

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

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

AGENDA

CALL TO ORDER – 6:00 P.M.

ITEM 1. INVOCATION: Pastor Richard Childers, Gateway Church of the Nazarene

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. October 7, 2013 Regular City Council Meeting Minutes
2. November 4, 2013 Agenda

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

1. September 18, 2013 Water Board Minutes
2. October 22, 2013 Board of Adjustment Minutes
3. October 7, 2013 Airport Commission Minutes
4. October 15, 2013 Airport Commission Special Meeting Minutes

c) Claims

1. Consider approval of claims for October 2013.

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

New:

1. Consider approval of an application for a Class C Liquor License with Outdoor Services and Catering Privilege for SPSZ, LLC dba On the Green, 2214 South 11th Street.

Renewal/Transfers:

1. Consider approval of a renewal application for a Class E Liquor License with a Wine and Beer Permit from CB Liquor, Inc. dba CB Liquor, 1202 A Avenue East.
2. Consider approval of a renewal application for a Class E Liquor License with carryout wine & beer for Kabal Chauchan dba Cork & Bottle, 309 A Avenue West.

Resolutions/Motions:

None.

Ordinances:

1. Consider an ordinance to vacate and sell 120'X16.5' of the east-west public alley adjacent to 413 North A Street (3rd reading) and approval of the resolution approving the deed and authorizing the sale of the alley.

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

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

- a) Building Code Board of Appeals – One vacancy to fill upon appointment 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.

REGULAR AGENDA – PUBLIC HEARING ITEMS:

- ITEM 7. CONSIDER A RESOLUTION LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR WEED CUTTING BY THE CITY OF OSKALOOSA, IOWA IN ACCORDANCE WITH SECTION 8.20 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA. (PUBLIC HEARING)**
- ITEM 8. CONSIDER AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF OSKALOOSA, IOWA BY REZONING OF THE PROPERTY LOCATED AT 811 A AVENUE WEST 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 – 1ST READING. (PUBLIC HEARING)**
- ITEM 9. CONSIDER AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING PROVISIONS PERTAINING TO TITLE 17 – “ZONING,” CHAPTER 17.08 – “ZONING DISTRICT REGULATIONS,” TABLE 17.08B – “PERMITTED USES BY ZONING DISTRICT” TO CONDITIONALLY PERMIT ‘LAUNDRY SERVICES’ WITHIN MIXED USE URBAN CORRIDOR AND COMMUNITY COMMERCIAL ZONING DISTRICTS – 1ST READING. (PUBLIC HEARING)**
- ITEM 10. CONSIDER AN ORDINANCE TO ESTABLISH A NO PARKING ZONE ALONG THE SOUTH SIDE OF 5TH AVENUE EAST BETWEEN SOUTH 7TH STREET AND SOUTH 8TH STREET – 1ST READING. (PUBLIC HEARING)**
- ITEM 11. CONSIDER AN ORDINANCE TO AMEND THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING PROVISIONS PERTAINING TO TITLE 17 – “ZONING,” CHAPTER 17.30 – “SIGN REGULATIONS,” SECTION 17.30.030 D. – “GENERAL SIGN AND STREET GRAPHICS REGULATIONS – EXEMPT SIGNS,” SUBSECTION 17.30.030 D. 1. – “REAL ESTATE SIGNS” – 1ST READING. (PUBLIC HEARING)**

REGULAR AGENDA – RESOLUTIONS & MOTIONS:

- ITEM 12. CONSIDER A RESOLUTION APPROVING AN AGREEMENT WITH ROHRBACH ASSOCIATES PC FOR THE SCHEMATIC DESIGN OF FIRE STATION NO. 1.**
- ITEM 13. CONSIDER A MOTION APPROVING PAYMENT TO WESTECH IN THE AMOUNT OF \$324,034.00 FOR DUAL STAGE GAS MEMBRANES, CONTROL PANEL AND FLAME**

TRAP VALVES FOR THE SECONDARY DIGESTER LOCATED AT THE SOUTHWEST WASTEWATER PLANT.

ITEM 14. CONSIDER A MOTION APPROVING PAY REQUEST NO. 2 TO DELONG CONSTRUCTION INC. IN THE AMOUNT OF \$145,590.34 FOR WORK COMPLETED ON THE WEST AREA SANITARY SEWER IMPROVEMENTS PROJECT.

ITEM 15. CONSIDER A MOTION APPROVING PAY REQUEST NO. 1 IN THE AMOUNT OF \$212,796.67 TO NORRIS ASPHALT PAVING CO. FOR THE C AVENUE EAST & NORTH 3RD STREET PAVEMENT REHABILITATION PROJECT.

ITEM 16. CONSIDER A MOTION TO RECEIVE AND FILE THE AUDIT REPORT AND AUTHORIZE PAYMENT OF \$8,400 TO MARTENS & COMPANY AND \$625 TO THE AUDITOR OF THE STATE.

ITEM 17. CONSIDER A RESOLUTION APPROVING TAX INCREMENT FINANCE ASKING FOR FY2015.

ITEM 18. CONSIDER A RESOLUTION APPROVING THE 2013 FISCAL YEAR FINANCIAL REPORT.

ITEM 19. CONSIDER A RESOLUTION APPROVING THE 2013 FISCAL YEAR URBAN RENEWAL REPORT.

ITEM 20. REPORT ON ITEMS FROM CITY STAFF.

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

ITEM 21. CITY COUNCIL INFORMATION

ITEM 22. CLOSED SESSIONS

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

ADJOURNMENT

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: November 4, 2013

REQUESTED BY: MAYOR & CITY COUNCIL

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

1. Invocation: Pastor David Childers, Gateway Church of the Nazarene
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: November 4, 2013

REQUESTED BY: MAYOR & CITY COUNCIL

ITEM TITLE: COMMUNITY COMMENTS
EXPLANATION: <p>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.</p>
BUDGET CONSIDERATION: <p>Not applicable.</p>
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 October 2013.**
- Item 3. Consider approval of an application for a Class C Liquor License with Outdoor Services and Catering Privilege for SPSZ, LLC dba On the Green, 2214 South 11th Street.**
- No complaints received.
- Item 4. Consider approval of a renewal application for a Class E Liquor License with a Wine and Beer Permit from CB Liquor, Inc. dba CB Liquor, 1202 A Avenue East.**
- No complaints received.
- Item 5. Consider approval of a renewal application for a Class E Liquor License with carryout wine & beer for Kabal Chauchan dba Cork & Bottle, 309 A Avenue West.**
- No complaints received.
- Item 6. Consider an ordinance to vacate and sell 120'X16.5' of the east-west public alley adjacent to 413 North A Street (3rd reading) and approval of the resolution approving the deed and authorizing the sale of the alley.**

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: November 4, 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. October 7, 2013 Regular City Council Meeting Minutes
 - 2. November 4, 2013 Agenda

- B. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - 1. September 18, 2013 Water Board Minutes
 - 2. October 22, 2013 Board of Adjustment Minutes
 - 3. October 7, 2013 Airport Commission Minutes
 - 4. October 15, 2013 Airport Commission Special Meeting Minutes

ATTACHMENTS:

October 7, 2013 Regular City Council Meeting Minutes
September 18, 2013 Water Board Minutes
October 22, 2013 Board of Adjustment Minutes
October 7, 2013 Airport Commission Minutes
October 15, 2013 Airport Commission Special Meeting Minutes

OSKALOOSA CITY COUNCIL
REGULAR MEETING
October 21, 2013

The Oskaloosa City Council met in regular session on Monday, October 21, 2013, at 6:00 p.m. with Mayor Krutzfeldt presiding and the following members answering roll call: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg, Walling and Yates.

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

1. October 7, 2013 Regular City Council Meeting Minutes
2. October 14, 2013 Special City Council Meeting Minutes
3. October 21, 2013 Agenda
4. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - a. September 23, 2013 Library Board of Trustees Minutes
 - b. October 3, 2013 Housing Trust Fund Committee Minutes
 - c. October 14, 2013 Planning and Zoning Commission Minutes
 - d. September 24, 2013 Board of Adjustment Minutes

The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

Caligiuri introduced "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 third reading. Ver Steeg seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said ordinance duly adopted. The ordinance was assigned No. 1345.

Sherry Vavra, Executive Director of Mahaska Community Recreation Foundation, presented a quarterly MCRF Report.

Beth Danowsky, chair of the Mahaska Community Development Group, on behalf of the East Central Iowa Transportation Coalition, presented the findings associated with the U.S. Highway 63 Corridor Location Study.

Miranda Cummings of State Farm Insurance gave a follow-up presentation regarding the "Celebrate My Drive Campaign," a community-wide initiative opportunity regarding local teenage driver safety.

The Mayor announced this was the time and place for the public hearing on 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 that citizens would now have an opportunity to comment. Amy Myers, 811 E Avenue West commented. There were no written comments received. The Mayor declared said hearing closed.

Caligiuri introduced Resolution No. 13-10-90 entitled "RESOLUTION LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR CUTTING AND REMOVAL OF WEEDS BY THE CITY OF OSKALOOSA, IOWA, IN ACCORDANCE WITH TITLE 8, CHAPTER 8.20 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA" and moved its approval. Jimenez seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced "AN ORDINANCE VACATING THE EAST-WEST PUBLIC ALLEY ADJACENT TO 413 NORTH A STREET, AND THE SALE OF SAID PUBLIC ALLEY RIGHT-OF-WAY" and moved its approval on the second reading. Ver Steeg seconded the motion. The roll was called and the vote was:

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

NAYS: None

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

Brad Reiman, Bearence Management Group, reviewed the proposal for employee health insurance coverage.

Yates introduced Resolution No. 13-10-91 entitled "RESOLUTION ADOPTING THE PROPOSAL FOR EMPLOYEE HEALTH INSURANCE FROM SUN LIFE FINANCIAL WITH WELLMARK AS ADMINISTRATOR AND CLASSICBLUE PPO, THE PHARMACY BENEFIT MANAGEMENT SERVICES FROM CATAMARAN, THE FLEX PLAN ADMINISTERED BY WAGE WORKS AND THE COBRA ADMINISTERED BY TASC BEGINNING NOVEMBER 1, 2013 THROUGH JUNE 30, 2014" and moved its approval. Jimenez seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 13-10-92 entitled "RESOLUTION ESTABLISHING A "LITTLE FREE LIBRARY" PARTNERSHIP WITH THE ALTRUSA CLUB OF OSKALOOSA" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 13-10-93 entitled "RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING TO AMEND THE ZONING ORDINANCE OF THE CITY OF OSKALOOSA, IOWA BY CHANGING THE ZONING OF CERTAIN PROPERTIES LOCATED AT 811 A AVENUE WEST 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. Ver Steeg seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 13-10-94 entitled "RESOLUTION SETTING DATE FOR A PUBLIC HEARING TO AMEND THE ZONING ORDINANCE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING TABLE 17.08B – "PERMITTED USES BY ZONING DISTRICTS" OF THE CITY OF OSKALOOSA ZONING ORDINANCE PROVIDING AMENDMENTS FOR LAND USE PLANNING AND ZONING REGULATIONS OF LAUNDRY SERVICES" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Ver Steeg introduced Resolution No. 13-10-95 entitled "RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING TO CONSIDER AN ORDINANCE ESTABLISHING A "NO PARKING ZONE" ALONG THE SOUTH SIDE OF 5TH AVENUE EAST BETWEEN SOUTH 7TH STREET AND SOUTH 8TH STREET" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 13-10-96 entitled "RESOLUTION SETTING DATE FOR A PUBLIC HEARING TO AMEND THE ZONING ORDINANCE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING TITLE 17, "ZONING," CHAPTER 17.30, "SIGN REGULATIONS," SECTION 17.30.030 D. – "GENERAL SIGN AND STREET GRAPHICS REGULATION – EXEMPT SIGNS," SUBSECTION 17.30.030 D. 1. – "REAL ESTATE SIGNS." and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

It was moved by Jimenez, seconded by Caligiuri to approve a site plan for redeveloping the property at 1405 A Avenue West to add a Jimmy Johns restaurant and drive through with the following stipulations:

1. Install a yield sign for vehicles on the west side of the southbound drive through lane.
2. Install a yield sign for pedestrians on the east side of the southbound drive through lane.
3. Provide a lighting plan for the west and south side of the existing parking lot.
4. The restaurant signs must meet the sign regulations from Chapter 17.30 of the Oskaloosa Municipal Code.

The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

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

It was moved by Yates, seconded by Caligiuri to approve a site plan for redeveloping the property at 214 Highway 432 to add a seed storage facility for agricultural sales and service with the following stipulations:

1. Prior to council approval, provide a site plan along with certification by a licensed engineer or architect responsible for preparation of the plan. (Oskaloosa Code 17.34.020 E.4.).
2. The driveway surface to the proposed building must be a hard surface (Oskaloosa Code 17.28.060 and 12.28.040) and waive the requirements for a hard surface on the existing driveway section and require a hard surface only on the proposed driveway section from the new building to the existing driveway.
3. The property signs must meet the sign regulations from Chapter 17.30 of the Oskaloosa Municipal Code.

The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

Jamey Robinson, Mahaska County Office of Emergency Management, addressed City Council regarding the 28E Agreement for emergency hazardous materials assistance.

Caligiuri introduced Resolution No. 13-10-97 entitled "RESOLUTION APPROVING A 28E AGREEMENT BETWEEN THE CITY OF OSKALOOSA, CITY OF NEW SHARON, CEDAR TOWNSHIP FIRE DEPARTMENT, AND THE MAHASKA

COUNTY EMERGENCY MANAGEMENT COMMISSION FOR EMERGENCY HAZARDOUS MATERIALS ASSISTANCE” and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 13-10-98 entitled “RESOLUTION SCHEDULING A TIME FOR HEARING TO CONSIDER LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR CITY CLEAN UP OF A PREMISES AND DIRECTING NOTICE TO THE OWNER TO BE ASSESSED” and moved its approval. Yates seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

It was moved by Van Zetten, seconded by Ver Steeg to authorize the Mayor to send a letter to the Oskaloosa Municipal Water Board of Trustees requesting joint quarterly meetings be held with the Oskaloosa City Council to review and implement the recommendations in the shared services study completed by Public Financial Management.

It was moved by Ver Steeg, seconded by Yates that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 8:25 p.m.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

OSKALOOSA WATER BOARD
REGULAR MEETING
9/16/13

Members Present:
Pete Settimi
Errin Keltner

Others Present:
Chad Coon

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

Minutes of the 8/26/13 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 \$320,621.06 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 Errin Keltner 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 #2 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 #2 as presented. Chad informed the Board that a lien waiver had been presented to the contractor to use at the end of the project. Motion by Pete Settimi to approve Pay Application #2 in the amount of \$104,536.56 for Neal Van Egmond. Errin Keltner seconded the motion. Ayes all, motion passed.
3. The next agenda item was Consideration and Discussion of a Merit Based Evaluation and Compensation process for Managerial Staff. This was a continuation from the last two meetings. Pete and Errin discussed the new information that Chad had presented and then discussed finding the AWWA's 2013 Salary Survey information to also use for this. Pete then stated that HR

personnel at Clow have a program that can determine local, statewide and nationwide pay and compensation packages, and that he would look into that and bring back more information to discuss at a work session specifically for this issue. With that, there was a motion to table the item made by Pete Settimi and seconded by Errin Keltner. Ayes all, motion passed.

4. General Manager's Update was next on the agenda. Chad showed the Board members two different styles of floor covering for the new office and asked their opinion about which one they would rather see used. He updated them on the work on the South Market project, and also about an upcoming meeting with the City Engineer, Manager, and Waste Water Superintendent for capital planning work. Chad then asked the Board what they wanted to do with regard to future engineering for OMWD projects. Did they want to continue to use Garden & Associates solely or go out to other firms with an RFP (request for proposal) for future work? Chad stated that this stemmed from the shared services study with the City and how it may lower our costs for engineering services. Pete asked if the City was still moving forward with doing the same thing as well. Chad stated that he had not asked the city manager about that lately, but would verify that soon. Chad also presented a couple of contractors' quotes for the driveway work. He asked the Board if they were comfortable with those numbers and should the opportunity appear, could the water department move forward with work. Pete and Errin then talked about the liability of the detention pond and possibly looking at installing sub-grade drainage.
5. The last agenda item was miscellaneous. Chad informed the Board about the few leaks that had occurred in the last month, the high pumpage from the plant due to the drought, and the GPS work that was progressing on the system. He also talked to Board about a once a month employee appreciation cookout that has been going on the last few months.

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

ATTEST

Meeting Adjourned 5:54 PM

Pete Settimi – Chairman

Errin Keltner – Secretary

CITY OF OSKALOOSA
MINUTES OF BOARD OF ADJUSTMENT MEETING
October 22, 2013

A meeting of the Board of Adjustment for the City of Oskaloosa was called to order at 5:00 p.m. on Tuesday, October 22, 2013, by Chairperson Perry Murry, in the City Hall Council Chambers at 220 South Market Street, Oskaloosa, IA. COMMITTEE MEMBERS PRESENT: Chairmen: Perry Murry, Jim Hansen, Lloyd Phillips, Wyatt Russell, and Russell Sparks; COMMITTEE MEMBERS ABSENT: None; CITY STAFF PRESENT: Public Works Director, Akhilesh Pal

Minutes from the September 24, 2013 Board of Adjustment meeting.

Phillips moved and Russell Sparks seconded the approval of the minutes from the September 24, 2013 meeting. The vote was: **YES:** Hansen, Murry, Phillips, Russell, and Sparks; **No:** None; **ABSENT:** None. The motion was unanimously approved.

Item 5-A: Consider a variance to build a 15'X30'4" addition with a interior setback of 2' from the north side property line located at 1010 South 2nd Street in an Urban Family Residential (R-2) District.

Board received the details of the fence project from the applicant and discussed possible impacts such as potential fire hazard. Wyatt moved and Phillips seconded to deny the variance request.

With no further business, Chairmen Murry adjourned the meeting at 5:22 p.m.

Minutes by Akhilesh Pal

MINUTES
OSKALOOSA AIRPORT COMMISSION
October 7, 2013

Meeting of the Oskaloosa Airport Commission was called to order at 4:35 p.m. on Monday, October 7, 2013.

1. ROLL CALL: Roll was taken with the following present: Steve Brown, Larry Lewis, James Johnson, Kelly Wheeler, Jerry Strunk & John Beranek [Midwest Aviation] and Brad Uitermarkt [Garden & Associates].
2. APPROVAL OF THE MINUTES: Moved by Larry Lewis and seconded by Kelly Wheeler to approve the minutes of the September 9, 2013 meeting and the September 18, 2013 special meeting. Motion carried.
3. FINANCIAL REPORT: Moved by James Johnson and seconded by Larry Lewis to approve the financial report. Motion carried.
4. REVIEW AND APPROVE BILLS: Moved by Larry Lewis and seconded by Kelly Wheeler to pay bills totaling \$32,405.86. Motion carried.
5. MANAGER'S REPORT: See attached.
6. OLD BUSINESS:
 - a) 2013 Drainage project: Brad Uitermarkt reported that the project is almost complete. James Johnson moved to approve pay request number one to DeLong Construction in the amount of \$70,677.63 for work completed on the storm sewer project [FAA Grant number 3-19-0072-08]. Kelly Wheeler seconded. Motion carried.
 - b) Hangar doors/storm damage: Reed Overhead Doors has never returned to paint the beam over the new door.
 - c) Renewal of FCC License for NDB: A letter of approval has been received. Apparently there will be no additional license form as nothing has been received.
 - d) Door on maintenance hangar: The door failed again and Reed Overhead Doors made the emergency repairs. They worked about 1-1/2 days on the rebuilding project but have never returned. To date, Ryan Reed has not returned any phone calls or indicated what his intentions are.
 - e) FY2014 state airport funding application: The security cameras have been installed and the project is almost complete.
 - f) Condition of house/drainage problem: Tony Grooms is working on the interior repairs. Discussed installing two additional culverts under the road to improve drainage. DeLong Construction submitted a bid of \$20,670. A second

- bid was received from DeBruin Trenching for \$14,895, which is much closer to the engineer's estimate of \$14,800. The matter was tabled pending the receipt of a third bid.
- g) Filling washed out areas and improving ground along taxiway: This will be complete when rip rap is installed around the culverts.
 - h) Wiring/door repair in the new T-hangar: The new door latches have been installed, and the project is complete.
 - i) Renewal of farm lease: Since Kraig Van Hulzen could not attend this meeting to discuss the new lease, it was decided to schedule a special meeting for Tuesday, October 15th at the City Hall at 4:30 p.m.
 - j) Fixed Base Operator: John Beranek announced that he will not be able to be the new FBO. He cited health problems in his family. Also, helicopter repair was an important part of his business plan, and he discovered that the cost of insurance for this work would be prohibitive. Jerry Strunk volunteered to remain as FBO at least through the end of 2014. Chairman Steve Brown will confer with the City Attorney to draw up agreements rescinding the contract with John Beranek and extending the contract with Jerry Strunk. These will be formally acted upon at the October 15th special meeting.
 - k) Clean up of dump area: This project is complete.

7. NEW BUSINESS:

- a) Meter on 100 LL fuel pump: The new meter installed in June does not work as represented by Midwest Liquid Systems. In order to get a feather that Jerry Strunk thought we were getting an additional item costing \$2,000 would need to be installed. Jerry Strunk has requested that the new meter be replaced with a lower cost meter that would only have the capabilities of the original meter being replaced. He has also requested that the charge of \$470.90 for a service call be waived. This service call was instigated by Jerry Strunk when he found that the new meter was not functioning as it was represented by Midwest Liquid Systems.
- b) Five Year Capital Improvement Plan: Discussed updating the plan and moving a 2016 project to 2015. Brad Uitermarkt will submit a final plan at the November meeting. This will include work on the back taxiway.
- c) November meeting date: The date of Monday, November 4th was acceptable to everyone.

8. ADJOURN: It was moved by Kelly Wheeler to adjourn at 5:52 p.m. Motion was seconded by Larry Lewis. Motion carried.

MWA@OOA

September 2013

Oskaloosa Municipal Airport Monthly Report

- Fuel Sales: 100LL (\$6.29) 2125 gal; JetA (\$5.29) 907 gal.
 - Total fuel sales for August 2013= 3032 gal X .05= \$151.60
 - Plus Telephone: \$15.28.
 - Total owed OOA= \$ 167.88.
-
- Shop work is still good.
 - Ag season is over, Fuel sale are back to normal .
 - Work is complete on Old "T" Hangar doors.
 - New "T" Hangars have been completely rewired. w/ New up/down switches, New style door latches, New lights, New ground fault plug in receptacles, New door cables etc, etc!
 - House has a New roof, Interior is being remodeled to repair water damage and replace some windows, exhaust fans, electrical items etc!
 - House was bermed to help keep water out of lower level.
 - OOA now has security cameras located in the front and rear shops, lounge area, Fuel pumps and Front ramp, Corporate Hangar, Pepsi Hangar, "T" hangars rear ramp area's and house.
 - Main tile discharge tiling project is about finished.

UP, UP AND AWAY @ OOA

MINUTES
OSKALOOSA AIRPORT COMMISSION
Special Meeting October 15, 2013

A special meeting of the Oskaloosa Airport Commission was called to order at 4:45 p.m. on Tuesday, October 15, 2013 at the Oskaloosa City Hall.

