Office supplies	122.23
	Office supplies	340.42
	Time clock - Waste Water	327.90
Riverside Auto Parts and Repair Inc	Alignment	64.00
Schumacher Elevator Company	Scheduled maintenance	194.49
Secretary of State	Notary renewal - Miller	30.00
Sherwin-Williams	Paint	310.32
	Paint	83.19
	Paint supplies	9.48
	Paint supplies	4.54
	Paint supplies	6.62
	Paint	70.98
Sioux Sales Company	Test kits	154.05
	Finger printing kits	119.86
Steve Johnson Plumbing	Plumbing repairs - City Shop	488.01
TASC	Initial set-up fee for COBRA	100.00
The Office Center Inc.	Ink cartridges	70.92
True Value Hardware	Supplies	10.98
	Supplies	11.99
	Supplies	68.99
	Batteries	41.98
	Supplies	64.99
	Supplies	25.98
	Supplies	9.49
	Supplies	7.49

	Supplies	6.80
	Supplies	68.25
	Supplies	9.78
	Supplies	67.47
	Supplies	3.78
	Supplies	17.94
	Supplies	17.94
U.S. Cellular	Telephone services	104.22
	Telephone services	104.22
	Telephone services	26.75
Utility Equipment Co	Storm sewer pipes	892.88
Verizon Wireless	Broadband services	335.68
Walmart Community/GECRB	Supplies	12.86
Wellington Tools Sales Inc	Wrench set	148.40
	Socket set	395.00
Windstream	Telephone services	46.65
	Telephone services	36.84
	Telephone services	34.34
		<hr/>
		266,501.70

MOST CLAIMS OVER \$500.00

Department	Supplier/Vendor	Amount	Explanation
Wastewater	Edel Construction	\$13,000.00	Replace 1 sanitary manhole and concrete street patch 900 block of 9th Avenue East.
Wastewater	Garden & Associates	\$2,226.10	Professional services - West Area Sewer Project - Principal engineer 11.0 hrs. = \$1,353; Engineer #3 .25 hrs. = \$22.75; Technician 7.0 hrs. = \$544.50; Spec copies = \$173.25; Plan prints = \$132.60.
Wastewater	Central Pump	\$1,039.34	Replace cutters & shredders and replace hold-down plates on 1 sewage pump at Armory lift station.
Wastewater	Barco Products	\$604.68	8 type 2 barricades, 2 LED solar lights.
Pool	City of Ottumwa	\$568.00	Annual pool inspection.
Pool	Acco	\$632.90	210 gal. chlorine, 110 gal. buffer, 1 PH indicator.
Wastewater	D J Gongol	\$1,297.07	4 check ball, 4 ball seats for repairs to primary and waste pumps.
Pool	Overbergen Electric	\$512.10	Labor & materials to replace 1 480 volt 60 amp disconnect at Edmundson Pool.
Wastewater	Liebus	\$1,135.00	One 1,000 gallon plastic tank. Grit tank replaced at southwest plant.
Parks	Century Lawn	\$5,400.00	Contracted mowing - Vanderwilt Park 7/15,7/22, 7/29, 8/7 @ \$550.00 per mowing. Edmundson Park 7/16, 7/24, 7/31, 8/7 @ \$800.00 per mowing.
Wastewater	Edel Construction	\$2,448.00	Concrete street patch after sanitary sewer repair at B Avenue East & North 6th.
Wastewater	Edel Construction	\$1,800.00	Sanitary sewer repair 4th Avenue East alley.
Storm Sewer	Brown Supply	\$6,850.00	1000' of 15" dual-walled perforated storm sewer pipe for ditch repair @ 1600 Burlington Road.
Wastewater	Municipal Supply	\$591.64	Two 10" x 8" bushings, One 10" tee, Two 10" ferncos, 28' of 10" sewer pipe.
Wastewater	Brown Supply	\$885.00	3 manhole castings and 3 self-sealing lids. C Avenue East sanitary sewer project.
Public Works - Streets	Rockmount Research & Alloys, Inc.	\$798.86	Chop saws, grinding wheels and cut-off wheels for street shop.
Public Works - Streets	Edel's Lawn Service & Construction	\$2,400.00	Concrete road repair at the intersection of B Avenue East & North 6th Street.
Public Works - Streets	Carter Waters	\$17,605.28	5716 gallons of oil for oil distributor.
Public Works - Streets	Norris Asphalt Paving Company	\$2,182.60	15.59 tons of UPM cold patch for road repair.
Public Works - Streets	Garden & Associates	\$2,623.19	First Avenue East Sidewalk Project - professional services for July 1, 2013-July 31, 2013.
Public Works - Streets	Garden & Associates	\$1,336.36	Trolley Place storm sewer and mall parking lot improvements - professional services for the period of July 1, 2013-July 31, 2013.
Police Department	Crow Shooting Supply	\$1,980.00	2000 rounds of ammo.
Police Department	Gabe's Gun Shop	\$1,000.00	2000 rounds of ammo.
Library	Lanphier Electric	\$582.50	Replaced damaged conduit and wire between two light pole bases.
Library	Schindler	\$818.78	Repair of broken panel in elevator.
Public Works - Streets	Arnold Motor Supply	\$507.59	55 gallon drum of hydraulic oil for vehicles.
Public Works - Streets	Steve Hynick (Oskaloosa Tree Service)	\$1,000.00	Remove two maple trees at 501 South B Street.
Public Works - Streets	Allied Gas & Chemical	\$1,284.16	800 gallons of propane for snow dump propane tank.
Wastewater	Hol Drainage	\$4,167.00	Extra work on C Ave. East Sanitary Sewer Project - 1 sanitary manhole in alley between North 4th & 5th (\$1500.00), 20 extra yds. Concrete (\$2667.00) ordered by city engineer.
Wastewater	Manhole Riser	\$515.00	Risers to raise 3 sanitary manholes on C Avenue East.
Wastewater	Central Pump	\$1,039.34	Labor & materials to install new locking rail system for pump removal at Armory lift station.
Wastewater	D J Gongol	\$596.93	1 4"x30' suction hose \$496.92 + \$100.00 estimate for shipping. Hose for sludge hauling.



CITY COUNCIL COMMUNICATION

MEETING DATE: October 7, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 3

Consider approval of a renewal application for a Class C Beer Permit from Kum & Go, LC dba Kum & Go #176, 1911 17th Avenue East.

EXPLANATION:

The application is complete and in order for approval.

Staff recommends approval.

BUDGET CONSIDERATION:

\$75.00 revenue to the General Fund.

ATTACHMENTS:

None



CITY COUNCIL COMMUNICATION

MEETING DATE: October 7, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 4

Consider approval of a renewal application for a Class E Liquor License with Carryout Beer & Wine from Fareway Stores Inc. dba Fareway Stores, Inc. #625, 311 3rd Avenue West.

EXPLANATION:

The application is complete and in order for approval.

Staff recommends approval.

BUDGET CONSIDERATION:

\$300.00 revenue to the General Fund.

ATTACHMENTS:

None

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CITY COUNCIL COMMUNICATION

MEETING DATE: October 7, 2013

REQUESTED BY: City Manager's Office

ITEM TITLE: CONSENT AGENDA – ITEM 5

Consider request from the Mahaska County YMCA for a Freaky 5K – Halloween 5K event.

EXPLANATION:

Ryan Harkema from the Mahaska County YMCA is requesting approval of the Freaky 5K – Halloween 5K event on Saturday, October 26, 2013 from 8:00 a.m. to 11:00 a.m. The event includes use of Vanderwilt Park, Santa Clara Street, M Avenue and the recreation trail as outlined on the attached description and map. The required certificate of insurance is attached.

BUDGET CONSIDERATION:

None.

ATTACHMENTS:

Special use request forms, description with map and insurance certificate.

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: RYAN HARKEMA

Birthdate: 06/30/80

Signature: 

Date: 9/4/13

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

1. Park/Facility Requested LACEY COMPLEX, STADIUM, SANTA CURA ST, M AVE,
2. Date(s) Requested OCTOBER 26, 2013 8-11 AM REC 7242L
3. User Name MAHASKA COUNTY YMCA
(Organization or Individual)
Address 414 N. 3RD STREET City OSKALOOSA State IA Zip 52577
Contact Person RYAN HARKEMA
Phone: (Day) 641-673-8411 (Evening) _____ (Cell) 641-660-4640
(Email) RYAN.HARKEMA@MAHASKAYMCA.ORG
4. Event/Description FIRELY 5K - HALLOWEEN 5K EVENT

5. Beer or Wine Consumption? Yes No
6. Are you requesting permission to install or place equipment, signs, decorations, lighting, tents, concessions or other structures or objects? Prior approval must be granted by the City of Oskaloosa, Iowa.

If yes, please explain ONLY ACCESS TO THE ABOVE PARK/FACILITIES REQUESTED. VOLUNTEERS WILL BE USED AT ALL INTERSECTIONS ON THE ROUTE.

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.

RYAN HARKEMA
Print Name

[Signature]
Signature

9/11/13
Date

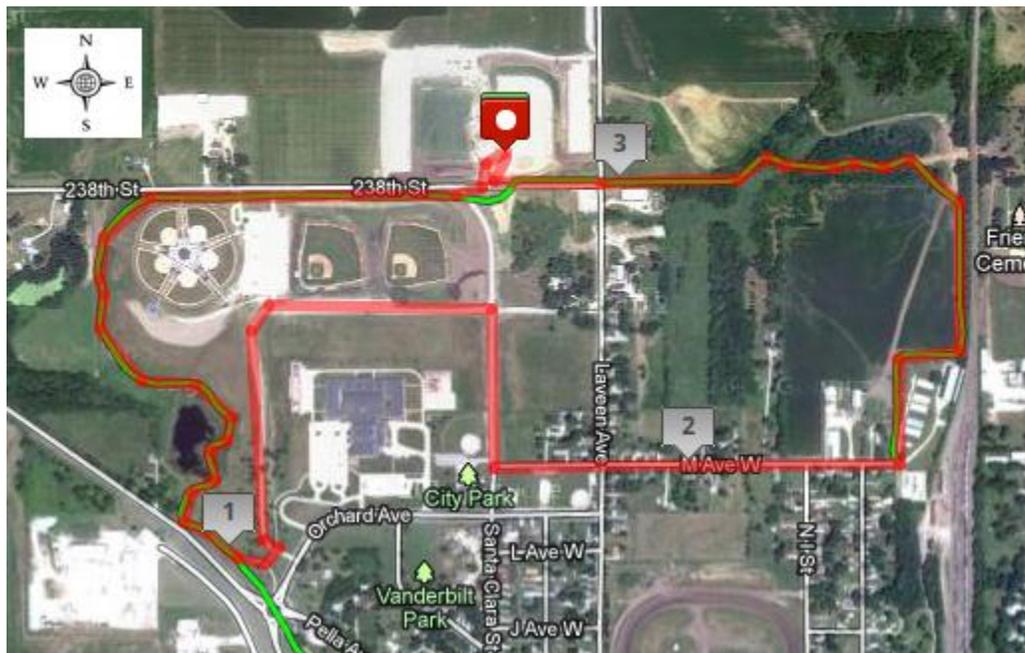


**FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

2013 Freaky 5k & Kids' Fun Run Routes

The 5k race route will begin at the Lacey Complex Stadium and head west on the bike trail running parallel to 238th Street. The bike trail will be utilized headed south until it hits the gravel road of the Lacey Complex, just to the SW of the Oskaloosa Elementary School. This gravel road will be utilized going north and then east, moving away from the baseball 5-plex and Babe Ruth fields, until meeting Santa Clara Street. Santa Clara Street will be taken south to its intersection with M Avenue West, which runners will take east until meeting back up with the bike trail by the gorilla/storage marker. The completed trail will then be followed back to the finish line on the Lacey Complex Stadium.

