



**City of Oskaloosa
City Council Meeting Regular Session
Council Chambers
City Hall, 220 S. Market Street
Oskaloosa IA, 52577
Agenda
May 19, 2015**

Call to Order and Roll Call - 6:00 P.M.

1. Invocation: Pastor Michael Dotson, Assembly of God Church

2. Pledge of Allegiance.

I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

3. Roll Call

_____ Mayor David Krutzfeldt, Council Members:

_____ Caligiuri, _____ Jimenez, _____ Moore, _____ Van Zetten, _____ Ver Steeg,

_____ Walling, _____ Yates.

Documents: [AGENDA ITEMS 1-3.DOCX](#)

4. Community Comments.

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.

Documents: [AGENDA ITEM COMMUNITY COMMENTS.DOCX](#)

5. Consider Adoption of Consent Agenda as Presented or Amended.

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

Documents: [CONSENT AGENDA SUMMARY.DOCX](#), [AGENDA ITEM CONSENT - BOARD AND COMMISSION MINUTES.DOCX](#)

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

1. May 5, 2014 Regular City Council Meeting Minutes
2. May 19, 2014 Agenda

Documents: [CITY COUNCIL MINUTES MAY 5, 2014.DOC](#)

B. Receive and file minutes of Boards and Commissions

Any recommendations contained in minutes become effective only upon separate

Council action.

1. December 5, 2013 Housing Trust Fund Committee Minutes
2. March 6, 2014 Housing Trust Fund Committee Minutes
3. March 24, 2014 Library Board of Trustees Minutes
4. May 3, 2014 City Band Board Minutes
5. April 28, 2014 Library Board of Trustees Minutes
6. April 1, 2014 City Band Board Minutes
7. May 12, 2014 Planning and Zoning Commission Minutes

Documents: [DEC 5 2014 HOUSING TRUST FUND COMMITTEE MINUTES.PDF](#), [MARCH 2014 OHTF MINUTES.DOCX](#), [MAR 2014 LIB MINUTES.DOC](#), [CITY BAND BOARD 5-3-14 MINUTES.DOC](#), [APR 2014 LIB MINUTES.DOC](#), [CITY BAND BOARD 4-1-14.DOC](#), [MAY 12 2014 P Z MINUTES.DOCX](#)

C. Consider approval of an ownership update for Mahaska Bowling and Recreation Center, Inc., 1700 A Avenue East.

Who is submitting this item. City Clerk/Finance Department

Documents: [CITY COMM-MAHASKA BOWLING OWNERSHIP UPDATE.DOC](#)

D. Consider a motion to receive and file financial reports for April 2014

Who is submitting this item. City Clerk/Finance Department

Documents: [CITY COMM-FINANCIAL REPORTS.DOC](#), [OSKALOOSA IA TREASURERS REPORT APRIL 2014.PDF](#)

E. Consider a resolution providing for the financial support of the Area 15 Regional Planning Commission for Fiscal Year 2015.

Who is submitting this item. City Manager Department

Documents: [ITEM - RESOLUTON OF FINANCIAL SUPPORT FOR RPC.DOCX](#), [LETTER FROM RPC.PDF](#), [RPA FEE RESOLUTION 2014.DOC](#)

F. Consider an ordinance amending driveway culvert regulations in Oskaloosa Municipal Code Section 12.28.060 – 3rd Reading.

Who is submitting this item. Public Works Director

Documents: [EXPLANATION DRIVEWAY CULVERT.DOC](#), [ORDINANCE.DOC](#), [CULVERT INFORMATION.XLSX](#)

G. Consider an ordinance amending the Oskaloosa Municipal Code to reflect a parking restriction along both sides of North 11th Street from C Avenue East to J Avenue East – 3rd Reading.

Who is submitting this item. Public Works Director

Documents: [EXPLANATION NORTH 11TH.DOC](#), [ORDINANCE.DOC](#), [MAP.PDF](#)

H. **Consider a resolution scheduling a public hearing on vacation and sale of 120' X 16.5' of the north-south alley adjacent to 505 4th Avenue East.**

Who is submitting this item. Public Works Director

Documents: [EXPLANATION 505 4TH AVE ALLEY VACATE.DOC](#), [RESOLUTION.DOC](#), [LOCATION MAP.PDF](#), [PICTURES.DOCX](#), [505 4TH AVE E ALLEY APPLICATION AND LETTER.PDF](#), [SURVEY RESPONSES.XLS](#)

I. ----- **END OF CONSENT AGENDA** -----

6. **Regular Agenda**

Documents: [AGENDA ITEM - REGULAR ACTION ITEMS.DOCX](#)

A. **Discussion and possible action on the City Council Planning Committee report and recommendations on the Blue Zones community policy pledge items**

Who is submitting this item. City Council Planning Committee

Documents: [20140519 - PLANNING COMMITTEE BLUE ZONES COMMUNITY POLICY PLEDGE ITEM.DOC](#), [1. BLUE ZONES COMMUNITY POLICY.PDF](#), [2. SELECTED BLUE ZONES COMMUNITY POLICY 2.PDF](#), [3. OLD BLUE ZONES COMMUNITY PLEDGE SHEET.PDF](#), [4. CP_DETAIL_027_BUILTENVIRONMENTCHANGES_2013_FINAL_WM.PDF](#), [5-13-14 EDIT 3 0 \(2\).DOCX](#)

B. **Consider a site plan for Webster School parking improvements along the north side of 5th Avenue East between South 7th Street and South 9th Street.**

Who is submitting this item. Public Works Director

Documents: [EXPLANATION - WEBSTER PARKING IMPROVEMENTS.DOC](#), [WEBSTER PARKING IMPROVEMENTS 4-25-14.PDF](#)

C. **Consider an ordinance amending the City Code of the City of Oskaloosa, Iowa, by amending provisions pertaining to Chapter 10.48 – “Parking Regulations Generally”, Section 10.48.255 – “School loading and unloading zones”.**

Who is submitting this item. Public Works Director

Documents: [EXPLANATION WEBSTER LOADING ZONE.DOC](#), [ORDINANCE LOADING ZONE.DOC](#), [WEBSTER SCHOOL LOADING ZONE.PDF](#)

D. **Consider an ordinance to establish a no parking zone along both sides of South 4th Street from 15th Avenue East to a point twenty-five feet north of 15th Avenue East – 1st Reading.**

Who is submitting this item. Public Works Director

Documents: [EXPLANATION SOUTH 4TH STREET.DOC](#), [ORDINANCE NO PARKING REV2.DOC](#), [SURVEY RESPONSE.XLS](#), [LETTER.PDF](#)

- E. **Consider an ordinance amending the City Code of the City of Oskaloosa, Iowa, by deleting current code Chapter 10.78 and inserting in lieu thereof a corrected section to comport with state statutes – 2nd reading.**

Who is submitting this item. Chief Jake McGee

Documents: [ITEM - CHAPTER 10.78 CODE UPDATE.DOCX](#), [CHAPTER 10.78 CODE UPDATE ORDINANCE.DOCX](#)

- F. **Consider an ordinance amending Oskaloosa City Code Chapter 8.08 to allow more expeditious abatement of repeat nuisance offenses.**

Who is submitting this item. Fire Department

Documents: [20140519 - 8.08 NUISANCE CODE AMENDMENT.DOCX](#), [ORDINANCE AMENDMENT TO NUISANCE 2014.DOCX](#)

- G. **Consider a resolution for preliminary approval of plans, specifications, form of contract, and estimated cost; and also for ordering publication of notice of hearing, and notice to bidders for the 3rd Avenue East Reconstruction Project.**

Who is submitting this item. Public Works Director

Documents: [3RD AVE PROJECT AGENDA.DOC](#), [3RD AVENUE PROJECT RESOLUTION.DOCX](#), [04 NOTICE TO BIDDERS.PDF](#), [PRELIM 3RD AVE OSKALOOSA 05-13-2014.PDF](#)

7. Report on Items from City Staff.

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

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

Documents: [AGENDA ITEM - REPORTS FROM STAFF.DOCX](#)

8. City Council Information

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.

Documents: [AGENDA ITEM - INFORMATION FROM CITY COUNCIL.DOCX](#)

9. Adjournment

If you require special accommodations, please contact the City Manager's Office at least 24 hours prior to the meeting at (641) 673-9431.



City Council
Communication

Meeting Date: May 19, 2014

Requested By: Mayor & City Council

Item Title: Call to Order and Roll Call - 6:00 p.m.

1. Invocation: Pastor Michael Dotson, Assembly of God Church
2. Pledge of Allegiance
3. Roll Call: _____ Mayor David Krutzfeldt, Council Members:

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

Explanation:

Not applicable.

Budget Consideration:

Not applicable.

Attachments :

None.



City Council Communication

Meeting Date: May 19, 2014

Requested By: Mayor & City Council

Item Title: Community Comments

Explanation :

This item is reserved to receive comments from the community for concerns whether or not they are included in the current agenda. The community is encouraged to come and speak before the Mayor and City Council and asked to keep statements brief. Time shall be limited to no more than three minutes. Any questions are to be asked of the City staff, Council Members, or the Mayor prior to speaking to the full Council so concerns may be properly researched and answered away from the meeting. Comments are to be directed to the Mayor and City Council only.

Budget Consideration:

Not applicable.

Attachments :

None.

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

- Item A. Minutes and reports from city council meetings.**
Staff recommends council receive and file these documents.
- Item B. Board and Commission Minutes:**
Staff recommends council receive and file these documents.
- Item C. Consider approval of an ownership update for Mahaska Bowling and Recreation Center, 1700 A Avenue East.**
- Item D. Receive and file financial reports for April 2014.**
- Item E. Consider a resolution providing for the financial support of the Area 15 Regional Planning Commission for Fiscal Year 2015.**
- Item F. Consider an ordinance amending driveway culvert regulations in Oskaloosa Municipal Code Section 12.28.060 - 3rd reading.**
- Item G. Consider an ordinance amending the Oskaloosa Municipal Code to reflect a parking restriction along both sides of North 11th Street from C Avenue East to J Avenue East - 3rd reading.**
- Item H. Consider a resolution scheduling a public hearing on vacation and sale of 120' X 16.5' of the north-south alley adjacent to 505 4th Avenue East.**



City Council Communication

Meeting Date: May 19, 2014

Requested By: City Manager's Office

Item Title: C ONSENT AGENDA

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. May 5, 2014 City Council Regular Meeting Minutes
 - 2. May 19, 2014 Agenda

- B. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - 1. December 5, 2013 Housing Trust Fund Committee Minutes
 - 2. March 6, 2014 Housing Trust Fund Committee Minutes
 - 3. March 24, 2014 Library Board of Trustees Minutes
 - 4. May 3, 2014 City Band Board Minutes
 - 5. April 28, 2014 Library Board of Trustees Minutes
 - 6. April 1, 2014 City Band Board Minutes
 - 7. May 12, 2014 Planning and Zoning Commission Minutes

Budget Consideration:

Not applicable.

Attachments :

May 5, 2014 City Council Regular Meeting Minutes
December 5, 2013 Housing Trust Fund Committee Minutes
March 6, 2014 Housing Trust Fund Committee Minutes
March 24, 2014 Library Board of Trustees Minutes
May 3, 2014 City Band Board Minutes
April 28, 2014 Library Board of Trustees Minutes
April 1, 2014 City Band Board Minutes

May 12, 2014 Planning and Zoning Commission Minutes

OSKALOOSA CITY COUNCIL
REGULAR MEETING
May 5, 2014

The Oskaloosa City Council met in regular session on Monday, May 5, 2014, 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.

Ann Whitis, 152 Highland, and Shirley Fry, 316 Keomah Village, commented on Blue Zones; Walter Tippett, 2651 Luminary Lane, Pam Tippett, 2651 Luminary Lane, and Nancy Shipman, 2567 285th Street, owner of the property located at 417 15th Avenue East, commented on the proposed parking restriction on South 4th Street.

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

1. April 21, 2014 City Council Regular Meeting Minutes
2. May 5, 2014 Agenda
3. Receive and file the following reports and communications from advisory and operating boards and commission:
 - a. February 10, 2014 Water Board/City Council Joint Meeting Minutes
 - b. March 10, 2014 Water Board Minutes
 - c. March 26, 2014 Water Board Special Meeting Minutes
 - d. March 25, 2014 Board of Adjustment Minutes
 - e. April 22, 2014 Board of Adjustment Minutes
 - f. April 23, 2014 Historic Preservation Commission Minutes
 - g. April 7, 2014 Airport Commission Minutes
 - h. April 28, 2014 Civil Service Commission Minutes
4. Payment of claims for April 2014.

The roll was called and the vote was:

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

Whereupon the Mayor declared said motion approved.

Caligiuri introduced Resolution No. 14-05-35 entitled "RESOLUTION ADOPTING REVISED FEE SCHEDULE FOR THE CITY OF OSKALOOSA" 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 Caligiuri, seconded by Ver Steeg to approve the request from the Oskaloosa Farmers Market to hold the Farmers' Market from May 27, 2014, through October 14, 2014, on Tuesday afternoons on the east side of the square on South 1st Street from approximately 3:15 p.m. to 6:00 p.m. The roll was called and the vote was:

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

Whereupon the Mayor declared said motion approved.

Caligiuri introduced Resolution No. 14-05-36 entitled "RESOLUTION OF SUPPORT AND FINANCIAL COMMITMENT FOR THE MAIN STREET PROGRAM IN OSKALOOSA, IOWA" 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. 14-05-37 entitled "RESOLUTION APPROVING THE DISPOSAL OF SURPLUS CITY-OWNED EQUIPMENT" 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.

The Mayor announced there were vacancies on the Building Code Board of Appeals and Water Board.

Brad Reiman, Bearence Management Group, reviewed the proposal for employee life insurance, health insurance and flex plan for Fiscal Year 2015.

Jimenez introduced Resolution No. 14-05-38 entitled "RESOLUTION ADOPTING THE PROPOSAL FOR EMPLOYEE LIFE INSURANCE FROM NATIONAL INSURANCE SERVICES, HEALTH INSURANCE FROM SUN LIFE FINANCIAL WITH WELLMARK AS ADMINISTRATOR AND CLASSICBLUE PPO AND THE FLEX PLAN ADMINISTERED BY WAGE WORKS FOR FISCAL YEAR 2015" and moved its approval. Caligiuri seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Jim Hansen, Chairman of the South Central Regional Airport Agency, presented a project update and review of the efforts made to date by the South Central Regional Airport Agency Board on the South Central Regional Airport Project.

Natalie Spray, Blue Zones representative, addressed City Council regarding the Blue Zones Project.

City Council discussed the Blue Zones Project.

Moore introduced "AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY DELETING CURRENT CODE CHAPTER 10.78 AND INSERTING IN LIEU THEREOF A CORRECTED SECTION TO COMPORT WITH STATE STATUTES" and moved its approval on the first reading. Caligiuri seconded the motion. The roll was called and the vote was:

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

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

Caligiuri introduced "AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING TITLE 12 – STREETS, SIDEWALKS AND PUBLIC PLACES, CHAPTER 12.28 – DRIVEWAYS, SECTION 12.28.060 – DRIVEWAYS ON UNPAVED STREETS, BY PROVIDING AMENDMENTS PERTAINING TO DRIVEWAY CULVERT REQUIREMENTS" and moved its approval on the second reading. Moore seconded the motion. The roll was called and the vote was:

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

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

Richard Shipman, 2567 285th Street, owner of the property located at 417 15th Avenue East, commented on the proposed parking restriction on South 4th Street.

It was moved by Van Zetten, seconded by Jimenez to deny "AN ORDINANCE ESTABLISHING "NO PARKING ZONES" ALONG BOTH SIDES OF SOUTH 4TH STREET BETWEEN 13TH AVENUE EAST AND 15TH AVENUE EAST, PROHIBITING THE PARKING OF MOTOR VEHICLES OR OTHER TYPES OF VEHICLES WITHIN SAID NO PARKING ZONE, AMENDING THE OSKALOOSA MUNICIPAL CODE TO REFLECT THE CHANGES, AND PROVIDING FOR PENALTIES FOR THE VIOLATION THEREOF" on the second reading. 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.

It was moved by Caligiuri, seconded by Yates to direct staff to re-evaluate parking on South 4th Street. 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.

Ver Steeg introduced "AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING PROVISIONS PERTAINING TO PARKING REGULATIONS" and moved its approval on the second reading. Jimenez seconded the motion. The roll was called and the vote was:

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

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

It was moved by Moore, seconded by Ver Steeg to approve Pay Request No. 6 in the amount of \$23,319.85 to DeLong Construction Inc. for work completed on the

West Area Sanitary Sewer Improvements Project. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

It was moved by Moore, seconded by Yates to approve the request from Marty Duffy, owner of the Cellar Peanut Pub at 206 Rock Island Avenue, for outdoor entertainment, alcohol consumption outside building premises, and a temporary variance from the noise ordinance for Saturday, May 17, 2014, from 6:00 p.m. to 11:00 p.m. and extended outdoor service area application approved subject to inspection. 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.

It was moved by Jimenez, seconded by Moore, to direct the City Manager to execute the necessary documents for the acquisition and demolition of 517 B Avenue West. The roll was called and the vote was:

AYES: Jimenez, Moore, Van Zetten and Ver Steeg

NAYS: Caligiuri, Walling and Yates

Whereupon the Mayor declared said motion approved.

It was moved by Moore, seconded by Jimenez to hold a closed session under Iowa Code Section 21.5.1.c. to discuss strategy with counsel on a matter presently in litigation or in which litigation is imminent where disclosure would be likely to prejudice or disadvantage the city's position. The roll was called and the vote was:

AYES: None

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

Whereupon the Mayor declared said motion denied.

It was moved by Caligiuri, seconded by Moore that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 8:08 p.m.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

OSKALOOSA HOUSING TRUST FUND COMMITTEE MINUTES

Thursday, December 5, 2013 - 12:00 Noon

City Hall Conference Room

The committee meeting was called to order by Chair Dalbey at 12:01 p.m. with the following members present: Kandes Dalbey, Rob Taylor, Dan Adams (arrived at 12:05 p.m.), Noel C. Stahle, Joe Caligiuri, Bernice Hahn, Kathie Dykstra and Valinn McReynolds (arrived at 12:10 p.m.). Members absent: Julia Ross, Dave Polkowske, Jon Sullivan, Randell Davis and Leon McCullough. Also present: City Staff Members Michael Schrock, Amy Miller and Marilyn Johannes.

It was moved by Caligiuri, seconded by Stahle to approve the November 7, 2013 Housing Trust Fund Committee Minutes. Motion carried unanimously.

It was moved by Hahn, seconded by Dykstra to approve demolition grant funds up to \$4,000 for demolition of the structure located at 816 B Avenue West. Motion carried unanimously.

(Dan Adams arrived at the meeting.)

City Manager Michael Schrock explained the request for OHTF funding from the Overland Property Group for a 48 unit apartment complex. Schrock told the committee that City Council gave conditional support and the Enterprise Zone Commission approved the project at their meeting on December 3. Schrock said the Iowa Finance Authority thought the project was sufficient to meet affordable housing demands and had approved providing a \$50,000 loan for the project. Schrock said Overland Property Group is also seeking funding participation from the Housing Trust Fund.

Taylor said he believes a \$50,000 loan to match the IFA loan is more manageable than the \$100,000 contribution suggested previously; getting the money back is better. Hahn said the loan concept is more palatable.

(Valinn McReynolds arrived at the meeting.)

Dalbey said the OHTF (Housing Needs Assessment) report shows the need for this project.

Taylor moved that the Housing Trust Fund loan Overland Property Group \$50,000 over a 15 year period at 0% interest with monthly payments contingent upon Overland Property Group getting funding from the Iowa Finance Authority. Adams seconded the motion. Motion carried unanimously.

Taylor said he would send the Overland Property Group promotional video on YouTube to the committee.

Dalbey proposed the subordination policy be amended to allow refinancing of mortgages to lower amortization if qualified mortgage requirements are met.

It was moved by Hahn, seconded by Taylor to approve amending the subordination policy to allow refinancing of mortgages if qualified mortgage requirements are met. Motion carried unanimously.

It was moved by Taylor seconded by Stahle to approve the November claims list for payment. Motion carried unanimously.

Miller reviewed the accounting report with the committee.

Schrock told the committee that remaining grant fund money would be used to provide part of the \$50,000 loan for Overland Property Group and the rest of the money would be taken out of the unrestricted housing trust fund.

The meeting adjourned at 12:28 p.m.

Minutes by Marilyn Johannes

OSKALOOSA HOUSING TRUST FUND COMMITTEE MINUTES

Thursday, March 6, 2014 - 12:00 Noon

City Hall Conference Room

The committee meeting was called to order by Chair Dalbey at 12:04 p.m. with the following members present: Kandes Dalbey, Rob Taylor, Dan Adams, Joe Caligiuri, Bernice Hahn and Carri Vande Ree. Members absent: Noel C. Stahle, Dave Polkowske, Randell Davis, Kathie Dykstra, Valinn McReynolds and Leon McCullough. Also present: MaryBeth Juergens, Rural Housing Specialist, and City Staff Members Michael Schrock, Amy Miller and Marilyn Johannes.

It was moved by Taylor, seconded by Hahn to approve the December 5, 2013 Housing Trust Fund Committee Minutes. Motion carried unanimously.

Dalbey administered the oath of office to Carri Vande Ree, the new representative of TruBank.

It was moved by Hahn, seconded by Adams to approve the request from Gary and Sue Gerard for demolition grant funds with a maximum of \$4000 in demolition grant funds for the property located at 1220 2nd Avenue West and a maximum of \$3500 for the property located at 1218 2nd Avenue West. Motion carried unanimously.

The committee discussed with staff whether or not to approve a subordination for Kathryn Roe at 402 South Market Street. Dalbey noted that subordination policy requirements had not been followed for this loan but the housing trust fund position was the same debt as before the property was refinanced. Adams and Dalbey concurred that this matter needed to be treated as an exception not as a change in the subordination policy. Dalbey said she would call Jeffrey Akers, Sr. Vice President of TruBank, and remind him of the policy.

It was moved by Adams, seconded by Caligiuri to approve a subordination for Kathryn Roe at 402 South Market Street. Motion carried with all ayes except Vande Ree who abstained.

Dalbey suggested the committee consider changing their meeting schedule from every month to every other month considering the committee has not needed to meet for the past two months. Taylor noted it is at the discretion of the chair when the committee meets. It was the consensus of the committee to try the new schedule and see how it works.

Miller reviewed the accounting report and discussed the claims with the committee.

It was moved by Caligiuri, seconded by Adams to approve the December, January and February claims lists for payment. Motion carried unanimously except for Vande Ree and Dalbey who abstained.

At 12:35 p.m. Dalbey left the meeting and Adams, Vice-Chair, took over.

Adams explained that at a recent Rural Development meeting he invited a representative of Rural Development to speak to the Oskaloosa Housing Trust Fund Committee regarding home repair/improvement programs that Rural Development offers. He introduced MaryBeth Juergens, Rural Development Housing Specialist, who

had distributed the following three handouts to the committee: Home Repair and Improvement Loans and Grants, Guaranteed Rural Housing Loans and Direct Rural Housing Loans.

Juergens reported that applicants must be 62 years old or older and meet low income requirements. She explained the loan program is for repairs and the grant program is for health and safety issues only. She said Rural Development can partner with OHTF regarding programs.

Schrock asked if frozen water lines qualified and Juergens indicated they did qualify and said they prefer two bids. Juergens said the applicant must own the home, but they can help a contract buyer if a deed is filed. She also noted the brochures she distributed are available on the Rural Development website.

The meeting adjourned at 12:45 p.m.

Minutes by Marilyn Johannes

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY – MARCH 24, 2014 -- 4:00 P.M.

The meeting was called to order by Board president Judy Bishop. Roll call was taken by Board secretary Susan Hasso with Trustees Paul Groenenboom, Chris Harbour, Jane Ireland, and Kathy Rothfus present. Sally Posovich and Michael Collins arrived later. Also present was Library Director William Ottens.

Minutes: Bishop called for a motion to approve the minutes of the February 24, 2014, Board meeting. Motion was made by Ireland, seconded by Groenenboom, to approve the minutes of the February 24, 2014, Board meeting. Motion passed.

Board Correspondence, Public Input or Friends Report: Under public input, Bishop reported that she had received a call from a person concerned about the teens making voo doo dolls at the Anti-Valentine party. Groenenboom and Posovich said that they had also received a call. After discussion, it was stated that the doll making was merely one of several activities at the party and not intended to educate about or promote voo doo. The Board felt that no action need be taken; however, Bishop wanted the individual to feel that their concerns were heard.

Director's Report: Library Director William Ottens highlighted some of the items in his report to the Board.

Programs and Events: William said that there was a really great response for Teen Tech Week. There were about 10 teens at each event, starting with the Tech Tear Apart on Monday, March 10th, where teens were able to take apart some of our old computers that were going to be recycled. Tuesday, they built nonfunctioning robots from the computer parts. On Wednesday, we visited with John Corey Whaley, author of the young adult novel, *Where Things Come Back*. Thursday, we did classic video game day, and Friday we did a pixel art workshop with Perler Beads. Planning for Summer Reading is now fully underway. So far we have received \$2025 from businesses and organizations in the community in support of the program. The Chemical Blast Off will be Monday, June 3 at 6:00 p.m. Liz and the Summer Reading Committee have planned several fun activities, including a volcano. William asked the Board if any of them would be available that evening to help staff craft tables and food booths.

Website Update: The rollout of the library's newly designed website took place on March 17th with no major problems. William said that he has been able to fix small things that have been brought to his attention.

Access Systems and Windows XP: William said that the library has been working with MPTIowa for server and other IT support, and they have been bought out by Access Systems. The City is currently working with Access Systems on a contract for IT support for all city departments, which would primarily cover the staff side of our network. Once they reach an agreement, William said that he will present what part of the billing the library will be responsible for. Also, Microsoft will be ending support for Windows XP on April 8, and they are projecting a serious increase in the risk for malware and other compromises to computers. While we were aware that the support was ending in April, we were not aware until recently of an increased risk because we have run outdated operating systems beyond support end dates in the past and have been just fine. William has asked for quotes on either updating all the computers to Windows 7, or switching staff computers over to a thin client. Paulette is also seeking quotes for computer replacement. William said that there is \$5000 budgeted for computers in the 2015 budget. Once he receives the quotes, William will report to the Technology Committee for their recommendations. There may need to be a special board meeting to vote on the committee's recommendation.

Advocating for Libraries: William talked about the enclosed chapter from the Iowa Library Trustee's Handbook on Advocating for the Library, which served as the continuing education discussion for this month.

William told the Board that Mayor Krutzfeldt had requested some newspaper articles regarding the water department from 1922. Susan did an awesome job finding the articles in a timely manner for the Mayor. These types of interactions promote the value of the library in the community.

Committee Reports:

Staff Committee – Jane Ireland, chair: None.

Budget & Finance Committee – Judy Bishop, chair: None

Policy & Planning Committee – Candace Slobe, chair: None

Technology Committee – Kathy Rothfus, chair: The committee will be meeting.

Building & Grounds – Michael Collins, chair: Collins said that the committee met and discussed two issues. First, the light poles in the parking lot need to be painted. The library is taking bids until April 16. The second is the staff entrance. The Building Inspector suggested 3 possible solutions. The area could be enclosed, but this would require an architect. The area could be repaired. Lastly, we could continue doing what we have been doing. Mike and the Building Inspector will attempt to find where the water is coming in and fix it. The Building Inspector said that there has been no structural damage at this point.

Unfinished Business: None.

New Business:

Rose Hill Contract Price Amendment: At the request of the city clerk of Rose Hill, William had staff review the patrons who have been coded as Rose Hill residents. Staff relies on the patron to tell us whether they are county or city residents. Since some patrons had been miscoded, William asked the Board to approve amending the amount requested from Rose Hill to \$874.66. William said that we have set up a process to verify the appropriate tax district for patrons. Motion was made by Collins, seconded by Ireland, to approve amending the amount requested from Rose Hill to \$874.66. Motion passed.

Approval of Claims: Motion was made by Rothfus, seconded by Harbour, to approve payment of the March claims. Motion passed.

President's Remarks: None

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

The next regular meeting will be on Monday, April 28, 2014, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso
Library Administrative Assistant
for the Board

OSKALOOSA CITY BAND BOARD

Saturday, May 3, 2014
Smokey Row
9:00 a.m.

The following members were present: Carolyn Brickley, Doug Nimtz, Prudy Olson, Bruce Peiffer, Tom Richardson, and Janet Wagner with Minnie Richardson attending as well.

Bruce suggested that we start each concert with the Star Spangled Banner and end with a march. We could possibly use Colonel Bogey march for piccolo, drum(s) and tuba to march in to the band stand with the rest of the band joining in at an appropriate time.

A lengthy discussion was held about purchasing T shirts to be given away or sold at concerts and white uniform polo shirts for band members. Minnie Richardson will order shirts. T shirts will have City of Oskaloosa logo on the front with the following possible wording on the back:

City Band Concerts
Thursday 8:00 p.m.
On the Square
"An Oskaloosa Treasure!"

Other suggested phrases were The Tradition Continues, The Ultimate Americana, Americana at its Best, Come Join the Fun. We suggested that adult sizes M, L, XL, XXL be ordered with more L and XL shirts than M and XXL.

Minnie will order some uniform polo shirts for band members to try on for size. We hope to have shirts available for use sometime in June.

The board's suggestions for sign placement: a two-sided sign at the corner of North Market and A Avenue and a one-sided sign somewhere in the grass on the west side of the square.

Motion made to purchase up to 50 T shirts at a cost of \$9 - \$11, up to 60 uniform polo shirts for band members at a cost of about \$21, up to \$500 for gift certificates to be given away at concerts and up to \$140 to supplement what the City of Oskaloosa pays for signage for the band. All of money is to be taken from the Gift Fund. Seconded and carried.

Minnie will advertise concerts on Facebook and in surrounding newspapers. Board members can also help spread the word on Facebook.

Minnie will be the announcer at concerts for now.

We discussed band personnel.

Clean up day at the City Band rehearsal room will be May 10 at 9:00 a.m.

The minutes were approved.

The meeting was adjourned.

Respectfully submitted,
Prudy Olson

City Band Secretary

Addendum concerning signage 5/5/14:

There is a one sided sign and a two sided sign.

The two sided sign does NOT have a bend in it so traffic can see it from different angles.

Both the one sided sign and the two sided signs are flat.

The only difference is that the two sided sign is printed on both front and back.

So what would be needed at intersection of hwy 92 and hwy 63 is 2-one sided signs set in the ground at an angle.

What would be needed on the square is 1-two sided sign so people can read it from either side.

Total cost for the three signs is \$880 and subtract the \$500 from the city and the band's portion is \$380 (Not the \$140 that we discussed.)

Board members voted via email to approve the additional cost for signs.

Prudy Olson

City Band Secretary

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY – APRIL 28, 2014 -- 4:00 P.M.

The meeting was called to order by Board president Judy Bishop. Roll call was taken by Board secretary Susan Hasso with Trustees Michael Collins, Paul Groenenboom, Chris Harbour, Sally Posovich, and Kathy Rothfus present. Also present was Library Director William Ottens.

Minutes: Bishop called for a motion to approve the minutes of the March 24, 2014, Board meeting. Motion was made by Collins, seconded by Harbour, to approve the minutes of the March 24, 2014, Board meeting. Motion passed.

Board Correspondence, Public Input or Friends Report: None.

Director's Report: Library Director William Ottens highlighted some of the items in his report to the Board.

Youth Librarian: William told the Board that youth librarian, Liz Anderson, has resigned. She will be taking a position as children's librarian in the Washington, D.C. public library system. Her last day will be May 6th. William has begun the process of hiring a new youth librarian. He asked the Board if any of them could volunteer to help with school tours at the library and the promotion of Summer Reading in the schools.

Programs and Events Update:

Computer classes have seen an increase in attendance since the weather has improved. May is "Get Caught Reading Month", and the Friends of the Library donated t-shirts with the library's logo printed on them. We will hand out t-shirts to people caught reading around town or in the library. We will be taking a break from story times and afterschool activities between May 9 and the beginning of Summer Reading. Staff will be using this time to do outreach and promotion of summer reading. However, teen programming will continue during May with Dungeons and Dragons, melted crayon art, a movie night, and video game day. We also have had a high school work experience student with us an hour a day who's been working on graphic design for the summer reading program, social media, and planning a party for teens on May 15th.

Iowa Library Association's Leadership Institute: William has been selected to be one of 25 librarians to attend ILA's sixth Leadership Institute, August 6-8 in Cedar Rapids. The Institute is designed to help participants recognize leadership abilities and to develop the confidence needed to become a change agent in the library community.

Strategic Plan Progress Update: William updated the Board on how five of the objectives from the FY2014-FY2016 Strategic Plan are being implemented.

Iowa Library Trustees Handbook: For this month's continuing education discussion, William gave an online presentation of the resources available on the State Library of Iowa's website, including the Iowa Library Trustees Handbook.

Committee Reports:

Staff Committee – Jane Ireland, chair: None.

Budget & Finance Committee – Judy Bishop, chair: None

Policy & Planning Committee – Candace Slobe, chair: The committee has met and will have a presentation during New Business.

Technology Committee – Kathy Rothfus, chair: The committee has met and will have a presentation during New Business.

Building & Grounds – Michael Collins, chair: None

Unfinished Business: None.

New Business:

WILBOR Consortium Agreement: William told the Board that he has received the Letter of Agreement for participation in the WILBOR Consortium, which should be signed and returned by May 15. Since the beginning of the fiscal year in July, 196 new users have signed in to WILBOR, and 3,038 books have been checked out. Oskaloosa's fee will be \$1331.67. Motion was made by Posovich, seconded by Rothfus, to approve the signing of the Letter of Agreement for participation in the WILBOR Consortium to be returned by May 15, and payment of the fee of \$1331.67 out of the Library's General Fund under Library Materials. Motion passed.

Bid for Painting of Light Poles: Per City procedure, the library advertised in the Herald to receive bids for the painting of the light poles in the parking lot. The only bid received was from S & S Painting for \$1400. The Building and Grounds Committee is seeking a motion to approve offering the work to S & S Painting with payment from the Library's Maintenance Fund not to exceed \$1500. Motion was made by Rothfus, seconded by Collins, to approve offering the work to S & S Painting with payment from the Library's Maintenance Fund not to exceed \$1500. Motion passed.

Volunteer Policy Affirmation: The Policy and Planning Committee met on April 23, 2014, and reviewed the Volunteer Policy. It was agreed by the committee that no changes were needed. Motion was made by Harbour, seconded by Posovich, to approve the affirmation of the Volunteer Policy as is. Motion passed.

Behavior/Conduct Policy Revision: The Policy and Planning Committee seeks a motion for the Board to approve the following change to the Behavior/Conduct Policy:

Change #3 under "The following forms of conduct are not permitted" to read:

3. Eating, except in approved areas.

Motion was made by Collins, seconded by Harbour, to approve the change to the Behavior/Conduct Policy as stated: 3. Eating, except in approved areas. Motion passed.

Meeting Room Policy Revision: The Policy and Planning Committee seeks a motion to approve the addition of a liability clause at the end of the Meeting Room Policy. Motion was made by Collins, seconded by Posovich, to approve the addition of a liability clause at the end of the Meeting Room Policy. Motion passed.

Replacement of Windows XP Computers: The Technology Committee met and discussed the Microsoft and Windows XP issue. The library currently has 19 computers running on XP, 7 on the staff side and 12 on the public side. The Technology Committee agreed that it would be better to go ahead and replace the computers, instead of putting more money into outdated hardware. William presented several options. Motion made by Rothfus, seconded by Harbour, to approve the purchase of 19 new computers and the new licensing for Centurian Smart Shield for the 12 public computers with the cost to be taken from the Library Maintenance Fund. Motion passed.

Approval of Claims: Motion was made by Groenenboom, seconded by Harbour, to approve payment of the April claims. Motion passed.

President's Remarks: None

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

The next regular meeting will be on Monday, May 19, 2014, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso
Library Administrative Assistant
for the Board

OSKALOOSA CITY BAND BOARD

Tuesday, April 1, 2014
Smokey Row
7:00 p.m.

The following members were present: Carolyn Brickley, Doug Nimtz, Prudy Olson, Bruce Peiffer, and Tom Richardson.

Tom gave a report on his meeting with city personnel. The following ideas were discussed concerning the 150th anniversary of the City Band.

The Band Boosters and Cattlemen's Association have been contacted about providing food for a picnic in the park before one (or more?) of the concerts this summer. Date(s) to be determined.

Mayor Krutzfeldt is willing to narrate information about band history, possibly at more than one concert.

The city will provide banners proclaiming the 150th anniversary of the band. The concert start time will also be printed on the banners.

One of our concerts could be a Barnhouse Publishing night with Barnhouse personnel helping direct and also some Barnhouse history being given.

We could have one of our rehearsals at George Daily Auditorium and record songs for a CD or DVD to be sold at the end of the season.

Tom mentioned to city personnel that more light is needed at the bandstand after the sun goes down. They said they would check into adjusting the light levels. Tom will follow up with them on this issue.

New band shirts will cost \$12 each. They would need to be paid for out of the gift fund. The possibility of having two varieties available was discussed. Also, would we want to sell some of these new shirts?

We discussed announcers for our concerts. The possibility of auditioning announcers was mentioned.

Doug Nimtz volunteered to move equipment and music again this year. We will try to have different sections of the band help with setup and tear down each week. (Divide the band into five groups, and each group will help twice during the summer.)

Minnie Richardson will write program notes again this year.

If a concert is rained out, Bruce will text band members by about 6:00 p.m.

We would like to advertise our concerts in area newspapers and on CRI, KCCI, and WHO.

Pictures of the band were taken two years ago. Has anything been done with them? Are they still available? Could they be framed and sold?

The possibility of purchasing a total of six to ten more stands for the bandstand and the rehearsal room was discussed.

We will plan on playing the Oskaloosa fight song ("On Wisconsin") at the Sweet Corn Serenade. Doug will check on getting the music.

The rehearsal for the Memorial Day concert is May 22, and the concert is May 26. The first rehearsal for summer band is June 2, and the first concert in the bandstand is June 5. The last concert of the season is August 7. Prudy will send out an email to all on her list with all pertinent info around May 1.

High school students need to be recommended by their band director before joining City Band.

[More ideas from Bruce by email: We take our Memorial Fund and WE thank the FOLKS by purchasing gift certificates, commemorative shirts, maybe a picture or two of the band/bandstand etc etc. As Doug mentioned, make a CD. Possibly even do it from the square so it is live with announcing etc. I'll see if I can dig up a recording that Jerry Richardson made last summer. They aren't bad from a distance.

Anyway, I also think we should ask the band members if anyone wants to put together an activities committee. Maybe there are some Doers in the band to take on some responsibilities.]

The meeting was adjourned.

Respectfully submitted,
Prudy Olson
City Band Secretary

CITY OF OSKALOOSA
PLANNING & ZONING COMMISSION
REGULAR MEETING MINUTES
May 12, 2014

A regularly-scheduled meeting of the Planning and Zoning (P&Z) Commission for the City of Oskaloosa was called to order at 4:30 p.m. on Monday, May 12, 2014, by Chairman Brian Booy, at 220 South Market Street, Oskaloosa, Iowa.

COMMISSION MEMBERS PRESENT: Chairman Brian Booy, Holden Barnhart, Wyndell Campbell, Charlie Comfort, R. D. Keep and Wyatt Russell. COMMISSION MEMBERS ABSENT: Michelle Purdum. CITY STAFF PRESENT: Akhilesh Pal and Marilyn Johannes. OTHERS PRESENT: Kathleen Seibert, 511 4th Avenue East.

Pal had the commission members introduce themselves for the benefit of new members Wyndell Campbell and Wyatt Russell. Booy asked about a co-chair and Pal said co-chair is Charlie Comfort.

Minutes from the April 14, 2014 Planning and Zoning Commission meeting.

It was moved by Comfort, seconded by Keep to approve the April 14, 2014 Planning and Zoning Commission minutes. The vote was: YES - Barnhart, Booy, Campbell, Comfort, Keep and Russell. No - none. Motion carried. Pal told Campbell and Russell they should abstain since they were not at the April 14, 2014 meeting so they abstained.

Consider vacation and sale of 120' X 16.5' of the north-south alley adjacent to 505 4th Avenue East.

Kathleen Seibert, 511 4th Avenue East, addressed the commission. Seibert indicated she wanted to put up a fence if their portion of the alley is sold to them. Pal said the alley contains sanitary sewer and MCG utility infrastructure so easements have to be retained so nothing can be built there, and if the Seibert's put up a fence, and the city or MCG needs to get through the vacated alley, they can take the fence down without any cost to the city or MCG if the fence is damaged. Commission members discussed whether there was a hardship for adjoining property owners who were not in favor of vacating the alley. It was moved by Keep, seconded by Comfort to approve the vacation and sale of 120' X 16.5' of the north-south alley adjacent to 505 4th Avenue East and retain easement rights. The vote was: YES - Booy, Comfort, Keep and Russell. No - Barnhart. Abstain - Campbell (familiar with property owner in the area). Motion carried.

Consider a site plan for Webster School parking improvements on 5th Avneue East between South 7th Street and South 9th Street.

Commission members discussed the sidewalk being moved and removal of the trees for phase 2 of the project. Campbell said because of traffic congestion at the school, he would like to see phase 2 proceed sooner than later since only seven more parking spaces are being created in phase 1. Keep said he assumes the school wants to see if phase 1 improvements ease the congestion problem and funding could be the reason for the 2 phase approach. Pal explained the site plan included both phases of the project so if the commission approves the site plan, they are approving both phases of the project.

The commission discussed the fact that the sidewalk being moved in phase 1 not lining up with the current sidewalk. Pal said a transition would need to be made between phase 1 and

phase 2 sidewalk construction. Booy said the commission could recommend the sidewalk be completed for both phases at this time. Keep said he was in favor of phase 1 but struggling with phase 2 because of the trees that would need to be removed. Campbell said 3 of the 5 trees are ash trees and would eventually be removed anyway. Campbell said he was concerned about the 6" curb being the only thing preventing a vehicle from jumping the curb into the playground.

Consensus of the commission was they would like to see the trees replaced in phase 2 and sidewalk completed to line up for both phases at this time. Pal said he was comfortable with transition and sidewalk transition meets requirements. It was moved by Keep, seconded by Campbell to approve the site plan for Webster School parking improvements on 5th Avenue East between South 7th Street and South 9th Street with the stipulation that the sidewalk be completed for both phase 1 and phase 2. The vote was: YES - Booy, Campbell, Keep and Russell. No - Barnhart. Abstain - Comfort (He is on the School Board.). Motion carried.

Consider an ordinance amending the City Code of the City of Oskaloosa, Iowa, by amending provisions pertaining to Chapter 10.48 - "Parking Regulations Generally," Section 10.48.255 - "School loading and unloading zones."

Pal explained the loading and unloading zone applies to phase 1 of the Webster School parking improvements project only. The school district would need to come back to the commission if want in phase 2. It was moved by Barnhart, seconded by Comfort to approve amending the City Code of the City of Oskaloosa, Iowa, by amending provisions pertaining to Chapter 10.48 - "Parking Regulations Generally," Section 10.48255 - "School loading and unloading zones." The vote was: YES - Barnhart, Booy, Campbell, Comfort, Keep and Russell; No - None. Motion carried.

Chairman Booy adjourned the meeting at 5:08 PM.

Minutes by Marilyn Johannes



City Council
Communication
Meeting Date: May 19, 2014
Requested By: City Clerk/Finance

Item Title: CONSENT AGENDA

Consider approval of an ownership update for Mahaska Bowling and Recreation Center, Inc., 1700 A Avenue East.

Explanation:

On May 6, 2014, William Penn University took over ownership of Mahaska Bowling and Recreation Center, Inc. The ownership update is complete and in order for approval.

Staff recommends approval.

Budget Consideration:

None

Attachments :

None



City Council
Communication
Meeting Date: May 19, 2014
Requested By: City Clerk/Finance

Item Title: CONSENT AGENDA

Consider a motion to receive and file financial reports for April 2014.

Explanation:

The financial reports for April 2014 are included in your agenda packets. The target percentage for expenses this month is 83.33% except for the seasonal or once-a-year purchases. The amended budget approved by the Oskaloosa City Council on March 3, 2014 is reflected on these reports.

The following two funds contain a negative fund balance for April 2014.

- General Fund Insurance - April 2014 tax receipts received on May 5, 2014 clear up this negative fund balance.
- Airport Storm Sewer Outfall Reconstruction - Waiting on final approval from the FAA to request reimbursement of grant funds. The FAA grant reimbursement website will be shut down May 1, 2014 through May 15, 2014 due to maintenance.

The following funds are under the targeted revenue percentage for April 2014.

- General Fund Capital Equipment - Interest received is less than anticipated.
- Hotel/Motel Tax Replacement Fund - Received in quarterly payments and final payment is due in June.
- Library Memorial Fund - Contributions received is less than anticipated.
- Miscellaneous Grants Fund - Grant funds are received after expenses are incurred.
- Park Shelter Capital Improvement - Park shelter activity increases in May and June.
- Pavement Management - Funds are transferred to cover expenses and expenses are under the targeted amount.
- Parking Lot Improvements Phase II - Funds are transferred to cover expenses and expenses are under the targeted amount.
- Edmundson Golf Course - Lease payment is received in June.
- RACI Main Street Loan Fund - Interest received is less than anticipated.

The following funds are over the targeted expense percentage for April 2014.

- ~~Emergency Fund - This transfer fund is based on expenses received~~

- Wooden Playground Maintenance Fund - All expenses for fiscal year have been paid.
- Police Forfeiture Fund - More forfeitures have been received and paid out than anticipated.
- Airport Storm Sewer Outfall Reconstruction - All expenses for the project have been paid.

Budget Consideration:

None

Attachments :

April 2014 Financial Reports



City of Oskaloosa, IA

City of Oskaloosa, IA Treasurer's Report

April 1 - 30, 2014

Fund	Beginning Fund Balance	Revenue (+)	Expenses (-)	Change in Pending Payables	Change in Investments	Ending Fund Balance
001: GENERAL FUND	1,475,990.08	1,109,573.51	339,072.04	(46,783.30)	726,205.05	2,199,708.25
002: GENERAL FUND INSURANCE FUND	(47,931.15)	45,547.73	0.00	0.00	0.00	(2,383.42)
003: GENERAL FUND CAPITAL EQUIPMENT	204,533.24	20.45	1,037.50	(636.16)	(979.55)	202,880.03
004: LIBRARY COPIER REVOLVING FUND	6,090.70	648.00	307.57	147.09	0.95	6,578.22
005: GENERAL FUND BAND	(3,569.88)	5,922.50	1.75	0.00	0.00	2,350.87
006: GENERAL FUND - LOST	1,001,855.41	64,937.84	0.00	0.00	65,169.37	1,066,793.25
007: GENERAL FUND - UTILITY FRANCHISE FEES	703,269.93	159,572.18	0.00	0.00	0.00	862,842.11
110: ROAD USE TAX FUND	669,158.12	73,450.27	71,551.75	(20,114.44)	(18,673.53)	650,942.20
112: EMPLOYEE BENEFIT FUND	10,003.00	380,088.31	78,477.41	0.00	302,051.23	311,613.90
119: EMERGENCY FUND	0.00	9,417.16	9,417.16	0.00	0.00	0.00
121: LOCAL OPTION SALES TAX FUND	0.00	76,758.15	76,758.15	0.00	0.00	0.00
127: WEST AREA & IND. PARK TIF	16,116.35	10,886.27	0.00	0.00	12,004.09	27,002.62
130: WORLD FOOD PARK TIF FUND	49,991.34	34,285.35	0.00	0.00	35,013.22	84,276.69
138: HOUSING DONATED FUNDS	34,740.74	0.00	0.00	0.00	0.00	34,740.74
140: HOUSING FUND	219,138.59	4,281.18	92.80	(147.20)	4,037.12	223,179.77
144: GRANT & LINCOLN SCHOOL DEVELOPME	21,328.11	0.00	0.00	0.00	0.00	21,328.11
165: RIEFE MEMORIAL FUND	27,892.13	4.29	0.00	0.00	4.29	27,896.42
167: LIBRARY MEMORIAL FUND	506,578.52	1,518.75	3,237.27	1,756.53	6,322.17	506,616.53
169: MISCELLANEOUS GIFT FUND	33,098.51	2.73	225.39	63.51	2.73	32,939.36
172: WOODEN PLAYGROUND MAINT FUND	3,274.31	0.45	0.00	0.00	0.45	3,274.76
177: POLICE FORFEITURE FUND	5,035.72	0.62	460.00	357.40	0.62	4,933.74
178: LIBRARY MAINTENANCE FUND	1,190,470.46	1,683.03	0.00	(2,233.00)	(316.97)	1,189,920.49
180: MISCELLANEOUS GRANTS FUND	16,814.77	2.50	0.00	(2,380.00)	(997.50)	14,437.27
200: DEBT SERVICE FUND	556,288.98	268,899.15	0.00	0.00	269,122.67	825,188.13
301: PARK SHELTER CAPITAL IMPROVEMENT	15,116.13	442.45	57.03	(55.55)	2.45	15,446.00
302: CITY HALL IMPROVEMENTS	13,331.62	2.05	0.00	0.00	2.05	13,333.67
325: PAVEMENT MANAGEMENT	31,805.89	3.81	12,101.50	4,329.43	24,003.81	24,037.63
326: SIDEWALK IMPROVEMENTS PROJECT	13,293.23	219.81	0.00	0.00	1.81	13,513.04
328: PARKING LOT IMPROVEMENTS PHASE II	17,892.10	2.96	0.00	0.00	2.96	17,895.06
600: WATER O&M FUND	1,147,432.07	495,552.87	529,583.98	0.00	0.00	1,113,400.96
601: WATER CONSUMER DEPOSIT FUND	85,983.73	169.14	0.00	0.00	0.00	86,152.87

Fund	Beginning Fund Balance	Revenue (+)	Expenses (-)	Change in Pending Payables	Change in Investments	Ending Fund Balance
603: WATER SINKING FUND	163,160.66	104,698.14	0.00	0.00	0.00	267,858.80
604: WATER RESERVE FUND	131,734.99	9,000.00	23,720.49	0.00	0.00	117,014.50
610: SANITARY SEWER O&M FUND	66,227.06	74,450.03	92,160.06	20,852.95	0.00	69,369.98
611: SANITARY SEWER REVENUE FUND	1,429,508.81	138,191.03	108,226.03	(83.00)	(50,766.02)	1,459,390.81
612: SANITARY SEWER SINKING FUND	349,038.75	32,826.00	0.00	0.00	32,000.00	381,864.75
614: SANITARY SEWER IMPROVEMENT FUND	82,564.89	950.00	0.00	0.00	0.00	83,514.89
618: IDOT SEWER EXTENSION PROJECT	(230,858.03)	315,925.00	16,671.64	1,048.90	0.00	69,444.23
660: AIRPORT FUND	269,130.80	82,529.34	10,268.17	1,512.59	73,039.34	342,904.56
663: AIRPORT STORM SEWER OUTFALL RECONSTR	(15,529.97)	0.00	0.00	0.00	0.00	(15,529.97)
740: STORM WATER UTILITY FUND	642,177.48	17,251.95	0.00	(2,500.00)	14,076.44	656,929.43
750: EDMUNDSON GOLF COURSE FUND	60,229.93	9.88	101.47	(125.69)	9.88	60,012.65
760: RACI MAIN STREET LOAN FUND	16,751.49	166.26	0.00	0.00	1.69	16,917.75
810: COPIER/FAX REVOLVING FUND	2,653.06	1,321.52	264.08	(283.81)	0.00	3,426.69
820: EMPLOYEE HEALTH SELF-INSURANCE	864,537.99	55,392.48	98,998.18	0.00	(44,396.65)	820,932.29
830: EMPLOYEE FLEX PLAN FUND	722.52	3,234.73	888.27	0.00	0.01	3,068.98
999: POOLED CASH	3,525.14	0.00	0.00	10,009.36	0.00	13,534.50



REVENUE REPORT

Account Detail

For Fiscal: 2013-2014 Period Ending: 04/30/2014

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 001 - GENERAL FUND					
41 - TAXES	-2,680,940.00	-966,698.03	-2,477,095.67	-203,844.33	92.40 %
42 - LICENSES AND PERMITS	-222,650.00	-43,124.87	-208,181.34	-14,468.66	93.50 %
43 - USE OF MONEY & PROPERTY	-5,600.00	-1,452.85	-4,726.61	-873.39	84.40 %
44 - INTERGOVERNMENTAL	-210,455.00	0.00	-153,666.93	-56,788.07	73.02 %
45 - CHARGES FOR SERVICES	-133,450.00	-2,714.31	-88,344.85	-45,105.15	66.20 %
47 - MISCELLANEOUS REVENUES	-111,768.00	-7,614.32	-119,153.78	7,385.78	106.61 %
48 - OTHER FINANCING SOURCES	-1,209,248.00	-87,969.13	-841,802.49	-367,445.51	69.61 %
Fund 001 Total:	-4,574,111.00	-1,109,573.51	-3,892,971.67	-681,139.33	85.11 %
Fund: 002 - GENERAL FUND INSURANCE FUND					
41 - TAXES	-126,131.00	-45,547.73	-116,367.60	-9,763.40	92.26 %
Fund 002 Total:	-126,131.00	-45,547.73	-116,367.60	-9,763.40	92.26 %
Fund: 003 - GENERAL FUND CAPITAL EQUIPMENT					
43 - USE OF MONEY & PROPERTY	-350.00	-20.45	-229.48	-120.52	65.57 %
47 - MISCELLANEOUS REVENUES	-71.00	0.00	-71.40	0.40	100.56 %
Fund 003 Total:	-421.00	-20.45	-300.88	-120.12	71.47 %
Fund: 004 - LIBRARY COPIER REVOLVING FUND					
43 - USE OF MONEY & PROPERTY	-4.00	-0.95	-9.36	5.36	234.00 %
47 - MISCELLANEOUS REVENUES	-6,500.00	-647.05	-5,865.15	-634.85	90.23 %
Fund 004 Total:	-6,504.00	-648.00	-5,874.51	-629.49	90.32 %
Fund: 005 - GENERAL FUND BAND					
41 - TAXES	-16,399.00	-5,922.21	-15,208.35	-1,190.65	92.74 %
43 - USE OF MONEY & PROPERTY	0.00	-0.29	-0.64	0.64	
Fund 005 Total:	-16,399.00	-5,922.50	-15,208.99	-1,190.01	92.74 %
Fund: 006 - GENERAL FUND - LOST					
43 - USE OF MONEY & PROPERTY	-1,200.00	-169.37	-1,394.14	194.14	116.18 %
47 - MISCELLANEOUS REVENUES	-880,000.00	-64,768.47	-770,325.85	-109,674.15	87.54 %
Fund 006 Total:	-881,200.00	-64,937.84	-771,719.99	-109,480.01	87.58 %
Fund: 007 - GENERAL FUND - UTILITY FRANCHISE FEES					
42 - LICENSES AND PERMITS	-396,024.00	-159,450.12	-436,376.80	40,352.80	110.19 %
43 - USE OF MONEY & PROPERTY	-400.00	-122.06	-995.21	595.21	248.80 %
Fund 007 Total:	-396,424.00	-159,572.18	-437,372.01	40,948.01	110.33 %
Fund: 110 - ROAD USE TAX FUND					
44 - INTERGOVERNMENTAL	-1,106,400.00	-73,326.47	-990,688.20	-115,711.80	89.54 %
45 - CHARGES FOR SERVICES	0.00	-71.00	-2,287.00	2,287.00	
47 - MISCELLANEOUS REVENUES	0.00	0.00	-4,042.97	4,042.97	
48 - OTHER FINANCING SOURCES	0.00	-52.80	-919.00	919.00	
Fund 110 Total:	-1,106,400.00	-73,450.27	-997,937.17	-108,462.83	90.20 %
Fund: 112 - EMPLOYEE BENEFIT FUND					
41 - TAXES	-1,052,388.00	-380,037.08	-972,825.40	-79,562.60	92.44 %
43 - USE OF MONEY & PROPERTY	0.00	-51.23	-267.06	267.06	
Fund 112 Total:	-1,052,388.00	-380,088.31	-973,092.46	-79,295.54	92.47 %
Fund: 119 - EMERGENCY FUND					
41 - TAXES	-26,077.00	-9,417.16	-24,632.89	-1,444.11	94.46 %
Fund 119 Total:	-26,077.00	-9,417.16	-24,632.89	-1,444.11	94.46 %
Fund: 121 - LOCAL OPTION SALES TAX FUND					
41 - TAXES	-1,016,984.00	-76,758.15	-857,500.18	-159,483.82	84.32 %
Fund 121 Total:	-1,016,984.00	-76,758.15	-857,500.18	-159,483.82	84.32 %

REVENUE REPORT

For Fiscal: 2013-2014 Period Ending: 04/30/2014

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 122 - HOTEL/MOTEL TAX REVENUE FUND					
41 - TAXES	-115,000.00	0.00	-74,929.30	-40,070.70	65.16 %
Fund 122 Total:	-115,000.00	0.00	-74,929.30	-40,070.70	65.16 %
Fund: 127 - WEST AREA & IND. PARK TIF					
41 - TAXES	-29,205.00	-10,882.18	-27,427.23	-1,777.77	93.91 %
43 - USE OF MONEY & PROPERTY	0.00	-4.09	-18.09	18.09	
Fund 127 Total:	-29,205.00	-10,886.27	-27,445.32	-1,759.68	93.97 %
Fund: 130 - WORLD FOOD PARK TIF FUND					
41 - TAXES	-92,001.00	-34,272.13	-86,383.80	-5,617.20	93.89 %
43 - USE OF MONEY & PROPERTY	-2.00	-13.22	-58.58	56.58	2,929.00 %
Fund 130 Total:	-92,003.00	-34,285.35	-86,442.38	-5,560.62	93.96 %
Fund: 140 - HOUSING FUND					
43 - USE OF MONEY & PROPERTY	-550.00	-37.12	-381.78	-168.22	69.41 %
45 - CHARGES FOR SERVICES	-2,500.00	-75.00	-2,528.00	28.00	101.12 %
47 - MISCELLANEOUS REVENUES	-70,880.00	-4,169.06	-70,088.32	-791.68	98.88 %
Fund 140 Total:	-73,930.00	-4,281.18	-72,998.10	-931.90	98.74 %
Fund: 165 - RIEFE MEMORIAL FUND					
43 - USE OF MONEY & PROPERTY	-50.00	-4.29	-49.11	-0.89	98.22 %
Fund 165 Total:	-50.00	-4.29	-49.11	-0.89	98.22 %
Fund: 167 - LIBRARY MEMORIAL FUND					
43 - USE OF MONEY & PROPERTY	-12,260.00	-322.17	-11,027.69	-1,232.31	89.95 %
45 - CHARGES FOR SERVICES	-152.00	-57.17	-298.39	146.39	196.31 %
47 - MISCELLANEOUS REVENUES	-39,016.00	-950.78	-12,634.35	-26,381.65	32.38 %
48 - OTHER FINANCING SOURCES	-599.00	-188.63	-1,444.41	845.41	241.14 %
Fund 167 Total:	-52,027.00	-1,518.75	-25,404.84	-26,622.16	48.83 %
Fund: 169 - MISCELLANEOUS GIFT FUND					
43 - USE OF MONEY & PROPERTY	-13.00	-2.73	-31.62	18.62	243.23 %
47 - MISCELLANEOUS REVENUES	-620.00	0.00	-1,212.00	592.00	195.48 %
Fund 169 Total:	-633.00	-2.73	-1,243.62	610.62	196.46 %
Fund: 172 - WOODEN PLAYGROUND MAINT FUND					
43 - USE OF MONEY & PROPERTY	-4.00	-0.45	-6.02	2.02	150.50 %
Fund 172 Total:	-4.00	-0.45	-6.02	2.02	150.50 %
Fund: 177 - POLICE FORFEITURE FUND					
43 - USE OF MONEY & PROPERTY	-3.00	-0.62	-6.14	3.14	204.67 %
45 - CHARGES FOR SERVICES	-1,632.00	0.00	-3,524.00	1,892.00	215.93 %
Fund 177 Total:	-1,635.00	-0.62	-3,530.14	1,895.14	215.91 %
Fund: 178 - LIBRARY MAINTENANCE FUND					
43 - USE OF MONEY & PROPERTY	-40,000.00	-1,683.03	-40,247.06	247.06	100.62 %
Fund 178 Total:	-40,000.00	-1,683.03	-40,247.06	247.06	100.62 %
Fund: 179 - FIRE DEPT FEMA GRANT FUND					
44 - INTERGOVERNMENTAL	0.00	0.00	-44.97	44.97	
Fund 179 Total:	0.00	0.00	-44.97	44.97	
Fund: 180 - MISCELLANEOUS GRANTS FUND					
43 - USE OF MONEY & PROPERTY	-12.00	-2.50	-24.88	12.88	207.33 %
44 - INTERGOVERNMENTAL	-11,306.00	0.00	-6,206.26	-5,099.74	54.89 %
48 - OTHER FINANCING SOURCES	-2,087.00	0.00	-687.26	-1,399.74	32.93 %
Fund 180 Total:	-13,405.00	-2.50	-6,918.40	-6,486.60	51.61 %
Fund: 200 - DEBT SERVICE FUND					
41 - TAXES	-735,732.00	-265,866.48	-680,813.89	-54,918.11	92.54 %
43 - USE OF MONEY & PROPERTY	-900.00	-122.67	-681.06	-218.94	75.67 %
46 - SPECIAL ASSESSMENTS	-17,191.00	-2,910.00	-20,777.00	3,586.00	120.86 %
48 - OTHER FINANCING SOURCES	-121,833.00	0.00	-3,990.78	-117,842.22	3.28 %
Fund 200 Total:	-875,656.00	-268,899.15	-706,262.73	-169,393.27	80.66 %
Fund: 301 - PARK SHELTER CAPITAL IMPROVEMENT					
43 - USE OF MONEY & PROPERTY	-3,706.00	-442.45	-2,269.00	-1,437.00	61.23 %