1. ROLL CALL: Roll was taken with the following present: Steve Brown, Larry Lewis, Kraig Van Hulzen, Jerry Strunk [Midwest Aviation] and Brad Uitermarkt [Garden & Associates].
2. Old Business:
 - a) Door on maintenance hangar: Since Reed Overhead Doors has never returned to work on the door, Kraig Van Hulzen moved to send a letter to Reed canceling our agreement to rebuild the door. Larry Lewis seconded. Motion carried. Chairman Steve Brown will contact City Attorney David Dixon to draft a letter to Reed.
 - b) Condition of the house/drainage problem: received a third bid on installing two additional culverts for \$19,850 from Holl Drainage. The low bid remains at \$14,895 from DeBruin Trenching. There was a discussion on how well this would solve the drainage problem around the house. It was decided to revisit the option of building a berm around the house. Jerry Strunk will get another proposal. Also discussed raising the furnace and water heater to protect them from water damage. Jerry Strunk will hire someone to do this.
 - c) Renewal of farm lease: Kraig Van Hulzen reported that the new lease will be for a minimum of two years and a maximum of seven. Payment dates are changed from March and September to May and November. The rental amount will be adjusted each year at a maximum of 10% up or down, based on the Iowa State University Cash Rent Survey. The bid will be awarded at the November meeting. The top three bidders will have the option of increasing their bid at that meeting. The September lease payment has been received. An additional \$802.50 was included as a late payment penalty.
 - d) Fixed Base Operator: Since John Beranek has indicated that he will not be taking over as FBO, Larry Lewis moved to rescind the contract with Prairie Helicopters LLC that was executed on September 19, 2013. Kraig Van Hulzen seconded. Motion carried. Larry Lewis moved to extend the FBO contract with Midwest Aviation Service, Inc. effective from October 1, 2013 through December 31, 2014 and increase the monthly fee to \$3,000. Kraig Van Hulzen seconded. Motion carried. Chairman Steve Brown will contact City Attorney David Dixon to draft the appropriate documents. Larry Lewis asked Jerry Strunk to make a list of five things he feels need to be done at the airport in the next year.
3. New Business:
 - a) Culvert under taxiway: Brad Uitermarkt reported that DeLong Construction has repaired the culvert that had separated under the taxiway.
4. ADJOURN: Moved by Kraig Van Hulzen and seconded by Larry Lewis to adjourn at 5.58 p.m. Motion carried.

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: November 4, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 2

Consider payment of claims for October 2013.

EXPLANATION:

A list of claims for October 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.

**COUNCIL CLAIMS LIST**

Advanced Concrete Specialists	Rebuild intake A Ave W	6,250.00
	Rebuild intake C Ave E	3,370.00
Ahlers & Cooney P.C.	Correction on professional services	0.50
Airgas USA LLC	Paper products	108.22
Allied Gas & Chemical	Shut off valve	75.00
Aramark Uniform Services	Rubber mats	72.59
	Rubber mats	72.59
Arnold Motor Supply	Air filters	101.23
	Air filter	32.84
	Fuel filter	14.35
	Gloves	56.42
	Supplies	3.63
	Supplies	9.83
	Grease cartridges	87.22
Asphalt Zipper Inc.	Cutterhead kit	265.00
Barco Municipal Products	Barricades	46.43
Bill & Ray's Auto Service Inc	Supplies	32.05
	Weatherstripping	192.04
Bret Braafhart	Professional services	200.00
Brown Supply Co	Storm water coupling	281.23
	Paint - Pool and Waste Water	4,450.00
	Tees and couplers	463.89
Brown's Shoe Fit Company	Duty boots - Johnston	100.00
Cardiac Science Corp	AED batteries	515.07
Century Lawn & Termite Service Inc	Contract mowing - Vanderwilt Park	550.00
	Contract mowing - Vanderwilt and Edmundson Parks	1,350.00
	Contract mowing - Vanderwilt Park	550.00
Certified Pest Control	Pest control	30.00
	Pest control	32.00
Continental Research Corp	Degreaser bricks	477.81
Creative Product Sourcing Inc-DARE	DARE supplies	92.00
Douds Stone LLC	Pea gravel	1,491.80
	Pea gravel	1,751.01
	Pea gravel	1,629.00
	Pea gravel	565.92
	Pea gravel	3,624.58
Edel's Lawn Service and Construction Inc	Emergency sewer repair - South 2nd St	5,000.00
ENT Medical Services PC	Professional services	1,800.00
Environmental Systems Research Institutes Inc	ArcGIS back up	19.95
Fire Service Training Bureau	Training materials	360.00
Garden & Associates Inc	Professional services - West Area sanitary sewer	1,695.28
Haines Auto Supply	Wiper blade	31.36
	Supplies	6.70
	Supplies	39.18
	Starting fluid	10.12
	Supplies	52.61
	Supplies	2.55

	Hose assembly	23.16
	Supplies	24.33
	Oil and filters	158.41
Heiman Inc.	Bunker boots - Fire Dept	5,270.00
Highway 92 Walnut Co	Sharpen chains	38.25
IA Munic Workers Comp Assoc	Work comp payment #5	5,902.00
Ideal Ready Mix	Ready mix - South 2nd St	280.00
	Credit for discount	-81.00
Iowa Association of Professional Fire Chiefs	Dues - M Neff	50.00
Iowa Prison Industries	No Parking signs	26.70
John Deere Financial	Oil	80.00
Johnson's Heating A.C. & Refrig Inc	Repair furnace - Fire Dept	112.33
Kelly Supply Company	Lighting	70.06
	Supplies	1.65
Keystone Laboratories Inc	Irrigation analysis	431.20
Lappin Tire	Tire repair	15.00
	Replace tires - Fire Dept	725.40
	Replace tires - Fire Dept	725.40
	Replace tires - Fire Dept	938.02
Lawson Products Inc.	Wire connectors	160.57
Mahaska Co Highway Dept	Fuel for generators	2,009.80
Mahaska Communication Group LLC	Telephone services	62.30
	Telephone services	72.05
	Telephone services	63.68
	Telephone services	165.16
	Telephone services	1,211.68
Mahaska Drug	Medications	29.70
Mahaska Health Partnership	Professional services	1,020.00
	Professional services	233.00
	Professional services	130.00
Mahaska Solid Waste	Waste disposal	40.10
Malcom Lumber Window & Door Center	Sprayer	64.30
Martin Marietta Materials	Rock for sewer repairs	168.45
Mauer Supply Inc.	Supplies	34.20
	Wheels	14.75
Menards	Sealant for Wooden Playground	1,449.46
Menards	Sprayer	27.98
MidAmerican Energy	Utilities	17.60
	Utilities	410.76
	Utilities	151.27
	Utilities	713.15
Midwest Breathing Air LLC	Quarterly testing	118.20
Midwest Curb Grinding LLC	Curb grinding	1,060.00
MPT Iowa Inc	Computer repair - Police Dept	47.50
Murphy Tractor & Equipment Co	Isolator	115.38
Musco Sports Lighting LLC	Decals	20.00
Norris Asphalt Paving Inc	Hot patch	211.70
	Cold patch	1,117.20
O'Reilly Auto Parts	Supplies	9.99
Orscheln Farm & Home	Grass seed	47.99
	Rakes	39.98
	Supplies	6.49

	Antifreeze	23.94
	Ratchet straps	41.98
	Supplies	9.96
	Supplies	10.87
	Gloves	12.98
	Supplies	2.57
Oskaloosa Glass & Millwork	Repair door glass - SW plant	171.00
Oskaloosa Service Center Inc	Repair headlight	37.81
	Repair light	19.53
	Tire repair	195.07
Oskaloosa Water Dept	Fax location service	60.75
Overbergen Electric Inc	Replace breaker and relay - SW treatment plant	589.03
Quill Corporation	Office supplies	165.67
	Tax forms/office supplies	97.11
	Tax forms	62.05
	Credit on calendars	-10.00
	Office supplies	53.99
Radiology Associates of Ottumwa PC	Professional services	265.25
Rohrbach Associates PC Architects	Professional services - Fire Department	9,901.00
Safe Building Compliance and Technology	Professional service - building inspections	2,652.20
	Professional service - building inspections	5,269.00
	Professional service - building inspections	10,426.50
Safety Video	Fire extinguisher training videos	100.60
Schindler Elevator Corp	Quarterly maintenance	673.05
Schumacher Elevator Company	Scheduled maintenance	136.22
Sherwin-Williams	Paint for crosswalk	108.45
Sirchie Fingerprint Laboratories	Evidence tubes	42.30
State Hygienic Laboratory	Testing services	12.00
Swim's Sports	Plaque - Officer of the Year	25.00
The Office Center Inc.	Office chair	127.99
True Value Hardware	Supplies	7.77
	Supplies	8.38
	Supplies	18.99
	Supplies	19.39
	Padlock	32.99
	Supplies	2.99
	Supplies	6.49
	Extension cord	14.99
	Keys	9.98
	Supplies	16.79
	Supplies	5.67
	Supplies	15.68
	Supplies	15.40
	Supplies	13.74
U.S. Cellular	Telephone services	104.34
UnityPoint Clinic-Occupational Medicine	Professional services	37.00
Verizon Wireless	Broadband services	335.74
Walmart Community/GECRB	Supplies	4.97
	Medications	4.00
	Supplies	10.71
Windstream	Telephone services	46.71

95,813.89



MANUAL CHECK REPORT

AFLAC	AFLAC	243.32
Akhilesh Pal	Reimburse travel expense	317.05
Amazon	Library materials	1,812.71
Colonial Life	Colonial Life	212.80
Craig Alexander	Reimburse travel expense	20.46
Daniel L. Jackson & TruBank	First time homebuyer loan	2,884.51
David Dixon	October legal fees	2,200.00
DeLong Construction Inc	Payment #1 - Airport storm water project	70,677.63
DeLong Construction Inc	Payment 1 - West Area Sanitary Sewer improvements	84,690.14
Delta Dental of Iowa	Dental insurance	341.00
Edward D Jones	Savings Edward Jones	300.00
Edward D Jones	Savings Edward Jones	300.00
Fidelity Security Life Insurance Company	Vision insurance	179.51
Gregory Meyer & Edel's Lawn Construction	Demolition loan - 714 North C St	4,000.00
I.U.P.A.T. District Council 81	Union dues	244.11
Iowa Arborist Association	Registration - Witt	35.00
Iowa Department of Revenue	Wage levy-state	263.65
Iowa Department of Revenue	Wage levy-state	212.09
Landon A/Kayla R Wubbels and TruBank	First time homebuyer loan	2,447.55
Local 636, IAFF	Fire Union	225.00
Madison National Life	October life insurance premiums	440.65
Mahaska County Recorder	3rd quarter recording fees	221.20
Michael Schrock Jr.	Reimburse registration	149.00
Misty Dawne White-Reinier	October legal fees	1,800.00
Munic. Fire & Police Ret	Police & fire 411	18,397.80
Munic. Fire & Police Ret	Police & fire 411	18,384.91
Oskaloosa Community Schools	October local option sales tax	84,504.30
PPME 2003 IBPAT	Police union dues	407.63
Russ Van Renterghem	Reimburse travel expense	20.46
TASC	Initial set-up fee for COBRA	100.00
The Cincinnati Life Insurance Company	Cincinnati Life Insurance	89.00
United Way	United Way	25.00
Visa Card Center	Postage	12.22
		<hr/>
		296,158.70

October payroll 256,976.17

Alexander, Craig	Cell phone reimbursement	20.00
Boston, Troy	Cell phone reimbursement	20.00
Calzaretta, Michael	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 COUNCIL COMMUNICATION

MEETING DATE: November 4, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 3

Consider approval of an application for a Class C Liquor License with Outdoor Services and Catering Privilege for SPSZ, LLC dba On the Green, 2214 South 11th Street.

EXPLANATION:

The application is complete, but issuance of the license is subject to fire department approval.

Staff recommends approval.

BUDGET CONSIDERATION:

\$845.00 revenue to the General Fund.

ATTACHMENTS:

None



CITY COUNCIL COMMUNICATION

MEETING DATE: November 4, 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 a Wine and Beer Permit from CB Liquor, Inc., dba CB Liquor, 1202 A 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: November 4, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 5

Consider approval of a renewal application for a Class E Liquor License with carryout wine & beer for Kabal Chauchan dba Cork & Bottle, 309 A Avenue West.

EXPLANATION:

The application is complete and in order for approval.

Staff recommends approval.

BUDGET CONSIDERATION:

\$100.00 revenue to the General Fund.

ATTACHMENTS:

None



CITY COUNCIL COMMUNICATION

MEETING DATE: November 4, 2013

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE: CONSENT AGENDA – ITEM 6

Consider an ordinance to vacate and sell 120'X16.5' of the east-west public alley adjacent to 413 North A Street (3rd reading) and approval of the resolution approving the deed and authorizing the sale of the alley.

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:

Approve the third reading of the ordinance to vacate said alley; approve resolution deeding alley.

BUDGET CONSIDERATION:

\$100.00 in application fees, and if the alley vacate is approved, 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, Resolution, 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 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 November 2013, and approved this _____ day of November 2013.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

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

Amy Miller, City Clerk

RESOLUTION NO. _____

RESOLUTION APPROVING THE DEED AND AUTHORIZING THE SALE OF THE NORTH-SOUTH PUBLIC ALLEY ADJACENT TO 413 NORTH A STREET, AND FOR THE SALE OF SAID PUBLIC ALLEY RIGHT-OF WAY.

WHEREAS, the City of Oskaloosa has deemed it advisable to consider the vacation and sale of the east-west public alley right-of-way that lies adjacent to 413 North A Street and 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.

WHEREAS, The Oskaloosa City Council has vacated the alley described above, subject to the retention of easement rights for utilities and ingress-egress to the same, 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.

WHEREAS, The Oskaloosa City Council has held a public hearing on the proposed sale of the above-described alley to the adjoining property owners.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the city of Oskaloosa, Iowa that David Krutzfeldt, Mayor, be and he is hereby authorized and directed to execute a Quit Claim Deed on behalf of the City of Oskaloosa, Iowa conveying the above described real property to adjoining property owners and the Mayor and City staff are further authorized to take necessary action to accomplish said conveyance.

BE IT FURTHER RESOLVED by the City Council of the City of Oskaloosa, Iowa that the said Quit Claim Deed be and is hereby approved and the city clerk is hereafter authorized to deliver said deed after execution to adjoining property owners at a price of \$0.50 per square foot plus publication and application costs applicable thereto.

PASSED AND APPROVED by the City Council of the City of Oskaloosa, Iowa on the _____ day of November, 2013.

David Krutzfeldt, Mayor

ATTEST:

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: November 4, 2013

REQUESTED BY: MAYOR & CITY COUNCIL

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

- a) Building Code Board of Appeals – One vacancy to fill upon appointment and to serve at the pleasure of the Mayor. This is a five member board that meets as needed. (4 males and 0 females currently serve).
- b) 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.



CITY COUNCIL COMMUNICATION

MEETING DATE: November 4, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE:

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

EXPLANATION:

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

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

BUDGET CONSIDERATION:

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

ATTACHMENTS:

Resolution
Exhibit A

RESOLUTION NO. _____

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

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

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

WHEREAS, hearing on said assessments was duly scheduled for the 4th day of November, 2013 at 6:00 p.m., proper notice of said hearing was given; and

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

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Oskaloosa, Iowa that special assessments for the cutting and removal of weeds and brush are hereby levied against the properties described in Exhibit "A" unless said special assessments are paid in full within thirty days. All unpaid assessments will draw annual interest at nine per cent computed to the December 1st next following the due dates. The unpaid assessments shall constitute a lien against the property and shall be collected by the County Treasurer in the same manner as other taxes. Any assessments more than five hundred dollars will be paid in annual installments that will not exceed fifteen.

PASSED AND APPROVED this 4th day of November, 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 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: November 4, 2013

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE: PUBLIC HEARINGS

Consider an ordinance to amend the zoning ordinance of the City of Oskaloosa, Iowa, by rezoning of the property located at 811 A Avenue West 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 - 1st reading. (PUBLIC HEARING)

EXPLANATION:

Richard Lancial, owner of 811 A Avenue West, has submitted a rezoning request for this property. Presently, the property is zoned Mixed Use Urban Corridor with A Avenue Commercial Overlay (UC/AV) District. The applicant is proposing to demolish the existing structure and build a two story facility to accommodate a coin-operated laundromat facility on the lower level and two apartments on the upper level. Table 17.08, Permitted Uses by Zoning Districts, of the zoning chapter in Oskaloosa Municipal Code does not permit laundry services in a UC district. Hence, the applicant is requesting to rezone this property to General Commercial (GC) district to be in zoning compliance.

The requested rezone to a GC district will result in spot zoning and will not be consistent with the City's adopted Comprehensive Land Use Plan. The Planning & Zoning Commission considered this item at their October 14, 2013 meeting and recommended by a vote of 7 to 0 that the City Council deny the rezone request. However, the Planning and Zoning commission also recommended considering the alternative action to change the zoning district regulations by conditionally permitting 'Laundry Services' within the Mixed Use Urban Corridor and the Community Commercial zoning districts.

Recommended Action:

Consider the Planning and Zoning Commission's recommendation to deny the rezone request and consider an alternate action to change the zoning district regulations by

conditionally permitting 'Laundry Services' within the Mixed Use Urban Corridor and the Community Commercial zoning districts.

Note: Listed below is the definition and permitted use type by zoning districts as per Oskaloosa Municipal Code.

Use Types	AG	RR	R-1	R-2	R-3	R-4	U C	L C	CC	DC	GC	HC	BP	LI	GI
Laundry services										C	P	P		P	P

Mixed use urban corridor (UC) district: 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.

Limited commercial (LC) district: This district reserves appropriately located area for office development and a limited variety of low-impact commercial facilities which serve the needs of residents of surrounding residential communities. The commercial and office uses permitted are compatible with nearby residential areas. Development regulations are designed to ensure compatibility in size, scale, and landscaping with nearby residences.

Community commercial (CC) district: This district is intended for commercial facilities which serve the needs of markets ranging from several neighborhoods to the overall region. While allowed commercial and office uses are generally compatible with nearby residential areas, traffic and operating characteristics may have more negative effects on residential neighborhoods than those permitted in the LC district. CC districts are appropriate at major intersections, at the junction of several neighborhoods, or at substantial commercial subcenters.

General commercial (GC) district: 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.

Laundry Services. Establishments primarily engaged in the provision of laundering, cleaning or dyeing services other than those classified as personal services. Typical uses include bulk laundry and cleaning plants, diaper services, or linen supply services.

BUDGET CONSIDERATION:

Revenue of \$250.00 for rezoning application fee.

ATTACHMENTS:

Ordinance, Location Map, Zoning Map, Rezone Application, and Preliminary Site Plan.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY CHANGING THE ZONING OF CERTAIN PROPERTY LOCATED AT 811 A AVENUE WEST 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.

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 811 A Avenue West 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:

Commencing at the southeast corner of Lot Five, running thence north sixty-six feet, thence west five feet, thence south sixty-six feet, thence east five feet to the place of beginning; also Lot six except commencing at the northwest corner of said Lot Six, thence south fifty-four feet, thence east five feet, thence north fifty-four feet, thence west five feet to the place of beginning, all in Block Three in West Oskaloosa, Iowa.

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

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

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

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

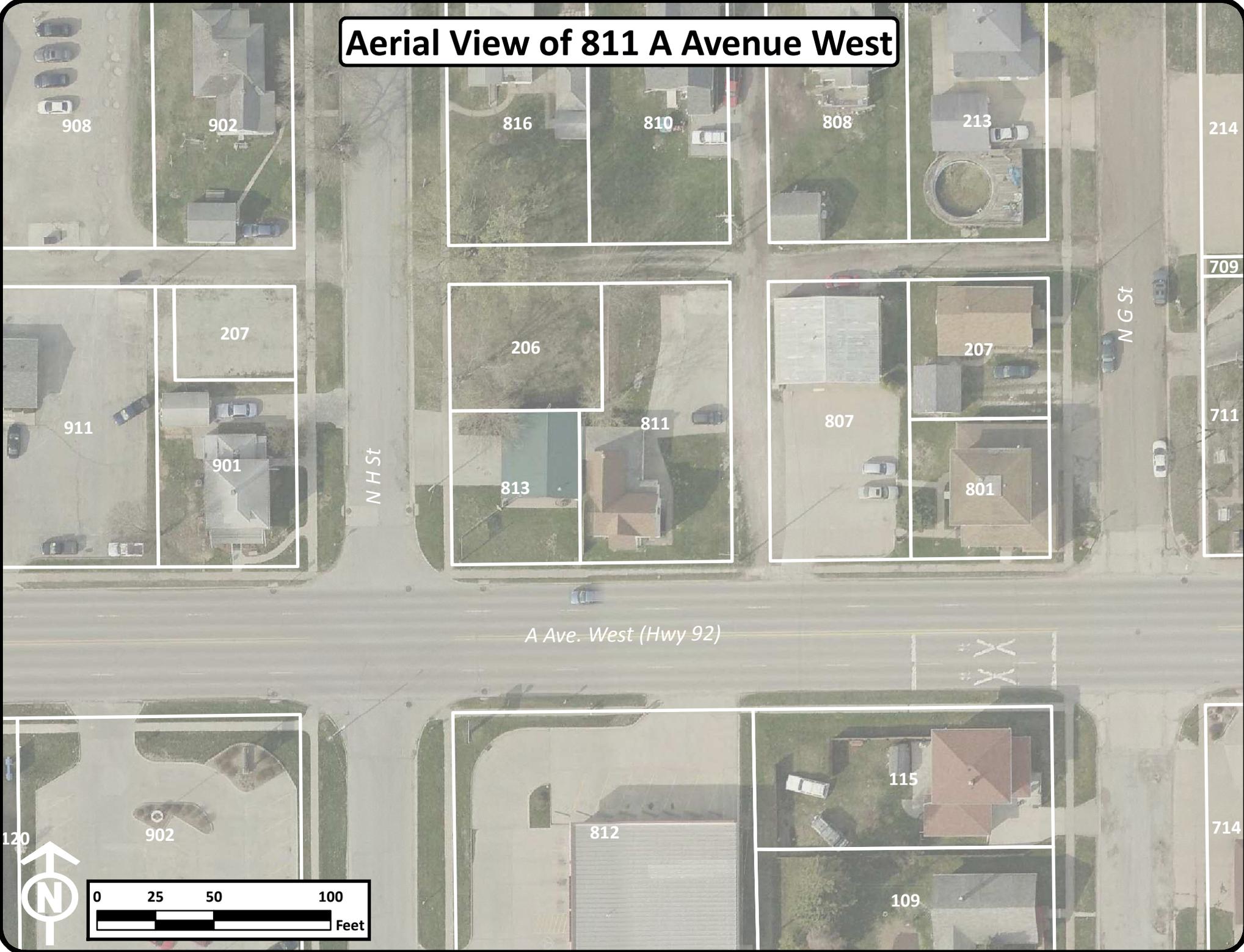
David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

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

Signed _____

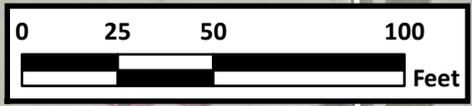
Aerial View of 811 A Avenue West



NH St

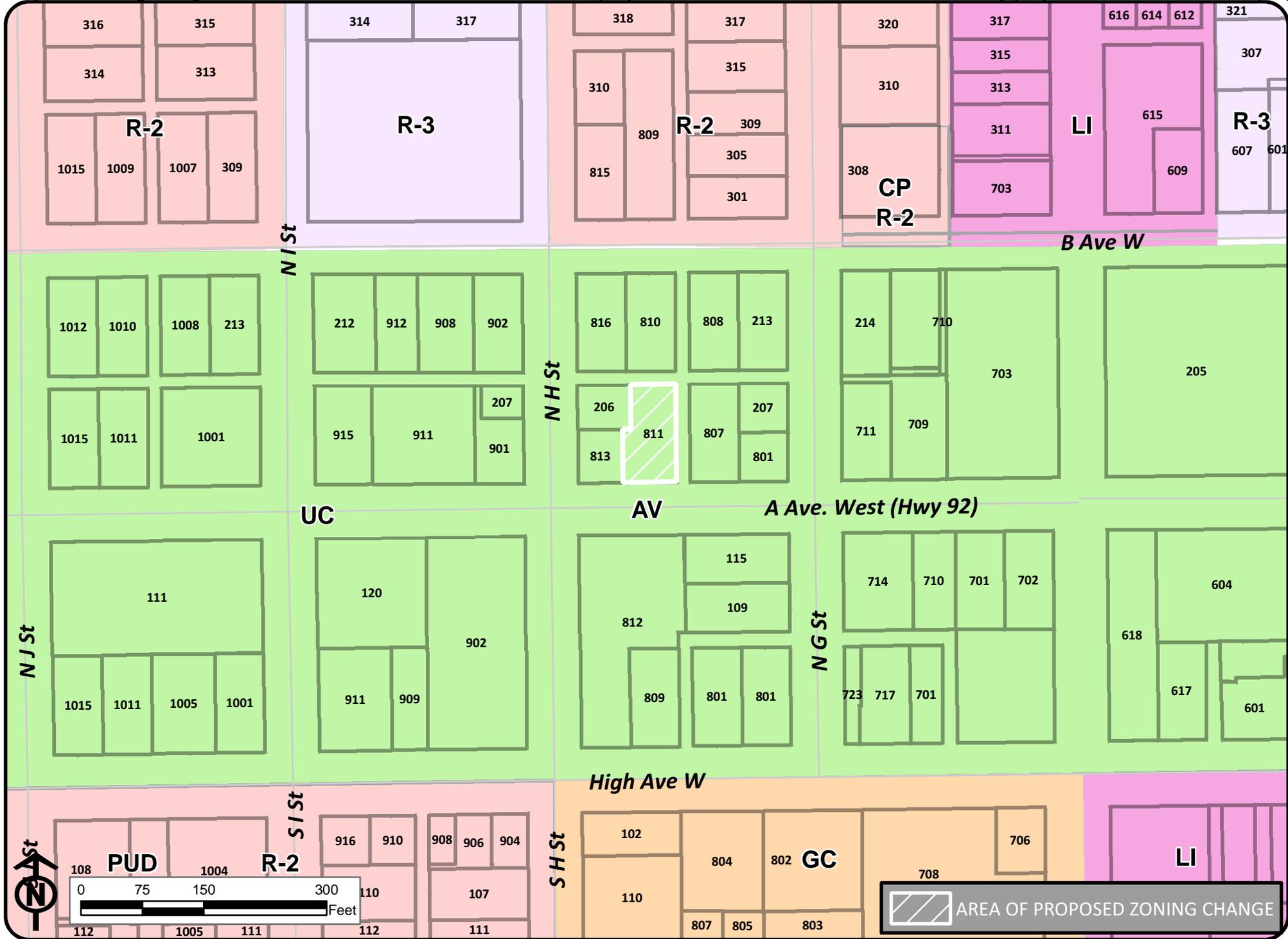
NG St

A Ave. West (Hwy 92)



PROPOSED ZONING CHANGE

Proposed zoning change for 811 A Avenue West from Urban Corridor (UC) with A Avenue Commercial District Overlay (AV) to General Commercial (GC)



REZONING APPLICATION

APPLICANT NAME: Laneial Investments LLC

APPLICANT ADDRESS: 2866 Newland way
OSwego IA 52577

OWNER NAME: Richard / Carla Laneial

PHONE NUMBER: 641 660 1092

ADDRESS OF PROPERTY: 811A Ave West

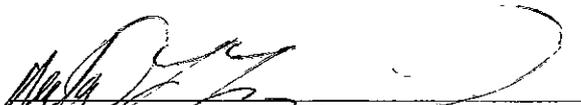
LEGAL DESCRIPTION: (Please provide a copy of the legal description from the Mahaska County Recorder's Office.)