The 1-mile Kids' Fun Run will take place entirely on the Lacey Complex Stadium track. All participants pre-registered and registered day-of the race will be given a participant ribbon, regardless of whether they are able to successfully complete the 1-mile distance.



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CITY COUNCIL COMMUNICATION

MEETING DATE: October 7, 2013

REQUESTED BY: City Manager's Office

ITEM TITLE: CONSENT AGENDA - 6

Consider request from Main Street Oskaloosa for approval of street closings for the "Carols, Candles and Cocoa" event on Friday, December 6, 2013 from 5:00 p.m. to 8:00 p.m.

EXPLANATION:

Main Street Oskaloosa requests that 1st Street between High Avenue East and 1st Avenue East, 1st Avenue East from Market Street to 2nd Street and High Avenue from Market Street to 2nd Street be closed for the "Carols, Candles and Cocoa Awards Ceremony on Friday, December 6, 2013 from 5:00 p.m. to 8:00 p.m. The street closure fee has been paid and the certificate of liability insurance has been submitted.

BUDGET CONSIDERATION:

\$25.00 street closure fee.

ATTACHMENTS:

Memo from Karen Hafner, OACDG Events Coordinator.

DATE: September 24, 2013
TO: City of Oskaloosa, Park and Recreation, Oskaloosa Police Department
FROM: Karen Hafner OACDG Events Coordinator
RE: Street Closing Request for Event "Carols, Candles and Cocoa" (Last year in was Spectacular Tree Lighting and Awards Ceremony)

Carols, Candles and Cocoa Awards Ceremony Friday, December 6, 2013

Friday December 6, 2013

Main Street Oskaloosa would like to request street closings for the following from 5:00pm to 8:00pm on **Friday December 6, 2013** for this event.

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

I hope this request I have submitted meets with your approval. Should you have any question about either event, please feel free to contact me.

Thank you, Karen Hafner

***Parade one night only Thursday, December 5, 2013**



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CITY COUNCIL COMMUNICATION

MEETING DATE: October 7, 2013

REQUESTED BY: City Manager's Office

ITEM TITLE: REQUESTS FROM THE COMMUNITY - A

Consider request from Miranda Cummings of State Farm Insurance to give a presentation regarding the "Celebrate My Drive Campaign."

EXPLANATION:

National Teen Driver Safety Week is October 18, 2013 through October 26, 2013. Miranda Cummings from State Farm Insurance would like to make the City Council aware of this community-wide initiative opportunity regarding local teenage driver safety.

BUDGET CONSIDERATION:

None.

ATTACHMENTS:

None.

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CITY COUNCIL COMMUNICATION

MEETING DATE: October 7, 2013

REQUESTED BY: MAYOR & CITY COUNCIL

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

- a) Building Code Board of Appeals – One vacancy to fill upon appointment and to serve at the pleasure of the Mayor. This is a five member board that meets as needed. (4 males and 0 females currently serve).
- b) Mahaska County Solid Waste Management Commission and Ad Hoc Recycling Committee – Five vacancies to fill upon appointment to serve one year terms. Two members of the commission also serve on the Ad Hoc Recycling Committee. This is a five member board that typically meets once a month. (3 males and 1 female currently serve with one vacancy).
- c) Historic Preservation Commission – Two vacancies to fill upon appointment to serve three year terms. This is a seven member commission that meets as needed.
- d) Airport Commission – One vacancy to fill upon appointment to serve a six year term. This is a five member board that typically meets the first Monday of the month.
- e) Stephen Memorial Animal Shelter Commission – On vacancy to fill upon appointment to serve a two year term. There are three members on the commission, one of which is a representative of the city.

EXPLANATION:

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

BUDGET CONSIDERATION:

Not applicable, report(s) only.

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CITY COUNCIL COMMUNICATION

MEETING DATE: October 7, 2013

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE: PUBLIC HEARINGS

Consider an ordinance to vacate and sell 120'X16.5' of the east-west public alley adjacent to 413 North A Street - 1st reading. (PUBLIC HEARING)

EXPLANATION:

Ed and Mary Rozenboom, owners of 413 North A Street, have requested that the portion of the east-west alley adjacent to their property be vacated. When the present owners purchased their property they were not aware that part of their garage encroaches on the public alley. Hence, the applicant intends to purchase their section of the alley so that the garage will be on their property.

The city conducted a survey of households with direct access to this alley. Among the residents that responded (4 total), all of them wanted the alley to be vacated. However, the neighboring residents have indicated that they would either like to purchase their portion of the alley or have driveway easements to access their property. This alley also contains Oskaloosa Water and MCG utility infrastructure. Hence, easement rights will need to be retained for access to the above mentioned utilities.

The Planning & Zoning Commission considered this item at their September 9, 2013 meeting and recommended by a vote of 6 to 0 that the City Council approve the alley vacate request but retain utility access easement and vehicular access easement.

Recommended Action:

Staff recommends approving this request for vacation and sale of 120' X 16.5' of the east-west public alley adjacent to 413 North A Street.

BUDGET CONSIDERATION:

\$100.00 as application fees and if the alley vacate is approved then there is a revenue

of \$990.00 (120'X 16.5' X \$0.50/SF). Alley vacates result in revenue received by the city. The city sells residential alleys for \$0.50 per square foot.

ATTACHMENTS:

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

ORDINANCE NO. _____

AN ORDINANCE VACATING THE EAST-WEST PUBLIC ALLEY ADJACENT TO 413 NORTH A STREET, AND THE SALE OF SAID PUBLIC ALLEY RIGHT-OF-WAY.

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

SECTION 1. PURPOSE. The purpose of this ordinance is to vacate the east-west public alley right-of-way that lies adjacent to 413 North A Street is legally described as follows:

The 120 foot X 16.5 foot section of the east-west alley lying adjacent to Lot 6 of the Kinsman's Subdivision of Out Lot 6 of the Original Plat of the City of Oskaloosa, Mahaska County, Iowa.

SECTION 2. EASEMENT RESERVATION. This ordinance is adopted subject to the retention of easement rights for utilities, and the retained easement right for ingress and egress over and across the former alley in favor of the property located at 205 C Avenue West, which retained easement shall run with the land in favor of the owner thereof.

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

SECTION 4. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

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

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

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

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

Amy Miller, City Clerk

ALLEY VACATE REQUEST FOR 413 NORTH A STREET





413 N A St east-west alley looking west



413 N A St east-west alley looking east



413 N A St east-west alley looking southeast (from existing garage on 413 N A St)



413 N A St east-west alley looking southwest (from southeast corner of 413 N A St)

ALLEY VACATION REQUEST
City of Oskaloosa, Iowa

Policy for sale of alleys:

Policy Adopted: 2/18/2003

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

Date of Request: 8-7-2013

Property Owner Name: Ed + Mary Rozenboom

Address: 413 No. A St

Oskaloosa, IA

Phone: 641-660-5539

Description of alley requested for vacation: EX 2 OF
The East/West Alley
between North A + North B which ends
at the North/south alley between C + D Ave W.

Reason for requesting alley vacation: Garage + cement approach
are partially in the existing alley.

Signature

Ed Rozenboom Mary Rozenboom

OFFICE USE:

Application Fee Paid \$100

Amount Paid For 1/2 of Alley: $\$990/2 = \495^{00} (120 X 16.5 X \$0.50 /SF)

Vacation Approved _____ Denied _____ Refund Payment _____

ALLEY VACATION RESPONSE : 413 North A Street

ADDRESS	NAME	RESPONSE	COMMENTS
401 North A Street	Eldon Zook	None	Will not oppose vacation subject to clarification of rear yard setback for 401 & 403 North A Street. If alley is vacated, we wish to
413 North A Street	Ed & Mary Rozenboom	Yes approve the alley vacate	
415 North A Street	Russell & Mary Young	Yes approve the alley vacate	
205 C Avenue West	Charles Purdue & Ginny Foster	None	
207 C Avenue West	Jerrie & Kerri Sims	Yes approve the alley vacate	We would also want to purchase a piece of this. West of our property Line 8.5x60ft
215 C Avenue West	Scott & Kim Langfitt	None	
410 North B Street	Zachary Greenhalgh	None	
416 North B Street	Sandra Breckenridge	None	

UTILITY COMPANY RESPONSE

MCG	Yes Utilities in Alleyway
WATER DEPT.	Yes Utilities in Alleyway
CENTURY LINK	No Utilities in Alleyway
MIDAMERICAN ENERGY	No Utilities in Alleyway

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: October 7, 2013

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE:

Consider an ordinance amending the City Code of the City of Oskaloosa, Iowa by amending provisions pertaining to Title 17 – “Zoning”, Chapter 17.28 – “Off-Street Parking” of the City Of Oskaloosa Zoning Ordinance providing amendments for off-street parking design standards and parking for personal and recreational vehicles - 2nd reading.

EXPLANATION:

The City Council, during its meeting on June 3, 2013, recommended the city staff and Planning & Zoning Commission conduct research and provide recommendations on updating the City Ordinance regulating the parking of personal and recreational vehicles.

The following code changes are presented by the Planning and Zoning Commission for City Council consideration:

1. Amend off-street parking design standards for pavement and drainage, Section 17.28.060 B. Pavement and drainage; and
2. Amend applicability, location of parking, and special provisions for recreational vehicles and boats, Section 17.28.080 Parking for personal and recreational vehicles.

The Planning & Zoning Commission considered this item at their July 8, 2013 meeting and recommended by a vote of 5 to 0 that the City Council approve the ordinance amendments.

Recommended Action:

Approve the second reading of the ordinance.

DETAILED PROJECT DESCRIPTION:

1. Amend off-street parking design standards for pavement and drainage, Section 17.28.060 B. Pavement and drainage;

The proposed text amendment inserts specific language for the off-street parking pavement types to add sealcoat, gravel, or crushed stones as acceptable surfaces.

B. Pavement and Drainage.

1. Off-street parking facilities shall be surfaced with concrete, asphalt, asphaltic concrete, ~~or bricks~~, **sealcoat, gravel, or crushed stone**, and shall be maintained with materials sufficient to prevent mud, dust, or loose material except as provided below:
 - a. Sites within the AG and RR districts are exempt from this requirement.
 - b. In residential areas, all parking spaces and driveways used for parking shall be **paved on an surface consisting of concrete, asphalt, asphaltic concrete, bricks, sealcoat, gravel, or crushed stone**; however, this requirement does not extend to driveways not used under any conditions for parking.
 - c. In GI districts, the paving requirement for certain parking and loading areas more than one hundred feet back from any public right-of-way may be waived, following review and approval of a specific site plan by the zoning administrator.
2. Off-street parking facilities shall be designed and built to prevent the free flow of water onto adjacent properties.

2. Amend applicability, location of parking, and special provisions for recreational vehicles and boats, Section 17.28.080 Parking for personal and recreational vehicles.

The proposed text amendment inserts specific language to remove weight restrictions, limit the size restrictions, change the required pavement type for heavy commercial vehicles, and add conditions for the parking of personal vehicles.

17.28.080 - Parking for personal and recreational vehicles.