REVENUE REPORT

For Fiscal: 2013-2014 Period Ending: 04/30/2014

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 301 - PARK SHELTER CAPITAL IMPROVEMENT					
43 - USE OF MONEY & PROPERTY	-8.00	-2.05	-20.48	12.48	256.00 %
Fund 301 Total:	-3,706.00	-442.45	-2,269.00	-1,437.00	61.23 %
Fund: 302 - CITY HALL IMPROVEMENTS					
43 - USE OF MONEY & PROPERTY	-8.00	-2.05	-20.48	12.48	256.00 %
48 - OTHER FINANCING SOURCES	-2,000.00	0.00	-1,608.75	-391.25	80.44 %
Fund 302 Total:	-2,008.00	-2.05	-1,629.23	-378.77	81.14 %
Fund: 325 - PAVEMENT MANAGEMENT					
43 - USE OF MONEY & PROPERTY	-38.00	-3.81	-42.52	4.52	111.89 %
47 - MISCELLANEOUS REVENUES	-73,570.00	0.00	-61,492.00	-12,078.00	83.58 %
48 - OTHER FINANCING SOURCES	-1,034,479.00	0.00	-301,742.37	-732,736.63	29.17 %
Fund 325 Total:	-1,108,087.00	-3.81	-363,276.89	-744,810.11	32.78 %
Fund: 326 - SIDEWALK IMPROVEMENTS PROJECT					
43 - USE OF MONEY & PROPERTY	-9.00	-1.81	-18.41	9.41	204.56 %
46 - SPECIAL ASSESSMENTS	-149.00	-218.00	-367.00	218.00	246.31 %
Fund 326 Total:	-158.00	-219.81	-385.41	227.41	243.93 %
Fund: 328 - PARKING LOT IMPROVEMENTS PHASE II					
43 - USE OF MONEY & PROPERTY	-24.00	-2.96	-39.34	15.34	163.92 %
48 - OTHER FINANCING SOURCES	-32,120.00	0.00	0.00	-32,120.00	0.00 %
Fund 328 Total:	-32,144.00	-2.96	-39.34	-32,104.66	0.12 %
Fund: 600 - WATER O&M FUND					
43 - USE OF MONEY & PROPERTY	-26,660.00	-10,083.89	-22,026.84	-4,633.16	82.62 %
45 - CHARGES FOR SERVICES	-2,051,204.00	-484,821.48	-1,546,097.70	-505,106.30	75.38 %
47 - MISCELLANEOUS REVENUES	-58,100.00	-647.50	-24,053.74	-34,046.26	41.40 %
Fund 600 Total:	-2,135,964.00	-495,552.87	-1,592,178.28	-543,785.72	74.54 %
Fund: 601 - WATER CONSUMER DEPOSIT FUND					
43 - USE OF MONEY & PROPERTY	0.00	-169.14	-512.87	512.87	
Fund 601 Total:	0.00	-169.14	-512.87	512.87	
Fund: 603 - WATER SINKING FUND					
48 - OTHER FINANCING SOURCES	-418,801.00	-104,698.14	-314,094.42	-104,706.58	75.00 %
Fund 603 Total:	-418,801.00	-104,698.14	-314,094.42	-104,706.58	75.00 %
Fund: 604 - WATER RESERVE FUND					
48 - OTHER FINANCING SOURCES	-36,000.00	-9,000.00	-27,000.00	-9,000.00	75.00 %
Fund 604 Total:	-36,000.00	-9,000.00	-27,000.00	-9,000.00	75.00 %
Fund: 610 - SANITARY SEWER O&M FUND					
48 - OTHER FINANCING SOURCES	-1,383,700.00	-74,450.03	-1,140,511.97	-243,188.03	82.42 %
Fund 610 Total:	-1,383,700.00	-74,450.03	-1,140,511.97	-243,188.03	82.42 %
Fund: 611 - SANITARY SEWER REVENUE FUND					
43 - USE OF MONEY & PROPERTY	-3,000.00	-233.98	-2,325.58	-674.42	77.52 %
45 - CHARGES FOR SERVICES	-1,757,025.00	-137,325.05	-1,487,199.79	-269,825.21	84.64 %
46 - SPECIAL ASSESSMENTS	-1,785.00	-557.00	-7,202.00	5,417.00	403.47 %
47 - MISCELLANEOUS REVENUES	-790.00	-75.00	-864.93	74.93	109.48 %
48 - OTHER FINANCING SOURCES	-6,282.00	0.00	0.00	-6,282.00	0.00 %
Fund 611 Total:	-1,768,882.00	-138,191.03	-1,497,592.30	-271,289.70	84.66 %
Fund: 612 - SANITARY SEWER SINKING FUND					
48 - OTHER FINANCING SOURCES	-476,381.00	-32,826.00	-410,731.00	-65,650.00	86.22 %
Fund 612 Total:	-476,381.00	-32,826.00	-410,731.00	-65,650.00	86.22 %
Fund: 614 - SANITARY SEWER IMPROVEMENT FUND					
48 - OTHER FINANCING SOURCES	-11,400.00	-950.00	-9,500.00	-1,900.00	83.33 %
Fund 614 Total:	-11,400.00	-950.00	-9,500.00	-1,900.00	83.33 %
Fund: 618 - IDOT SEWER EXTENSION PROJECT					
44 - INTERGOVERNMENTAL	-315,925.00	-315,925.00	-315,925.00	0.00	
Fund 618 Total:	-315,925.00	-315,925.00	-315,925.00	0.00	
Fund: 660 - AIRPORT FUND					
43 - USE OF MONEY & PROPERTY	-211,863.00	-82,408.34	-211,769.88	-93.12	99.96 %

REVENUE REPORT

For Fiscal: 2013-2014 Period Ending: 04/30/2014

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 660 - AIRPORT FUND					
44 - INTERGOVERNMENTAL	-11,250.00	0.00	-11,240.00	-10.00	99.91 %
45 - CHARGES FOR SERVICES	-1,070.00	0.00	-1,070.00	0.00	
47 - MISCELLANEOUS REVENUES	-18,125.00	-121.00	-16,536.71	-1,588.29	91.24 %
Fund 660 Total:	-242,308.00	-82,529.34	-240,616.59	-1,691.41	99.30 %
Fund: 663 - AIRPORT STORM SEWER OUTFALL RECONSTRUCTION					
44 - INTERGOVERNMENTAL	-125,826.00	0.00	-111,815.00	-14,011.00	88.86 %
48 - OTHER FINANCING SOURCES	-13,982.00	0.00	-12,425.04	-1,556.96	88.86 %
Fund 663 Total:	-139,808.00	0.00	-124,240.04	-15,567.96	88.86 %
Fund: 740 - STORM WATER UTILITY FUND					
43 - USE OF MONEY & PROPERTY	-273.00	-76.44	-694.42	421.42	254.37 %
45 - CHARGES FOR SERVICES	-225,000.00	-17,175.51	-188,765.86	-36,234.14	83.90 %
Fund 740 Total:	-225,273.00	-17,251.95	-189,460.28	-35,812.72	84.10 %
Fund: 750 - EDMUNDSON GOLF COURSE FUND					
43 - USE OF MONEY & PROPERTY	-8,554.00	-9.88	-104.12	-8,449.88	1.22 %
47 - MISCELLANEOUS REVENUES	-515.00	0.00	-214.65	-300.35	41.68 %
Fund 750 Total:	-9,069.00	-9.88	-318.77	-8,750.23	3.51 %
Fund: 760 - RACI MAIN STREET LOAN FUND					
43 - USE OF MONEY & PROPERTY	-288.00	-1.69	-17.46	-270.54	6.06 %
47 - MISCELLANEOUS REVENUES	-707.00	-164.57	-658.28	-48.72	93.11 %
Fund 760 Total:	-995.00	-166.26	-675.74	-319.26	67.91 %
Fund: 810 - COPIER/FAX REVOLVING FUND					
47 - MISCELLANEOUS REVENUES	0.00	-1,321.52	-6,578.42	6,578.42	
Fund 810 Total:	0.00	-1,321.52	-6,578.42	6,578.42	
Fund: 820 - EMPLOYEE HEALTH SELF-INSURANCE					
43 - USE OF MONEY & PROPERTY	0.00	-103.86	-1,086.58	1,086.58	
47 - MISCELLANEOUS REVENUES	0.00	-55,288.62	-611,201.46	611,201.46	
Fund 820 Total:	0.00	-55,392.48	-612,288.04	612,288.04	
Fund: 830 - EMPLOYEE FLEX PLAN FUND					
43 - USE OF MONEY & PROPERTY	0.00	-0.01	-0.79	0.79	
45 - CHARGES FOR SERVICES	0.00	-52.00	-544.00	544.00	
47 - MISCELLANEOUS REVENUES	0.00	-3,182.72	-37,813.97	37,813.97	
Fund 830 Total:	0.00	-3,234.73	-38,358.76	38,358.76	
Report Total:	-18,807,196.00	-3,579,839.87	-16,026,682.69	-2,780,513.31	85.22 %



EXPENSE TRIAL BALANCE

Account Detail

For Fiscal: 2013-2014 Period Ending: 04/30/2014

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 001 - GENERAL FUND					
1010 - POLICE OPERATIONS	1,720,387.00	111,284.35	1,395,850.05	324,536.95	81.14 %
1030 - EMERGENCY MANAGEMENT	7,779.00	106.64	6,286.62	1,492.38	80.82 %
1050 - FIRE DEPARTMENT	884,577.00	56,421.96	745,633.44	138,943.56	84.29 %
1055 - RENTAL INSPECTIONS	2,500.00	0.00	0.00	2,500.00	0.00 %
1070 - BUILDING INSPECTIONS	105,062.00	6,303.08	73,139.87	31,922.13	69.62 %
1090 - ANIMAL CONTROL	43,000.00	0.00	21,500.00	21,500.00	50.00 %
1900 - 911 DISPATCH	137,203.00	0.00	137,203.00	0.00	
2010 - ROADS, BRIDGES, SIDEWALKS	20,000.00	0.00	0.00	20,000.00	0.00 %
2030 - STREET LIGHTING	98,000.00	101.61	90,375.52	7,624.48	92.22 %
2080 - AIRPORT	44,000.00	225.92	19,740.63	24,259.37	44.87 %
4010 - LIBRARY SERVICES	558,064.00	46,870.62	469,062.90	89,001.10	84.05 %
4030 - PARKS	197,189.00	16,742.87	130,463.58	66,725.42	66.16 %
4031 - POOL	135,043.00	206.99	88,813.31	46,229.69	65.77 %
4050 - CEMETERY	50,000.00	50,000.00	50,000.00	0.00	
5020 - ECONOMIC DEVELOPMENT	32,500.00	0.00	30,688.00	1,812.00	94.42 %
5040 - PLANNING & ZONING	1,800.00	54.00	1,405.26	394.74	78.07 %
6010 - CITY MANAGER	272,449.00	19,434.75	213,511.70	58,937.30	78.37 %
6011 - CITY COUNCIL & MAYOR	137,492.00	1,547.43	72,157.95	65,334.05	52.48 %
6020 - CLERK, TREAS. & FINANCIAL ADMIN	269,429.00	18,362.09	227,485.93	41,943.07	84.43 %
6030 - ELECTIONS	8,856.00	0.00	8,855.89	0.11	100.00 %
6040 - LEGAL SERVICES & CITY ATTORNEY	87,600.00	5,000.00	63,659.26	23,940.74	72.67 %
6050 - CITY HALL & GENERAL BUILDINGS	93,938.00	6,454.92	45,761.88	48,176.12	48.71 %
9500 - ENGINEERING (ALLOCATED)	0.00	-45.19	16,871.53	-16,871.53	
Fund 001 Total:	4,906,868.00	339,072.04	3,908,466.32	998,401.68	79.65 %
Fund: 002 - GENERAL FUND INSURANCE FUND					
6060 - TORT LIABILITY	105,589.00	0.00	105,798.42	-209.42	100.20 %
Fund 002 Total:	105,589.00	0.00	105,798.42	-209.42	100.20 %
Fund: 003 - GENERAL FUND CAPITAL EQUIPMENT					
6050 - CITY HALL & GENERAL BUILDINGS	61,500.00	1,037.50	33,765.37	27,734.63	54.90 %
Fund 003 Total:	61,500.00	1,037.50	33,765.37	27,734.63	54.90 %
Fund: 004 - LIBRARY COPIER REVOLVING FUND					
4010 - LIBRARY SERVICES	5,300.00	307.57	4,770.34	529.66	90.01 %
Fund 004 Total:	5,300.00	307.57	4,770.34	529.66	90.01 %
Fund: 005 - GENERAL FUND BAND					
4020 - BAND	20,747.00	1.75	19,204.45	1,542.55	92.56 %
Fund 005 Total:	20,747.00	1.75	19,204.45	1,542.55	92.56 %
Fund: 006 - GENERAL FUND - LOST					
2010 - ROADS, BRIDGES, SIDEWALKS	416,599.00	0.00	301,742.37	114,856.63	72.43 %
Fund 006 Total:	416,599.00	0.00	301,742.37	114,856.63	72.43 %
Fund: 007 - GENERAL FUND - UTILITY FRANCHISE FEES					
2010 - ROADS, BRIDGES, SIDEWALKS	685,000.00	0.00	35,000.00	650,000.00	5.11 %
Fund 007 Total:	685,000.00	0.00	35,000.00	650,000.00	5.11 %
Fund: 110 - ROAD USE TAX FUND					
2010 - ROADS, BRIDGES, SIDEWALKS	1,016,658.00	41,560.28	856,667.24	159,990.76	84.26 %
2030 - STREET LIGHTING	45,150.00	23,190.64	37,223.81	7,926.19	82.44 %
2040 - TRAFFIC CONTROL & SAFETY	33,214.00	2,226.33	18,271.82	14,942.18	55.01 %
2050 - SNOW REMOVAL	89,517.00	1,140.91	83,361.52	6,155.48	93.12 %
2070 - STREET CLEANING	41,837.00	3,433.59	25,501.35	16,335.65	60.95 %
Fund 110 Total:	1,226,376.00	71,551.75	1,021,025.74	205,350.26	83.26 %

EXPENSE TRIAL BALANCE

For Fiscal: 2013-2014 Period Ending: 04/30/2014

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 112 - EMPLOYEE BENEFIT FUND					
9100 - TRANSFER OUT	1,076,118.00	78,477.41	789,996.75	286,121.25	73.41 %
Fund 112 Total:	1,076,118.00	78,477.41	789,996.75	286,121.25	73.41 %
Fund: 119 - EMERGENCY FUND					
9100 - TRANSFER OUT	26,077.00	9,417.16	24,632.89	1,444.11	94.46 %
Fund 119 Total:	26,077.00	9,417.16	24,632.89	1,444.11	94.46 %
Fund: 121 - LOCAL OPTION SALES TAX FUND					
5900 - COMMUNITY SCHOOLS	1,016,984.00	76,758.15	857,500.18	159,483.82	84.32 %
Fund 121 Total:	1,016,984.00	76,758.15	857,500.18	159,483.82	84.32 %
Fund: 122 - HOTEL/MOTEL TAX REVENUE FUND					
4040 - RECREATION	115,000.00	0.00	74,929.30	40,070.70	65.16 %
Fund 122 Total:	115,000.00	0.00	74,929.30	40,070.70	65.16 %
Fund: 127 - WEST AREA & IND. PARK TIF					
5020 - ECONOMIC DEVELOPMENT	29,558.00	0.00	978.74	28,579.26	3.31 %
Fund 127 Total:	29,558.00	0.00	978.74	28,579.26	3.31 %
Fund: 130 - WORLD FOOD PARK TIF FUND					
5020 - ECONOMIC DEVELOPMENT	92,275.00	0.00	3,012.04	89,262.96	3.26 %
Fund 130 Total:	92,275.00	0.00	3,012.04	89,262.96	3.26 %
Fund: 138 - HOUSING DONATED FUNDS					
5030 - HOUSING & URBAN RENEWAL	17,371.00	0.00	0.00	17,371.00	0.00 %
Fund 138 Total:	17,371.00	0.00	0.00	17,371.00	0.00 %
Fund: 140 - HOUSING FUND					
5030 - HOUSING & URBAN RENEWAL	130,963.00	92.80	83,180.63	47,782.37	63.51 %
Fund 140 Total:	130,963.00	92.80	83,180.63	47,782.37	63.51 %
Fund: 165 - RIEFE MEMORIAL FUND					
4010 - LIBRARY SERVICES	5,975.00	0.00	5,927.50	47.50	99.21 %
Fund 165 Total:	5,975.00	0.00	5,927.50	47.50	99.21 %
Fund: 167 - LIBRARY MEMORIAL FUND					
4010 - LIBRARY SERVICES	53,000.00	3,237.27	26,636.94	26,363.06	50.26 %
Fund 167 Total:	53,000.00	3,237.27	26,636.94	26,363.06	50.26 %
Fund: 169 - MISCELLANEOUS GIFT FUND					
1010 - POLICE OPERATIONS	12,759.00	115.53	2,989.42	9,769.58	23.43 %
1050 - FIRE DEPARTMENT	5,997.00	109.86	1,654.72	4,342.28	27.59 %
4020 - BAND	7,328.00	0.00	0.00	7,328.00	0.00 %
4030 - PARKS	3,938.00	0.00	0.00	3,938.00	0.00 %
4031 - POOL	2,766.00	0.00	0.00	2,766.00	0.00 %
5030 - HOUSING & URBAN RENEWAL	3,959.00	0.00	0.00	3,959.00	0.00 %
Fund 169 Total:	36,747.00	225.39	4,644.14	32,102.86	12.64 %
Fund: 172 - WOODEN PLAYGROUND MAINT FUND					
4030 - PARKS	1,450.00	0.00	1,449.46	0.54	99.96 %
Fund 172 Total:	1,450.00	0.00	1,449.46	0.54	99.96 %
Fund: 177 - POLICE FORFEITURE FUND					
1010 - POLICE OPERATIONS	8,346.00	460.00	9,267.29	-921.29	111.04 %
Fund 177 Total:	8,346.00	460.00	9,267.29	-921.29	111.04 %
Fund: 178 - LIBRARY MAINTENANCE FUND					
4010 - LIBRARY SERVICES	52,122.00	0.00	19,684.29	32,437.71	37.77 %
Fund 178 Total:	52,122.00	0.00	19,684.29	32,437.71	37.77 %
Fund: 179 - FIRE DEPT FEMA GRANT FUND					
1050 - FIRE DEPARTMENT	0.00	0.00	44.97	-44.97	
Fund 179 Total:	0.00	0.00	44.97	-44.97	
Fund: 180 - MISCELLANEOUS GRANTS FUND					
1010 - POLICE OPERATIONS	13,018.00	0.00	7,144.03	5,873.97	54.88 %
4040 - RECREATION	15,050.00	0.00	0.00	15,050.00	0.00 %
Fund 180 Total:	28,068.00	0.00	7,144.03	20,923.97	25.45 %

EXPENSE TRIAL BALANCE

For Fiscal: 2013-2014 Period Ending: 04/30/2014

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 199 - WFP RISE PAYMENT FUND					
5020 - ECONOMIC DEVELOPMENT	16,216.00	0.00	16,216.00	0.00	
Fund 199 Total:	16,216.00	0.00	16,216.00	0.00	
Fund: 200 - DEBT SERVICE FUND					
7010 - DEBT SERVICE	935,564.00	0.00	72,781.25	862,782.75	7.78 %
Fund 200 Total:	935,564.00	0.00	72,781.25	862,782.75	7.78 %
Fund: 301 - PARK SHELTER CAPITAL IMPROVEMENT					
4030 - PARKS	785.00	57.03	685.63	99.37	87.34 %
Fund 301 Total:	785.00	57.03	685.63	99.37	87.34 %
Fund: 302 - CITY HALL IMPROVEMENTS					
6050 - CITY HALL & GENERAL BUILDINGS	125.00	0.00	96.27	28.73	77.02 %
Fund 302 Total:	125.00	0.00	96.27	28.73	77.02 %
Fund: 325 - PAVEMENT MANAGEMENT					
2010 - ROADS, BRIDGES, SIDEWALKS	1,350,590.00	12,101.50	593,843.59	756,746.41	43.97 %
Fund 325 Total:	1,350,590.00	12,101.50	593,843.59	756,746.41	43.97 %
Fund: 328 - PARKING LOT IMPROVEMENTS PHASE II					
2010 - ROADS, BRIDGES, SIDEWALKS	176,169.00	0.00	126,169.56	49,999.44	71.62 %
Fund 328 Total:	176,169.00	0.00	126,169.56	49,999.44	71.62 %
Fund: 600 - WATER O&M FUND					
8000 - WATER PLANT OPERATIONS	505,172.00	101,757.41	337,624.33	167,547.67	66.83 %
8001 - WATER DISTRIBUTION	1,360,910.00	273,714.44	1,037,690.06	323,219.94	76.25 %
8006 - WATER OFFICE	685,184.00	154,112.13	466,706.27	218,477.73	68.11 %
Fund 600 Total:	2,551,266.00	529,583.98	1,842,020.66	709,245.34	72.20 %
Fund: 603 - WATER SINKING FUND					
8001 - WATER DISTRIBUTION	418,793.00	0.00	81,135.00	337,658.00	19.37 %
Fund 603 Total:	418,793.00	0.00	81,135.00	337,658.00	19.37 %
Fund: 604 - WATER RESERVE FUND					
8001 - WATER DISTRIBUTION	75,000.00	23,720.49	48,720.49	26,279.51	64.96 %
Fund 604 Total:	75,000.00	23,720.49	48,720.49	26,279.51	64.96 %
Fund: 610 - SANITARY SEWER O&M FUND					
8015 - SANITARY SEWER-TREATMENT	1,068,022.00	74,999.91	858,325.34	209,696.66	80.37 %
8016 - SANITARY SEWER-COLLECTION	315,678.00	17,160.15	268,466.69	47,211.31	85.04 %
Fund 610 Total:	1,383,700.00	92,160.06	1,126,792.03	256,907.97	81.43 %
Fund: 611 - SANITARY SEWER REVENUE FUND					
8015 - SANITARY SEWER-TREATMENT	1,871,481.00	108,226.03	1,560,742.97	310,738.03	83.40 %
Fund 611 Total:	1,871,481.00	108,226.03	1,560,742.97	310,738.03	83.40 %
Fund: 612 - SANITARY SEWER SINKING FUND					
8015 - SANITARY SEWER-TREATMENT	476,381.00	0.00	28,866.25	447,514.75	6.06 %
Fund 612 Total:	476,381.00	0.00	28,866.25	447,514.75	6.06 %
Fund: 618 - IDOT SEWER EXTENSION PROJECT					
8016 - SANITARY SEWER-COLLECTION	550,723.00	16,671.64	482,327.44	68,395.56	87.58 %
Fund 618 Total:	550,723.00	16,671.64	482,327.44	68,395.56	87.58 %
Fund: 660 - AIRPORT FUND					
8035 - AIRPORT	242,318.00	10,268.17	183,416.33	58,901.67	75.69 %
Fund 660 Total:	242,318.00	10,268.17	183,416.33	58,901.67	75.69 %
Fund: 663 - AIRPORT STORM SEWER OUTFALL RECONSTRUCTION					
8035 - AIRPORT	139,808.00	0.00	139,770.01	37.99	99.97 %
Fund 663 Total:	139,808.00	0.00	139,770.01	37.99	99.97 %
Fund: 740 - STORM WATER UTILITY FUND					
8065 - STORM WATER	295,474.00	0.00	109,339.71	186,134.29	37.00 %
Fund 740 Total:	295,474.00	0.00	109,339.71	186,134.29	37.00 %
Fund: 750 - EDMUNDSON GOLF COURSE FUND					
8071 - GOLF PRO SHOP	12,354.00	101.47	6,406.69	5,947.31	51.86 %
Fund 750 Total:	12,354.00	101.47	6,406.69	5,947.31	51.86 %

EXPENSE TRIAL BALANCE

For Fiscal: 2013-2014 Period Ending: 04/30/2014

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 760 - RACI MAIN STREET LOAN FUND					
8060 - HOUSING & URBAN RENEWAL	9,606.00	0.00	0.00	9,606.00	0.00 %
Fund 760 Total:	9,606.00	0.00	0.00	9,606.00	0.00 %
Fund: 810 - COPIER/FAX REVOLVING FUND					
9310 - COPIER REVOLVING	0.00	264.08	4,139.11	-4,139.11	
Fund 810 Total:	0.00	264.08	4,139.11	-4,139.11	
Fund: 820 - EMPLOYEE HEALTH SELF-INSURANCE					
9320 - EMPLOYEE HEALTH SELF-INSURANCE	0.00	98,998.18	650,504.80	-650,504.80	
Fund 820 Total:	0.00	98,998.18	650,504.80	-650,504.80	
Fund: 830 - EMPLOYEE FLEX PLAN FUND					
9330 - EMPLOYEE FLEX PLAN	0.00	888.27	41,784.59	-41,784.59	
Fund 830 Total:	0.00	888.27	41,784.59	-41,784.59	
Report Total:	20,624,386.00	1,473,679.69	14,454,560.54	6,169,825.46	70.08 %



City Council
Communication

Meeting Date: May 19, 2014

Requested By: City Manager's Office

Item Title: CONSENT AGENDA

Consider a resolution providing for the financial support of the Area 15 Regional Planning Commission for Fiscal Year 2015.

Explanation :

The City of Oskaloosa has been a member of the Regional Planning Commission for several years. The city has a representative on the transportation and TAC committees of the RPC. The cost of membership is based on population. At \$.43 per capita, the city's contribution amounts to \$4,929.09. The attached resolution is for the period from July 1, 2014 through June 30, 2015.

Staff recommends approval of this item as presented.

Budget Consideration:

The annual membership dues for the Area 15 Regional Planning Commission have been specifically included in the FY 2015 City Council adopted budget in the amount of \$4800.00.

Attachments :

Letter from Chris Bowers, Executive Director
Resolution of Financial Commitment



P.O. Box 1110 • OTTUMWA, IA 52501
(P) 641.684.6551 • (F) 641.684.4894
AREA15RPC@AREA15RPC.COM

CHRIS.BOWERS@AREA15RPC.COM

January 9, 2014

Greetings!

2014 is upon us and Area 15 Regional Planning Commission is excited to begin its annual membership drive! As you begin your budget process for FY14-15 I hope you will continue your active membership and support of the RPC. Your membership provides you with access to all of the programs, services and professional staff of the RPC.

The past year has been a very successful and busy year for your Economic Development District (EDD)/Council of Governments (COG). With 54 out of 56 jurisdictions contributing financial backing for FY13-14, your support has been tremendous! The RPC staff helped many of our communities and citizens with planning, housing, community and economic development projects. Often this work resulted in our staff preparing applications to help fund these projects. The success of our work is one of the best benefits of RPC membership (see report below):

Report on Grant Applications/Projects:

Total Submitted	\$ 4,701,769
TOTAL FUNDED	\$ 2,910,337
PENDING	\$ 1,481,349

The RPC was successful in securing awards of over \$2.9 million in FY12-13! This represents a return of \$75 in Federal/State funds for every \$1.00 of membership dues invested in FY12-13. Of greater significant, there are \$1.4 million in project applications still pending!

I wish to thank you, our public officials, as well as the economic development professionals and regional partners who have assisted us in pursuing these community and economic development opportunities over the past year. Please consider and return the enclosed Resolution for your FY14-15 RPC membership to us as soon as possible!

If there is anything that we can do for you, please let me know. You can reach me at (641)684-6551 and chris.bowers@area15rpc.com. Remember – we are working for you!

Sincerely,

Chris Bowers
Executive Director

RESOLUTION NO. _____

RESOLUTION PROVIDING FOR THE FINANCIAL SUPPORT OF THE
AREA 15 REGIONAL PLANNING COMMISSION

WHEREAS, Chapters 28E and 473A of the State Code of Iowa, as amended, authorized the governing bodies of governmental units to cooperate in the operation of a regional planning commission; and

WHEREAS, by the Articles of Agreement, signed on August 15, 1973, as amended, the Area 15 Regional Planning Commission did become the authorized planning agency for Service Delivery Area 15; and

WHEREAS, the governing body of the City of Oskaloosa, Iowa is a part of the Area 15 Regional Planning Commission and has agreed to contribute \$.43 per capita, for a total amount equal to \$4,929.09 to cover financial operating costs of the Area 15 Regional Planning Commission from July 1, 2014 through June 30, 2015.

PASSED AND APPROVED the 19th day of May 2014.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk



City Council
Communication
Meeting Date: May 19, 2014
Requested By: Public Works Dept.

Item Title: CONSENT AGENDA

Consider an ordinance amending driveway culvert regulations in Oskaloosa Municipal Code Section 12.28.060 - 3rd Reading.

Explanation:

Staff was requested to conduct research and provide recommendations on driveway culvert requirement updates to the City Code. Currently, the Oskaloosa Municipal Code states that driveway culverts must be either corrugated metal pipe (CMP) or reinforced concrete pipe (RCP) with a minimum diameter of 12 inches. Thermoplastic pipes such as High Density Polyethylene (HDPE) and Polyvinyl Chloride (PVC) are not listed as allowable materials for driveway culverts.

At their meeting on April 14, 2014 the Planning and Zoning Commission recommended by a vote of 5 to 0 to approve the code changes with the stipulation that these regulations be stated to apply to residential driveways.

Note: If approved, then the following amendments will be made to Section 12.28.060 of the Oskaloosa Municipal Code:

12.28.060 Driveway Culverts. ~~Driveways on unpaved streets.~~

~~When a permit has been granted to construct a private driveway from an unpaved street, the person, firm, or corporation receiving said permit shall perform the necessary grading and the department of public works will install a culvert, constructed of either corrugated iron or concrete with a minimum diameter of twelve inches and a maximum length of twenty feet, the permit holder to bear the cost of said culvert.~~

~~The driveway access shall not block the natural flow of surface water. If a residential culvert is required and a permit has been granted, it shall be constructed of one of the following materials:~~

- ~~1. Reinforced concrete pipe (RCP) meeting ASTM C 655, 1500-D standard or higher.~~
- ~~2. Corrugated metal, iron or steel, pipe (CMP) including all fittings, coupling bands and associated hardware meeting AASHTO M 36 and AASHTO M~~

245.

3. Dual wall high density polyethylene (HDPE) smooth line pipe meeting AASHTO M 294.
4. Polyvinyl chloride (PVC) corrugated smooth interior pipe (ASTM F 949), polyvinyl chloride profile wall pipe (ASTM F 794), and polyvinyl chloride solid wall pipe (ASTM D 3034, SCR 35)

The length of proposed pipe will be determined by the city based on the width of the drive, fill slopes, and the depth of the ditch. All culverts must be new and approved prior to construction. The minimum pipe diameter shall be twelve (12) inches with a minimum of one foot of cover, unless otherwise specified by the city. If the proposed driveway culvert has less than six (6) inches of cover from the driveway surface to the top of the culvert pipe, only concrete or steel pipe shall be used.

Budget Consideration:

Costs associated with drafting changes to Section 12.28.060 of the Municipal Code.

Attachments :

Ordinance, City Code Driveway Culvert Tabulation

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA, BY AMENDING TITLE 12 - STREETS, SIDEWALKS AND PUBLIC PLACES, CHAPTER 12.28 - DRIVEWAYS, SECTION 12.28.060 - DRIVEWAYS ON UNPAVED STREETS, BY PROVIDING AMENDMENTS PERTAINING TO DRIVEWAY CULVERT REQUIREMENTS.

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

SECTION 1: The Oskaloosa City Code Section 12.28.060 is amended by deleting the current section, and inserting in lieu thereof the following:

12.28.060 Driveway Culverts. ~~Driveways on unpaved streets.~~

~~When a permit has been granted to construct a private driveway from an unpaved street, the person, firm, or corporation receiving said permit shall perform the necessary grading and the department of public works will install a culvert, constructed of either corrugated iron or concrete with a minimum diameter of twelve inches and a maximum length of twenty feet, the permit holder to bear the cost of said culvert.~~

The driveway access shall not block the natural flow of surface water. If a residential culvert is required and a permit has been granted, it shall be constructed of one of the following materials:

1. Reinforced concrete pipe (RCP) meeting ASTM C 655, 1500-D standard or higher.
2. Corrugated metal, iron or steel, pipe (CMP) including all fittings, coupling bands and associated hardware meeting AASHTO M 36 and AASHTO M 245.
3. Dual wall high density polyethylene (HDPE) smooth line pipe meeting AASHTO M 294.
4. Polyvinyl chloride (PVC) corrugated smooth interior pipe (ASTM F 949), polyvinyl chloride profile wall pipe (ASTM F 794), and polyvinyl chloride solid wall pipe (ASTM D 3034, SCR 35)

The length of proposed pipe will be determined by the city based on the width of the drive, fill slopes, and the depth of the ditch. All culverts must be new and approved prior to construction. The minimum pipe diameter shall be twelve (12) inches with a minimum of one foot of cover, unless otherwise specified by the city. If the proposed driveway culvert has less than six (6) inches of cover from the driveway surface to the top of the culvert pipe, only concrete or steel pipe shall be used.

SECTION 2: 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 3: 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 _____, 2014, and approved this _____ day of _____, 2014.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2014.

Signed

Cities in Iowa	Approved Pipe Types	Minimum Pipe Size (Inches)
Oskaloosa	RCP,	
Ottumwa	RCP, CMP, VCP	10
Marshalltown	RCP, PVC, HDPE (on permit)	12
Cedar Falls	RCP, CMP	15
Robins	RCP, CMP	18
Waterloo	Not Specified	18
Forest City	Not Specified	Not Specified
Newton	Not Specified	Not Specified
Indianola	Not Specified	Not Specified
Knoxville	Not Specified	Determined by engineer
Pella	Not Specified	Not Specified
Other Cities		
Sanger, CA	RCP, HDPE, CMP	Not Specified
Rhine, WI	RCP, HDPE, CMP	Not Specified
Marion, WI	RCP, CMP	12
Overland Park, KS	RCP, HDPE	12
Ashland, MO	CMP	15
Houston, TX	CMP	15
Tampa, FL	RCP, PVC	15



City Council
Communication
Meeting Date: May 19, 2014
Requested By: Public Works Dept.

Item Title: CONSENT AGENDA

Consider an ordinance amending the Oskaloosa Municipal Code to reflect a parking restriction along both sides of North 11th Street from C Avenue East to J Avenue East - 3rd Reading.

Explanation:

When reviewing proposed parking changes along E Avenue East, city staff became aware that a parking restriction along the west side of North 11th Street was not listed in the Oskaloosa Municipal Code. Currently, signs indicating a parking restriction are in place along both sides of North 11th Street from C Avenue East to J Avenue East. The city code states that parking is restricted along the east side only. This section of North 11th Street is 26 feet wide from back of curb to back of curb, which is too narrow to allow both two-way traffic and on-street parking.

Therefore, staff recommends council approve the ordinance to make a change to the Oskaloosa Municipal Code to reflect the existing parking restriction along both sides of North 11th Street from C Avenue East to J Avenue East.

Budget Consideration:

Cost associated with making a change to the Oskaloosa Municipal Code.

Attachments :

Ordinance, Map

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF
OSKALOOSA, IOWA, BY AMENDING PROVISIONS PERTAINING TO
PARKING REGULATIONS

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

SECTION 1: The Oskaloosa City Code Section 10.48.240 is amended as follows:

83. North Eleventh Street on **both sides from** ~~the east side from~~ C Avenue East to J Avenue East;

SECTION 2: 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 3: 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 _____, 2014, and approved this _____ day of _____, 2014.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2014.

Signed

North 11th Street (C Avenue East to J Avenue East) Parking Regulations



LEGEND

- Existing Parking Restrictions
- No Parking Signs Exist, but not written in Code

Date Created: 2-10-14



City Council
Communication
Meeting Date: May 19, 2014
Requested By: Public Works Dept.

Item Title: CONSENT AGENDA

Consider a resolution scheduling a public hearing on vacation and sale of 120' X 16.5' of the north-south alley adjacent to 505 4th Avenue East.

Explanation:

Tomas Lucius, contract deed holder of 505 4th Avenue East, has requested that the portion of the north-south alley adjacent to their property be vacated. The reason for the alley vacate is to restrict the traffic flow on the alley. Daryl Martin, owner of 505 4th Avenue East, approves the proposed alley vacate. Mr. Lucius and adjacent property owners Kathleen & Denny Seibert of 511 4th Avenue East intend to purchase their respective halves of the alley. The applicant intends to purchase their section of the alley to help restrict traffic through the alley.

The city conducted a survey of households with direct access to this alley. Among the residents that responded (9 total), 8 of them wanted the alley to be vacated and 1 does not want the alley vacated because it will block access to the garage at 508 3rd Avenue East. The property along 508 3rd Avenue East will have access to the northern portion of the alley off of 3rd Avenue East. This alley also contains public sanitary sewer 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 May 12, 2014 meeting and recommended by a vote of 4:1:1 (yes : no : abstain) that the City Council approve the alley vacate request. Commission member Holden Barnhart opposed the alley vacate. Commission member Wyndell Campbell abstained because he was familiar with a property owner in the area.

Recommended Action:

Staff recommends approving the resolution scheduling a public hearing for June 2, 2014 and approving this request for vacation and sale of 120' X 16.5' of the north-south public alley adjacent to 505 4th Avenue East.

Budget Consideration:

\$100.00 in application fees and if the alley vacate is approved, there is revenue of \$990.00 (120'X16.5'X\$0.50/Sq.Ft.) to the General Fund as outlined on a price per square foot amount in the Oskaloosa Municipal Code.

Attachments :

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

RESOLUTION NO. _____

RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING TO CONSIDER AN ORDINANCE TO VACATE THE NORTH-SOUTH ALLEY ADJACENT TO 505 4TH AVENUE EAST, AND THE SALE OF SAID PUBLIC ALLEY RIGHT-OF-WAY.

WHEREAS, a request has been made and the City wishes to consider the vacation and sale of the north-south public alley right-of-way that lies adjacent to 505 4th Avenue East and is legally described as follows:

The 120' X 16.5' section of the north-south alley lying adjacent to Lot 6 of Block 6 of Houtz's Addition of the City of Oskaloosa, Mahaska County, Iowa.

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

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

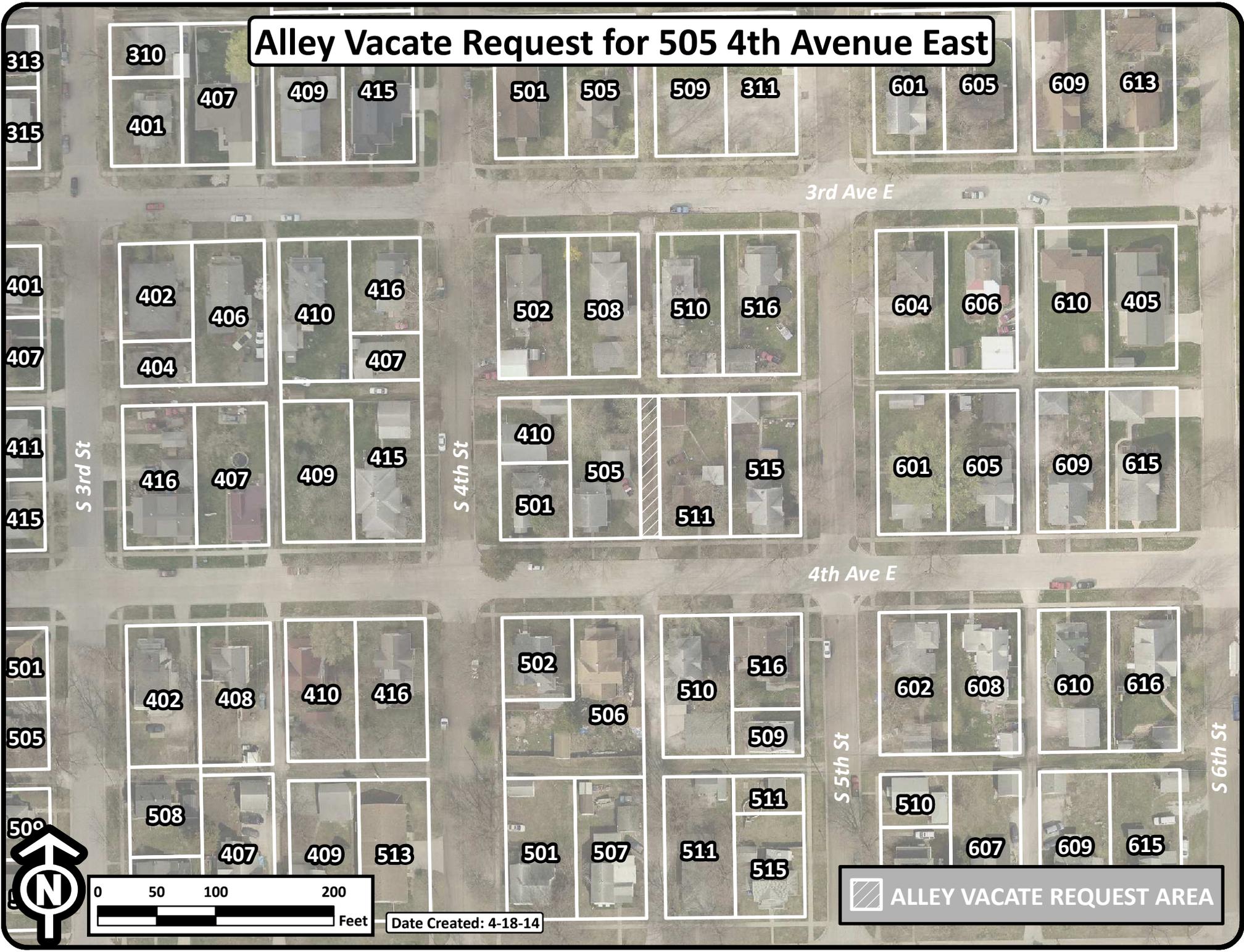
NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa that a public hearing shall be conducted on Monday, June 2, 2014 at 6:00 p.m. in the City Council Chambers, City Hall, Oskaloosa, Iowa at which time persons may appear and speak for, or against, the vacation as legally described in the preamble hereof.

PASSED AND APPROVED this _____ day of _____, _____.

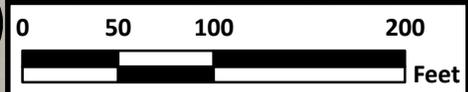
David Krutzfeldt , Mayor

ATTEST: _____
Amy Miller, City Clerk

Alley Vacate Request for 505 4th Avenue East



 ALLEY VACATE REQUEST AREA



Date Created: 4-18-14





Alley adjacent to 505 4th Avenue East looking north.



505 4th Avenue East and alley approach looking northwest.

I, Daryl Martin, as the deed holder for 505 4th Ave E in Oskaloosa, give my permission for Tomas Lucius to go ahead with the alley vacation request. If you have any questions, you can call me at 641-660-2944.



Daryl Martin

ALLEY VACATION RESPONSE : 505 4th Avenue East

ADDRESS	NAME	RESPONSE	COMMENTS
502 3rd Avenue East	Kaskadden, Terry Joe	Yes, Approve the proposed alley vacate	
508 3rd Avenue East	Sterrett, Adam	No, do not approve of the proposed alley vacate	Vacation of the alley will block access to the garage at 508 3rd Avenue East
510 3rd Avenue East	Brackney, Delbert	Yes, Approve the proposed alley vacate	
516 3rd Avenue East	Edel, Brian E/Kara K	No Response	
501 4th Avenue East	Lhhh Holdings L L C	Yes, Approve the proposed alley vacate	
505 4th Avenue East	Martin, Daryl R/Maria R	Yes, Approve the proposed alley vacate	
	Tomas Lucius	Yes, Approve the proposed alley vacate	
511 4th Avenue East	Seibert, Denny L/Kathleen J	Yes, Approve the proposed alley vacate	
515 4th Avenue East	Wallen, Michael R/Brenda S	Yes, Approve the proposed alley vacate	
410 South 4th Street	Rabideau, Thomas Jay	Yes, Approve the proposed alley vacate	

UTILITY COMPANY RESPONSE

MCG	Yes Major Aerial Infrastructure
WATER DEPT.	No Major Infrastructure
CENTURY LINK	No Major Infrastructure
MIDAMERICAN ENERGY	No Major Infrastructure
CITY SANITARY SEWER	Yes Major Infrastructure



City Council
Communication
Meeting Date: May 5, 2014
Requested By: Mayor/City
Council/Staff

Item Title: REGULAR AGENDA

Explanation :

The following agenda items require specific action by the City Council.

Budget Consideration:

Not applicable.

Attachments :

None.



City Council Communication

Meeting Date: May 05, 2014
Requested By: Council Planning
Committee

Item Title:

Discussion and possible action on the City Council Planning Committee report and recommendations on the Blue Zones community policy pledge items

Explanation:

The following information was drafted by the Planning Committee Chair, Council Member Jason Van Zetten on May 13, 2014:

We as the planning committee have met and have our recommendations ready to present to you and Council on Mon, May 19th as requested. Although there was no formal vote Council Members Moore and Caligiuri are in favor of recommending new and current policies that will score 25 points out of a needed 17 points for Blue Zones. Council Member Van Zetten recommends the City not participate in limiting the choice of citizens as this is an issue individuals and businesses should be free to choose. Ultimately the City should be preserving the freedom of choice for its citizens not limiting them. At this time committee, city manager, or blue zones cannot determine actual budgets because the depth of these programs can be quite extensive, time consuming, and expensive pending the excessiveness of the individual item. Council will need to determine the priority level and budget to move forward on specific line items. I will be attaching several documents to this email for your review. It also should be noted that on May 9th the committee was presented with a revised, new, and/or updated pledge sheet changing the original standard of scoring and language from 13 points to now 17 points. At this time I cannot explain that change or guarantee it will not change again now or in the future. As of now there have been 2 versions of the pledge sheet. Please make sure you are looking at the revised, new, and/or updated pledge sheet.

Attachments:

1. New Blue Zones pdf
2. Selected Blue Zones pdf highlighting Committee members Moore and Caligiuri recommendations
3. Old Blues Zones pdf
4. CP_Detail_27 Environment Changes
5. 5-13-14 Word Document

Other:

1. Action Points and Budget Considerations
2. Council Member Walling's Questions- At bottom

Chairman of Planning Committee & 4th Ward Councilman,
Jason Van Zetten

Budget Consideration:

No budget impact is associated with the presentation of this item, however future policy decisions by the City Council relative to Blue Zones could carry operational and capital expenditure implications.

Attachments :

1. As referenced in the "Explanation" section above

BLUE ZONES®

COMMUNITY POLICY PLEDGE

The world we create for ourselves has an impact on our everyday lives—whether we’re aware of it or not. Where we choose to live, work, play, and even the community of people with whom we spend our time, all influence the lifestyle choices we make.

What if you had the opportunity to intentionally create a healthy city where the healthiest choices are also the easiest ones to make? **Imagine a place where grocery stores and farmer’s markets make fresh produce more accessible and more affordable than fast food.**

Here it’s easier to bike than drive, thanks to better bike lanes providing safe and direct access to work, shopping centers, and parks, all without the hassle of public parking. This community, designed for health and well-being, also makes it easier for our kids to play outside, with safe school playgrounds made available to the public during non-school hours.

This is a city built for active living. It’s an environment where city governments can support the health and vitality of citizens by carrying out policies that provide people with healthy opportunities, giving them a supportive nudge toward eating better and moving more naturally.

**Can such a community exist?
Yes!**

WHAT IS THE BLUE ZONES PROJECT?

Across the globe lie Blue Zones® areas, where people reach age 100 at an astonishing rate. Citizens of places like Sardinia, Italy; Okinawa, Japan; and Loma Linda, California, have maintained their healthy lifestyles for generations.

The Blue Zones Project™ aims to adopt the lifestyle principles of these areas to transform cities and towns into Blue Zones Communities™, where people can “live longer, better” lives.

Our town is trying to become a Blue Zones Community™. Achieving that goal requires six community sectors to pledge and then act on their specific responsibilities. If each sector does its part, then we will all share the benefits of living in a community where well-being is a way of life.

Becoming a Blue Zones Community requires:

- At least 20% of citizens sign the Personal Pledge and complete one action.
- At least 25% of public schools become a Blue Zones School™.
- At least 50% of the top twenty community-identified employers become a Blue Zones Worksite™.
- At least 25% of independently or locally owned restaurants become a Blue Zones Restaurant™.
- At least 25% of grocery stores become a Blue Zones Grocery Store™.
- Completion of the Blue Zones Community Policy™ Pledge.

BLUE ZONES COMMUNITY POLICY PLEDGE

The Blue Zones Community Policy Pledge enables community leaders to promote healthy lifestyle principles, creating a healthier environment for citizens to live, work, play, and thrive.

Based on reviewed literature, the Blue Zones Project has identified policies that city governments can realistically implement to better support the health and well-being of its citizens. The policies recommended are a compilation of evidence- or theory-based policy recommendations published by the following sources:

- Centers for Disease Control and Prevention
- Institute of Medicine
- White House Task Force on Obesity
- National Prevention Council
- Robert Wood Johnson Foundation

While we tried to choose policies that are directly under the control of city government, we realize the legal landscape is different in every community. Therefore, we recognize that some cities may not have jurisdiction over all policies recommended. The list is intended to be a menu from which communities can choose the policies that make sense for their unique environments. It is up to your town to determine what is feasible.

This pledge contains both public policies and operational policies. Operational policies are more internal to government operations impacting human-resource practices and management of the activities of public-owned property and buildings.

ALIGN YOUR COMMUNITY POLICIES TO ACHIEVE THE BLUE ZONES COMMUNITY POLICY DESIGNATION

Communities that meet the criteria outlined below will earn the Blue Zones Community Policy™ designation. By taking the Blue Zones Community Policy Pledge, you're demonstrating your commitment to creating an environment of well-being for the people of your community, as well as your intentions to strive toward certification as a Blue Zones Community.

BENEFITS FOR BLUE ZONES COMMUNITIES

- Recognition for helping your community reach Blue Zones Community certification
- Makes your community a more attractive destination for businesses and individuals

CRITERIA FOR DESIGNATION

Complete the following criteria to fulfill the policy and built-environment requirements for becoming a Blue Zones Community:

- Earn at least 40% of the total points (17 points or more of 42 possible points) by adopting and enforcing pledge actions.
- Implement at least two pledge actions from Complete Streets, Healthy Eating, and Active Living policies, and complete at least one pledge action from Tobacco policy.
- Implement at least two changes to the built environment that permanently change the environment to nudge people into healthier behaviors.

INSTRUCTIONS

1. Register on the Blue Zones Project website (bluezonesproject.com) to begin the process.
2. Complete the Blue Zones Community Policy Assessment by reviewing each item and checking those that your community is currently doing.
3. By registering and completing the assessment:
 - I agree to ensure formal consideration for adoption of the actions as outlined in the Blue Zones Community Policy Pledge to achieve the Blue Zones Community Policy designation.
 - I agree to display a banner or lawn sign stating my participation in the Blue Zones Project.
 - I agree to allow Healthways and Blue Zones to use the name of our community in their promotion of the Blue Zones Project, and I understand that our inclusion as a participating organization is entirely within the discretion of Healthways and Blue Zones and that our status as a participating organization may be terminated at any time and for any reason.
 - I agree to secure community buildings as meeting places for hosting Blue Zones Project events.
4. Select items you would like to implement in your community. See the supporting materials under “Tips, Tools, and Resources” to help you get started.
5. Update your information online as you make progress.
6. Celebrate your achievements!

BLUE ZONES COMMUNITY POLICY PLEDGE ACTIONS

COMPLETE STREETS POLICY Implement <u>at least two</u> options in this section.	CURRENTLY DOING	POINTS	WILL DO
1. Pass a city resolution or ordinance to adopt Complete Streets principles.	<input type="checkbox"/>	3	<input type="checkbox"/>
2. Ensure staff in charge of design has received training on how to design Complete Streets. (You must pass a city resolution to adopt Complete Streets principles.)	<input type="checkbox"/>	3	<input type="checkbox"/>
3. Adopt and enforce a street-design guideline manual that supports all Complete Streets elements.	<input type="checkbox"/>	3	<input type="checkbox"/>
TOTAL POINTS COMPLETE STREETS POLICY:			<input type="text"/>

TOBACCO POLICY Implement <u>at least one</u> option in this section.	CURRENTLY DOING	POINTS	WILL DO
1. Adopt a comprehensive smoke-free policy for all indoor workplaces and public places and a comprehensive smoke-free policy for all outdoor workplaces and/or public places.	<input type="checkbox"/>	3	<input type="checkbox"/>
2. Adopt a comprehensive smoke-free policy for all indoor workplaces and public places and adopt a policy to address smoke-free multi-unit public housing.	<input type="checkbox"/>	2	<input type="checkbox"/>
TOTAL POINTS TOBACCO POLICY:			<input type="text"/>

ACTIVE LIVING POLICY Implement <u>at least two</u> options in this section.	CURRENTLY DOING	POINTS	WILL DO
1. Adopt an active transportation plan that includes plans for accountability, funding, implementation, and evaluation. ¹	<input type="checkbox"/>	3	<input type="checkbox"/>
2. Implement a policy encouraging neighborhoods to achieve a street connectivity index of 1.4.	<input type="checkbox"/>	2	<input type="checkbox"/>
3. Adopt form-based codes for the community or a sub-area of the community.	<input type="checkbox"/>	2	<input type="checkbox"/>
4. Update zoning and building codes to encourage mixed-use development.	<input type="checkbox"/>	1	<input type="checkbox"/>
5. Adopt a bicycle master plan that includes plans for accountability, funding, implementation, and evaluation.	<input type="checkbox"/>	1	<input type="checkbox"/>
6. Adopt a pedestrian master plan that includes plans for accountability, funding, implementation, and evaluation.	<input type="checkbox"/>	1	<input type="checkbox"/>
7. Adopt a parking master plan that includes plans for accountability, funding, implementation, and evaluation.	<input type="checkbox"/>	1	<input type="checkbox"/>

¹ If selected, substitutes for bicycle and pedestrian master plans.

ACTIVE LIVING POLICY, continued

Active Living Operational Policies

- | | CURRENTLY DOING | POINTS | WILL DO |
|--|--------------------------|--------|--------------------------|
| 8. Create a policy that facilitates joint-use-of-facilities agreements (such as model joint-use agreements). | <input type="checkbox"/> | 1 | <input type="checkbox"/> |
| 9. Adopt building codes to require showers, changing facilities, and bike racks in municipal buildings. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |

TOTAL POINTS ACTIVE LIVING POLICY:

HEALTHY EATING POLICY Implement at least two options in this section.

Operational policies can contribute up to half of the total point value in this section.

- | | CURRENTLY DOING | POINTS | WILL DO |
|--|--------------------------|--------|--------------------------|
| 1. Establish zoning to limit density and location of fast-food establishments. | <input type="checkbox"/> | 3 | <input type="checkbox"/> |
| 2. Prohibit establishment of new fast-food drive-thrus. | <input type="checkbox"/> | 2 | <input type="checkbox"/> |
| 3. Provide incentives to attract supermarkets/grocery stores to underserved neighborhoods. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |
| 4. Create policies to increase healthy mobile markets. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |
| 5. Adopt policies to promote outdoor dining. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |
| 6. Restrict mobile vending of unhealthy foods near schools and public playgrounds. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |
| 7. Ensure that community gardens and farmer's markets are allowable uses of city property. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |

Healthy Eating Operational Policies

- | | | | |
|--|--------------------------|---|--------------------------|
| 8. Create pricing incentives to increase affordability of healthier foods. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |
| 9. Establish a healthy food-and-beverage policy at city-sponsored youth sporting events. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |
| 10. Adopt healthy vending standards in municipal buildings and public parks. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |
| 11. Increase access to fresh-water drinking fountains. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |
| 12. Adopt a written worksite breastfeeding policy that provides space and time for breastfeeding for city employees. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |

TOTAL POINTS HEALTHY EATING POLICY:

TOTAL YOUR POINTS:

	POINTS
1. Complete Streets	<input style="width: 50px; height: 20px;" type="text"/>
2. Tobacco	<input style="width: 50px; height: 20px;" type="text"/>
3. Active Living	<input style="width: 50px; height: 20px;" type="text"/>
4. Healthy Eating	<input style="width: 50px; height: 20px;" type="text"/>
Total Points*	<input style="width: 50px; height: 20px;" type="text"/>

**must be 17 or greater*

COMMUNITY POLICY BUILT-ENVIRONMENT CHANGES

Implement at least two meaningful environmental changes that permanently change the environment to nudge people into healthier behaviors.

IMPORTANT NOTE: One of the built-environment changes must be fully constructed *after* the initiation of the Blue Zones Project in the community, although it may be prioritized and budgeted *prior* to initiation. The second built-environment change must be a 'marquee' project approved by the city council or the appropriate decision-making body and embedded in the community's general and capital plans with an established work plan to take the project to completion.

- Complete at least one meaningful project from the Active Transportation Plan, Bicycle Master Plan, or Pedestrian Master Plan.**

Please Describe: _____

- Begin construction on a meaningful Complete Streets project.**

Please Describe: _____

- Begin construction on a meaningful Safe Routes to Schools project.**

Please Describe: _____

COMMUNITY POLICY BUILT-ENVIRONMENT CHANGES

- Implement a permanent strategy to enhance personal safety in areas where people are or could be physically active.**

Please Describe: _____

- Establish new community gardens.**

Please Describe: _____

- Complete at least one new placemaking project that fulfills the Power of 10 criteria and includes the four key qualities of successful places as defined by Project for Public Spaces.**

Please Describe: _____

- Complete at least one new urban greening project.**

Please Describe: _____

Summary Descriptions of Blue Zones® Community Pledge Actions

The purpose of this document is to provide summarized information for each Community Pledge Action. Detailed descriptions of each pledge action, including additional support resources and research, are available online. Communities should refer to these descriptions when completing their pledge actions.

Complete Street Policy

1. Pass a city resolution to adopt Complete Streets Principles.

How to do it: Adopt a Complete Streets policy. Complete Streets are designed to enable safe access for all users, including pedestrians, bicyclists, motorists, and public transportation users of all ages and abilities. Complete Streets make it easy to cross the street, walk to shops, and bike to work. They allow buses to run on time and make it safe for people to walk to and from train stations.

Why do it? Complete Streets are streets designed for all users (bicyclists, pedestrians, transit, people of all ages and those living with disabilities) not just cars. Complete Streets make it easy to cross streets, walk to shops, and bike to work. They allow timely public transportation and safer walking environments. By adopting a Complete Streets policy, your City Council sets the stage for future design and provides staff with the vision and freedom to design for all users.

Validation Requirements: Submit the adopted ordinance or policy. The ordinance or policy must include a vision for how and why the community wants to complete its streets; specify that **'all users'** includes pedestrians, bicyclists, and transit passengers of all ages and abilities, as well as trucks, buses, and automobiles; apply to both **new and retrofit projects**, including design, planning, maintenance, and operations, for the entire right of way; make **any exceptions** specific and set a clear procedure that requires high-level approval of exceptions; encourage **street connectivity** and aim to create a comprehensive, integrated, connected network for all modes; be adoptable by **all agencies to cover all roads**; direct the use of the **latest and best design criteria** and guidelines while recognizing the need for flexibility in balancing user needs; direct that Complete Streets solutions will **complement the context** of the community; establish **performance standards** with measurable outcomes; and include **specific next steps** for implementation of the policy. Adoption of additional policy guidance from Living Streets Principles is encouraged.