REQUEST REZONING FROM Urban Corridor
TO General Commercial

REASON FOR REZONING APPLICATION AND THE NATURE AND OPERATING CHARACTERISTICS OF THE PROPOSED USE: would like to build a new coin operated laundry that is not listed under current zoning in that area.

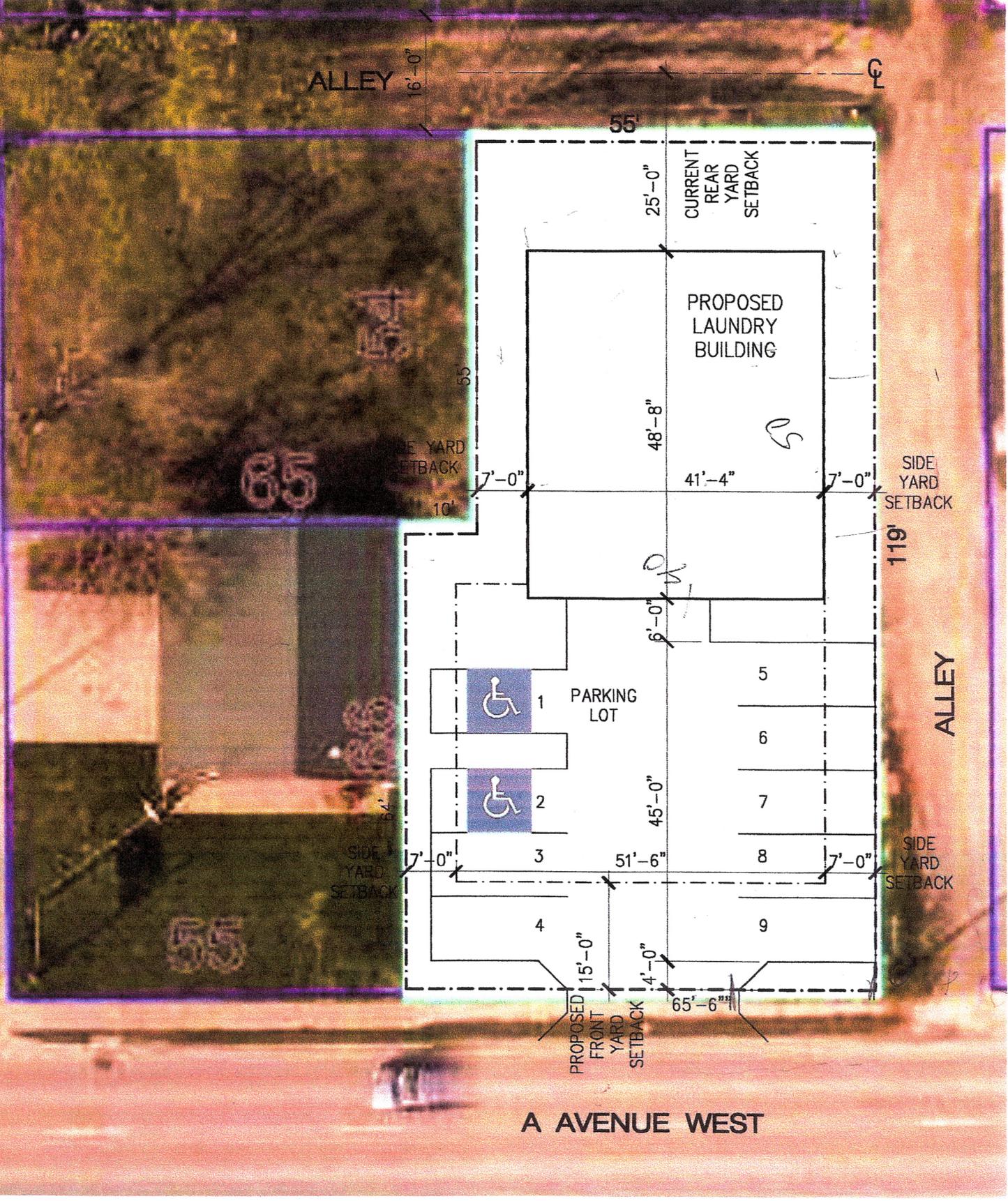
NOTE: ANY GRAPHIC INFORMATION, INCLUDING SITE PLANS, ELEVATIONS, OTHER DRAWINGS, OR OTHER MATERIALS DETERMINED BY ZONING ADMINISTRATOR TO BE NECESSARY TO DESCRIBE THE PROPOSED USE TO THE PLANNING AND ZONING COMMISSION AND/OR THE CITY COUNCIL WILL BE INCLUDED WITH THIS APPLICATION.

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


SIGNATURE OF OWNER

DATE: 8-29-2013

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ALLEY 16'-0"

55'

25'-0"
CURRENT REAR YARD SETBACK

PROPOSED LAUNDRY BUILDING

48'-8"

41'-4"

7'-0" SIDE YARD SETBACK

119'

ALLEY



1

PARKING LOT



2

5

6

7

8

9

64'
SIDE YARD SETBACK

7'-0" SIDE YARD SETBACK

15'-0"
PROPOSED FRONT YARD SETBACK

4'-0"

65'-6"

A AVENUE WEST



CITY COUNCIL COMMUNICATION

MEETING DATE: November 4, 2013

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE: PUBLIC HEARINGS

Consider an ordinance amending the City Code of the City of Oskaloosa, Iowa by amending provisions pertaining to Title 17 –“Zoning,” Chapter 17.08 “Zoning District Regulations,” Table 17.08B, “Permitted Uses by Zoning District” to conditionally permit ‘Laundry Services’ within Mixed Use Urban Corridor and Community Commercial zoning districts - 1st reading. (PUBLIC HEARING)

EXPLANATION:

The request from Mr. Richard Lancial, owner of 811 A Avenue West, to rezone his property from Mixed Use Urban Corridor with A Avenue Commercial Overlay (UC/AV) district to General Commercial (GC) district will result in spot zoning and make it inconsistent with the City’s adopted Comprehensive Land Use Plan. The City of Oskaloosa also has two existing coin operated laundry services that are presently zoned as Community Commercial district. The existing laundry facilities are considered grandfathered non-conforming uses because they are not permitted in a Community Commercial district, but they were in operation prior to the city’s zoning code adoption. The zoning district regulations for laundry services in Mixed Use Urban Corridor (UC) and Community Commercial (CC) zoning districts will need to be amended, if there is a desire to accommodate the proposed laundry service at 811 A Avenue West and the rebuilding of the existing facilities if a rebuild of the existing facilities is required.

“Laundry services” is generally considered a compatible or complementary use with nearby residential areas. A conditional permit for laundry services in a UC and CC district provides staff and the Board of Adjustment an opportunity to reduce potentially negative impacts on surrounding properties and neighborhoods, through additional site and development requirements.

The Planning & Zoning Commission considered this item at their October 14, 2013 meeting and recommended by a vote of 7 to 0 that the City Council approve the amendments to the zoning district regulations by conditionally permitting ‘Laundry Services’ within the Mixed

Use Urban Corridor and the Community Commercial zoning districts.

Recommended Action:

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

Note: Listed below is the proposed amendments (indicated in red font) to permitted use type by zoning districts as per Oskaloosa Municipal Code.

Use Types	AG	RR	R-1	R-2	R-3	R-4	UC	LC	CC	DC	GC	HC	BP	LI	GI
Laundry services							C		C	C	P	P		P	P

BUDGET CONSIDERATION:

There will be minimal impact to the City Budget for the cost associated with drafting revisions to Chapter 17.08 of Oskaloosa Municipal Code.

ATTACHMENTS:

Ordinance.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING TABLE 17.08B – “PERMITTED USES BY ZONING DISTRICTS” OF THE CITY OF OSKALOOSA ZONING ORDINANCE PROVIDING AMENDMENTS FOR LAND USE PLANNING AND ZONING REGULATIONS OF LAUNDRY SERVICES.

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

SECTION 1. Change permitted uses for Laundry Services on Table 17.08B. The laundry services will remain permitted in the General Commercial (GC) district, Highway Gateway Commercial (HC) district, Limited Industrial (LI) district, and General Industrial (GI) district. The laundry services will be conditionally permitted in Mixed Use Urban Corridor (UC) district, Community Commercial (CC) district, and Downtown Commercial (DC) district.

Proposed - Permitted Uses by Zoning Districts (Commercial Uses)

Use Types	AG	RR	R-1	R-2	R-3	R-4	UC	LC	CC	DC	GC	HC	BP	LI	GI
Commercial Uses															
Laundry services							C		C	C	P	P		P	P

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

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

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

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

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

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

Signed _____



CITY COUNCIL COMMUNICATION

MEETING DATE: November 4, 2013

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE: PUBLIC HEARINGS

Consider an ordinance to establish a no parking zone along the south side of 5th Avenue East between South 7th Street and South 8th Street- 1st reading. (PUBLIC HEARING)

EXPLANATION:

The Public Works Department received a complaint about on-street parking problems on 5th Avenue East between South 7th Street and South 8th Street. The complainant indicated that they were dealing with issues related to overflow parking on 5th Avenue East from Webster school. Staff evaluated the street to find parking related problems such as blocked driveways, narrow travel lanes, tight turning radius to enter or exit driveways, and inadequate intersection approach sight distances during school peak hours.

The city conducted surveys on households that will be affected by a parking restriction on 5th Avenue East between South 7th Street and South 8th Street. Among the residents that responded to the survey (5 total), 80% (4) of property owners supported a parking restriction and 20% (1) of them did not support any kind of parking restriction.

The Planning & Zoning Commission considered this item at their October 14, 2013 meeting and recommended by a vote of 7 to 0 that the City Council approve the parking restriction on the south side of 5th Avenue East between South 7th Street and South 8th Street.

Recommended Action:

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

BUDGET CONSIDERATION:

Cost of installing three “No Parking Signs” (\$150.00 for sign material and 3 hours labor) and cost associated with drafting revisions to Chapter 10.48 of the Oskaloosa Municipal Code.

ATTACHMENTS:

Ordinance, Location Map, and Survey Responses.

ORDINANCE NO. _____

AN ORDINANCE ESTABLISHING A "NO PARKING" ZONE ALONG THE SOUTH SIDE OF 5TH AVENUE EAST BETWEEN SOUTH 7TH STREET AND SOUTH 8TH STREET, PROHIBITING THE PARKING OF MOTOR VEHICLES OR OTHER TYPE OF VEHICLES WITHIN SAID NO PARKING ZONE; AND PROVIDING FOR PENALTIES FOR THE VIOLATION THEREOF

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

SECTION 1: The purpose of this ordinance is to establish a "No Parking Zone" along the south side of 5th Avenue East between South 7th Street and South 8th Street.

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

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

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

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

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

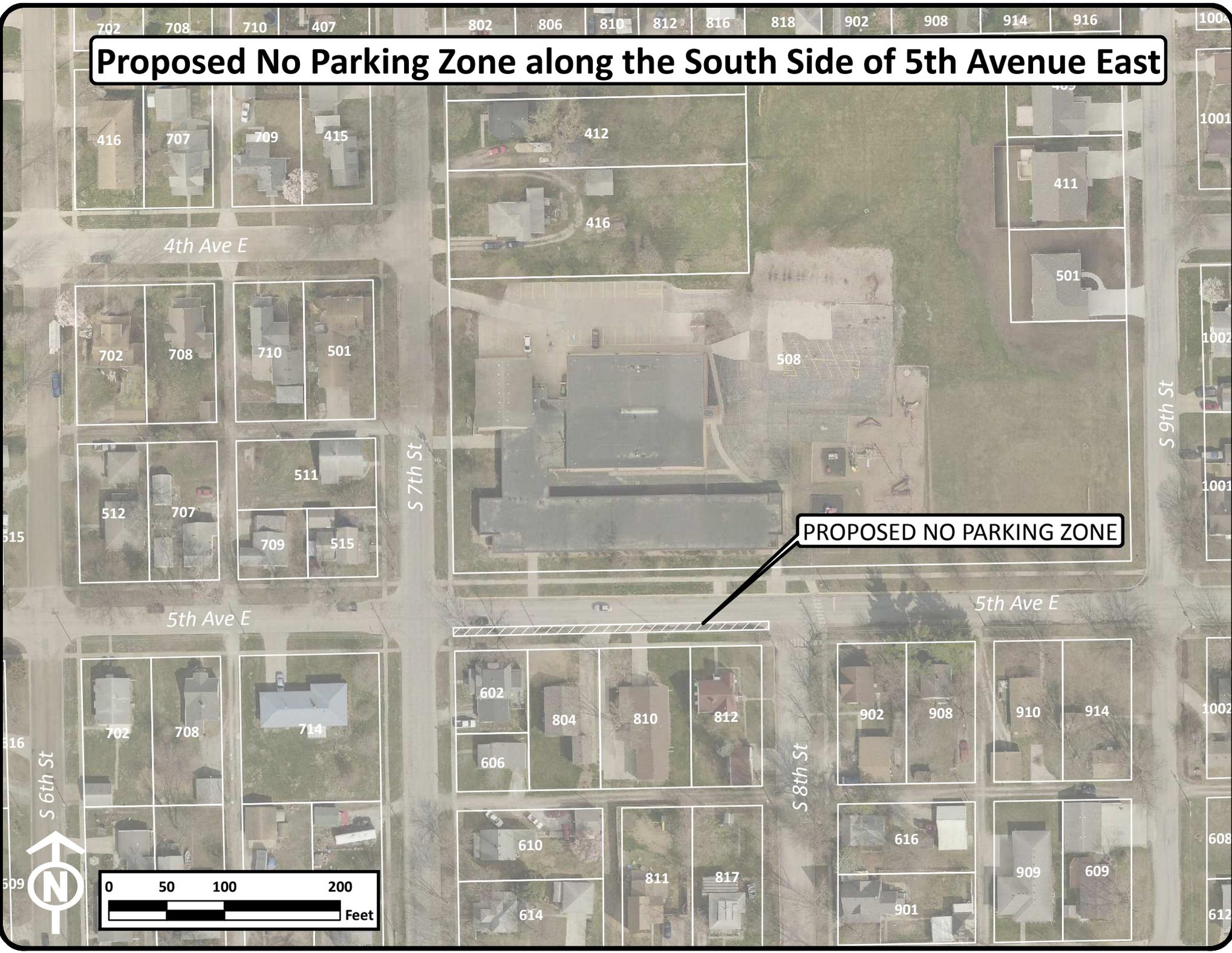
David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

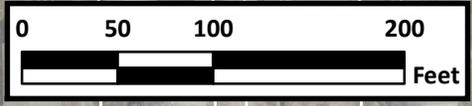
I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____ 2013.

Signed _____

Proposed No Parking Zone along the South Side of 5th Avenue East



PROPOSED NO PARKING ZONE



5TH AVENUE EAST BETWEEN SOUTH 7TH STREET & SOUTH 8TH STREET			
ADDRESS	OWNER/RESIDENT	RESPONSE	Comments:
508 South 7th Street	Oskaloosa community School	Prohibit parking on South side at all times	
804 5th Avenue East	Jerry & Nancy Sparks	Prohibit parking on South side at all times	Several times a day both sides of the street completely fill up with parked cars. When this happens it leaves one small narrow lane for traffic to pass through. There are tons of kids, most under 5yrs. Old dart out btwn the parked cars into oncoming traffic. It is very dangerous for everyone involved.
602 South 7th Street	Daryl & Maria Martin	Leave on-street parking as it is	
810 5th Avenue East	Walter & Nancy Engeman	Prohibit parking on South side at all times	
812 5th Avenue East	Lorene Morgan	Prohibit parking on South side at all times	

Response Categories:

Prohibit parking on South side at all times

Leave on-street parking as it is



CITY COUNCIL COMMUNICATION

MEETING DATE: November 4, 2013

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE: PUBLIC HEARINGS

Consider an ordinance to amend the City Code of the City of Oskaloosa, Iowa by amending provisions pertaining to Title 17 – “Zoning,” Chapter 17.30 “Sign Regulations,” Section 17.30.030 D. – “General Sign and Street Graphics Regulations – Exempt Signs,” Subsection 17.30.030 D. 1. – “Real Estate Signs” - 1st reading. (PUBLIC HEARING)

EXPLANATION:

At the City Council meeting on July 1, 2013, staff was directed to review the sign regulations in the zoning code regarding real estate signs. The Planning and Zoning members reviewed the zoning code related to real estate signs at their October 14, 2013 meeting. The discussion topics were the size of signs for residential and commercial developments, distance of signs from the curb line or edge of pavement, and permitted length of time to remove signs after disposition of the premises.

The major revisions recommended by the Planning and Zoning Commission are as follows:

- Increase the sign size from 6 square feet to 9 square feet on residential developments and commercial developments with less than 2 acres in parcel size. The maximum height restriction of these signs will remain as 4 feet above grade level.
- Increase the sign size from 6 square feet to 32 square feet on commercial developments with more than 2 acres in parcel size. The maximum height restriction of these signs will be increased to 10 feet above grade level.
- No changes were recommended on 25’ setback distance of signs from the curb line or edge of pavement.
- No changes were recommended on 7 days permitted time to remove signs after disposition of the premises.
- No changes were recommended to add temporary directional signs.

The Planning & Zoning Commission considered this item at their October 14, 2013 meeting and recommended by a vote of 6 to 0 that the City Council approve the amendments to the zoning code pertaining to real estate signs as presented.

Recommended Action:

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

Note: The following recommended ordinance amendment (indicated in red font) is presented below.

Oskaloosa Municipal Code 17.30.030 D.1.:

1. Real Estate Signs. Signs advertising the sale, rental, or lease of the premises or part of the premises on which the signs are displayed. One **temporary** nonilluminated sign, ~~not to exceed six square feet~~, shall be permitted on each premises. **Such signs shall not exceed a size of nine square feet and shall not extend higher than four feet above grade level in residential developments and commercial developments with less than 2 acres in parcel size. Such signs shall not exceed 8 feet in horizontal dimension and 4 feet in vertical dimension, and shall not extend higher than ten feet above grade level in commercial developments with more than 2 acres in parcel size.** Such signs shall not extend ~~higher than four feet above grade level or~~ closer than twenty-five feet to the curblineline or edge of pavement unless located on the wall of a building. Such signs shall be removed within seven days after the disposition of the premises.

BUDGET CONSIDERATION:

There will be minimal impact to the City Budget for the cost associated with drafting revisions to Chapter 17.30 of Oskaloosa Municipal Code.

ATTACHMENTS:

Ordinance, Pictures, and Survey.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING TITLE 17, "ZONING," CHAPTER 17.30, "SIGN REGULATIONS," SECTION 17.30.030 D. – "GENERAL SIGN AND STREET GRAPHICS REGULATION – EXEMPT SIGNS," SUBSECTION 17.30.030 D. 1. – "REAL ESTATE SIGNS."

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

SECTION 1. SECTION 17.30.030 D. 1. – "REAL ESTATE SIGNS" is hereby deleted in its entirety.

SECTION 2. SECTION 17.30.030 D. 1. – "REAL ESTATE SIGNS" is hereby amended as follows:

Real Estate Signs. Signs advertising the sale, rental, or lease of the premises or part of the premises on which the signs are displayed. One temporary non-illuminated sign shall be permitted on each premises. Such signs shall not exceed a size of nine square feet and shall not extend higher than four feet above grade level in residential developments and commercial developments with less than 2 acres in parcel size. Such signs shall not exceed 8 feet in horizontal dimension and 4 feet in vertical dimension, and shall not extend higher than ten feet above grade level in commercial developments with more than 2 acres in parcel size. Such signs shall not extend closer than twenty-five feet to the curblineline or edge of pavement unless located on the wall of a building. Such signs shall be removed within seven days after the disposition of the premises.

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.

Signed _____





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REAL ESTATE SIGNS - SURVEY OF CITY CODES

	Zoning district/development	Maximum size	Height	# allowed	distance	Days
Pella, IA Zoning Code 165.33	Residential developments	Parcels containing 2 acres or less are allowed a sign not to exceed 6 square feet. Parcels containing less than 10 acres but more than 2 acres are allowed a sign not to exceed 9 square feet. Parcels containing 10 acres or more are allowed a sign not to exceed 16 square feet. Parcels located in the R3 Multi-Family Residential Zoning District may have a sign not to exceed 16 square feet in area regardless of parcel size.	6 ft	1		
	Non Residential developments	36 square feet	10 ft	1		10
Ottumwa, IA Zoning code 17.30.030	All zoning districts	6 square feet	4 ft	1	25 ft from curb	7
Des Moines, IA Zoning code 134.1276	All zoning districts	6 square feet	4 ft	1	20 ft from curb	7
Cedar Falls Zoning code 29-198	All zoning districts	6 square feet				
Grinnell, IA City Code 157	All residential zoning districts & CBD	6 square feet		1 for each street		7
	All commercial zoning districts	32 square feet		1 for each street		7
West Des Moines, IA Zoning code 9-18-14	Residential	6 square feet	4	1	10 ft	
	Commercial <20 Acres	32 square feet	10	1	10 ft	
Zoning code 9-18-21	Commercial >20 Acres	64 square feet	10	1	20 ft	
Mount Pleasant, IA Zoning code 19.09.040	Residential	8 square feet				
	All other districts	32 square feet				



CITY COUNCIL COMMUNICATION

MEETING DATE: October 21, 2013

REQUESTED BY: CITY MANAGER'S OFFICE

ITEM TITLE:

Consider a resolution approving an agreement with Rohrbach Associates PC for the schematic design of Fire Station No. 1.