- A. Applicability. This section permits the parking of personal vehicles on a single lot in a residential district subject to specific conditions. Personal vehicles include: passenger cars; vans; pickup trucks; camper shells, toppers, trailers, **boats**, and other similar appurtenances intended for attachment to a personal vehicle; ~~trailers under twenty five feet in length, and boats under twenty five feet in length.~~ The maximum height of any Personal Vehicle shall be ~~eight feet~~ **thirteen feet six inches (13'-6")** from grade. ~~Trucks, tractor cab units, trailers, recreational vehicles, boats over twenty five feet in length and vehicles over ten tons gross empty weight shall be defined as heavy commercial vehicles.~~
- B. Location of Parking.

1. Parking is permitted within any enclosed structure when such structure conforms to the regulations of its zoning district.
2. Parking of personal vehicles is permitted on a ~~paved~~ driveway surface (outside of an enclosed structure), **complying with the Off-street parking design standards provisions of Section 17.28.060 B.1. of the Zoning Code**, within the front yard setback, but shall in no case encroach upon the public right-of-way. Parking of personal vehicles is permitted on a ~~paved~~ driveway surface (outside of an enclosed structure) within the front yard setback, but shall in no case encroach upon the public right-of-way. **The driveway surface must comply with the off-street parking design standards provisions of Section 17.28.060 B.1. of the Zoning Code.**
3. Parking of personal vehicles may occur in the rear yard setback (outside of an enclosed structure and not on the front yard paved driveway) if the zoning administrator determines that such parking conforms to the provisions of this title and meets the following conditions:
 - a. The parking space is provided on a ~~paved~~ driveway surface connected by a ~~paved~~ driveway surface to a dedicated public right-of-way and/or alley. **The driveway surface must comply with the off-street parking design standards provisions of Section 17.28.060 B.1. of the Zoning Code.**
 - b. The paved parking does not exceed the maximum impervious coverage limit for the lot.
4. Heavy commercial vehicles, including tractor cab units rated at more than ten tons gross vehicle weight, ~~and recreational vehicles~~, shall not be parked on any lot within a residential zoning district, ~~except as provided below~~. **All permitted heavy commercial vehicles in a residential district must be parked on paved hard surface consisting of concrete, asphalt, asphaltic concrete.**
- C. Special Provisions for Recreational Vehicles and Boats. Parking and storage of recreational vehicles and boats within residential districts is subject to the following additional conditions. These conditions are in addition to those requirements for the parking of personal vehicles.
 1. Recreational vehicles and boats, **when parked or stored on residential properties**, must be maintained in a clean, well-kept state **at all times**. **Spider webs, debris, excessive dirt, weed accumulation on or under a recreational vehicle are prohibited at all times as are broken windows and flat tires. All parking and storage areas for recreational vehicles or boats shall be properly maintained and kept free of weeds, mud, and other debris.**
 2. Recreational vehicles and boats equipped with liquefied petroleum gas containers must ensure that such containers must meet the current standards of the Interstate Commerce Commission, the United States Department of Transportation, or the American Society of Mechanical Engineers. Any valves must be closed at all times that the vehicle is not in

preparation for immediate use. Leaks in containers must be repaired immediately.

3. Recreational vehicles may be used as temporary parking by **nonpaying** guests for a maximum of three consecutive days or fourteen days total during any calendar year. Cooking in ~~the~~ a recreational vehicle **or boat** is prohibited at all times. **Recreational vehicles or boats shall not be occupied for living purposes.**
4. Recreational vehicles and boats may not be permanently connected to utility lines. **Sewer hookups are prohibited at all times.**
5. Recreational vehicles and boats may not be used for the storage of goods, materials, or equipment other than those items which pertain to the use of the vehicle.
6. If feasible on a lot, recreational vehicles and boats shall be parked outside of required front yard and street side yard setbacks.
7. **All covers and tarps or any other material utilized to protect recreational vehicles or boats from the elements must be secured and weatherproof. Rocks, bricks, or other weighted items cannot be used to secure the weatherproofing cover. The use of ropes, bungee cords, adjustable straps, or other similar methods are required to secure the cover to the vehicle.**
8. **Recreational vehicles or boats shall not block sidewalk access or interfere with pedestrian use of sidewalks. Recreational vehicles or boats must be parked or stored on a driveway at all times and shall not surpass or encroach upon a property's sidewalk. In the event a sidewalk is not present on a property, recreational vehicles or boats shall be parked or stored at least ten feet (10') from the back of the curb or edge of pavement on a driveway, if no curb exists. The City Manager or designee shall maintain discretion, to declare the parking or storage of recreational vehicles or boats to be a traffic hazard and require immediate removal of the recreational vehicle or boat at any time.**
9. **No recreational vehicles or boats shall be parked or stored in the corner lot side yard next to the street unless it complies with all other provisions of this section.**

BUDGET CONSIDERATION:

There will be minimal impact to the City Budget for the cost associated with drafting revisions to Chapter 17.28 of Oskaloosa Municipality Code.

ATTACHMENTS:

Ordinance.

ORDINANCE NO. _____

AN ORDINANCE AMENDING TITLE 17, "ZONING", CHAPTER 17.28, "OFF-STREET PARKING", SECTION 17.28.060 B. – "PAVEMENT AND DRAINAGE" AND SECTION 17.28.080 – "PARKING FOR PERSONAL AND RECREATIONAL VEHICLES" OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA.

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

SECTION 1. SECTION 17.28.060 B. – "PAVEMENT AND DRAINAGE" is hereby deleted in its entirety.

SECTION 2. SECTION 17.28.060 B. – "PAVEMENT AND DRAINAGE" is hereby amended as follows:

B. Pavement and Drainage.

1. Off-street parking facilities shall be surfaced with concrete, asphalt, asphaltic concrete, bricks, sealcoat, gravel, or crushed stone, and shall be maintained with materials sufficient to prevent mud, dust, or loose material except as provided below:

a. Sites within the AG and RR districts are exempt from this requirement.

b. In residential areas, all parking spaces and driveways used for parking shall be on a surface consisting of concrete, asphalt, asphaltic concrete, bricks, sealcoat, gravel, or crushed stone; however, this requirement does not extend to driveways not used under any conditions for parking.

c. In GI districts, the paving requirement for certain parking and loading areas more than one hundred feet back from any public right-of-way may be waived, following review and approval of a specific site plan by the zoning administrator.

2. Off-street parking facilities shall be designed and built to prevent the free flow of water onto adjacent properties.

SECTION 3. SECTION 17.28.080 – "PARKING FOR PERSONAL AND RECREATIONAL VEHICLES" is hereby deleted in its entirety.

SECTION 4. SECTION 17.28.080 – "PARKING FOR PERSONAL AND RECREATIONAL VEHICLES" is hereby amended as follows:

17.28.080 - Parking for personal and recreational vehicles.

- A. Applicability. This section permits the parking of personal vehicles on a single lot in a residential district subject to specific conditions. Personal vehicles include: passenger cars; vans; pickup trucks; camper shells, toppers, trailers, boats, and other similar appurtenances intended for attachment to a personal vehicle. The maximum height of any Personal Vehicle shall be thirteen feet six inches (13'-6") from grade.
- B. Location of Parking.
1. Parking is permitted within any enclosed structure when such structure conforms to the regulations of its zoning district.
 2. Parking of personal vehicles is permitted on a driveway surface (outside of an enclosed structure), complying with the Off-street parking design standards provisions of Section 17.28.060 B.1. of the Zoning Code, within the front yard setback, but shall in no case encroach upon the public right-of-way.

Parking of personal vehicles is permitted on a driveway surface (outside of an enclosed structure) within the front yard setback, but shall in no case encroach upon the public right-of-way. The driveway surface must comply with the Off-street parking design standards provisions of Section 17.28.060 B.1. of the Zoning Code.
 3. Parking of personal vehicles may occur in the rear yard setback (outside of an enclosed structure and not on the front yard paved driveway) if the zoning administrator determines that such parking conforms to the provisions of this title and meets the following conditions:
 - a. The parking space is provided on a driveway surface connected by a driveway surface to a dedicated public right-of-way and/or alley. The driveway surface must comply with the Off-street parking design standards provisions of Section 17.28.060 B.1. of the Zoning Code.
 - b. The paved parking does not exceed the maximum impervious coverage limit for the lot.
 4. Heavy commercial vehicles, including tractor cab units rated at more than ten tons gross vehicle weight shall not be parked on any lot within a residential zoning district. All permitted heavy commercial vehicles in a residential district must be parked on paved hard surface consisting of concrete, asphalt, asphaltic concrete.

- C. Special Provisions for Recreational Vehicles and Boats. Parking and storage of recreational vehicles and boats within residential districts is subject to the following additional conditions. These conditions are in addition to those requirements for the parking of personal vehicles.
1. Recreational vehicles and boats, when parked or stored on residential properties, must be maintained in a clean, well-kept state at all times. Spider webs, debris, excessive dirt, weed accumulation on or under a recreational vehicle are prohibited at all times as are broken windows and flat tires. All parking and storage areas for recreational vehicles or boats shall be properly maintained and kept free of weeds, mud, and other debris.
 2. Recreational vehicles and boats equipped with liquefied petroleum gas containers must ensure that such containers must meet the current standards of the Interstate Commerce Commission, the United States Department of Transportation, or the American Society of Mechanical Engineers. Any valves must be closed at all times that the vehicle is not in preparation for immediate use. Leaks in containers must be repaired immediately.
 3. Recreational vehicles may be used as temporary parking by guests for a maximum of three consecutive days or fourteen days total during any calendar year. Cooking in a recreational vehicle or boat is prohibited at all times. Recreational vehicles or boats shall not be occupied for living purposes.
 4. Recreational vehicles and boats may not be permanently connected to utility lines. Sewer hookups are prohibited at all times.
 5. Recreational vehicles and boats may not be used for the storage of goods, materials, or equipment other than those items which pertain to the use of the vehicle.
 6. If feasible on a lot, recreational vehicles and boats shall be parked outside of required front yard and street side yard setbacks.
 7. All covers and tarps or any other material utilized to protect recreational vehicles or boats from the elements must be secured and weatherproof. Rocks, bricks, or other weighted items cannot be used to secure the weatherproofing cover. The use of ropes, bungee cords, adjustable straps, or other similar methods are required to secure the cover to the vehicle.
 8. Recreational vehicles or boats shall not block sidewalk access or interfere with pedestrian use of sidewalks. Recreational vehicles or boats must be parked or stored on a driveway at all times and shall not surpass or

encroach upon a property's sidewalk. In the event a sidewalk is not present on a property, recreational vehicles or boats shall be parked or stored at least ten feet (10') from the back of the curb or edge of pavement on a driveway, if no curb exists. The City Manager or designee shall maintain discretion, to declare the parking or storage of recreational vehicles or boats to be a traffic hazard and require immediate removal of the recreational vehicle or boat at any time.

9. No recreational vehicles or boats shall be parked or stored in the corner lot side yard next to the street unless it complies with all other provisions of this section.

SECTION 5. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

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

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

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

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

Signed _____

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: October 7, 2013

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE:

Consider an ordinance to amend the zoning ordinance of the City of Oskaloosa, Iowa by rezoning the property at 214 Highway 432 from Mixed Use Urban Corridor with A Avenue Commercial Corridor Overlay (UC/AV) District to General Commercial with A Avenue Commercial Corridor Overlay (GC/AV) District – 3rd reading.

EXPLANATION:

Kelly Bryan, owner of 214 Highway 432, has submitted a rezoning request for this property. Presently the subject property is zoned Urban Corridor with A Avenue Commercial Overlay (UC/AV) District. The existing land use on this property is automotive rental and sales. The applicant would like to build a seed storage facility and possible future true bulk system to allow bulk seed delivery. The proposed land use being requested is Agricultural Sales and Service. According to Table 17.08B “Permitted Uses by Zoning Districts” of Chapter 17.08 in the Oskaloosa Municipal Code, the agricultural sales and service is not permitted in a UC district.