2. Ensure staff in charge of design has received training on how to design Complete Streets (You must pass a resolution to adopt Complete Streets principles).

How to do it: Engage a qualified Complete Streets trainer to train city staff and, when possible, commission, council and key advocates in Complete Streets principles. Training includes technical training needed to effectively serve all transportation system users along with procedural training. Procedural training focuses on the meaning of a Complete Streets policy and the avenues to its implementation.

Why do it? Ensure that those responsible for implementing the Complete Streets policy are aware of the new procedures that apply to their field of work and why they are important. This can be the most important step in moving this work forward. Once implementers, decision-makers, and advocates understand the value and what it takes, they are able to move forward more quickly by avoiding many of the debates that can be caused by lack of knowledge.

Validation Requirements: Please provide the date of Complete Streets training, the names and roles of attendees, the agenda, and the name and credentials of the trainer. Participants must include representation from city engineering staff and preferably planning staff. Representation is encouraged from the city council and the planning and public works commissions (or similar). Staff is required to complete a minimum of one full day of training, though it is encouraged that they complete the equivalent of the Smart Growth America three-day course. Elected and appointed leaders are encouraged to attend at least two hours of training, with strong encouragement to complete a one-day workshop/training.

3. Adopt and enforce a street design guideline manual that supports all Complete Streets elements.

How to do it: Formally adopt a street design manual as an implementation tool to help facilitate a network of Complete Streets benefitting all users in the community. The recommended best-practice template is The Model Design Manual for Living Streets Los Angeles County as described in the detailed description document.

Why do it? Currently, street design focuses on accommodating large numbers of motorists, in many cases at the expense of other users. There is a flaw in this type of design, though: when active transportation users are not taken into account during the development process, the efficiency of moving traffic through main streets is often compromised. The evidence shows this failure to provide for all modes can lead to increased auto dependency and hence added bottlenecks in traffic, causing delays in motorist travel time.

Validation Requirements: Provide a locally adopted guide for how street retrofits and new developments will be constructed to meet Complete and/or Living Street principles providing policies and design guidelines that can be used by city agencies, design professionals, private developers and community groups. The community's street design guidelines must address how the type of street (local, arterial) and the character of the area (historical, downtown, residential, and commercial) will influence the design. The guide must be as comprehensive as the Model Design Manual for Living Streets - Los Angeles County, with sections addressing the corresponding chapters: Vision, goals, policies, and benchmarks; Street networks and classifications; Traveled way design; Intersection design; Universal pedestrian access; Pedestrian crossings; Bikeway design; Transit accommodations; Streetscape ecosystem; Re-placing streets; Designing land use along living streets; Retrofitting; and Community engagement. In particular, there needs to be general consistency with Chapters 3 and 4 of the Model Design Manual.

Tobacco Policy

1. Adopt a comprehensive smoke-free policy for all indoor workplaces and public places *and* a comprehensive smoke-free policy for all outdoor workplaces and/or public places.

How to do it: Adopt a policy prohibiting smoking in all indoor workplaces and public places. Concurrently, or subsequently, adopt a 100% smoke-free policy to all outdoor workplaces and/or public places (e.g. construction sites, restaurant and bar patios, service lines, transit waiting areas, public events like county fairs and farmers markets, public golf courses, parks, beaches and recreation areas).

Why do it? Youth who live in smoke-free communities are less likely to be daily smokers or become established smokers than those who live in places that allow smoking. Substantial evidence exists to demonstrate that smoke-free legislation reduces heart attacks in the short- and long-term. Additional evidence suggests that smoke-free legislation has positive effects on birth outcomes, infant health, and reducing the risk of asthma.

Validation Requirements:

Provide a comprehensive policy consistent with the Americans for Nonsmokers Rights Model Ordinances. This model ordinance language has been used effectively in communities across the country. We recommend using this model language in its entirety when your community is ready to consider a smoke-free policy:

- **Indoor:** Prohibiting Smoking in All Workplaces and Public Places (100% Smoke-free)
<http://www.no-smoke.org/pdf/modelordinance.pdf>
- **Outdoor:** Prohibiting Smoking in Outdoor Places of Employment and Public Places
http://www.no-smoke.org/pdf/modelordinance_outdoors.pdf

The policy may have up to 10 exceptions or the maximum as allowed under state law. The exceptions must be defined with a level of specificity as demonstrated in the Iowa Smoke Free Law (see example below in Section 4: Sample Policy Language).

2. **Adopt a comprehensive smoke-free policy in all indoor workplaces and public places *and* adopt a policy to address smoke-free multi-unit public housing.**

How to do it: Adopt a policy prohibiting smoking in all indoor workplaces and public places. Concurrently or subsequently adopt a 100% smoke-free policy to eliminate exposure to secondhand smoke in publicly owned multi-unit housing.

Why do it? According to a U.S. Surgeon General report, there is no risk-free level of exposure to secondhand smoke.¹ In 2009, HUD issued a notice that “strongly encourages” all public housing authorities to adopt smoke-free policies for their buildings.² Secondhand smoke can enter neighboring apartments under doorways and through wall cracks and openings for electrical wiring, light fixtures, plumbing, baseboards, and ductwork.³ In a 2009 survey of renters in Minneapolis, MN, 75% of renters said they would be “somewhat likely” or “very likely” to choose a no-smoking building over a building where smoking was allowed.⁴ Contrary to the belief that smoke-free multi-unit housing policies discriminate against low-income tenants who smoke, the real discrimination is against low-income families who cannot escape exposure to deadly secondhand smoke and cannot find another place to live because of income, health, or other reasons.⁵

Validation Requirements:

- **Indoor:** Provide a comprehensive policy consistent with the Americans for Nonsmokers Rights Model Ordinances. This model ordinance language has been used effectively in communities across the country. We recommend using this model language in its entirety when your community is ready to consider a smoke-free policy:
Prohibiting Smoking in All Workplaces and Public Places (100% Smoke-free)
<http://www.no-smoke.org/pdf/modelordinance.pdf>

The policy may have up to 8 exceptions or the maximum as allowed under state law. The exceptions must be defined at the 5 or greater (e.g. 6) digit NAICS level and/or narrowly defined as demonstrated in the Iowa Smoke Free Law.

- **Housing:** Provide the policy that prohibits smoking in multi-unit housing. This policy must include all common indoor and outdoor areas (excluding designated smoking areas that meet criteria), outdoor smoke-free buffer zones (balconies, etc.), and 100% of all new units. Up to 20% of existing units can be smoking-allowed if they meet the criteria. Additional details are in the supporting policy overview document.

¹ The health consequences of involuntary exposure to tobacco smoke: a report of the Surgeon General. – [Atlanta, GA]: U.S. Dept. of Health and Human Services, Centers for Disease Control and Prevention, Coordination Center for Health Promotion, National Center for Chronic Disease Prevention and Health Promotion, Office on Smoking and Health, [2006].

² HUD Memo Encouraging Nonsmoking Policies in Public Housing. <http://www.phlpnet.org/sites/phlpnet.org/files/HUD%20memo%20re%20no-smoking%20policies.pdf>

³ Wagner J, Sullivan DP, Faulkner D, et al. Environmental Tobacco Smoke Leakage from Smoking Rooms. *Journal of Occupational and Environmental Hygiene* 2004;1(2):110-118.

⁴ Ferris M, Leite A. Perceptions of secondhand tobacco smoke among Minnesota Metro renters: A survey of renters across the Twin Cities metro area. Wilder Research Report. August 2009.
http://www.mnsmokefreehousing.org/documents/2009_Metro_tenants_SHS_survey_final_report.pdf

⁵ The Center for Tobacco Policy and Organizing. *Becoming a Policy Wonk on Nonsmoking Housing Units Ordinances: Answers to Tough Questions from Opponents and Elected Officials*. November 2011.
[http://www.center4tobaccopolicy.org/CTPO/ files/ file/Becoming%20a%20Policy%20Wonk%20on%20Nonsmoking%20Housing%20Units%20Ordinances%20November%202011%20\(update\).pdf](http://www.center4tobaccopolicy.org/CTPO/ files/ file/Becoming%20a%20Policy%20Wonk%20on%20Nonsmoking%20Housing%20Units%20Ordinances%20November%202011%20(update).pdf)

Active Living Policy

1. Adopt an active transportation plan that includes plans for accountability, funding, implementation, and evaluation.

How to do it: Adopt a plan which documents the current state of public transit and identifies areas planned for improvement. A strong active transportation plan should include the following as applicable:

- a. Mapping transportation corridors near key destinations, including schools
- b. Addressing a Complete Streets program community-wide
- c. Rails-to-Trails program
- d. Public transit amenities, safety, accessibility and affordability
- e. Mixed-use housing near transit stops and stations
- f. Safe Routes to Schools programs
- g. Developing a bicycle and pedestrian master plan
- h. An example of a program is to create route-finding applications and real-time arrival information available via smartphones
- i. A wayfinding and signage program for bicycle and pedestrian routes
- j. A commitment to not raise vehicle miles traveled (VMT) over a certain period of time and a baseline for VMT

Plans should not be simply data driven, but also “map out” feelings of security, shade and aesthetics along important corridors.

Why do it? Active transportation is a growing trend and in some cases, such as for youth and the older adults, the only available mode of transportation. It also supports a healthy lifestyle. Residents living in more walkable communities have stronger social networks, thus increasing the social capital in the area. They also have lower health care costs than those living in more car dependent areas.^{6,7} An active transportation plan gives the community an opportunity to integrate all modes of active transportation into the development process, such as planning for public transit and facilities that align with pedestrian and bicycle route connectivity.

Validation Requirements: Provide a copy of your active transportation plan, which must include plans for accountability, funding, implementation and evaluation. Plan must also include an outline for short-term demonstration projects and long-term plans, and clearly show that items “a” through “j” above were given appropriate consideration.

2. Implement a policy encouraging neighborhoods to achieve a street connectivity index of 1.4.

How to do it: The Street Connectivity Index is a simple measurement that assesses the ability of non-auto users and vehicles to move efficiently throughout a community. It is determined by dividing the number of street segments by the number of intersections. Details about this policy are in the supporting detailed description, though you can also see a quick link at, http://www.cityofhenderson.com/community_development/docs/applications/Street_Connectivity_Index.pdf

Begin by approving a policy encouraging a Street Connectivity Index of 1.4 or less for all future development. Then, identify low connectivity neighborhoods. Once you establish priority neighborhoods for retrofitting, propose potential new street networks with short links, numerous intersections and minimal dead-ends or cul-de-sacs to phase in. Create a timeline and plan to reach the connectivity index of 1.4 or the most feasible alternative for priority neighborhoods.

⁶ Leyden KM. Social Capital and the Built Environment: The Importance of Walkable Neighborhoods. *Am J Pub Health*; 93: 1546-1551.

⁷ American Public Health Association. Backgrounder: The Hidden Health Costs of Transportation. 2010. Available at: <http://trid.org/view.aspx?id=919815>.

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Why do it? Areas with a street connectivity index of 1.4 increase home-based walking trips and improve the chances of residents meeting the recommended level of physical activity. Every increase in street connectivity is associated with a decrease in using a vehicle for local travel.

Validation Requirements: Submit the policy showing that developers are encouraged to build streets within planned developments, subdivisions, and redevelopments that meet the street connectivity requirement of 1.4. Provide evidence that the policy is incorporated into the community's general plan or will be in the next update.

3. Adopt form-based codes for the community or a sub-area of the community.

How to do it: Formally adopt form-based codes for the community or sub-area(s) of the community to support a development that is compact, mixed-use, and pedestrian-friendly, helping to create livable neighborhoods and healthy vibrant communities. Ideally, a community would plan appropriate staff training in form-based codes.

Why do it? In contrast to traditional zoning, which emphasizes how a building is used or 'what is inside' (retail, residential, etc.), form-based codes concentrate first on the visual aspect of the development: building height and bulk, facade treatments, the location of parking, and the relationship of the buildings to the street and to one another. Simply put, form-based codes emphasize the appearance and qualities of the public realm – the places created by buildings. As such, they provide an opportunity to create a high-quality environment that works for all users, including pedestrians.⁸ Mixed land use and pedestrian-oriented neighborhoods have been shown to increase physical activity, lower body weight, and increase social capital among residents.^{9,10}

Validation Requirements: Provide the form-based codes for the community or sub-area of the community. Codes should support a development that is compact, mixed-use, and pedestrian-friendly. Codes should de-emphasize 'use' and divide a community into neighborhoods or specific street corridors that have a distinct and consistent character, while allowing a mixture of compatible uses. Codes must clearly cover the ten key elements of form-based codes as described in the detailed description. The submitted code should be for more than one specific development project and instead be applicable in designated areas throughout the community.

4. Update zoning and building codes to encourage mixed-use development.

How to do it: Update zoning and building codes to encourage mixed-use development (residential, commercial, and civic buildings that are within close proximity to each other), particularly around neighborhood centers, transit stations, schools, parks, employment centers, and retail stores.

Why do it? Research suggests that high social capital (sense of trust and reciprocity among citizens) is linked with lower mortality, higher general health status, lower risk of major depression, prevention of crime, and enhanced economic development.¹¹ Mixed land use and pedestrian-oriented neighborhoods have been shown to increase physical activity, lower body weight, and increase social capital among residents.¹²

Validation Requirements: Provide zoning and building codes that encourage mixed-use development strategically within the community. Codes should highlight considerations for providing all residents access to neighborhood centers, transit stations,

⁸ Robert Wood Johnson Foundation. Leadership for Healthy Communities. Action Strategies Toolkit: A Guide for Local and State Leaders Working to create Healthy Communities and Prevent Childhood Obesity. February 2011.

⁹ Black J, Macinko J. Neighborhoods and obesity. Nutrition Reviews 2008;66(1):2–20.

¹⁰ Leyden K. Social capital and the built environment: The importance of walkable neighborhoods. American Journal of Public Health 2003;93(9):1546-1551.

¹¹ Leyden K. Social capital and the built environment: The importance of walkable neighborhoods. American Journal of Public Health 2003;93(9):1546-1551.

¹² Black J, Macinko J. Neighborhoods and obesity. Nutrition Reviews 2008;66(1):2–20.

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schools, parks, and retail stores via alternate modes of transportation. Provide evidence that codes are adopted and incorporated into the community's general plan (or will be with the next update).

5. Adopt a bicycle master plan that includes plans for accountability, funding, implementation, and evaluation.

How to do it: Demonstrate your city's commitment to creating a safe and accommodating environment for biking by developing and adopting a Bicycle Master Plan. The plan should be developed with robust community input and it should focus on connecting destinations.

Why do it? Bicycling provides many health benefits in relation to physical activity, obesity rates, cardiovascular health, and morbidity.¹³ Research has shown that both community-scale and street-scale urban design and land use policies are effective in increasing physical activity.¹⁴ A cross-sectional study at the city level of over 40 U.S. cities found that each additional mile of bike lane was associated with an increase in the share of workers regularly commuting by bicycle.¹⁵

Validation Requirements: Please provide a copy of your Bicycle Master Plan. Document must include plans for accountability, funding, implementation and evaluation. Plan may include recreational bicycling trails but must emphasize commuter routes and connections for schools. Provide evidence that this is included in the community's general plan or will be in the next update.

6. Adopt a pedestrian master plan that includes plans for accountability, funding, implementation, and evaluation.

How to do it: Demonstrate your city's commitment to promote a pedestrian-friendly environment, where public spaces – including streets and off-street paths – offer a level of convenience, safety, and attractiveness to pedestrians, which will encourage and reward the choice to walk.¹⁶ Develop and have City Council formally adopt a Pedestrian Master Plan with robust community input and a focus on connecting daily destinations (work, school, shopping, etc.). Minimally, a community may simply identify key destinations and corridors for pedestrians, have city staff create a simple map and prepare a plan.

Why do it? Research has shown that both community-scale and street-scale urban design and land use policies and practices are effective in increasing physical activity. Transit users take more steps per day and spend more minutes walking per day than people who rely on cars. Residents of neighborhoods with sidewalks on most streets are more likely to meet physical activity guidelines than were residents of neighborhoods with sidewalks on few or no streets.

Validation Requirements: Provide a copy of your Pedestrian Master Plan, which must include plans for completing connecting segments, accountability, funding, implementation and evaluation. Provide evidence that this is included in the community's general plan or will be in the next update.

7. Adopt a parking master plan that includes plans for accountability, funding, implementation, and evaluation.

How to do it: Develop and have City Council formally adopt a plan to reach a target maximum amount of off-street parking allowed, while maximizing on-street parking.

Why do it? Minimum parking requirements lead to increased distance between businesses (reducing the concentration of businesses built in any area) and more off-street parking than is actually used in certain areas, such as downtowns and transit-oriented residential neighborhoods. Research shows on-street parking spaces experience more use and have higher turnover

¹³ Pucher J, Dill J, Handy S. John Pucher. Infrastructure, programs, and policies to increase bicycling: An international review. Preventive Medicine 50 (2010) S106–S125.

¹⁴ Heath GW, Brownson RC, Kruger J, et al. The effectiveness of urban design and land use and transport policies and practices to increase physical activity: a systematic review. Journal of Physical Activity and Health 2006;3(Suppl 1):S55-76.

¹⁵ Dill J, Carr T. Bicycle commuting and facilities in major U.S. cities: If you build them, commuters will use them. Transp Res Rec 2003;1828:116-123.

¹⁶ City of Oakland, CA Pedestrian Master Plan. <http://www.oaklandnet.com/government/pedestrian/index.html>

than off-street parking, and create a safer environment for pedestrians, bicyclists and motorists by reducing vehicle speeds. They also create a buffer between pedestrians and moving cars.

Validation Requirements: Provide a copy of your adopted Parking Master Plan, including plans for accountability, implementation and evaluation. Provide evidence that this is included in the community's general plan or will be in the next update. Provide a letter explaining which of the target goal criteria outlined in the supporting document were not incorporated and why. At least six must be incorporated.

8. Create a policy that facilitates joint-use-of-facilities agreements (such as model joint-use agreements).

How to do it: Collaborate with schools and other organizations to establish joint use of facilities agreements, allowing playing fields, playgrounds, and recreation centers to be used by community residents when the primary activity (e.g., schools) are closed. If necessary, adopt policies to address liability issues that might block implementation.

Why do it? One reason many Americans don't get the exercise they need to be healthy is because they don't have places to be active. A comprehensive review of 108 studies indicated that access to facilities and programs for recreation near their homes and time spent outdoors correlated positively with increased physical activity among children and adolescents.¹⁷ Increasing access to recreation facilities is one way for children to increase physical activity and possibly lower body weight.^{18,19}

Validation Requirements: Provide the policy that allows the joint use of facilities agreements allowing playing fields, playgrounds, and recreation centers to be used by community residents when the primary activity (e.g., schools) are closed. The policy should be system wide (e.g., for all schools) noting exceptions, as opposed to a policy for just one site. If necessary, provide policies to address liability issues that might block implementation. Validation requires a policy for either indoor or outdoor facilities, optimally both.

9. Adopt a policy requiring showers, changing facilities and bike racks in municipal buildings.

How to do it: Adopt a policy pertaining to municipal facilities that requires newly constructed projects and all major remodels to provide short-term and/or long-term bicycle parking accommodations, showers, and changing rooms to promote active commuting (biking, walking).

Why do it? Research suggests that employees at worksites with at least two physical supports for active commuting (bicycle parking, bicycle storage, and showers or lockers) were more likely to actively commute at least once per week than employees that reported no physical supports. Women in particular were 10 times more likely to actively commute to work when two physical supports were present versus none.

Validation Requirements: Submit the policy that requires new municipal facilities and major remodeling projects to provide short-term and/or long-term bicycle parking accommodations, showers, and changing rooms to promote active commuting (biking and walking).

¹⁷ Sallis JF, Prochaska JJ, Taylor WC. A review of correlates of physical activity of children and adolescents. *Med Sci Sports Exerc* 2000;32:963-75.

¹⁸ Baker, E. A., M. Schootman, C. Kelly, and E. Barnidge. 2008. Do recreational resources contribute to physical activity? *Journal of Physical Activity and Health* 5(2):252-261.

¹⁹ Sallis, J., and K. Glanz. 2009. Physical activity and food environments: Solutions to the obesity epidemic. *The Milbank Quarterly* 87(1):123-154.

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Healthy Eating Policy

1. Establish zoning to limit density and location of fast-food establishments.

How to do it: Have City Council formally adopt a policy to restrict fast food establishments near public school grounds and public playgrounds, and/or limit density (minimally to one every 400 feet) of fast food restaurants.

Why do it?

A study by the National Bureau of Economic Research found that among ninth-grade students, a fast food restaurant within a tenth of a mile of a school is associated with an increase in obesity rates.²⁰ A similar study found that schools within 800 meters of convenience stores had higher rates of overweight students than schools located further from these retailers.²¹

Validation Requirements: Submit the ordinance that restricts fast food establishments near public school grounds and public playgrounds, and/or limits density of fast food restaurants to one every 400ft (“fast food restaurant” is defined as any establishment that dispenses food for consumption on or off the premises and that has the following characteristics: a limited menu, items prepared in advance or prepared and heated quickly, no table orders, and food served in disposable wrapping or containers). Provide evidence that this is included in the community’s zoning code. To illustrate the potential real impact, provide a map or list of businesses made into a non-conforming use by adoption of the ordinance. It is strongly recommended, but not required, to use the Model Healthy Food Zones as a framework for the ordinance.

<http://changelabsolutions.org/publications/model-ord-healthy-food-zone>

2. Prohibit establishment of new fast food drive-thrus.

How to do it: Have City Council adopt a policy that prohibits fast food restaurants with drive-through service or puts a moratorium on restaurants with drive-through service throughout the community.

Why do it? Research suggests three main reasons for why fast food likely contributes to obesity: large, inexpensive portion sizes; high energy density; and the frequency with which Americans, including children, consume it. Even after accounting for individual characteristics and community income, adults with a higher ratio of fast food establishments and convenience stores to grocery stores and produce vendors near their homes are more likely to be obese and to have diabetes than those with lower ratio of fast food establishments to grocery stores.²²

Validation Requirements: Please provide the ordinance that prohibits or places a community-wide moratorium on fast food restaurants with drive-through service. Provide evidence that this is included in the community’s zoning code.

3. Provide incentives to attract supermarkets and grocery stores to underserved neighborhoods.

How to do it: Provide financial and/or non-financial incentives to encourage food retailers to open new retail outlets in areas with limited shopping options, and encourage existing corner and convenience stores to offer healthier foods. Financial incentives include, but are not limited to, tax benefits and discounts, loans, loan guarantees, and grants to cover start-up and investment costs (e.g., improving refrigeration and warehouse capacity). Non-financial incentives include supportive zoning and increasing the capacity of small businesses through technical assistance in starting up and maintaining sales of healthier food and beverages.²³

²⁰ Currie J, DellaVigna S, Moretti E, Pathania V: The Effect of Fast Food Restaurants on Obesity and Weight Gain. *Am Econ J: Econ Policy* 2010, 2:32-63.

²¹ Howard PH, Fitzpatrick M, Fulfrost B. Proximity of food retailers to schools and rates of overweight ninth grade students: An ecological study in California. *BMC Public Health* 2011, 11:68

²² Designed for Disease: The link Between Local Food Environments and Obesity and Diabetes. California Center for Public Health Advocacy, PolicyLink, and the UCLA Center for Health Policy Research. April 2008.

²³ Keener, D., Goodman, K., Lowry, A., Zaro, S., & Kettel Khan, L. (2009). Recommended community strategies and measurements to prevent obesity in the United States: Implementation and measurement guide. Atlanta, GA: U.S. Department of Health and Human Services, Centers for Disease Control and Prevention. http://www.cdc.gov/obesity/downloads/community_strategies_guide.pdf

Why do it? Neighborhood residents who have better access to supermarkets and grocery stores tend to have healthier diets and lower levels of obesity.²⁴ One study indicated that every additional supermarket within a given census tract was associated with a 32% increase in the amount of fruits and vegetables consumed by persons living in that census tract.²⁵

Validation Requirements: Provide a map identifying underserved areas, proof of existing incentives that encourage supermarkets and grocery stores to open new retail outlets in areas with limited shopping options, *and* encourage existing corner and convenience stores to offer healthier foods. Provide evidence that this is encouraged within the community's economic development tools, zoning code, and/or general plan.

4. Create policies to increase healthy mobile markets.

How to do it: Have City Council formally adopt a policy to encourage mobile vending of healthy foods (nutrient rich, fresh fruits and vegetables).

Why do it? Creating healthy mobile vending or produce cart programs is a cost-effective and efficient means of increasing residents' access to fresh produce. Studies have shown that residents of rural areas, low-income neighborhoods, and communities of color have less access to supermarkets and large grocery stores and the fresh produce they sell.²⁶ Produce cart vendors can travel deep into neighborhoods most in need of fresh produce, do not require large capital investments to start operations, and can adjust their inventory quickly to fit the unique cultural demands of a community. Communities that establish a permit program for produce cart vendors may also enjoy economic benefits in the form of increased small business opportunities, along with neighborhood economic development and revitalization.²⁷

Validation Requirements: Please provide the policy or ordinance that is designed to increase the number of Healthy Mobile Markets. Provide evidence that healthy mobile markets are encouraged within the community's licensing requirements or general plan, or will be in the next update. It is recommended, though not required, that the ordinance include specifics related to permits, conduct, enforcement, and tracking policy impact. *NOTE:* If the municipality bans mobile vending near schools, it will need to amend the ban to permit Produce Cart vendors to sell at or near schools.

5. Adopt policies to promote outdoor dining.

How to do it: Have City Council formally adopt zoning code language that defines outdoor dining as an allowed use and ensures that the surrounding areas are safe and comfortable for pedestrians.

Why do it? Outdoor cafés and restaurants are great for bringing people together to socialize and create lively street environments. Evidence suggests that over the past 20 years, Americans have become more socially isolated. One study showed that the number of people reporting that there is no one with whom they discuss important matters nearly tripled between 1985 and 2004.²⁸ Outdoor dining creates an active streetscape, enhances economic and social vitality, and promotes pedestrian and retail-friendly activity.²⁹

²⁴ Story, M., K. M. Kaphingst, R. Robinson-O'Brien, and K. Glanz. 2008. Creating healthy food and eating environments: Policy and environmental approaches. *Annual Review of Public Health* 29:253–272.

²⁵ Morland K, Wing S, Diez Roux A, Poole C. Neighborhood characteristics associated with the location of food stores and food service places. *Am J Prev Med* 2002;22:23–9.

²⁶ Healthy Eating Research. Bringing Healthy Foods Home: Examining Inequalities in Access to Food Stores: A Research Brief. July 2008.

²⁷ Creating a Permit Program for Produce Cart Vendors A Simple Way to Increase Access to Fruits and Vegetables. National Policy & Legal Analysis Network to Prevent Childhood Obesity. February 2010.

http://www.nplanonline.org/sites/phlpnet.org/files/nplan/Produce%20Cart%20Ord_FactSheet_FINAL_20100222.pdf

²⁸ McPherson M, Smith-Lovin L, Brashears M. Social Isolation in America: Changes in Core Discussion Networks over Two Decades. *American Sociological Review* 2006;71:353.

²⁹ Alexandria, VA. Ordinance No. 4521. An ordinance to amend and reordain Section 6-800 (King Street Outdoor Dining Overlay Zone).

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Validation Requirements: Provide the appropriate zoning code section(s) that define outdoor dining as an allowed use. Please also provide, if the city adopted, any permit regulations for use of a sidewalk. If the code does not identify outdoor dining as an allowed use, provide a policy that does.

6. Restrict mobile vending of unhealthy foods near schools and public playgrounds.

How to do it: Restrict mobile vending of all foods within 1000 feet of schools and 200 feet of public playgrounds.

Why do it? Mobile food vendors have been found to converge around schools to sell foods to students after school.³⁰ In one study, 56% of transactions with mobile food vendors outside of school were child-only transactions, with the most child-only transactions occurring at ice cream trucks. Research suggests that the food environment around schools can impact the food choices of students.

Validation Requirements: Provide the ordinance or policy that restricts mobile vending of all foods within 1000 feet of schools and 200 feet of public playgrounds and the enforcement mechanism.

7. Ensure that community gardens and farmer's markets are allowable uses of city property.

How to do it: Introduce or modify land use policies/zoning regulations to allow, promote, and/or protect sites for community gardens and farmers markets, such as vacant city-owned land or unused parking lots.

Why do it? In addition to providing fresh produce to community residents, farmers markets support small farmers, serve as community gathering places, and revitalize downtown areas. Community gardens are also important for providing community members with fresh produce, building social connections, providing education, providing opportunity for recreation and physical activity, and enhancing economic development opportunities. Benefits of creating land use protections for farmers markets include removing barriers to establishing new markets while protecting existing ones; optimizing locations of farmers markets to ensure they are prioritized in appropriate sites (e.g., near schools, town centers and public transportation, or in neighborhoods with limited access to fresh produce); and increasing access for low-income customers (e.g., requiring farmers markets to accept various forms of food assistance).

Validation Requirements: Provide evidence of land-use policies that allow, promote, and/or protect sites for community gardens and farmers markets, such as vacant city-owned land or unused parking lots. The policy/regulation should make them an allowed use on all appropriate property (e.g., a farmers market can operate once per week on a private parking lot).

8. Create pricing incentives to increase affordability of healthy foods in municipal facilities.

How to do it: Provide cost incentives for the purchase of healthier foods and beverages. This can be done by lowering prices of healthier foods and beverages while raising the price of less healthy options in vending machines, cafeterias, and concession stands in municipal buildings and parks. The goal of this policy is to eliminate cost disincentives or provide cost incentives for the purchase of healthier foods and beverages.

Why do it? When healthier foods and beverages cost more than less healthy foods and beverages, it provides a barrier to choosing healthier options. Healthier foods and beverages not only need to be available, they need to be affordable. Research has demonstrated that reducing the price of healthier foods increases the purchase of healthier foods.³¹ It is estimated that subsidizing a 10% price reduction on fruits and vegetables would increase daily consumption of fruits and vegetables among low-income persons.^{32, 33,34,35}

³⁰ Tester JM, Yen IH, Laraia B. Mobile food vending and the after-school food environment. *Am J Prev Med.* 2010; 38(1):70–73.

³¹ French SA, Story M, Jeffery RW. Environmental influences on eating and physical activity. *Annu Rev Public Health* 2001;22:309–35.

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Validation Requirements: Provide evidence of a policy that directs food vending contracts to achieve pricing favorable to healthy options and photographs of at least one implementation.

9. Establish a healthy food and beverage policy at city-sponsored youth sporting events.

How to do it: Create a policy supporting provision of healthy food and beverages and prohibiting low-nutrient, energy-dense foods and beverages prior to, during, or after city sponsored youth sporting events. Examples of low-nutrient, energy-dense foods include salty/high-fat chips, high-fat baked goods, desserts, and sugar-sweetened beverages.

Why do it? City facilities that serve youth can influence the dietary choices that children make while participating in youth programs or utilizing youth facilities by limiting the number and variety of unhealthy options that are readily available in vending machines and during snack times. Children ages 2-18 consume almost three snacks a day, and snacking accounts for up to 27% of children's daily caloric intake.³⁶ Parents can reduce the risk of Type 2 diabetes in their children by eliminating one can of soda per day, regardless of any other diet or exercise changes.³⁷ Food availability and accessibility are influential in shaping food choices. Adolescents report that one of the most influential factors in their food choices is food availability.³⁸ Children will eat what's available. Using food, particularly low-nutrient, energy-dense foods, as rewards in recreational settings undermines the healthy habits being promoted by the park and recreation department, encourages overconsumption of foods high in added sugar and fat, and teaches kids to eat when they're not hungry as a reward to themselves.

Validation Requirements: Provide evidence of a policy that supports the provision of healthy food and beverages and prohibits low-nutrient, energy-dense foods and beverages prior to, during, or after city sponsored youth sporting events.

10. Adopt healthy vending standards in municipal buildings and public parks.

How to do it: Set nutrition standards for food and beverages available in government-run or regulated after-school programs, recreation centers, parks, and child care facilities (including limiting access to calorie-dense, nutrient-poor foods).

Why do it? Consuming just 100 excess calories a day can cause a ten pound weight gain each year. Individual weight loss of as little as five to ten pounds can delay or prevent the onset of Type 2 diabetes³⁹, metabolic syndrome, and hypertension.⁴⁰ City governments can serve as leaders and role models by adopting and enforcing policies to promote healthy food choices in public places. Doing so sends the message to children and adults alike that healthy eating is important and reduces the charge that limited availability of healthier food and beverage options is a barrier to healthy eating.

³² Dong D, Lin B. Fruit and vegetable consumption by low-income Americans: would a price reduction make a difference? Washington, DC: US Department of Agriculture, Economic Research Service; 54. 2009.

³³ Anderson JV, Bybee DI, Brown RM, et al. Five a day fruit and vegetable intervention improves consumption in a low income population. J Am Diet Assoc 2001;101:195-202.

³⁴ Cincirpini P. Changing food selections in a public cafeteria: an applied behavioral analysis. Behavioral Modification 1984;8:520-39.

³⁵ Jeffery RW, French SA, Raether C, Baxter JE. An environmental intervention to increase fruit and salad purchases in a cafeteria. Prev Med 1994;23:788-92.

³⁶ Piernas C and Popkin BM. "Trends in Snacking among U.S. Children." Health Affairs, 29(3): 398- 404, 2010.

³⁷ Levi J, Vinter S, St. Laurent R, Segal LM. F as in fat: how obesity policies are failing in America: Trust for America's Health. Princeton (NJ): Robert Wood Johnson Foundation; 2010.

³⁸ Patrick H, Nicklas T. A review of family and social determinants of children's eating patterns and diet quality. Journal of the American College of Nutrition 2005;24(2):83-92.

³⁹ Knowler WC, Barrett-Connor E, Fowler SE, Hamman RF, Lachin JM, Walker EA, et al. Reduction in the incidence of type 2 diabetes with lifestyle intervention or metformin. N Engl J Med. 2002; 346:393-403.

⁴⁰ U.S. Department of Health and Human Services. The Surgeon General's call to action to prevent and decrease overweight and obesity. [Rockville, MD]: U.S. Department of Health and Human Services, Public Health Service, Office of the Surgeon General; [2001]. Available at <http://www.surgeongeneral.gov/topics/obesity/calltoaction/toc.htm>

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Validation Requirements: Provide the nutrition standards for food and beverages available in government-run or regulated after-school programs, recreation centers, parks, and child-care facilities (including limiting access to calorie-dense, nutrient-poor foods). At least 50 percent of options must meet Blue Zones Project’s Healthy Dish Guidelines and/or Vending Machine Standards (available at www.bluezonesproject.com). Provide at least one contract with a vending service provider demonstrating the required policy.

11. Increase access to fresh water drinking fountains.

How to do it: Adopt a policy to require access to, and maintenance of, fresh drinking water fountains (e.g., public restroom codes), and/or require that plain water be available in local government-operated outdoor areas and other public places and facilities.

Why do it? It is estimated that consumption of sugar-sweetened beverages accounts for at least one-fifth of the weight gained between 1977 and 2007 in the U.S. population.⁴¹ Supporting policies that require access to, and maintenance of, fresh drinking water fountains in public places encourages water consumption in place of sugar-sweetened beverages to prevent and reduce weight gain and obesity.

Validation Requirements: Attach the policy and, if possible, the building code sections (e.g., public restroom codes) that require access to, and maintenance of, fresh drinking water (fountains or plain water) in local government-operated public spaces.

12. Adopt a written worksite breastfeeding policy that provides space and time for breastfeeding for city employees.

How to do it: Support implementation and awareness of the policy in local government facilities by adopting a written worksite lactation policy that provides space and time for breastfeeding for city employees.

Why do it? Women who are able to continue to breastfeed after returning to work miss less work time due to baby-related illnesses and have shorter absences when they do miss work.⁴² Other positive results from providing lactation programs in the workplace include lower absenteeism, higher productivity, greater morale and company loyalty, and lower health care costs.⁴³ Research also indicates that breastfeeding helps prevent pediatric obesity.⁴⁴

Validation Requirements: Please attach the written worksite policy that provides space and time for breastfeeding for city employees. These areas should be private, comfortable and clean, with blinds that close and a sink.

⁴¹ Woodward-Lopez G, Kao J and L Ritchie. To what extent have sweetened beverages contributed to the obesity epidemic? *Public Health Nutr* 2010; Sep 23:1-11.

⁴² Cohen R, Mrtek MB. Comparison of maternal absenteeism and infant illness rates among breast-feeding and formula-feeding women in two corporations. *American Journal of Health Promotion* 1995; 10(2): 148-53.

⁴³ Ryan AS, Zhou W, Arensberg MB. The effect of employment status on breastfeeding in the United States. *Women’s Health Issues* 16 (2006) 243–251.

⁴⁴ Keener, D., Goodman, K., Lowry, A., Zaro, S., & Kettel Khan, L. (2009). Recommended community strategies and measurements to prevent obesity in the United States: Implementation and measurement guide. Atlanta, GA: U.S. Department of Health and Human Services, Centers for Disease Control and Prevention. http://www.cdc.gov/obesity/downloads/community_strategies_guide.pdf

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Built Environment Changes

1. Complete at least one meaningful project from the Active Transportation Plan, Bicycle Master Plan or Pedestrian Master Plan.

How to do it: Work with all stakeholders to prioritize a meaningful project (or a few projects) from your city's Active Transportation Plan (or Bicycle Master Plan or Pedestrian Master Plan), then get to work implementing that project.

Why do it? Once your city has adopted a Master Plan, the next step is implementing the plan. Having a plan alone is not enough to increase actual active living with more people moving naturally throughout the normal course of their day. Completing projects outlined in the Master Plan builds awareness of your city's commitment to creating a safe and accommodating environment for walking and biking and facilitates realization of the goals outlined in the plan.

Validation Requirements:

- If this is to satisfy the first built environment requirement, please submit a photo of the final constructed project, the date of completion and a description of why you believe this is a meaningful project to your community. A qualifying project must have broad impact for a neighborhood and not just a limited number of property owners.
- If this is to satisfy the second built environment requirement, please submit evidence of the project's approval by the appropriate decision-making body (including date of approval), evidence that it is embedded in the general and capital plans, a copy of the work plan to take the project to completion, and a description of why you think this is a meaningful change for your community.

2. Begin construction on a meaningful Complete Streets project.

How to do it: Choose a meaningful project (or a few projects) to implement that will help you meet the goals identified in your Complete Streets policy. A qualifying project must incorporate at least three infrastructure elements and be of a scale to have a neighborhood benefit.

Complete Streets infrastructure means design features that contribute to a safe, convenient, or comfortable travel experience for users, including but not limited to features such as sidewalks; shared use paths; bicycle lanes; automobile lanes; paved shoulders; street trees and landscaping; planting strips; curbs; accessible curb ramps; bulb outs; crosswalks; refuge islands; pedestrian and traffic signals, including countdown and accessible signals; signage; street furniture; bicycle parking facilities; public transportation stops and facilities; transit priority signalization; traffic calming devices, such as rotary circles and traffic bumps, and surface treatments, such as paving blocks, textured asphalt, and concrete; narrow vehicle lanes; raised medians; and dedicated transit lanes.

Why do it? Turning policy into practice is not an easy task. Using the Complete Streets framework provides a proven approach and makes the process more likely to be successful. Showing progress quickly and regularly provides the community with increasing active living options. This evidence of success makes future projects easier to implement.

Validation Requirements:

- If this is to satisfy the first built environment requirement, please submit a photo of the final constructed project, the date of completion and a description of why you believe this is a meaningful project to your community. A qualifying project must incorporate at least three aspects of Complete Streets principles (e.g., not just a sidewalk or a bike lane) and demonstrate a neighborhood benefit, not just a benefit that accrues to adjacent property owners.
- If this is to satisfy the second built environment requirement, please submit evidence of the project's approval by the appropriate decision-making body (including date of approval), evidence that it is embedded in the general and capital plans, a copy of the work plan to take the project to completion, and a description of why you think this is a meaningful change for your community.

3. Begin construction on a meaningful Safe Routes to Schools project.

How to do it: Choose a meaningful project (or a few projects) to implement that will create safe routes to school. Safe Routes to School programs examine conditions around schools and conduct projects and activities that work to improve safety and accessibility, while reducing traffic and air pollution in the vicinity of schools. Example projects include slowing down traffic around schools, constructing sidewalks and concrete curb extensions, educational campaigns, purchasing LED streetlights, school crossing signs, and flashers. Visit the National Safe Routes to School website to find your state's Safe Routes To School contact and other helpful information: <http://www.saferoutesinfo.org>. Follow their seven step process: bring together the right people, hold a kick off meeting and set a vision, gather information and identify issues, identify solutions, make a plan, get the plan and people moving, evaluate, adjust and keep moving.

Why do it: Adults walk for only 21% of trips that are one mile or less, and children walk for only 36% of trips to school in that same distance. Children who walk or bike to school have higher daily levels of physical activity and better cardiovascular fitness than children who do not actively commute to school. Safe Routes to School programs help make bicycling and walking to school safer and more appealing transportation choices, thus encouraging a healthy and active lifestyle from an early age.

Validation Requirements:

- If this is to satisfy the first built environment requirement, please submit a photo of the final constructed project, the date of completion and a description of why you believe this is a meaningful project to your community. A qualifying project must be part of completing an entire route to a school.
- If this is to satisfy the second built environment requirement, please submit evidence of the project's approval by the appropriate decision-making body (including date of approval), evidence that it is embedded in the general and capital plans, a copy of the work plan to take the project to completion, and a description of why you think this is a meaningful change for your community.

4. Implement a permanent strategy to enhance personal safety in areas where people are or could be physically active.

How to do it: Identify high-crime neighborhoods or neighborhoods with a high percentage of vacant or abandoned buildings where residents could be interested in actively commuting (areas between residential areas, shopping, places of work, school, etc). Determine what you can do to meaningfully improve the safety and appeal of these neighborhoods. Ideas to improve safety include installing streetlights, building/maintaining sidewalks, projects to reduce or slow traffic (e.g., speed humps or traffic circles), improve/maintain street crossings, decrease the number of abandoned buildings and homes, clean up graffiti and trash, or plant trees and other greenery.

Why do it? Individuals who perceive their neighborhood to be unsafe or live in a neighborhood with high physical disorder are less likely to be physically active or encourage their children's physical activity. One strategy for promoting physical activity is to ensure that neighborhoods are safe and appealing, so that residents are comfortable walking, biking, and playing in their neighborhoods.

Validation Requirements:

- If this is to satisfy the first built environment requirement, please submit a photo of the final constructed project, the date of completion and a description of why you believe this is a meaningful project to your community. A qualifying project must demonstrate benefit for more than just a limited number of property owners and have demonstrated neighborhood benefit.
- If this is to satisfy the second built environment requirement, please submit evidence of the project's approval by the appropriate decision-making body (including date of approval), evidence that it is embedded in the general and capital

plans, a copy of the work plan to take the project to completion, and a description of why you think this is a meaningful change for your community.

5. Establish new community gardens.

How to do it: Visit the American Community Gardening Association (<http://communitygarden.org/index.php>) for resources, including how to find community gardens in your area, start-up guides, how-to manuals, evaluation tools and more. Contact other cities that have community garden programs to learn from their experiences.

Why do it? Community gardens enhance the health and well-being of individuals by providing physical, spiritual, and nutritional benefits, while providing a sense of worth and involvement.

Validation Requirements:

- If this is to satisfy the first built environment requirement, please submit a photo of the final constructed project, the date of completion and a description of why you believe this is a meaningful project to your community.
- If this is to satisfy the second built environment requirement, please submit evidence of the project's approval by the appropriate decision-making body (including date of approval), evidence that it is embedded in the general and capital plans, a copy of the work plan to take the project to completion, and a description of why you think this is a meaningful change for your community.

6. Complete at least one new Placemaking project that fulfills the Power of 10 criteria and includes the four key qualities of successful places as defined by Project for Public Places.

How to do it: Creating a great public space doesn't need to be expensive or elaborate. However, according to the non-profit Project for Public Spaces, any great space should fulfill the Power of 10 - the place needs to offer at least 10 things to do or 10 reasons to be there. These could include a place to sit, playgrounds to enjoy, art to touch, music to hear, food to eat, history to experience, and people to meet. In addition, successful public spaces share four common qualities: they are accessible; people are engaged in activities there; the space is comfortable and has a good image; and, finally, it is a sociable place, one where people meet each other and take people when they come to visit. For great ideas and examples of successful placemaking projects, visit The Project for Public Spaces, <http://www.pps.org>.

Why do it? Research suggests that a high sense of trust and reciprocity among citizens is linked with lower mortality, higher general health status, lower risk of major depression, prevention of crime, and enhanced economic development. Great public spaces are places where people want to be, celebrations are held, social and economic exchanges take place, friends run into each other, and cultures mix.

Validation Requirements:

- If this is to satisfy the first built environment requirement, please submit a photo of the final constructed project and the date of completion. Also provide a description of how the project fulfills the Power of 10 and incorporates the four key qualities of successful places.
- If this is to satisfy the second built environment requirement, please provide a description of the project (including how the project fulfills the Power of 10 and incorporates the four key qualities of successful places). Also, submit evidence of the project's approval by the appropriate decision-making body (including date of approval), evidence that it is embedded in the general and capital plans, and a copy of the work plan to take the project to completion.

7. Complete at least one new urban greening project.

How to do it: Examples of projects include planting trees, creating/improving local parks, creating open space, establishing community gardens, creating nature trails, planting flowers, landscaping in urban areas, creating orchards, etc.

Why do it? The benefits of human exposure to and interaction with nature are well documented. For example, studies have found that patients with natural views in a healthcare setting require fewer painkillers and have fewer complications and shorter hospital stays. Exposure to natural views has also been found to reduce stress in the workplace, increase positive attitudes, and have a restorative effect. Social benefits of green spaces include increased community cohesion, as green spaces provide a meeting place for individuals to develop and maintain neighborhood social ties.

Validation Requirements:

- If this is to satisfy the first built environment requirement, please submit a photo of the final constructed project, the date of completion and a description of why you believe this is a meaningful project to your community. A qualifying project must have at least neighborhood impact.
- If this is to satisfy the second built environment requirement, please submit evidence of the project's approval by the appropriate decision-making body (including date of approval), evidence that it is embedded in the general and capital plans, a copy of the work plan to take the project to completion, and a description of why you think this is a meaningful change for your community.

BLUE ZONES COMMUNITY POLICY PLEDGE ACTIONS

COMPLETE STREETS POLICY Implement at least two options in this section.

	CURRENTLY DOING	POINTS	WILL DO
1. Pass a city resolution or ordinance to adopt Complete Streets principles.	<input type="checkbox"/>	3	<input type="checkbox"/>
2. Ensure staff in charge of design has received training on how to design Complete Streets. (You must pass a city resolution to adopt Complete Streets principles.)	<input type="checkbox"/>	3	<input type="checkbox"/>
3. Adopt and enforce a street-design guideline manual that supports all Complete Streets elements.	<input type="checkbox"/>	3	<input type="checkbox"/>
TOTAL POINTS COMPLETE STREETS POLICY:			<input type="text"/>

TOBACCO POLICY Implement at least one option in this section.

	CURRENTLY DOING	POINTS	WILL DO
1. Adopt a comprehensive smoke-free policy for all indoor workplaces and public places and a comprehensive smoke-free policy for all outdoor workplaces and/or public places.	<input type="checkbox"/>	3	<input type="checkbox"/>
2. Adopt a comprehensive smoke free policy for all indoor workplaces and public places and adopt a policy to address smoke free multi-unit public housing.	<input type="checkbox"/>	2	<input type="checkbox"/>
TOTAL POINTS TOBACCO POLICY:			<input type="text"/>

ACTIVE LIVING POLICY Implement at least two options in this section.

	CURRENTLY DOING	POINTS	WILL DO
1. Adopt an active transportation plan that includes plans for accountability, funding, implementation, and evaluation.¹	<input type="checkbox"/>	3	<input type="checkbox"/>
2. Implement a policy encouraging neighborhoods to achieve a street connectivity index of 1.4.	<input type="checkbox"/>	2	<input type="checkbox"/>
3. Adopt form-based codes for the community or a sub-area of the community.	<input type="checkbox"/>	2	<input type="checkbox"/>
4. Update zoning and building codes to encourage mixed-use development.	<input type="checkbox"/>	1	<input type="checkbox"/>
5. Adopt a bicycle master plan that includes plans for accountability, funding, implementation, and evaluation.	<input type="checkbox"/>	1	<input type="checkbox"/>
6. Adopt a pedestrian master plan that includes plans for accountability, funding, implementation, and evaluation.	<input type="checkbox"/>	1	<input type="checkbox"/>
7. Adopt a parking master plan that includes plans for accountability, funding, implementation, and evaluation.	<input type="checkbox"/>	1	<input type="checkbox"/>

¹ If selected, substitutes for bicycle and pedestrian master plans.

ACTIVE LIVING POLICY, continued

Active Living Operational Policies

- | | CURRENTLY DOING | POINTS | WILL DO |
|--|--------------------------|--------|--------------------------|
| 8. Create a policy that facilitates joint-use-of-facilities agreements (such as model joint-use agreements). | <input type="checkbox"/> | 1 | <input type="checkbox"/> |
| 9. Adopt building codes to require showers, changing facilities, and bike racks in municipal buildings. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |

TOTAL POINTS ACTIVE LIVING POLICY:

HEALTHY EATING POLICY Implement at least two options in this section.

Operational policies can contribute up to half of the total point value in this section.

- | | CURRENTLY DOING | POINTS | WILL DO |
|--|--------------------------|--------|--------------------------|
| 1. Establish zoning to limit density and location of fast food establishments. | <input type="checkbox"/> | 3 | <input type="checkbox"/> |
| 2. Prohibit establishment of new fast food drive thrus. | <input type="checkbox"/> | 2 | <input type="checkbox"/> |
| 3. Provide incentives to attract supermarkets/grocery stores to underserved neighborhoods. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |
| 4. Create policies to increase healthy mobile markets. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |
| 5. Adopt policies to promote outdoor dining. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |
| 6. Restrict mobile vending of unhealthy foods near schools and public playgrounds. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |
| 7. Ensure that community gardens and farmer's markets are allowable uses of city property. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |
| Healthy Eating Operational Policies | | | |
| 8. Create pricing incentives to increase affordability of healthier foods. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |
| 9. Establish a healthy food-and-beverage policy at city-sponsored youth sporting events. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |
| 10. Adopt healthy vending standards in municipal buildings and public parks. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |
| 11. Increase access to fresh-water drinking fountains. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |
| 12. Adopt a written worksite breastfeeding policy that provides space and time for breastfeeding for city employees. | <input type="checkbox"/> | 1 | <input type="checkbox"/> |

TOTAL POINTS HEALTHY EATING POLICY:

TOTAL YOUR POINTS:

	POINTS
1. Complete Streets	<input style="width: 50px;" type="text"/>
2. Tobacco	<input style="width: 50px;" type="text"/>
3. Active Living	<input style="width: 50px;" type="text"/>
4. Healthy Eating	<input style="width: 50px;" type="text"/>
Total Points*	<input style="width: 50px;" type="text"/>

**must be 17 or greater*

BLUE ZONES®

COMMUNITY POLICY PLEDGE

The world we create for ourselves has an impact on our everyday lives – whether we’re aware of it or not. Where we choose to live, work, play, and even the community of people with whom we spend our time, all influence the lifestyle choices we make.

What if you had the opportunity to intentionally create a healthy city where the healthiest choices are also the easiest ones to make? **Imagine a place where it’s easy to eat fresh produce from grocery stores and farmers markets, not only because they’re more affordable, but also because they’re more accessible than fast food restaurants.**

Here it’s easier to bike than drive, thanks to better bike lanes providing safe and direct access to work, shopping centers, and parks, all without the hassle of public parking. This community, designed for health and well-being, would also make it easier for our kids to play outside, with safe school playgrounds made available to the public during non-school hours.

This is a city built for active living. It’s an environment where city governments can support the health and vitality of citizens by carrying out policies that provide people with healthy opportunities, giving them a supportive nudge toward eating better and moving more naturally.

**Can such a community exist?
Yes!**

WHAT IS THE BLUE ZONES PROJECT?

Across the globe lie Blue Zones® areas, where people reach age 100 at an astonishing rate. Citizens of places like Sardinia, Italy; Okinawa, Japan; and Loma Linda, California, have maintained their healthy lifestyles for generations.

The Blue Zones Project™ aims to adopt the lifestyle principles of these areas to transform cities and towns into Blue Zones Communities™, where people can “live longer, better” lives.

Our town is trying to become a Blue Zones Community™. Achieving that goal requires six community sectors to pledge and then act on their specific responsibilities. If each sector does its part, then we will all share the benefits of living in a community where well-being is a way of life.

Becoming a Blue Zones Community requires:

- At least 20% of citizens sign the Personal Pledge and complete one action.
- At least 25% of public schools become a Blue Zones School™.
- At least 50% of the top 20 community-identified employers become a Blue Zones Worksite™.
- At least 25% of independently or locally owned restaurants become a Blue Zones Restaurant™.
- At least 25% of grocery stores become a Blue Zones Grocery Store™.
- Completion of the Blue Zones® Community Policy Pledge.

BLUE ZONES COMMUNITY POLICY PLEDGE

The Blue Zones Community Policy Pledge enables community leaders to promote these healthy lifestyle principles, creating a healthier environment for citizens to live, work, play, and thrive.

Based on reviewed literature, the Blue Zones Project has identified policies that city governments can realistically implement to better support the health and well-being of its citizens. The policies recommended are a compilation of evidence- or theory-based policy recommendations published by the following sources:

- Centers for Disease Control and Prevention
- Institute of Medicine
- White House Task Force on Obesity
- National Prevention Council
- Robert Wood Johnson Foundation

While we tried to choose policies that are directly under the control of city government, we realize the legal landscape is different in every community. Therefore, we recognize that some cities may not have jurisdiction over all policies recommended. The list is intended to be a menu from which communities can choose the policies that make sense for their unique environments. It is up to your town to determine what is feasible.

ALIGN YOUR COMMUNITY POLICIES TO ACHIEVE THE BLUE ZONES COMMUNITY POLICY DESIGNATION

Communities that meet the criteria outlined below will earn the Blue Zones Community Policy™ Designation. By taking the Blue Zones Community Policy Pledge, you're demonstrating your commitment to creating an environment of well-being for the people of your community, as well as your intentions to strive toward certification as a Blue Zones Community.

BENEFITS FOR BLUE ZONES COMMUNITIES

- Recognition for helping your community reach Blue Zones Community certification
- Makes your community a more attractive destination for businesses and individuals

CRITERIA FOR DESIGNATION

Complete the following criteria to fulfill the policy and built environment requirements for becoming a Blue Zones Community:

- Earn at least 40% of the total points (13 points or more of 31 possible points) by adopting and enforcing pledge actions.
- Implement at least one pledge action from each category (Complete Streets, Tobacco, and Healthy Eating and Active Living policies).
- Implement at least two changes to the built environment that permanently change the environment to nudge people into healthier behaviors.

INSTRUCTIONS

1. Register on the Blue Zones Project website (bluezonesproject.com) to begin the process.
2. Complete the Blue Zones Community Policy Assessment by reviewing each item and checking those that your community is currently doing.
3. By registering and completing the assessment:
 - I agree to ensure formal consideration for adoption of the actions as outlined in the Blue Zones Community Policy Pledge to achieve the Blue Zones Community Policy designation.
 - I agree to display a banner or lawn sign stating my participation in the Blue Zones Project.
 - I agree to allow Healthways and Blue Zones to use the name of our community in their promotion of the Blue Zones Project.
 - I allow Healthways and Blue Zones to use the name of our community in their promotion of the Blue Zones Project, and understand that our inclusion as a participating organization is entirely within the discretion of Healthways and Blue Zones, and that our status as a participating organization may be terminated at any time and for any reason.
 - I agree to secure community buildings as meeting places for hosting Blue Zones Project events.
4. Select items you would like to implement in your community. See the supporting materials under “Tips, Tools, and Resources” to help you get started.
5. Update your information online as you make progress.
6. Celebrate your achievements!

BLUE ZONES COMMUNITY POLICY PLEDGE ACTIONS

COMPLETE STREETS POLICY Implement at least one option in this section.

	CURRENTLY DOING	POINTS	WILL DO
1. Pass a city resolution or ordinance to adopt Complete Streets principles. This resolution or ordinance includes all 10 elements of a comprehensive Complete Streets Policy as defined by the National Complete Streets Coalition.	<input type="checkbox"/>	2	<input type="checkbox"/>
2. Ensure staff in charge of design has received training in how to design Complete Streets. (You must pass a city resolution to adopt Complete Streets principles. Resolution or ordinance must include all 10 elements of a comprehensive Complete Streets policy as defined by the National Complete Streets Coalition).	<input type="checkbox"/>	1	<input type="checkbox"/>
TOTAL POINTS COMPLETE STREETS POLICY:			<input type="text"/>

TOBACCO POLICY Implement at least one option in this section.

	CURRENTLY DOING	POINTS	WILL DO
1. Develop a comprehensive smoke-free policy in all indoor workplaces and public places and adopt a policy to address smoke-free multi-unit housing.	<input type="checkbox"/>	2	<input type="checkbox"/>
2. Develop a comprehensive smoke-free policy in all indoor workplaces and public places and a comprehensive smoke-free policy in all outdoor workplaces and public places.	<input type="checkbox"/>	3	<input type="checkbox"/>
TOTAL POINTS TOBACCO POLICY:			<input type="text"/>

HEALTHY EATING AND ACTIVE LIVING POLICY
Implement as many of the following options as possible in this section.

	CURRENTLY DOING	POINTS	WILL DO
1. Adopt a Bicycle Master Plan that includes plans for accountability, implementation, and evaluation.	<input type="checkbox"/>	3	<input type="checkbox"/>
2. Adopt a Pedestrian Master Plan that includes plans for accountability, implementation, and evaluation.	<input type="checkbox"/>	1	<input type="checkbox"/>
3. Update zoning and building codes to encourage mixed-use development.	<input type="checkbox"/>	1	<input type="checkbox"/>
4. Adopt form-based codes for the community or a sub-area of the community.	<input type="checkbox"/>	2	<input type="checkbox"/>
5. Adopt policies to promote outdoor dining.	<input type="checkbox"/>	1	<input type="checkbox"/>
6. Create a policy that facilitates joint-use-of-facilities agreements (such as model joint-use agreements).	<input type="checkbox"/>	1	<input type="checkbox"/>
7. Adopt building codes to require showers, changing facilities, and bike racks in municipal buildings.	<input type="checkbox"/>	1	<input type="checkbox"/>
8. Adopt healthy vending standards in municipal buildings and public parks.	<input type="checkbox"/>	1	<input type="checkbox"/>
9. Implement pricing incentives to increase affordability of healthier foods.	<input type="checkbox"/>	1	<input type="checkbox"/>

HEALTHY EATING AND ACTIVE LIVING POLICY, continued

	CURRENTLY DOING	POINTS	WILL DO
10. Offer access to fresh-water drinking fountains.	<input type="checkbox"/>	1	<input type="checkbox"/>
11. Restrict mobile vending of unhealthy foods near schools and public playgrounds.	<input type="checkbox"/>	1	<input type="checkbox"/>
12. Install healthy mobile markets.	<input type="checkbox"/>	1	<input type="checkbox"/>
13. Establish zoning to limit density and location of fast food establishments.	<input type="checkbox"/>	3	<input type="checkbox"/>
14. Prohibit establishment of new fast-food drive-thrus.	<input type="checkbox"/>	1	<input type="checkbox"/>
15. Establish land-use protections for community gardens and farmer's markets.	<input type="checkbox"/>	1	<input type="checkbox"/>
16. Provide incentives to attract supermarkets/grocery stores to underserved neighborhoods.	<input type="checkbox"/>	1	<input type="checkbox"/>
17. Establish a healthy food and beverage policy at city-sponsored youth sporting events.	<input type="checkbox"/>	1	<input type="checkbox"/>
18. Adopt a written worksite breastfeeding policy that provides space and time for breastfeeding for city employees.	<input type="checkbox"/>	1	<input type="checkbox"/>

TOTAL POINTS HEALTHY EATING AND ACTIVE LIVING POLICY:

TOTAL YOUR POINTS:

	POINTS
1. Complete Streets	<input type="text"/>
2. Tobacco Policy	<input type="text"/>
3. Healthy Eating and Active Living	<input type="text"/>
Total Points*	<input type="text"/>

**must be 13 or greater*

COMMUNITY POLICY BUILT ENVIRONMENT CHANGES

Implement at least two environmental changes that permanently change the environment to nudge people into healthier behaviors. Click on each action to learn more about what it is and tips for how to begin implementing it.