EXPLANATION:

This item is being presented as a request to authorize and direct Rohrbach Associates PC to proceed with the schematic design of Fire Station No. 1. The project scope for the remodel and expansion project includes additional bays to the existing facility, remodeling the living quarters, incorporating Mahaska County Emergency Management office and storage space, and finishing the third floor for the purpose of creating a community meeting and training room.

The completion of schematic design allows the city council to receive more concise project costs that will ultimately be used to determine the amount of borrowing necessary to complete the project. Funding for this project is anticipated to come from general obligation bonds, pending voter approval.

The professional services contract with Rohrbach Associates PC is proposed at \$40,000 and is provided on a stipulated sum basis based on 25% of a total fee for the project estimated at 7% of the construction costs for the new construction, 9% of the construction costs for the renovation and 6% for the construction costs for the site. Based on a project cost of \$2,179,000 (less FFE costs), this converts to a stipulated sum of \$40,000.00.

BUDGET CONSIDERATION:

This item is not specifically included in the FY2014 council approved budget. If this item is approved, staff recommends the city council authorize a change to the Fire Department's budget during the upcoming FY2014 budget amendment process in February.

ATTACHMENTS:

1. Resolution
2. Professional Services Agreement
3. Project notes

RESOLUTION NO. _____

**RESOLUTION APPROVING A PROFESSIONAL SERVICES
AGREEMENT WITH ROHRBACH ASSOCIATES PC FOR THE
SCHEMATIC DESIGN OF FIRE STATION NO. 1**

WHEREAS, the city of Oskaloosa fire department has run its operations from the same facility for more than 100 years; and

WHEREAS; the delivery of fire services has changed dramatically over the past 100 years, specifically moving away from horse drawn wagons to deliver water to the scene of a fire and moving to larger and more technologically advanced apparatus; and

WHEREAS, the present apparatus of the fire department has outgrown the existing facility and creates operational inefficiencies; and

WHEREAS, the city council has considered multiple options to address the present problem associated with the inefficiencies; and

WHEREAS, the present direction from the city council is to remodel and expand the existing fire department facility as a means to accommodate current and future needs.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Oskaloosa, Iowa hereby approves the professional services agreement with Rohrbach Associates PC in the amount of \$40,000 for the purpose of completing schematic design of Oskaloosa Fire Station No. 1.

PASSED AND APPROVED this 4th day of October 2013.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk



ROHRBACH ASSOCIATES PC

A R C H I T E C T S

October 25, 2013

Mr. Michael Schrock Jr.
City Manager
City of Oskaloosa
220 South Market Street
Oskaloosa, Iowa 52577-3770

RE: Proposal for Professional Consulting Services
Fire Department Expansion

Dear Michael,

It has been a pleasure to work with you to date on the studies for this project. Based on the direction given by the City Council at their meeting on October 14, 2013 and confirmed by phone with you on October 24, 2013, we are to proceed into Schematic Design on Option 2 in preparation for a future bond issue.

Understanding of the Scope of the Project:

Rohrbach Associates PC (RAPC) is to proceed into schematic design on Option 2 for the expansion of the Fire Department at its present location in downtown Oskaloosa as presented on October 14, 2013. Copies of that Option 2 presentation, space program and the probable costs are attached to this proposal.

Schematic Design scope of services:

1. The Architect shall review the program and studies for Option 2 and shall review laws, codes, and regulations applicable to the Architect's services
2. The Schematic Design Documents shall consist of drawings and other documents including a site plan and preliminary building plans, sections and elevations for both the new and renovated portions of the project; and may include some combination of study models, perspective sketches, or digital modeling. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.
4. The Architect shall consider environmentally responsible design alternatives, such as material choices, together with other considerations based on program and aesthetics.
5. The Architect shall consider the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics.
6. The Architect shall submit to the Owner a Statement of Probable Cost of the Work.
7. The Architect shall submit the Schematic Design Documents to the Owner, and request the Owner's approval.
8. RAPC will provide architectural, landscape architecture and interior design services and will procure the services of structural, civil, and mechanical and electrical engineering in support of the project.



ROHRBACH ASSOCIATES PC

A R C H I T E C T S

Schedule:

RAPC will begin providing schematic design services after your review and approval of this proposal. With your approval of this proposal we will also draft a standard form of agreement between the Owner and Architect, AIA Document B101 for approval. A copy of this document can be made available for review if desired.

We envision the process starting the first week of November and being completed at the end of January 2014. This schedule can be accelerated or slowed down as required to meet your needs for the proposed bond issue.

Professional Fees:

Professional Services for Schematic Design will be provided on a stipulated sum basis, based on 25% of a total fee for the project estimated at 7% of the construction costs for the new construction, 9% of the construction costs for the renovation and 6% for the construction costs for the site. Based on a project cost of \$2,179,000 (less FFE costs), this converts to a stipulated sum of \$40,000.00.

We consider reimbursable expenses for travel to be part of our fee, but request reimbursement for presentation drawing, report or marketing material printing and printing of the final schematic design drawings and renderings. Fees and reimbursables will be invoiced monthly.

Special Terms and Conditions:

1. Provide that the city can terminate this agreement at any time prior to completion and just pay for work completed to that point.
2. Provide that any disputes are handled in the Mahaska County District Court.
3. **This proposal assumes the City will provide a land survey of the proposed site establishing the existing site property lines, location of all streets and alleys to the center of right-of-ways, grades, usages, floor elevations of the existing Fire Department Building, utility locations and sizes. Mike this will be an Owner expense to the project and is something we need immediately upon the start of the project.**

We hope our proposal meets your expectations however, please let me know if it needs adjustment. Receipt of a signed proposal will be our authorization to being on the project.

Thank You for the opportunity to propose on this project and we sincerely look forward to continuing to be your Architects.

Rohrbach Associates PC

City of Oskaloosa



Steven A. Rohrbach AIA
President

Date: _____

- Attachments:
- Option 2 Plans
 - Option 2 Costs
 - Option 2 Program

Fire Station #1 - Option 2

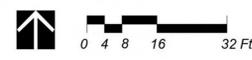
 City of Oskaloosa
 Oskaloosa, IA

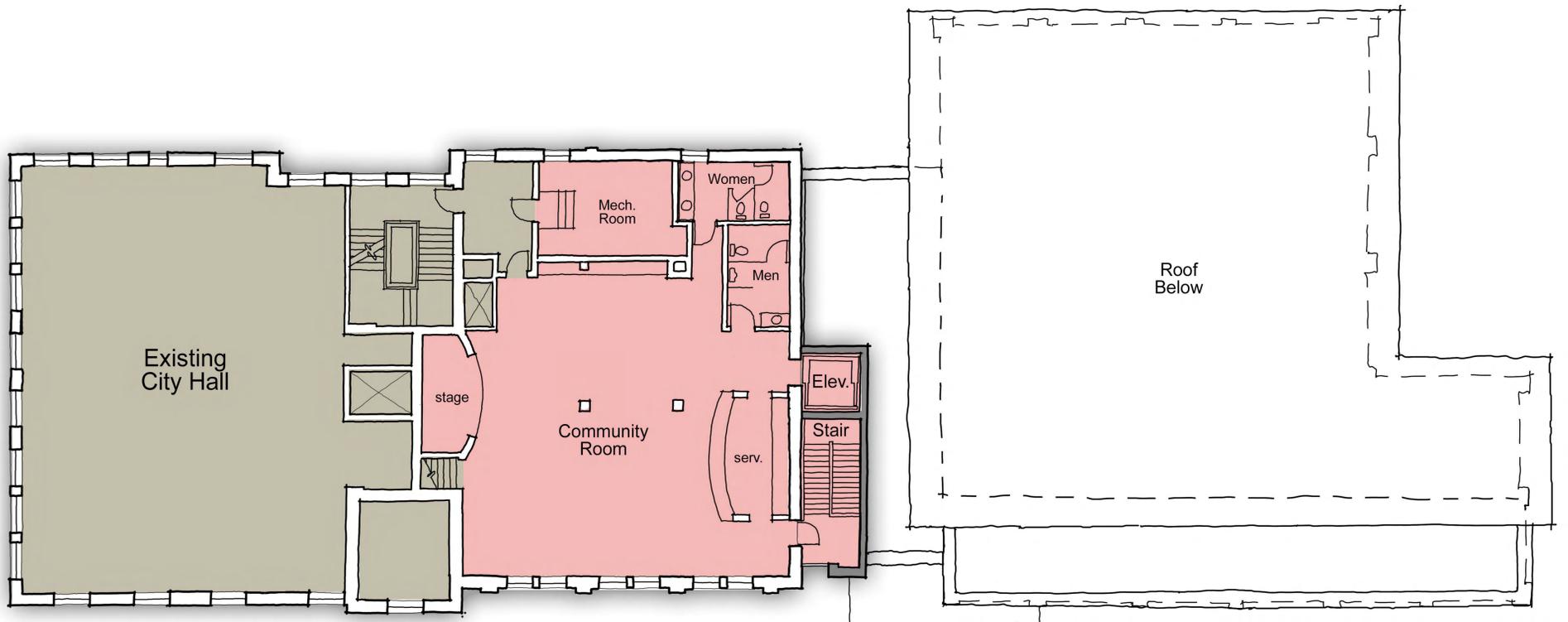
NSF - Net Square Feet

RAPC Project Number 1261

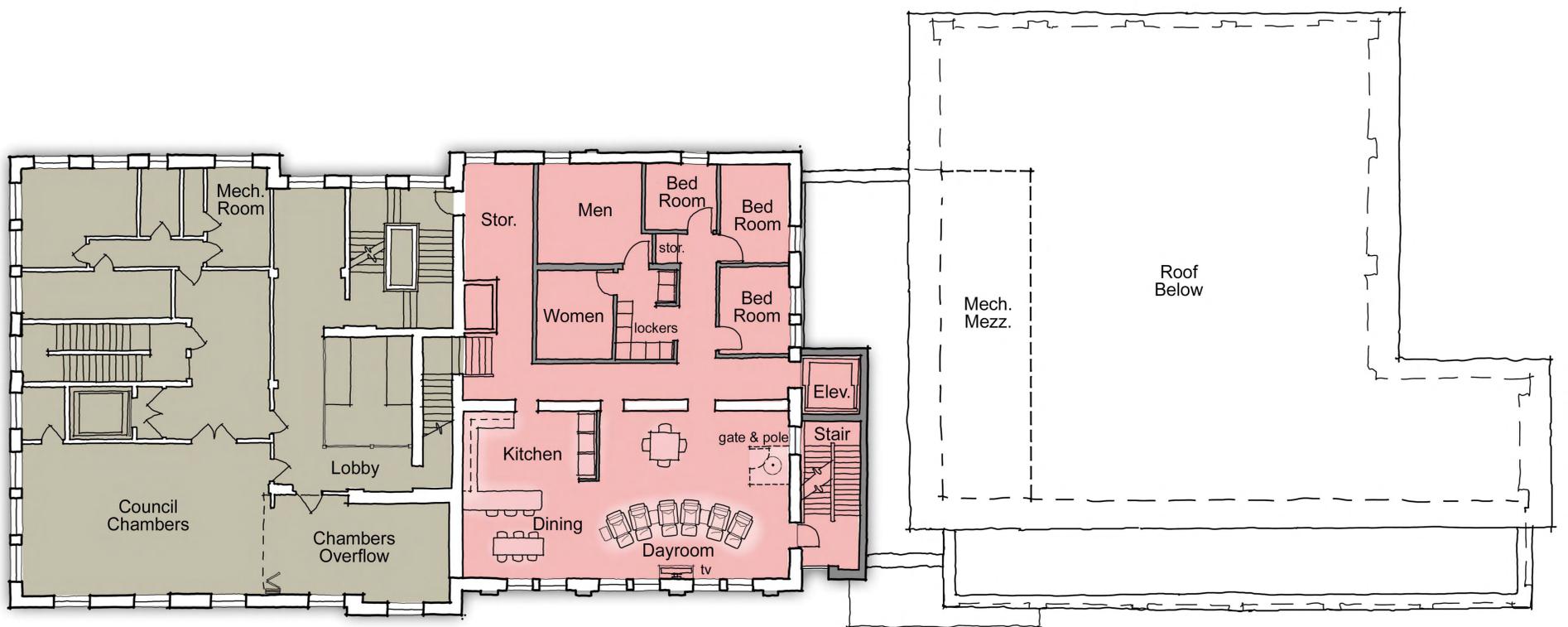
 September 16, 2013
 October 14, 2013

Space or Area	Quan.	NSF	Total NSF	Comments
Main Level				
Existing - Utility/Support Areas				
Apparatus Bay	3	610	1,830	13' wide, 47' long
Dirty Storage	1	540	540	Contiguous with apparatus bay
Stair	1	100	100	
Hose Drying	1	40	40	
Main Level Subtotal NSF			2,510	
Net to Gross (walls, corridors)		18%	439	
Existing - Main Level Gross Square Feet			2,949	
Proposed Addition - Utility/Support Areas - New				
Apparatus Bay	2	768	1,536	16' wide, 48' long, confined space and ladder training
Apparatus Bay	1	1,072	1,072	16' wide, 67' long,
Apparatus Bay (Maintenance)	1	768	768	16' wide, 48' long, Maint. Pit
Dirty Equipment	1	100	100	
Hose Maintenance	1	162	162	
Radio Battery Charging/Storage	1	50	50	Work counter, shelving
Clean Equipment Storage	1	162	162	Counter and storage shelving
Haz-Mat Storage	1	100	100	Haz-Mat equipment and supplies
Haz-Mat Decontamination	1	62	62	Sink and Stainless Steel casework
Turn out gear storage	1	100	100	Racks for 28
Mechanical	1	62	62	Service Entrance, Sprinkler
Janitor's Closet	1	30	30	mop sink, shelves
Stairs	1	176	176	
Elevator	1	70	70	
Subtotal			4,450	
EMA				
EMA Office	1	200	200	2 workstations, meeting table, Storm-Rated Structure
Storage	1	120	120	
Subtotal			320	
Public Areas				
Entrance Vestibule and Foyer	1	80	80	Public entrance to station
Triage Room	1	100	100	At public entrance
Women's Restroom	1	36	36	Single use
Men's Restroom	1	36	36	Single use
Subtotal			252	
Staff/Business Areas				
Office	1	120	120	Chief's Office
IT	1	80	80	Storm-Rated Structure, Data, Access Control, Phones
Workroom/Conference room	1	140	140	3 workstations, Dispatch Area
Fitness	1	230	230	Treadmill, Elliptical, free weights
Subtotal			570	
Main Level Subtotal NSF			5,592	
Net to Gross (walls, corridors)		19%	1,035	
Proposed Addition - Main Level Gross Square Feet			6,627	
Level Two				
Existing - Staff/Business Areas				
Kitchen/Dining	1	373	373	3 refrigs, 1 sink, 1 stove/oven, 1 dishwasher, 3 pantries, cabinets
Day Room	1	651	651	Seating for 6 lounge chairs and TV, sleeping area as needed
Female Toilet/Shower Room	1	125	125	1 toilet, 1 sink, 1 shower
Male/Female Locker Room	1	96	96	Lockers w/ access to toilet rooms, 8 lockers
Male Toilet/Shower Room	1	180	180	2 toilet, 2 sinks, 1 urinal, 2 shower
Sleeping Quarters	3	120	360	single bed, desk, TV & side table
Stair	1	100	100	
Bedding Storage	1	50	50	10 storage cubbies
Storage	1	60	60	
Second Level Subtotal NSF			1,995	
Net to Gross (walls, corridors)		48%	954	
Existing - Level Two Gross Square Feet			2,949	
Proposed Addition - Utility/Support Areas				
Elevator	1	70	70	
Stair	1	176	176	
Second Level Subtotal NSF			246	
Net to Gross (walls, corridors)		17%	42	
Proposed Addition - Level Two Gross Square Feet			288	
Level Three				
Existing - Public Areas				
Community Room	1	1,900	1,900	
Public Restrooms	1	310	310	
Mechanical	1	260	260	
Third Level Subtotal NSF			2,470	
Net to Gross (walls, corridors)		19%	479	
Existing - Level Three Gross Square Feet			2,949	
Proposed Addition - Utility/Support Areas				
Elevator	1	70	70	
Stair	1	176	176	
Third Level Subtotal NSF			246	
Net to Gross (walls, corridors)		17%	42	
Proposed Addition - Level Three Gross Square Feet			288	
Total Gross Square Feet			16,049	

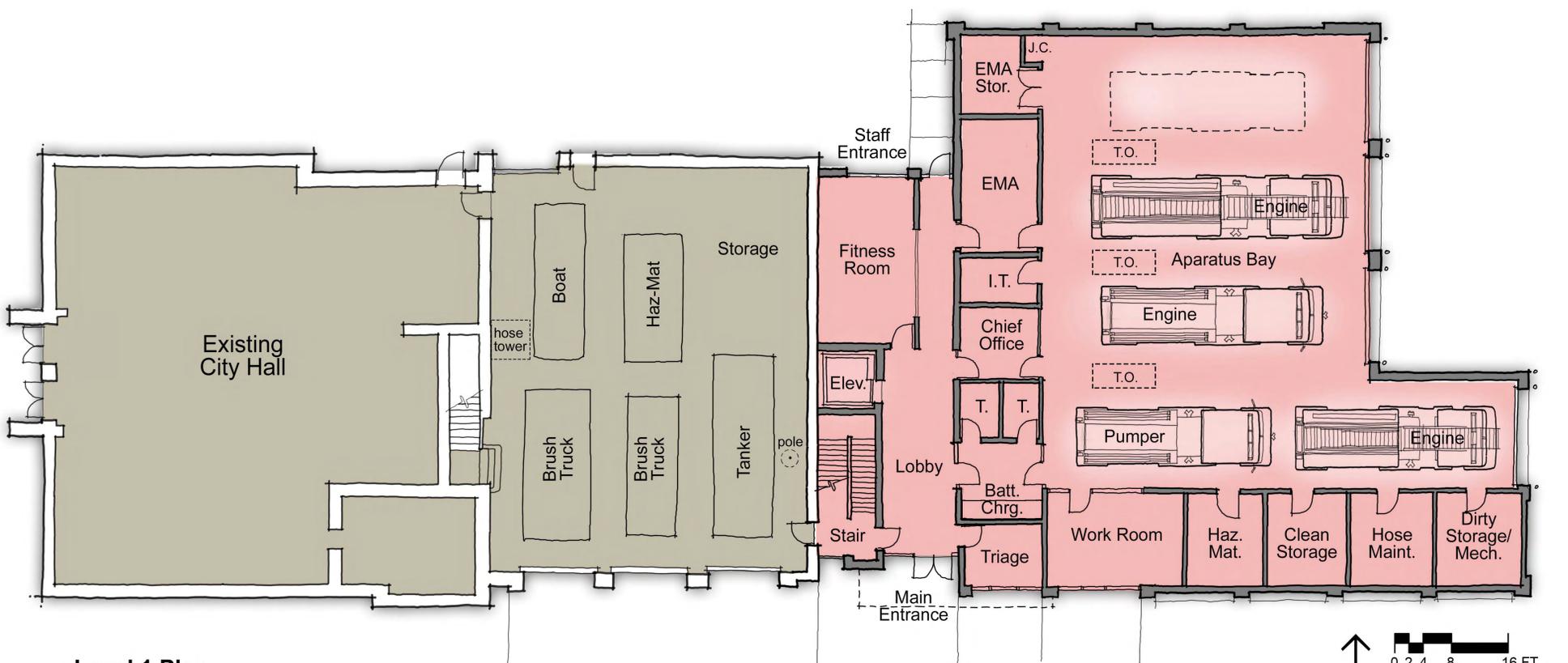




Level 3 Plan



Level 2 Plan



Level 1 Plan





View from Northeast



View from Southwest



View from Southeast



Project Memorandum

PD-01

City of Oskaloosa

Fire Station #1 Renovation

RAPC Pro. No. 1261

Project

Project No.

Fire Department

01-07-13

Department

Date

City Manager's Office

3:00 PM

Location

Time

Revised Date

Present for City of Oskaloosa

City Manager Mike Schrock, Fire Chief Mark Neff

Present for Rohrbach Associates PC (RAPC):

Steve A Rohrbach, William Downing

Purpose of Meeting: To discuss criteria and options for expansion and/or renovation of the Fire Station #1

- ITEM #1.** The existing City Hall facility is adequate for other City department needs and it is not anticipated that any expansion other than the fire Department will be needed in the near future. Currently the Police Department, Public Works, and Planning and Zoning offices are housed off-site.
- ITEM #2.** It is anticipated that some City Council members will favor a stand-alone structure, rather than an addition, due to perceived cost of adding to the historic structure.
- ITEM #3.** The Fire Department is primarily concerned with building for long-term use, durability, and future flexibility. Chief Neff noted that he does not want to go through a building project and end up with a situation that is still just enough to house existing needs with no possibility for growth or adjustment.
- ITEM #4.** It is preferred that Fire Department offices be moved to the ground floor to allow for accessibility to the public. There should be a private office for the Fire Chief and an office with multiple workstations for staff.
- ITEM #5.** A multi-purpose space for department training is needed. This space should accommodate up to thirty staff. This may be either a community room shared with other departments and the public or possibly allocation of space within the new Apparatus Bays.
- ITEM #6.** A medical triage room would be beneficial to the public. Occasionally, especially during public festivals, people will come in off the street in need of need medical help.
- ITEM #7.** A family restroom for the public would be helpful.
- ITEM #8.** Designated "Dirty Storage" for equipment and tools is needed. Storage needs will be studied in more detail during the design process.



ROHRBACH ASSOCIATES PC

A R C H I T E C T S

- ITEM #9.** The responsibility for Hazardous Material response will be changing within the county. The City Fire Department will be taking on more of this task. More equipment and storage will be needed in the future for the Haz-Mat service.
- ITEM #10.** A “door in motion” indicator light on apparatus bay doors will help reduce damage to the overhead doors. The recent Iowa City Fire Station #4 project included this feature.
- ITEM #11.** The City is currently considering bonding three million dollars, \$1.5 million of which would be allocated to the Fire Department for project cost. The remainder would be allocated to roads.
- ITEM #12.** The arrangement of Fire Department vehicles and equipment was reviewed on the diagrams provided by the City. Front-line equipment is housed both in the Fire Station and the “Water Department” building.
- ITEM #13.** The Water Department offices have now moved out of the building due to the concerns with the long-term stability of the building.
- ITEM #14.** The Historic Preservation Commission will have input on any alterations to the City Hall and the Water Department building. The historic preservation district plan was distributed. Both of these buildings are considered to be “contributing” structures within the district. Mitigation of the demolition of the Water Department building may include re-use of significant architectural details on a new structure.
- ITEM #15.** The third floor of the existing Fire Department is underutilized and has potential for better use, but it is currently not ADA accessible.
- ITEM #16.** RAPC will gather input during the staff session and City Council work session and begin to prepare conceptual planning options for review by the City Manager and Chief Neff.

The preceding constitutes our understanding of the items discussed and decisions reached at the meeting. If there are any questions or comments, please contact the undersigned.

Sincerely,

Rohrbach Associates PC

William Downing AIA
Project Architect

Distribution: Mike Schrock, Mark Neff



Project Memorandum

PD-02

City of Oskaloosa

Fire Station #1 Renovation

Project

RAPC Pro. No. 1261

Project No.