The Planning & Zoning Commission considered this item at their August 12, 2013 meeting and recommended by a vote of 4 to 0 that the City Council approve the request that the property at 214 Hwy 432 be rezoned as General Commercial (GC) District. The proposed rezone request is not consistent with the City’s adopted Comprehensive Land Use Plan.

Mr. Kelly Bryan met with city staff and agreed to meet the minimum standards for the A Avenue Commercial Corridor Overlay District. However, Mr. Bryan indicated that he will not be able to meet the site plan requirement of converting his gravel surface driveway into a hard surface.

If the City Council approves the rezone to a General Commercial District, staff recommends consideration of adding the A Avenue Commercial Overlay (GC/AV) District to allow the implementation of the comprehensive enhancement program along A Avenue.

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

Mixed use urban corridor district (UC):

This district recognizes the mixed use character of major urban corridors, such as A Avenue and Market Street. These corridors sometimes accommodate a combination of residential, commercial, and office uses. Design standards maintain their character as important urban streets.

General commercial district (GC)

This district accommodates a variety of commercial uses, some of which have significant traffic or visual effect. These districts may include commercial uses which are oriented to services, including automotive services, rather than retail activities. These uses may create land use conflicts with adjacent residential areas, requiring provision of adequate buffering. This district is most appropriately located along major arterial streets or in areas that can be adequately buffered from residential districts.

A Avenue commercial corridor overlay district (AV)

Application: The AV overlay district applies to the A Avenue corridor between the interchange of Highways 163 and 92 on the west side of the city to the intersection with 3rd Street. The exact boundaries of this overlay district are indicated on the city's official zoning map.

Purpose: The AV district recognizes the critical importance of the A Avenue corridor as a major commercial link between the principal entrance to Oskaloosa at the interchange of Highway 163 and Highway 92 and the city's downtown business district. The city has developed a plan for the enhancement of this corridor, designed to improve its visual quality and functional performance as a business environment. The AV overlay district provides a performance-based system, combining requirements and incentives to assure that subsequent development complements these public enhancement efforts.

Agricultural Sales and Service. Establishments or places of business engaged in sale from the premises of feed, grain, fertilizers, farm equipment, pesticides and similar goods or in the provision of agriculturally related services with incidental storage on lots other than where the service is rendered. Typical uses include nurseries, hay, farm implement dealerships, feed and grain stores, and tree service firms.

Automotive Rental and Sales. Sale or rental of automobiles, noncommercial trucks, motorcycles, motor homes, recreational vehicles or boats, including incidental storage, maintenance, and servicing. Typical uses include new and used car dealerships; motorcycle dealerships; and boat, trailer, and recreational vehicle dealerships.

BUDGET CONSIDERATION:

Revenue of \$250.00 for rezoning application fee.

ATTACHMENTS:

Ordinance, Location Map, Aerial Map, Table 17.08 – Permitted Uses, Rezone Application, and Site Plans.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY CHANGING THE ZONING OF CERTAIN PROPERTY LOCATED AT 214 HIGHWAY 432 FROM MIXED USE URBAN CORRIDOR WITH A AVENUE COMMERCIAL CORRIDOR OVERLAY (UC/AV) DISTRICT TO GENERAL COMMERCIAL WITH A AVENUE COMMERCIAL CORRIDOR OVERLAY (CC/AV) DISTRICT.

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

SECTION 1. The purpose of this ordinance is to change the zoning of the following described parcel of land located at 214 Highway 432 from UC/AV, Urban Corridor with A Avenue Commercial Corridor Overlay District to GC/AV, General Commercial with A Avenue Commercial Corridor Overlay District, legally described as follows:

A part of the North Half of the Southeast Quarter of Section Fourteen, Township Seventy-five, Range Sixteen, in the City of Oskaloosa, Iowa, more particularly described as: Commencing at a point 1065.0 feet West and 594.45 feet South of the Northeast corner of the Northeast Quarter of said Southeast Quarter to the point of beginning; thence South 587.15 feet; thence N 65 degrees 41' W 14.6 feet; thence N 89 degrees 54 ½' W 273.2 feet; thence Northwesterly 588.68 feet to a point 80 feet normally distant Easterly from the centerline of former Highway #163 (now known as Highway 432) thence East 393.87 feet to the point of beginning, together with and subject to easements and restrictions of record.

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

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

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

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

David Krutzfeldt , Mayor

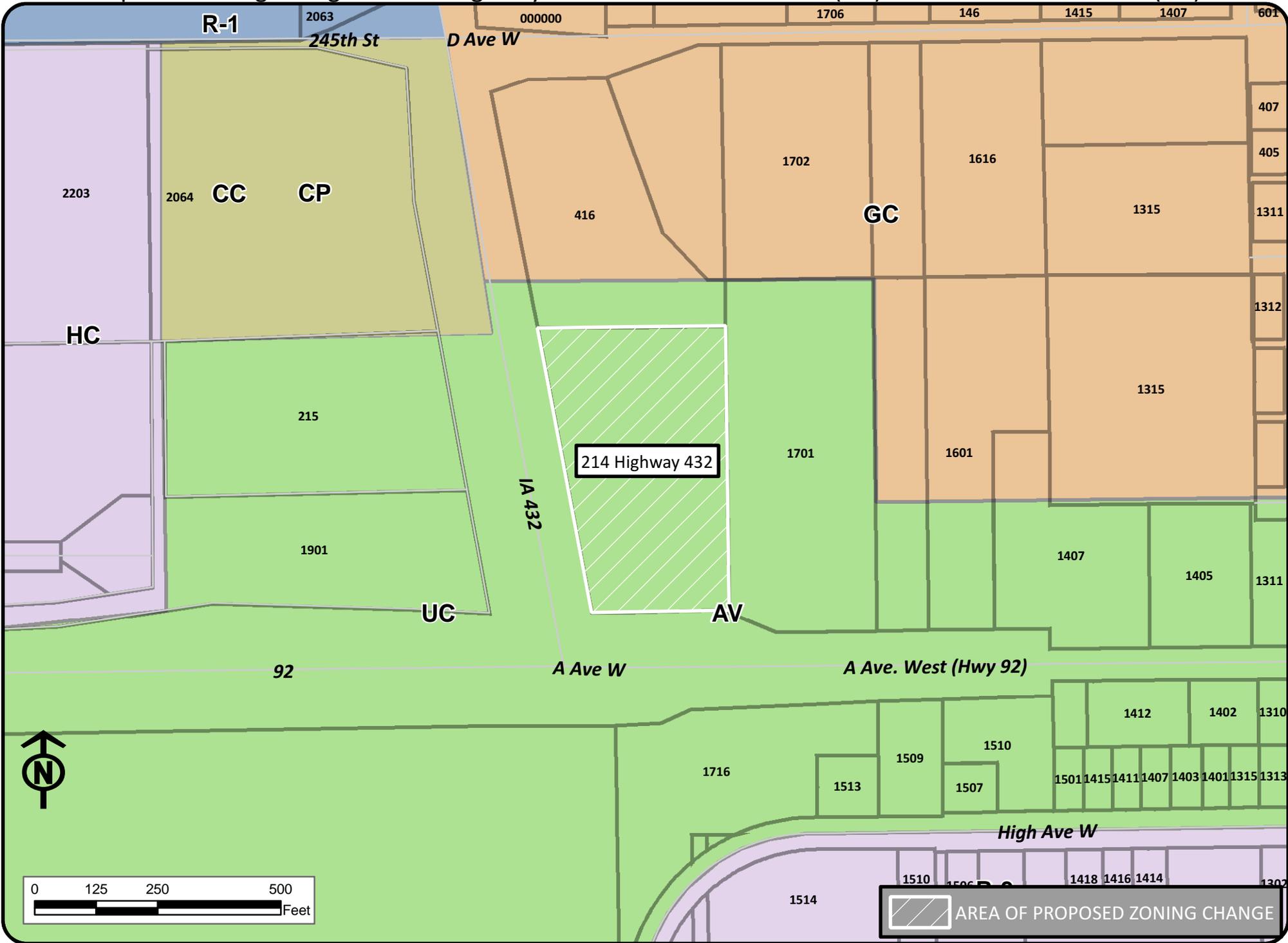
ATTEST: _____
Amy Miller, City Clerk

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

Signed _____

PROPOSED ZONING CHANGE

Proposed zoning change for 214 Highway 432 from Urban Corridor (UC) to General Commercial (GC)





2064

215

1901

416

214

1702

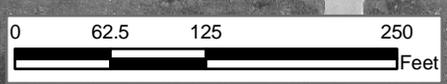
1701

IA 432

92

A Ave W

A Ave. West (Hwy 92)



140

1716

Table 17.08b
Permitted Uses by Zoning Districts

Use Types	AG	RR	R- 1	R- 2	R- 3	R- 4	UC	LC	CC	DC	GC	HC	BP	LI	GI	Additional Regulations
Agricultural Uses																
Horticulture	P	P	C	C	C	C		C	P	C	C	C				17.22.020(A)
Crop production	P	P														
Animal production	P															17.22.020(B)
Commercial feedlots																17.22.020(C)
Livestocks sales																
Residential Uses																
Single-family Detached	P	P, L(1)	P, L(1)	P, L(1)	P, L(1)	P	P, L(1)	C								17.22.030(A)
Single-family Attached	C	C	C	P	P	P	P	C								17.22.030(B)
Duplex				P	P		P	C								
Two-family				P	P		P	C								17.22.030(D)
Townhouse				P	P		P	P		P						17.22.030(C)
Multiple-family					P		C	P	C	P	C					
Downtown residential										P						17.22.030(E)
Group residential	C	C			P			C	C							17.22.030(F)
Manufactured housing residential	P	P, L(1)	P, L(1)	P, L(1)	P, L(1)	P, L(2)		C								
Mobile home park						P, L(2)										17.22.030(G)
Mobile home subdivision						P, L(2)										17.22.030(H)
Retirement residential	C	C	C	P	P		P	P	C	P	C					

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

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

1. The dwelling shall have a minimum width facing the street of twenty-four feet.
2. The minimum horizontal dimension of the main body of the dwelling unit shall not be less than twenty feet.
3. A minimum of fifteen percent of the facade of the building facing the street shall consist of windows, doors and other building openings.
4. Any foundation skirting material shall have the appearance of masonry or poured concrete typical of site-built homes.

Installation of the skirting must be installed within thirty days following the installation of the home, or the first day of May if the ground is frozen at the time the home is placed.

L(2) = Applies to all factory built homes (Refer to Section 17.04.030 for definitions), Any foundation skirting material shall have the appearance of masonry or poured concrete typical of site-built homes. Installation of the skirting must be installed within thirty days following the installation of the home, or the first day of May if the ground is frozen at the time the home is placed.