[Complete at least one project from the Bicycle Master Plan.](#)

Please Describe: _____

[Complete at least one project from the Pedestrian Master Plan.](#)

Please Describe: _____

[Implement a Complete Streets project.](#)

Please Describe: _____

[Implement a Safe Routes to Schools project.](#)

Please Describe: _____

COMMUNITY POLICY BUILT ENVIRONMENT CHANGES

- Implement a permanent strategy to enhance personal safety in areas where people are or could be physically active.**

Please Describe: _____

- Establish new community gardens.**

Please Describe: _____

- Complete at least one new Placemaking project that fulfills the Power of 10 criteria and includes the four key qualities of successful places as defined by Project for Public Spaces.**

Please Describe: _____

- Complete at least one new Urban Greening project.**

Please Describe: _____

BUILT ENVIRONMENT CHANGES

1. COMPLETE AT LEAST ONE PROJECT FROM THE ACTIVE TRANSPORTATION PLAN (OR BICYCLE MASTER PLAN OR PEDESTRIAN MASTER PLAN)

Overview

Work with all stakeholders to prioritize one or more projects from your city's Active Transportation Plan (or Bicycle or Pedestrian Master Plans), and then get to work implementing that project.

For more specific information on how to start implementing an Active Transportation Plan, check out the following resource: Active Transportation in Canada (page 72 begins the focus on implementation)

<http://torontocat.ca/sites/all/files/ATinCanada.pdf>

Evidence/Rationale

Once your city has adopted a Master Plan, the next step is implementing the plan. Having a plan alone is not enough to increase walking, biking and active commuting. Completing projects outlined in the Master Plan builds awareness of your city's commitment to creating a safe and accommodating environment for walking and biking, and facilitates realization of the goals outlined in the plan.

Validation Requirements

- If this is to satisfy the first built environment requirement, please submit a photo of the final constructed project, the date of completion and a description of why you believe this is a meaningful project to your community. A qualifying project must have broad impact for a neighborhood and not just a limited number of property owners.
- If this is to satisfy the second built environment requirement, please submit evidence of the project's approval by the appropriate decision-making body (including date of approval), evidence that it is embedded in the general and capital plans, a copy of the work plan to take the project to completion, and a description of why you think this is a meaningful change for your community.

2. IMPLEMENT A COMPLETE STREETS PROJECT

Overview

Choose one or more projects to implement that will help you meet the goals identified in your Complete Streets policy. A qualifying project must incorporate at least three infrastructure elements and be of a scale to have at least neighborhood benefit.

Complete Streets infrastructure means design features that contribute to a safe, convenient, or comfortable travel experience for users, including but not limited to features such as sidewalks; shared use paths; bicycle lanes; automobile lanes; paved shoulders; street trees and landscaping; planting strips; curbs; accessible curb ramps; bulb outs; crosswalks; refuge islands; pedestrian and traffic signals, including countdown and accessible signals; signage; street furniture; bicycle parking facilities; public transportation stops and facilities; transit priority signalization; traffic calming devices such as rotary circles, traffic bumps, and surface treatments such as paving blocks, textured asphalt, and concrete; narrow vehicle lanes; raised medians; and dedicated transit lanes.

Example projects include:

- Bike lanes, bike trails, sidewalks, streetscaping, curb extensions, mid-block crossings, and other tools applied to major streets for commuters and recreation.
- Addition of striped on-street parking, tree wells, and medians to provide a safe waiting place on major streets
- Narrowing the lanes of main streets, especially those with bike lanes; combined with head-out angled parking, enhanced pedestrian crossings, etc.
- Construction of sidewalks initially focused within ¼ to ½ mile of town centers and schools and combined with street crossing enhancements (crosswalks, refuge islands, pedestrian and traffic signals, bump-outs, etc.)

Evidence/Rationale

Turning policy into practice is not an easy task. Using the Complete Streets framework provides a proven approach and makes the process more likely to be successful. Four key steps to implementation include the following items:¹

- Restructure procedures to accommodate all users on every project
- Develop new design policies and guides
- Offer workshops and other training opportunities to planners and engineers
- Institute better ways to measure performance and collect data on how well the streets are serving all users

Once these are in place, moving into the construction phase of projects will occur more quickly and seamlessly. Policy on a shelf is not convincing until people see and experience the improved sidewalk, enhanced road diet with streetscaping, commuter bike lanes, etc. An early visible quick win will lead to bigger wins.

Validation Requirements

- If this is to satisfy the first built environment requirement, please submit a photo of the final constructed project, the date of completion and a description of why you believe this is a meaningful project to your community. A qualifying project must incorporate at least three aspects of Complete Streets principles (e.g., not just a sidewalk or a bike lane) and demonstrate a neighborhood benefit, not just a benefit that accrues to adjacent property owners.
- If this is to satisfy the second built environment requirement, please submit evidence of the project's approval by the appropriate decision-making body (including date of approval), evidence that it is embedded in the general and capital plans, a copy of the work plan to take the project to completion, and a description of why you think this is a meaningful change for your community.

3. IMPLEMENT A SAFE ROUTES TO SCHOOLS PROJECT

Overview

Safe Routes to School programs examine conditions around schools and conduct projects and activities that work to improve safety and accessibility, while reducing traffic and air pollution in the vicinity of schools.

Example projects include the following items:

¹ National Complete Streets Coalition. <http://www.completestreets.org/changing-policy/policy-elements/#implementation>

- Slowing down traffic around schools
- Constructing sidewalks and concrete curb extensions
- Educational campaigns
- Purchasing LED streetlights, school crossing signs, and flashers

Visit the National Safe Routes to School website to find your state's *Safe Routes to School* contact and other helpful information about planning and implementation:

<http://www.saferoutesinfo.org>

Evidence/Rationale

Adults walk for only 21% of trips that are one mile or less, and children walk for only 36% of trips to school in that same distance.² Children who walk or bike to school have higher daily levels of physical activity and better cardiovascular fitness than children who do not actively commute to school.³ Safe Routes to School programs help make bicycling and walking to school safer and more appealing transportation choices, thus encouraging a healthy and active lifestyle from an early age.

Validation Requirements

- If this is to satisfy the first built environment requirement, please submit a photo of the final constructed project, the date of completion and a description of why you believe this is a meaningful project to your community. A qualifying project must be part of completing an entire route to a school.
- If this is to satisfy the second built environment requirement, please submit evidence of the project's approval by the appropriate decision-making body (including date of approval), evidence that it is embedded in the general and capital plans, a copy of the work plan to take the project to completion, and a description of why you think this is a meaningful change for your community.

4. IMPLEMENT A PERMANENT STRATEGY TO ENHANCE PERSONAL SAFETY IN AREAS WHERE PEOPLE ARE OR COULD BE PHYSICALLY ACTIVE

Overview

Identify high crime neighborhoods or neighborhoods with a high percentage of vacant or abandoned buildings where residents could be interested in actively commuting (areas between residential areas, shopping, places of work, school, etc.). Determine what you can do to improve the safety and appeal of these neighborhoods. Ideas to improve safety include installing streetlights, building/maintaining sidewalks, projects to reduce or slow traffic (e.g., speed humps or traffic circles), improve/maintain street crossings, decrease the number of abandoned buildings and homes, clean up graffiti and trash, or plant trees and other greenery.

Evidence/Rationale

Individuals who perceive their neighborhood to be unsafe or live in a neighborhood with high physical disorder are less likely to be physically active or encourage their children's physical activity.⁴ One strategy for promoting

² Active Living Research 2009. Active Transportation: Making the link from Transportation to Physical Activity and Obesity. Research Brief. Summer 2009.

³ Davison, K. K., J. L. Werder, and C. T. Lawson. 2008. Children's active commuting to school: Current knowledge and future directions. *Preventing Chronic Disease* 5(3):A100.

⁴ Miles R. Neighborhood Disorder, Perceived safety, and readiness to encourage use of local playgrounds. *Am J Prev Med* 2008;34(4):275-281

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physical activity is to ensure that neighborhoods are safe and appealing, so that residents are comfortable walking, biking, and playing in their neighborhoods.

Validation Requirements

- If this is to satisfy the first built environment requirement, please submit a photo of the final constructed project, the date of completion and a description of why you believe this is a meaningful project to your community. A qualifying project must demonstrate benefit for more than just a limited number of property owners and have demonstrated neighborhood benefit.
- If this is to satisfy the second built environment requirement, please submit evidence of the project's approval by the appropriate decision-making body (including date of approval), evidence that it is embedded in the general and capital plans, a copy of the work plan to take the project to completion, and a description of why you think this is a meaningful change for your community.

5. ESTABLISH NEW COMMUNITY GARDENS

Overview

Visit the American Community Gardening Association (<http://communitygarden.org/index.php>) for resources, including how to find community gardens in your area, start-up guides, how-to manuals, evaluation tools and more. Contact other cities that have community garden programs to learn from their experiences.

Here are a few cities that have successful municipal community garden programs and their related websites:

Sacramento Department of Parks and Recreation

http://www.cityofsacramento.org/parksandrecreation/parks/community_garden.htm

City of Portland Community Garden Program

<http://www.portlandonline.com/parks/index.cfm?c=39846>

Palo Alto, CA Community Garden Program

<http://www.cityofpaloalto.org/living/news/details.asp?NewsID=457&TargetID=41>

Evidence/Rationale

Community gardens enhance the health and well-being of individuals by providing physical, spiritual, and nutritional benefits while providing a sense of worth and involvement. There are many models for community gardens, but in general a community garden is a piece of land gardened by a group of people. Recognizing the benefits of community gardens, several cities have created community garden programs operated by the city. The cities of Hartford (Connecticut), Palo Alto (California), Portland (Oregon), and Sacramento (California) maintain a municipal garden program.⁵

Validation Requirement

- If this is to satisfy the first built environment requirement, please submit a photo of the final constructed project, the date of completion and a description of why you believe this is a meaningful project to your community.

⁵ Public Health Law & Policy. Establishing Land Use Protections for Community Gardens. March 2009

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- If this is to satisfy the second built environment requirement, please submit evidence of the project's approval by the appropriate decision-making body (including date of approval), evidence that it is embedded in the general and capital plans, a copy of the work plan to take the project to completion, and a description of why you think this is a meaningful change for your community.

6. COMPLETE AT LEAST ONE NEW PLACEMAKING PROJECT THAT FULFILLS THE POWER OF 10 CRITERIA AND INCLUDES THE FOUR KEY QUALITIES OF SUCCESSFUL PLACES AS DEFINED BY PROJECT FOR PUBLIC PLACES

Overview

Creating a great public space doesn't need to be expensive or elaborate. However, according to the non-profit Project for Public Spaces, any great space should fulfill the Power of 10 – the place needs to offer at least 10 things to do or 10 reasons to be there. These could include a place to sit, playgrounds to enjoy, art to touch, music to hear, food to eat, history to experience, and people to meet. In addition, successful public spaces share four common qualities: they are accessible; people are engaged in activities there; the space is comfortable and has a good image; and, finally, it is a sociable place, one where people meet each other and take people when they come to visit.

For great ideas and examples of successful placemaking projects, visit The Project for Public Spaces:
<http://www.pps.org>

Evidence/Rationale

Research suggests that a high sense of trust and reciprocity among citizens is linked with lower mortality, higher general health status, lower risk of major depression, prevention of crime, and enhanced economic development.⁶ Great public spaces are places where people want to be, celebrations are held, social and economic exchanges take place, friends run into each other, and cultures mix.

Validation Requirements

- If this is to satisfy the first built environment requirement, please submit a photo of the final constructed project and the date of completion. Also provide a description of how the project fulfills the Power of 10 and incorporates the four key qualities of successful places.
- If this is to satisfy the second built environment requirement, please provide a description of the project (including how the project fulfills the Power of 10 and incorporates the four key qualities of successful places). Also, submit evidence of the project's approval by the appropriate decision-making body (including date of approval), evidence that it is embedded in the general and capital plans, and a copy of the work plan to take the project to completion.

7. COMPLETE AT LEAST ONE NEW URBAN GREENING PROJECT

Overview

Examples of projects include planting trees, creating/improving local parks, creating open space, establishing community gardens, creating nature trails, planting flowers, landscaping in urban areas, creating orchards, etc.

⁶ Leyden K. Social capital and the built environment: The importance of walkable neighborhoods. American Journal of Public Health 2003;93(9):1546-1551.

Evidence/Rationale

The benefits of human exposure to and interaction with nature are well documented.⁷ For example, studies have found that patients with natural views in a healthcare setting require fewer painkillers and have fewer complications and shorter hospital stays. Exposure to natural views has also been found to reduce stress in the workplace, increase positive attitudes, and have a restorative effect. Social benefits of green spaces include increased community cohesion, as green spaces provide a meeting place for individuals to develop and maintain neighborhood social ties.

Validation Requirements

- If this is to satisfy the first built environment requirement, please submit a photo of the final constructed project, the date of completion and a description of why you believe this is a meaningful project to your community. A qualifying project must have at least neighborhood impact.
- If this is to satisfy the second built environment requirement, please submit evidence of the project's approval by the appropriate decision-making body (including date of approval), evidence that it is embedded in the general and capital plans, a copy of the work plan to take the project to completion, and a description of why you think this is a meaningful change for your community.

⁷ Maller C., Townsend M., Pryor A., Brown P., St. Leger L. Healthy nature healthy people: 'contact with nature' as an upstream health promotion intervention for populations. *Health Promotion International* 2006; 21(1):45-54.

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5-13-14

Mr. Mayor and Council,

We as the planning committee have met and have our recommendations ready to present to you and Council on Mon, May 19th as requested. Although there was no formal vote Council Members Moore and Caligiuri are in favor of recommending new and current policies that will score 25 points out of a needed 17 points for Blue Zones. Council Member Van Zetten recommends the City not participate in limiting the choice of citizens as this is an issue individuals and businesses should be free to choose. Ultimately the City should be preserving the freedom of choice for its citizens not limiting them. At this time committee, city manager, or blue zones cannot determine actual budgets because the depth of these programs can be quite extensive, time consuming, and expensive pending the excessiveness of the individual item. Council will need to determine the priority level and budget to move forward on specific line items. I will be attaching several documents to this email for your review. It also should be noted that on May 9th the committee was presented with a revised, new, and/or updated pledge sheet changing the original standard of scoring and language from 13 points to now 17 points. At this time I cannot explain that change or guarantee it will not change again now or in the future. As of now there have been 2 versions of the pledge sheet. Please make sure you are looking at the revised, new, and/or updated pledge sheet.

Attachments:

1. New Blue Zones pdf
2. Selected Blue Zones pdf highlighting Committee members Moore and Caligiuri recommendations
3. Old Blues Zones pdf
4. CP_Detail_27 Environment Changes
5. 5-13-14 Word Document

Other:

1. Action Points and Budget Considerations
2. Council Member Walling's Questions- At bottom

Chairman of Planning Committee & 4th Ward Councilman,
Jason Van Zetten

Action Points and Budget Consideration

Complete Streets

1. Item 1- Has 10 steps this will be emailed out once we received it
 - a. Action- Create Policy and Set Budget (may require study)
2. Item 2- Training
 - a. Action- Create Policy and Set Budget
3. Item 3- Street Guide Lines
 - a. Action- Create Policy and Set Budget (may require study)

Tobacco Policy

1. Item 1- Tobacco Ban
 - a. No Action- Nothing required currently covered by state

Active Living Policy

1. Item 2- Street Connectivity
 - a. Create Policy and Set Budget (**will** require study that could be performed in-house by city staff)
2. Item 4- Mixed Use
 - a. No Action- City policy currently covers this (Might need to revisit this policy since this action item also states that mixed use should be strategically located within the community, such as around schools, parks, employment centers, etc.)
3. Item 5- Bicycle Master Plan
 - a. Action- Create Policy and Set Budget (**will** require study that outlines accountability, funding, implementation and evaluation. Must be included in General Plan.)
4. Item 6- Pedestrian Master Plan
 - a. Action- Create Policy and Set Budget (**will** require study that outlines accountability, funding, implementation and evaluation. Must be included in General Plan.)
5. Item 8- Joint Use
 - a. Action- Create Policy and No Budget Consideration

Healthy Eating Policy

1. Item 5- Outdoor Eating
 - a. Action- Create Policy and No Budget Consideration
2. Item 6- Mobile Vending
 - a. Action- Create Policy and No Budget Consideration
 - b. Action- Will need a board to determine healthy standards. Blue Zones provides a “Healthy Dish Guideline” to address this concern if Council chooses that option for food regulation.
 - c. According to this item, any mobile vending within 1000’ of a school and 200’ from a playground would be restricted.
3. Item 7- Community Gardens
 - a. Action- Create Policy and No Budget Consideration
4. Item 9- City Sponsored Youth Events
 - a. Action- Create Policy and No Budget Consideration
 - b. Action- Will need a board to determine healthy standards. Blue Zones provides a “Healthy Dish Guideline and/or Vending Machine Standards” to address this concern. If Council chooses that option for food regulation.
5. Item 10- Vending Standards
 - a. Action- Create Policy and No Budget Consideration

- b. Action- Will need a board to determine healthy standards. Blue Zones provides a “Healthy Dish Guideline and/or Vending Machine Standards” to address this concern. If Council chooses that option for food regulation.
- 6. Item 11- Fresh Water Fountains
 - a. Action- Create Policy and Set Budget (may require study). This can be addressed by city staff in-house.
- 7. Item 12- Breast Feeding
 - a. No Action- City policy currently covers this

Two Built Environment Changes will also need to be pursued. Options include:

1. Complete at least one meaningful project from the Active Transportation Plan, Bicycle Master Plan, or Pedestrian Master Plan.
2. Begin construction on a meaningful Complete Streets project.
3. Begin construction on a meaningful Safe Routes to Schools project.
4. Implement a permanent strategy to enhance personal safety in areas where people are or could be physically active.
5. Establish new community gardens.
6. Complete at least one new place making project that fulfills the Power of 10 criteria and includes the four key qualities of successful places as defined by Project for Public Spaces.
7. Complete at least one new urban greening project.

Tom's Questions

Good morning,

After reading all weekend I have a few questions and would hope your committee can answer them for me after you meet today.

1. Do we get full credit on all the items we already have in place, such as walking path, sidewalks, street scope etc., recreational facilities, recreational organization MCRF.

Yes, we get full credit on projects done and completed. What we have done only helps a small amount it will not complete an entire item

2. Or even though we have these items are we expected to create new project just to stay in compliance?

We have to start 2 new programs in which we have 7 to pick from. Attached are those programs depending on budget. Pages 6 & 7 of "new/updated" BZ Pledge we currently have the safe routes to school and community garden in the works

3. Do we have to adopt new ordinances for everything or just what we are willing to support, financially?

Yes and No, Yes new policies will have to be created, however we get credit for policies in place all ready. Special note on this depending on the depth of these new policies costs cannot be determined at this time by the committee, city manager, or blue zones.

4. How many years does the City Of Oskaloosa have to report and submit follow up data to the parent "Blue Zone" organization?

This is an 18 month program that sunsets August 2016 (I have not seen this in writing just what the committee was told)

5. If Private business does not choose to participate will it be used against them by "Blue Zone"

Blue Zones will be promoting private businesses that qualify through a variety of media. I asked what the dollar amount was for promotion and it is unknown at this time. The type of ad campaign is unknown any speculation is purely based off of assumption at this time. Also note fast food, chains, and franchise are exempt so this looks at only small local business. See Natalie Sprays email below.

6. Can we get in clear language, from Blue Zone, that what we plan on doing and not doing will be accepted? (as you already know there program is written by attorneys to be ambiguous)

Yes and No, Yes we can know ahead of time if they will accept a policy and have some examples such as Mason City bicycle master plan that cost \$1.8 million. No there is no clear language on anything and is ambiguous so the city may craft a policy to budget.

From: Spray, Natalie [<mailto:Natalie.Spray@healthways.com>]

Sent: Tuesday, May 13, 2014 3:56 PM

To: Michael Schrock Jr.

Subject: RE: Fast Food

For the Restaurant pledge, we do not include chain and franchise restaurants as they most often do not have local control over the menu and the restaurant environment. Therefore, they are not able to make the necessary changes to meet the pledge criteria and so have not been in scope for Blue Zones Project.

Natalie Ferguson Spray
Community Program Manager, Blue Zones Project- Oskaloosa

Healthways
1229 C Avenue East
Oskaloosa, IA 52577
Office. 641.672.3104
Cell. 641.670.7777
natalie.spray@healthways.com

Learn more about us here:

www.bluezonesproject.com

www.healthways.com



City Council
Communication
Meeting Date: May 19, 2014
Requested By: Public Works Dept.

Item Title:

Consider a site plan for Webster School parking improvements along the north side of 5th Avenue East between South 7th Street and South 9th Street.

Explanation:

The Oskaloosa Community School District has submitted a site plan for on-street parking improvements along the north side of 5th Avenue East from South 7th Street to South 9th Street. The proposed plans call for two separate phases of on-street parking improvements. Phase 1 of the on-street parking improvements has 21 standard angled parking spaces and 2 handicap accessible angled parking spaces. The Phase 1 is located along the north side of 5th Avenue East from South 7th Street to South 8th Street. The School would like to start Phase 1 construction this year.

Phase 2 of the on-street parking improvements has 20 standard angled parking spaces and is located along the north side of 5th Avenue East from South 8th Street to South 9th Street. Phase 2 of the proposed plans will only take place if the school has a need for it in the future.

The Planning & Zoning Commission considered this item at their May 12, 2014 meeting and recommended by a vote of 4:1:1 (yes : no : abstain) that the City Council approve the site plan for the Webster School parking improvements with the stipulation that the sidewalk be completed for both Phase 1 and Phase 2. Commission member Holden Barnhart opposed the motion to approve the site plan with the above mentioned stipulation. Commission member Charlie Comfort abstained because he is a member of the school board.

Recommended Action:

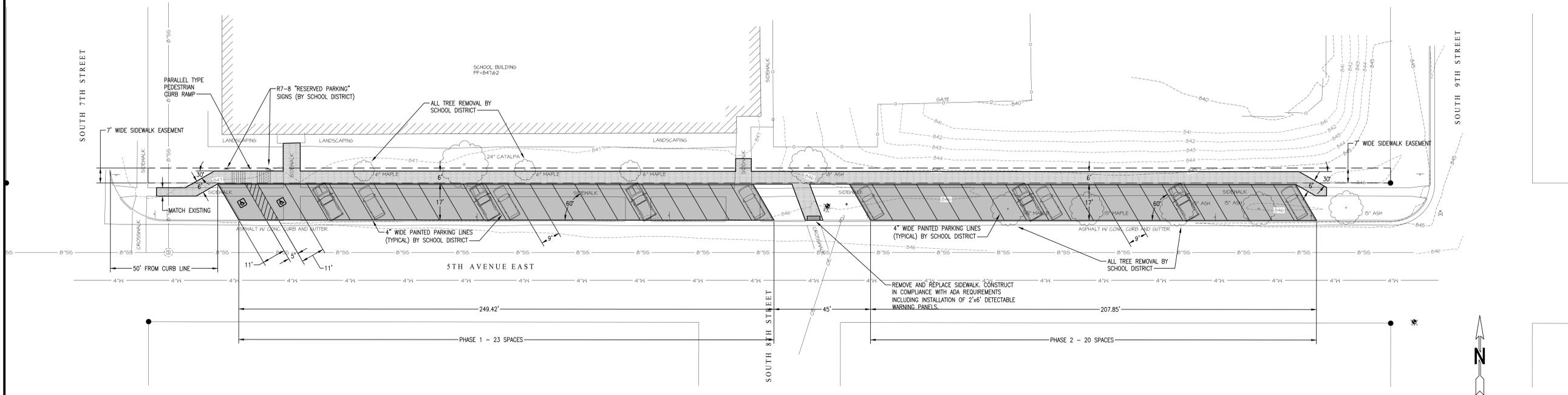
Staff recommends Council consider the Planning & Zoning recommendation to approve the site plan with stipulation as presented.

Budget Consideration:

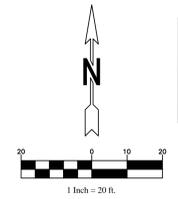
None

Attachments :

Site Plan



SITE PLAN



GENERAL NOTES

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE SUDAS STANDARD SPECIFICATIONS, 2014 EDITION AND CURRENT SUPPLEMENTAL SPECIFICATIONS. SPECIFICATION MANUALS CAN BE ORDERED FROM THE INSTITUTE FOR TRANSPORTATION (FORMERLY CTRE) - ATTN: BETH RICHARDS, 2711 SOUTH LOOP DRIVE, SUITE 4700, AMES, IOWA 50010-8664, PHONE: 515-294-2869. SPECIFICATIONS CAN ALSO BE VIEWED AT THE SUDAS WEB SITE (WWW.IOWASUDAS.ORG).
2. NOTIFY AKHILESH PAL, DIRECTOR OF PUBLIC WORKS, CITY OF OSKALOOSA AT 641-673-7472 2 WEEKS PRIOR TO COMMENCING WORK ON THE PROJECT.
3. COORDINATE WORK AND COOPERATE WITH OWNER AND ENGINEER.
4. LOCATION OF EXISTING UTILITIES IS APPROXIMATE. VERIFY LOCATION OF EXISTING UTILITIES IN LINE OF CONSTRUCTION PRIOR TO BEGINNING CONSTRUCTION BY EXCAVATING AHEAD OF WORK. CONTRACTOR IS RESPONSIBLE FOR NOTIFYING ALL UTILITY COMPANIES LOCATED IN THE WORK ZONE DURING CONSTRUCTION.
5. PROTECT ALL UTILITIES FROM DAMAGE DURING CONSTRUCTION UNLESS OTHERWISE SHOWN ON PLANS. ANY UTILITIES DAMAGED DUE TO CONTRACTOR'S NEGLIGENCE WILL BE REPAIRED AT CONTRACTOR'S EXPENSE.
6. THERE MAY BE BURIED UTILITIES NOT SHOWN ON PLANS THAT ARE IN LINE OF CONSTRUCTION.
7. CONTRACTOR SHALL PROVIDE TRAFFIC CONTROL IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES AND THE CITY OF OSKALOOSA REQUIREMENTS. TRAFFIC CONTROL SHALL CONSIST OF BARRICADES, SIGNAGE AND LIGHTS AS NECESSARY TO PROTECT VEHICLES AND PEDESTRIAN TRAFFIC. CONTRACTOR SHALL MAINTAIN CLEAN AS NECESSARY AND REPLACE DAMAGED TRAFFIC CONTROL DEVICES THROUGHOUT DURATION THE PROJECT.
8. CONTRACTOR SHALL PRESERVE ALL MONUMENTS, STAKES, REFERENCE POINTS AND BENCHMARKS. IN CASE OF DESTRUCTION BY CONTRACTOR'S NEGLIGENCE OR CARELESSNESS, CONTRACTOR WILL BE RESPONSIBLE FOR COST OF REPLACEMENT, MISTAKES, AND/OR LOSS OF TIME.
9. SIGNS AND SIGN POSTS IN LINE OF CONSTRUCTION SHALL BE REMOVED AND REPLACED BY THE SCHOOL DISTRICT.
10. DISPOSE OF MATERIALS NOT SUITABLE FOR SURFACE RESTORATION AND EXCESS EXCAVATED MATERIAL. DISPOSAL IS INCIDENTAL TO CONSTRUCTION.
11. CONCRETE MIX SHALL BE IDOT C-3WR-C OR C-4WR-C FOR ALL PAVEMENT, DRIVEWAYS AND SIDEWALKS. COARSE AGGREGATE SHALL BE CLASS 3 DURABILITY. USE OF FLY ASH AND GROUND GRANULATED BLAST FURNACE SLAG (GGBFS) SHALL BE IN ACCORDANCE WITH SECTION 7010 2.02 C OF THE SPECIFICATIONS.
12. COARSE AND FINE AGGREGATES SHALL BE FURNISHED FROM AN APPROVED SOURCE IN ACCORDANCE WITH THE SPECIFICATIONS. METHOD OF ACCEPTANCE FOR COARSE AND FINE AGGREGATES SHALL BE BY QUALITY CERTIFICATION FURNISHED BY THE CONTRACTOR. CERTIFIED PLANT INSPECTION IS NOT REQUIRED.
13. CONTRACTOR SHALL BE RESPONSIBLE PARTY FOR ALL TESTING AND RE-TESTING OF P.C. CONCRETE REQUIRED BY THE SPECIFICATIONS INCLUDING; AIR CONTENT, SLUMP, AND CYLINDERS.
14. USE TYPE "C" JOINTS FOR ALL TRANSVERSE PAVEMENT JOINTS UNLESS SHOWN OR NOTED OTHERWISE ON THE PLANS. ALL PAVEMENT SAW JOINTS SHALL BE SEALED. PARKING JOINTS SHALL BE SEALED. DO NOT SEAL SIDEWALK SAW JOINTS.
15. ALL TREE REMOVAL WILL BE PERFORMED BY THE SCHOOL DISTRICT.
16. FERTILIZING, SEEDING AND MULCHING SHALL BE PERFORMED BY THE SCHOOL DISTRICT. CONTRACTOR SHALL REMOVE ALL CONSTRUCTION DEBRIS AND SMOOTH AREAS DISTURBED BY CONSTRUCTION. WORK IS INCIDENTAL TO CONSTRUCTION.
17. ALL PAVEMENT MARKING LINES AND SYMBOLS SHALL BE PLACED BY THE SCHOOL DISTRICT.

ESTIMATED PROJECT QUANTITIES

Item No.	SUDAS Specification Reference	Specification Item Code	Item Description	Unit	Estimated Quantity Phase 1	Estimated Quantity Phase 2
1	2010, 1.08, E	2010-108-E-0	Excavation, Class 10	CY	263	205
2	2010, 1.08, G, 3	2010-108-G-0	Subgrade Preparation	SY	536	448
3	2010, 1.08, I, 3	2010-108-I-0	Granular Subbase, 4" Thick Class 'A' Crushed Stone	SY	281	189
4	2010, 1.08, I, 3	2010-108-I-0	Granular Subbase, 6" Thick Class 'A' Crushed Stone	SY	536	448
5	7010, 1.08, A, 3	7010-108-A-0	Pavement, PCC, 6" Thick	SY	471	393
6	7010, 1.08, I, 3	7010-108-I-0	PCC Pavement Samples and Testing	LS	XXXX	XXXX
7	7030, 1.08, A, 3	7030-108-A-0	Removal of Sidewalk	SY	218	105
8	7030, 1.08, E, 3	7030-108-E-0	Sidewalk, PCC, 4" Thick	SY	233	161
9	7030, 1.08, G, 3	7030-108-G-0	Detectable Warnings	SF	12	
10	XXXX, XXX, X	XXX-XXX-X-X	Curb Grinding	LF	250	208

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WEBSTER SCHOOL PARKING IMPROVEMENTS
OSKALOOSA COMMUNITY SCHOOL DISTRICT
OSKALOOSA, IOWA
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SHEET TITLE
SITE PLAN AND NOTES

SCALE:
 AS NOTED

FIELD BOOK:

DRAWN BY:

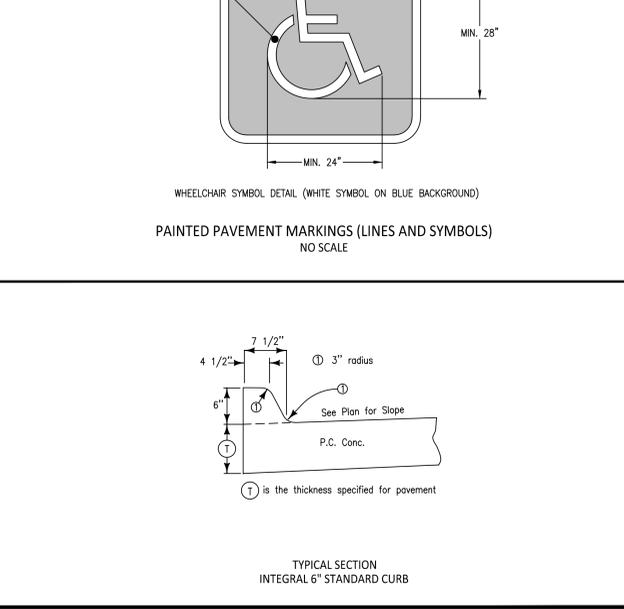
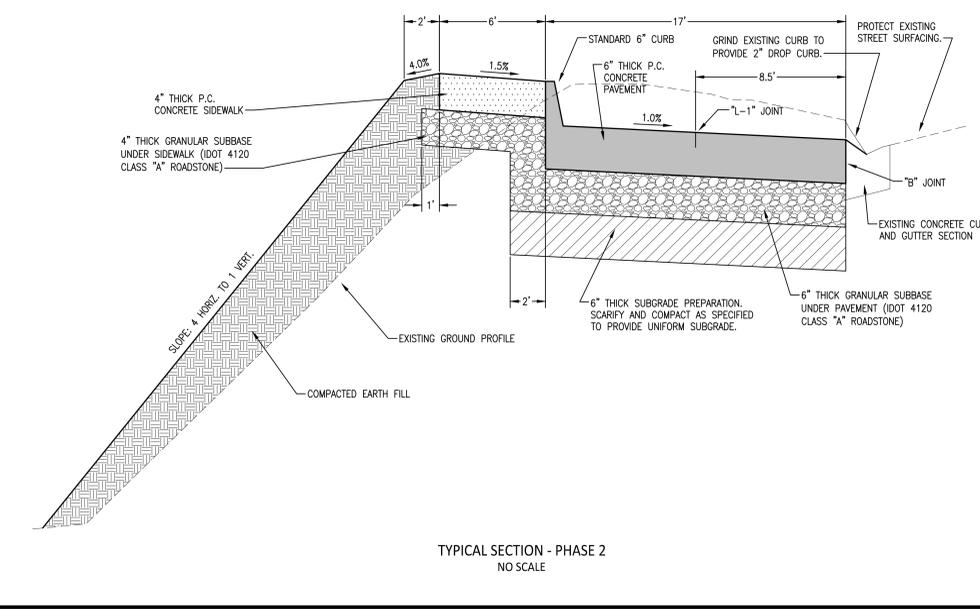
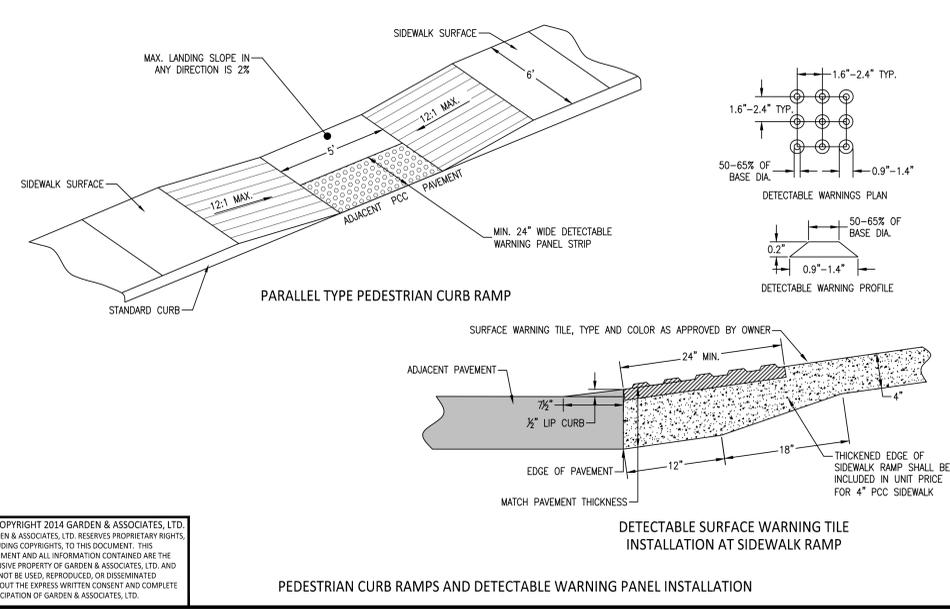
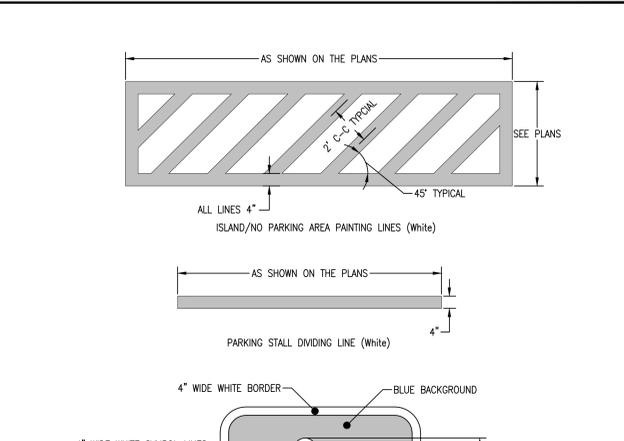
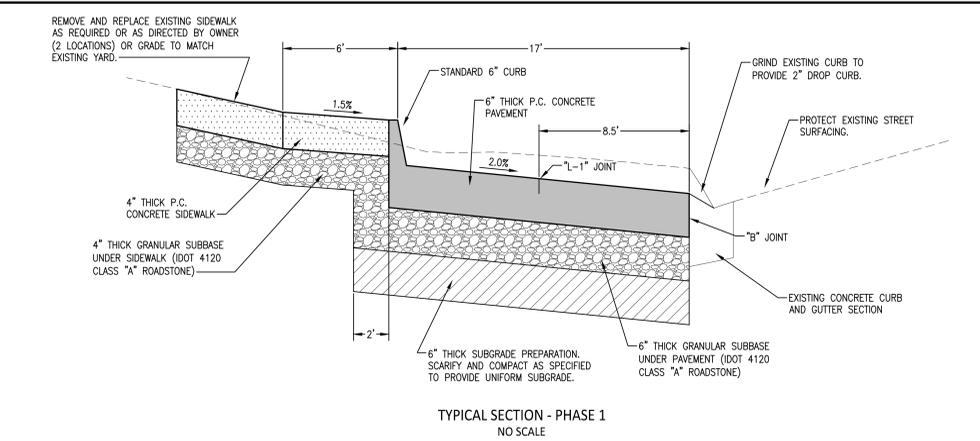
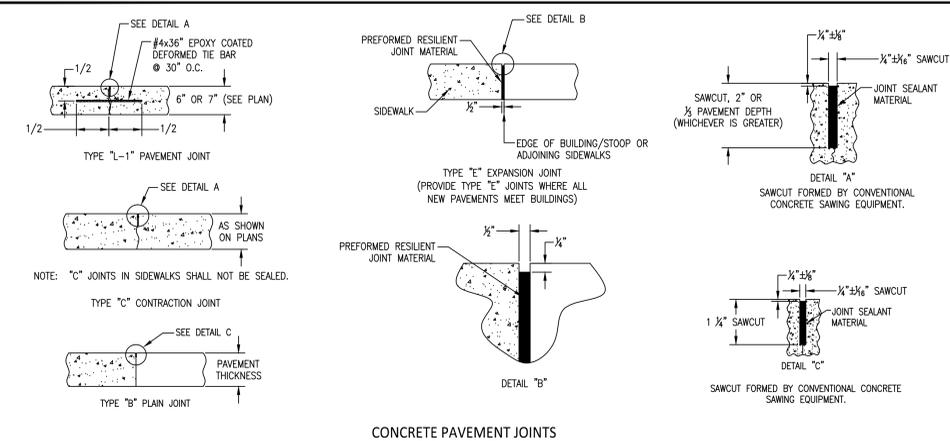
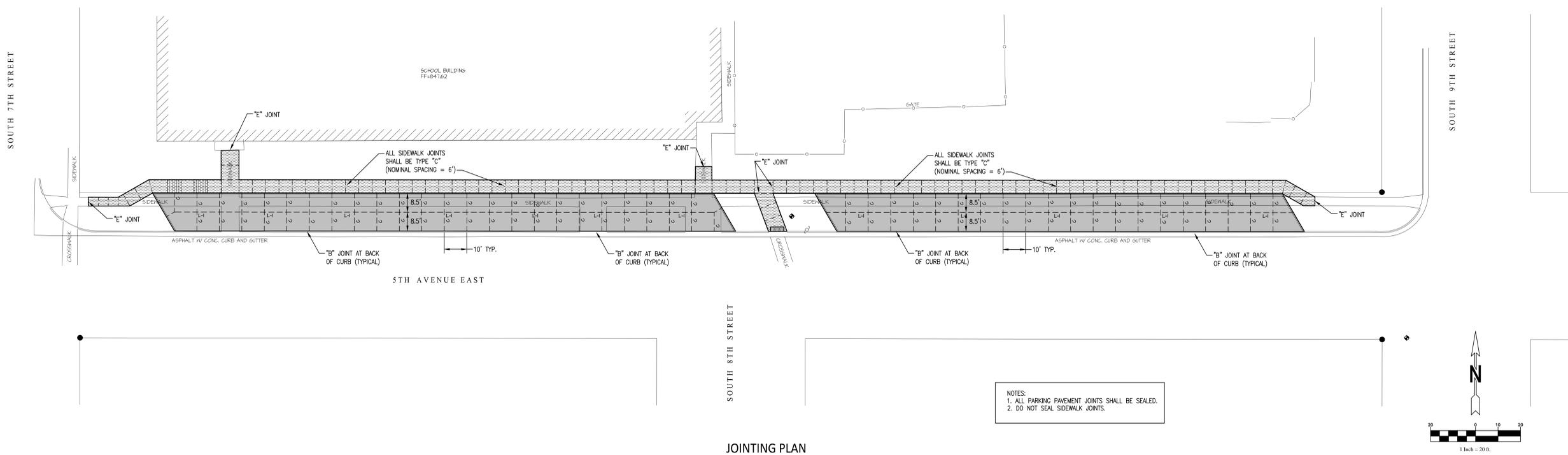
APPROVED:

REVISIONS:

DATE:
 04/25/14

PROJECT NO.:
 9014059

SHEET NO.:
C.01



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SHEET TITLE	JOINTING PLAN AND DETAILS
SCALE:	AS NOTED
FIELD BOOK:	----
DRAWN BY:	----
APPROVED:	----
REVISIONS:	
DATE:	04/25/14
PROJECT NO.:	9014059
SHEET NO.:	C.02



City Council Communication

Meeting Date: May 19, 2014

Requested By: Public Works Dept.

Item Title:

Consider an ordinance amending the City Code of the City of Oskaloosa, Iowa, by amending provisions pertaining to Chapter 10.48 - "Parking Regulations Generally", Section 10.48.255 - "School loading and unloading zones" - 1st Reading.

Explanation:

The Public Works department is requesting to update the current code to reflect the Webster School parking improvements along the north side of 5th Avenue East. The existing school loading zone is 390 feet long and can allow a maximum of 15 to 16 parallel parking spaces. The proposed Phase 1 of Webster School parking improvements will allow 23 angled parking spaces and reduce the length of the school loading zone to 320 feet. The proposed angled parking spaces will allow for 7 to 8 additional parking spaces.

The Planning & Zoning Commission considered this item at their May 12, 2014 meeting and recommended by a vote of 6 to 0 that the City Council approve amending the Section 10.48.255 - "School loading and unloading zones" to accommodate the Webster School on-street parking improvements.

Recommended Action:

Staff recommends Council consider the Planning & Zoning recommendation to approve amending section 10.48.255 of the Oskaloosa Municipal Code as presented.

Note: If approved, then the following amendments will be made to Section 10.48.255 of the Oskaloosa Municipal Code:

10.48.255 - School loading and unloading zones.

Only vehicles while engaged in loading and unloading students and attended by a licensed driver shall be parked for a maximum of five minutes on the following streets:

A. Fifth Avenue East, on the north side, from South Seventh Street to a point three hundred ninety feet east.

A. Angle parking shall be permitted on Fifth Avenue East, on the north side, from

South Seventh Street to a point three hundred twenty feet east.

Budget Consideration:

There will be minimal impact to the City Budget for the installation and/or relocation of signs and cost associated with drafting revisions to Chapter 10.48 of the Oskaloosa Municipal Code.

Attachments :

Ordinance, Map

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF
OSKALOOSA, IOWA, BY AMENDING PROVISIONS PERTAINING TO
PARKING REGULATIONS

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

SECTION 1: The Oskaloosa City Code Section 10.48.255 is amended as follows:

10.48.255 - School loading and unloading zones.

Only vehicles while engaged in loading and unloading students and attended by a licensed driver shall be parked for a maximum of five minutes on the following streets:

~~A. Fifth Avenue East, on the north side, from South Seventh Street to a point three hundred ninety feet east.~~

A. Angle parking shall be permitted on Fifth Avenue East, on the north side, from South Seventh Street to a point three hundred twenty feet east.

SECTION 2: 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 3: 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 _____, 2014, and approved this ____ day of _____, 2014.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

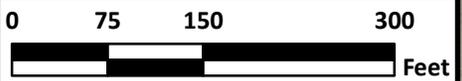
I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2014.

Signed

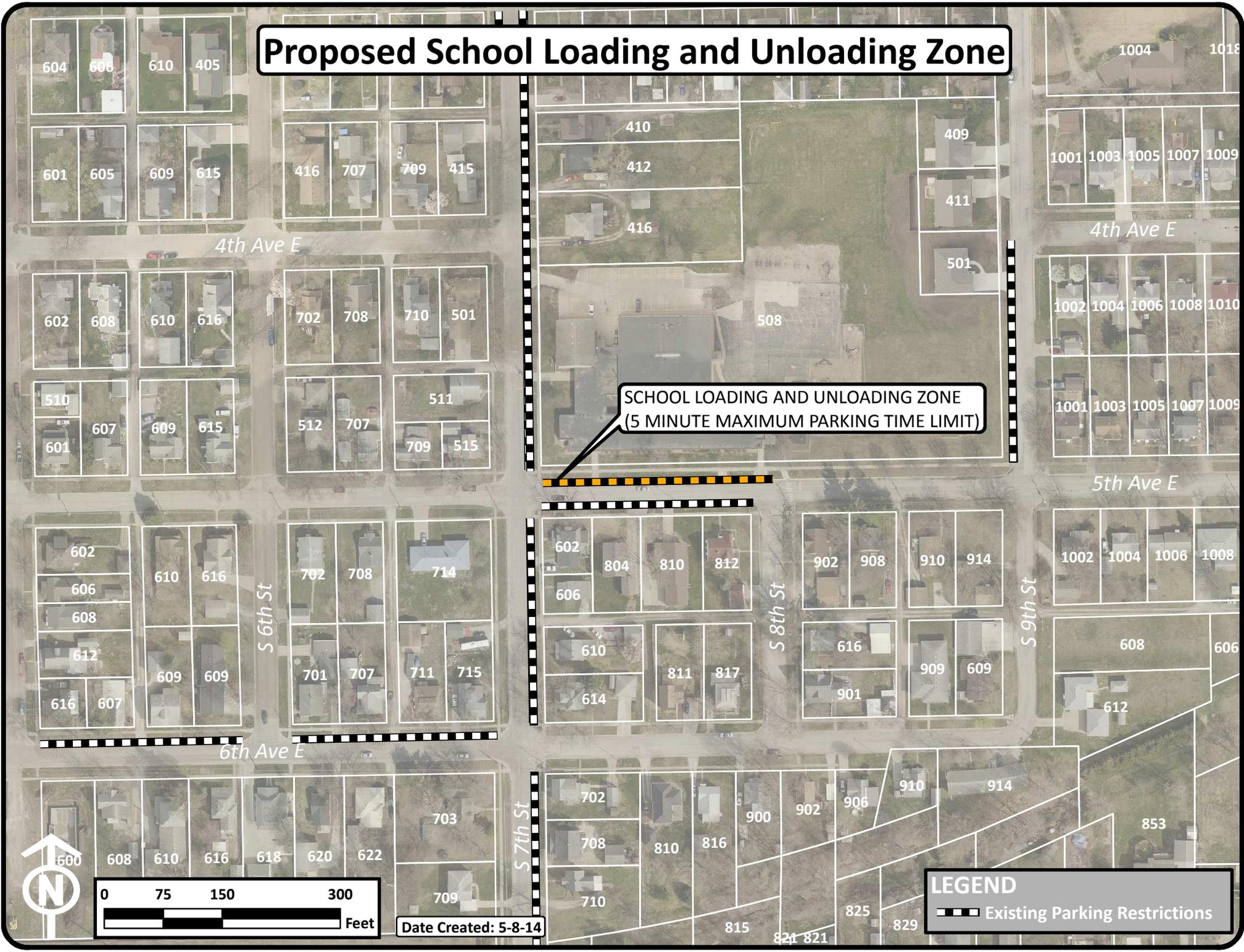
Proposed School Loading and Unloading Zone

SCHOOL LOADING AND UNLOADING ZONE
(5 MINUTE MAXIMUM PARKING TIME LIMIT)

LEGEND
Existing Parking Restrictions



Date Created: 5-8-14





City Council Communication

Meeting Date: May 19, 2014

Requested By: Public Works Dept.

Item Title:

Consider an ordinance to establish a no parking zone along both sides of South 4th Street from 15th Avenue East to a point twenty-five feet north of 15th Avenue East - 1st Reading.

Explanation:

The Public Works Department received a request to restrict parking along South 4th Street from 13th Avenue East to 15th Avenue East. Currently, there are no parking restrictions on either side of this section of South 4th Street. The street pavement is chip seal and the width of the street varies from 22-26 feet. This section of street does experience a higher than normal level of bus and truck traffic due to the presence of the Oskaloosa school bus garage and other businesses along 13th Avenue East.

The Planning and Zoning Commission at their meeting on March 10, 2014, considered the request to restrict parking along South 4th Street from 13th Avenue East to 15th Avenue East. At this meeting they asked staff to research the possibility of converting this section of street to one-way southbound traffic only.

A survey was then conducted with the one-way street option listed along with the parking restriction options. Of the respondents, two (20%) want to leave the on-street parking as is, seven (70%) want to prohibit parking on both sides at all times, and one (10%) wants to prohibit parking on the west side at all times. None of the respondents opted to convert the street to a one-way street.

At their meeting on April 14, 2014 the Planning and Zoning Commission recommended by a vote of 3 to 2 to approve southbound one-way traffic along South 4th Street from 13th Avenue East to 15th Avenue East along with a parking restriction along the east side of said section of South 4th Street.

The City Council at their meeting on April 21, 2014 approved the first reading of the ordinance to restrict parking along both sides of South 4th Street between 13th Avenue East and 15th Avenue East. However, at their meeting on May 5, 2014 the City Council requested staff to amend the motion and revise the

ordinance to restrict parking along both sides of South 4th Street from 15th Avenue East to a point twenty-five feet north of 15th Avenue East.

Note : If parking is restricted along both sides of South 4th Street from 15th Avenue East to a point twenty-five feet north of 15th Avenue East (Exhibit A), then the following ordinance amendment (indicated in red font) will be added to Oskaloosa Municipal Code Section 10.48.240:

South Fourth Street on both sides from Fifteenth Avenue East to a point twenty-five feet north of Fifteenth Avenue East.

ALTERNATIVE ACTIONS:

1. If the Planning and Zoning Commission recommendation is approved, then the following ordinance amendments (indicated in red font) will be added to Oskaloosa Municipal Code Sections 10.36.010 and 10.48.240:

(Section 10.36.010)

B. One-Way Streets:

1. On South Fourth Street traffic shall move from north to south between Thirteenth Avenue East and Fifteenth Avenue East.

(Section 10.48.240)

155. South Fourth Street on the east side from Thirteenth Avenue East to Fifteenth Avenue East.

2. No Action (or) other actions as determined by the City Council.

Budget Consideration:

Cost of \$150.00 for sign materials and 2 hours labor to install signs and costs associated with drafting changes to the Municipal Code.

Attachments :

Ordinance, Exhibit, Survey Responses, and Letter from resident.

ORDINANCE NO. _____

AN ORDINANCE ESTABLISHING “NO PARKING ZONES” ALONG BOTH SIDES OF SOUTH 4TH STREET FROM 15TH AVENUE EAST TO A POINT TWENTY-FIVE FEET NORTH OF 15TH AVENUE EAST, PROHIBITING THE PARKING OF MOTOR VEHICLES OR OTHER TYPES OF VEHICLES WITHIN SAID NO PARKING ZONE, AMENDING THE OSKALOOSA MUNICIPAL CODE TO REFLECT THE CHANGES, 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 “No Parking Zones” along both sides of South 4th Street from 15th Avenue East to a point twenty-five feet north of 15th Avenue East.

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

SECTION 3: Regulatory and warning signs to advice as to the above referenced “No Parking Zones” 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 Zones” or allows the same to occur, shall be guilty of a misdemeanor and shall be punishable by a fine.

SECTION 5: The Oskaloosa Municipal Code Section 10.48.240 is amended by adding the following no parking zone:

South Fourth Street on both sides from Fifteenth Avenue East to a point twenty-five feet north of Fifteenth Avenue East.

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

Passed by the Council the _____ day of _____, 2014, and approved this _____ day of _____, 2014.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2014.

Signed _____

SOUTH 4TH STREET BETWEEN 13TH AVENUE EAST AND 15TH AVENUE EAST			
ADDRESS	OWNER/RESIDENT	RESPONSE	Comments:
1405 South 4th Street (Parcel ID	Arthur & Marianne Cline	No Response	
1409 South 4th Street	Timothy & Pamela Sparks	Leave on street parking as is	The buses go through there twice a day. Nothing is hurt with those that park there overnight. I don't want the inconvenience of one way traffic. No change
1410 South 4th Street	PYC corporation/Michael Applegate	Prohibit parking on both sides at all times	
415 13th Avenue East	Rian D Properties LC	Prohibit parking on both sides at all times	
409 15th Avenue East	Walter & Pamela Tippett (Owner)	Leave on street parking as is	I feel the parking issue has been resolved by both residences on the corner by voluntarily parking back further from the stop sign. Bus and semi truck issues have not been resolved. Both vehicles are too large for use on South 4th Street.
	Resident (Renter)	No Response	
417 15th Avenue East	Richard & Nancy Shipman (Owner)	Prohibit parking on west side at all times	It doesn't matter what side of S. 4th is allowed parking, as long as parking is available to the 2 houses on the corners. Like S. 7th has parking on
	Resident (Renter)	Leave on street parking as is	Leave on-street parking as it is and park vehicles further north to avoid any conjection close to intersection. My children have no where to park their vehicles when they are here, they are not here all the time. They are not parked on the street when school buses go by. The only conjection is from semis turning onto the street. The semi can go to S. 7th Street to turn there. I have no other option for my kids to park their vehicles. And we are not planning on moving. If my kids can park further north on the street, that would solve any conjection. I am asking that we leave the parking as is please. Thank you, Brad Ewing.
1301 South 7th Street	S & D Inc.	Prohibit parking on both sides at all times	
1319 South 7th Street	Larry & Mary Veenstra	Prohibit parking on both sides at all times	
515 13th Avenue East	Metal Building Components Lp	Prohibit parking on both sides at all times	
	Tenant/Business	Prohibit parking on both sides at all times	
501 13th Avenue East	Oskaloosa Community School Distr	Prohibit parking on both sides at all times	

Response Categories:

- Prohibit parking on east side at all times
- Prohibit parking on west side at all times
- Prohibit parking on both sides at all times
- One way south bound traffic only
- Leave on street parking as is

Walter and Pamela Tippett
409 15th Avenue East
Oskaloosa, Iowa 52577

Re: Proposed parking change along South 4th Street from 13th Avenue East to 15th Avenue East

After the last Zoning Commission meeting, I had assured the Commission that I would speak with my tenant at 409 15th and request that he refrain from parking close to the corner. He has complied with my request, and parks approximately 70-80 feet from the corner on the west side of South 4th. I also talked with my neighbor across South 4th. He is not the owner of the property, but the tenant. He has two teen-age children who each have cars, but do not live with him full-time. He explained to me that his children, when at his home, park on South 4th, but the cars are not there during the day since they are in school. I told him that I had asked my tenant to park back further from the corner, and asked him if that would be a problem to ask his children to do the same. He said it would not be a problem, and agreed to do so. Since that time, to my knowledge everyone has been fully cooperating to help alleviate any bottle neck at the corner of South 4th and 15th Avenue East.

While talking to my neighbor, he mentioned an issue with the traffic that had become a real problem for him. He mentioned that because South 4th was so narrow, and the semi's and buses making the turn on that corner (to go north on 4th from 15th) were so large, the drivers (he mentioned the semi's specifically) were driving up into his front yard in order to make the turn. Because of that, his landlord has placed a fence post at the edge of his property to prevent further encroachment. Both my neighbor and I are in agreement that the problems that are happening on South 4th are not parking problems, but happen because of the narrowness of the street between the curbs on South 4th at the corner of 15th, and the size of the vehicles attempting to use South 4th as a shortcut to 13th. We feel the more appropriate response to these problems would be to restrict the size of the vehicles using a very narrow street that was never intended to handle traffic of the size and scope that is attempting to use it now.

While we do understand the importance of commercial business to the welfare of our community, we do not feel that necessarily outweighs the needs of residential property owners to the safe use of their own property. Prohibiting parking on South 4th will substantially interfere with land and homeowner use, while rerouting larger and more frequent traffic to streets more able to accommodate the size of those vehicles does not, in fact, interfere with commercial interests since 13th Street where these businesses are located can more adequately do the job. South 4th Street is not the main entrance to these businesses, but merely a shortcut through a zoned residential area to them.

We acknowledge that this problem was exacerbated for a short time this winter because snow banks built up on South 4th, but for the most part during the rest of the year this isn't a problem with normal traffic and parking as it is currently structured.

As I explained in the previous zoning meeting, to prohibit parking on South 4th will only succeed in bringing about a more dangerous situation because of the restricted visibility it will bring about on 15th.

You have our assurance of full and voluntary cooperation in parking a considerable distance back from the corner of South 4th and 15th Ave East. We feel this is adequate to resolving the parking and traffic matters as we currently understand them. We feel restricting and/or rerouting the size of the vehicles using South 4th would be the next step to fully resolve the remainder of these issues.

Respectfully,
Pam Tippett



City Council
Communication
Meeting Date: May 19, 2014
Requested By: Police Department

Item Title:

Consider an ordinance amending the City Code of the City of Oskaloosa, Iowa, by deleting current code Chapter 10.78 and inserting in lieu thereof a corrected section to comport with state statutes - 2nd reading.

Explanation :

Chapter 10.78 of the Oskaloosa Municipal Code addresses the use of ATVs and snowmobiles. The Ordinance in its current form is based upon Iowa Code Chapter 321I (2013) "All-Terrain Vehicles" but does not perfectly comport therewith. The proposed ordinance amending Chapter 10.78 deletes current City Code Chapter 10.78 and inserts in lieu thereof a corrected section to comport with State Statutes.

Budget Consideration:

The proposed amendment has no direct budgetary impact.

Attachments :

1. Ordinance

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA, BY DELETING CURRENT CODE CHAPTER 10.78 AND INSERTING IN LIEU THEREOF A CORRECTED SECTION TO COMPORT WITH STATE STATUTES.

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

SECTION 1. Section 10.78 is amended by striking the current chapter, and inserting in lieu thereof, the following:

Chapter 10.78 ALL-TERRAIN VEHICLES AND SNOWMOBILES

10.78.010 Purpose

10.78.020 Definitions

10.78.030 General Regulations

10.78.040 Operation of Snowmobiles

10.78.050 Operation of All-Terrain Vehicles

10.78.060 Hours of Operation

10.78.070 Negligence

10.78.080 Accident Reports

10.78.010 **Purpose.** The purpose of this chapter is to regulate the operation of all-terrain vehicles and snowmobiles within the City.

10.78.020 **Definitions .**

For use in this chapter the following terms are defined:

1. "All-terrain vehicle" or "ATV" means a motorized flotation-tire vehicle, with not less than three and not more than six low pressure tires, that is limited in engine displacement to less than one thousand (1,000) cubic centimeters and in total dry weight to less than one thousand two hundred (1,200) pounds and that has a seat or saddle designed to be straddled by the operator and handlebars for steering control.

(Code of Iowa, Sec. 321I.1)

2. "Off-road motorcycle" means a two-wheeled motor vehicle that has a seat or saddle designed to be straddled by the operator and handlebars for steering control and that is intended by the manufacturer for use on natural terrain. "Off-road motorcycle" includes a motorcycle that was originally issued a certificate of title and registered for highway use under Chapter 321 of the Code of Iowa, but which contains design features that enable operation over natural terrain. An operator of an off-road motorcycle is also subject to the provisions of this chapter governing the operation of all-terrain

vehicles.