Fire Department

Department

01-07-13

Date

City Council Chamber

Location

4:00 PM

Time

Revised Date

Present for City of Oskaloosa

City Manager Mike Schrock, Fire Chief Mark Neff, Fire Department Staff

Present for Rohrbach Associates PC (RAPC):

Steve A Rohrbach, William Downing

Purpose of Meeting: To gather ideas from staff for Fire Department facility needs

- ITEM #1.** RAPC reviewed the project area on an aerial photograph of the City. These include the original Fire Station, the "Water Department" building and the adjacent parking lot.
- ITEM #2.** Fire Department staff were asked to "brain storm" ideas for functions, spaces and options for expanding the existing facilities.
- ITEM #3.** Ideas for spaces and facilities included:
- a. Maintenance and tool room
 - b. Dirty storage room
 - c. Expanded Haz-Mat storage
 - d. Conference/training space for whole staff, with kitchenette
 - e. Confined space and/or high-angle training facilities
 - f. Turnout gear storage room
 - g. Vehicle exhaust removal system
 - h. Electronic access control
 - i. Fire hydrant
 - j. 2" fill for trucks in the apparatus bay
 - k. Trench drains in each bay
 - l. Maintenance pit in one bay for periodic maintenance
- ITEM #4.** An apron in front of the Apparatus Bay was suggested. This is potentially a public safety issue as currently if apparatus are parked outside of the bays they block the street and sidewalk.
- ITEM #5.** RAPC suggested a drive-thru apparatus bay may be possible with the available space. This was not seen as a priority by staff.
- ITEM #6.** A minimum of three new bays are needed, four is preferred. Adequate clearance should be provided for a possible future aerial apparatus.



ROHRBACH ASSOCIATES PC

A R C H I T E C T S

- ITEM #7.** Relocating Fire Department offices to the ground floor for better public access was suggested. This should include a private office for the Chief and an office with multiple workstations for staff.
- ITEM #8.** Future expansion should be built-in. Do not build just enough space for current needs.
- ITEM #9.** The Haz-Mat service will be expanding, allocate adequate space for storage.
- ITEM #10.** There will be no EMS service provided by the City.
- ITEM #11.** A back-up generator should be considered. Currently City Hall has a manual transfer switch, but the City does not have a generator.
- ITEM #12.** Existing living quarters are adequate. Connections to new bays will need to be considered. If a stand-alone building is built then access would be similar to the current situation with the Water Department building. Staff prefer new bays be physically connected to the living quarters. Improved vertical circulation or a sky-walk connection to a new building would be a possible solution.
- ITEM #13.** Staff and public parking will be considered in the planning. Public parking in nearby lots may be an option.

The preceding constitutes our understanding of the items discussed and decisions reached at the meeting. If there are any questions or comments, please contact the undersigned.
Sincerely,

Rohrbach Associates PC

William Downing AIA
Project Architect

Distribution: Mike Schrock, Mark Neff



Project Memorandum

PD-03

City of Oskaloosa

Fire Station #1 Renovation

RAPC Pro. No. 1261

Project

Project No.

Fire Department

01-07-13

Department

Date

City Council Chamber

5:00 PM

Location

Time

Revised Date

Present for City of Oskaloosa

City Manager Mike Schrock, Fire Chief Mark Neff, City Council, City Finance Director

Present for Rohrbach Associates PC (RAPC):

Steve A Rohrbach, William Downing

Purpose of Meeting: To gather ideas from the Council for Fire Department facility needs

- ITEM #1.** RAPC reviewed the project area on an aerial photograph of the City. These include the original Fire Station, the "Water Department" building and the adjacent parking lot.
- ITEM #2.** The area of the existing Fire Department was asked. Currently the department has approximately 5,000 SF of equipment space and 2,500 SF of living quarters and office.
- ITEM #3.** It was noted that construction in this area would displace an existing public parking lot. The planning will include options for relocating or reorganizing parking.
- ITEM #4.** The number of new bays needed was asked. Chief Neff noted that a minimum of three new bays are needed, four would be preferred. The number of bays will be studied in more detail
- ITEM #5.** The scope of options to be explored was considered. Options may range from complete replacement of facilities on a new site to additions to existing facilities. Various combinations of expansion and replacement of facilities will be pursued and presented to Council for their input.
- ITEM #6.** Anticipated square foot costs were requested by Council. RAPC noted that it is very difficult to assign a square foot cost at this time because that is highly dependent upon the scope of the project.
- ITEM #7.** It was noted that the existing living quarters are adequate, but Department offices should be moved to the ground floor for accessibility.
- ITEM #8.** The preference for long-term, durable construction was noted. A 100 year building is needed as it is not likely that the City will consider further expansion or replacement in the future. The existing Fire Department was built just over 100 years ago.



ROHRBACH ASSOCIATES PC

A R C H I T E C T S

- ITEM #9.** Chief Neff was asked if the location is good for the service area. Chief Neff noted that the location is close to the center of the service area. There is no issue of response times that would indicate another location is better.
- ITEM #10.** Provision of a maintenance bay may be considered. Sharing this function with another City department was suggested by Council. The cost of this amenity will be considered during planning.
- ITEM #11.** The possibility of City and County cooperation in an EOC or Police and Sherriff facility was suggested. The City Manager noted that that would be a much larger scope project. It is not likely that the County would consider this.
- ITEM #12.** It was noted that during construction temporary space would be needed for equipment now housed in the Water Department building. The City will consider options for this.
- ITEM #13.** The time frame for the study portion of the project was requested. RAPC intends to complete the study by the end of February 2013. Preliminary information on options and costs should be available by the First of February
- ITEM #14.** RAPC will review the discussions held today and information provided by the Fire Department and will develop options for consideration by Council.

The preceding constitutes our understanding of the items discussed and decisions reached at the meeting. If there are any questions or comments, please contact the undersigned.
Sincerely,

Rohrbach Associates PC

William Downing AIA
Project Architect

Distribution: Mike Schrock, Mark Neff



ROHRBACH ASSOCIATES PC

A R C H I T E C T S

Project Memorandum

PD-04

City of Oskaloosa

Fire Station #1 Renovation

RAPC Pro. No. 1261

Project

Project No.

Fire Department

01-18-13

Department

Date

Fire Department Kitchen

9:00 AM

Location

Time

Revised Date

Present for City of Oskaloosa

City Manager Mike Schrock, Fire Chief Mark Neff

Present for Rohrbach Associates PC (RAPC):

Steve A Rohrbach, William Downing

Purpose of Meeting: To review draft options for renovation and addition to Fire Department

- ITEM #1.** RAPC prepared three conceptual options for addition and/or renovation of the existing fire station. Options explored varying scopes to provide the City alternatives for their budget and programmatic needs as described below:
- ITEM #2.** OPTION 1 – applying the minimal approach, this option included the addition of two apparatus bays, a new department entrance, office, public restroom, and vertical circulation to reach the second and third floors of the existing City Hall.
- ITEM #3.** OPTION 2 –the intermediate option connects to the existing City Hall and includes the addition of four apparatus bays, support storage, Chief’s office, staff office, meeting room, and public restrooms. Living quarters would remain in place on the second floor of the existing fire station. Existing apparatus bays would be used for smaller equipment. New apparatus bays would face east, allowing for an apron in front of the bay doors.
- ITEM #4.** OPTION 3 – this is the largest and most costly option, constructing a new fire station and utilizing only the existing apparatus bay in the old building. Existing living quarters would be abandoned and new quarters constructed on the second floor of the new building. The new building is detached, but connected to the existing fire station by a second-level skywalk that bridges the alley. RAPC developed a space program for this option based on the existing apparatus and comparably sized, recently constructed facilities.
- ITEM #5.** It was agreed that Option 2 most closely meets the needs of the Fire Department and the overall project budget. It was suggested that the support rooms adjacent the apparatus bay be moved to the south side of the building. Three new apparatus bays will be adequate. A fourth bay could be added in the future if needed. The third bay may also be shortened. These changes reduce the overall square footage of the facility, thus reducing the construction cost. The conference room will remain in the program for now. The proposed vertical circulation will allow access for the public to Level 3. A cost for renovation of Level 3 will be developed.
- ITEM #6.** Option 1 should be expanded to include three new apparatus bays. Two bays are not adequate for existing equipment needs.
- ITEM #7.** In each option the apparatus bays are designed around the existing equipment types and numbers. It was noted that the fire department should prepare an analysis and justification of



ROHRBACH ASSOCIATES PC

A R C H I T E C T S

apparatus needs. It may be seen by some that duplicate machinery is not necessary. The fire department currently receives between eight and ten all-in calls per year in which multiples of types of apparatus are needed. Having two brush trucks and two pumpers allows the department to respond to two similar incidents simultaneously, which happens on a regular basis.

- ITEM #8.** Storing reserve equipment off-site was discussed. It was noted that this will adversely affect response times as staff needs to get to a central location to retrieve gear before responding. None of the equipment is truly reserve as multiple incidents occur regularly.
- ITEM #9.** Construction work for this project may require interim procedures and locations for some equipment. There may be a question as to why this cannot continue, locating some apparatus off site at the public works facility.
- ITEM #10.** A new free-standing fire station, similar to that shown in Option 3, would cost more than the current anticipated project budget. If this option is to be pursued it may be best to consider a larger site out of the central business district. A larger scope project may also include new space for the public works department. This study may conclude with the direction to initiate a broader study of a combined Fire Department and Public Works project.
- ITEM #11.** All options presented impact the existing parking lot. A conceptual design for reorganization of the parking will be developed for each option. This work will be included in the estimated cost. Angled parking on Second Street will be removed or converted to parallel parking. It was noted that the existing public alleys within the block are used for deliveries by adjacent owners.
- ITEM #12.** All three options will be refined for presentation to Council. A leave-behind packet will be prepared for presentation to the council. RAPC has begun an analysis of recent fire station construction to establish comparable costs. This information will be condensed and prepared for presentation to Council.

The preceding constitutes our understanding of the items discussed and decisions reached at the meeting. If there are any questions or comments, please contact the undersigned.
Sincerely,

Rohrbach Associates PC

William Downing AIA
Project Architect

Distribution: Mike Schrock, Mark Neff



Project Memorandum

PD-05

City of Oskaloosa

Fire Station #1 Renovation

RAPC Pro. No. 1261

Project

Project No.

Fire Department

09-16-13

Department

Date

Council Chambers

1:00 PM

Location

Time

Revised Date

Present for City of Oskaloosa

Mike Schrock, Mark Neff, Dylan Mulfinger, Shane Glandon, Mark Tennison, Adam Haroldson, Daniel Hoy

Present for Mahaska County Emergency Management Agency

Jamey Robinson

Present for Rohrbach Associates PC (RAPC):

Steve A Rohrbach, William Downing

Purpose of Meeting: To review space program for Option 4, freestanding replacement fire station

ITEM #1. The City Council has requested the study of an option to construct a new freestanding fire station in lieu of an addition and remodeling of the existing facility.

ITEM #2. RAPC presented a draft space program for a new facility for review and comment by those present.

ITEM #3. Utility/Support Area:

- a. The program includes eight apparatus bays, one maintenance bay and one storage bay. This accommodates the current and future anticipated apparatus needs. This allows one open bay for flexibility and expansion. The department is considering retiring one pumper and replacing it with a newer apparatus, but not increasing the number of apparatus. A "quint" apparatus may be added to the fleet in the future.
- b. Haz-Mat facilities are required as listed in the program.
- c. Turnout gear should be kept in the apparatus bay, possibly on mobile racks. Exhaust removal systems lessen the concerns of storage within the bay.
- d. Hose drying needs to be accommodated within the Apparatus Bay. Either a hose tower or wall rack is needed.
- e. Flammable liquid fuel foam storage is needed.
- f. The IT room will include computer servers, access control, and telephone system head-end equipment.

ITEM #4. EMA:

- a. This site could serve as an alternate EMA location.
- b. The office should be sized to include a small meeting area.
- c. The storage area is needed as indicated in the program
- d. The EMA office and storage area should be designed as a "hardened" storm shelter.
- e. The IT room should be located adjacent to the EMA office and should be a part of the "hardened" facility.
- f. A lower level basement safe room is not needed.
- g.



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A R C H I T E C T S

- ITEM #5.** Public Areas:
- The training room will be regularly used by the department staff and for county-wide training. Staff meetings often include all twenty-eight staff. County-wide meetings can include sixty-five attendees. The area included in the space program can accommodate up to forty at conference tables or up to sixty five in classroom row seating. The room size was determined to be acceptable.
 - This room may be used for public community events.
 - Public restrooms will be added to serve the training room.
- ITEM #6.** Staff/Business Area:
- The Chief's office size is correct
 - The work room should accommodate three staff and a common meeting table.
 - The work room should include a dispatch area.
- ITEM #7.** Second Level Staff Areas:
- Three small bed rooms will be included as programmed. Typical staffing has two firefighters on 24 hour shifts.
 - The department occasionally has six firefighters sleep on site in emergency situations, such as severe weather. In this case staff can use cots and sleep in the day-room.
 - The kitchen should include three standard residential refrigerators, one per shift.
 - The day room should include seating for six.
 - The dining area should accommodate six at the dining table.
 - The locker room should have eight lockers.
 - There will be two shower/toilet rooms, one for male staff and one for female.
 - An elevator is required for access to the second level.
- ITEM #8.** Second Level Utility/Support Area:
- A multi-purpose room is not required on the second level.
- ITEM #9.** Exterior:
- The emergency generator will be natural gas powered. Issues with fuel storage make natural gas more convenient to operate. The department will consider the dependability of natural gas.
 - A secondary electrical transfer switch for a portable generator should be provided.
 - A trash collection area is needed and will be added to the program.
 - There should be a minimum of 15 parking spaces. Parking will be considered in more detail once viable sites are identified.
- ITEM #10.** Training apparatus for confined space and high-angle rescue should be provided. A window for ladder training should be provided.

The preceding constitutes our understanding of the items discussed and decisions reached at the meeting. If there are any questions or comments, please contact the undersigned.

Sincerely,

Rohrbach Associates PC

William Downing AIA
Project Architect

Distribution: Mike Schrock, Mark Neff



Project Memorandum

PD-06

City of Oskaloosa

Fire Station #1 Renovation

RAPC Pro. No. 1261

Project

Project No.

Fire Department

09-16-13

Department

Date

Council Chambers

2:30 PM

Location

Time

Revised Date

Present for City of Oskaloosa

Mike Schrock, Mark Neff, Dylan Mulfinger, Akilish Pal

Present for Rohrbach Associates PC (RAPC):

Steve A Rohrbach, William Downing

Purpose of Meeting: To review site options and utilities

- ITEM #1.** Prior to the meeting the City sent four potential sites to RAPC. RAPC developed a conceptual plan for each site to verify that each site was a viable location. The four sites selected by the City were reviewed:
- a. Blackwell Site – This site is workable, but will require an access easement for the adjacent site. This location is south of the train tracks that cross the city, but this was not seen as a concern. This site is furthest from the center of the city.
 - b. Nazarene Site – This is a corner lot and provides the most flexible and expandable option.
 - c. Gridco Site – This is the smallest site, but is located near the center of town. Parking may be restricted, due to the lot size, but there is on street parking available nearby. Because of the size of the lot, access to the building will be from two parallel streets in a drive-through arrangement.
 - d. Holub Site – This is the largest site and offers multiple locations for a future building. This site would require the most site clearing and redevelopment due to existing construction on site.
- ITEM #2.** The four sites selected by the City have not been fully evaluated for availability or cost. The City will review the availability and viability of the sites and narrow the selection to two potential sites.
- ITEM #3.** Assistance with identifying existing utilities and possible utility improvements to serve each potential site was requested of the City. Required utilities include sanitary sewer, storm sewer, water service (6"), natural gas, and electrical power. Utilities municipally owned and operated.
- ITEM #4.** Installation of a geothermal heat pump system for heating and cooling was discussed. This type of system provides a more cost and energy efficient building to operate, but may have a higher first cost when compared to convention fuel fired heating systems.
- ITEM #5.** RAPC will refine the space program and develop a floor plan to correspond with the program. A meeting with Fire Department staff will be schedule in two weeks. Design presentation drawings of Option 2 will be prepared for review by the City.
- ITEM #6.** A later meeting will be scheduled with the public to present the options and design concepts.



ROHRBACH ASSOCIATES PC
A R C H I T E C T S

The preceding constitutes our understanding of the items discussed and decisions reached at the meeting.
If there are any questions or comments, please contact the undersigned.
Sincerely,

Rohrbach Associates PC

William Downing AIA
Project Architect

Distribution: Mike Schrock, Mark Neff



Project Memorandum

PD-07

City of Oskaloosa

Fire Station #1 Renovation

RAPC Pro. No. 1261

Project

Project No.

Fire Department

09-30-13

Department

Date

Council Chambers

1:00 PM

Location

Time

Revised Date

Present for City of Oskaloosa

Mike Schrock, Mark Neff, Dylan Mulfinger, Shane Glandon, Mark Tennison, Adam Haroldson, Daniel Hoy

Present for Mahaska County Emergency Management Agency

Jamey Robinson

Present for Rohrbach Associates PC (RAPC):

Steve A Rohrbach, William Downing

Purpose of Meeting: To review Option 2 and 4 plans and presentation graphics

- ITEM #1.** RAPC presented a multi-page PDF showing the four potential sites selected by the City, schematic floor plans and renderings of Option 4, and schematic floor plans and renderings of Option 2. Option 4 provides a new, free-standing facility on a new site. Option 2 provides an addition to the existing fire station and renovation of the existing fire station, including the level 3 community room.
- ITEM #2.** The schematic floor plan of Option 4 was reviewed in detail. The Apparatus area includes eight apparatus bays, one storage bay, and one maintenance bay. The bays are arranged in two rows of five, back to back, allowing the potential for a drive-through arrangement. The staff area of the building includes a public entrance, triage room, staff work room, chief's office, training room, male and female restrooms, storage, IT room and, EMA office and storage. The upper level includes three sleeping rooms, fitness room, kitchen, dining, day room, locker room, male and female shower rooms, and mechanical space. An elevator will provide an accessible route to the upper level. The main level is 13,000 square feet, the upper level is 4,000 square feet, total building area is 17,000 square feet.
- ITEM #3.** The storage bay may be provided with a mezzanine platform for additional storage.
- ITEM #4.** Hose drying can be accommodated on a wall rack or a hose tower can be provided if the department prefers that system.
- ITEM #5.** A fire pole can be provided if the department would like to install one. At a minimum the old pole could be installed for historical display.
- ITEM #6.** The floor structure of the upper level would be either pre-cast concrete planks or concrete on metal form deck. This will allow the use of free weights in the fitness room.
- ITEM #7.** Additional features can be included in the design for training, such as confined space, inclined rescue, and a manhole.



ROHRBACH ASSOCIATES PC

A R C H I T E C T S

- ITEM #8.** The upper level mechanical room is located and arranged for either multiple furnaces or heat pumps, if the City chooses to consider a geothermal heating system.
- ITEM #9.** The apparatus bay doors are planned to be vertical rising doors. Bi-fold doors would increase the projected cost.
- ITEM #10.** The need for the Triage Room will be considered by the Fire Department. This space was included in the plan as members of the public will occasionally come to the fire station when emergency medical care is needed.
- ITEM #11.** The building will be designed to the structural requirements of an emergency response facility, but it is not currently designed to be a FEMA rated shelter. Emergency response facilities are required by the building code to be more structurally rigid than private commercial buildings. However, the additional structural requirements of FEMA storm-rated structures are considerably more complex and costly. The EMA office, EMA storage, and IT room are currently designated as storm-rated structures.
- ITEM #12.** A partial basement may be considered to provide additional mechanical and shelter space.
- ITEM #13.** The exterior design of the building was reviewed. The building is a simple gabled structure, based on a pre-engineered metal frame. The renderings depict a masonry exterior, it was noted that this is not a traditional masonry building. The masonry material is used for improved visual appearance and durability, but the structure is steel.
- ITEM #14.** The fire department noted that the interior of the apparatus bay should have a concrete block interior surface to a minimum of eight feet. This will improve the long-term durability and maintenance cost. The costs estimate has been based on comparable fire stations which have metal building liners, not masonry interior surfaces. Utilizing masonry may increase the cost somewhat. RAPC will be updating and verifying the cost estimate and will consider the impact of including a masonry interior surface in the apparatus bay.
- ITEM #15.** The arrangement of the kitchen, dining, day room, and television areas was discussed. Currently an open kitchen has been anticipated, but this can be discussed in detail if the design proceeds.
- ITEM #16.** The schematic floor plan of Option 2 was reviewed in detail. This option includes a new 6,500 square foot, one-storey addition to the existing fire station and city hall. The new addition will include a new public entrance, triage room, work room, chief's office, storage rooms, and three apparatus bays. The addition also includes vertical circulation to the second and third floors of the existing building, allowing an accessible entrance to the community room.
- ITEM #17.** Option 2 also includes remodeling of the existing second floor firefighters living quarters and the third floor community room. It was noted that including the community room work in the cost does not allow a direct comparison to Option 4. RAPC will revise the cost estimate to clarify the cost comparison of the Fire Department facilities only, separating the costs associated with the community room.
- ITEM #18.** Option 2 allows for the future addition of a fourth apparatus bay. Anticipated apparatus acquisitions and new EMA trailers may make the fourth apparatus bay necessary now.
- ITEM #19.** The City will concentrate on the Nazarene site. The other sites will not be considered at this time.



ROHRBACH ASSOCIATES PC

A R C H I T E C T S

ITEM #20. RAPC will review site design options that will allow both back-in and drive-through configurations. The Fire Department prefers to exit on to 11th street, if possible.

ITEM #21. The City will schedule meetings on October 14th for public input and City Council comment. RAPC will update the presentation floor plans, design renderings and cost estimate.

The preceding constitutes our understanding of the items discussed and decisions reached at the meeting. If there are any questions or comments, please contact the undersigned.

Sincerely,

Rohrbach Associates PC

William Downing AIA
Project Architect

Distribution: Mike Schrock, Mark Neff



Project Memorandum

PD-08

City of Oskaloosa

Fire Station #1 Renovation

RAPC Pro. No. 1261

Project

Project No.

Fire Department

10-14-13

Department

Date

Council Chambers

3:30 PM

Location

Time

Revised Date

Present for City of Oskaloosa

Mike Schrock, Mark Neff, (see attached sign-in list for public members)

Present for Rohrbach Associates PC (RAPC):

Steve A Rohrbach, William Downing

Purpose of Meeting: To review Option 2 and 4 plans and presentation graphics

- ITEM #1.** City Manager Mike Schrock introduced the project at hand, to develop options for the design and construction of new or expanded facilities for the Fire Department. The Department has been located in the original 1909 fire station. From 1982 until this summer the Department has also used space in the recently demolished Water Department building. The City Council asked that ideas for new or expanded facilities be sought, hiring Rohrbach Associates PC, Architects (RAPC), to develop options.
- ITEM #2.** Initially three options were developed with varying levels of addition and remodeling of the existing fire station. The Council then asked that a fourth option be developed for a new, free-standing fire station. The design of the replacement facility would be similar to fire stations constructed in other nearby communities, typically based on a pre-engineered metal structure.
- ITEM #3.** RAPC was asked to refine Option 2 (addition and remodeling) and Option 4 (new construction) to provide a more detailed program, cost estimate, and visual representation of each, in order to better compare the options. The Council also asked that public comment be sought regarding each option.
- ITEM #4.** Public input is being sought by those attending to gain their impression of how the public will respond to both options and which option will be preferred. A bond referendum will be required for funding the construction of either option; therefore public acceptance of the concept is important to the City.
- ITEM #5.** RAPC presented the site plan, floor plans, and 3-D views of both options, noting the arrangement of spaces, key features, programmatic spaces, and exterior design elements.
- ITEM #6.** It was noted that Option 2 makes use of the existing fire station building and provides an accessible entrance to the existing level 3 community room. The addition is designed to relate to the existing building in material and color, but per the U.S. Department of Interior Historic Preservation Standards the addition is not of the style of the existing building. This allows the original historic structure to remain as intact and distinct as possible.
- ITEM #7.** If Option 4 is adopted then the existing Fire Station will be vacant. The City will be required to maintain and heat the unoccupied space until an alternative use is identified. Currently the City



ROHRBACH ASSOCIATES PC

A R C H I T E C T S

has adequate space and flexibility for growth in City offices, the Fire Department space is not need for expansion of other departments.