Table 17.08B

Permitted Uses by Zoning Districts (Continued)

Use Types	AG	RR	R-1	R-2	R-3	R-4	UC	LC	CC	DC	GC	HC	BP	LI	GI	Additional Regulations
Civic Uses																
Administration		C	C	C	C	C	P	P	P	P	P	P	P	P	P	
Cemetery	P	C	C	C	C	C										
Clubs	C	C	C	C	P	C	P	P		C	P	P	C	P	P	17.22.040(A)
Clubs (social)	C	C	C	C	P	C	P	P	P	P	P	P	P	P	P	17.22.040(A)
College/University	C	C	C	C	P	C	P	P	P	P	P	P	P	P		
Convalescent services	C	C		C	P	C	P	P	P	C						
Cultural services	C	C	P	P	P	P	P	P	P	P	P	P	P	P		
Day care (limited)	P	P	P	P	P	P	P	P	P	P	C	C	C	C	C	17.22.040(B)
Day care (general)	C	C	C	C	P	C	P	P	P	P	P	P	P	C	C	17.22.040(B)
Detention facilities											C	C		C	C	
Elder home	P	P	P	P	P	P	P									
Emergency residential	P	P	P	P	P	P	P	P	P	P						
Family home	P	P	P	P	P	P	P	P								
Group care facility					P		P	P	P	P	P	P				17.22.040(D)
Group home	C			C	P		P	P	P	P	P	P				17.22.040(D)
Guidance services					P		P	P	P	P	P	P	P	P	P	
Health care					P		P	P	P	P	P	P	P	P	P	
Hospitals					C		C	C	C	P	P	P	P	C	C	
Maintenance facility	S	S					C		C		P	P		P	P	
Park and recreation	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Postal facilities							C	P	P	P	P	P	P	P	P	
Primary education	C	P	P	P	P	P	P	P	P	P	C	C				17.22.040(C)
Public assembly							C	C	C	P	P	P	C			
Religious assembly	P	P	P	P	P	P	P	P	P	P	P	P		C		17.22.040(E)
Safety services	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Secondary Education	C	C	C	C	P	C	P	C	C	C	C	C				17.22.040(C)
Utilities	P	C	C	C	C	C	C	C	C	C	P	P		P	P	

P = Uses permitted by right
 C = Uses permitted by conditional use permit
 Blank = Use not permitted

Table 17.08B

Permitted Uses by Zoning Districts (Continued)

Use Types	AG	RR	R-1	R-2	R-3	R-4	UC	LC	CC	DC	GC	HC	BP	LI	GI	Additional Regulations
Office Uses																
Corporate offices					C		P	P	P	P	P	P	P	P	P	
General offices					C		P	P	P	P	P	P	P	P	P	
Financial offices							P	P	P	P	P	P	P	P	P	
Medical offices					C		P	P	P	P	P	P	P	P	C	
Commercial Uses																
Ag sales/service									C	C	P	P		P	P	
Auto rental/sales							P		C	P	P	P		C		17.22.050(C)
Auto services							C	C	P	P	P	P		P	P	17.22.050(A), (B)
Body repair									C	C	P	P		P	P	17.22.050(A)
Equip rental/sales										C	P	P		P	P	17.22.050(C)
Equipment repair											P	P		P	P	17.22.050(A)
Bed and breakfast	C	C	C	C	C		P	P	P	P	P	P				17.22.050(D)
Business support							P	P	P	P	P	P	P	P	P	
Business/trade school									P	P	P	P	P	P	P	
Campground									C		C	C				17.22.050(E)
Cocktail lounge							C		P	C	P	P	C	P	P	17.22.050(F)
Commercial rec (indoor)							C	C	P	P	P	P	P	P	P	17.22.050(F)
Commercial rec (outdoor)											P	P		P	P	
Communication service							P	C	P	P	P	P	P	P	P	
Construction sales/service							C		C	C	P	P		P	P	
Consumer service							P	P	P	P	P	P	P	P		
Convenience storage									C		C	C		P	P	17.22.050(G)
Crematorium							C	C	C	C	C	C		C	C	
Food sales (convenience)							P	C	P	P	P	P	P	P	P	
Food sales (limited)							P	P	P	P	P	P	P	P	P	
Food sales (general)							C	C	P	P	P	P				

P = Uses permitted by right
 C = Uses permitted by conditional use permit
 Blank = Use not permitted

Table 17.08B

Permitted Uses by Zoning Districts (Continued)

Use Types	AG	RR	R-1	R-2	R-3	R-4	UC	LC	CC	DC	GC	HC	BP	LI	GI	Additional Regulations
Commercial Uses (Cont.)																
Food sales (supermarkets)									P	P	C	C				
Funeral service					C		P	P	P	P	P	P	P	P	P	
Kennels	P	C									C	C		P	P	
Laundry services										C	P	P		P	P	
Liquor sales									P	P	P	P		C		
Lodging							P		P	P	P	P	P	C		
Personal improvement							P	P	P	P	P	P	P	P	P	
Personal services							P	P	P	P	P	P	P	P	P	
Pet services	C						P	P	P	P	P	P	P	P		
Research services							P	P	P	P	P	P	P	P	P	
Restaurants (drive-in)							C		P	C	P	P		C	C	17.22.050(H)
Restaurants (general)							P	P	P	P	P	P	P	C	C	17.22.050(H)
Restricted business											C			C	P	17.22.050(I)
Retail services (limited)							P	P	P	P	P	P	C			
Retail services (large)								C	P	C	P	P				
Retail services (mass)									C	C	P	P				
Stables	C	C														
Surplus sales										C	P			P	P	
Trade services							C		C	C	P	P	P	P	P	
Vehicle storage (short-term)							C				P			P	P	
Veterinary services	C	C					P	C	C	C	P	P		P	P	
Parking uses																
Off-street parking							C		C	P	P	P	C	P	P	
Parking structure									C	P	C	C	C	P	P	

P = Uses permitted by right
 C = Uses permitted by conditional use permit
 Blank = Use not permitted

Table 17.08B

Permitted Uses by Zoning Districts (Continued)

Use Types	AG	RR	R-1	R-2	R-3	R-4	UC	LC	CC	DC	GC	HC	BP	LI	GI	Additional Regulations
Industrial Uses																
Agricultural industry														C	P	17.22.070
Construction yards														P	P	17.22.070
Custom manufacturing							C		C	P	P	P	P	P	P	17.22.070
Light industry													C	P	P	17.22.070
General industry														P	P	17.22.070
Heavy industry														C		17.22.070
Recycling collection									C	C	P			P	P	17.22.070
Recycling processing														P	P	17.22.070
Resource extraction														C		17.22.060(A), 17.22.070
Salvage services														P		17.22.060(B), 17.22.070
Vehicle storage (long-term)											C			P	P	17.22.070
Warehousing (enclosed)										C	C	C	P	P	P	17.22.070
Warehousing (open)														C	P	17.22.070
Transportation uses																
Aviation													C	C	P	
Railroad facilities										C	C		C	P	P	
Truck terminal											C			C	P	17.22.070
Transportation terminal									P	P	P	P		P	P	
Miscellaneous Uses																
Alternative energy production devices	C	C	C	C	C	C	C	C		C	C	C	P	P	P	
Amateur radio tower	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Communications tower	C	C	C	C	C	C	C	C	C	C	C	C	P	P	P	17.22.080(A)

P = Uses permitted by right
 C = Uses permitted by conditional use permit
 Blank = Use not permitted

Table 17.08B

Permitted Uses by Zoning Districts (Continued)

Use Types	AG	RR	R-1	R-2	R-3	R-4	UC	LC	CC	DC	GC	HC	BP	LI	GI	Additional Regulations
Industrial Uses (Continued)																
Construction batch plant											P	P		C	P	
Landfill (nonputrescible)															C	17.22.080(B)
Landfill (putrescible)																
WECS	C	C	C	C	C		C	C		C	C	C	P	P	P	17.22.070(C)

P = Uses permitted by right
 C = Uses permitted by conditional use permit
 Blank = Use not permitted

REZONING APPLICATION

APPLICANT NAME: KB Zone Auto LLC

APPLICANT ADDRESS: 214 Hwy 432
Oskaloosa, Ia 52577

OWNER NAME: Kelly Bryan

PHONE NUMBER: 641-676-4565 / 641-660-2251

ADDRESS OF PROPERTY: 214 Hwy 432

LEGAL DESCRIPTION: (Please provide a copy of the legal description from the Mahaska County Recorder's Office.)

REQUEST REZONING FROM UC
TO GC

REASON FOR REZONING APPLICATION AND THE NATURE AND OPERATING CHARACTERISTICS OF THE PROPOSED USE:

Need to expand seed business and build new seed storage facility - 60x80' ~~open~~ barn steel (immediate)

Existing use is car & trailer sales

Also have office for my seed business
Semiloading delivered (1000 x 50 lb equivalent) of seed ← 2x True Bulk systems (Bino attached to)
- Seed treator

→ Install Bulk system Fast End of B... bin
FARM PRODUCT SALES to allow seeds to delivered in bulk.

NOTE: ANY GRAPHIC INFORMATION, INCLUDING SITE PLANS, ELEVATIONS, OTHER DRAWINGS, OR OTHER MATERIALS DETERMINED BY ZONING ADMINISTRATOR TO BE NECESSARY TO DESCRIBE THE PROPOSED USE TO THE PLANNING AND ZONING COMMISSION AND/OR THE CITY COUNCIL WILL BE INCLUDED WITH THIS APPLICATION. Seed to retail operations
* SINGENTA TRUE BULK SYS

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

Kelly Bryan
SIGNATURE OF OWNER

DATE: 6-24-13

FIELD PROPERTY LINE

Hwy 432

PROPOSED BUILDING
60X80

PROPOSED GRAVEL DRIVE
1600 SQ. FT.

EXISTING
40X60
BUILDING

CONCRETE

BILLBOARD

SANITARY

ELECTRIC

STORM SEWER

TUNNEL

RIGHT OF WAY

A Ave W

SCALE 1/32" = 1'

59'-3¹/₁₆"

365'-2¹/₁₆"

82'-3¹/₂"

109'-3³/₈"

159'-10⁵/₁₆"

54'

54'

435'-7¹/₁₆"

121'-8¹/₈"

437'-3¹/₂"

74'

PHONE

60'

182'-5¹/₁₆"

65'-10"

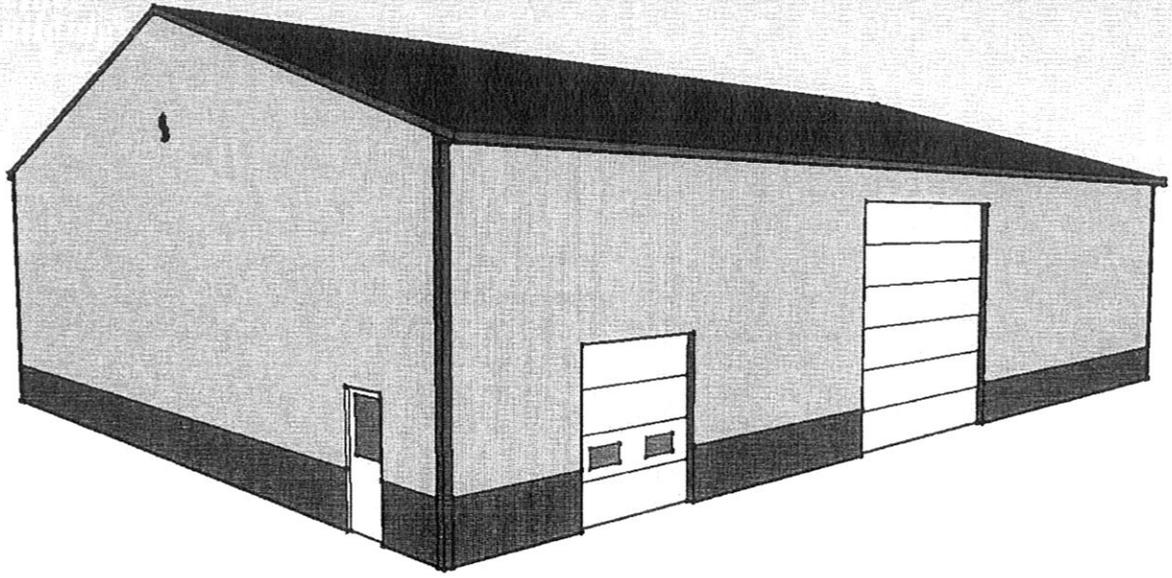
114'-8⁵/₈"