(Code of Iowa, Sec. 321I.1)

3. "Off-road utility vehicle" means a motorized flotation-tire vehicle, with not less than four and not more than six low pressure tires, that is limited in engine displacement to less than one thousand five hundred (1,500) cubic centimeters and in total dry weight to not more than two thousand (2,000) pounds and that has a seat that is of bench design, not intended to be straddled by the operator, and a steering wheel for control. An operator of an off-road utility vehicle is also subject to the provisions of this chapter governing the operation of all-terrain vehicles.

(Code of Iowa, Sec. 321I.1)

4. "Snowmobile" means a motorized vehicle weighing less than one thousand (1,000) pounds which uses sled-type runners or skis, endless belt-type tread with a width of forty-eight (48) inches or less, or any combination of runners, skis, or tread, and is designed for travel on snow or ice. "Snowmobile" does not include an all-terrain vehicle which has been altered or equipped with runners, skis, belt-type tracks, or treads.

(Code of Iowa, Sec. 321G.1)

10.78.030 **General Regulations.**

No person shall operate an ATV, off-road motorcycle or off-road utility vehicle within the City in violation of Chapter 321I of the Code of Iowa or a snowmobile within the City in violation of the provisions of Chapter 321G of the Code of Iowa or in violation of rules established by the Natural Resource Commission of the Department of Natural Resources governing their registration, equipment, and manner of operation.

(Code of Iowa, Ch. 321F & Ch. 321I)

10.78.040 Operations **of Snowmobiles.**

The operators of snowmobiles shall comply with the following restrictions as to where snowmobiles may be operated within the City:

1. Streets. Snowmobiles shall be operated only upon streets which have not been plowed during the snow season and on such other streets as may be designated by the resolution of Council.

(Code of Iowa Sec. 321G.9 [4a])

2. Exceptions. Snowmobiles may be operated on prohibited streets only under the following circumstances:

- A. Emergencies. Snowmobiles may be operated on any street in an emergency during the period of time when and at locations where snow upon the roadway renders travel by conventional motor vehicles impractical.

(Code of Iowa, Sec. 321G.9 [4c])

- B. Direct Crossing. Snowmobiles may make a direct crossing of prohibited street provided all of the following occur:

- (1) The crossing is made at an angle of approximately ninety degrees (90°) to the direction of the street and at a place where no obstruction prevents a quick and safe crossing;
- (2) The snowmobile is brought to a complete stop before crossing the street;
- (3) The driver yields the right-of-way to all on-coming traffic which constitutes an immediate hazard; and
- (4) In crossing a divided street, the crossing is made only at an intersection of such street with another street.

(Code of Iowa, Sec. 321G.9 [2])

3. Railroad Right-of-way. Snowmobiles shall not be operated on an operating railroad right-of-way. A snowmobile may be driven directly across a railroad right-of-way only at an established crossing and notwithstanding any other provisions of law may, if necessary, use the improved portion of the established crossing after yielding to all oncoming traffic.

(Code of Iowa, Sec. 321G.9 [1h])

4. Trails. Snowmobiles shall not be operated on all-terrain vehicle trails except where so designated.

(Code of Iowa, Sec. 321G.9 [4f])

5. Parks and Other City Land. Snowmobiles shall not be operated in any park, playground or upon any other City-owned property without the express permission of the City. A snowmobile shall not be operated on any City land without a snow cover of at least one-tenth of one inch.

6. Sidewalk or Parking. Snowmobiles shall not be operated upon the public sidewalk or that portion of the street located between the curb line and the sidewalk or property line commonly referred to as the "parking" except for purposes of crossing the same to a public street upon which operation is authorized by this chapter.

7. Private Property. Snowmobiles shall not be operated upon private property without the consent of the owner or occupier thereof.

The operators of ATVs shall comply with the following restrictions as to where ATVs may be operated within the City:

1. Streets. ATVs may be operated on streets only in accordance with Section 321.234A of the Code of Iowa or on such streets as may be designated by resolution of the Council.
(Code of Iowa, Sec. 321I.10 [1 & 3])
2. Trails. ATVs shall not be operated on snowmobile trails except where designated.
(Code of Iowa, Sec. 321I.10 [4])
3. Railroad Right-of-way. ATVs shall not be operated on an operating railroad right-of-way. An ATV may be driven directly across a railroad right-of-way only at an established crossing and notwithstanding any other provisions of law may, if necessary, use the improved portion of the established crossing after yielding to all oncoming traffic.
(Code of Iowa, Sec. 321I.14 [1h])
4. Parks and Other City Land. ATVs shall not be operated in any park, playground or upon any other City-owned property without the express permission of the City.
5. Sidewalk or Parking. ATVs shall not be operated upon the public sidewalk or that portion of the street located between the curb line and the sidewalk or property line commonly referred to as the "parking."
6. Private Property. ATVs shall not be operated upon private property without the consent of the owner or occupier thereof.

10.78.060 Hours of Operation .

No snowmobile shall be operated in the City between the hours of 10:00 p.m. and 9:00 a.m. within 150 feet of any dwelling house without the consent of the occupants of said dwelling, except for emergency situations or for loading and unloading from a transport trailer.

10.78.070 Negligence .

The owner and operator of an ATV or snowmobile are liable for any injury or damage occasioned by the negligent operation of the ATV or snowmobile. The owner of an ATV or snowmobile shall be liable for any such injury or damage only if the owner was the operator of the ATV or snowmobile at the time the injury or damage occurred or if the operator had the owner's consent to operate the ATV or snowmobile at the time the injury or damage occurred.

(Code of Iowa, Sec. 321G.18 & 321I.19)

10.78.080 Accident Reports .

Whenever an ATV or snowmobile is involved in an accident resulting in injury or death to anyone or property damage amounting to one thousand five hundred dollars (\$1,500.00) or more, either the operator or someone acting for the operator shall immediately notify a law enforcement officer and shall file an accident report, in accordance with State law.

(Code of Iowa, Sec. 321G.10 & 321I.11)

SECTION 2. WHEN EFFECTIVE. This amendment to the ordinance shall be in effect from and after its final passage, approval, and publication by law.

Passed by the Council the _____ day of _____ 2014,
and approved this _____ day of _____ 2014.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the
_____ day of _____ 2014.

Signed



City Council
Communication

Meeting Date: May 19, 2014

Requested By: Fire Department

Item Title:

Consider an ordinance amending Oskaloosa City Code Chapter 8.08 to allow more expeditious abatement of repeat nuisance offenses.

Explanation :

City ordinances allow for the abatement of nuisance properties and that process typically requires owners to receive a “Notice to Abate” which provides an opportunity to correct the nuisance before formal action is taken by the City. An exception to this process does exist in situations where the enforcement officer determines that a nuisance constitutes an imminent, clear and compelling danger to health, safety or welfare of persons or property. In those situations, the enforcement officer is authorized to remedy the nuisance without a prior notice and hearing.

The above referenced process generally addresses most nuisance issues however it does not provide much assistance to quickly remedy repeat offender situations where an offensive nuisance exists but does not otherwise constitute an imminent, clear and compelling danger to health, safety or welfare.

This item proposes amendments to Chapter 8.08 that will allow the city to more expeditiously remedy repeat nuisance offenders.

Budget Consideration:

The proposed amendments have no direct budgetary impact. They do allow for the abatement of nuisances where the City has the option of hiring outside persons for the abatement which would be paid initially by the City, but the costs thereof would be recouped through assessments against the offending resident and/or property owner.

Attachments :

1. Ordinance

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE OSKALOOSA, IOWA CITY CODE BY AMENDING VARIOUS PROVISIONS OF CHAPTER 8.08 OF THE CODE TO ALLOW AUTHORITY FOR ABATEMENT OF NUISANCES WITHOUT A PRIOR NOTICE TO ABATE IN CASE OF REPEAT OFFENDERS.

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

SECTION 1. Section 8.08.040 is amended by adding the following subsection:

“C. In the event that a notice to abate has been served upon the same owner or resident relative to the same property within the prior twelve months pertaining to the same or a substantially similar nuisance, the city may proceed by municipal infraction proceedings against the owner or resident without the prior service of a notice to abate otherwise required herein.”

SECTION 2. Section 8.08.080 is amended by deleting the current section and substituting in lieu thereof, the following:

“A. When the enforcement officer determines that a nuisance exists on a property and the nuisance constitutes an imminent, clear and compelling danger to health, safety or welfare of persons or property, or if a notice to abate has been served upon the same owner or resident relative to the same property within the prior twelve months pertaining to the same or a substantially similar nuisance, the enforcement officer is authorized to abate or have abated the nuisance without prior notice and opportunity for hearing. The costs of such action may be assessed against the property set forth in subsection B of Section 8.08.070 only after notice of the proposed assessment has been given to the property owner or resident and hearing before the city council.

B. The city may directly abate the nuisance conditions as provided above; or the city manager may formulate a policy for abatement of such properties by an approved list of contractors, with the costs of such abatement to be the actual amount therefor as charged by the service provider, but not less than a minimum charge of \$250.00, plus the administrative expenses of the City.”

SECTION 3. WHEN EFFECTIVE. These amendments to the ordinance shall be in effect from and after its final passage, approval, and publication by law.

Passed by the Council the _____ day of _____ 2014,
and approved this _____ day of _____ 2014.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the
_____ day of _____ 2014.

Signed



City Council Communication

Meeting Date: May 19, 2014

Requested By: Public Works Dept.

Item Title:

Consider a resolution for preliminary approval of plans, specifications, form of contract, and estimated cost; and also for ordering publication of notice of hearing, and notice to bidders for the 3rd Avenue East Reconstruction Project.

Explanation:

Garden & Associates has prepared plans and specifications for the 3rd Avenue East Reconstruction Project. This item allows staff to proceed with scheduling a public hearing on plans and specifications, and a bid letting date for the project. The scope of this project includes new concrete pavement with curb and gutter, ADA sidewalk ramps, storm and sanitary sewer improvements, new water main, new concrete alley approaches, and driveway replacement along 3rd Avenue East from South Market Street to South 7th Street. Pavement replacement and storm sewer improvements will also be done along South 6th Street from 1st Avenue East to 3rd Avenue East, and along South 1st Street from Rock Island Avenue to 3rd Avenue East. Additional water main will be placed along South 1st Street from 1st Avenue East to 3rd Avenue East.

If the project is awarded, construction is proposed to commence in August or September of this year. The anticipated work completion time is 150 working days. Due to the length of time required for this project, the work will likely be suspended during the winter. In the fall of 2014, only work in the city right-of-way will be performed. The street reconstruction will begin in the spring of 2015 as soon as favorable weather conditions return. The City Council is prepared to obtain bids for the 3rd Avenue East Reconstruction Project. Bids will be received and opened on Tuesday, June 10, 2014, at 10:00 a.m. and presented to the City Council for a public hearing on Monday, June 16, 2014.

Note: The preliminary engineering construction cost estimate for this project will be presented separately at the council meeting.

Recommended Action:

Staff recommends approval of this item as presented and approval of the resolution scheduling a public hearing for June 16, 2014.

Budget Consideration:

No financial impact is associated with scheduling the public hearing. Minimal charges will be incurred as a result of printing the notice.

Attachments :

Resolution, Preliminary Plans, and Notice to bidders.

Note: Engineers Estimate will be provided at the City Council meeting.

RESOLUTION NO. _____

**RESOLUTION FOR PRELIMINARY APPROVAL OF PLANS,
SPECIFICATIONS, AND ESTIMATED COST; SETTING DATE OF PUBLIC
HEARING ON PLANS, SPECIFICATIONS, AND ESTIMATED COST; AND
ORDERING THE ADVERTISEMENT FOR BIDS ON THE 3RD AVENUE
EAST RECONSTRUCTION PROJECT**

WHEREAS, the Council has authorized the preparation of the proposed plans, specifications, contract documents, and estimate of cost for the 3rd Avenue East Reconstruction Project, which are hereby preliminarily approved and ordered filed in the office of the City Clerk for public inspection and

WHEREAS, said plans and specifications along with the Notice of Hearing and Notice to Bidders have been filed by the Engineer with the City Clerk of Oskaloosa, Iowa, as follows:

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

- Section 1. That this Council will meet on the 16th day of June, 2014, at 6:00 p.m., at which time it will hold a public hearing on the proposed plans and specifications for the aforementioned project. At the hearing, any interested person may appear and file objections to the proposed plans, specifications, form of contract, or estimated cost of the project.
- Section 2. The preliminary plans and specifications, notice of hearing, notice to bidders, and estimate of cost are hereby approved for the purpose of enabling the solicitation of bids.
- Section 3. That the amount of the bid security to accompany each bid shall be in an amount which shall conform to the provisions of the notice to bidders as part of said specifications.
- Section 4. That the Clerk shall publish Notice of Hearing and Notice to Bidders the same being in the form herein above specified, which publication shall be made in the Oskaloosa Herald, a legal newspaper printed wholly in the English language, printed in Oskaloosa, Iowa, and of general circulation therein, which publication shall be in accordance with the State Code of Iowa.
- Section 5. That bids will be received by the City of Oskaloosa at the Office of the City Clerk at City Hall at 220 South Market Street until 10:00 a.m. on the 10th day of June, 2014, in connection with the aforementioned project.

Section 6. That this Council will meet at the City Council Chambers, Oskaloosa City Hall, Oskaloosa, Iowa, on the 16th day of June, 2014, at 6:00 p.m., and subsequent to the public hearing on said documents it will consider all bids filed pursuant to the plans, specifications, form of contract, and cost for the aforementioned project.

Section 7. That all resolutions or parts of resolutions thereof in conflict herewith be and same hereby repealed.

PASSED AND APPROVED this _____ day of May, 2014.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

NOTICE TO BIDDERS
NOTICE OF PUBLIC HEARING

3RD AVENUE EAST RECONSTRUCTION PROJECT
OSKALOOSA, IOWA

Time and Place for Filing Sealed Proposals. Sealed bids for the work comprising the improvements as stated below must be filed before **10:00 A.M. on June 10, 2014**, in the office of the City Clerk, City Hall, City of Oskaloosa, 220 South Market, Oskaloosa, Iowa 52577.

Time and Place Sealed Proposals Will be Opened and Considered. Sealed proposals will be opened and bids tabulated at 10:00 A.M. on June 10, 2014, in the office of the City Clerk, 220 South Market, Oskaloosa, Iowa, for consideration by the City of Oskaloosa at its meeting at 6:00 P.M. on Monday, June 16, 2014 in the Council Chambers, City Hall, 220 South Market, Oskaloosa, Iowa. The City of Oskaloosa reserves the right to reject any and all bids.

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

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

Contract Documents. Bid forms, plans and specifications may be obtained from Garden & Associates, Ltd., P.O. Box 451, 1701 3rd Avenue East, Suite 1, Oskaloosa, IA 52577 upon deposit of **Sixty Dollars (\$60.00)** which shall be refunded upon return of said plans and specification within fourteen (14) days after award of the project. If said plans and specifications are not returned within the time specified and in a reusable condition, the deposit shall be forfeited.

Public Hearing on Proposed Contract Documents and Estimated Costs for Improvement. A public hearing will be held by the City of Oskaloosa on the proposed contract documents (plans, specifications and form of contract) and estimated cost for the improvement at its meeting at 6:00 P.M. on Monday, June 16, 2014, in the Council Chambers, City Hall, 220 South Market, Oskaloosa, Iowa.

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

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

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

Mobilization – Lump Sum; Clearing and Grubbing – 930 Units; Excavation, Class 10 – 2,225 CY; Subgrade Preparation (12” Thick) – 10,500 SY; Granular Subbase, 6” Thick Modified Subbase – 10,500 SY; Granular Subbase, 6” Thick Class ‘A’ – 725 SY; Compaction Testing – Lump Sum; Trench Foundation – 50 TON; Trench Compaction Testing – Storm Sewer – Lump Sum ,Water Main – Lump Sum; Sanitary Sewer Gravity Main, Trenched, PVC or TRUSS, 12” – 70 LF; Storm Sewer Trenched, RCP, 12” – 5 LF, RCP, 15” – 1,640 LF, RCP, 18” – 570 LF, RCP, 21” – 651 LF, RCP, 24” – 335 LF, RCP, 27” – 322 LF, RCP, 36” – 585 LF; Subdrain, Type 1, PE or PVC, 4” – 4,535 LF; Subdrain Outlets and Connections, 4” – 44 EA; Water Main Trenched, PVC, 8” – 2,500 LF; Water Main Trenchless, PVC, 8” – 160 LF; Water Main Trenchless, DIP, 8” Restrained Joint, Buried – 280 LF – Water Service Stub, Copper, 1” – 58 EA; Water Service Stub, Copper, 1”, Without New Curb Stop and Box – 5 EA; Gate Valve, 8” Install Only – 18 EA; Tapping Valve Assembly, 4”x4” – 1 EA; Fire Hydrant Assembly, Install Only – 8 EA; Existing Fire Hydrant Removal – 6 EA; Lower Existing Water Service – 20 EA; Lower Existing Water Main – 5 EA; Water Main Connection – Connection No. 1 – Lump Sum, Connection No. 2 – Lump Sum, Connection No. 3 – Lump Sum, Connection No. 4 – Lump Sum, Connection No. 5 – Lump Sum, Connection No. 6 – Lump Sum, Sanitary Sewer Manhole , SW-301, 48” Dia. – 2 EA; Storm Sewer Manhole, SW-401, 48” Dia. – 2 EA, SW-401, 60” Dia. – 3 EA, SW-401, 72” Dia., Structure S-1 – 1 EA; SW-401, 72” Dia., Structure S-2 – 2 EA; Storm Sewer Manhole, SW-402, 6.5’X4.5’ – 1 EA; Intake, SW-501 – 17 EA; Intake, SW-502, 48” Dia. – 9 EA, SW-502, 60” Dia. – 5 EA; Remove Manhole – 7 EA; Remove Intake – 8 EA; Infiltration Barrier, Chimney Seal – 2 EA; Pavement, PCC, 7” Thick 9,280 SY; PCC Pavement Samples and Testing – Lump Sum; Pavement, HMA – 65 TON, Pavement Markings – Lump Sum; Removal of Sidewalk – 650 SY; Removal of Driveway – 841 SY; Sidewalk, PCC, 4” Thick – 318 SY, PCC, 6” Thick – 395 SY.; Detectable Warnings, Install Only – 526 SF; Driveway, Paved PCC, 6” Thick 844 SY; Driveway, Granular, 6” Thick – 160 TON; Full Depth Patch, PCC – 217 SY; Full Depth Patch, Composite Pavement – 320 SY – Subbase Overexcavation – 270 TON; Pavement Removal 10,840 SY; Bituminous Seal Coat – Two Course – 1,450 SY; Conventional Seeding, Fertilizing, and Mulching – 1.6 Acre; SWPPP Preparation – Lump Sum; SWPPP Management – Lump Sum; SWPPP Qualifying Rainfall Event Inspection – 40 EA; Traffic Control – Lump Sum.

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

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

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

Liquidated damages in the amount of **Seven Hundred Dollars (\$700.00)** per working day will be assessed for each day that the work shall remain uncompleted after the end of the contract period with due allowance for extension of contract period due to conditions beyond the control of the Contractor.

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

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

The work under the proposed contract shall be fully completed and ready for final payment within 150 working days with a specified Late Start Date of September 1, 2014 (see specification section 1080 1.02 3.C.)

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

Dave Krutzfeldt, Mayor
City of Oskaloosa, Iowa

ATTEST:

Amy Miller, City Clerk

This Notice published in the Oskaloosa Herald.

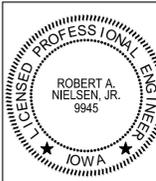
3RD AVENUE EAST RECONSTRUCTION PROJECT OSKALOOSA, IOWA 2014

DIVISION 1: STORM SEWER AND PAVEMENT RECONSTRUCTION
DIVISION 2: WATER MAIN REHABILITATION

SHEET INDEX	
SHEET NO.	DESCRIPTION
DIVISION 1	
A.01	TITLE SHEET
A.02	LEGEND, LOCATION MAP AND GENERAL NOTES
B.01	TYPICAL SECTIONS AND DETAILS
C.01	ESTIMATED PROJECT QUANTITIES
C.02	PROJECT TABULATIONS
D.01 - D.04	3RD AVENUE EAST PLAN AND PROFILE
J.01	TRAFFIC CONTROL
L.01 - L.04	INTERSECTION DETAILS
M.01 - M.08	STORM SEWER PLAN AND PROFILE
W.01 - W.04	CROSS SECTIONS
DIVISION 2	
SW.01 - SW.05	WATER MAIN REPLACEMENT
31	TOTAL SHEETS

**PRELIMINARY
NOT FOR CONSTRUCTION**





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

Robert A. Nielsen, Jr., P.E. _____ Date _____
 License number: 9945
 My license renewal date is December 31, 2015
 Pages or sheets covered by this seal: _____


 Call Before You Dig!
1.800.292.8989
 Call the toll-free number at least
48 hours
 prior to ALL excavations in Iowa.

GARDEN & ASSOCIATES, LTD.
ENGINEERS & SURVEYORS
 500 E. Taylor, Suite C
 P.O. Box 631
 Creston, Iowa 50801
 641.782.4006 Phone
 641.782.4116 Fax
 email@gardenassociates.net
 1701 3rd Avenue East, Suite 1
 P.O. Box 451
 Oskaloosa, Iowa 52577
 641.672.1516 Phone
 641.672.1091 Fax
 800.491.2524 Iowa Toll Free

**3RD AVENUE EAST
RECONSTRUCTION PROJECT
OSKALOOSA, IOWA**
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SHEET TITLE
TITLE SHEET

SCALE:
NO SCALE

FIELD BOOK:
70-NN-4

DRAWN BY:
KJR

APPROVED:
RAN

REVISIONS:

DATE:
MAY 01, 2014

PROJECT NO.:
5013368

SHEET NO.:
A.01

C:\Projects\5013368 - Oskaloosa - 3rd Ave East Reconstruction and South 1st St Storm Sewer\Drawings\Title 30 Plan Drawings\A-B-C-D Sheets 5013368.dwg

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GENERAL SYMBOLS LEGEND

- = PROPERTY CORNER FOUND
- ▲ = SECTION CORNER FOUND
- = EXISTING GROUND CONTOUR LINE
- W— = EXISTING WATER LINE (SIZE VARIES)
- ⊕ = EXISTING FIRE HYDRANT
- ⊕ = EXISTING WATER VALVE
- ⊕ = EXISTING WATER SERVICE SHUTOFF
- ⊕ = EXISTING WATER METER PIT
- ⊕ = WATER METER
- ⊕ = MONITORING WELL
- ST— = EXISTING STORM SEWER LINE (SIZE VARIES)
- ⊕ = EXISTING STORM SEWER ACCESS
- ⊕ = EXISTING SEPTIC TANK
- ⊕ = EXISTING SANITARY SEWER ACCESS
- SS— = EXISTING SANITARY SEWER MAIN (SIZE VARIES)
- ⊕ = CLEANOUT
- ⊕ = ELECTRIC MANHOLE
- OE— = OVERHEAD ELECTRIC LINE
- UE— = UNDERGROUND ELECTRIC LINE
- ⊕ = ELECTRIC METER
- FO— = FIBEROPTIC LINE
- ⊕ = TELEPHONE MANHOLE
- ⊕ = TELEPHONE PEDESTAL
- UT— = TELEPHONE LINE
- ⊕ = TELEVISION PEDESTAL
- TV— = TELEVISION LINE
- ⊕ = GAS METER
- ⊕ = GAS VALVE
- G— = EXISTING GAS LINE
- ⊕ = UTILITY POLE
- ⊕ = GUY WIRE
- ⊕ = LUMINAIRE
- ⊕ = TRANSFORMER
- = SIGN
- ⊕ = BOLLARD
- ⊕ = RAILROAD GATE OR SIGNAL
- ⊕ = MAILBOX
- ⊕ = FLAGPOLE
- ⊕ = DOWNSPOUT
- ⊕ = STUMP
- X— = FIELD FENCELINE
- O— = CHAIN LINK FENCELINE
- W— = WOOD FENCELINE
- = SILT FENCE
- ⊕ = BENCHMARK OR ELEVATION MARKER
- ⊕ = PROPERTY CORNER SET
- ⊕ = SECTION CORNER SET
- W— = PROPOSED WATER MAIN (SIZE VARIES)
- ⊕ = PROPOSED FIRE HYDRANT
- ⊕ = PROPOSED WATER VALVE
- ⊕ = PROPOSED WATER SHUTOFF
- ⊕ = PROPOSED SANITARY SEWER MANHOLE
- ⊕ = PROPOSED SANITARY SEWER END LINE CLEANOUT
- ⊕ = PROPOSED SANITARY SEWER DOUBLE CLEANOUT
- = PROPOSED SANITARY SEWER MAIN (SIZE VARIES)
- ⊕ = PROPOSED LIFT STATION
- FM— = PROPOSED SANITARY SEWER FORCE MAIN
- ⊕ = PROPOSED STORM SEWER ACCESS
- SST— = PROPOSED SECONDARY STORM SEWER
- = PROPOSED GROUND CONTOUR LINE
- ⊕ = SURFACING REMOVAL
- ⊕ or ⊕ = CONCRETE SURFACING REPLACEMENT
- = FLOW DIRECTION ARROW
- = FINISH GRADE ELEVATION MARKER

GENERAL ABBREVIATIONS LEGEND

- U.A.C. = USE AS CURRENTLY CONSTRUCTED
- R/W = RIGHT OF WAY
- R.O.W. = RIGHT OF WAY
- P.C. = POINT OF CURVATURE
- P.I. = POINT OF INTERSECTION
- P.T. = POINT OF TANGENCY
- ℄ = CENTERLINE
- TC = TOP OF CURB
- GU = GUTTER
- FL = FLOW LINE
- SB = SOIL BORING
- R = RADIUS
- BTM = BOTTOM
- HWL = HIGH WATER LEVEL
- LWL = LOW WATER LEVEL
- EA = EACH
- GPM = GALLONS PER MINUTE
- IN. = INCHES
- FT = FOOT OR FEET
- SF = SQUARE FEET
- (P-1) = STORM SEWER PIPE IDENTIFIER
- (S-1) = STORM SEWER STRUCTURE IDENTIFIER
- OMWD = OSKALOOSA MUNICIPAL WATER DEPARTMENT
- LF = LINEAR FOOT
- SY = SQUARE YARD
- CY = CUBIC YARD
- MJ = MECHANICAL JOINT
- PE = PLAIN END JOINT
- FE = FLANGED JOINT
- UT = UNION TITE JOINT
- S.S. = STAINLESS STEEL
- O.C. = ON CENTER
- I.D. = INSIDE DIAMETER
- O.D. = OUTSIDE DIAMETER
- ∅ = DIAMETER
- DIA. = DIAMETER
- # = NUMBER
- TYP = TYPICAL
- INV = INVERT
- PVC = POLYVINYL CHLORIDE PIPE
- DIP = DUCTILE IRON PIPE
- CIP = CAST IRON PIPE
- CMP = CORRUGATED METAL PIPE
- RCP = REINFORCED CONCRETE PIPE

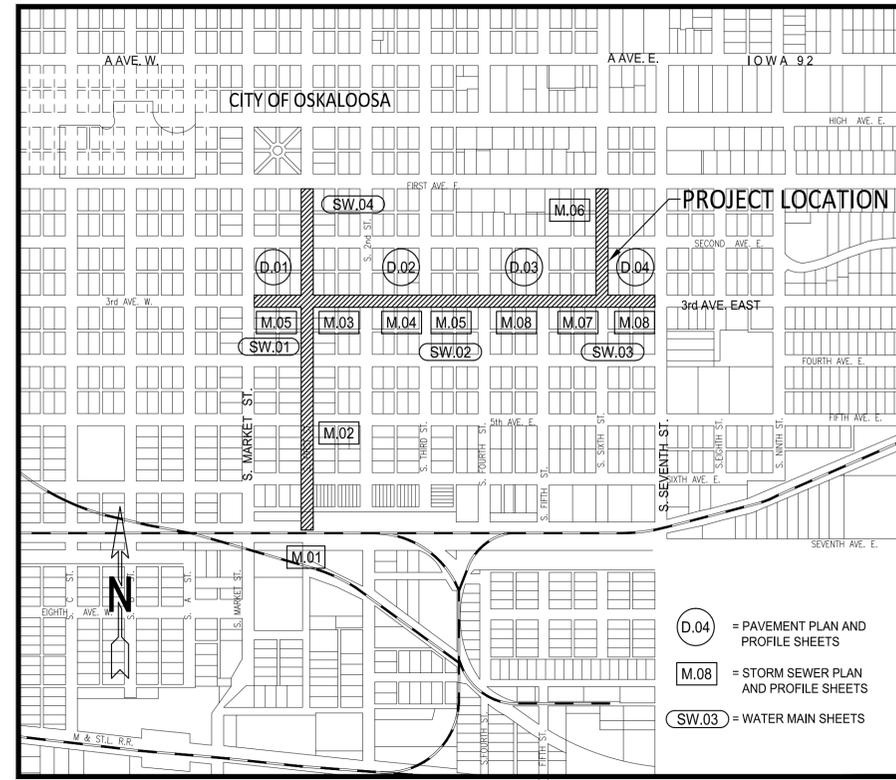
PAVEMENT SURFACING LEGEND

- = 7" THICK PCC PAVEMENT AND PCC FULL DEPTH PATCH
- = COMPOSITE PAVEMENT PATCH (2" HMA OVER 6" PCC)
- = 7" THICK HMA PAVEMENT
- = TWO COURSE SEAL COAT PAVEMENT
- = 6" THICK PCC SIDEWALKS AND DRIVEWAYS
- = 4" THICK PCC SIDEWALKS

GENERAL NOTES

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE SUDAS STANDARD SPECIFICATIONS, 2014 EDITION AND CURRENT SUPPLEMENTAL SPECIFICATIONS AND THE DETAILED SPECIFICATION REQUIREMENTS. SPECIFICATION MANUALS CAN BE ORDERED FROM THE INSTITUTE FOR TRANSPORTATION (FORMERLY CTRE) - ATTENTION: BETH RICHARDS, 2711 SOUTH LOOP DRIVE, SUITE 4700, AMES, IOWA 50010-8664, PHONE: 515-294-2869. SPECIFICATIONS CAN ALSO BE VIEWED AT THE SUDAS WEB SITE (WWW.IOWASUDAS.ORG). ALL WATER MAIN MATERIALS SHALL MEET THE REQUIREMENTS OF THE "STANDARD SPECIFICATIONS FOR WATER MAIN CONSTRUCTION, OSKALOOSA MUNICIPAL WATER DEPARTMENT". CONTRACTOR SHALL HAVE A MINIMUM OF ONE SET OF PLANS AND SPECIFICATIONS ON THE JOB SITE AT ALL TIMES DURING CONSTRUCTION.
2. NOTIFY AKHILESH PAL, DIRECTOR OF PUBLIC WORKS, CITY OF OSKALOOSA AT 641-673-7472 2 WEEKS PRIOR TO COMMENCING WORK ON THE PROJECT.
3. COORDINATE ALL WATER MAIN WORK WITH CHAD COON, SUPERINTENDENT, OSKALOOSA MUNICIPAL WATER DEPARTMENT (OMWD), CELL PHONE: 641-660-5555.
4. COORDINATE WORK AND COOPERATE WITH CITY PERSONNEL AND ENGINEER.
5. LOCATION OF EXISTING UTILITIES IS APPROXIMATE. VERIFY LOCATION OF EXISTING UTILITIES IN LINE OF CONSTRUCTION PRIOR TO BEGINNING CONSTRUCTION BY EXCAVATING AHEAD OF WORK. CONTRACTOR IS RESPONSIBLE FOR NOTIFYING ALL UTILITY COMPANIES LOCATED IN THE WORK ZONE DURING CONSTRUCTION.
6. PROTECT ALL UTILITIES FROM DAMAGE DURING CONSTRUCTION UNLESS OTHERWISE SHOWN ON PLANS. ANY UTILITIES DAMAGED DUE TO CONTRACTOR'S NEGLIGENCE WILL BE REPAIRED AT CONTRACTOR'S EXPENSE.
7. THERE MAY BE BURIED UTILITIES NOT SHOWN ON PLANS THAT ARE IN LINE OF CONSTRUCTION.
8. NOTIFY PROPERTY OWNERS 48 HOURS IN ADVANCE IF ACCESS TO PROPERTY WILL BE INTERRUPTED. ACCESS TO PRIVATE PROPERTY SHALL BE MAINTAINED AT ALL TIMES FOR EMERGENCY VEHICLES.
9. CONTRACTOR SHALL PROVIDE TRAFFIC CONTROL AS SHOWN ON THE TRAFFIC CONTROL PLAN AND IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES AND THE CITY OF OSKALOOSA REQUIREMENTS. TRAFFIC CONTROL SHALL CONSIST OF BARRICADES, SIGNAGE AND LIGHTS AS NECESSARY TO PROTECT VEHICLES AND PEDESTRIAN TRAFFIC. CONTRACTOR SHALL MAINTAIN CLEAN AS NECESSARY AND REPLACE DAMAGED TRAFFIC CONTROL DEVICES THROUGHOUT DURATION OF CONSTRUCTION.
10. CONTRACTOR SHALL PRESERVE ALL MONUMENTS, STAKES, REFERENCE POINTS AND BENCHMARKS. IN CASE OF DESTRUCTION BY CONTRACTOR'S NEGLIGENCE OR CARELESSNESS, CONTRACTOR WILL BE RESPONSIBLE FOR COST OF REPLACEMENT, MISTAKES, AND/OR LOSS OF TIME.
11. REMOVE AND DISPOSE OF EXISTING STRUCTURES AND PIPES WHERE SHOWN ON THE PLANS. REMOVE ENTIRE RUNS OF PIPE WHERE IN DIRECT CONFLICT WITH NEW CONSTRUCTION. PLUG PIPES TO BE ABANDONED WITH CONCRETE. REMOVAL AND DISPOSAL OF PIPES IS INCIDENTAL TO CONSTRUCTION. REMOVAL OF STRUCTURES WILL BE PAID AT THE CONTRACT UNIT PRICE.
12. CONTRACTOR SHALL MAINTAIN POSTAL SERVICE IN ACCORDANCE WITH SECTION 1070 2.14 OF THE SPECIFICATIONS. WORK IS INCIDENTAL TO CONSTRUCTION.
13. SIGNS AND SIGN POSTS IN LINE OF CONSTRUCTION SHALL BE REMOVED, SALVAGED, AND STORED BY THE CONTRACTOR. UPON COMPLETION OF PAVING AND GRADING OPERATIONS, REPLACE SIGNS AT A LOCATION DETERMINED BY THE OWNER. SIGNS SHALL BE RESET IN A MINIMUM 4 FOOT DEEP BY 12 INCH DIAMETER GRAVEL PACKED HOLE. REMOVAL AND RESETTING OF SIGNS IS INCIDENTAL TO CONSTRUCTION. COORDINATE SIGN WORK WITH JURISDICTION.
14. CONTRACTOR SHALL PREVENT ENTRY OF MUD, DIRT, DEBRIS AND OTHER MATERIAL INTO NEW SEWER AND EXISTING SEWERS. SHOULD MUD, DIRT, DEBRIS, OR OTHER MATERIAL ENTER THE NEW SEWER CONSTRUCTION OR EXISTING SEWERS, CONTRACTOR SHALL CLEAN AT NO COST TO OWNER.
15. REMOVE TREES AND STUMPS AS SHOWN ON PLANS. PROTECT TREES NOT SHOWN FOR REMOVAL. TRIM TREE CANOPIES ONLY WITH APPROVAL OF JURISDICTION.
16. CONTRACTOR SHALL DISPOSE OF ALL CONSTRUCTION DEBRIS, UNSUITABLE MATERIAL FOR TRENCH BACKFILL AND SURFACE RESTORATION AND EXCESS EXCAVATED MATERIAL. DISPOSAL SHALL MEET FEDERAL, STATE AND LOCAL SAFETY, HEALTH AND ENVIRONMENTAL REQUIREMENTS. WORK IS INCIDENTAL TO CONSTRUCTION.
17. CONTRACTOR RESPONSIBLE FOR MAINTAINING THE AS-BUILT LOCATION OF ALL UTILITIES.
18. RCP STORM SEWER PIPE SHALL BE MINIMUM 2000D. ALL STORM SEWER PIPE SHALL HAVE GASKETED JOINTS PER SPECIFICATIONS. INSTALL SW-211 TYPE PC-2 CONCRETE COLLAR FOR CONNECTION BETWEEN EXISTING AND NEW PIPES AS NECESSARY AND WHERE SHOWN ON THE PLANS. INCLUDE COST OF PIPE CONNECTIONS IN UNIT PRICE FOR STORM SEWER.
19. WATER SERVICES THAT ARE IN CONFLICT WITH THE NEW STORM SEWER PIPE SHALL BE LOWERED AS REQUIRED. PAYMENT FOR LOWERING WATER SERVICE SHALL BE AT THE CONTRACT UNIT PRICE.
20. CONCRETE MIX SHALL BE IDOT C-3WR-C OR C-4WR-C FOR ALL PAVEMENT, DRIVEWAYS AND SIDEWALKS. COARSE AGGREGATE SHALL BE CLASS 3 DURABILITY. USE OF FLY ASH AND GROUND GRANULATED BLAST FURNACE SLAG (GGBFS) SHALL BE IN ACCORDANCE WITH SECTION 7010 2.02 C OF THE SPECIFICATIONS.
21. COARSE AND FINE AGGREGATES SHALL BE FURNISHED FROM AN APPROVED SOURCE IN ACCORDANCE WITH THE SPECIFICATIONS. METHOD OF ACCEPTANCE FOR COARSE AND FINE AGGREGATES SHALL BE BY QUALITY CERTIFICATION FURNISHED BY THE CONTRACTOR. CERTIFIED PLANT INSPECTION IS NOT REQUIRED.
22. CONTRACTOR SHALL BE RESPONSIBLE PARTY FOR ALL TESTING AND RE-TESTING OF P.C. CONCRETE REQUIRED BY THE SPECIFICATIONS INCLUDING; AIR CONTENT, SLUMP, AND CYLINDERS.
23. USE TYPE "C" JOINTS FOR ALL TRANSVERSE PAVEMENT JOINTS UNLESS SHOWN OR NOTED OTHERWISE ON THE PLANS. ALL PAVEMENT SAW JOINTS SHALL BE SEALED. DO NOT SEAL DRIVEWAY OR SIDEWALK SAW JOINTS.
24. PAVEMENT SMOOTHNESS WILL BE MEASURED BY A PROFILOGRAPH AND WILL FOLLOW SCHEDULE B AND RELATED REQUIREMENTS OF IOWA DOT 2316 AND I.M. 341. NO INCENTIVES FOR PAVEMENT SMOOTHNESS WILL BE ALLOWED. THE COST OF CORRECTING THE SMOOTHNESS AND ASSOCIATED TRAFFIC CONTROL SHALL BE INCIDENTAL TO THE COST OF PAVEMENT. CONTRACTOR RESPONSIBLE FOR PERFORMING PAVEMENT SMOOTHNESS TEST AND ANY CORRECTIVE MEASURES REQUIRED.
25. CONSTRUCT ALL NEW SIDEWALKS IN ACCORDANCE WITH ADA REQUIREMENTS UNLESS SHOWN OTHERWISE ON THE PLANS.
26. DURING PERIODS WHEN 3RD AVENUE EAST IS CLOSED TO THROUGH TRAFFIC, THE CONTRACTOR WILL BE RESPONSIBLE FOR MAINTAINING GARBAGE COLLECTION SERVICE BY PLACING DUMPSTERS AT CENTRAL LOCATIONS FOR THE LOCAL RESIDENTS TO USE AND ARRANGING FOR THEM TO BE EMPTIED ON A REGULAR BASIS. WORK IS INCIDENTAL TO CONSTRUCTION.
27. FERTILIZE, SEED AND MULCH ALL AREAS DISTURBED BY CONSTRUCTION. ON 3RD AVENUE EAST, THE ENTIRE AREA BETWEEN THE BACK OF CURB AND SIDEWALK FOR THE LENGTH OF THE PROJECT SHALL BE SEEDED. USE TYPE 1 LAWN MIXTURE.
28. THE JURISDICTION WILL PROVIDE CONSTRUCTION STAKING ONE TIME ONLY FOR THE FOLLOWING OPERATIONS:
 - 1) STORM SEWER STRUCTURES AND PIPING
 - 2) WATER MAIN - PIPE LOCATION AND APPURTENANCES
 - 3) STREET PAVING - MAINLINE AND INTERSECTIONS

ADDITIONAL STAKING AND REPLACEMENT OF STAKES DAMAGED AS A RESULT OF CONTRACTOR'S NEGLIGENCE SHALL BE AT CONTRACTOR'S EXPENSE.



PROJECT LOCATION MAP
APPROX. SCALE: 1" = 500'

CONSTRUCTION STAGING NOTES

1. PRIOR TO BEGINNING WORK ON THE PROJECT, CONTRACTOR SHALL SUBMIT A DETAILED CONSTRUCTION SCHEDULE AND STAGING PLAN FOR APPROVAL BY THE JURISDICTION.
2. NO PAVEMENT REMOVAL OR STORM SEWER INSTALLATION WILL BE ALLOWED ON 3RD AVENUE EAST UNLESS THE PAVING OPERATION CAN BE COMPLETED PRIOR TO WORK BEING SUSPENDED DUE TO UNFAVORABLE AND/OR WINTER WEATHER CONDITIONS.
3. NEW WATER SERVICES SHALL BE BORED OR AUGERED IN PLACE UNDER 3RD AVENUE EAST FOR AREAS OF THE ROADWAY THAT WILL NOT BE PAVED PRIOR TO SUSPENDING WORK FOR UNFAVORABLE WEATHER CONDITIONS.
4. PAVING ON 3RD AVENUE EAST MAY BE PHASED TO ALLOW FOR PARTIAL COMPLETION PRIOR TO SUSPENDING WORK FOR WINTER WEATHER CONDITIONS. FURNISH AND PLACE GRANULAR SURFACING AS DIRECTED BY THE JURISDICTION TO TRANSITION FROM NEW PAVEMENT TO EXISTING. GRANULAR SURFACING MATERIAL WILL BE PAID FOR AT THE CONTRACT UNIT PRICE FOR GRANULAR DRIVEWAYS.

UTILITY CONTACT INFORMATION

UTILITY	ORGANIZATION/REPRESENTATIVE	PHONE
SANITARY SEWER	CITY OF OSKALOOSA PUBLIC WORKS - AKHILESH PAL, P.E.	641-673-7472
STORM SEWER	CITY OF OSKALOOSA PUBLIC WORKS - AKHILESH PAL, P.E.	641-673-7472
WATER	OSKALOOSA MUNICIPAL WATER DEPARTMENT - CHAD COON	641-660-5555
NATURAL GAS (DISTRIBUTION)	MID AMERICAN ENERGY - JEFF FERGUSON	641-660-3068
ELECTRIC	MID AMERICAN ENERGY - JASON SANDIFER	641-660-7217
COMMUNICATIONS	MAHASKA COMMUNICATION GROUP - ANDY PADGETT	641-676-1000
COMMUNICATIONS	IOWA NETWORK SERVICES - CHRIS HARBOUR	515-238-2648
COMMUNICATIONS	WINDSTREAM - CLARK LUNDY	515-309-1172
TELEVISION	MEDIACOM - DARREN WALKER	319-753-6589
TELEPHONE	CENTURY LINK - DUSTIN WITHERS	515-263-7202

GARDEN & ASSOCIATES, LTD.
ENGINEERS & SURVEYORS

500 E. Taylor, Suite C
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Creston, Iowa 50801
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email@gardenassociates.net

1701 3rd Avenue East, Suite 1
P.O. Box 451
Oskaloosa, Iowa 52577
641.672.4005 Phone
641.672.4091 Fax
800.491.2524 Iowa Toll Free

**3RD AVENUE EAST
RECONSTRUCTION PROJECT
OSKALOOSA, IOWA**

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SHEET TITLE
**LEGEND, LOCATION
MAP AND GENERAL
NOTES**

SCALE:
AS NOTED

FIELD BOOK:
70-NN-4

DRAWN BY:
KJR

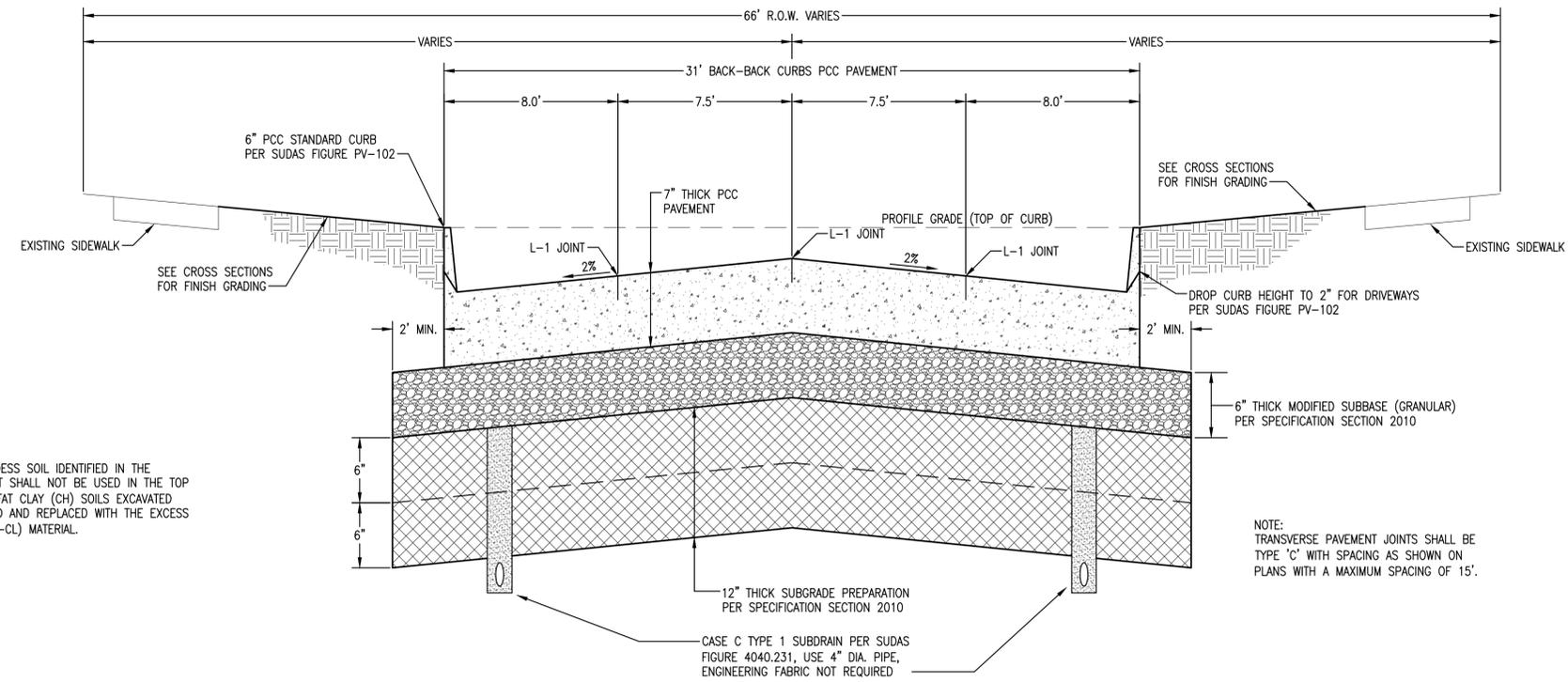
APPROVED:
RAN

REVISIONS:

DATE:
MAY 01, 2014

PROJECT NO.:
5013368

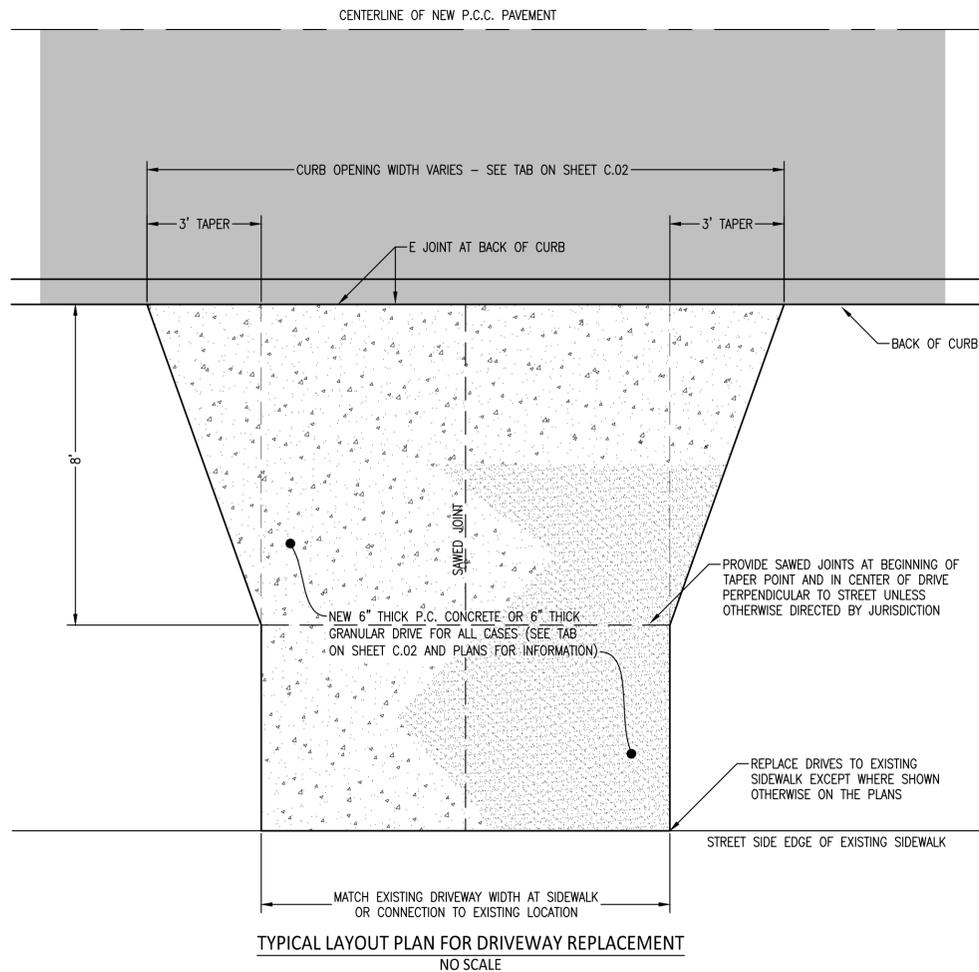
SHEET NO.:
A.02



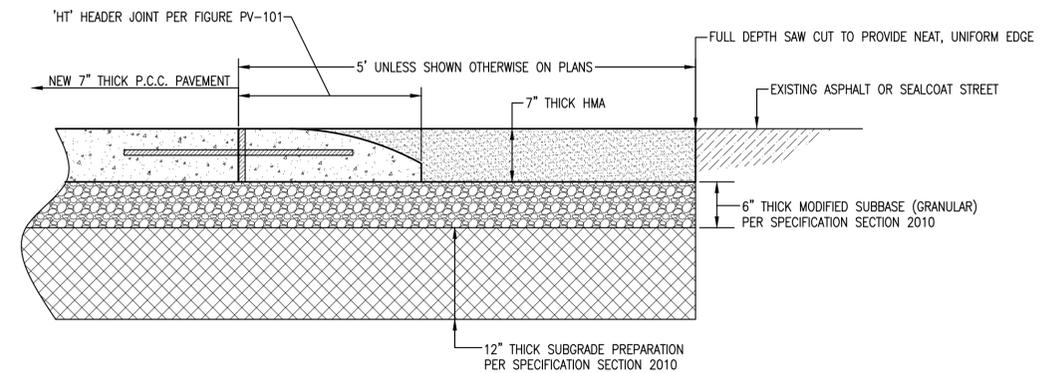
SUBGRADE PREPARATION NOTE:
 THE FAT CLAY (CH) B-HORIZON LOESS SOIL IDENTIFIED IN THE GEOTECHNICAL ENGINEERING REPORT SHALL NOT BE USED IN THE TOP 6" OF THE PREPARED SUBGRADE. FAT CLAY (CH) SOILS EXCAVATED FROM THIS ZONE SHALL BE WASTED AND REPLACED WITH THE EXCESS EXCAVATED LEAN TO FAT CLAY (CH-CL) MATERIAL.

NOTE:
 TRANSVERSE PAVEMENT JOINTS SHALL BE TYPE 'C' WITH SPACING AS SHOWN ON PLANS WITH A MAXIMUM SPACING OF 15'.