- ITEM #8.** Option 4 would provide an all-new construction with all apparatus bay doors fourteen feet wide. Option 2 would utilize the three existing apparatus bays with ten foot wide doors. The smaller apparatus can be housed in the existing bays to limit the restriction.
- ITEM #9.** Option 2 has a lower estimated project cost. This is primarily due to less new construction and no new land cost.
- ITEM #10.** Option 4 provides a new structure, but at a lower quality of construction with corresponding shorter serviceable life expectancy of the building.
- ITEM #11.** The general consensus of the group was that Option 2 would be preferred by the public because of the lower cost, it maintains the viability of an existing historic structure, and it is located within the central business district.

The preceding constitutes our understanding of the items discussed and decisions reached at the meeting. If there are any questions or comments, please contact the undersigned.
Sincerely,

Rohrbach Associates PC

William Downing AIA
Project Architect

Distribution: Mike Schrock, Mark Neff

FIRE STATION OPTIONS
MEETING
OCTOBER 14, 2013
SIGN IN SHEET

NAME	ADDRESS
Holden Barnhart	931 S D. Street
Jaimie Williamson	908 3rd Ave E
Kerri Bander	213 High Ave E
Jon Fadal	1803 N 3rd St
Dan Karon	508 S B ST
Mark Fender	182 Highland
Bleu Van Zelle	1802 North Park
Michelle Funder	209 Solar Drive



Project Memorandum

PD-09

City of Oskaloosa

Fire Station #1 Renovation

RAPC Pro. No. 1261

Project

Project No.

Fire Department

10-14-13

Department

Date

Council Chambers

3:30 PM

Location

Time

Revised Date

Present for City of Oskaloosa

Mike Schrock, Mark Neff, Mayor and Council

Present for Rohrbach Associates PC (RAPC):

Steve A Rohrbach, William Downing

Purpose of Meeting: To review Option 2 and 4 plans and presentation graphics and comments from the public meeting held earlier in the day.

- ITEM #1.** The meeting was called to order by the Mayor.
- ITEM #2.** City Manager Mike Schrock introduced the project at hand, which is to develop options for the design and construction of new or expanded facilities for the Fire Department. The Department has been located in the original 1909 fire station. Previously the City Council asked that ideas for new or expanded facilities be sought, hiring Rohrbach Associates PC, Architects (RAPC), to develop options. After analyzing three options to expand and renovate the existing facility, the Council requested that a fourth option for a new, free-standing, building be developed.
- ITEM #3.** RAPC was asked to refine Option 2 (addition and remodeling) and Option 4 (new construction) to provide a more detailed program, cost estimate, and visual representation of each, in order to better compare the options. The Council also asked that public comment be sought regarding each option.
- ITEM #4.** This afternoon a meeting was held with members of the Planning and Zoning Commission, Historic Preservation Commission, and Economic Development group to gain their impressions of the design options and obtain an impression of the public perception of the project.
- ITEM #5.** RAPC presented the site plan, floor plans, and 3-D views of both options, noting the arrangement of spaces, key features, programmatic spaces, and exterior design elements.
- ITEM #6.** RAPC distributed a preliminary statement of probable costs for each option. Option 2 has a lower estimated project cost, primarily due to less new construction, renovation of existing space, and no land acquisition cost. Although the land costs and site development cost listed in Option 4 may be higher than the actual eventual cost, they are a small portion of the difference between the options.
- ITEM #7.** Option 2 includes a 6,600 GSF addition, constructed of durable, maintainable materials, in a style that will compliment, but not copy, the existing historic Fire Station and City Hall. The existing apparatus bay, living quarters, and community room will be renovated and provided with an elevator for an accessible entrance to each level.



ROHRBACH ASSOCIATES PC

A R C H I T E C T S

- ITEM #8.** Option 4 includes a new 16,870 GSF new building constructed using pre-engineered steel construction. The exterior will be partially clad in masonry to improve the overall appearance, but the upper portion of the building and roof will be clad in metal building siding and roofing. In general pre-engineered metal buildings have limited serviceable life expectancy, but with proper maintenance this can be extended.
- ITEM #9.** It was noted that the public comment meeting resulted in a general consensus that Option 2 would be preferred by the public because of the lower cost, it maintains the viability of an existing historic structure, and it is located within the central business district.
- ITEM #10.** The Council asked if an option to simply replace the space that was available in the former Water Department building had been considered. Option 1, presented at earlier meetings, included just two new apparatus bays, similar to the former building. It was noted previously that this option did not provide sufficient space, future growth, or space for larger apparatus.
- ITEM #11.** The Council asked if an option of similar size to Option 2, but with less expensive construction had been considered. This option had not been studied in detail, but could be inferred from the costs of other options. The Council would have to consider if a metal building quality structure attached to the existing historic City Hall would be appropriate and acceptable to the city.
- ITEM #12.** RAPC indicated that the exterior design of Option 2 can be modified in terms of the roof line or similar details with little or no additional cost. Revising the design to closely match the masonry and detail of the original historic structure would likely increase the cost significantly.
- ITEM #13.** The Council agreed that Option 2 is the preferred approach, but further development is needed before it is taken to the public for a vote. The meeting was adjourned.

The preceding constitutes our understanding of the items discussed and decisions reached at the meeting. If there are any questions or comments, please contact the undersigned.

Sincerely,

Rohrbach Associates PC

William Downing AIA
Project Architect

Distribution: Mike Schrock, Mark Neff

City of Oskaloosa - Fire Station Option Program / Cost Analysis

RAPC Project Number 1261

October 14, 2013

Option 2 - Program Elements and Statement of Probable Costs

	Quan.	\$ / Quan.	Subtotal	Total
	SF	\$	\$	\$
General Construction				
New Addition	7,203	\$215	\$1,548,645	
Level 1 Existing Apparatus Bay Renovation	2,949	\$15	\$44,235	
Level 2 Firefighter Living Quarters Renovation	2,949	\$95	\$280,155	
Level 3 Training/Community Room Renovation	2,949	\$65	\$191,685	
Site Improvements	19,058	\$6	\$114,348	
Furniture, Fixtures, and Equipment	13,101	\$7	\$91,707	
Subtotal	16,050	\$141	2,270,775	\$2,270,775
Project Cost Multiplier		15%	\$341,000	\$341,000
Total Project Costs				\$2,612,000



CITY COUNCIL COMMUNICATION

MEETING DATE: November 4, 2013

REQUESTED BY: WASTEWATER DEPT.

ITEM TITLE:

Consider a motion approving payment to WesTech in the amount of \$324,034.00 for dual stage gas membranes, control panel and flame trap valves for the secondary digester located at the Southwest Wastewater Plant.

EXPLANATION:

The City of Oskaloosa has received delivery of the 55' diameter dual stage gas membranes, the new control panel and the flame trap valves for the Dual Membrane Digester Cover Rehabilitation Project at the Southwest Wastewater Plant. WesTech has submitted an invoice for the new equipment. Work completed on the project includes removal and disposal of the old membranes and installation of new level indicator controls. WesTech delayed installing the new membranes until wastewater personnel had removed the sludge, cleaned and epoxy-coated the piping and floor in the tank. Work is scheduled to resume in early November.

BUDGET CONSIDERATION:

\$324,034.00 from Wastewater line item 610-8015-6780 in which \$400,000 was budgeted in FY 2014. City Council approved the purchase of the membranes, the control panel and flame trap valves from WesTech for \$324,034.00 at the February 4, 2013 city council meeting.

ATTACHMENTS:

WesTech invoice

WESTECH

P.O. Box 65068
Salt Lake City, Utah 84115-0068
Tel: 801.265.1000
Fax: 801.265.1080
ar@westech-inc.com

INVOICE NO. 49425
INVOICE DATE 09/26/13
CUSTOMER P.O NO. SIGNED ACCEPTANCE
CUSTOMER JOB NO.

Page: 1

JOB ID 21950A -
JOB NAME OSKALOOSA
CUSTOMER ACCOUNT NO. OSK000
PAYMENT TERMS NET 30 DAYS

INVOICE

BILL TO:
CITY OF OSKALOOSA
ATTN: ACCOUNTS PAYABLE
WASTEWATER DEPARTMENT
220 S. MARKET STREET
OSKALOOSA, IA 52577
UNITED STATES OF AMERICA

SHIP TO:
CITY OF OSKALOOSA
WASTEWATER DEPARTMENT
220 S. MARKET STREET
OSKALOOSA, IA 52577
UNITED STATES OF AMERICA

CC: VES

QTY.	ITEM NO.	DESCRIPTION	UNIT PRICE	NET AMOUNT
1		ONE (1) 55 FT DIA DUOSPHERE COVER 100% DUE NET 30 AFTER SHIPMENT	324,034.00	324,034.00
		IA-SALES TAX EXEMPTION ON FILE		

VIA WIRE TRANSFER WESTECH ENGINEERING, INC C/O WELLS FARGO BANK SALT LAKE CITY, UTAH 84111	ACCOUNT NO: 4945003200 ABA ROUNTING NO: 121000248 SWIFT: WFBUS6S	SUBTOTAL	324,034.00
		TAXES	
		US DOLLARS TOTAL	324,034.00

All accounts not paid after invoice due date will be charged a finance charge of 1 1/2% per month which is an annual rate of 18%.
Customer agrees to pay all cost and expenses, including reasonable attorney's fees and court cost incurred in case of default in compliance with terms.



CITY COUNCIL COMMUNICATION

MEETING DATE: November 4, 2013

REQUESTED BY: WASTEWATER DEPT.

ITEM TITLE:

Consider a motion approving Pay Request No. 2 to DeLong Construction Inc. in the amount of \$145,590.34 for work completed on the West Area Sanitary Sewer Improvements Project.

EXPLANATION:

The City of Oskaloosa has received Pay Request No. 2 from DeLong Construction Inc. for work completed to date on the construction of the West Area Sanitary Sewer Improvements Project. Wastewater 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 (a total of 17 working days) through October 18, 2013 includes 940' of sanitary sewer pipes, 4 manholes, 109' of drainage tile replaced, trenchless pipe installed across Hwy. 92 and Progress Drive, Storm Water Prevention Plans management and pumping station site work.

Progress payments, per the contract and Iowa Code Chapter 573, will need to be made for labor and materials incorporated into the work. The progress payment or retained percentage will not relieve the Contractor of any obligation to repair any defective work or materials. City staff recommends Council approve Pay Request No. 2 to DeLong Construction Inc., in the amount of \$145,590.34.

Summary of Contract & Change Orders	Amount	Council Approved Date
Original Bid	\$498,671.50	August 5, 2013

Summary of Pay Requests	Amount	Council Approved Date
Pay Request No. 1	\$84,690.14	October 7, 2013
Pay Request No. 2	\$145,590.34	November 4, 2013*

Total Amount Paid:	\$230,280.48*
Amount Remaining from Approved Contract:	\$268,391.02
Retainage (5% of completed work):	\$11,100.63
Retainage (5% of stored materials):	\$1,019.40

*Note: *Applies only if pay request is approved by the City Council on November 4, 2013.*

BUDGET CONSIDERATION:

\$145,590.34 from the IDOT Sewer Extension Fund.

ATTACHMENTS:

Application for Payment No. 2

APPLICATION FOR PAYMENT NO. 2 - Revised

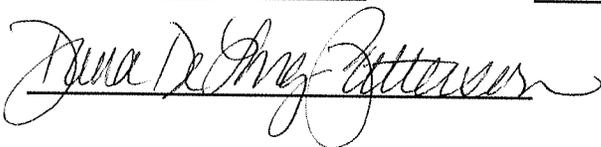
To: CITY OF OSKALOOSA (OWNER)
 From: DELONG CONSTRUCTION, INC. (CONTRACTOR)
 Contract: WEST AREA SANITARY SEWER IMPROVEMENTS
 Project: OSKALOOSA, IOWA
 Owner's Contract No.: _____ Engineer's Project No.: _____
 For Work accomplished through the date of: 10/20/2013

1.	Original Contract Price:	<u>\$498,671.50</u>
2.	Net Change by Change Orders and Written Amendments (+ or -):	
3.	Current Contract Price (1 plus 2)	<u>\$498,671.50</u>
4.	Total completed and stored to date:	<u>\$242,400.50</u>
5.	Retainage (per Agreement):	
	<u>5 % of completed Work:</u> <u>\$11,100.63</u>	
	<u>5 % of stored material:</u> <u>\$1,019.40</u>	
	Total retainage:	<u>\$12,120.03</u>
6.	Total completed and stored to date less retainage (4 minus 5):	<u>\$230,280.48</u>
7.	Less previous Application for Payments:	<u>\$84,690.14</u>
8.	DUE THIS APPLICATION (6 MINUS 7):	<u>\$145,590.34</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 10-21-13 _____ DeLong Construction, Inc.
 (CONTRACTOR)
 By: 

Payment of the above AMOUNT DUE THIS APPLICATION is approved.

Dated _____ City of Oskaloosa
 (OWNER)
 By: _____

NO.	ITEM	CONTRACTOR'S Schedule of Values				Work Completed To Date			
		UNIT PRICE	CONTRACT QUANTITY	AMOUNT	QTY 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	0.4	\$ 800.00	40.0%		\$ 800.00
3	TRENCH FOUNDATION	\$ 16.50	100	\$ 1,650.00		\$ -	0.0%		\$ -
4	PCC ENCASEMENT	\$ 34.00	20	\$ 680.00		\$ -	0.0%		\$ -
5	TRENCH COMPACTION TESTING	\$ 8,500.00	1	\$ 8,500.00	0.6	\$ 5,100.00	60.0%		\$ 5,100.00
6	SANITARY SEWER, TRENCHED, 8" DIA.	\$ 27.50	1,715	\$ 47,162.50	1,359	\$ 37,372.50	79.2%		\$ 37,372.50
7	SANITARY SEWER, TRENCHED, 10" DIA.	\$ 30.50	1,296	\$ 39,528.00	1,240	\$ 37,820.00	95.7%		\$ 37,820.00
8	SANITARY SEWER GRAVITY MAIN WITH CASING PIPE, TRENCHLESS, 8" DIA	\$ 225.00	145	\$ 32,625.00	130	\$ 29,250.00	89.7%		\$ 29,250.00
9	PIPE, TRENCHLESS, 10" DIA	\$ 235.00	218	\$ 51,230.00	218	\$ 51,230.00	100.0%		\$ 51,230.00
10	SANITARY SEWER FORCE MAIN, TRENCHED 6" PVC	\$ 13.00	1,530	\$ 19,890.00		\$ -	0.0%		\$ -
11	SANITARY SEWER FORCE MAIN, TRENCHLESS, 6" PVC (INSTALL IN EXISTING CASING PIPE)	\$ 21.00	786	\$ 16,506.00		\$ -	0.0%		\$ -
12	SANITARY SEWER SERVICE STUB, PVC, 4"	\$ 15.00	125	\$ 1,875.00		\$ -	0.0%		\$ -
13	SEWAGE AIR RELEASE VALVE AND PIT	\$ 4,500.00	1	\$ 4,500.00		\$ -	0.0%		\$ -
14	MANHOLE, SW-301, 48"	\$ 2,600.00	13	\$ 33,800.00	9	\$ 23,400.00	69.2%		\$ 23,400.00
15	INFILTRATION BARRIER, RUBBER CHIMNEY SEAL	\$ 355.00	16	\$ 5,680.00		\$ -	0.0%		\$ -
16	FIELD OR DRAIN TILE LINES, 4" TO 8" DIA.	\$ 14.00	200	\$ 2,800.00	220	\$ 3,080.00	110.0%		\$ 3,080.00
17	FIELD FENCE, REMOVE AND REPLACE	\$ 9.00	305	\$ 2,745.00		\$ -	0.0%		\$ -
18	DRIVEWAY, GRANULAR, CLASS A CRUSHED STONE	\$ 30.00	20	\$ 600.00		\$ -	0.0%		\$ -
19	CONVENTIONAL SEEDING, FERT., & MULCHING	\$ 10,000.00	1	\$ 10,000.00		\$ -	0.0%		\$ -
20	SWPPP PREPARATION	\$ 1,200.00	1	\$ 1,200.00	1	\$ 1,200.00	100.0%		\$ 1,200.00
21	SWPPP MANAGEMENT	\$ 2,000.00	1	\$ 2,000.00	0.5	\$ 1,000.00	50.0%		\$ 1,000.00
22	SWPPP QUALIFYING RAINFALL EVENT INSPECTION	\$ 10.00	20	\$ 200.00		\$ -	0.0%		\$ -
23	SILT FENCE	\$ 2.00	1,000	\$ 2,000.00	880	\$ 1,760.00	88.0%		\$ 1,760.00
24	PUMPING STATION	\$ 196,000.00	1	\$ 196,000.00	0.074	\$ 14,500.00	7.4%	\$ 20,388.00	\$ 34,888.00
				\$ 498,671.50		\$ 222,012.50		\$ 20,388.00	\$ 242,400.50



CITY COUNCIL COMMUNICATION

MEETING DATE: November 4, 2013

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE:

Consider a motion approving Pay Request No. 1 in the amount of \$212,796.67 to Norris Asphalt Paving Co. for the C Avenue East & North 3rd Street Pavement Rehabilitation Project.

EXPLANATION:

The City of Oskaloosa has received Pay Request No. 1 from Norris Asphalt Paving Co. for \$212,796.67. Staff has reviewed the Pay Request and found it to be satisfactory for work completed as of October 18, 2013 for a total of \$223,996.50 minus the 5% retainage of \$11,199.83. The items on this pay application are related to concrete construction only. They include all work associated with construction of sidewalk and ADA sidewalk ramps, alley approaches, full depth concrete street patches, curb and gutter, and new 8" thick concrete street.

As of October 18, 2013, all concrete work had been completed along C Avenue East from North Market Street to North 4th Street. After this date, work has continued from North 5th Street to North Park Avenue. No work had yet been completed along North 3rd Street. The asphalt construction phase of this project also had not yet started.

Progress payments, per the contract and Iowa Code Chapter 573, will need to be made for labor and materials incorporated into the work. The progress payment or retained percentage will not relieve the Contractor of any obligation to repair any defective work or material. City staff recommends Council approve Pay Request No. 1 to Norris Asphalt Paving Co., in the amount of \$212,796.67 for work completed on this Project.

<u>Summary of Contract & Change Orders</u>	<u>Amount</u>	<u>Council Approval Date</u>
Original Bid	\$765,365.00	September 3, 2013
<u>Summary of Pay Requests</u>	<u>Amount</u>	<u>Council Approval Date</u>
Pay Request No. 1*	\$212,796.67	November 4 , 2013*

TOTAL AMOUNT PAID: \$212,796.67*

Amount Remaining from Approved Contract: \$541,368.50

Retainage (5% of completed work): \$11,199.83*

Note:

** Applies only if pay request is approved by the City Council on November 4, 2013.*

Recommended Action: Consider approval of Pay Request No. 1 to Norris Asphalt Paving Co. in the amount of \$212,796.67 for work completed on the C Avenue East & North 3rd Street Pavement Rehabilitation Project.

BUDGET CONSIDERATION:

\$212,796.67 for Pay Request No. 1 from the C Avenue East & North 3rd Street Pavement Rehabilitation Project Fund.

ATTACHMENTS:

Application for Payment No. 1.

APPLICATION FOR PAYMENT NO. 1

To: City of Oskaloosa (JURISDICTION)

From: Norris Asphalt Paving Company (CONTRACTOR)

Contract: _____

Project: C Avenue East & North 3rd Street Pavement Rehabilitation

JURISDICTION'S Contract No. _____ ENGINEER'S Project No. _____

For Work Accomplished Through the Date of: 10-18-2013

1. Original Contract Price:	<u>\$ 765,365.00</u>
2. Net Change by Change Orders and Written Amendments (+ or -):	<u>\$ 0</u>
3. Current Contract Price (1 plus 2):	<u>\$ 765,365.00</u>
4. Total Completed and Stored to Date:	<u>\$ 223,996.50</u>
5. Retainage (Per Agreement):	
5% of Completed Work:	<u>\$ 11,199.83</u>
0% of Stored Material:	<u>\$ 0</u>
Total Retainage:	<u>\$ 11,199.83</u>
6. Total Completed and Stored to Date Less Retainage (4 minus 5):	<u>\$ 212,796.67</u>
7. Less Previous Application for Payments:	<u>\$ 0</u>
8. DUE THIS APPLICATION (6 MINUS 7):	<u>\$ 212,796.67</u>

Accompanying Documentation: Pay Estimate No. 1

CONTRACTOR'S Certification:

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

Payment of the above AMOUNT DUE THIS APPLICATION is requested.

Dated: 10/25/13
Norris Asphalt Paving Co
(CONTRACTOR)
By: Steven J. Leonard Vice Pres

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated: 10/25/13
CITY ENGINEER - CITY OF OSKALOOSA
(ENGINEER)
By: Akhil Patel

Payment of the above AMOUNT DUE THIS APPLICATION is approved.

Dated: _____
(JURISDICTION)
By: _____

Pay Estimate No. 1

Attachment to Application No. 1

Date: 10/18/2013

C Avenue East & North 3rd Street Pavement Rehabilitation

Contractor: Norris Asphalt Paving Co.

No.	Item	Unit Price	Council Approved on Sept. 3, 2013			Completed to Date			Pay Application #1 (This period)		
			Contract Quantity		Schedule of Values	%	Qty.	\$ Amount	%	Qty.	\$ Amount
1	Mobilization	LS	1	LS	15,000.00	50%	0.50	\$7,500.00	50%	0.50	\$7,500.00
2	Excavation - Class 10, 12, or 13	\$16	800	CY	12,800.00	60%	480.00	\$7,680.00	60%	480	\$7,680.00
3	Subbase, Granular	\$8	2700	SY	21,600.00	75%	2013.00	\$16,104.00	75%	2013	\$16,104.00
4	Manhole Adjustments	\$1,500	8	EA	12,000.00	0%	0.00	\$0.00	0%	0	\$0.00
5	PCC Pavement, 8" Thick	\$48	2000	SY	96,000.00	92%	1845.00	\$88,560.00	92%	1845	\$88,560.00
6	2.5' Curb and Gutter, 8" Thick	\$30	720	LF	21,600.00	53%	380.00	\$11,400.00	53%	380	\$11,400.00
7	PCC Pavement Samples and Testing	LS	1	LS	2,500.00	50%	0.50	\$1,250.00	50%	0.50	\$1,250.00
8	HMA Interlayer (1" Base Course, PG 64-34)	\$140.50	1100	TON	154,550.00	0%	0.00	\$0.00	0%	0	\$0.00
9	HMA Interlayer (1M ESAL, 1" Surface Course, PG 64-22)	\$105	1650	TON	173,250.00	0%	0.00	\$0.00	0%	0	\$0.00
10	HMA Pavement Samples and Testing	LS	1	LS	4,000.00	0%	0.00	\$0.00	0%	0	\$0.00
11	Driveway Removal	\$10	80	SY	800.00	78%	62.00	\$620.00	78%	62	\$620.00
12	Sidewalk Removal	\$10	675	SY	6,750.00	44%	300.00	\$3,000.00	44%	300	\$3,000.00
13	PCC Sidewalk, 4" Thick	\$40	200	SY	8,000.00	50%	100.00	\$4,000.00	50%	100	\$4,000.00
14	PCC Sidewalk & Ramps, 6" Thick	\$55	575	SY	31,625.00	41%	233.00	\$12,815.00	41%	233	\$12,815.00
15	Detectable Warnings (4' x 2' Panels)	\$280	103	EA	28,840.00	38%	39.00	\$10,920.00	38%	39	\$10,920.00
16	PCC Paved Driveway, 6" Thick	\$50	80	SY	4,000.00	78%	62.00	\$3,100.00	78%	62	\$3,100.00
17	Full Depth Patching	\$85	400	SY	34,000.00	57%	226.00	\$19,210.00	57%	226	\$19,210.00
18	Curb Grinding	\$20	250	LF	5,000.00	104%	260.00	\$5,200.00	104%	260	\$5,200.00
19	Pavement Milling	\$5.50	12000	SY	66,000.00	0%	0.00	\$0.00	0%	0	\$0.00
20	Pavement Removal	\$7.50	2000	SY	15,000.00	92%	1845.00	\$13,837.50	92%	1845	\$13,837.50
21	Curb and Gutter Removal	\$10	630	LF	6,300.00	60%	380.00	\$3,800.00	60%	380	\$3,800.00
22	Conventional Seeding, Fertilizing, and Mulching	LS	1	LS	6,500.00	0%	0.00	\$0.00	0%	0	\$0.00
23	Traffic Control	LS	1	LS	20,000.00	75%	0.75	\$15,000.00	75%	0.75	\$15,000.00
24	Water Valve Adjustments	\$250	21	EA	5,250.00	0%	0.00	\$0.00	0%	0	\$0.00
25	Fabric Matting	\$7.00	2000	LF	14,000.00	0%	0.00	\$0.00	0%	0	\$0.00
TOTAL			\$765,365.00			\$223,996.50			\$223,996.50		

Total Value of Completed Work:	\$223,996.50
Stored Materials:	\$0.00
Change Orders:	\$0.00
Retainage: 5%	\$11,199.83
Amount Due to Contractor:	\$212,796.67
Less Previous Payments:	\$0.00
Amount Remaining from Approved Contract:	\$541,368.50
Amount Due This Application:	\$212,796.67

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: November 4, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE:

Consider a motion to receive and file the audit report and authorize payment of \$8,400 to Martens & Company and \$625 to the Auditor of the State.