RIGHT OF WAY

265'-10³/₁₆"

288'-10¹/₂"

23'-⁵/₁₆"

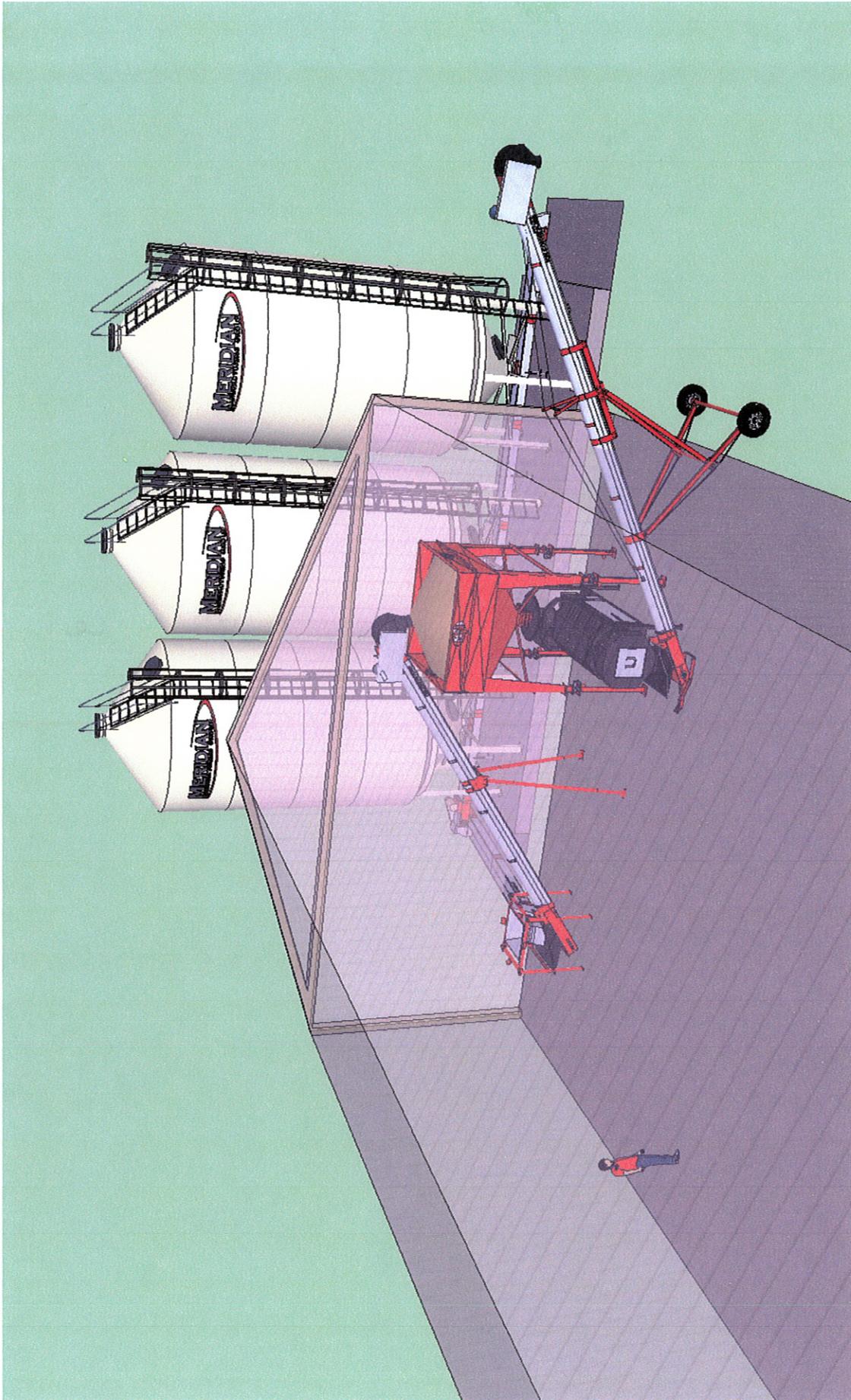


AUTHORIZING SIGNATURE

DATE

X

Fax to 815-457-2404 Attn: Bruce Frank



CUSTOMER

Kelly Bryan
1064 500th Ave.
Montezuma, IA 50171
Email: kelly@skifunvalley.com

Phone: 641.660.2251

Syngenta

DEALER/SALESMAN

KSi/
Steve H.