TYPICAL 7" P.C.C. PAVEMENT SECTION - 3RD AVENUE EAST B.O.P. TO E.O.P.
 31' WIDE X 7" THICK PCC PAVEMENT
 NO SCALE



TYPICAL LAYOUT PLAN FOR DRIVEWAY REPLACEMENT
 NO SCALE



TYPICAL SECTION - PAVEMENT TRANSITION NEW P.C.C. PAVEMENT TO EXISTING ASPHALTIC PAVEMENT AT INTERSECTIONS
 NO SCALE

SHEET TITLE
**TYPICAL SECTIONS
 AND DETAILS**

SCALE:
 NO SCALE

FIELD BOOK:
 70-NN-4

DRAWN BY:
 KJR

APPROVED:
 RAN

REVISIONS:

DATE:
 MAY 01, 2014

PROJECT NO.:
 5013368

SHEET NO.:
B.01

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ESTIMATED PROJECT QUANTITIES

Item No.	Bid Item Description No.	Bid Item Description	Unit	Estimated Quantity		Remarks
				Division 1	Division 2	
1	1090-105-D	Mobilization	LS	XXX		
2	2010-108-A-0	Clearing and Grubbing	UNIT	540	390	Clearing and grubbing includes removal of existing tree and stumps. Stumps are to be ground below grade to a depth of 1' below curb. Cost of grinding stumps shall be included in unit price for clearing and grubbing of trees per unit. Remove only trees that are shown for removal on the plans. Final payment will be based on plan quantity unless Jurisdiction authorizes additional trees to be removed that are not indicated for removal on the plan.
3	2010-108-E-0	Excavation, Class 10	CY	2,225		Class 10 Excavation was calculated by the average end area method with cross sections spaced a maximum of 50 LF resulting in a total cut quantity of 2,225 Cubic Yards (CY). Based on shrinkage factor of 30%, it is estimated there will be <20 CY of fill required resulting in an excess of approximately 2,210 CY. Contractor will be required to dispose of excess excavation. Payment for excavation will be based on plan quantity unless a change in horizontal or vertical alignment is made and approved by the Jurisdiction. Item also includes stripping (minimum 8" lift), salvaging, and respreading of topsoil on site. Top 6" of respread topsoil shall be prepared for seeding per specifications. No separate payment will be made for handling of topsoil.
4	2010-108-G-0	Subgrade Preparation (12" Thick)	SY	10,500		See typical section on Sheet B.01. Provide compaction with moisture density control in accordance with Section 2010 3.04 D. Contractor shall adjust the moisture content of the soil if required to meet the specification requirements by scarifying, disk or adding water as directed by the Jurisdiction.
5	2010-108-I-0	Granular Subbase, 6" Thick Modified Subbase	SY	10,500		Material shall be IDOT 4123 Gradation No. 14, Modified Subbase.
6	2010-108-I-0	Granular Subbase, 6" Thick Class 'A'	SY	725		Item is for granular subbase for seal coat surfacing on South 6th Street. Material shall be IDOT 4120 Gradation No. 11, Class A Crushed Stone compacted in place. See plans for details.
7	2010-108-L-0	Compaction Testing	LS	XXX		
8	3010-108-C-0	Trench Foundation	TON	50		Use only where authorized by Jurisdiction. The limitation for increase or decrease in work outlined in Specification Section 1040 1.06 does not apply to this bid item. Owner may authorize use of all, part, or none of the estimated quantity at the unit price as bid.
9	3010-108-F-0	Trench Compaction Testing - Storm Sewer	LS	XXX		Item is for testing trench backfill for storm sewer construction.
10	3010-108-F-0	Trench Compaction Testing - Water Main	LS		XXX	Item is for testing trench backfill for water main construction.
11	4010-108-A-1	Sanitary Sewer Gravity Main, Trenched, PVC or TRUSS, 12"	LF	70		Replace existing sanitary sewer where shown on plans. Include removal and disposal of existing sanitary sewer in unit price for new sanitary sewer.
12	4020-108-A-1	Storm Sewer Trenched, RCP, 12"	LF	5		
13	4020-108-A-1	Storm Sewer Trenched, RCP, 15"	LF	1,640		
14	4020-108-A-1	Storm Sewer Trenched, RCP, 18"	LF	570		
15	4020-108-A-1	Storm Sewer Trenched, RCP, 21"	LF	651		
16	4020-108-A-1	Storm Sewer Trenched, RCP, 24"	LF	335		
17	4020-108-A-1	Storm Sewer Trenched, RCP, 27"	LF	322		
18	4020-108-A-1	Storm Sewer Trenched, RCP, 36"	LF	585		
19	4040-108-A-0	Subdrain, Type 1, PE or PVC, 4"	LF	4,535		
20	4040-108-D-0	Subdrain Outlets and Connections, 4"	EA	44		
21	5010-108-A-1	Water Main Trenched, PVC, 8"	LF		2,500	
22	5010-108-A-2	Water Main Trenchless, PVC, 8"	LF	160		Use RJ-PVC pipe as specified in Division 3 - Water Main and Appurtenances, Standard Specifications for Water Main Construction, Oskaloosa Municipal Water Department.
23	5010-108-A-2	Water Main Trenchless, DIP, 8"	LF	280		Use RJ-DIP pipe as specified in Division 3 - Water Main and Appurtenances, Standard Specifications for Water Main Construction, Oskaloosa Municipal Water Department. Install with Teflon/Fluoro (FKM) gaskets as specified.
24	5010-108-D-0	Water Service Stub, Copper, 1"	EA	58		Item includes; saddle, corporation, service line, curb stop and box, and connection to existing service line as specified.
25	5010-108-D-0	Water Service Stub, Copper, 1", Without New Curb Stop and Box	EA	5		Item includes; saddle, corporation, service line and connection to existing service line as specified. New curb stop and box not required for this item.
26	5020-108-A-0	Gate Valve, 8" - Install Only	EA	18		Gate valve will be supplied by the Oskaloosa Municipal Water Department. See plan notes and specifications for more information.
27	5020-108-B-0	Tapping Valve Assembly, 4"x4"	EA	1		
28	5020-108-C-0	Fire Hydrant Assembly - Install Only	EA	8		Fire hydrant and valve will be supplied by the Oskaloosa Municipal Water Department. See plan notes and specifications for more information.
29	XXXX-XXX-X-X	Existing Fire Hydrant Removal	EA	6		Item includes removal and disposal of existing hydrant and valve assemblies and plugging or capping of any pipe that remains in place.
30	XXXX-XXX-X-X	Lower Existing Water Service	EA	20		Use only where authorized by Jurisdiction. The limitation for increase or decrease in work outlined in Specification Section 1040 1.06 does not apply to this bid item. Owner may authorize use of all, part, or none of the estimated quantity at the unit price as bid.
31	XXXX-XXX-X-X	Lower Existing Water Main, 4" and 6"	EA	5		Use only where authorized by Jurisdiction. The limitation for increase or decrease in work outlined in Specification Section 1040 1.06 does not apply to this bid item. Owner may authorize use of all, part, or none of the estimated quantity at the unit price as bid.
32	XXXX-XXX-X-X	Water Main Connection - Connection No. 1	LS		XXX	
33	XXXX-XXX-X-X	Water Main Connection - Connection No. 2	LS		XXX	
34	XXXX-XXX-X-X	Water Main Connection - Connection No. 3	LS		XXX	
35	XXXX-XXX-X-X	Water Main Connection - Connection No. 4	LS		XXX	
36	XXXX-XXX-X-X	Water Main Connection - Connection No. 5	LS		XXX	
37	XXXX-XXX-X-X	Water Main Connection - Connection No. 6	LS		XXX	
38	6010-108-A-0	Sanitary Sewer Manhole, SW-301, 48" Dia.	EA	2		
39	6010-108-A-0	Storm Sewer Manhole, SW-401, 48" Dia.	EA	2		
40	6010-108-A-0	Storm Sewer Manhole, SW-401, 60" Dia.	EA	3		
41	6010-108-A-0	Storm Sewer Manhole, SW-401, 72" Dia., Structure S-1	EA	1		Item includes 42" RCP and concrete collar connection to existing brick drainage structure as noted on the plans.
42	6010-108-A-0	Storm Sewer Manhole, SW-401, 72" Dia., Structure S-2	EA	1		
43	6010-108-A-0	Storm Sewer Manhole, SW-402, 6.5'x4.5'	EA	1		Structure shall be cast-in-place to accommodate the 2 existing 12" RCP pipe inlets on the west side of structure.
44	6010-108-B-0	Intake, SW-501	EA	17		
45	6010-108-B-0	Intake, SW-502, 48" Dia.	EA	9		
46	6010-108-B-0	Intake, SW-502, 60" Dia.	EA	5		
47	6010-108-H-0	Remove Manhole	EA	7		
48	6010-108-H-0	Remove Intake	EA	8		
49	6020-108-A-0	Infiltration Barrier, Chimney Seal	EA	2		
50	7010-108-A-0	Pavement, PCC, 7" Thick	SY	9,280		
51	7010-108-I-0	PCC Pavement Samples and Testing	LS	XXX		This item also includes sampling and testing for PCC Sidewalks and Driveways as specified for PCC Pavement.
52	7020-108-A-0	Pavement, HMA	TON	65		
53	XXXX-XXX-X-X	Pavement Markings	LS		XXX	Item is for replacement on South 1st Street where water main construction will disturb existing parking pavement markings. All pavement markings shall be in accordance with IDOT Specification Section 2527.
54	7030-108-A-0	Removal of Sidewalk	SY	635	15	
55	7030-108-A-0	Removal of Driveway	SY	811	30	
56	7030-108-E-0	Sidewalk, PCC, 4" Thick	SY	300	18	
57	7030-108-E-0	Sidewalk, PCC, 6" Thick	SY	395		
58	7030-108-G-0	Detectable Warnings, Install Only	SY	526		Detectable warning panels will be supplied by the Jurisdiction. Contractor shall pick up the panels as needed at the City of Oskaloosa Public Works Office, 804 South D Street.
59	7030-108-H-1	Driveway, Paved PCC, 6" Thick	SF	814	30	
60	7030-108-H-2	Driveway, Granular, 6" Thick	TON	160		Material shall be IDOT 4120 Gradation No. 11, Class A Crushed Stone compacted in place.
61	7040-108-A-0	Full Depth Patch, PCC	SY	185	32	Full Depth PCC (Repair) Patches shall be minimum 7" thick on a 6" thick compacted granular subbase (7040-108-B-0 Subbase Overexcavation).
62	7040-108-A-0	Full Depth Patch, Composite Pavement	SY	215	105	Full Depth Composite Pavement (Repair) Patches shall be 2" HMA over minimum 6" PCC on a 6" thick compacted granular subbase (7040-108-B-0 Subbase Overexcavation).
63	7040-108-B-0	Subbase Overexcavation	TON	130	40	Material shall be IDOT 4120 Gradation No. 11, Class A Crushed Stone 6" thick compacted in place.
64	7040-108-H-0	Pavement Removal	SY	10,840		Item includes removal of all existing asphaltic pavement, asphalt over concrete pavement, asphalt over brick pavement, concrete pavement and concrete curb and gutter as noted on the plans.
65	7060-108-A-0	Bituminous Seal Coat - Two Course	SY	1,450		
66	9010-108-A-0	Conventional Seeding, Fertilizing, and Mulching	ACRE	1.60		Use Type 1 Permanent Lawn Mixture.
67	9040-108-A-1	SWPPP Preparation	LS	XXX		
68	9040-108-A-2	SWPPP Management	LS	XXX		No separate payment will be made for installation, maintaing or removing structural controls required to meet the requirements of the Storm Water Pollution Prevention Plan. Installation of silt fence, filter socks, etc. to prevent sediment and pollutants from entering the storm sewer system and/or leaving the construction site is incidental to construction.
69	9040-108-A-3	SWPPP Qualifying Rainfall Event Inspection	EA	40		
70	XXXX-XXX-X-X	Traffic Control	LS	XXX		

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**3RD AVENUE EAST
 RECONSTRUCTION PROJECT
 OSKALOOSA, IOWA**
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SHEET TITLE
**ESTIMATED
 PROJECT
 QUANTITIES**

SCALE:
NO SCALE

FIELD BOOK:
70-NN-4

DRAWN BY:
KJR

APPROVED:
RAN

REVISIONS:

DATE:
MAY 01, 2014

PROJECT NO.:
5013368

SHEET NO.:
C.01

DRIVEWAY TABULATION												
ROAD	STATION	SIDE	LENGTH OF 2" DROPPED CURB OPENING (LF)	DIVISION 1		DIVISION 2		DIVISION 1		DIVISION 2		REMARKS
				EXISTING DRIVEWAY SURFACING REMOVAL AREA (SY)	EXISTING DRIVEWAY SURFACING REMOVAL AREA	NEW DRIVEWAY SURFACING TYPE		NEW DRIVEWAY SURFACING TYPE				
				6" PCC (SY)	GRANULAR (TONS)	6" PCC (SY)	GRANULAR (TONS)					
S 1ST ST	1+68	LT	NA	18		19						STORM SEWER CONSTRUCTION
S 1ST ST	3+60	LT	NA	64		68						STORM SEWER CONSTRUCTION
S 1ST ST	4+70	LT	NA	40		45						STORM SEWER CONSTRUCTION
S 1ST ST	6+90	LT	NA	22		21						STORM SEWER CONSTRUCTION
S 1ST ST	7+50	LT	NA	26		25						STORM SEWER CONSTRUCTION
S 1ST ST	8+20	LT	NA	45		44						STORM SEWER CONSTRUCTION
S 1ST ST	10+70	LT	NA	27		25						STORM SEWER CONSTRUCTION
3RD AVE E	0+86	LT	29	32		32						ROAD RECONSTRUCTION
3RD AVE E	0+96	RT	16	14		16						ROAD RECONSTRUCTION
3RD AVE E	1+54	LT	46	56		56						ROAD RECONSTRUCTION
3RD AVE E	1+68	RT	23	22		24						ROAD RECONSTRUCTION
3RD AVE E	2+27	RT	14	12		13						ROAD RECONSTRUCTION
3RD AVE E	5+05	LT	19	20		20						ROAD RECONSTRUCTION
3RD AVE E	5+05	RT	21	20		21						ROAD RECONSTRUCTION
3RD AVE E	5+78	RT	16	13		15						ROAD RECONSTRUCTION
3RD AVE E	8+29	LT	22	23		24						ROAD RECONSTRUCTION
3RD AVE E	8+29	RT	22	20		24						ROAD RECONSTRUCTION
3RD AVE E	9+21	LT	20	19		21						ROAD RECONSTRUCTION
3RD AVE E	10+77	LT	19	19		19						ROAD RECONSTRUCTION
3RD AVE E	10+77	RT	22	21		23	6					ROAD RECONSTRUCTION
3RD AVE E	11+27	LT	28	26		30						ROAD RECONSTRUCTION
3RD AVE E	11+49	LT	15	17		15	5					ROAD RECONSTRUCTION
3RD AVE E	11+49	RT	19	19		20						ROAD RECONSTRUCTION
3RD AVE E	14+69	LT	23	28		23	5					ROAD RECONSTRUCTION
3RD AVE E	14+69	RT	23	33		25	5					ROAD RECONSTRUCTION
3RD AVE E	17+92	LT	19	18		19						ROAD RECONSTRUCTION
3RD AVE E	17+92	RT	19	21		21						ROAD RECONSTRUCTION
3RD AVE E	18+17	RT	26	29		30						ROAD RECONSTRUCTION
3RD AVE E	21+12	LT	23	36		30						ROAD RECONSTRUCTION
3RD AVE E	21+12	RT	22	29		23	4					ROAD RECONSTRUCTION
3RD AVE E	22+00	RT	24	25		26						ROAD RECONSTRUCTION
3RD AVE E	22+22	LT	16	16		16						ROAD RECONSTRUCTION
S 1ST ST	NA	LT						15				WATER MAIN CONSTRUCTION
S 1ST ST	NA	LT						10				WATER MAIN CONSTRUCTION - SERVICE LINE
S 1ST ST	NA	LT						5				WATER MAIN CONSTRUCTION - HYDRANT INSTALL
TOTAL				811	30	814	25	30				

- NOTES:
1. EXISTING DRIVEWAY REMOVAL (SY) INCLUDES ALL BRICK, ASPHALT, AND CONCRETE DRIVEWAYS.
2. REMOVAL OF GRAVEL DRIVEWAYS IS INCLUDED IN ITEM FOR CLASS 10 EXCAVATION.
3. ALL NEW P.C.C. DRIVES TO BE "TYPE A WITH FLARES" IN ACCORDANCE WITH SUDAS FIGURE 7030.101 WITH DIMENSIONS AS SHOWN ON DETAIL ON SHEET B.01.

SUBDRAIN OUTLET INSTALLATION (FIGURE 4040.233)		
USE 4" OUTLET PIPE AS SPECIFIED WITH RODENT GUARD ON ALL OUTLETS		
LOCATION	NUMBER OF OUTLETS	REMARKS
1+12.50 LT	2	INSTALL OUTLETS IN NEW SW-501 INTAKE
1+12.50 RT	2	INSTALL OUTLETS IN NEW SW-501 INTAKE
2+12.50 LT	2	INSTALL OUTLETS IN NEW SW-501 INTAKE
2+12.50 RT	2	INSTALL OUTLETS IN NEW SW-501 INTAKE
3+62.37 LT	1	COMBINE SUBDRAINS LEFT AND RIGHT AND OUTLET TO NEW SW-502 INTAKE
7+15 LT	2	INSTALL OUTLETS IN NEW SW-502 INTAKE
7+15 RT	2	INSTALL OUTLETS IN NEW SW-501 INTAKE
8+62.50 LT	2	INSTALL OUTLETS IN NEW SW-501 INTAKE
8+62.50 RT	2	INSTALL OUTLETS IN NEW SW-501 INTAKE
10+12.50 LT	2	INSTALL OUTLETS IN NEW SW-401 MANHOLE
10+12.89 RT	1	TEE SUBDRAIN AND OUTLET TO NEW SW-502 INTAKE
12+00 LT	2	INSTALL OUTLETS IN NEW SW-501 INTAKE
12+00 RT	2	INSTALL OUTLETS IN NEW SW-501 INTAKE
13+62.50 LT	2	INSTALL OUTLETS IN NEW SW-501 INTAKE
13+62.50 RT	2	INSTALL OUTLETS IN NEW SW-501 INTAKE
15+45 LT	2	INSTALL OUTLETS IN NEW SW-501 INTAKE
15+45 RT	2	INSTALL OUTLETS IN NEW SW-501 INTAKE
17+50 LT	2	INSTALL OUTLETS IN NEW SW-502 INTAKE
17+50 RT	2	INSTALL OUTLETS IN NEW SW-501 INTAKE
19+00 LT	2	INSTALL OUTLETS IN NEW SW-502 INTAKE
19+00 RT	2	INSTALL OUTLETS IN NEW SW-501 INTAKE
20+50 LT	2	INSTALL OUTLETS IN NEW SW-501 INTAKE
20+50 RT	2	INSTALL OUTLETS IN NEW SW-501 INTAKE
TOTAL		44

EXISTING INTAKE AND MANHOLE REMOVAL				
ROAD	STATION	STRUCTURE TYPE	COUNT	
S 1ST ST	0+07	MANHOLE	1	
S 1ST ST	0+71	INTAKE	1	
S 1ST ST	1+10	INTAKE	1	
S 1ST ST	2+43	MANHOLE	1	
S 1ST ST	2+85	MANHOLE	1	
S 1ST ST	2+86	INTAKE	1	
S 1ST ST	4+24	MANHOLE	1	
S 1ST ST	6+08	MANHOLE	1	
S 1ST ST	6+11	INTAKE	1	
S 1ST ST	9+29	MANHOLE	1	
S 1ST ST	9+34	INTAKE	1	
3RD AVE E	3+12	INTAKE	1	
3RD AVE E	3+15	MANHOLE	1	
3RD AVE E	3+61	INTAKE	1	
S 6TH ST	0+00	INTAKE	1	
TOTAL			15	

STORM SEWER STRUCTURE TABLE (SOUTH 6TH STREET OUTLET)				
STRUCTURE NO.	NORTHING	EASTING	TOP OF CURB OR RIM ELEV.	STRUCTURE TYPE
N-1	19816.11	21861.46	836.65	SW-502 INTAKE, 60" DIA.
N-2	19815.70	21876.64	836.84	SW-401 MANHOLE, 60" DIA.
N-3	19531.40	21878.52	840.72	SW-401 MANHOLE, 48" DIA.
N-4	19202.22	21880.70	844.67	SW-401 MANHOLE, 60" DIA.
N-5	19202.86	21834.18	844.92	SW-502 INTAKE, 48" DIA.
N-6	19171.87	21834.41	844.92	SW-501 INTAKE
N-7	19164.77	21863.73	844.85	SW-502 INTAKE, 48" DIA.
N-8	19165.11	21909.37	844.85	SW-502 INTAKE, 48" DIA.
N-9	19201.73	21684.18	845.12	SW-502 INTAKE, 48" DIA.
N-10	19170.73	21684.42	845.12	SW-501 INTAKE
N-11	19200.17	21479.19	845.25	SW-501 INTAKE
N-12	19169.17	21479.42	845.25	SW-501 INTAKE
N-13	19198.79	21296.69	844.92	SW-501 INTAKE
N-14	19167.79	21296.93	844.92	SW-501 INTAKE
N-15	19204.00	21984.17	844.75	SW-501 INTAKE
N-16	19173.00	21984.41	844.75	SW-501 INTAKE

STORM SEWER PIPE TABLE (SOUTH 6TH STREET OUTLET)								
PIPE	DIAMETER	MATERIAL	FROM	TO	LENGTH	SLOPE	PIPE I IN	PIPE I OUT
P-1N	24"	RCP	N-2	N-1	11.3 LF	1.25%	830.39	830.25
P-2N	21"	RCP	N-3	N-2	281.7 LF	0.65%	832.32	830.49
P-3N	21"	RCP	N-4	N-3	326.2 LF	0.65%	834.54	832.42
P-4N	21"	RCP	N-5	N-4	43.1 LF	0.80%	836.88	836.54
P-5N	15"	RCP	N-6	N-5	26.9 LF	1.00%	839.15	838.88
P-6N	15"	RCP	N-7	N-6	28.3 LF	1.50%	839.68	839.25
P-7N	15"	RCP	N-8	N-7	41.3 LF	1.50%	840.39	839.78
P-8N	18"	RCP	N-9	N-5	147.4 LF	0.70%	838.01	836.98
P-9N	15"	RCP	N-10	N-9	26.5 LF	1.00%	840.28	840.01
P-10N	15"	RCP	N-11	N-9	202.5 LF	0.50%	839.13	838.11
P-11N	15"	RCP	N-12	N-11	31.0 LF	1.00%	840.44	840.13
P-12N	15"	RCP	N-13	N-11	180.0 LF	0.50%	840.13	839.23
P-13N	15"	RCP	N-14	N-13	27.4 LF	1.00%	840.50	840.23
P-14N	15"	RCP	N-15	N-4	100.3 LF	1.00%	839.88	838.88
P-15N	15"	RCP	N-16	N-15	27.3 LF	1.00%	840.25	839.98

STORM SEWER STRUCTURE TABLE (SOUTH 1ST STREET OUTLET)				
STRUCTURE NO.	NORTHING	EASTING	TOP OF CURB OR RIM ELEV.	STRUCTURE TYPE
S-1	17977.24	20203.47	830.35	SW-401 MANHOLE, 72" DIA.
S-2	18013.73	20253.21	827.80	SW-401 MANHOLE, 72" DIA.
S-3	18054.01	20249.95	826.55	SW-502 INTAKE, 60" DIA.
S-4	18229.60	20246.73	830.40	SW-502 INTAKE, 60" DIA.
S-5	18369.16	20247.41	833.45	SW-402 MANHOLE, 6.5'X4.5'
S-6	18553.28	20246.81	834.40	SW-502 INTAKE, 60" DIA.
S-7	18877.75	20246.03	840.55	SW-502 INTAKE, 60" DIA.
S-8	19191.60	20245.70	842.23	SW-401 MANHOLE, 60" DIA.
S-9	19194.60	20649.21	844.30	SW-502 INTAKE, 48" DIA.
S-10	19163.60	20649.44	844.30	SW-501 INTAKE
S-11	19195.33	20796.75	844.54	SW-501 INTAKE
S-12	19164.33	20796.90	844.54	SW-501 INTAKE
S-13	19195.14	20946.77	844.15	SW-401 MANHOLE, 48" DIA.
S-14	19157.82	20947.39	844.50	SW-502 INTAKE, 48" DIA.
S-15	19203.46	20947.41	844.50	SW-502 INTAKE, 48" DIA.
S-16	19197.56	21134.20	844.78	SW-501 INTAKE
S-17	19166.56	21134.43	844.78	SW-501 INTAKE
S-18	19192.12	20146.71	842.45	SW-501 INTAKE
S-19	19161.12	20146.95	842.45	SW-501 INTAKE
S-20	19191.63	20046.71	842.48	SW-501 INTAKE
S-21	19160.63	20046.95	842.48	SW-501 INTAKE
S-22	19199.93	20244.94	842.25	SW-502 INTAKE, 48" DIA.
S-23	19200.18	20296.58	842.25	SW-502 INTAKE, 48" DIA.

STORM SEWER PIPE TABLE (SOUTH 1ST STREET OUTLET)								
PIPE	DIAMETER	MATERIAL	FROM	TO	LENGTH	SLOPE	PIPE I IN	PIPE I OUT
P-1S	36"	RCP	S-2	S-1	58.5 LF	3.00%	818.99	817.23
P-2S	36"	RCP	S-3	S-2	36.9 LF	1.25%	819.55	819.09
P-3S	36"	RCP	S-3	S-3	28.6 LF	1.25%	820.00	819.65
P-4S	36"	RCP	S-4	S-4	144.2 LF	1.25%	821.81	820.00
P-5S	36"	RCP	S-5	S-4	136.1 LF	1.00%	823.87	822.51
P-6S	36"	RCP	S-6	S-5	179.2 LF	1.00%	825.76	823.97
P-7S	27"	RCP	S-7	S-6	321.3 LF	1.00%	830.98	827.76
P-8S	15"	RCP	S-7	S-7	38.4 LF	4.29%	837.15	835.50
P-9S	24"	RCP	S-8	S-7	311.7 LF	1.00%	834.20	831.08
P-10S	18"	RCP	S-9	S-8	400.7 LF	0.50%	836.60	834.60
P-11S	15"	RCP	S-10	S-9	26.9 LF	1.00%	838.00	837.73
P-12S	15"	RCP	S-11	S-9	144.9 LF	0.30%	837.13	836.70
P-13S	15"	RCP	S-12	S-11	27.4 LF	1.00%	840.00	839.73
P-14S	15"	RCP	S-13	S-11	147.7 LF	0.30%	837.67	837.23
P-15S	15"	RCP	S-14	S-13	33.8 LF	1.00%	840.50	840.16
P-16S	15"	RCP	S-15	S-13	4.8 LF	1.00%	839.75	839.70
P-17S	15"	RCP	S-16	S-13	185.0 LF	0.30%	838.32	837.77
P-18S	15"	RCP	S-17	S-16	27.4 LF	1.00%	840.59	840.32
P-19S	15"	RCP	S-18	S-8	95.7 LF	2.35%	836.55	834.30
P-20S	15"	RCP	S-19	S-18	27.4 LF	1.00%	838.00	837.73
P-21S	15"	RCP	S-20	S-18	97.3 LF	0.75%	837.78	837.05
P-22S	15"	RCP	S-21	S-20	27.2 LF	1.00%	838.15	837.88
P-23S	15"	RCP	S-22	S-8	4.8 LF	3.00%	836.34	836.20
P-24S	15"	RCP	S-23	S-22	47.2 LF	3.00%	837.86	836.44

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**3RD AVENUE EAST
RECONSTRUCTION PROJECT
OSKALOOSA, IOWA**
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SHEET TITLE
**PROJECT
TABULATIONS**

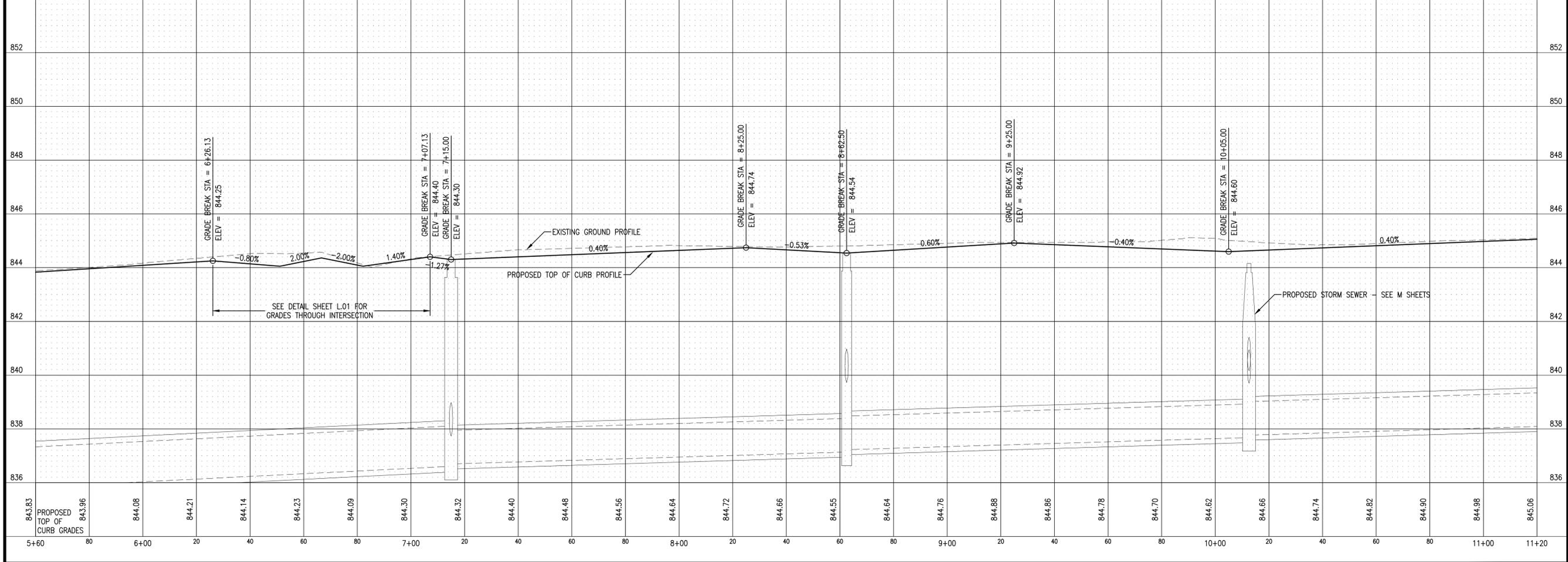
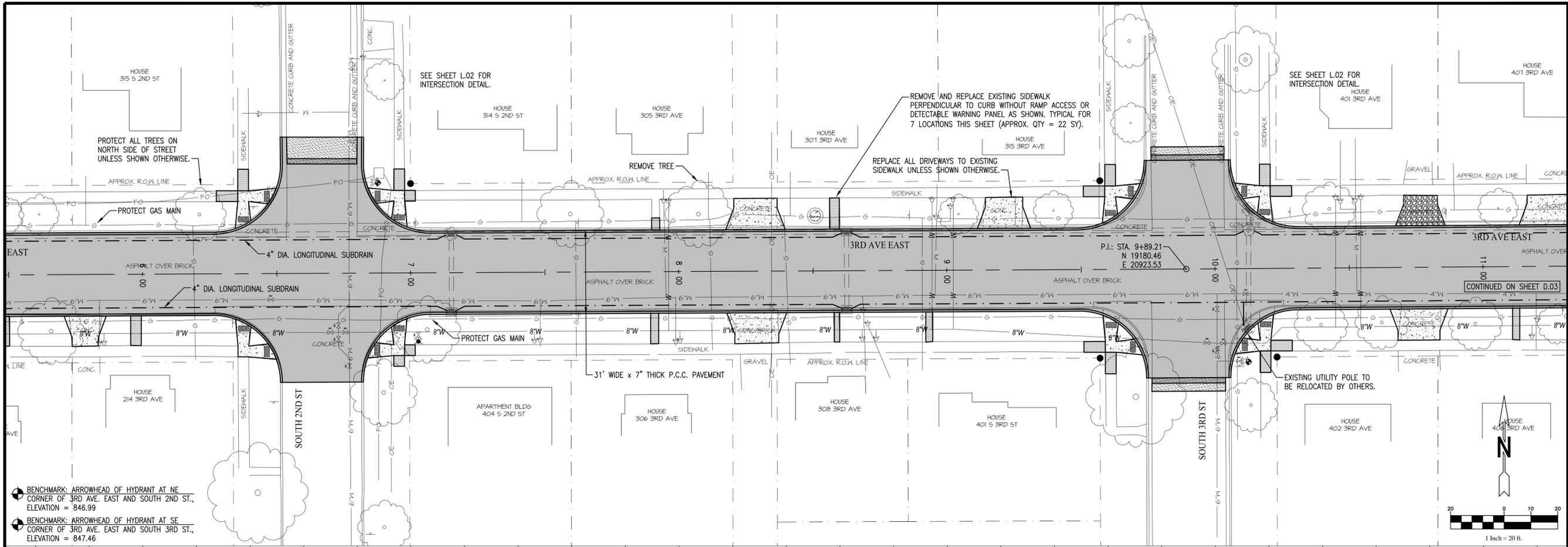
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FIELD BOOK:
70-NN-4

DRAWN BY:
KJR
APPROVED:
RAN

REVISIONS:

DATE:
MAY 01, 2014



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SHEET TITLE
**PLAN AND PROFILE
 STA. 5+60 TO 11+20**

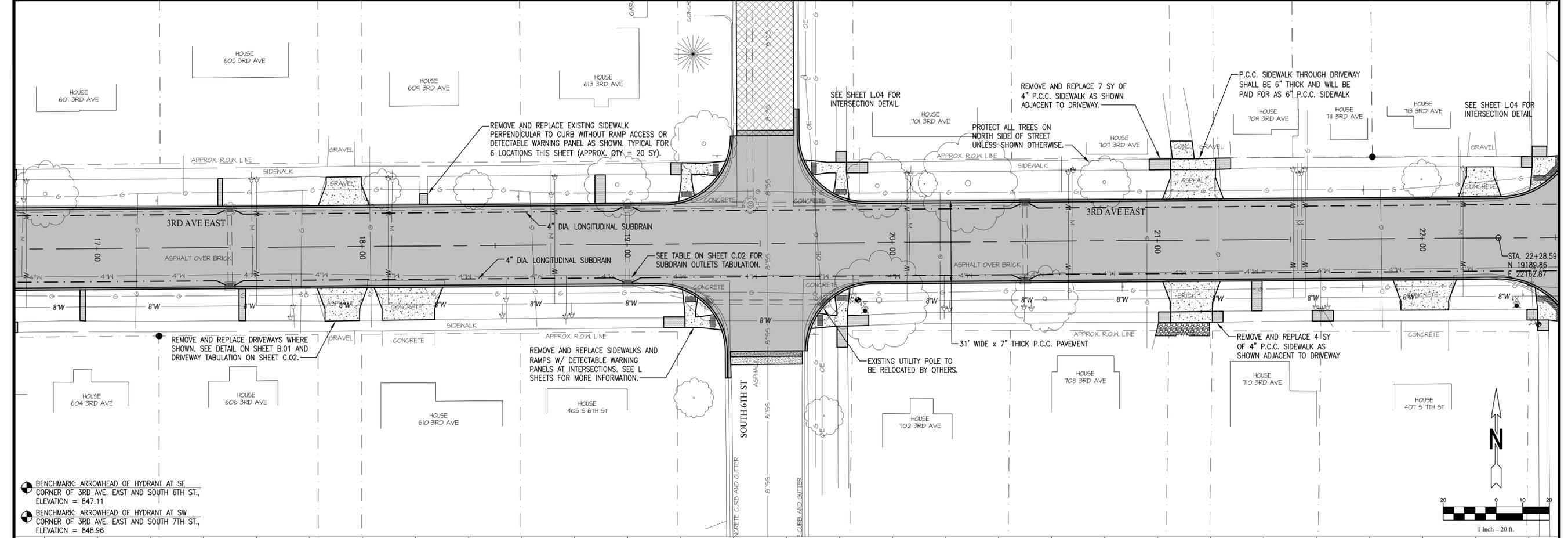
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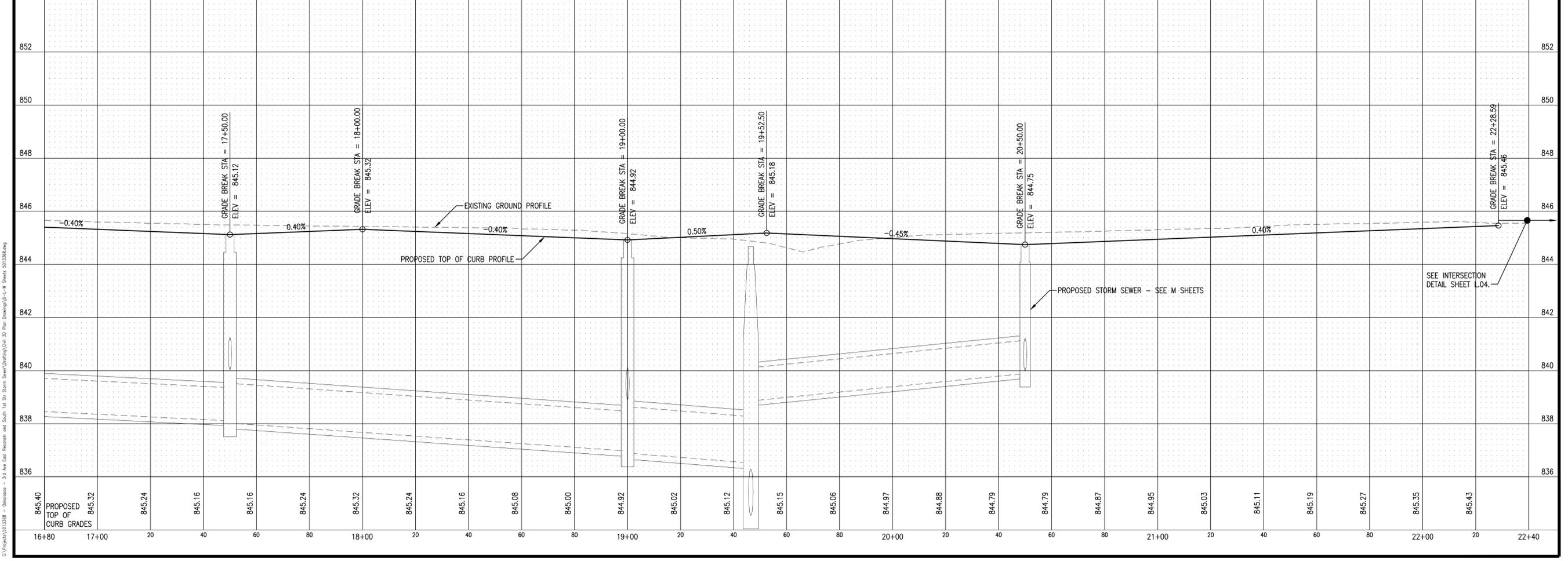
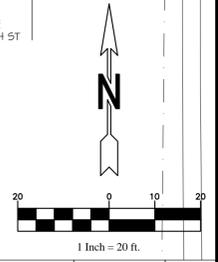
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 MAY 01, 2014

PROJECT NO.:
 5013368

SHEET NO.:
D.02



BENCHMARK: ARROWHEAD OF HYDRANT AT SE CORNER OF 3RD AVE. EAST AND SOUTH 6TH ST. ELEVATION = 847.11
 BENCHMARK: ARROWHEAD OF HYDRANT AT SW CORNER OF 3RD AVE. EAST AND SOUTH 7TH ST. ELEVATION = 848.96



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SHEET TITLE
**PLAN AND PROFILE
 STA. 16+80 TO
 E.O.P.**

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 70-NN-4
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 APPROVED:
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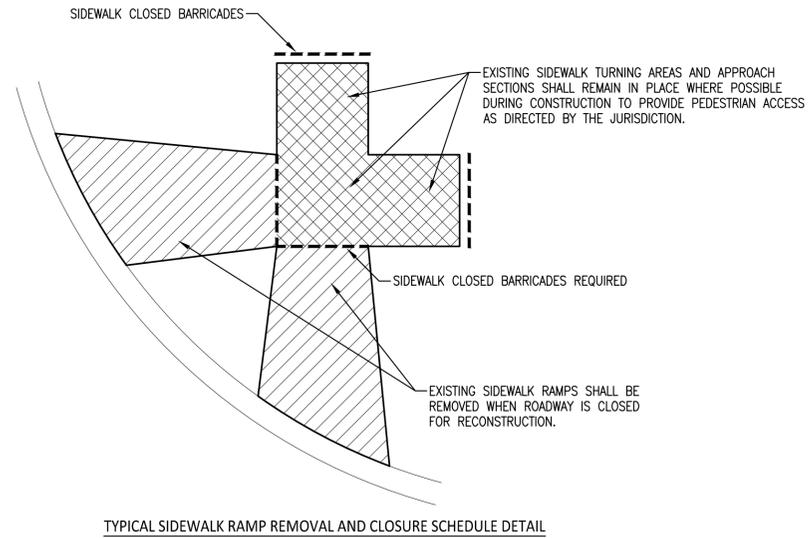
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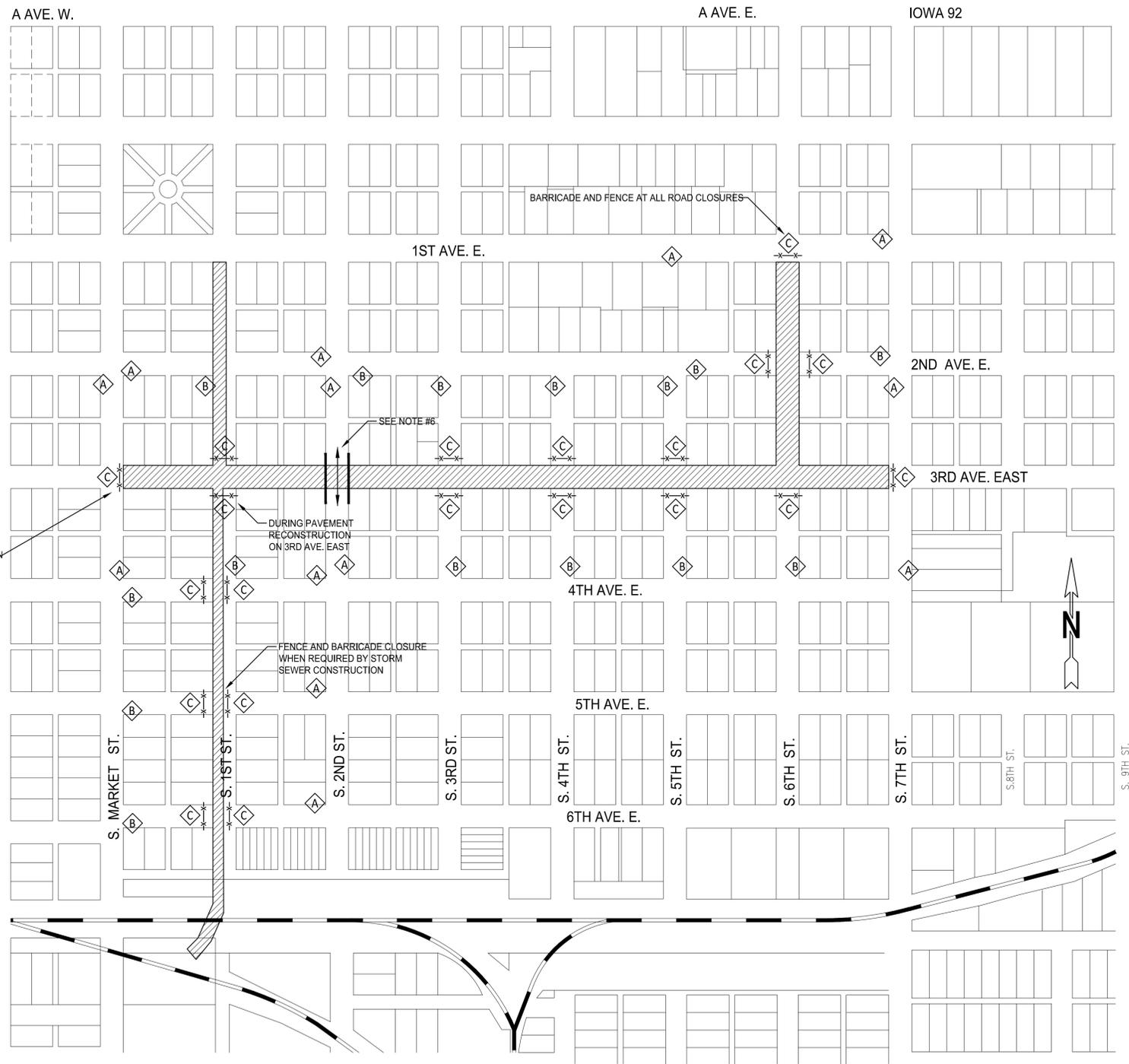
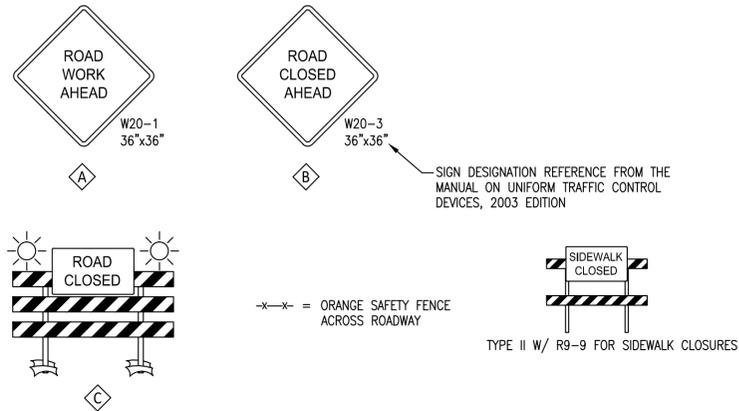
SHEET NO.:
D.04

TRAFFIC CONTROL NOTES

1. ALL TRAFFIC CONTROL DEVICES SHALL BE FURNISHED, ERECTED, MAINTAINED AND REMOVED BY THE CONTRACTOR.
2. WHERE POSSIBLE, ALL POST MOUNTED SIGNS SHALL BE PLACED AT LEAST 2 FEET BEYOND THE CURB.
3. THE LOCATION FOR STORAGE OF EQUIPMENT BY THE CONTRACTOR DURING NONWORKING HOURS SHALL BE AS APPROVED BY THE JURISDICTION.
4. PROPOSED CHANGES TO THE TRAFFIC CONTROL PLAN SHALL BE APPROVED BY THE JURISDICTION BEFORE CHANGES ARE MADE.
5. 3RD AVENUE EAST FROM STATION 1+75 TO SOUTH 7TH STREET WILL BE CLOSED TO THRU TRAFFIC DURING THE CONSTRUCTION PERIOD. ACCESS FOR LOCAL TRAFFIC WILL BE MAINTAINED DURING THE STORM SEWER AND WATER MAIN CONSTRUCTION PERIODS. DURING THE STORM SEWER AND WATER MAIN CONSTRUCTION OPERATION, INDIVIDUAL BLOCKS IN WHICH CONSTRUCTION IS OCCURRING WILL BE CLOSED TO LOCAL TRAFFIC. ACCESS TO TRUBANK PARKING LOT AND DRIVE THROUGH BANKING STATION SHALL BE MAINTAINED AS LONG AS POSSIBLE DURING CONSTRUCTION.
6. FOLLOWING COMPLETION OF STORM SEWER AND WATER MAIN, 3RD AVENUE EAST SHALL BE COMPLETELY CLOSED TO THRU AND LOCAL TRAFFIC FROM SOUTH MARKET STREET TO SOUTH 7TH STREET WITH THE EXCEPTION OF THE INTERSECTION AT SOUTH 2ND STREET. TRAFFIC SHALL BE MAINTAINED ON SOUTH 2ND STREET IN THE NORTH-SOUTH DIRECTION UNTIL THE INTERSECTION OF 3RD AVENUE EAST AND SOUTH 3RD STREET IS COMPLETED AND OPENED TO TRAFFIC.
7. TRAFFIC CONTROL FOR WORK IN THE RIGHT-OF-WAY OF SOUTH MARKET STREET (HIGHWAY 63) SHALL BE IN ACCORDANCE WITH IOWA DEPARTMENT OF TRANSPORTATION SPECIFICATIONS FOR TRAFFIC CONTROL. TRAFFIC CONTROL SIGNING IN ACCORDANCE WITH IOWA DOT STANDARD ROAD PLAN TC-202 WILL BE REQUIRED FOR WORK IN SOUTH MARKET STREET ROADWAY. IN ADDITION TO SAFETY FENCING ALONG SOUTH MARKET STREET, REFLECTIVE CHANNELIZERS SHALL BE INSTALLED IN ADDITION TO AND ALONG THE SAFETY FENCE.
8. NO ROAD CLOSURES ARE ANTICIPATED FOR WATER MAIN WORK ON SOUTH 1ST STREET. CONTRACTOR SHALL PROVIDE PROPER ADVANCED WARNING SIGNING AND FENCING OF EXCAVATIONS FOR ALL WORK IN ROADWAY.
9. MAINTAIN CONTINUOUS ACCESS TO THE POST OFFICE FROM SOUTH 1ST STREET. ONLY ONE DRIVEWAY MAY BE CLOSED AT A TIME. AT CONTRACTOR'S OPTION, TEMPORARY GRANULAR SURFACING MAY BE PLACED AFTER INSTALLATION OF STORM SEWER AND PRIOR TO CONCRETE DRIVEWAY REPLACEMENT TO KEEP ONE DRIVE OPEN AT ALL TIMES. INCLUDE COST OF TEMPORARY GRANULAR SURFACING IN UNIT PRICE FOR TRAFFIC CONTROL.
10. PROVIDE TYPE II BARRICADE WITH R9-9 (SIDEWALK CLOSED) SIGN FOR ALL SIDEWALK CLOSURES.
11. MAINTAIN THROUGH TRAFFIC ON SOUTH 1ST STREET FROM 3RD AVENUE EAST TO 6TH AVENUE EAST DURING STORM CONSTRUCTION. INDIVIDUAL BLOCKS MAY BE CLOSED WHEN CONSTRUCTION IS OCCURRING IN THAT BLOCK.



SIGNAGE/TRAFFIC CONTROL LEGEND (LETTER AND SYMBOL DESIGNATION)



PROJECT LOCATION MAP
APPROX. SCALE: 1" = 200'

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**3RD AVENUE EAST
RECONSTRUCTION PROJECT
OSKALOOSA, IOWA**

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SHEET TITLE
TRAFFIC CONTROL

SCALE:
AS NOTED

FIELD BOOK:
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RAN

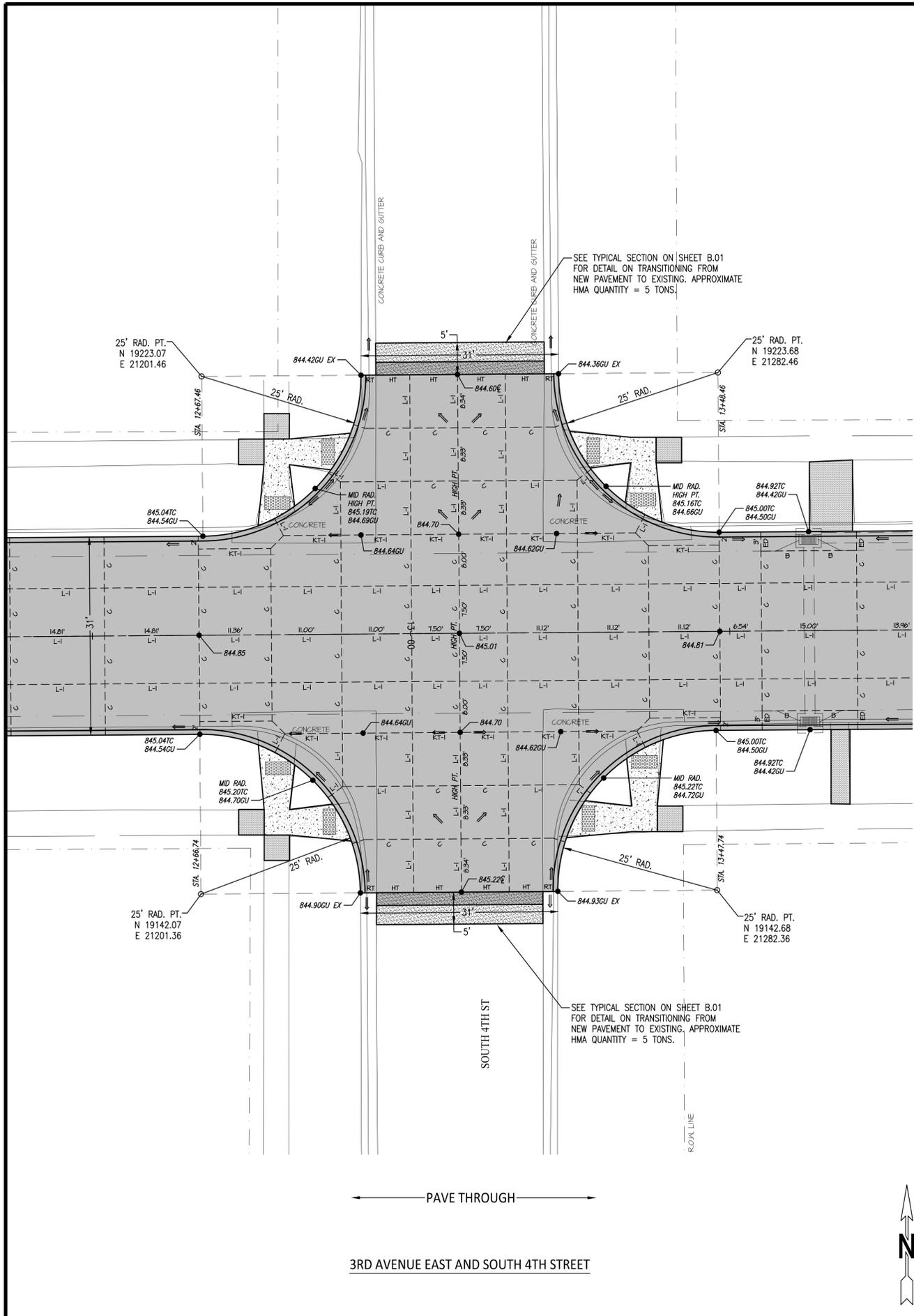
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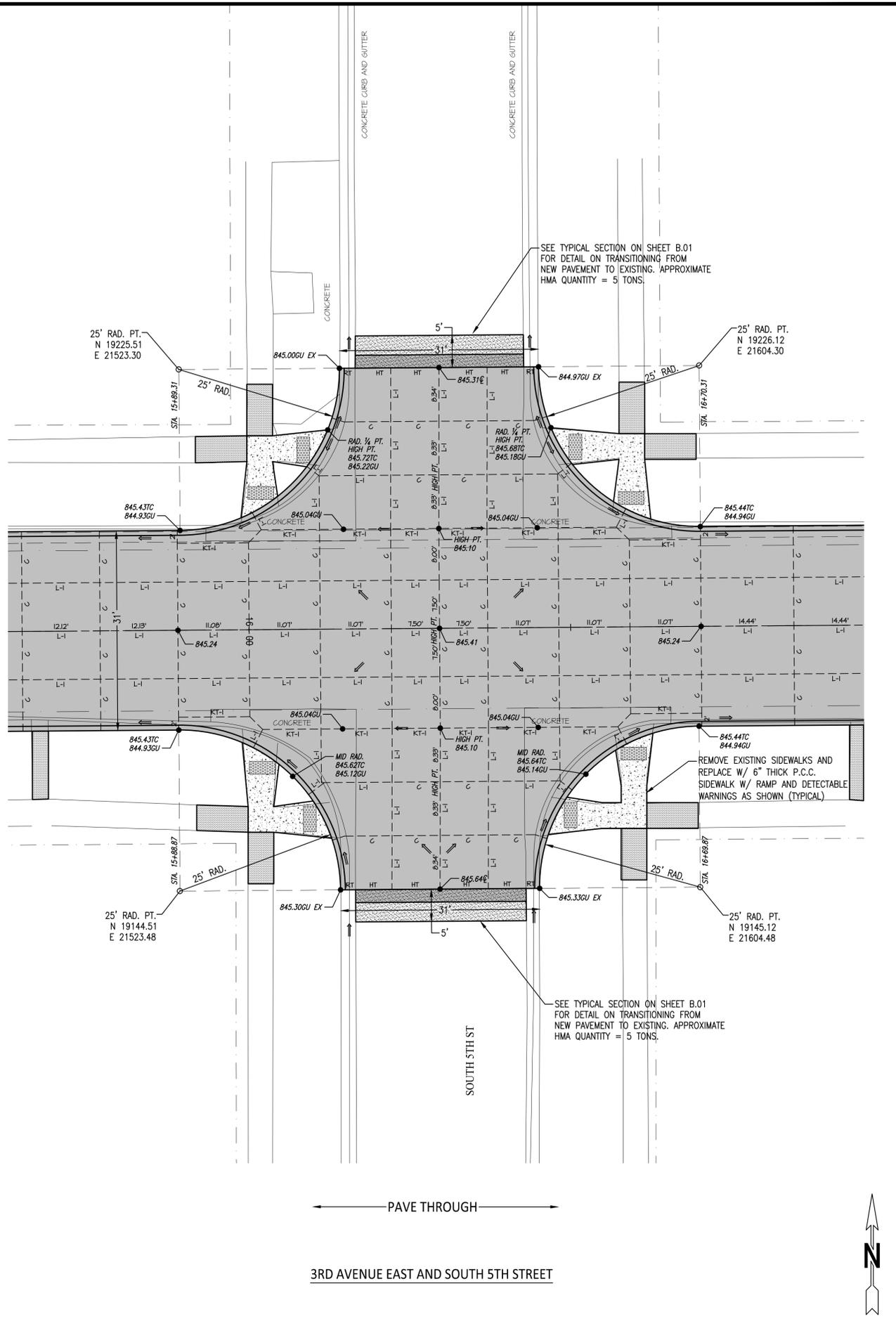
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5013368

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J.01

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3RD AVENUE EAST AND SOUTH 4TH STREET



3RD AVENUE EAST AND SOUTH 5TH STREET

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SHEET TITLE
**INTERSECTION
 DETAILS**

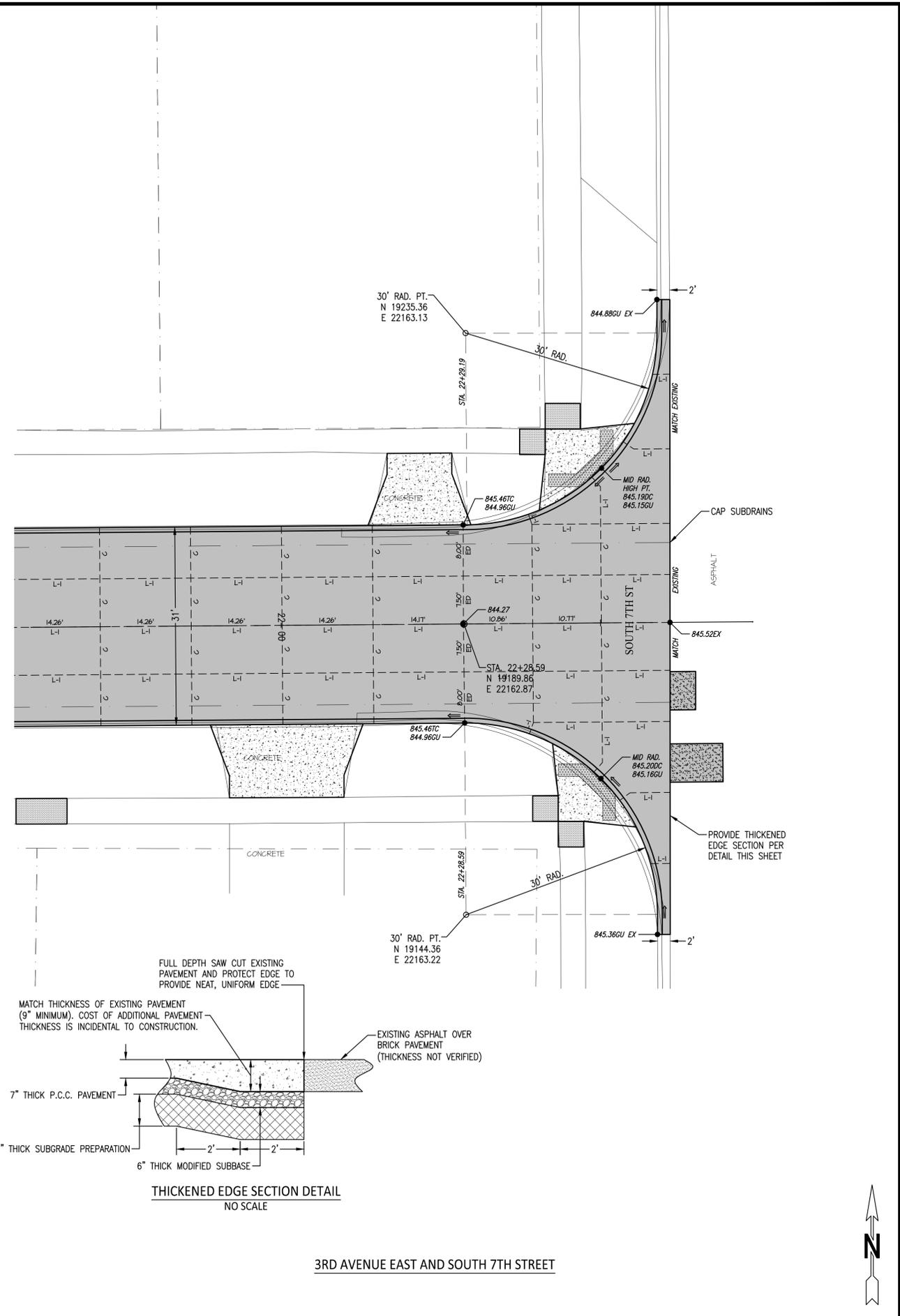
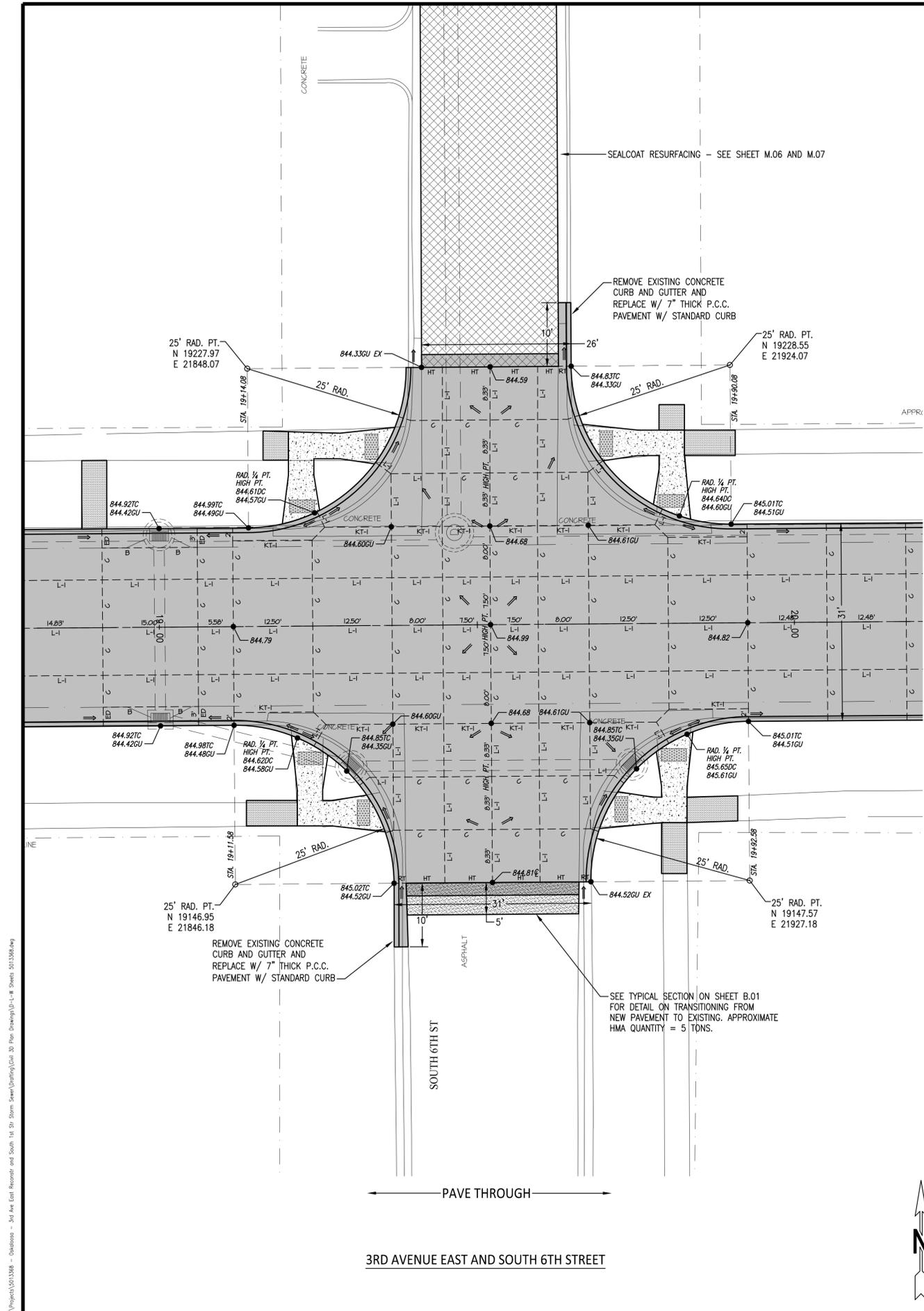
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 DRAWN BY:
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 APPROVED:
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DATE:
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PROJECT NO.:
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SHEET NO.:
L.03



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**INTERSECTION
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SCALE:
 1" = 10'