EXPLANATION:

Martens & Company performed the audit for Fiscal Year 2013. Richard Atterbury will be present to highlight the audit report. A copy of the report is included with your agenda packet.

Staff recommends receiving and filing of report and authorizing payment of \$8,400 to Martens & Company and \$625 to the Auditor of the State.

BUDGET CONSIDERATION:

\$8,400 to Martens & Company and \$625 Filing Fee to the State Auditor. Both expenses are from the general fund.

ATTACHMENTS:

Audit report included in your agenda packet.



CITY COUNCIL COMMUNICATION

MEETING DATE: November 4, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE:

Consider a resolution approving tax increment finance (TIF) asking for FY 2015.

EXPLANATION:

By December 1 each year the city is required to file a request for TIF funds with the County Auditor for the following fiscal year. This resolution requests \$122,324 TIF funds for FY 2015. This covers payments on Industrial Park and World Food Park TIF debt issued for improvements in that area. The city's current outstanding TIF debt is \$244,913 and is anticipated to be paid in full by June 1, 2015 or FY 2015 unless other TIF obligations are authorized by the City Council.

Staff recommends approval of the FY 2015 Tax Increment Finance Asking.

BUDGET CONSIDERATION:

Receipt of \$122,324 from TIF for FY 2015 to be applied to debt service payments.

ATTACHMENTS:

Resolution
TIF Forms

RESOLUTION NO. _____

RESOLUTION APPROVING TAX INCREMENT FINANCE
ASKING FOR FISCAL YEAR 2014-2015

WHEREAS, the City Council of the City of Oskaloosa, Iowa, adopted Resolution No. 78-14 on February 20, 1978 entitled "Resolution of Necessity" adopting the Official Urban Renewal Plan, and

WHEREAS, the Official Urban Renewal Plan has been amended to include various Urban Renewal Projects, and

WHEREAS, indebtedness has been incurred by the city in connection with said Urban Renewal Projects, and

WHEREAS, the City Council of the City of Oskaloosa, Iowa, passed and approved Ordinance No. 576 dated November 17, 1980 providing that General Property Taxes levied and collected each year on all property located within the Urban Renewal Area in the City of Oskaloosa, County of Mahaska, State of Iowa, by and for the benefit of the State of Iowa, City of Oskaloosa, County of Mahaska, Oskaloosa Community School District, and other Taxing Districts, be paid to a special fund for payment of principal and interest on loans, monies advanced to and indebtedness, including bonds issued or to be issued, incurred by the City of Oskaloosa in connection with said Urban Renewal Project, and

WHEREAS, in accordance with Section 403.19(5) of the Code of Iowa a city shall certify to the County Auditor on or before December 1 the amount of loans, advances, indebtedness or bonds which qualify for payment from the special fund.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Oskaloosa, Iowa, that the City of Oskaloosa requests that taxes be levied to provide \$122,324 under Section 403.19(2) to the special fund under that section as set forth in Form 1, 1.1, 2 and 3 attached to this resolution

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

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED ELIGIBLE FOR TAX COLLECTIONS NEXT FISCAL YEAR

City: Oskaloosa County: Mahaska

Urban Renewal Area Name: City of Oskaloosa

Urban Renewal Area Number: 62053 (Use five-digit Area Number Assigned by the County Auditor)

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
1. _____ _____ _____ _____	_____	_____
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
2. _____ _____ _____ _____	_____	_____
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
3. _____ _____ _____ _____	_____	_____
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
4. _____ _____ _____ _____	_____	_____
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
5. _____ _____ _____ _____	_____	_____
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		

If more indebtedness entry lines are needed continue to Form 1.1 Page 2.

Total For City TIF Form 1.1 Page 1: 0

* "Date Approved" is the date that the local governing body initially approved the TIF indebtedness.

**SPECIFIC DOLLAR REQUEST FOR AVAILABLE TIF INCREMENT TAX REVENUE FOR NEXT FISCAL YEAR
 CERTIFICATION TO COUNTY AUDITOR
 Due To County Auditor By December 1 Prior To The Fiscal Year
 Where Less Than The Maximum TIF Increment Revenue Is Requested
 Use One Certification Per Urban Renewal Area**

City: Oskaloosa County: Mahaska

Urban Renewal Area Name: City of Oskaloosa

Urban Renewal Area Number: 62056 (Use five-digit Area Number Assigned by the County Auditor)

I hereby certify to the County Auditor that for the next fiscal year and for the Urban Renewal Area within the City and County named above, the City requests less than the maximum available TIF increment tax revenue as detailed below.

Provide sufficient detail so that the County Auditor will know how to specifically administer your request. For example you may have multiple indebtedness certifications in an Urban Renewal Area, and want the maximum revenue for rebate agreement property that the County has segregated into separate taxing districts, but only want a portion of the available increment from the remainder of the taxing districts in the Area.

Specific Instructions To County Auditor For Administering The Request That This Urban Renewal Area Generate Less Than The Maximum Available TIF Increment Revenue:	Amount Requested:
The following amounts are needed from TIF Increment Tax Revenue for Fiscal Year 2014-2015	
General Obligation Refunding Notes Series 2008B-Industrial Park and World Food Park	123,082
Total	123,082

Dated this 4th day of November, 2013

 Signature of Authorized Official

 Telephone (641)673-9431

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: November 4, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE:

Consider a resolution approving the 2013 Fiscal Year Financial Report.

EXPLANATION:

This report is filed each year with the State Auditor and published by December 1. The report is a recap of all funds of the city by function. City Council approval is required prior to publication and filing.

Staff recommends approval of the 2013 Fiscal Year Financial Report.

BUDGET CONSIDERATION:

None

ATTACHMENTS:

Resolution
2013 Fiscal Year Financial Report

RESOLUTION NO. _____

RESOLUTION APPROVING THE 2013 FISCAL YEAR FINANCIAL REPORT

WHEREAS, the Code of Iowa requires that a Financial Report for the fiscal year be filed with the State Auditor and published by December 1 of each year, and

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Oskaloosa, Iowa that the 2013 Fiscal Year Finance Report referred to in the preamble hereof be hereby approved.

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

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

STATE OF IOWA
2013
FINANCIAL REPORT
FISCAL YEAR ENDED
JUNE 30, 2013

16206200600000
City of Oskaloosa
220 South Market
Oskaloosa, IA 52577

CITY OF OSKALOOSA, IOWA
DUE: December 1, 2013

(Please correct any error in name, address, and ZIP Code)

WHEN COMPLETED, PLEASE RETURN TO
Mary Mosiman, CPA
Auditor of State
State Capitol Building
Des Moines, IA 50319-0004

NOTE - The information supplied in this report will be shared by the Iowa State Auditor's Office, the U.S. Census Bureau, various public interest groups, and State and federal agencies.

ALL FUNDS

Item description	Governmental (a)	Proprietary (b)	Total actual (c)	Budget (d)
Revenues and Other Financing Sources				
Taxes levied on property	4,359,821		4,359,821	4,366,797
Less: Uncollected property taxes-levy year	0		0	0
Net current property taxes	4,359,821		4,359,821	4,366,797
Delinquent property taxes	172		172	0
TIF revenues	113,250		113,250	112,606
Other city taxes	1,273,097	0	1,273,097	1,288,450
Licenses and permits	622,194	0	622,194	621,437
Use of money and property	75,719	244,674	320,393	323,557
Intergovernmental	1,457,355	44,413	1,501,768	1,469,744
Charges for fees and service	125,890	4,061,755	4,187,645	4,147,322
Special assessments	22,851	4,805	27,656	25,881
Miscellaneous	1,096,216	47,498	1,143,714	1,068,534
Other financing sources	2,963,230	2,302,319	5,265,549	5,934,529
Total revenues and other sources	12,109,795	6,705,464	18,815,259	19,358,857
Expenditures and Other Financing Uses				
Public safety	2,658,728	0	2,658,728	2,806,645
Public works	1,318,293	0	1,318,293	1,450,791
Health and social services	0	0	0	0
Culture and recreation	948,789	0	948,789	1,169,490
Community and economic development	1,134,673	0	1,134,673	1,232,372
General government	850,598	0	850,598	1,019,926
Debt service	931,392	0	931,392	931,394
Capital projects	1,856,413	0	1,856,413	2,409,115
Total governmental activities expenditures	9,698,886	0	9,698,886	11,019,733
Business type activities	0	4,050,160	4,050,160	4,975,356
Total ALL expenditures	9,698,886	4,050,160	13,749,046	15,995,089
Other financing uses, including transfers out	2,949,288	2,302,319	5,251,607	5,931,610
Total ALL expenditures/And other financing uses	12,648,174	6,352,479	19,000,653	21,926,699
Excess revenues and other sources over (Under) Expenditures/And other financing uses	-538,379	352,985	-185,394	-2,567,842
Beginning fund balance July 1, 2012	7,470,145	4,038,160	11,508,305	11,508,307
Ending fund balance June 30, 2013	6,931,766	4,391,145	11,322,911	8,940,465

Note - These balances do not include \$ 866,367 held in non-budgeted internal service funds; \$ _____ held in Pension Trust Funds; \$ _____ held in Private Purpose Trust funds and \$ _____ held in agency funds which were not budgeted and are not available for city operations.

Indebtedness at June 30, 2013	Amount - Omit cents	Indebtedness at June 30, 2013	Amount - Omit cents
General obligation debt	\$ 4,075,265	Other long-term debt	\$ 0
Revenue debt	\$ 8,708,000	Short-term debt	\$ 0
TIF Revenue debt	\$ 0		
		General obligation debt limit	\$ 24,847,675

CERTIFICATION

THE FOREGOING REPORT IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF

Signature of city clerk		Date Published/Posted	Mark (x) one <input type="checkbox"/> Date Published <input type="checkbox"/> Date Posted	
Printed name of city clerk	Telephone	Area Code	Number	Extension
Amy Miller	→	641	643-9431	
Signature of Mayor or other City official (Name and Title)			Date signed	

PLEASE PUBLISH THIS PAGE ONLY

Part I	REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2013			CITY OF OSKALOOSA			<input type="checkbox"/> GAAP <input checked="" type="checkbox"/> NON-GAAP = CASH BASIS Indicate by placing an X in the appropriate box on this sheet ONLY					
Line No.	Item description	General (a)	Special revenue (b)	TIF special revenue (c)	Debt service (d)	Capital projects (e)	Permanent (f)	Total governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Code	GRAND TOTAL (Sum of cols. (g) and (h)) (i)	Line No.
1	Section A - TAXES											1
2	Taxes levied on property	2,625,940	1,030,342		703,539			4,359,821			4,359,821	2
3	Less: Uncollected property taxes - Levy year							0			0	3
4	Net current property taxes	2,625,940	1,030,342		703,539	0	0	4,359,821		T01	4,359,821	4
5	Delinquent property taxes	104	40		28			172		T01	172	5
6	Total property tax	2,626,044	1,030,382		703,567	0	0	4,359,993			4,359,993	6
7	TIF revenues			113,250				113,250		T01	113,250	7
8	Other city taxes											
8	Utility tax replacement excise taxes	82,844	32,500		21,978			137,322		T15	137,322	8
9	Utility franchise tax (Chapter 364.2, Code of Iowa)							0		T15	0	9
10	Parimutuel wager tax							0		C30	0	10
11	Gaming wager tax							0		C30	0	11
12	Mobile home tax	2,193	868		591			3,652		T19	3,652	12
13	Hotel/motel tax		99,345					99,345		T19	99,345	13
14	Other local option taxes		1,032,778					1,032,778		T09	1,032,778	14
15	TOTAL OTHER CITY TAXES	85,037	1,165,491	0	22,569	0	0	1,273,097	0		1,273,097	15
16	Section B - LICENSES AND PERMITS	622,194						622,194		T29	622,194	16
17	Section C - USE OF MONEY AND PROPERTY											17
18	Interest	9,015	58,831	115	1,738	565		70,264	14,351	U20	84,615	18
19	Rents and royalties	1,770				3,685		5,455	230,323	U40	235,778	19
20	Other miscellaneous use of money and property							0		U20	0	20
21								0			0	21
22	TOTAL USE OF MONEY AND PROPERTY	10,785	58,831	115	1,738	4,250	0	75,719	244,674		320,393	22
23												23
24	Section D - INTERGOVERNMENTAL											24
25												25
26	Federal grants and reimbursements											26
27	Federal grants		26,259			135,892		162,151	44,413	B89	206,564	27
28	Community development block grants							0		B50	0	28
29	Housing and urban development							0		B50	0	29
30	Public assistance grants							0		B79	0	30
31	Payment in lieu of taxes							0		B30	0	31
32								0			0	32
33	Total Federal grants and reimbursements	0	26,259	0	0	135,892	0	162,151	44,413		206,564	33
34												34
35												35
36												36
37												37
38												38
39												39
40												40

Continued on next page

Part I	REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2013 -- Continued	CITY OF OSKALOOSA					<input type="checkbox"/> GAAP		<input checked="" type="checkbox"/> NON-GAAP = CASH BASIS				
		Line No.	Item description	General (a)	Special revenue (b)	TIF special revenue (c)	Debt service (d)	Capital projects (e)	Permanent (f)	Total governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Code	GRAND TOTAL (Sum of cols. (g) and (h)) (i)
41	Section D - INTERGOVERNMENTAL - Continued												41
42													42
43	State shared revenues												43
44	Road use taxes		1,103,702						1,103,702		C46	1,103,702	44
45													45
46													46
47													47
48	Other state grants and reimbursements												48
49	State grants	8,180	900						9,080		C89	9,080	49
50	Iowa Department of Transportation								0		C89	0	50
51	Iowa Department of Natural Resources								0		C89	0	51
52	Iowa Department of Economic Development								0		C89	0	52
53	CEBA grants								0		C89	0	53
54									0		C89	0	54
55									0			0	55
56									0			0	56
57									0			0	57
58									0			0	58
59									0			0	59
60	Total state	8,180	1,104,602	0	0	0	0	1,112,782		0		1,112,782	60
61													61
62	Local grants and reimbursements												62
63	County contributions	45,000	2,000						47,000			47,000	63
64	Library service	17,084							17,084		D89	17,084	64
65	Township contributions	85,633							85,633		D89	85,633	65
66	Fire/EMT service	32,705							32,705		D89	32,705	66
67									0		D89	0	67
68									0			0	68
69									0			0	69
70	Total local grants and reimbursements	180,422	2,000	0	0	0	0	182,422		0		182,422	70
71	TOTAL INTERGOVERNMENTAL (Sum of lines 33, 60, and 70)	188,602	1,132,861	0	0	135,892	0	1,457,355		44,413		1,501,768	71
72	Section E - CHARGES FOR FEES AND SERVICE												72
73	Water							0		2,075,528	A91	2,075,528	73
74	Sewer							0		1,761,962	A80	1,761,962	74
75	Electric							0			A92	0	75
76	Gas							0			A93	0	76
77	Parking							0			A60	0	77
78	Airport							0			A01	0	78
79	Landfill/garbage							0			A81	0	79
80	Hospital							0			A36	0	80

Part I REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2013 -- Continued				CITY OF OSKALOOSA			<input type="checkbox"/> GAAP		<input checked="" type="checkbox"/> NON-GAAP = CASH BASIS			
Line No.	Item description	General (a)	Special revenue (b)	TIF special revenue (c)	Debt service (d)	Capital projects (e)	Permanent (f)	Total governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Code	GRAND TOTAL (Sum of cols. (g) and (h)) (i)	Line No.
81	Section E - CHARGES FOR FEES AND SERVICE - Continued											81
82	Transit							0		A94	0	82
83	Cable TV							0		T15	0	83
84	Internet							0		A03	0	84
85	Telephone							0		A03	0	85
86	Housing authority							0		A50	0	86
87	Storm water							0	224,265	A80	224,265	87
88	Other:											88
89	Nursing home							0		A89	0	89
90	Police service fees	47,220	8,693					55,913		A89	55,913	90
91	Prisoner care							0		A89	0	91
92	Fire service charges	6,294						6,294		A89	6,294	92
93	Ambulance charges	311						311		A89	311	93
94	Sidewalk street repair charges	2,719						2,719		A44	2,719	94
95	Housing and urban renewal charges		2,140					2,140		A50	2,140	95
96	River port and terminal fees							0		A87	0	96
97	Public scales							0		A89	0	97
98	Cemetery charges							0		A03	0	98
99	Library charges	9,182	640					9,822		A89	9,822	99
100	Park, recreation, and cultural charges	47,681						47,681		A61	47,681	100
101	Animal control charges							0		A89	0	101
102	Other charges - <i>Specify</i>							0			0	102
103	Misc Merchandise and Fines	1,010						1,010			1,010	103
104	TOTAL CHARGES FOR SERVICE	114,417	11,473	0	0	0	0	125,890	4,061,755		4,187,645	104
105												105
106	Section F - SPECIAL ASSESSMENTS				22,228	623		22,851	4,805	U01	27,656	106
107	Section G - MISCELLANEOUS											107
108	Contributions	840,848	170,898			17,016		1,028,762	35,591	U99	1,064,353	108
109	Deposits and sales/fuel tax refunds							0		U99	0	109
110	Sale of property and merchandise	16,960						16,960	11,907	U11	28,867	110
111	Fines	43,765						43,765		U30	43,765	111
112	Internal service charges	6,729						6,729		NR	6,729	112
113	Other miscellaneous - <i>Specify</i>							0			0	113
114								0			0	114
115								0			0	115
116								0			0	116
117								0			0	117
118								0			0	118
119								0			0	119
120	TOTAL MISCELLANEOUS	908,302	170,898	0	0	17,016	0	1,096,216	47,498		1,143,714	120

Part I REVENUE AND OTHER FINANCING SOURCES FOR YEAR ENDED JUNE 30, 2013 -- Continued				CITY OF OSKALOOSA			<input type="checkbox"/> GAAP		<input checked="" type="checkbox"/> NON-GAAP = CASH BASIS			
Line No.	Item description	General (a)	Special revenue (b)	TIF special revenue (c)	Debt service (d)	Capital projects (e)	Permanent (f)	Total governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Code	GRAND TOTAL (Sum of cols. (g) and (h)) (i)	Line No.
121	TOTAL ALL REVENUES (Sum of lines 6, 7, 15,16,22 71, 104, 106, and 120)	4,555,381	3,569,936	113,365	750,102	157,781	0	9,146,565	4,403,145		13,549,710	121
122												122
123	Section H - OTHER FINANCING SOURCES											123
124	Proceeds of capital asset sales	9,907	1,706			2,329		13,942		NR	13,942	124
125	Proceeds of long-term debt (Excluding TIF internal borrowing)							0		NR	0	125
126	Proceeds of anticipatory warrants or other short-term debt							0		A89	0	126
127	Regular transfers in and interfund loans	1,079,625	1,975			1,752,430		2,834,030	2,302,319		5,136,349	127
128	Internal TIF loans and transfers in				115,258			115,258			115,258	128
129								0			0	129
130								0			0	130
131	TOTAL OTHER FINANCING SOURCES	1,089,532	3,681	0	115,258	1,754,759	0	2,963,230	2,302,319		5,265,549	131
132	TOTAL REVENUES except for beginning balances (Sum of lines 121 and 131)	5,644,913	3,573,617	113,365	865,360	1,912,540	0	12,109,795	6,705,464		18,815,259	132
133												133
134	Beginning fund balance July 1, 2012	3,141,795	2,861,784	3,275	257,739	1,205,552		7,470,145	4,038,160		11,508,305	134
135												135
136	TOTAL REVENUES AND OTHER FINANCING SOURCES (Sum of lines 132 and 134)	8,786,708	6,435,401	116,640	1,123,099	3,118,092	0	19,579,940	10,743,624		30,323,564	136
137												137
138												138
139												139
140												140
141												141
142												142
143												143
144												144
145												145
146												146
147												147
148												148
149												149
150												150
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153												153
154												154
155												155
156												156
157												157
158												158
159												159

Part II		EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2013				CITY OF OSKALOOSA		<input type="checkbox"/> GAAP <input checked="" type="checkbox"/> NON-GAAP = CASH BASIS				
Line No.	Item description	General (a)	Special revenue (b)	TIF special revenue (c)	Debt service (d)	Capital projects (e)	Permanent (f)	Total governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Code	GRAND TOTAL (Sum of col. (g)) (i)	Line No.
1	Section A — PUBLIC SAFETY											1
2	Police department/Crime prevention — Current operation	1,564,961	24,208					1,589,169		E62	1,589,169	2
3	Purchase of land and equipment	73,653	17,231					90,884		G62	90,884	3
4	Construction							0		F62	0	4
5	Jail — Current operation							0		E04	0	5
6	Purchase of land and equipment							0		G04	0	6
7	Construction							0		F04	0	7
8	Emergency management — Current operation	1,980						1,980		E89	1,980	8
9	Purchase of land and equipment							0		G89	0	9
10	Flood control — Current operation							0		E59	0	10
11	Purchase of land and equipment							0		G59	0	11
12	Construction							0		F59	0	12
13	Fire department — Current operation	687,503	6,240					693,743		E24	693,743	13
14	Purchase of land and equipment		415					415		G24	415	14
15	Construction							0		F24	0	15
16	Ambulance — Current operation							0		E32	0	16
17	Purchase of land and equipment							0		G32	0	17
18	Building inspections — Current operation	83,062						83,062		E66	83,062	18
19	Purchase of land and equipment	21,000						21,000		G66	21,000	19
20	Construction							0		F66	0	20
21	Miscellaneous protective services — Current operation	135,475						135,475		E66	135,475	21
22	Purchase of land and equipment							0		G66	0	22
23	Construction							0		F66	0	23
24	Animal control — Current operation	43,000						43,000		E32	43,000	24
25	Purchase of land and equipment							0		G32	0	25
26	Construction							0		F32	0	26
27	Other public safety — Current operation							0		E89	0	27
28	Purchase of land and equipment							0		G89	0	28
29								0			0	29
30								0			0	30
31								0			0	31
32								0			0	32
33								0			0	33
34								0			0	34
35								0			0	35
36								0			0	36
37								0			0	37
38								0			0	38
39								0			0	39
40	TOTAL PUBLIC SAFETY	2,610,634	48,094	0	0	0	0	2,658,728			2,658,728	40