DATE

10/04/12

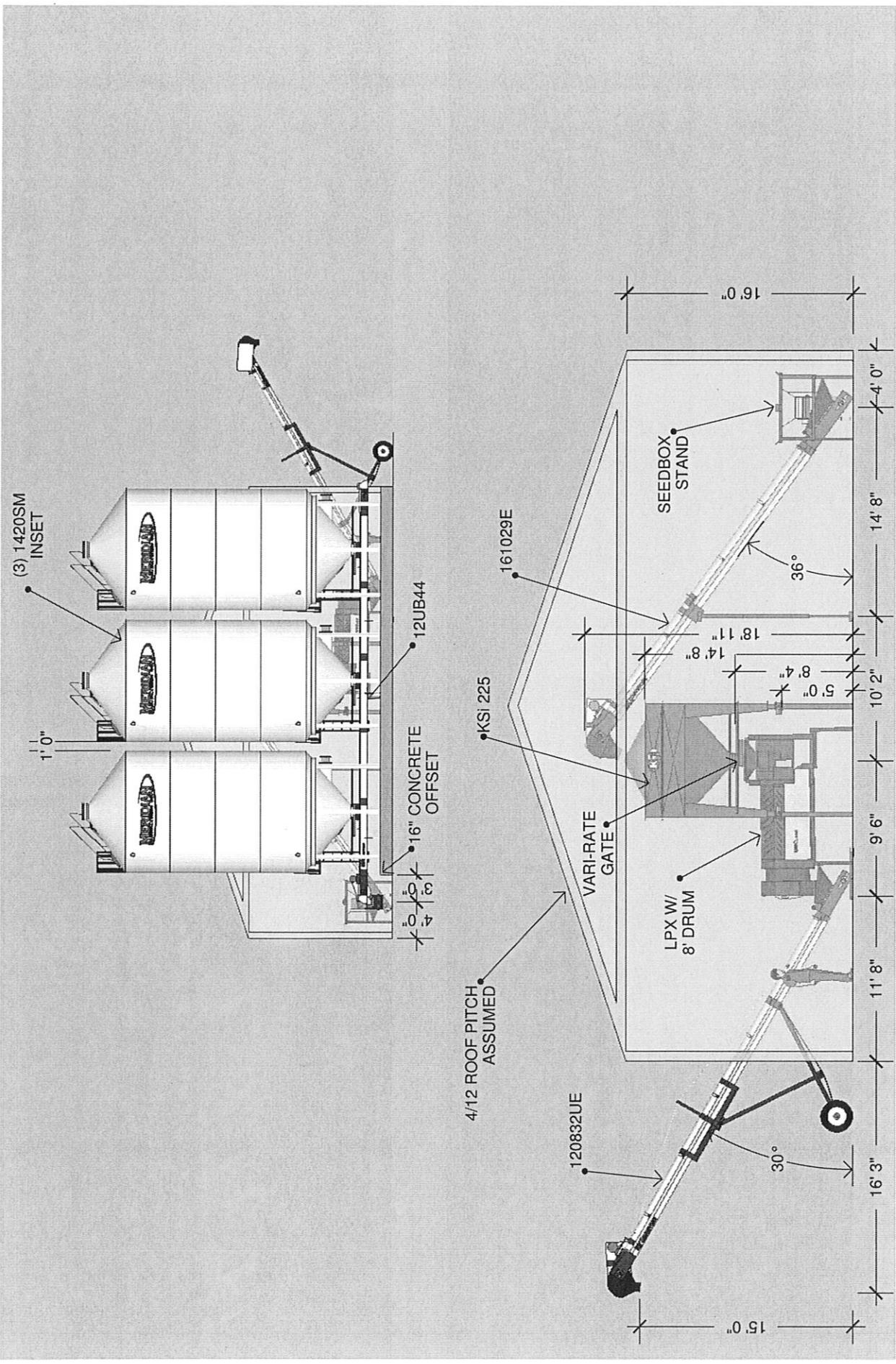
CHANGE LEVEL

01

VIEW

ISO

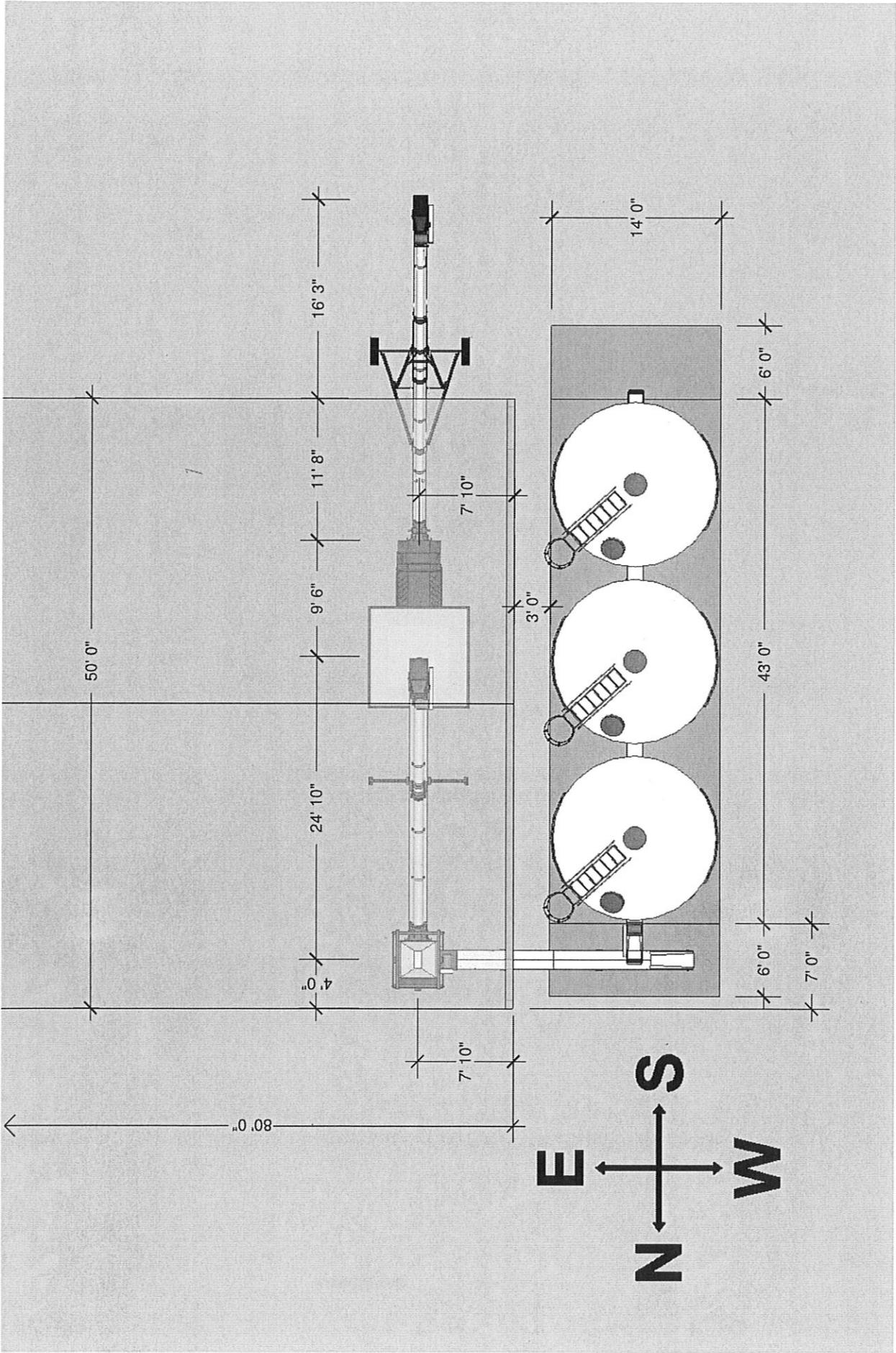


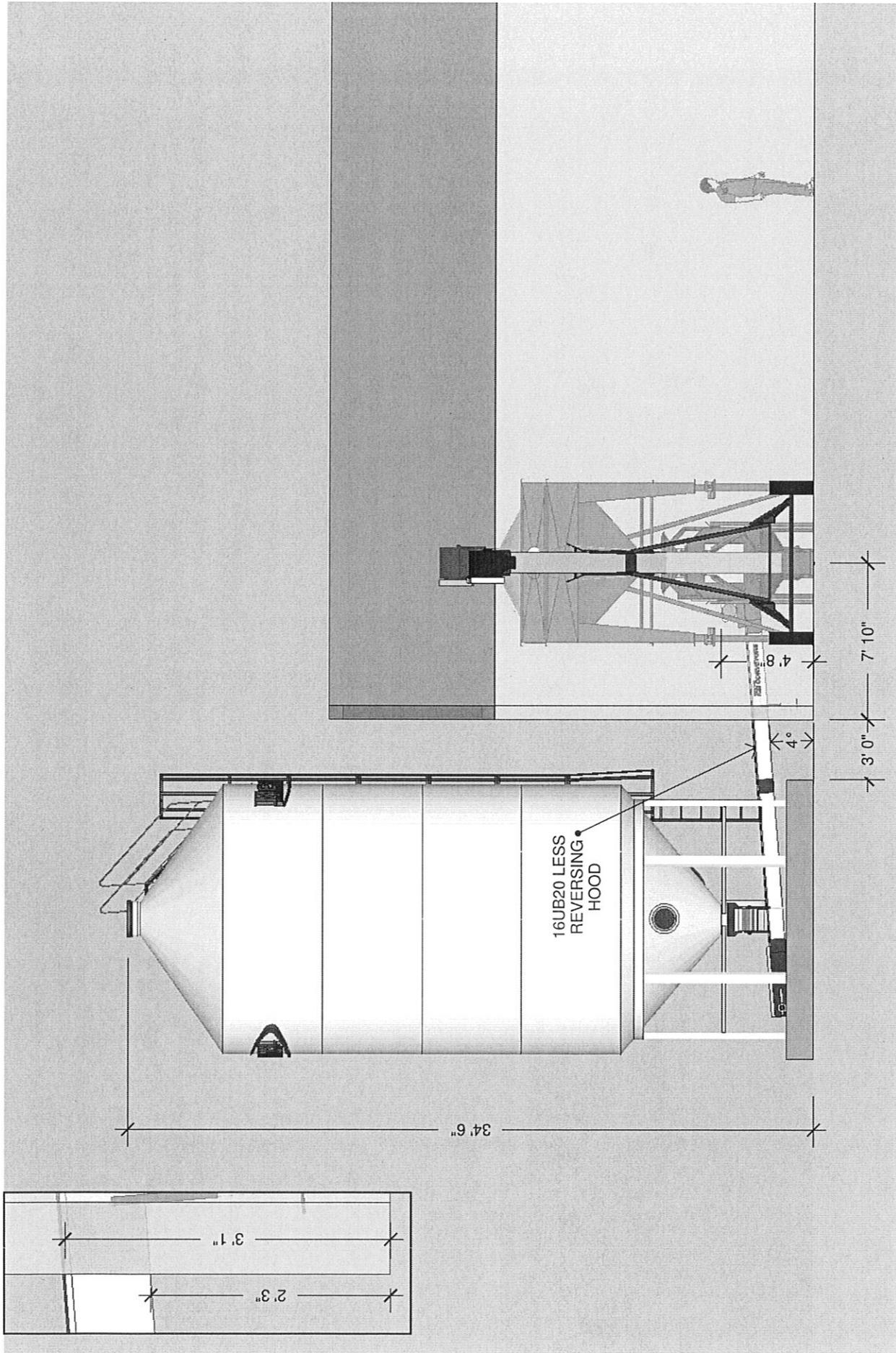


CUSTOMER Kelly Bryan 1064 500th Ave. Montezuma, IA 50171 Email: kelly@skifunvalley.com		Phone: 641.660.2251 Syngenta	DEALER/SALESMAN KSi/ Steve H.	DATE 01/23/13	CHANGE LEVEL 02	VIEW Side	PAGE 02
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THE INFORMATION CONTAINED ON THIS DRAWING IS PROPRIETARY TO KSI. ANY UNAUTHORIZED USE OF SUCH CONTENTS IS STRICTLY PROHIBITED.





CUSTOMER
 Kelly Bryan
 1064 500th Ave.
 Montezuma, IA 50171
 Email: kelly@skifunvalley.com

Phone: 641.660.2251
 Syngenta

DEALER/SALESMAN
 KSi/
 Steve H.

DATE
 01/23/13

CHANGE LEVEL
 02

13

VIEW
 Details



THE INFORMATION CONTAINED ON THIS DRAWING IS PROPRIETARY TO KSI. ANY UNAUTHORIZED USE OF SUCH CONTENTS IS STRICTLY PROHIBITED.



CITY COUNCIL COMMUNICATION

MEETING DATE: October 7, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE:

Consider a resolution scheduling a public hearing for November 4, 2013 to consider levying a special assessment against private property for weed cutting by the city in accordance with section 8.20 of the city code of the City of Oskaloosa, Iowa, and directing notice to the owners of the property to be assessed.

EXPLANATION:

This resolution schedules the public hearing for November 4, 2013 for levying a special assessment against private property for weed cutting. A notice will be published in the Oskaloosa Herald and certified notices will be sent to the property owners.

BUDGET CONSIDERATION:

\$1,200 Revenue to the Sanitary Sewer Fund to offset expenses related to the work performed by the city.

ATTACHMENTS:

Resolution
Weed Cutting Assessments Exhibit "A"

RESOLUTION NO. _____

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

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

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

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

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

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

SECTION 1. That the City Council of the City of Oskaloosa, Iowa shall meet at City Hall Council Chambers in Oskaloosa, Iowa on the 4th day of November, 2013 at 6:00 p.m. at which time a hearing shall be held on the matter of levying a special assessment against the properties listed in Exhibit "A" for weed cutting assessment by the City of Oskaloosa, Iowa, at which hearing the owner of said premises or anyone liable to pay such assessment may appear with the same rights as given by law before Boards of Review, in reference to assessments for general taxation, and at said time and place the Council shall consider and dispose of all objections made thereto; after which hearing the City Council shall by Resolution levy such assessment as may be appropriate against said properties.

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

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

PASSED AND APPROVED this 7th day of October, 2013.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

EXHIBIT "A"
 2013 WEED CUTTING ASSESSMENTS
 August 2013

OWNER	OFFENSE	ADDRESS/LEGAL	DATE MOWED	LABOR	COST
Valley Bank Parcel ID 1013433009	1st	319 N 2nd St S 1/2 E 120' Lot 2 O L 16 O P	8/19/2013	1 hour	\$ 250.00
Rilla Bartlow Parcel ID 1024218014	2nd	805 South B St Lot 49 Crookhams SD of Lots 1 & A SW NE	8/19/2013	1 hour	\$ 300.00
Phillip A Leech c/o Tammy Wells Parcel ID 1013283002	2nd	436 N 3rd St Lot 43 Ninde & Searles Addition	8/19/2013	1 hour	\$ 300.00
Johnathon R Otto Parcel ID 1024184029	3rd	701 11th Ave W S 119.2' E 132' Lot 70 Ninde Williams & Co Addition	8/19/2013	1 hour	\$ 350.00

Weed removal on private property:

Minimum of one hour charged. After first hour, fee shall be charged by the quarter hour.

1 st cleanup	\$200.00 fee + \$50.00 per hr.
2 nd cleanup	\$250.00 fee + \$50.00 per hr.
3 rd cleanup	\$300.00 fee + \$50.00 per hr.
4 th cleanup	\$350.00 fee + \$50.00 per hr.
5 th cleanup	\$400.00 fee + \$50.00 per hr.
6 th cleanup	\$450.00 fee + \$50.00 per hr.

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: October 7, 2013

REQUESTED BY: Waste Water Department

ITEM TITLE:

Consider a motion approving Pay Request No. 1 to DeLong Construction Inc. in the amount of \$84,690.14 for work completed on the West Area Sanitary Sewer Improvements Project.

EXPLANATION:

The City of Oskaloosa has received Pay Request No. 1 from DeLong Construction Inc. for work completed to date on the construction of the West Area Sanitary Sewer Improvements Project. Waste Water Department Staff have reviewed the Pay Request and found it to be satisfactory for work completed to date on the project. The work included in this estimate includes mobilization, sanitary sewer pipes, manholes, Storm Water Pollution Prevention Plans preparation and management, silt fencing, and pumping station.

Recommended Action:

Consider approval of Pay Request No. 1 to DeLong Construction Inc. in the amount of \$84,690.14 for work completed to date on the West Area Sanitary Sewer Improvements Project.

BUDGET CONSIDERATION:

\$84,690.14 from the IDOT Sewer Extension Fund.

ATTACHMENTS:

Application for Payment No. 1.

FAX COVER SHEET

DeLong Construction, Inc.
 1320 North 8th Avenue
 PO Box 488
 Washington, Iowa 52353

Phone: 319-653-3334
 Fax: 319-653-3351
 E-mail: ddpatterson@iowatelecom.net

SEND TO	
<i>Company name</i> City of Oskaloosa	<i>From</i> DANA DELONG-PATTERSON
<i>Attention</i> Bill Almond	<i>Date</i> 10/1/13
<i>Office location</i>	<i>Office location</i>
<i>Fax number</i> 641-673-3992	<i>Phone number</i>

Urgent Reply ASAP Please comment Please review For your information

Total pages, including cover: _____ 6

COMMENTS

Hi Bill,

Attached is a pay application for your review and approval for West Area Sanitary Sewer. I have included an invoice from Iowa Pump Works for payment as stockpiled material, and have also included a portion of the pumping station to cover the work done by Pospisil Painting.

If there are questions, please let me or Craig Wharton know.

Thank-you.

ORIGINALS TO FOLLOW VIA MAIL:

YES
 NO



Iowa Pump Works, Inc.
825 SW Ordinance Road - Suite 102
Ankeny, IA 50023

2w
Invoice for Material
delivered 9/20/13 to
city. Control panel to
be billed at later date.