FIELD BOOK:
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APPROVED:
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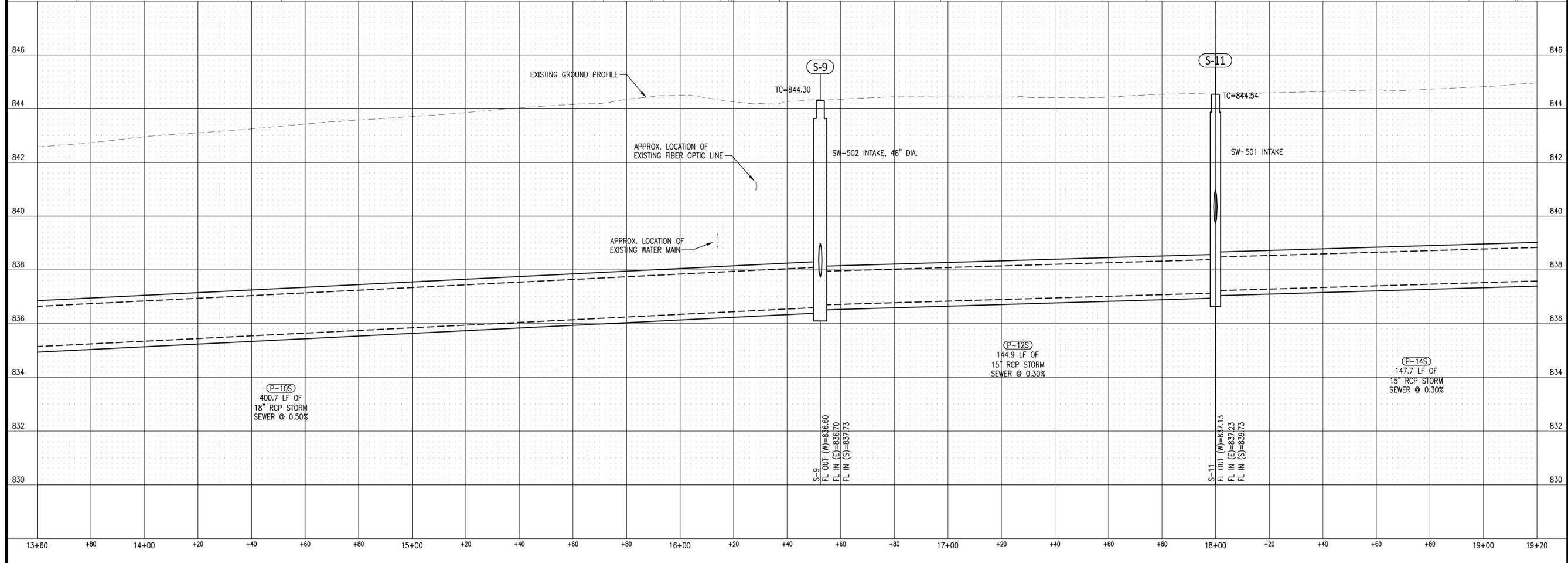
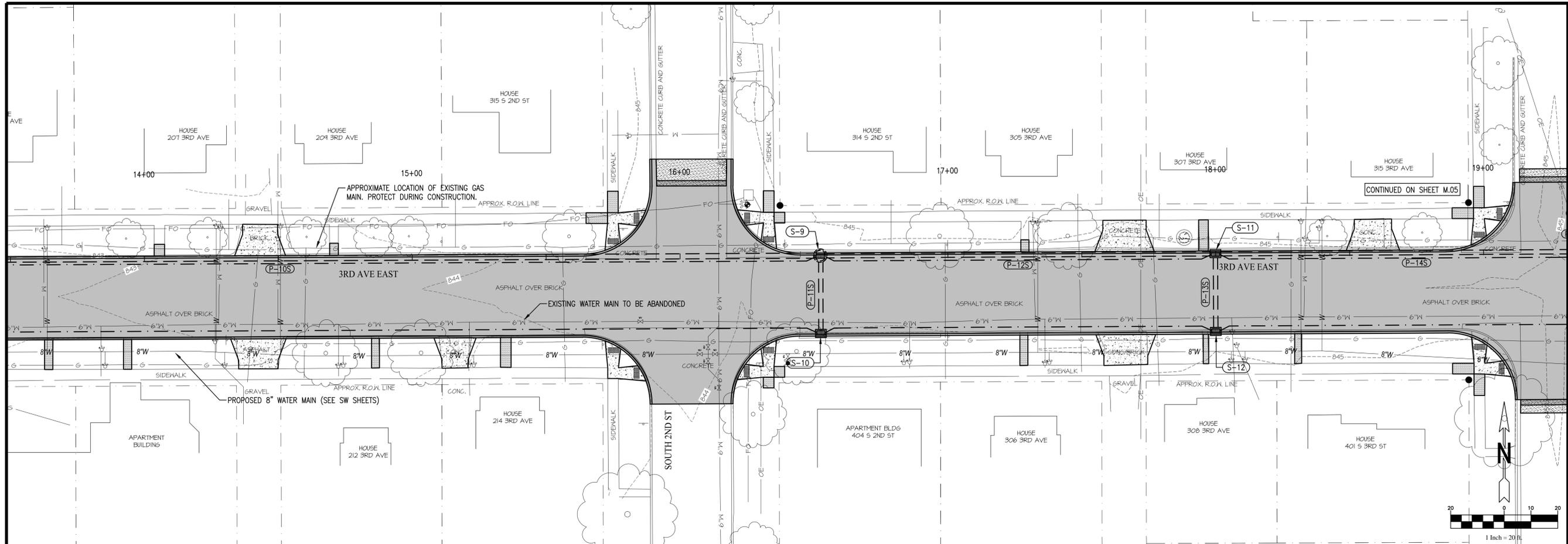
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SHEET NO.:
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SHEET TITLE
**3RD AVENUE EAST
 STORM SEWER
 PLAN AND PROFILE**

SCALE:
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FIELD BOOK:
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APPROVED:
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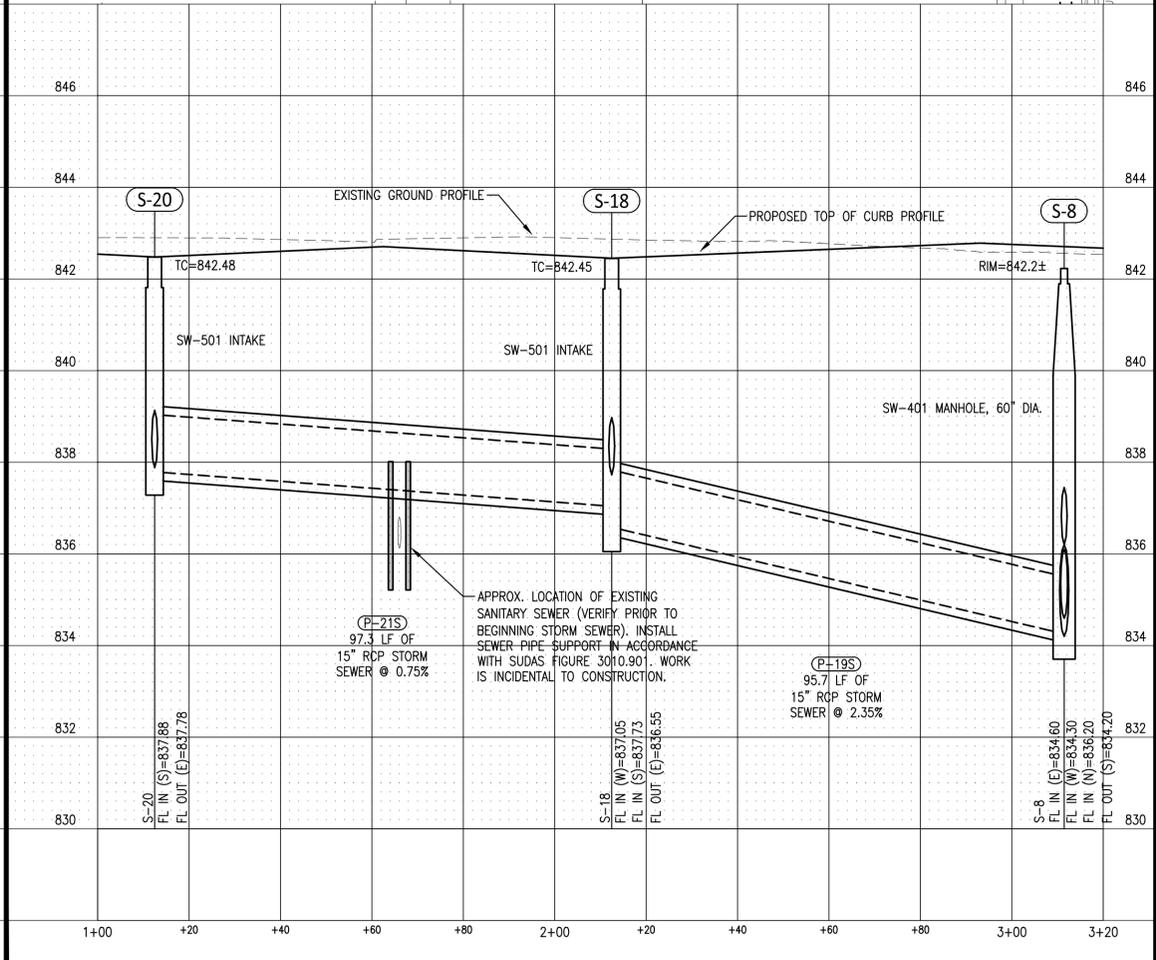
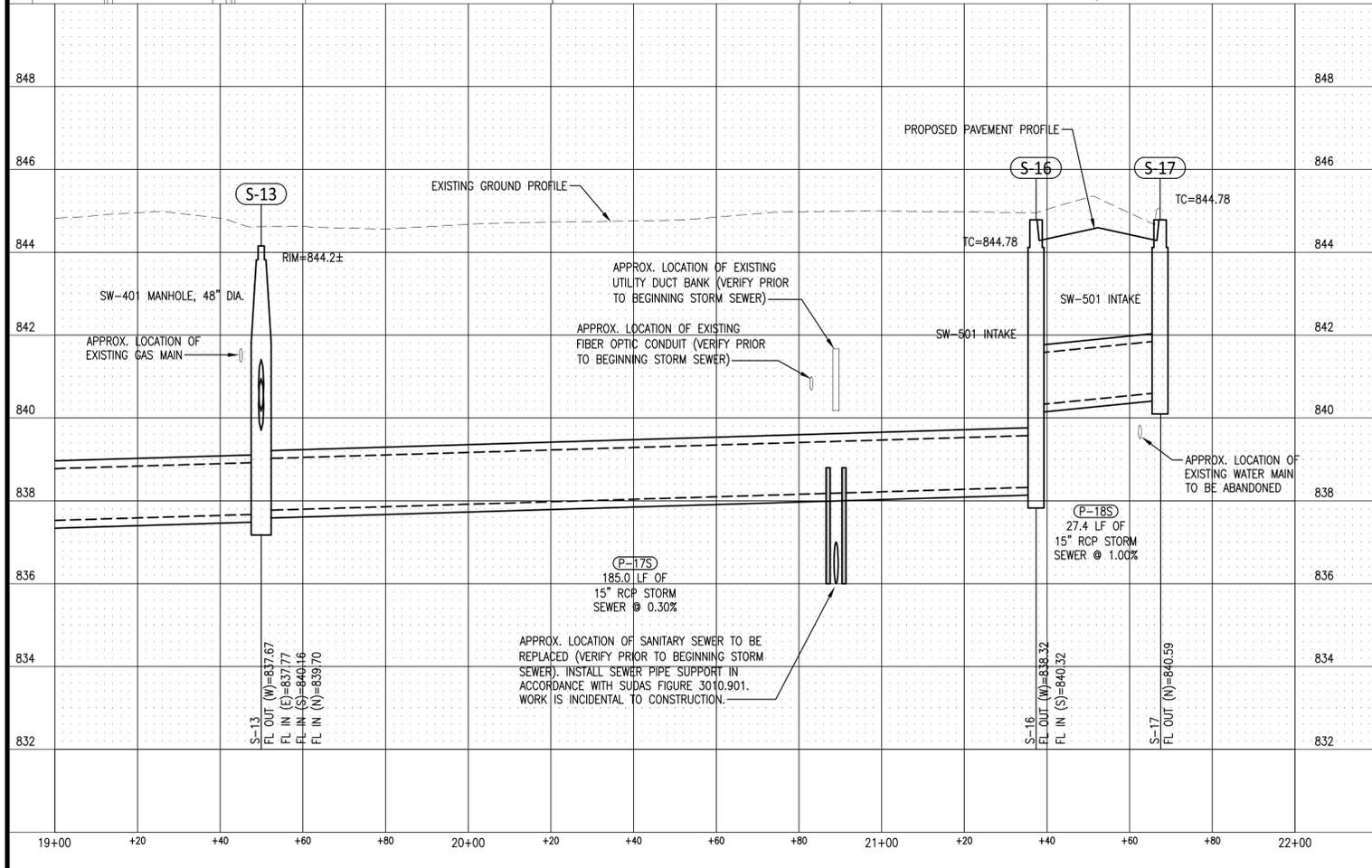
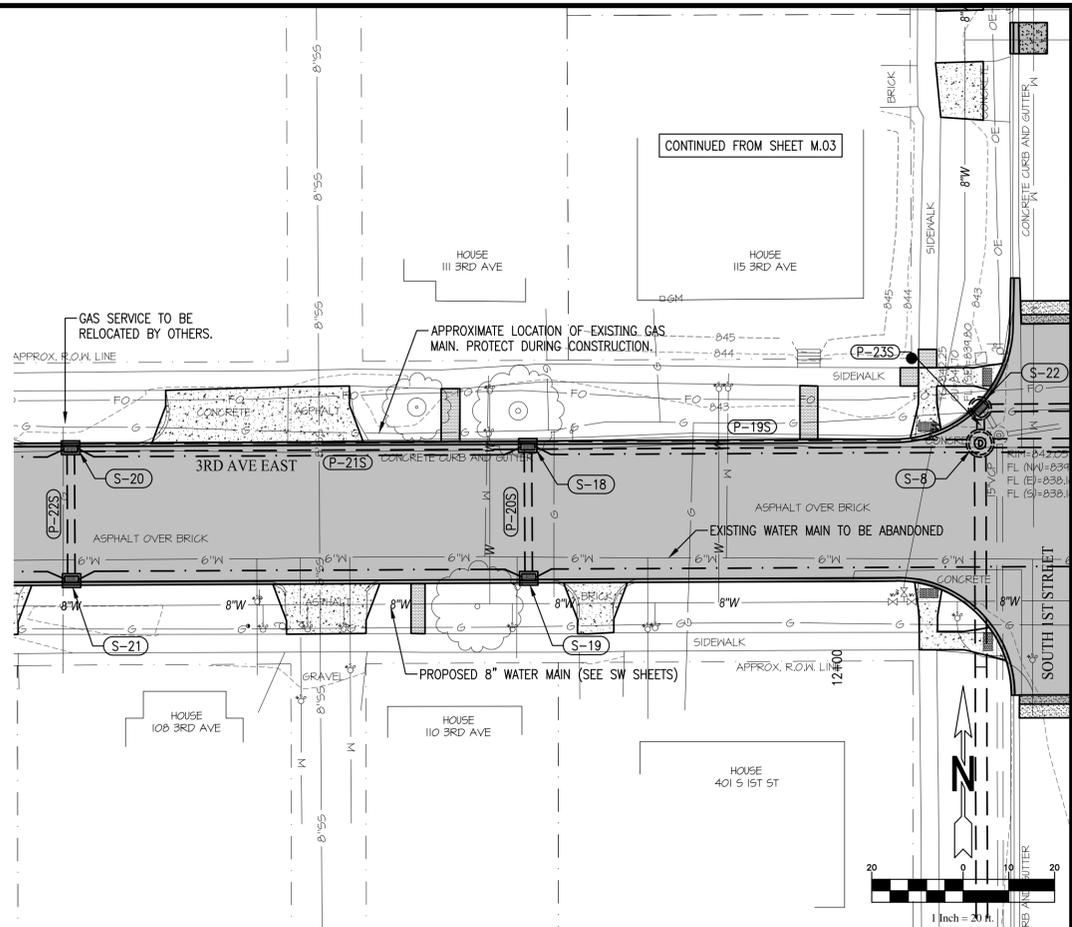
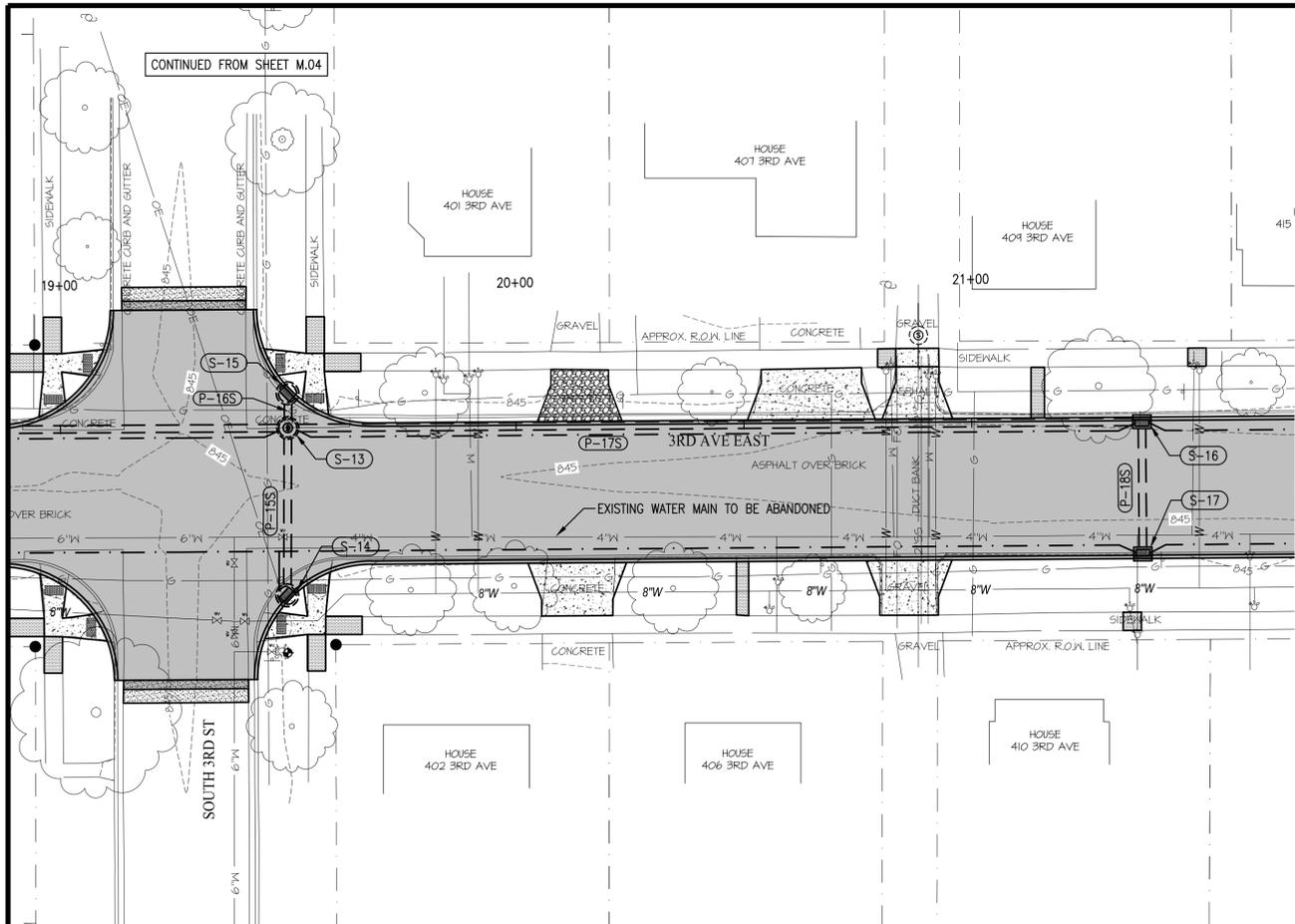
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SHEET TITLE
**3RD AVENUE EAST
 STORM SEWER
 PLAN AND PROFILE**

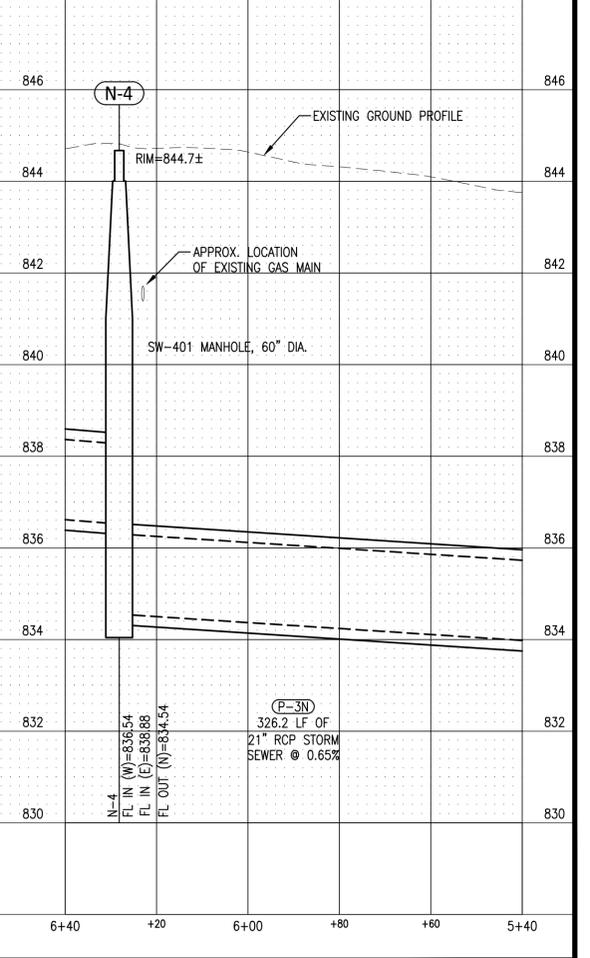
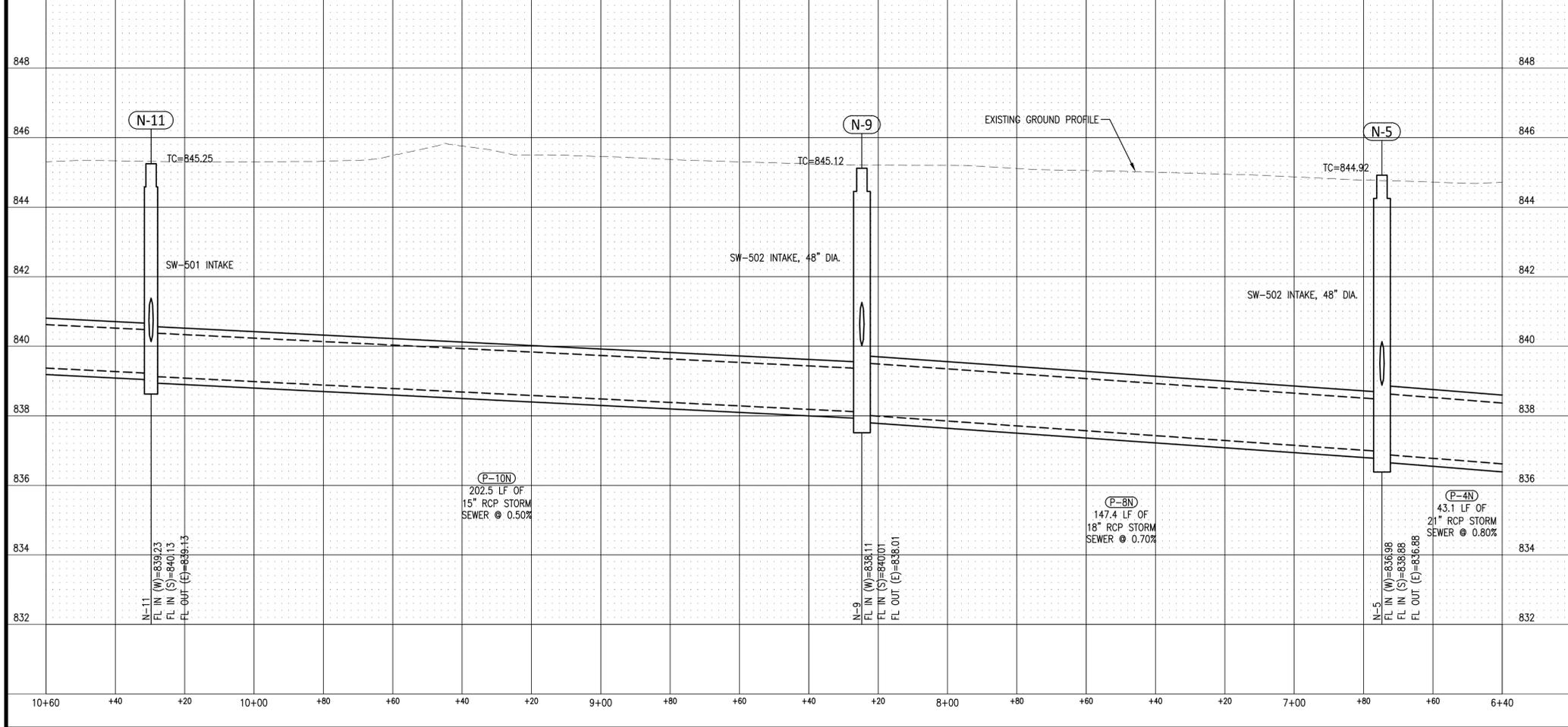
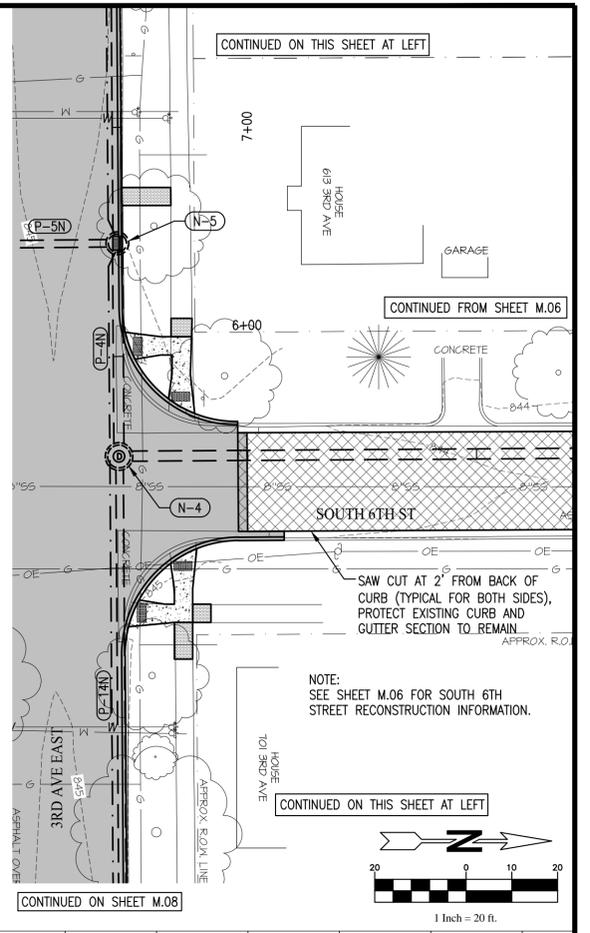
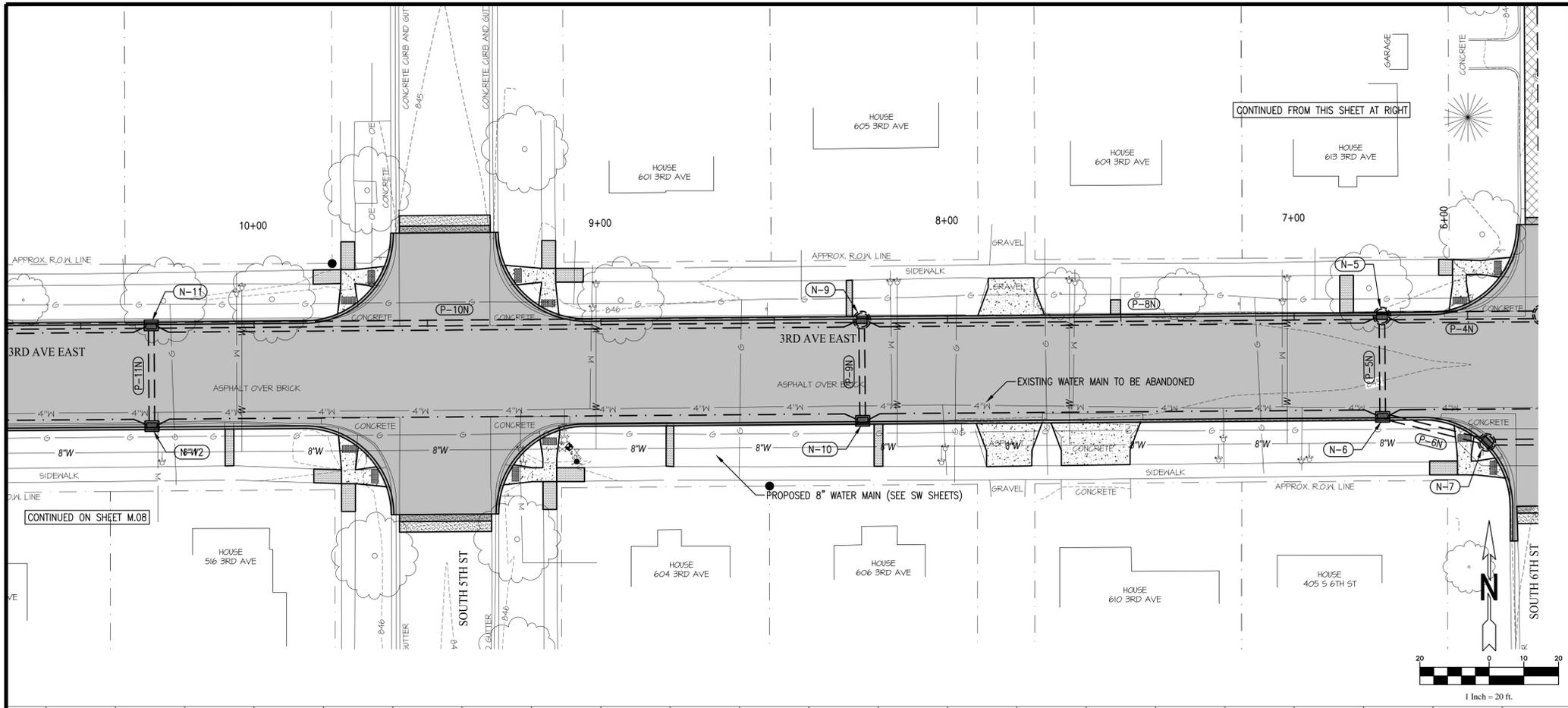
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SHEET TITLE
**SOUTH 6TH STREET
 STORM SEWER
 PLAN AND PROFILE**

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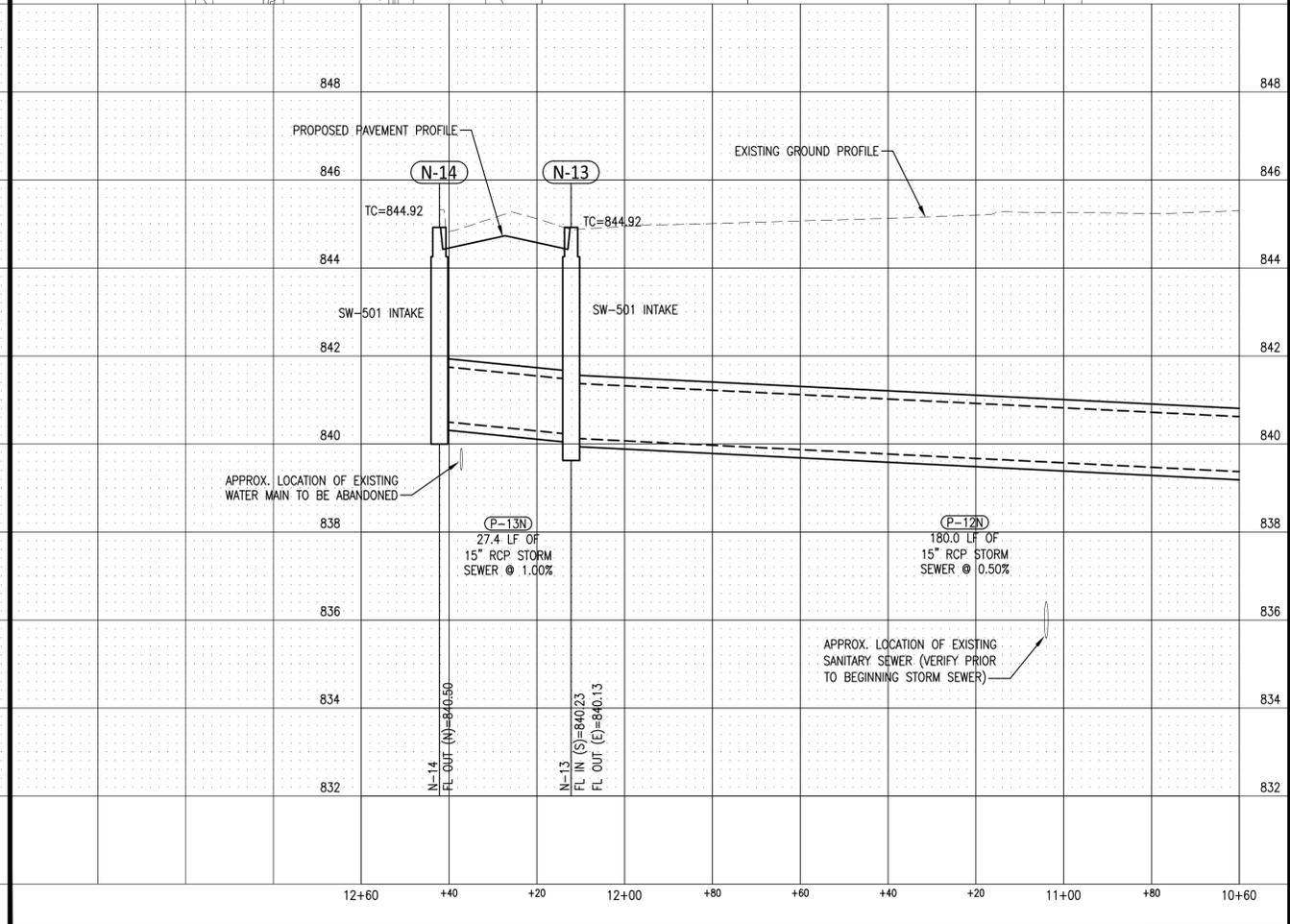
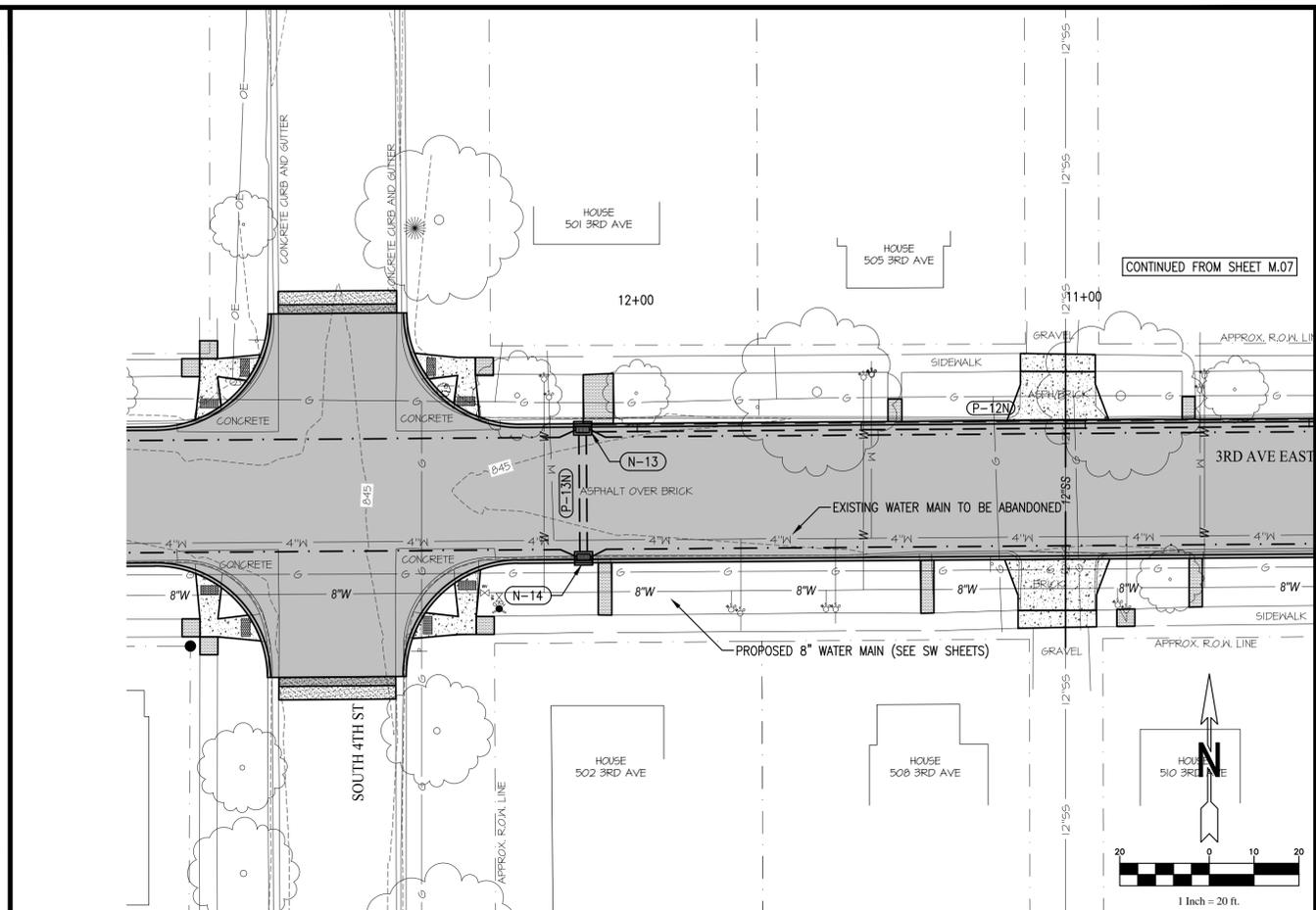
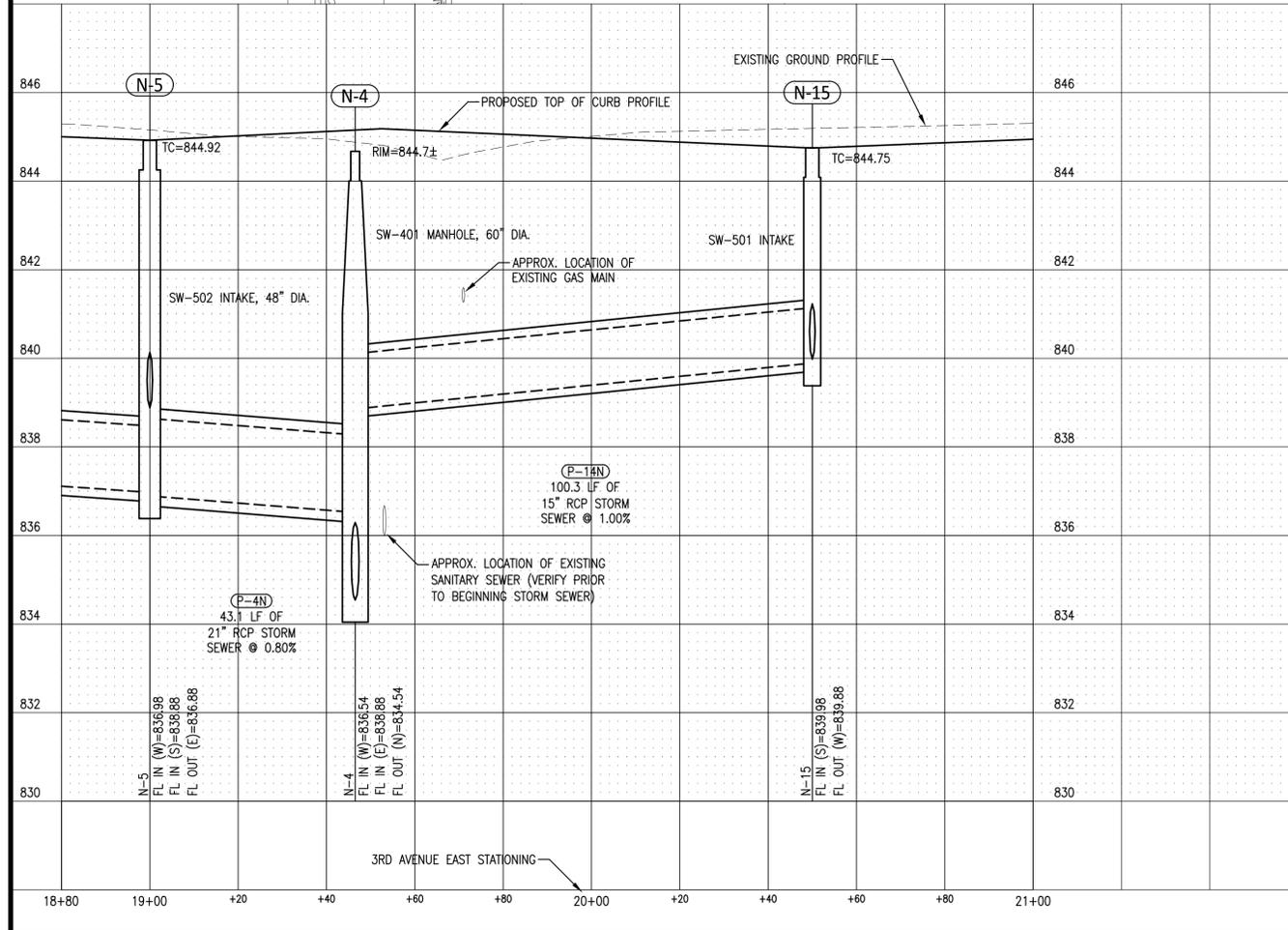
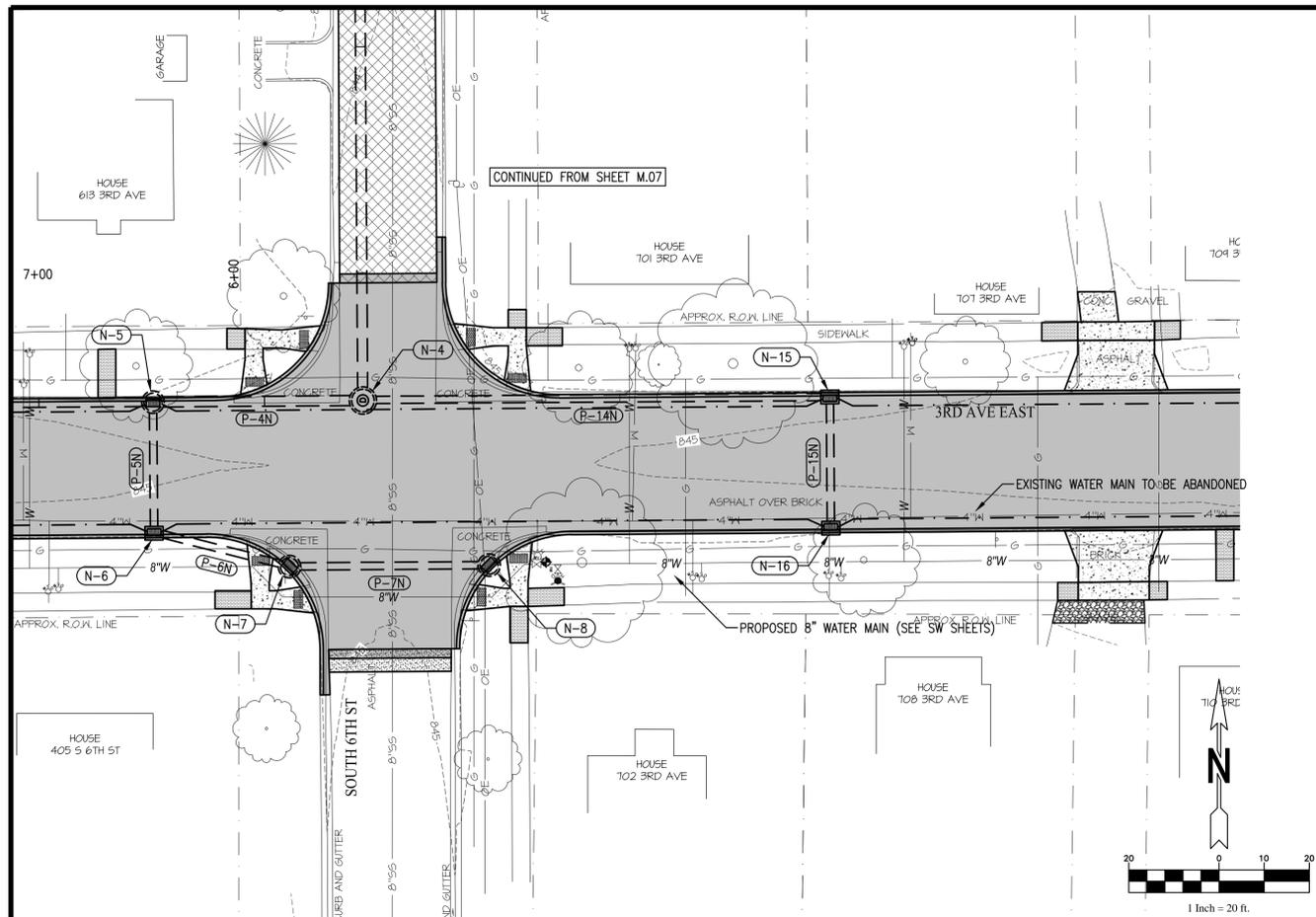
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SHEET TITLE
**SOUTH 6TH STREET
 STORM SEWER
 PLAN AND PROFILE**

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FIELD BOOK:
70-NN-4

DRAWN BY:
KJR

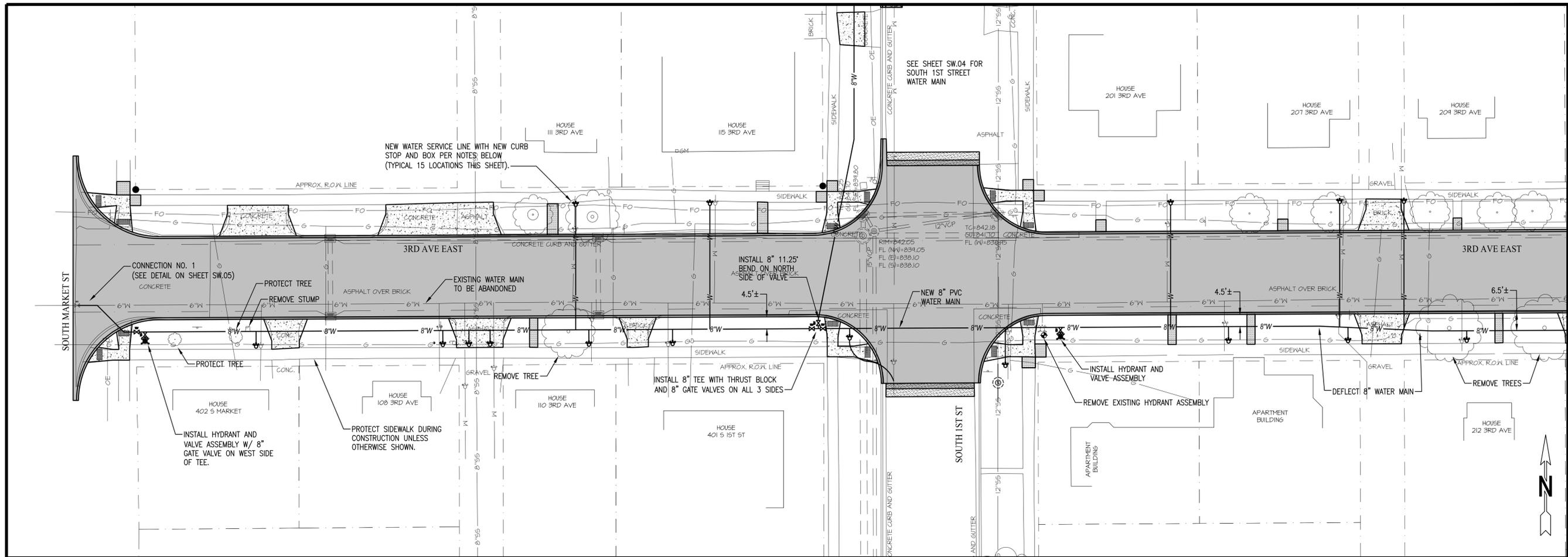
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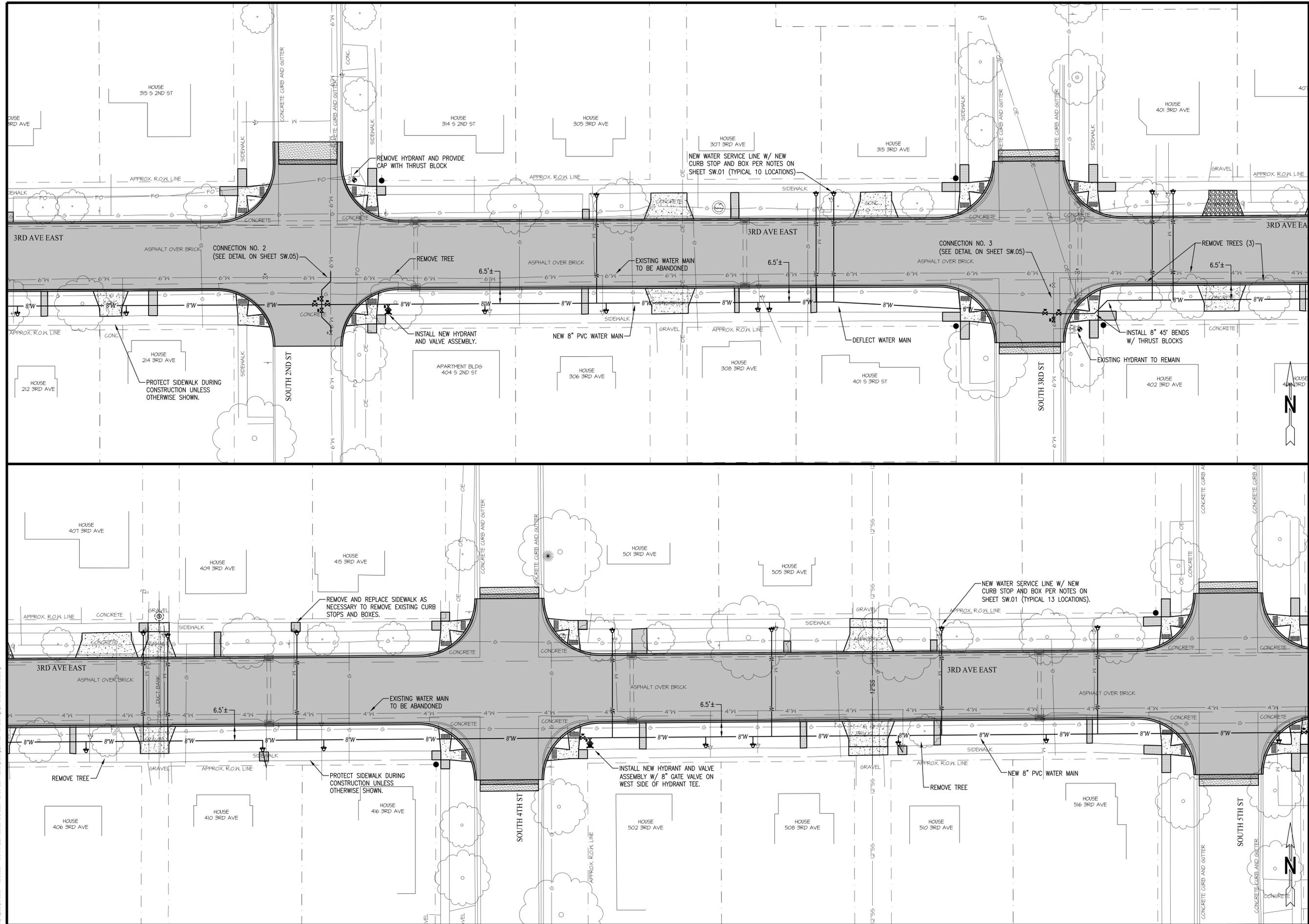
WATER MAIN GENERAL NOTES

- SCHEDULE WORK TO MINIMIZE INTERRUPTION OF CONTINUOUS SERVICE OF EXISTING WATER SYSTEM. DO NOT ALLOW SERVICE TO BE INTERRUPTED TO ANY USER ON WEEKDAYS BETWEEN THE HOURS OF 5 PM AND 8 AM AND AT ANY TIME ON WEEKENDS. PROVIDE TEMPORARY CONNECTIONS AND SERVICE CONNECTIONS AS REQUIRED TO PROVIDE WATER SERVICE DURING THESE PERIODS. COST FOR PROVIDING TEMPORARY SERVICE IS INCIDENTAL TO CONSTRUCTION.
- LEAVE NO EXCAVATION OR TRENCH OPEN OVER NIGHT OR WEEKENDS WITHOUT PERMISSION OF OWNER AND PROVISIONS MADE FOR ADEQUATE BARRICADES AND LIGHTS TO PROTECT TRAFFIC AND/OR PEDESTRIANS.
- PROTECT TREES, SHRUBS AND OTHER PLANTINGS FROM DAMAGE DURING CONSTRUCTION UNLESS SHOWN OTHERWISE. REMOVE TREES NECESSARY FOR CONSTRUCTION ONLY AFTER APPROVAL FROM ENGINEER AND JURISDICTION.
- CONTRACTOR SHALL DISPOSE OF ALL CONSTRUCTION DEBRIS AND UNSUITABLE BACKFILL MATERIAL. DISPOSAL SHALL MEET FEDERAL, STATE AND LOCAL SAFETY, HEALTH AND ENVIRONMENTAL REQUIREMENTS.
- KEEP CONSTRUCTION ACTIVITIES WITHIN PUBLIC RIGHT-OF-WAY. DO CLEAN-UP AS WORK PROGRESSES.
- REMOVE EXISTING HYDRANT AND VALVE ASSEMBLIES WHERE SHOWN ON PLANS. ALL HYDRANTS REMOVED WILL BE SALVAGED AND RETAINED BY THE OSKALOOSA MUNICIPAL WATER DEPARTMENT (OMWD). EXISTING HYDRANTS DAMAGED DURING THE REMOVAL PROCESS DUE TO CONTRACTOR'S NEGLIGENCE WILL BE REPLACED WITH NEW HYDRANT AT NO ADDITIONAL COST TO JURISDICTION. OMWD WILL RETRIEVE SALVAGED HYDRANTS FROM JOB SITE. ALL VALVES REMOVED SHALL BE DISPOSED OF BY THE CONTRACTOR. REMOVE AND DISPOSE OF EXISTING VALVE BOXES WHERE SHOWN ON PLANS. REMOVAL OF VALVES AND VALVE BOXES ARE INCIDENTAL TO CONSTRUCTION. CAPPING AND PLUGGING OF EXISTING WATER MAINS IS INCIDENTAL TO CONSTRUCTION.
- INSTALL WATER MAIN WITH MINIMUM 5 FEET OF EARTH COVER AND MINIMUM 5 FEET BELOW PAVEMENTS.
- ALL NEW HYDRANTS AND VALVES WILL BE SUPPLIED BY OMWD AND DELIVERED TO JOB SITE. TAPPING VALVES AND SLEEVES AND ALL OTHER FITTINGS REQUIRED FOR CONNECTIONS AND COMPLETE INSTALLATION SHALL BE FURNISHED BY THE CONTRACTOR; INCLUDING ANCHORING PIPE AND TEES, VALVE BOXES AND LIDS, VALVE BOX STEM EXTENSIONS (IF NECESSARY), T-BOLTS, GLAND UNITS, TRACER WIRE AND TRACER WIRE TERMINAL BOX, SPLICE KITS AND THRUST BLOCKS. COORDINATE DELIVERY SCHEDULE OF NEW HYDRANTS AND VALVES WITH OMWD.
- ALL NEW WATER MAIN VALVES SHALL BE INSTALLED OUTSIDE OF NEW PAVEMENTS WHERE POSSIBLE UNLESS OTHERWISE DIRECTED BY OMWD.
- DOUBLE WRAP VALVES AND FITTINGS WITH POLYETHYLENE ENCASUREMENT AND BACKFILL WITH SAND WITHIN 1 FOOT OF VALVE OR FITTING. COST FOR POLYETHYLENE ENCASUREMENT AND SAND ARE INCIDENTAL TO CONSTRUCTION.
- INSTALL NEW WATER MAIN AND CORPORATIONS AND DISINFECT AND PRESSURE TEST ENTIRE NEW SYSTEM PRIOR TO INSTALLING SERVICE LINES. PROVIDE TEMPORARY FITTINGS AND/OR CONNECTION TO TEST SYSTEM. WORK IS INCIDENTAL TO CONSTRUCTION.

WATER SERVICE NOTES

- INSTALL NEW WATER SERVICES AS SHOWN ON PLANS. EXTEND NEW WATER SERVICE CONNECTIONS FROM NEW WATER MAIN TO NEW CURB STOP AND MAKE CONNECTION TO EXISTING SERVICE PIPE UNLESS SHOWN OTHERWISE. REMOVE AND DISPOSE OF EXISTING CURB STOPS AND BOXES. REMOVAL AND DISPOSAL OF EXISTING CURB STOP AND BOX IS INCIDENTAL TO CONSTRUCTION.
- NEW SERVICE INCLUDES 1" COPPER SERVICE PIPE, UNLESS OTHERWISE SHOWN, CORPORATION AT MAIN AND NEW CURB STOP WITH BOX WHERE SHOWN ON PLANS. CONTRACTOR TO VERIFY EXISTING SERVICE LOCATION, SIZE, AND MATERIAL BEFORE BEGINNING INSTALLATION OF NEW SERVICE PIPE. PROVIDE NECESSARY FITTINGS AND COUPLINGS FOR CONNECTIONS TO DISSIMILAR PIPE MATERIALS AND SIZES (INCIDENTAL TO CONSTRUCTION).
- INSTALL NEW CURB STOPS AND BOXES 1' FROM SIDEWALK ON STREET SIDE UNLESS OTHERWISE APPROVED BY THE OSKALOOSA MUNICIPAL WATER DEPARTMENT.
- INSTALL WATER MAIN SERVICES WITH MINIMUM 5 FEET OF EARTH COVER AND 5 FEET BELOW PAVEMENTS.
- VERIFY LOCATION OF EXISTING UTILITIES BEFORE BEGINNING INSTALLATION OF NEW SERVICE PIPE.
- CONTRACTOR SHALL NOTIFY OMWD AND ENGINEER WHEN LEAD SERVICES ARE ENCOUNTERED. CONTRACTOR SHALL NOT DEACTIVATE EXISTING SERVICE UNTIL DECISION HAS BEEN MADE RELATIVE TO THE WORK TO BE PERFORMED IN THE REPLACEMENT OF SERVICE. CONTRACTOR SHALL HAVE ON SITE THE NECESSARY LEAD-SIZED COMPRESSION FITTINGS TO MAKE CONNECTIONS BETWEEN DISSIMILAR PIPE MATERIALS AND SIZES.