Part II	EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2013 -- Continued			CITY OF OSKALOOSA			<input type="checkbox"/> GAAP		<input checked="" type="checkbox"/> NON-GAAP = CASH BASIS				
	Line No.	Item description	General (a)	Special revenue (b)	TIF special revenue (c)	Debt service (d)	Capital projects (e)	Permanent (f)	Total governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Code	GRAND TOTAL (Sum of col. (g)) (i)	Line No.
41	Section B — PUBLIC WORKS												41
42	Roads, bridges, sidewalks — Current operation	46,694	840,317					887,011			E44	887,011	42
43	Purchase of land and equipment		140,320					140,320			G44	140,320	43
44	Construction							0			F44	0	44
45	Parking meter and off-street — Current operation							0			E60	0	45
46	Purchase of land and equipment							0			G60	0	46
47	Construction							0			F60	0	47
48	Street lighting — Current operation	88,108	42,859					130,967			E44	130,967	48
49	Traffic control safety — Current operation		34,336					34,336			E44	34,336	49
50	Purchase of land and equipment		38,530					38,530			G44	38,530	50
51	Construction							0			F44	0	51
52	Snow removal — Current operation		62,136					62,136			E44	62,136	52
53	Purchase of land and equipment							0			G44	0	53
54	Highway engineering — Current operation							0			E44	0	54
55	Purchase of land and equipment							0			G44	0	55
56	Construction							0			F44	0	56
57	Street cleaning — Current operation		24,993					24,993			E81	24,993	57
58	Purchase of land and equipment							0			G81	0	58
59	Airport (if not an enterprise) — Current operation							0			E01	0	59
60	Purchase of land and equipment							0			G01	0	60
61	Construction							0			F01	0	61
62	Garbage (if not an enterprise) — Current operation							0			E81	0	62
63	Purchase of land and equipment							0			G81	0	63
64	Construction							0			F81	0	64
65	Other public works — Current operation							0			E89	0	65
66	Purchase of land and equipment							0			G89	0	66
67	Construction							0			F89	0	67
68								0				0	68
69								0				0	69
70								0				0	70
71								0				0	71
72								0				0	72
73								0				0	73
74								0				0	74
75								0				0	75
76								0				0	76
77								0				0	77
78								0				0	78
79								0				0	79
80	TOTAL PUBLIC WORKS	134,802	1,183,491	0	0	0	0	1,318,293				1,318,293	80

Part II		EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2013 -- Continued				CITY OF OSKALOOSA			<input type="checkbox"/> GAAP		<input checked="" type="checkbox"/> NON-GAAP = CASH BASIS		
Line No.	Item description	General (a)	Special revenue (b)	TIF special revenue (c)	Debt service (d)	Capital projects (e)	Permanent (f)	Total governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Code	GRAND TOTAL (Sum of col. (g)) (i)	Line No.	
81	Section C — HEALTH AND SOCIAL SERVICES											81	
82	Welfare assistance — Current operation							0		E79	0	82	
83	Purchase of land and equipment							0		G79	0	83	
84	City hospital — Current operation							0		E36	0	84	
85	Purchase of land and equipment							0		G36	0	85	
86	Construction							0		F36	0	86	
87	Payments to private hospitals — Current operation							0		E36	0	87	
88	Health regulation and inspections — Current operation							0		E32	0	88	
89	Purchase of land and equipment							0		G32	0	89	
90	Construction							0		F32	0	90	
91	Water, air, and mosquito control — Current operation							0		E32	0	91	
92	Purchase of land and equipment							0		G32	0	92	
93	Construction							0		F32	0	93	
94	Community mental health — Current operation							0		E32	0	94	
95	Purchase of land and equipment							0		G32	0	95	
96	Construction							0		F32	0	96	
97	Other health and social services — Current operation							0		E79	0	97	
98	Purchase of land and equipment							0		G79	0	98	
99	Construction							0		F79	0	99	
100								0			0	100	
101								0			0	101	
102								0			0	102	
103	TOTAL HEALTH AND SOCIAL SERVICES	0	0	0	0	0	0	0			0	103	
104												104	
105												105	
106												106	
107												107	
108												108	
109												109	
110												110	
111												111	
112												112	
113												113	
114												114	
115												115	
116												116	
117												117	
118												118	
119												119	
120												120	

Part II		EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2013 -- Continued			CITY OF OSKALOOSA			<input type="checkbox"/> GAAP <input checked="" type="checkbox"/> NON-GAAP = CASH BASIS				
Line No.	Item description	General (a)	Special revenue (b)	TIF special revenue (c)	Debt service (d)	Capital projects (e)	Permanent (f)	Total governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Code	GRAND TOTAL (Sum of col. (g)) (i)	Line No.
121	Section D — CULTURE AND RECREATION											121
122	Library services — Current operation	504,325	98,182					602,507		E52	602,507	122
123	Purchase of land and equipment	18,919						18,919		G52	18,919	123
124	Construction							0		F52	0	124
125	Museum, band, theater — Current operation	19,166						19,166		E61	19,166	125
126	Purchase of land and equipment							0		G61	0	126
127	Parks — Current operation	64,051	1,043					65,094		E61	65,094	127
128	Purchase of land and equipment	37,579						37,579		G61	37,579	128
129	Construction	5,004						5,004		F61	5,004	129
130	Recreation — Current operation	96,979	99,975					196,954		E61	196,954	130
131	Purchase of land and equipment	3,566						3,566		G61	3,566	131
132	Construction							0		F61	0	132
133	Cemetery — Current operation							0		E03	0	133
134	Purchase of land and equipment							0		G03	0	134
135	Community center, zoo, marina, and auditorium							0		E61	0	135
136	Other culture and recreation							0		E61	0	136
137	Purchase of land and equipment							0		G61	0	137
138	Construction							0		F61	0	138
139	TOTAL CULTURE AND RECREATION	749,589	199,200	0	0	0	0	948,789			948,789	139
140	Section E — COMMUNITY AND ECONOMIC DEVELOPMENT											140
141	Community beautification — Current operation							0		E89	0	141
142	Purchase of land and equipment							0		G89	0	142
143	Economic development — Current operation	31,188	1,048,994					1,080,182		E89	1,080,182	143
144	Purchase of land and equipment							0		G89	0	144
145	Housing and urban renewal — Current operation	1,745	51,558					53,303		E50	53,303	145
146	Purchase of land and equipment							0		G50	0	146
147	Construction							0		F50	0	147
148	Planning and zoning — Current operation	1,188						1,188		E29	1,188	148
149	Purchase of land and equipment							0		G29	0	149
150	Other community and economic development — Current operation							0		E89	0	150
151	Purchase of land and equipment							0		G89	0	151
152	Construction							0		F89	0	152
153	TIF Rebates							0		E89	0	153
154	TOTAL COMMUNITY AND ECONOMIC DEVELOPMENT	34,121	1,100,552	0	0	0	0	1,134,673			1,134,673	154
155												155
156												156
157												157
158												158

TIF Rebates are expended out of the TIF Special Revenue Fund within the Community and Economic Development program's activity "Other"

Part II	EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2013 -- Continued			CITY OF OSKALOOSA			<input type="checkbox"/> GAAP <input checked="" type="checkbox"/> NON-GAAP = CASH BASIS		Code	GRAND TOTAL (Sum of col. (g)) (i)	Line No.	
	Line No.	Item description	General (a)	Special revenue (b)	TIF special revenue (c)	Debt service (d)	Capital projects (e)	Permanent (f)				Total governmental (Sum of cols. (a) through (f)) (g)
159	Section F — GENERAL GOVERNMENT											
160	Mayor, council and city manager — Current operation	392,874						392,874		E29	392,874	160
161	Purchase of land and equipment	680						680		G29	680	161
162	Clerk, Treasurer, financial administration — Current operation	254,516						254,516		E23	254,516	162
163	Purchase of land and equipment							0		G23	0	163
164	Elections — Current operation							0		E89	0	164
165	Purchase of land and equipment							0		G89	0	165
166	Legal services and city attorney — Current operation	59,286						59,286		E25	59,286	166
167	Purchase of land and equipment							0		G25	0	167
168	City hall and general buildings — Current operation	50,446						50,446		E31	50,446	168
169	Purchase of land and equipment	6,777	579					7,356		G31	7,356	169
170	Construction							0		F31	0	170
171	Tort liability — Current operation	81,972						81,972		E89	81,972	171
172	Other general government — Current operation	3,468						3,468		E89	3,468	172
173	Purchase of land and equipment							0		G89	0	173
174								0			0	174
175								0			0	175
176	TOTAL GENERAL GOVERNMENT	850,019	579	0	0	0	0	850,598			850,598	176
177	Section G — DEBT SERVICE											
178					931,392			931,392			931,392	177
179								0			0	178
180								0			0	179
181								0			0	180
182	TOTAL DEBT SERVICE	0	0	0	931,392	0	0	931,392			931,392	181
183	Section H — REGULAR CAPITAL PROJECTS — Specify											
184	Park Shelter, City Hall Window, High Ave W Revitalization					136,708		136,708			136,708	184
185	Misc Street & Parking Lot Projects					642,832		642,832			642,832	185
186	GO Bonds					1,076,873		1,076,873			1,076,873	186
187	Subtotal Regular Capital Projects	0	0	0	0	1,856,413	0	1,856,413			1,856,413	187
188	— TIF CAPITAL PROJECTS — Specify											
189								0			0	188
190								0			0	189
191								0			0	190
192	Subtotal TIF Capital Projects	0	0	0	0	0	0	0			0	191
193	TOTAL CAPITAL PROJECTS	0	0	0	0	1,856,413	0	1,856,413			1,856,413	192
194	TOTAL GOVERNMENTAL ACTIVITIES EXPENDITURES	4,379,165	2,531,916	0	931,392	1,856,413	0	9,698,886			9,698,886	193
195	(Sum of lines 40, 80, 103, 139, 154, 176, 182, 193)											
196												195

Part II		EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2013 -- Continued				CITY OF OSKALOOSA			<input type="checkbox"/> GAAP		<input checked="" type="checkbox"/> NON-GAAP = CASH BASIS		
Line No.	Item description	General (a)	Special revenue (b)	TIF Special revenue (c)	Debt service (d)	Capital projects (e)	Permanent Fund (f)	Total current governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Code	GRAND TOTAL (Sum of col. (h)) (i)	Line No.	
197	Section I — BUSINESS TYPE ACTIVITIES											197	
198	Water — Current operation								1,403,221	E91	1,403,221	198	
199	Purchase of land and equipment								129,251	G91	129,251	199	
200	Construction								297,853	F91	297,853	200	
201	Sewer and sewage disposal — Current operation								762,505	E80	762,505	201	
202	Purchase of land and equipment								57,941	G80	57,941	202	
203	Construction								33,882	F80	33,882	203	
204	Electric — Current operation									E92	0	204	
205	Purchase of land and equipment									G92	0	205	
206	Construction									F92	0	206	
207	Gas Utility — Current operation									E93	0	207	
208	Purchase of land and equipment									G93	0	208	
209	Construction									F93	0	209	
210	Parking — Current operation									E60	0	210	
211	Purchase of land and equipment									G60	0	211	
212	Construction									F60	0	212	
213	Airport — Current operation								140,082	E01	140,082	213	
214	Purchase of land and equipment								6,900	G01	6,900	214	
215	Construction									F01	0	215	
216	Landfill/Garbage — Current operation									E81	0	216	
217	Purchase of land and equipment									G81	0	217	
218	Construction									F81	0	218	
219	Hospital — Current operation									E36	0	219	
220	Purchase of land and equipment									G36	0	220	
221	Construction									F36	0	221	
222	Transit — Current operation									E94	0	222	
223	Purchase of land and equipment									G94	0	223	
224	Construction									F94	0	224	
225	Cable TV, telephone, Internet — Current operation									E03	0	225	
226	Purchase of land and equipment									G03	0	226	
227	Housing authority — Current operation									E50	0	227	
228	Purchase of land and equipment									G50	0	228	
229	Construction									F50	0	229	
230	Storm water — Current operation								65,792	E80	65,792	230	
231	Purchase of land and equipment									G80	0	231	
232	Construction								98,231	F80	98,231	232	
233												233	
234												234	
235												235	
236												236	

Part II		EXPENDITURES AND OTHER FINANCING USES FOR FISCAL YEAR ENDED JUNE 30, 2013 -- Continued				CITY OF OSKALOOSA			<input type="checkbox"/> GAAP		<input checked="" type="checkbox"/> NON-GAAP = CASH BASIS	
Line No.	Item description	General (a)	Special revenue (b)	TIF special revenue (c)	Debt service (d)	Capital projects (e)	Permanent (f)	Total governmental (Sum of cols. (a) through (f)) (g)	Proprietary (h)	Code	GRAND TOTAL (Sum of cols. (g) and (h)) (i)	Line No.
237	Section I — BUSINESS TYPE ACTIVITIES — Cont.											237
238	Other business type — Current operation								5,785	E89	5,785	238
239	Purchase of land and equipment									G89	0	239
240	Construction								12,606	F89	12,606	240
241												241
242	Enterprise Debt Service								936,636		936,636	242
243	Enterprise Capital Projects								99,475		99,475	243
244	Enterprise TIF Capital Projects										0	244
245	Internal service funds — Specify											245
246											0	246
247											0	247
248											0	248
249											0	249
250											0	250
251	TOTAL BUSINESS TYPE ACTIVITIES								4,050,160		4,050,160	251
252												252
253	TOTAL EXPENDITURES (Sum of lines 194 and 251)	4,379,165	2,531,916	0	931,392	1,856,413	0	9,698,886	4,050,160		13,749,046	253
254	Section J — OTHER FINANCING USES INCLUDING TRANSFERS OUT									NE		254
255	Regular transfers out	942,943	1,054,672			836,415		2,834,030	2,302,319		5,136,349	255
256	Internal TIF loans/repayments and transfers out			115,258				115,258			115,258	256
257								0			0	257
258	TOTAL OTHER FINANCING USES	942,943	1,054,672	115,258	0	836,415	0	2,949,288	2,302,319		5,251,607	258
259	TOTAL EXPENDITURES AND OTHER FINANCING USES (Sum of lines 253 and 258)	5,322,108	3,586,588	115,258	931,392	2,692,828	0	12,648,174	6,352,479		19,000,653	259
260												260
261	Ending fund balance June 30, 2013:											261
262	Governmental:											262
263	Nonspendable							0			0	263
264	Restricted		2,848,813	1,382	191,707	425,264		3,467,166			3,467,166	264
265	Committed							0			0	265
266	Assigned							0			0	266
267	Unassigned	3,464,600						3,464,600			3,464,600	267
268	Total Governmental	3,464,600	2,848,813	1,382	191,707	425,264	0	6,931,766			6,931,766	268
269	Proprietary								4,391,145		4,391,145	269
270	Total ending fund balance June 30, 2013	3,464,600	2,848,813	1,382	191,707	425,264	0	6,931,766	4,391,145		11,322,911	270
271	TOTAL REQUIREMENTS (Sum of lines 259 and 270)	8,786,708	6,435,401	116,640	1,123,099	3,118,092	0	19,579,940	10,743,624		30,323,564	271
272												272

Part III INTERGOVERNMENTAL EXPENDITURES CITY OF OSKALOOSA
 Please report below expenditures made to the State or to other local governments on a reimbursement or cost sharing basis. Include these expenditures in part II. *Enter amount, omit cents.*

Purpose	Amount paid to other local governments
Correction.....	M05 \$
Health.....	M32
Highways.....	M44
Transit subsidies.....	M94
Libraries.....	M52
Police protection.....	M62 25,000
Sewerage.....	M80
Sanitation.....	M81
All other.....	M89 \$ 178,475

Purpose	Amount paid to State
Highways.....	L44 \$
All other.....	L89 \$

Part IV SALARIES AND WAGES
 Report here the total salaries and wages paid to all employees of your government before deductions of social security, retirement, etc. Include also salaries and wages paid to employees of any utility owned and operated by your government, as well as salaries and wages of municipal employees charged to construction projects.

Total salaries and wages paid.....	Amount - Omit cents	
	Z00 \$	
		3,466,058

Part V DEBT OUTSTANDING, ISSUED, AND RETIRED

A. Long-term debt	Debt outstanding JULY 1, 2012 (a)	Debt during the fiscal year		Debt Outstanding JUNE 30, 2013				Interest paid this year (h)
		Issued (b)	Retired (c)	General obligation (d)	TIF revenue (e)	Revenue (f)	Other (g)	
1. Water utility	19U \$ 5,645,000	29U \$	39U \$ 236,000	49U \$	49U \$	49U \$ 5,409,000	49U	191 \$ 169,358
2. Sewer utility	19U 3,698,000	29U	39U 399,000	49U	49U	49U 3,299,000	49U	189 110,940
3. Electric utility	19U	29U	39U	49U	49U	49U		192
4. Gas utility	19U	29U	39U	49U	49U	49U		193
5. Transit-bus	19U	29U	39U	49U	49U	49U		194
6. Industrial Revenue	19T	24T	34T		44T	44T		189
7. Mortgage revenue	19T	24T	34T		44T	44T		189
8. TIF revenue	19U	29U	39U	49U	49U	49U	49U	189
9. Refunding Equipment	19U 1,175,000	29U	39U 405,000	49U 770,000	49U	49U	49U	189 26,258
10. Streets	19U 607,047	29U	39U 44,282	49U 562,765	49U	49U	49U	189 22,788
11.	19U 3,058,750	29U	39U 316,250	49U 2,742,500	49U	49U	49U	189 115,347
12.	19U	29U	39U	49U	49U	49U	49U	189
13.	19U	29U	39U	49U	49U	49U	49U	189
14.	19U	29U	39U	49U	49U	49U	49U	189
Total long-term debt	14,183,797	0	1,400,532	4,075,265	0	8,708,000	0	444,691

B. Short-term debt	Amount - Omit cents	
Outstanding as of JULY 1, 2012	61V \$	
Outstanding as of JUNE 30, 2013	64V \$	

Part VI DEBT LIMITATION FOR GENERAL OBLIGATION BONDS
 Click to visit DOM Valuation WEBSITE. 100% VAL BY INDIVIDUAL LEVY AUTHORITY
 Actual valuation -- January 1, 2011

Part VII CASH AND INVESTMENT ASSETS AS OF JUNE 30, 2013		Amount - Omit cents		
	\$	496,953,490	x .05 = \$	24,847,675

Type of asset	Amount - Omit cents				
	Bond and interest funds (a)	Bond construction funds (b)	Pension/retirement funds (c)	all other funds (d)	Total (e)
Cash and investments - Include cash on hand, CD's, time, checking and savings deposits, Federal securities, Federal agency securities, State and local government securities, and all other securities. Exclude value of real property.	W01 \$	W31 \$		W61	
	191,707			11,997,571	12,189,278

REMARKS V98



CITY COUNCIL COMMUNICATION

MEETING DATE: November 4, 2013

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE:

Consider a resolution approving the 2013 Fiscal Year Urban Renewal Report.

EXPLANATION:

Each city that had an urban renewal plan and area in effect at any time during the most recently ended fiscal year shall complete and file with the department of management an urban renewal report by December 1 following the end of such fiscal year.

This report includes the urban renewal plan and all amendments, ordinances, maps, list and description of all urban renewal projects, revenues and expenditures in the TIF Special Revenues Fund and bonds that remain unpaid at the close of the fiscal year.

Staff recommends approval of the 2013 Fiscal Year Urban Renewal Report.

BUDGET CONSIDERATION:

None

ATTACHMENTS:

Resolution
2013 Fiscal Year Urban Renewal Report

RESOLUTION NO. _____

RESOLUTION APPROVING THE 2013 FISCAL YEAR URBAN
RENEWAL REPORT

WHEREAS, the Code of Iowa requires that an Urban Renewal Report for the fiscal year be filed with the Iowa Department of Management by December 1 of each year, and

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Oskaloosa, Iowa that the 2013 Fiscal Year Urban Renewal Report referred to in the preamble hereof be hereby approved.

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

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

Annual Urban Renewal Report, Fiscal Year 2012 - 2013

Levy Authority Summary

Local Government Name: OSKALOOSA
 Local Government Number: 62G590

Active Urban Renewal Areas	U.R. #	# of Tif Taxing Districts
OSKALOOSA CITY URBAN RENEWAL	62001	1

TIF Debt Outstanding: 360,171

TIF Sp. Rev. Fund Cash Balance as of 07-01-2012:	3,275	0	Amount of 07-01-2012 Cash Balance Restricted for LMI
---	--------------	----------	---

TIF Revenue:	113,250
TIF Sp. Revenue Fund Interest:	115
Asset Sales & Loan Repayments:	0
Total Revenue:	113,365

Rebate Expenditures:	0
Non-Rebate Expenditures:	115,258
Returned to County Treasurer:	0
Total Expenditures:	115,258

TIF Sp. Rev. Fund Cash Balance as of 06-30-2013:	1,382	0	Amount of 06-30-2013 Cash Balance Restricted for LMI
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**Year-End Outstanding TIF
 Obligations, Net of TIF Special
 Revenue Fund Balance: 243,531**

Urban Renewal Area Data Collection

Local Government Name: OSKALOOSA (62G590)
 Urban Renewal Area: OSKALOOSA CITY URBAN RENEWAL
 UR Area Number: 62001
 UR Area Creation Date: 06/1985
 UR Area Purpose: See attached plan.

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
OSKALOOSA CITY/OSKALOOSA SCH/OSKALOOSA UR TIF INCREM	62053	62056	3,100,000

Urban Renewal Area Value by Class - 1/1/2011 for FY 2013

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	341,504,210	108,356,000	27,469,590	0	-1,047,306	476,282,494	0	476,282,494
Taxable	0	173,319,558	108,356,000	27,469,590	0	-1,047,306	308,097,842	0	308,097,842
Homestead Credits									2,524

TIF Sp. Rev. Fund Cash Balance as of 07-01-2012: **3,275** **0** **Amount of 07-01-2012 Cash Balance Restricted for LMI**

TIF Revenue:	113,250
TIF Sp. Revenue Fund Interest:	115
Asset Sales & Loan Repayments:	0
Total Revenue:	113,365
Rebate Expenditures:	0
Non-Rebate Expenditures:	115,258
Returned to County Treasurer:	0
Total Expenditures:	115,258

TIF Sp. Rev. Fund Cash Balance as of 06-30-2013: **1,382** **0** **Amount of 06-30-2013 Cash Balance Restricted for LMI**

Projects For OSKALOOSA CITY URBAN RENEWAL

West Area

Description:	West Area
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	Yes

World Food Park

Description:	World Food Park
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

Industrial Park

Description:	Industrial Park
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

Debts/Obligations For OSKALOOSA CITY URBAN RENEWAL

GO Capital Loan Notes 2008B

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	337,683
Interest:	22,488
Total:	360,171
Annual Appropriation?:	No
Date Incurred:	04/23/2008
FY of Last Payment:	2015

TIF Taxing District Data Collection

Local Government Name: OSKALOOSA (62G590)
 Urban Renewal Area: OSKALOOSA CITY URBAN RENEWAL (62001)
 TIF Taxing District Name: OSKALOOSA CITY/OSKALOOSA SCH/OSKALOOSA UR TIF INCREM
 TIF Taxing District Inc. Number: 62056

	UR Designation
TIF Taxing District Base Year: 1979	Slum 02/1978
FY TIF Revenue First Received: 1986	Blighted 02/1978
Subject to a Statutory end date? No	Economic Development 02/1978

TIF Taxing District Value by Class - 1/1/2011 for FY 2013

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	341,504,210	108,356,000	27,469,590	0	-1,047,306	476,282,494	0	476,282,494
Taxable	0	173,319,558	108,356,000	27,469,590	0	-1,047,306	308,097,842	0	308,097,842
Homestead Credits									2,524

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2013	360,240,025	117,089,775	3,100,000	113,989,775	4,003,362

FY 2013 TIF Revenue Received: 113,250

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: November 4, 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: November 4, 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: November 4, 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 collective bargaining strategy with the City Council.

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS:

None.