Invoice

Date	Invoice #
9/20/2013	4768

Bill To
DeLong Construction Craig Wharton 1320 North 8th Avenue PO Box 488 Washington, IA 52353

Ship To
DeLong Construction Craig Wharton 1320 North 8th Avenue PO Box 488 Washington, IA 52353

Rep	Ship Date	Ship Via	P.O. No.	Terms	FOB	Project
JLW	8/5/2013	BESTWAY	MAH025	NET 30	ORIGIN	Oskaloosa, IA - Wes...
Item	Description					Qty
ABS PUMP/MIXER/BLO...	OSKALOOSA, IA - WEST AREA LIFT STATION					2
62325030	XFP100E-CB1.1 PE105/4 14HP/230V/3PHASE 4" DISCHARGE, 49" CABLE					2
61240170	PART #: GX613C1C1111321					2
SPS40T4L2	ABS 4" DUAL GUIDE RAIL ASSEMBLY					80
MISC PARTS	ABS SEALMINDER RELAY, 115V, CSA					2
MISC PARTS	2" 304SS SCH 40 PIPE - 20FT MIN					2
J4A	2" HALLIDAY SS UPPER GUIDE RAIL ASSEMBLY - DUAL RAIL					2
SSHT312	2"X4" HALLIDAY SS INTERMEDIATE GUIDE RAIL ASSEMBLY - DUAL RAIL					1
MISC PARTS	HALLIDAY 304SS 6-HOOK CABLE RACK					50
MISC PARTS	5/16" 316SS HIGH TEST CHAIN					2
MISC PARTS	1/2" SS SHACKLE					1
MISC PARTS	THERN 5124-M2 PORTABLE DAVIT CRANE WITH WORM GEAR HAND WINCH 4WM2-K					2
MISC PARTS	THERN 524F SOCKET BASE - FLUSH MOUNT					1
MISC PARTS	THERN TK4P BASE COVER					3
WS25-45NE	THERN 304SS WIRE ROPE W/SS EYE HOOK & SWAGED BALL FITTING - 1/4" X 45FT					1
B1B	HALLIDAY ALUMINUM TRASH BASKET					17
B1D	HALLIDAY ALUMINUM GUIDE RAILS ONLY FOR BIB BASKET					1
S1S3030	HALLIDAY ALUMINUM ACCESS HATCH, ANGLE FRAME, T316SS HARDWARE, SPRING ASSIST, SLAM LOCK, GASKET, BIT COATING, 300 PSF LOAD RATING, 30"X30"					1
R2R72	HALLIDAY 72" ROUND ACCESS COVER, T316SS HARDWARE, NON CORROSIVE LOCKING BAR, ANCHOR PLATES (FOR CAST IN), SS HOLD OPEN ARM, LIFTING HANDLE & 300 PSF LOAD RATING.					1
PAST DUE INVOICES ARE SUBJECT TO 1.5% PER MONTH FINANCE CHARGE					Subtotal	
					Sales Tax (0.0%)	
					Total	

Remit To:
Iowa Pump Works, Inc.
P.O. Box 945
Ankeny, IA 50023

APPLICATION FOR PAYMENT NO. 1

To: CITY OF OSKALOOSA
 From: DELONG CONSTRUCTION, INC.
 Contract: WEST AREA SANITARY SEWER IMPROVEMENTS
 Project: OSKALOOSA, IOWA
 Owner's Contract No.: _____
 For Work accomplished through the date of: 9/30/2013

(OWNER)
 (CONTRACTOR)

Engineer's Project No.: _____

1.	Original Contract Price:		<u>\$498,671.50</u>
2.	Net Change by Change Orders and Written Amendments (+ or -):		<u>\$498,671.50</u>
3.	Current Contract Price (1 plus 2)		<u>\$89,147.52</u>
4.	Total completed and stored to date:		
5.	Retainage (per Agreement):		
	<u>5 % of completed Work:</u>	<u>\$3,437.98</u>	
	<u>5 % of stored material:</u>	<u>\$1,019.40</u>	
	Total retainage:		<u>\$4,457.38</u>
6.	Total completed and stored to date less retainage (4 minus 5):		<u>\$84,690.14</u>
7.	Less previous Application for Payments:		<u>\$0.00</u>
8.	DUE THIS APPLICATION (6 MINUS 7):		<u>\$84,690.14</u>

Accompanying Documentation:

CONTRACTOR'S Certification:

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

Dated 10-1-13 DeLong Construction, Inc.
 (CONTRACTOR)

By: *Jana D. Amy Johnson*

Payment of the above AMOUNT DUE THIS APPLICATION is approved.

Dated _____ City of Oskaloosa
 (OWNER)

By: _____



COMMERCIAL - INDUSTRIAL
Specialists in Painting, Coating, Lining, Flooring

CW

728 58th Ave. Ct. SW
CEDAR RAPIDS, IA 52404
PHONE 319-362-4356 1-800-798-4356
FAX 319-362-6822

Invoice ID: 14569-1
Invoice Date: 09/18/2013

Customer ID: DELONGC

To:
DeLong Construction
1320 North 8th Avenue
Washington, IA 52353

Job Location:
West Area Sanitary Sewer
Oskaloosa, IA

Description	Units	Unit of Measure	Unit Price	Amount
East interior sections of wet well. Coat walls. Prime and coat pipe. Billing 75% of job.				14,500.00
			Amount Billed	\$14,500.00
			Total Tax	
			Retainage Held	
			Amount Due	\$14,500.00

DATE DUE: 10/18/2013
www.pospisilpainting.com



Invoice

Date	Invoice #
9/20/2013	4768

Iowa Pump Works, Inc.
 825 SW Ordance Road - Suite 102
 Ankeny, IA 50023

Bill To
DeLong Construction Craig Wharton 1320 North 8th Avenue PO Box 488 Washington, IA 52353

Ship To
DeLong Construction Craig Wharton 1320 North 8th Avenue PO Box 488 Washington, IA 52353

Rep	Ship Date	Ship Via	P.O. No.	Terms	FOB	Project
JLW	8/5/2013	BESTWAY	MAH025	NET 30	ORIGIN	Oskaloosa, IA - Wes...
Item	Description					Qty
ON SITE SERVICE LABOR	ON-SITE SERVICE LABOR - START UP					4
SERVICE DRIVE TIME	SERVICE DRIVE TIME					2.5
S/TRUCK MILEAGE	SERVICE TRUCK MILEAGE					140
FREIGHT IN	FREIGHT IN					1
					Subtotal	\$20,388.00
					Sales Tax (0.0%)	\$0.00
PAST DUE INVOICES ARE SUBJECT TO 1.5% PER MONTH FINANCE CHARGE					Total	\$20,388.00

Remit To: Iowa Pump Works, Inc. P.O. Box 945 Ankeny, IA 50023
--

ATTACHMENT NO 1 TO PAY ESTIMATE NO:

1

APPLICATION NUMBER: 1

DATE: 9/30/2013

NO.	ITEM	CONTRACTOR'S Schedule of Values				Work Completed To Date			
		UNIT PRICE	CONTRACT QUANTITY	AMOUNT	DITY COMPLETED	AMOUNT	%	MATERIALS STORED	AMOUNT COMPLETED AND STORED
1	MOBILIZATION	\$ 15,500.00	1	\$ 15,500.00	1	\$ 15,500.00	100.0%		\$ 15,500.00
2	CLEARING AND GRUBBING	\$ 2,000.00	1	\$ 2,000.00		\$ -	0.0%		\$ -
3	TRENCH FOUNDATION	\$ 1,650.00	100	\$ 1,650.00		\$ -	0.0%		\$ -
4	POC ENCASMENT	\$ 34.00	20	\$ 680.00		\$ -	0.0%		\$ -
5	TRENCH COMPACTION TESTING	\$ 8,500.00	1	\$ 8,500.00		\$ -	0.0%		\$ -
6	SANITARY SEWER, TRENCHED, 8" DIA.	\$ 27.50	1,715	\$ 47,162.50		\$ -	0.0%		\$ -
7	SANITARY SEWER, TRENCHED, 10" DIA.	\$ 39.50	1,296	\$ 39,528.00	885.23	\$ 26,988.52	68.3%		\$ 26,988.52
8	SANITARY SEWER GRAVITY MAIN WITH CASING PIPE, TRENCHLESS, 8" DIA	\$ 225.00	145	\$ 32,625.00		\$ -	0.0%		\$ -
9	SANITARY SEWER GRAVITY MAIN WITH CASING PIPE, TRENCHLESS, 10" DIA	\$ 235.00	218	\$ 51,230.00		\$ -	0.0%		\$ -
10	SANITARY SEWER FORCE MAIN, TRENCHED 8" PVC	\$ 13.00	1,539	\$ 19,990.00		\$ -	0.0%		\$ -
11	SANITARY SEWER FORCE MAIN, TRENCHED 6" PVC (INSTALL IN EXISTING CASING PIPE)	\$ 21.00	765	\$ 16,506.00		\$ -	0.0%		\$ -
12	SANITARY SEWER SERVICE STUB, PVC, 4"	\$ 15.00	125	\$ 1,875.00		\$ -	0.0%		\$ -
13	SANITARY SEWER SERVICE STUB, PVC, 4"	\$ 4,500.00	1	\$ 4,500.00		\$ -	0.0%		\$ -
14	SEWAGE AIR RELEASE VALVE AND P/T MANHOLE, SW-301, 48"	\$ 32,800.00	13	\$ 32,800.00	3	\$ 7,800.00	23.1%		\$ 7,800.00
15	INFILTRATION BARRIER, RUBBER CHIMNEY SEAL	\$ 2,600.00	16	\$ 5,680.00		\$ -	0.0%		\$ -
16	FIELD OR DRAIN TILE LINES, 4" TO 8" DIA.	\$ 355.00	200	\$ 2,980.00		\$ -	0.0%		\$ -
17	FIELD FENCE, REMOVE AND REPLACE	\$ 14.00	200	\$ 2,980.00		\$ -	0.0%		\$ -
18	DRIVEWAY, GRANULAR, CLASS A CRUSHED STONE	\$ 9.00	505	\$ 2,745.00		\$ -	0.0%		\$ -
19	CONVENTIONAL SEEDING, FERT., & MULCHING	\$ 30.00	20	\$ 600.00		\$ -	0.0%		\$ -
20	SWPPP PREPARATION	\$ 10,000.00	1	\$ 10,000.00		\$ -	0.0%		\$ -
21	SWPPP MANAGEMENT	\$ 1,200.00	1	\$ 1,200.00	1	\$ 1,200.00	100.0%		\$ 1,200.00
22	SWPPP QUALIFYING RAINFALL EVENT INSPECTION	\$ 2,000.00	1	\$ 2,000.00	0.5	\$ 1,000.00	50.0%		\$ 1,000.00
23	SILT FENCE	\$ 10.00	20	\$ 200.00		\$ -	0.0%		\$ -
24	PUMPING STATION	\$ 2.00	1,000	\$ 2,000.00	880	\$ 1,760.00	88.0%		\$ 1,760.00
		\$ 198,000.00	1	\$ 198,000.00	0.074	\$ 14,500.00	7.4%	\$ 20,388.00	\$ 34,888.00
				\$ 498,671.50		\$ 68,759.52		\$ 20,388.00	\$ 89,147.52



CITY COUNCIL COMMUNICATION

MEETING DATE: October 7, 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: October 7, 2013

REQUESTED BY: MAYOR & 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.

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: October 7, 2013

REQUESTED BY: CITY COUNCIL

ITEM TITLE: CLOSED SESSIONS

Consider holding a closed session under Iowa Code Section 20.17(3) to discuss collective bargaining strategy.

EXPLANATION:

The City Manager would like to discuss a collective bargaining matter with the City Council.

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS:

None.