METHODS OF CONSTRUCTION FOR ALL DIVISION 2 (WATER MAIN AND WATER SERVICE LINE) WORK SHALL BE IN ACCORDANCE WITH THE SUDAS STANDARD SPECIFICATIONS. ALL MATERIALS FOR DIVISION 2 SHALL BE IN ACCORDANCE WITH STANDARD SPECIFICATIONS FOR WATER MAIN CONSTRUCTION, OSKALOOSA MUNICIPAL WATER DEPARTMENT



C:\Projects\1513368 - Oskaloosa - 3rd Ave East Reconstruct and South 1st-5th Storm Sewer\Drawings\SW Sheets\1513368.dwg

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**3RD AVENUE EAST
 RECONSTRUCTION PROJECT
 OSKALOOSA, IOWA**

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SHEET TITLE
**DIVISION 2
 WATER MAIN
 REPLACEMENT PLAN**

SCALE:
1" = 20'

FIELD BOOK:
70-NN-4

DRAWN BY:
KJR

APPROVED:
RAN

REVISIONS:

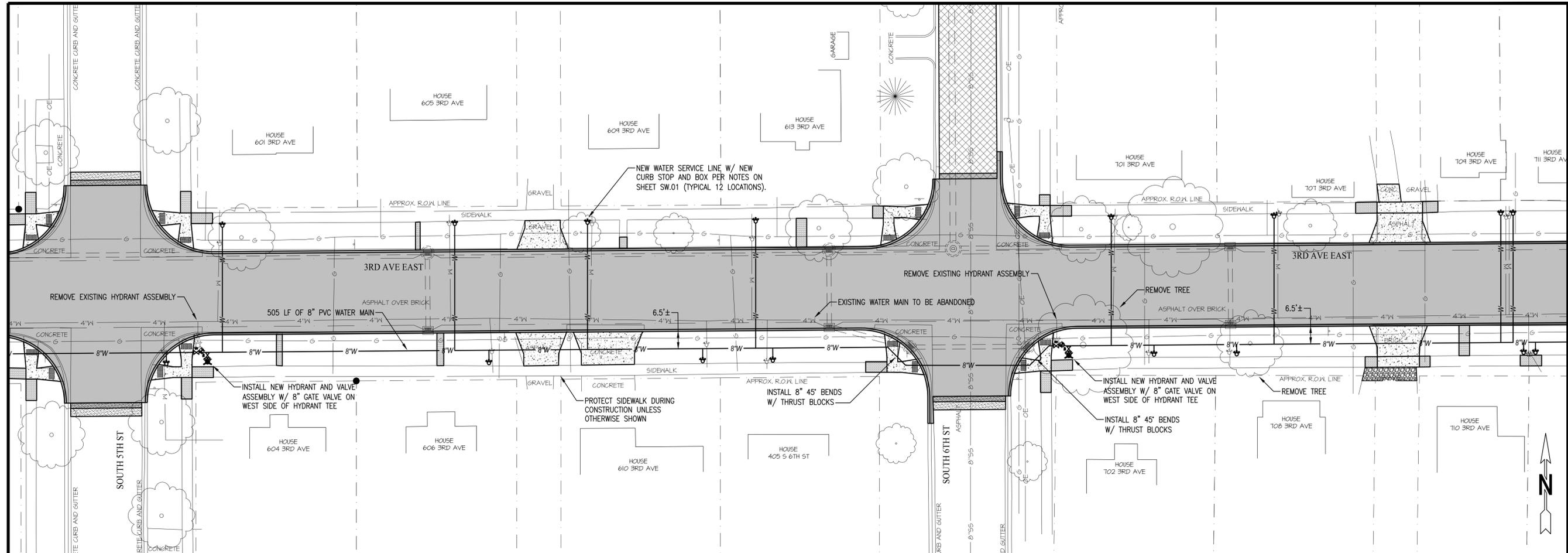
DATE:
MAY 01, 2014

PROJECT NO.:

5013368

SHEET NO.:

SW.02



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 RECONSTRUCTION PROJECT
 OSKALOOSA, IOWA**
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SHEET TITLE
**DIVISION 2
 WATER MAIN
 REPLACEMENT PLAN**

SCALE:
1" = 20'

FIELD BOOK:
70-NN-4

DRAWN BY:
KJR

APPROVED:
RAN

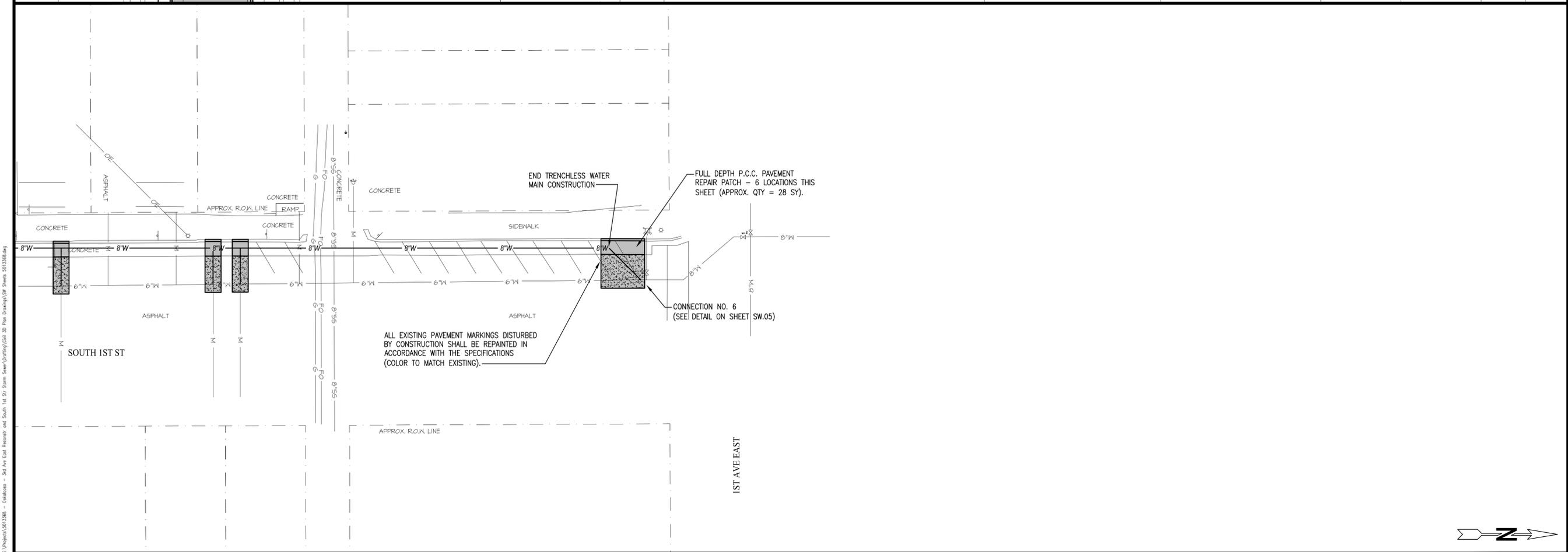
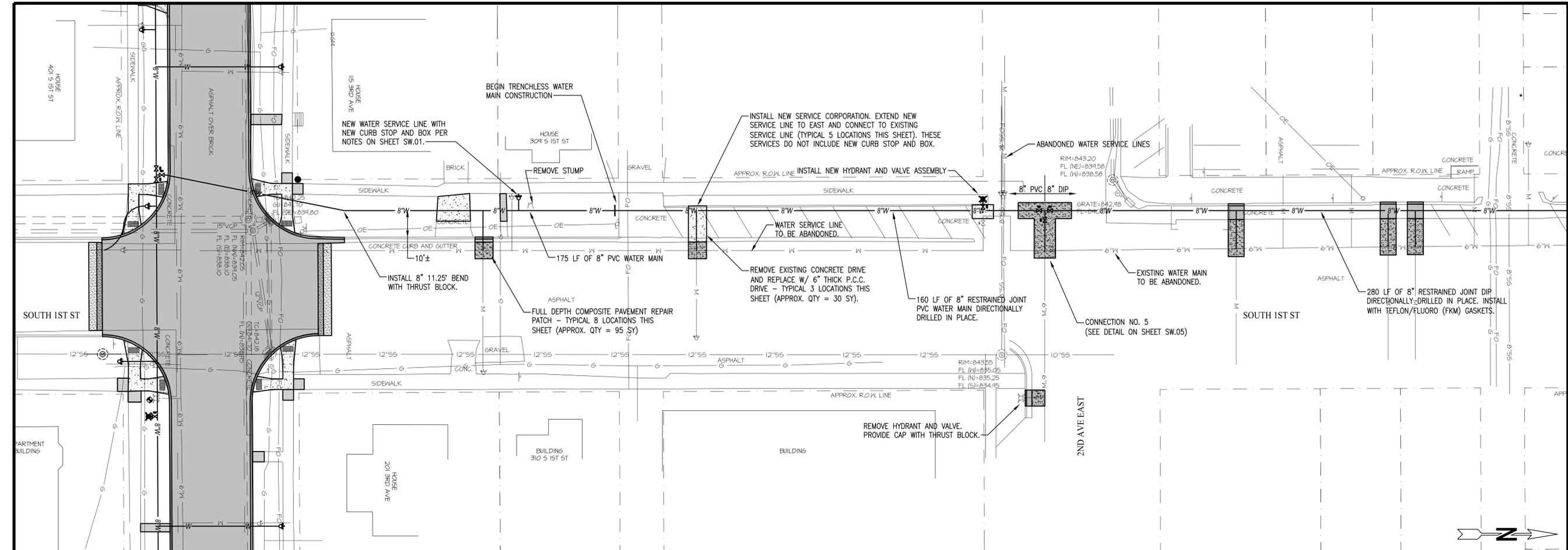
REVISIONS:

DATE:
MAY 01, 2014

PROJECT NO.:
5013368

SHEET NO.:
SW.03

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**3RD AVENUE EAST
 RECONSTRUCTION PROJECT
 OSKALOOSA, IOWA**
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SHEET TITLE
**DIVISION 2
 WATER MAIN
 REPLACEMENT PLAN**

SCALE:
1" = 20'

FIELD BOOK:
70-NN-4

DRAWN BY:
KJR

APPROVED:
RAN

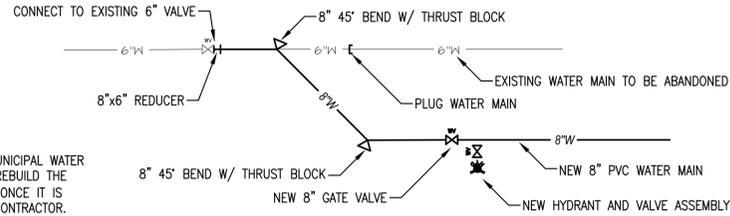
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DATE:
MAY 01, 2014

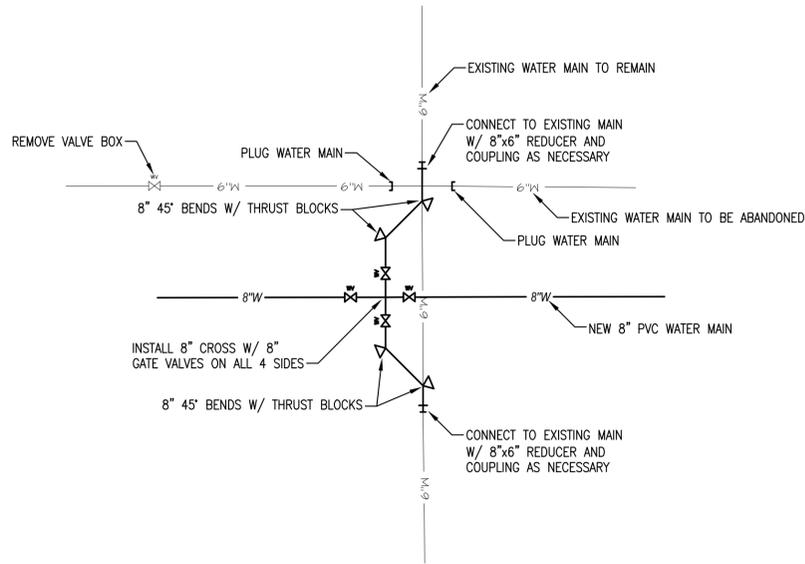
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SHEET NO.:
SW.04

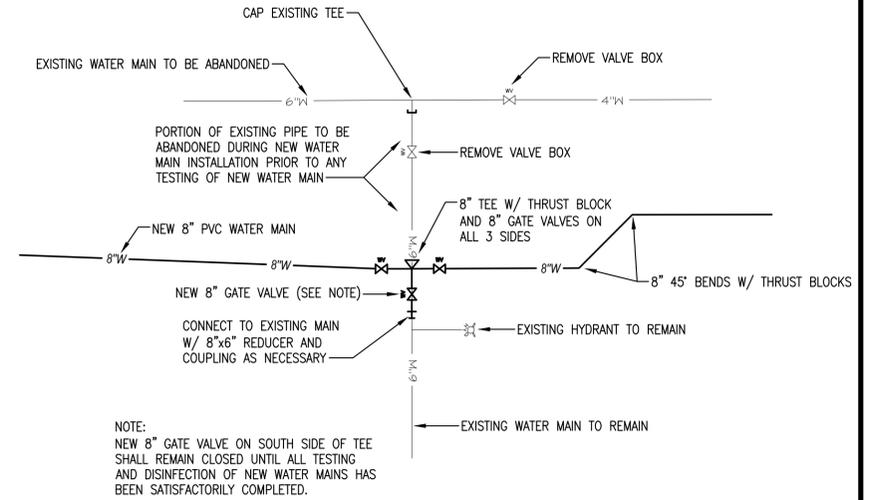
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THE OSKALOOSA MUNICIPAL WATER DEPARTMENT WILL REBUILD THE EXISTING 6" VALVE ONCE IT IS EXPOSED BY THE CONTRACTOR.



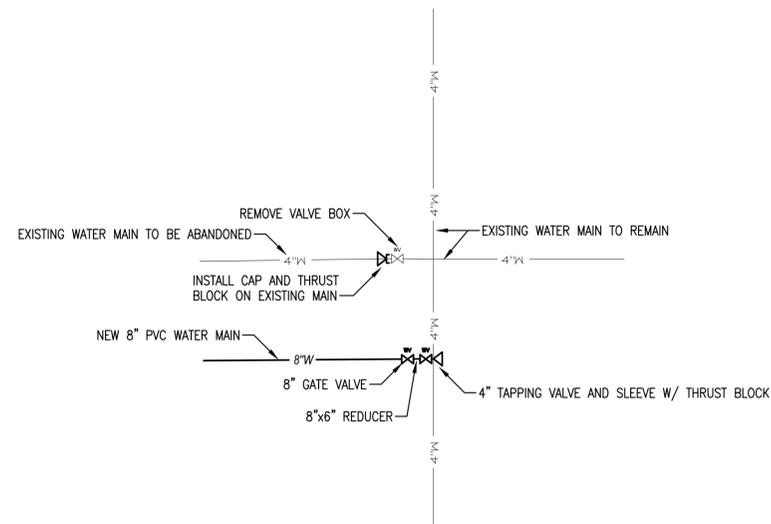
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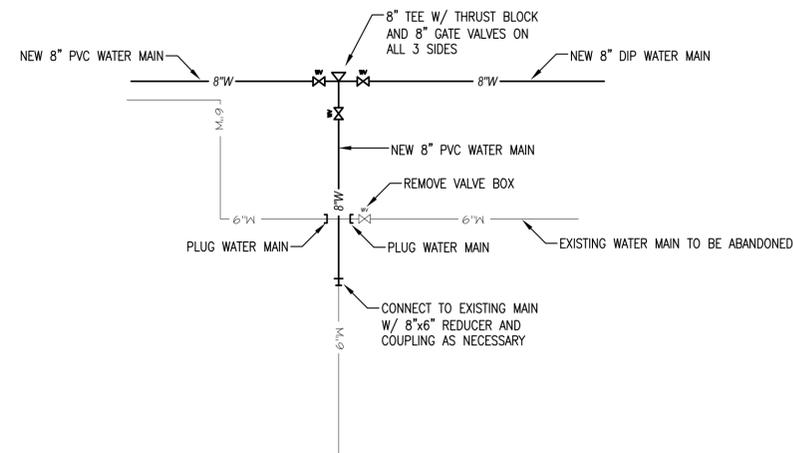
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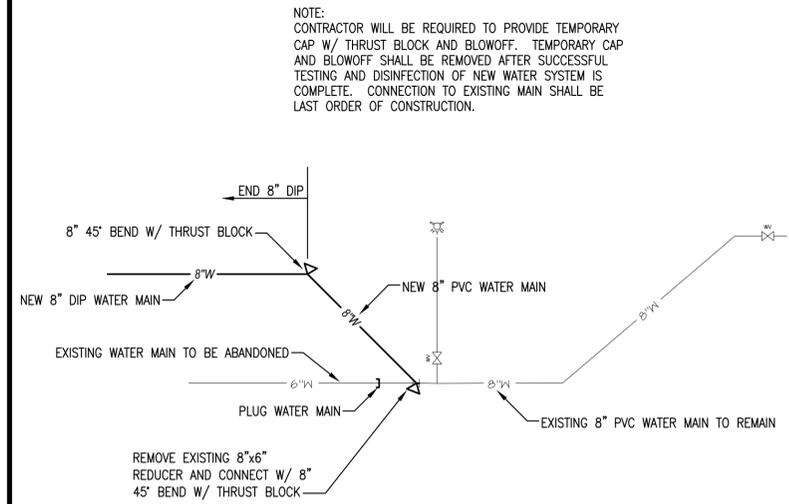
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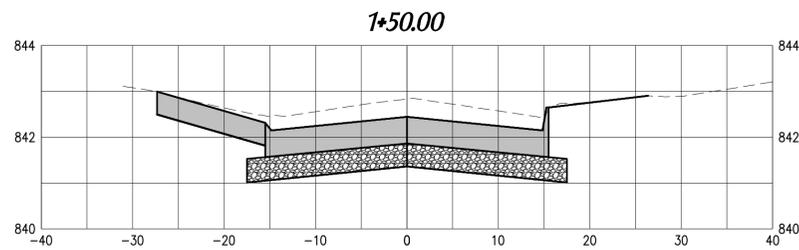


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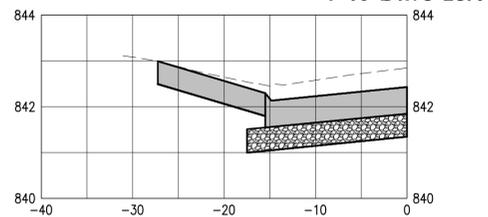


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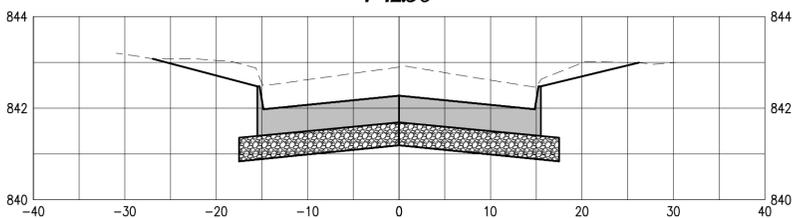
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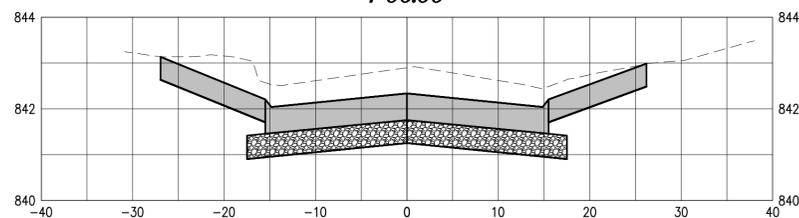
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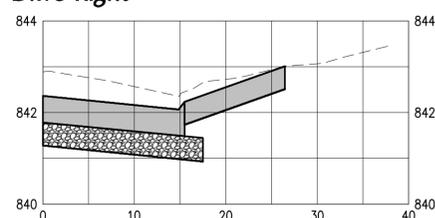
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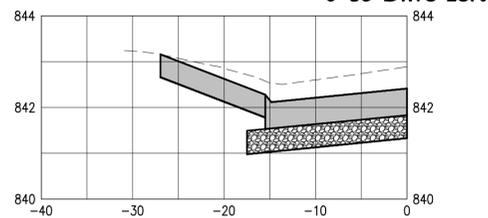
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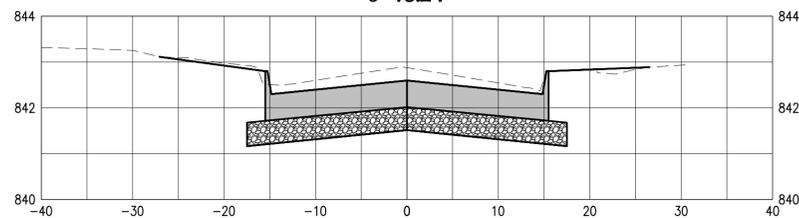
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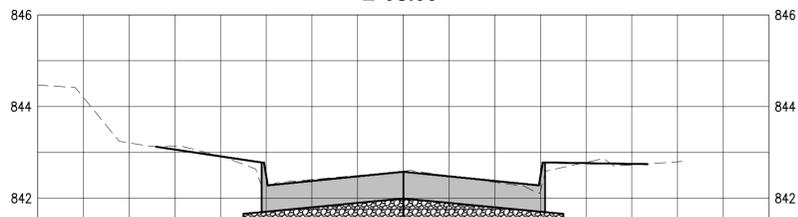
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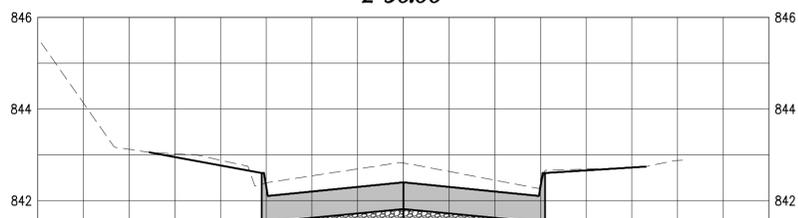
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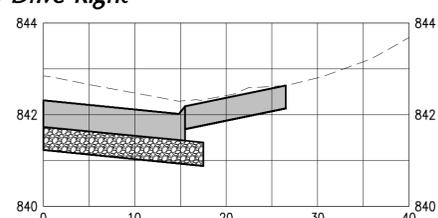
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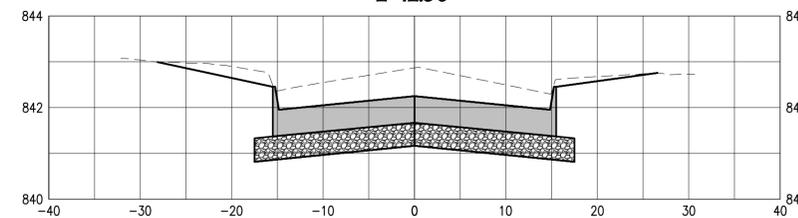
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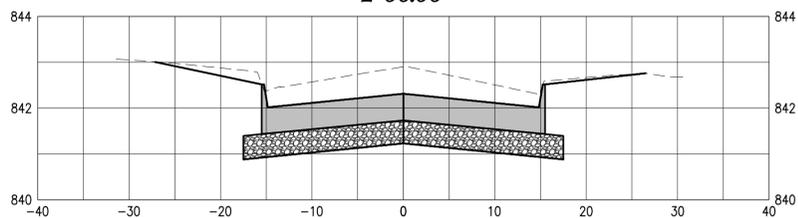
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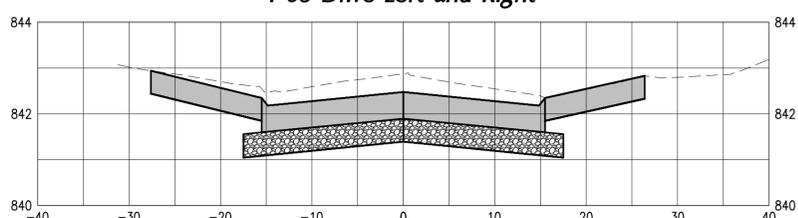
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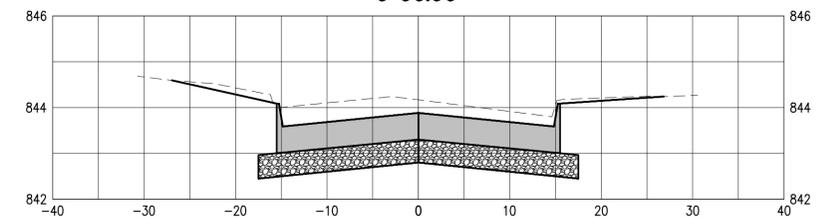
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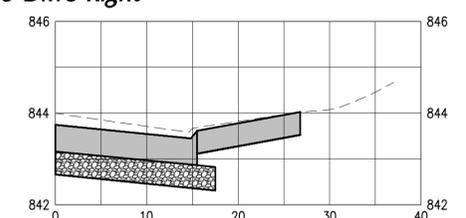
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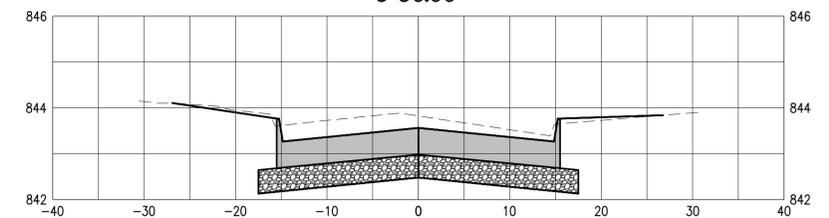
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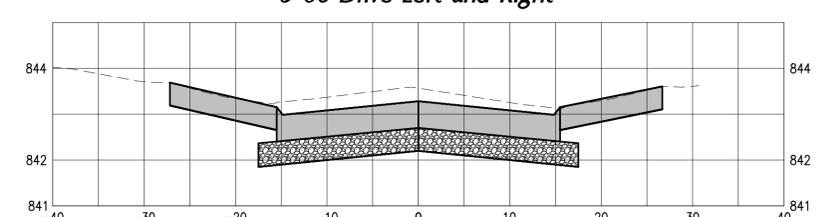
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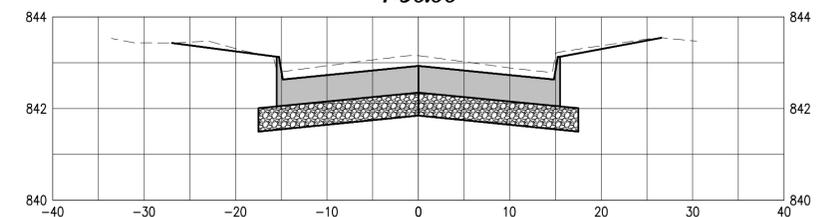
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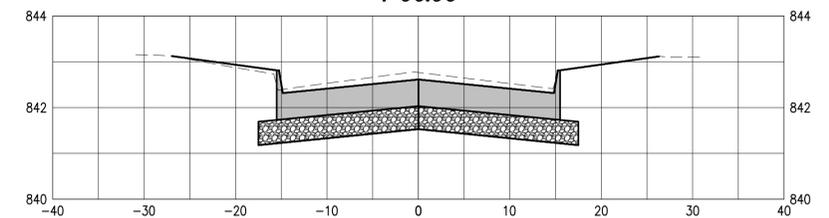
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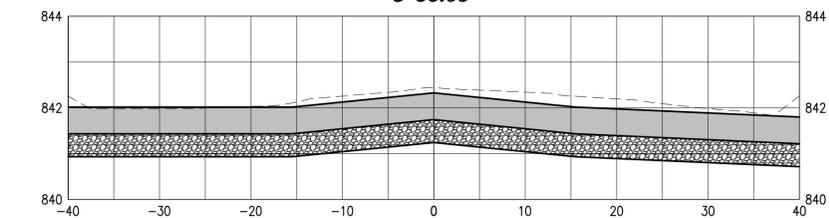
4+50.00



4+00.00



3+55.05



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**3RD AVENUE EAST
 RECONSTRUCTION PROJECT
 OSKALOOSA, IOWA**

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SHEET TITLE
**CROSS SECTIONS
 3RD AVENUE EAST**

SCALE:
 1" = 10' HOR. 1" = 2' VERT.

FIELD BOOK:
 70-NN-4

DRAWN BY:
 KJR

APPROVED:
 RAN

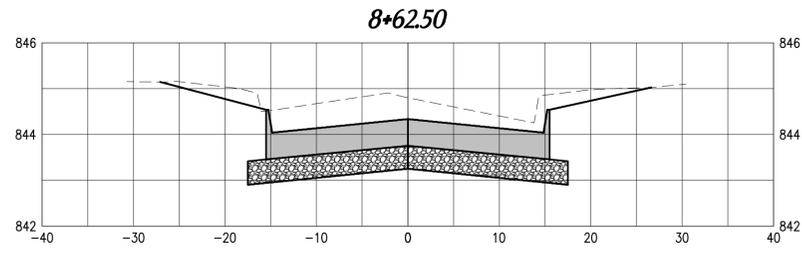
REVISIONS:

DATE:
 MAY 01, 2014

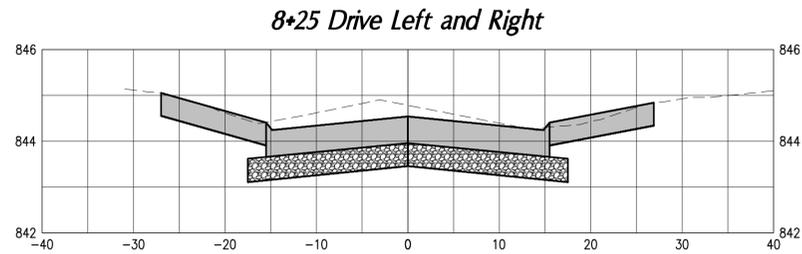
PROJECT NO.:
 5013368

SHEET NO.:
W.01

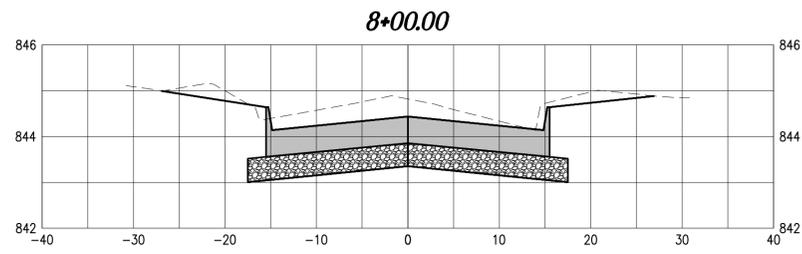
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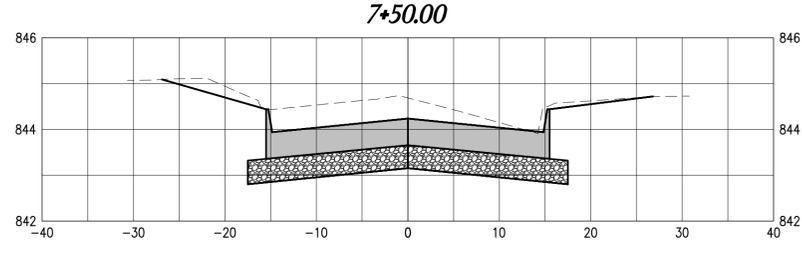
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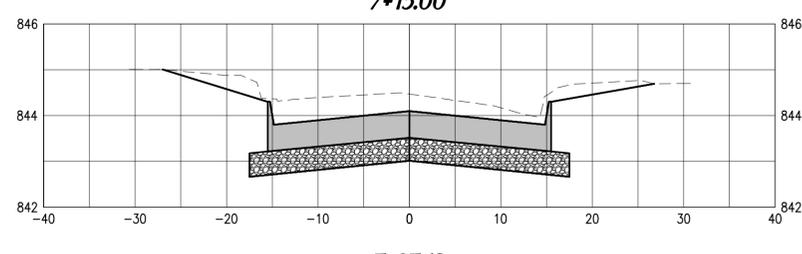
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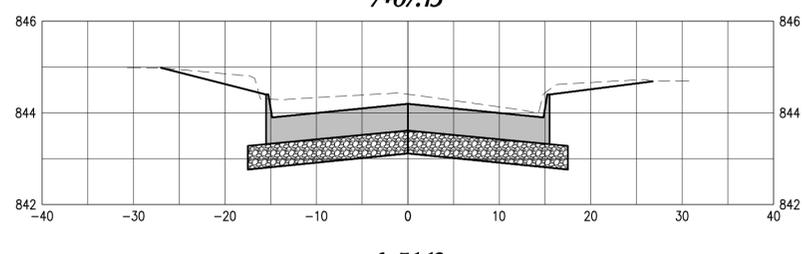
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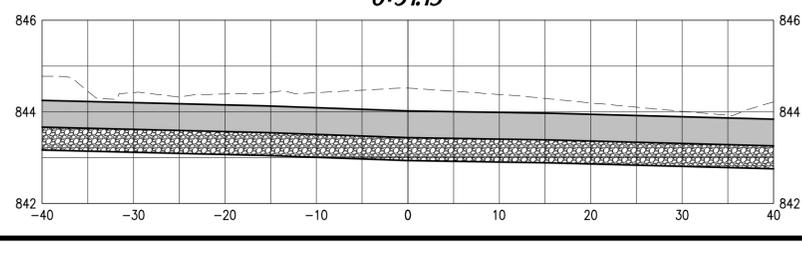
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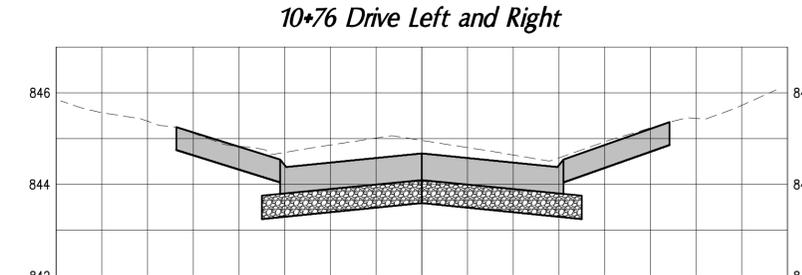
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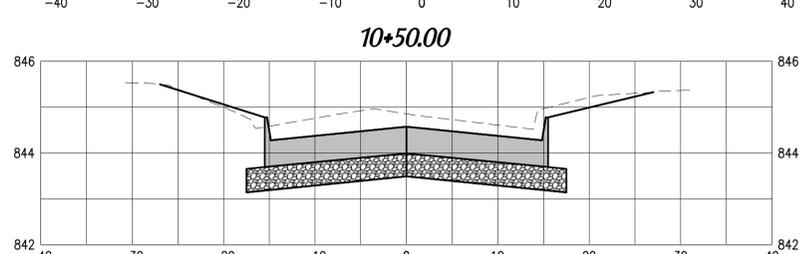
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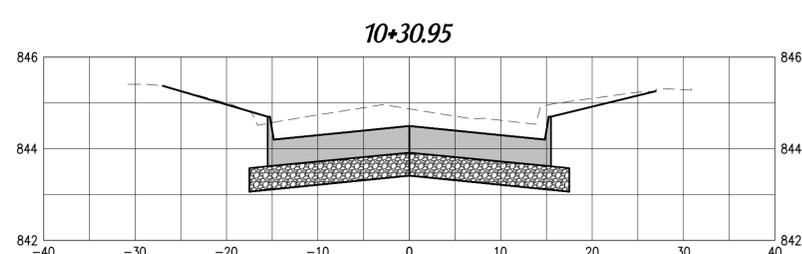
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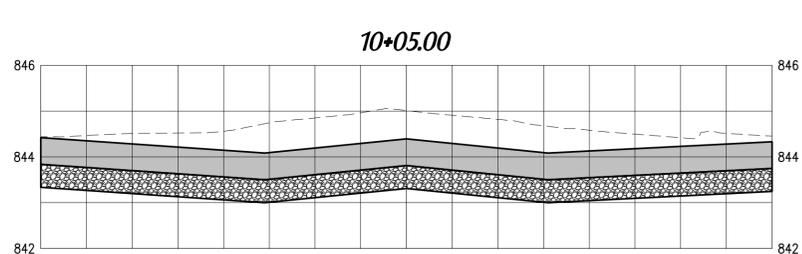
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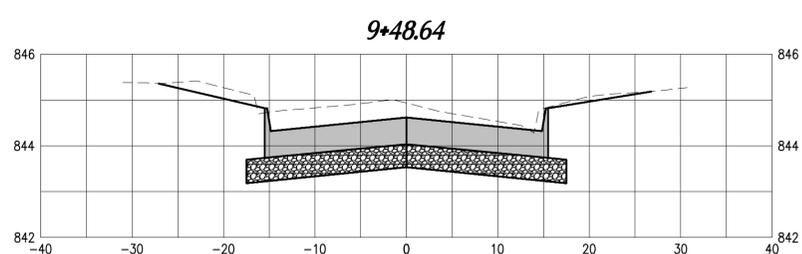
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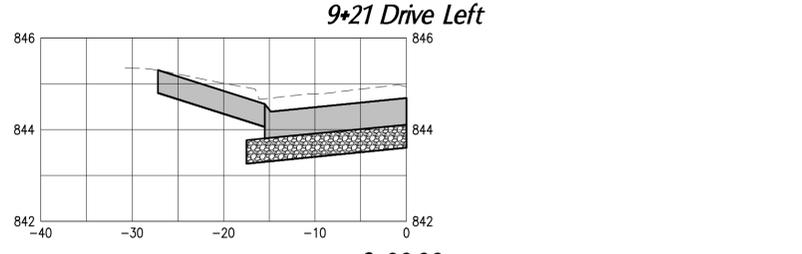
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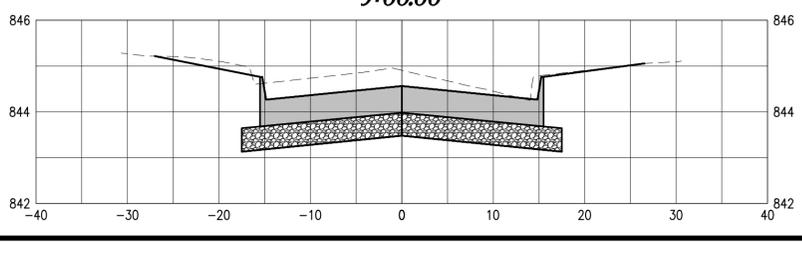
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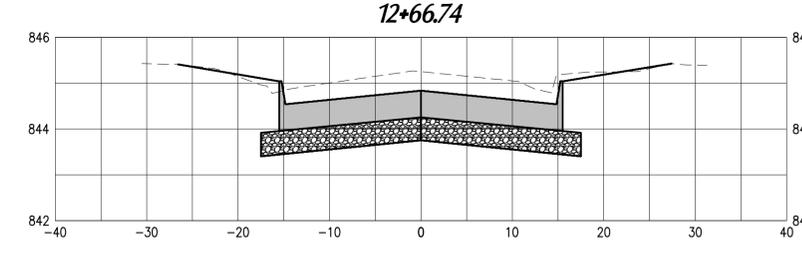
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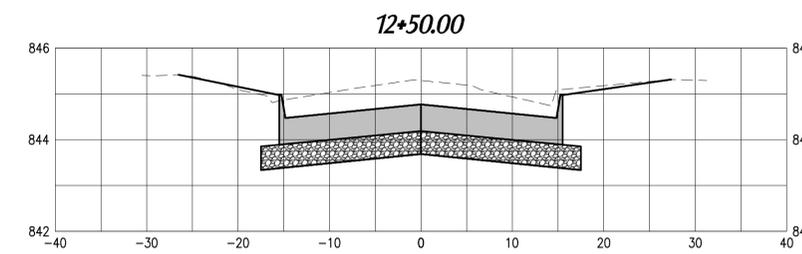
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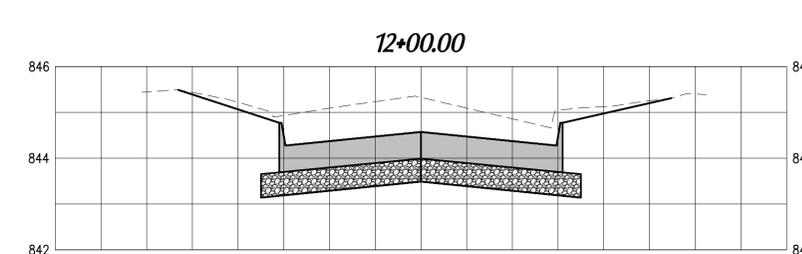
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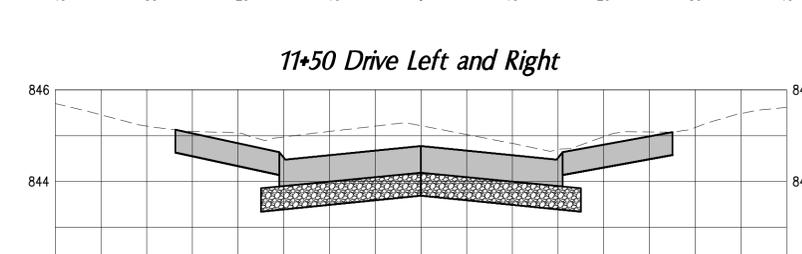
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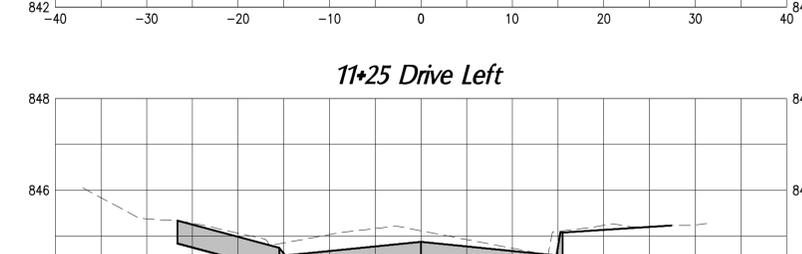
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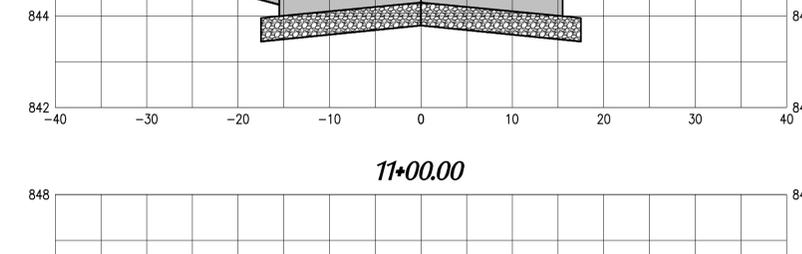
12+00.00



11+50 Drive Left and Right



11+25 Drive Left



11+00.00

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**3RD AVENUE EAST
 RECONSTRUCTION PROJECT
 OSKALOOSA, IOWA**
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SHEET TITLE
**CROSS SECTIONS
 3RD AVENUE EAST**

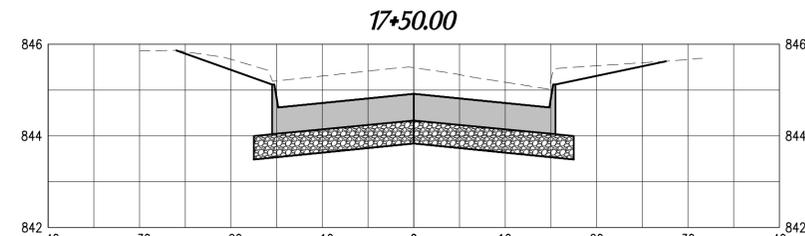
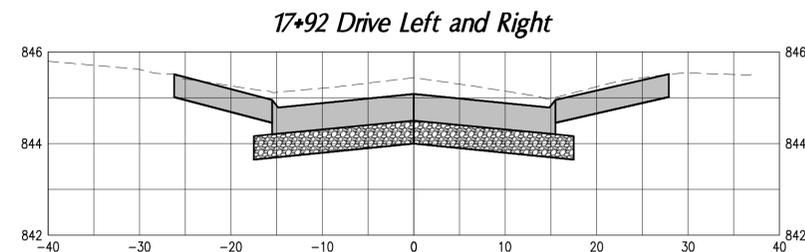
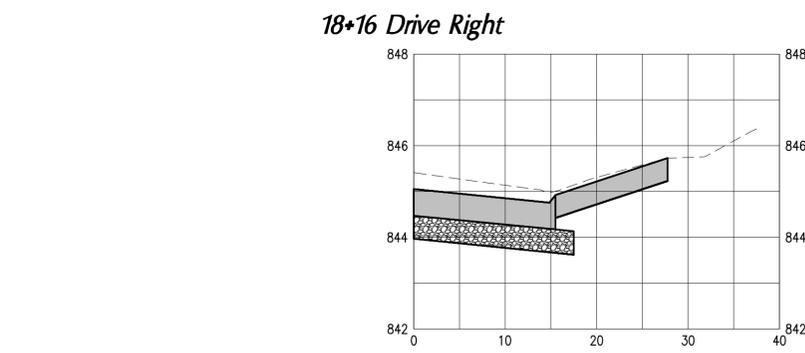
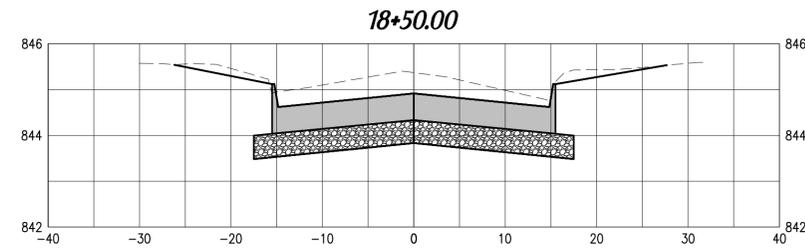
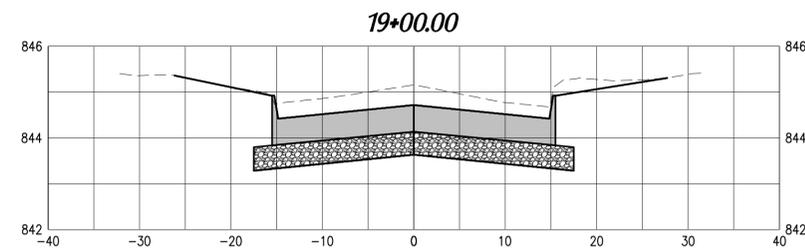
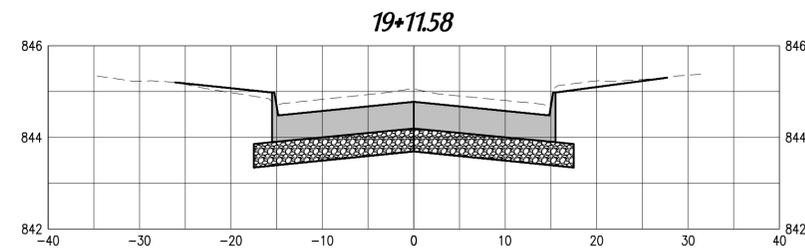
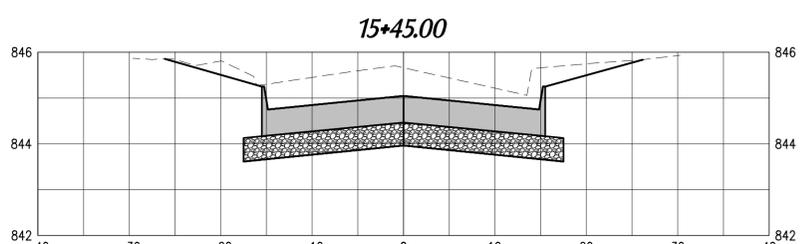
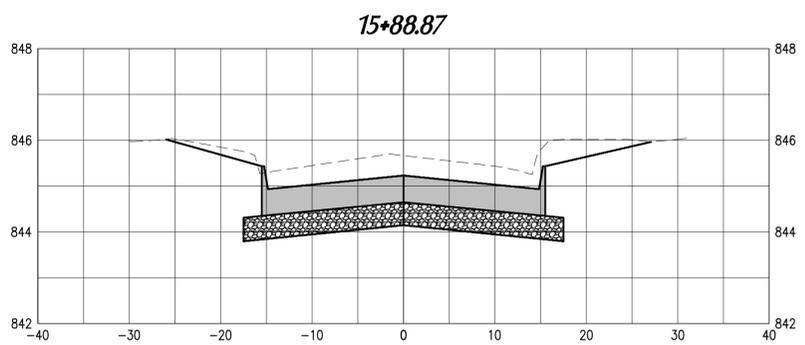
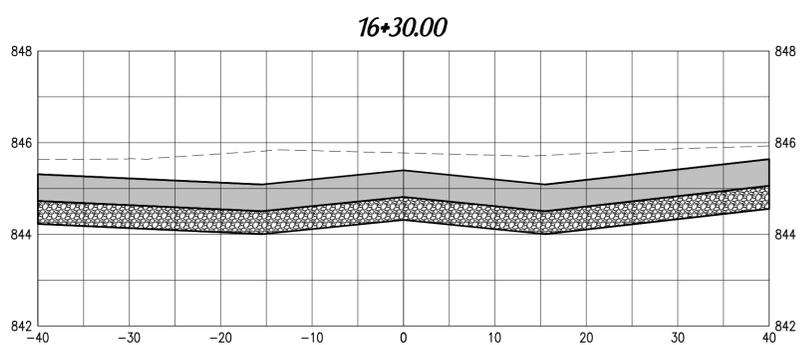
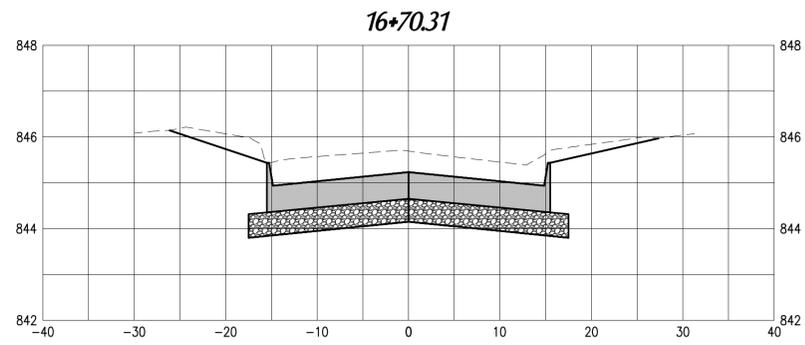
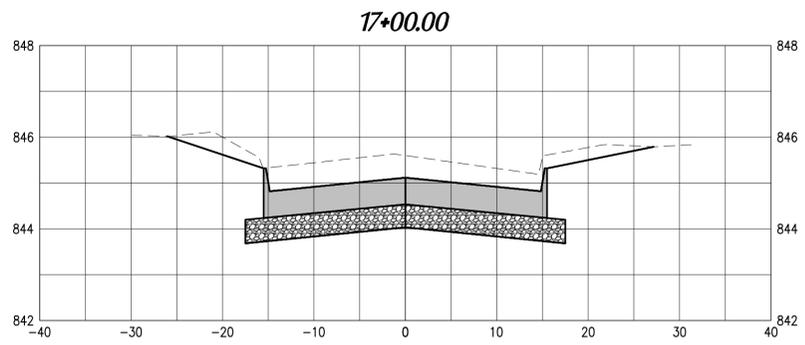
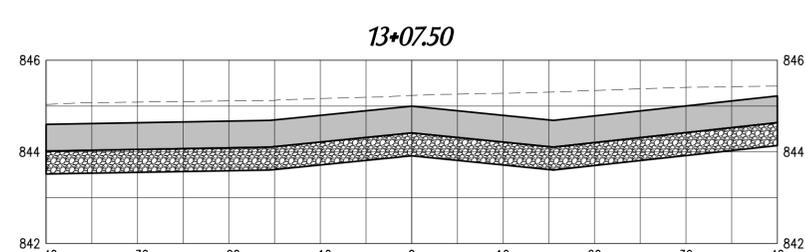
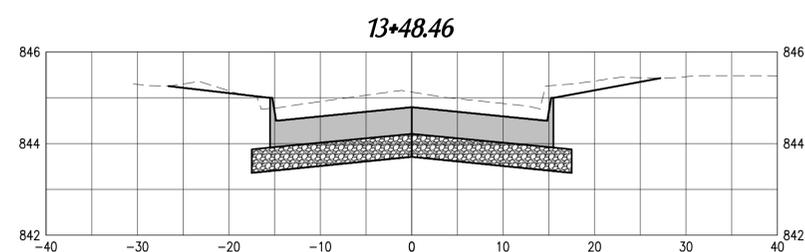
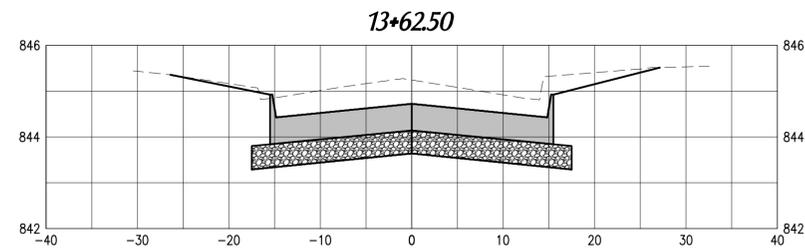
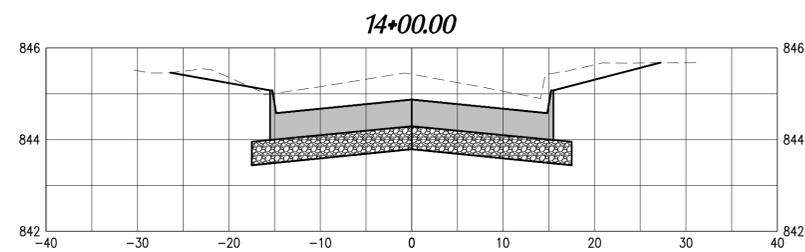
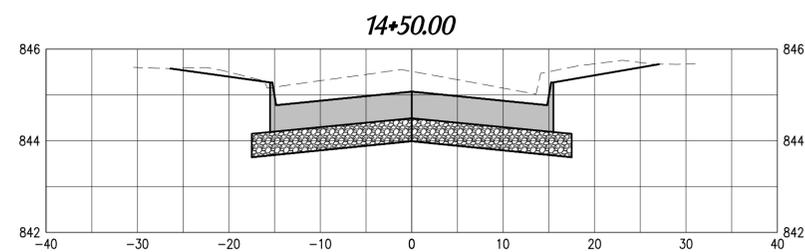
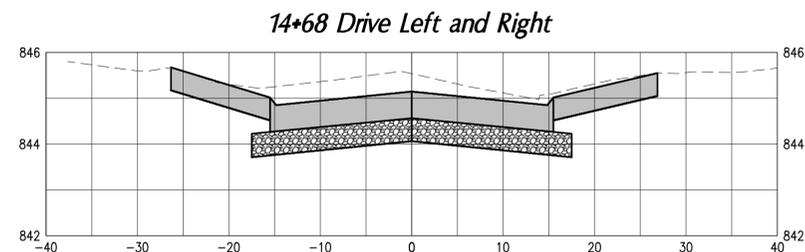
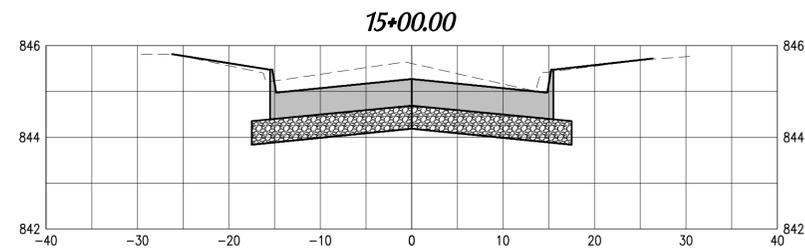
SCALE:
 1" = 10' HOR. 1" = 2' VERT.
 FIELD BOOK:
 70-NN-4
 DRAWN BY:
 KJR
 APPROVED:
 RAN

REVISIONS:

DATE:
 MAY 01, 2014

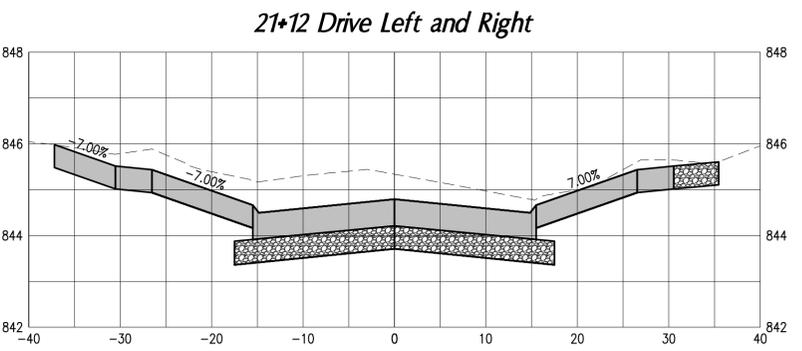
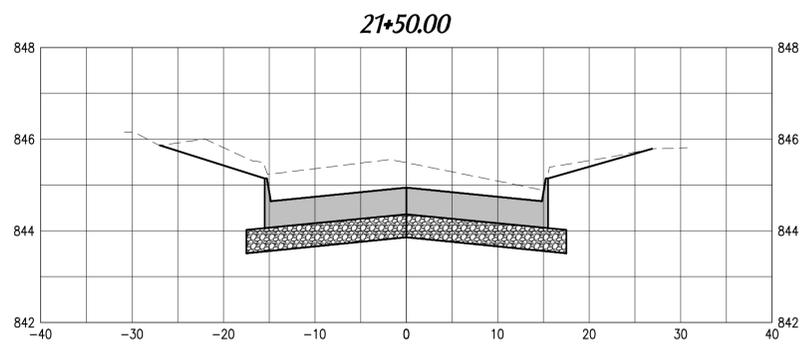
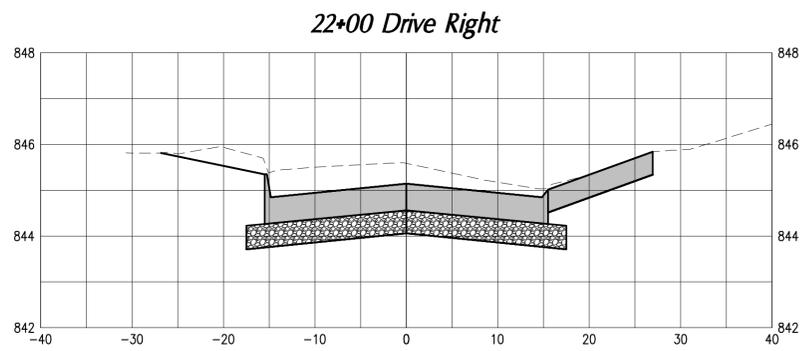
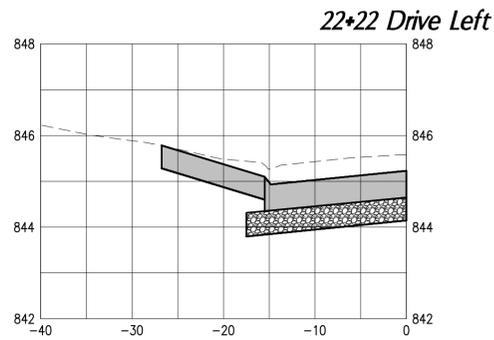
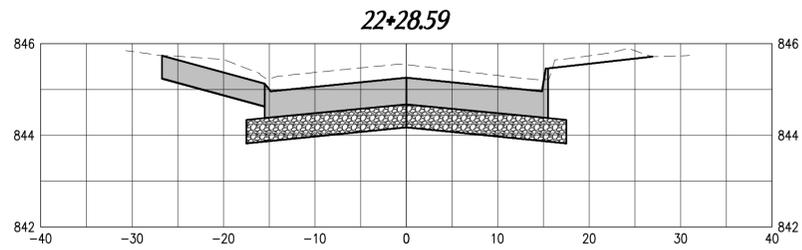
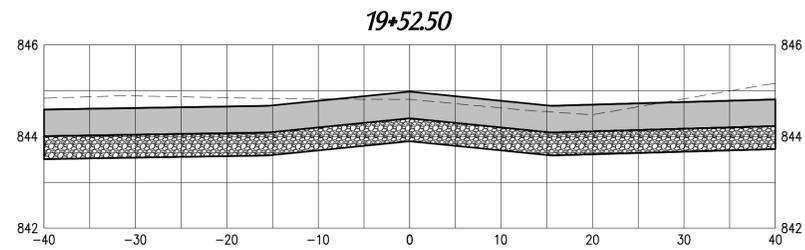
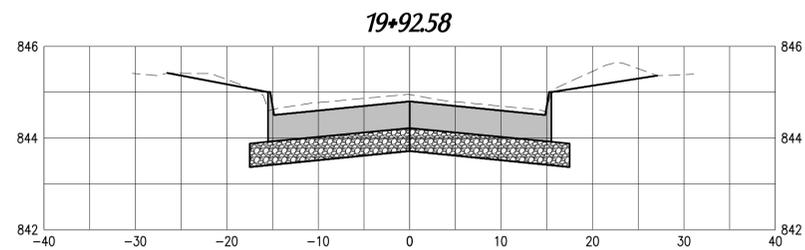
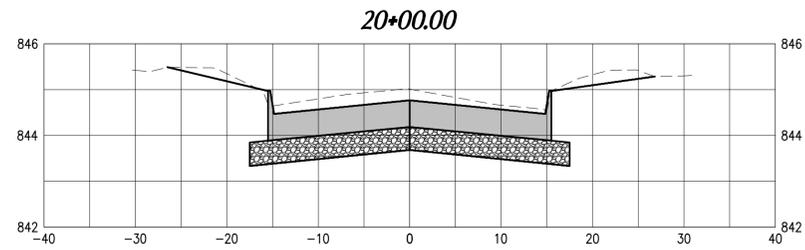
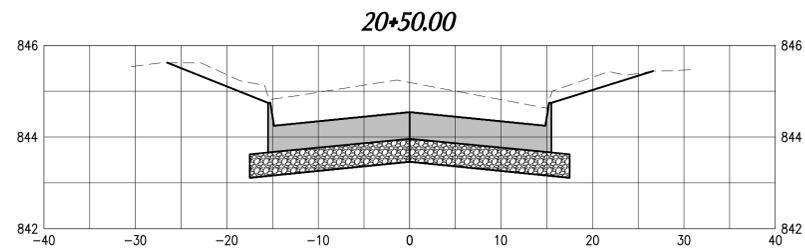
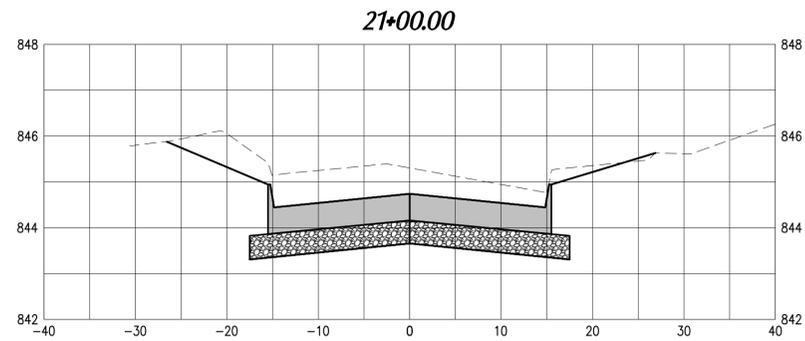
PROJECT NO.:
 5013368

SHEET NO.:
W.02



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**3RD AVENUE EAST
 RECONSTRUCTION PROJECT
 OSKALOOSA, IOWA**

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SHEET TITLE
**CROSS SECTIONS
 3RD AVENUE EAST**

SCALE:
 1" = 10' HOR. 1" = 2' VERT.

FIELD BOOK:
 70-NN-4

DRAWN BY:
 KJR

APPROVED:
 RAN

REVISIONS:

DATE:
 MAY 01, 2014

PROJECT NO.:
 5013368

SHEET NO.:
W.04



City Council
Communication
Meeting Date: May 5, 2014
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.



City Council Communication

Meeting Date: May 5, 2014

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.

Attachments :

None.