



**City of Oskaloosa
City Council Meeting Regular Session
Council Chambers
City Hall, 220 S. Market Street
Oskaloosa IA, 52577
Agenda
July 7, 2014**

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

1. Invocation: Pastor Steve Cox, Bethel Baptist 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. June 16, 2014 Regular City Council Meeting Minutes*
2. June 26, 2014 City Council Special Meeting Minutes
3. July 7, 2014 Agenda

*The vote on Resolution No. 14-06-48 and the Water Board appointment should not have included City Council Member Ver Steeg since he had left the meeting.

Documents: [CITY COUNCIL MINUTES JUNE 16, 2014.DOC](#), [JUNE 26 2014 SPECIAL SESSION MINUTES.DOCX](#)

B. Receive and file minutes of Boards and Commissions

Any recommendations contained in minutes become effective only upon separate Council action.

1. May 12, 2014 Water Board Minutes
2. June 6, 2014 Water Board Special Meeting Minutes
3. June 16, 2014 Oskaloosa Band Board Minutes
4. May 27, 2014 Board of Adjustment Minutes
5. June 2, 2014 Airport Commission Minutes
6. June 24, 2014 Board of Adjustment Minutes

Documents: [MAY 12 REGULAR WB MEETING MINUTES.DOCX](#), [JUNE 6 2014 WB SPECIAL MEETING MINUTES.DOCX](#), [OSKALOOSA CITY BAND BOARD MINUTES.DOCX](#), [BOA MIN. 5-27-2014.DOCX](#), [JUNE AIRPORT MINUTES.PDF](#), [BOA MIN. 6-24-2014.DOCX](#)

C. Consider payment of claims for June 2014.

Who is submitting this item. City Clerk/Finance Department

Documents: [CITY COMM-CLAIMS.DOCX](#), [COUNCIL CLAIMS LIST 07012014.PDF](#), [MANUAL CHECK REPORT 06302014.PDF](#), [MOST CLAIMS OVER 500 DOLLARS.XLSX](#)

D. Consider approval of a renewal application for a Class B Beer Permit (includes wine coolers) with Sunday Sales from Asian Grill Buffet, Inc. dba Asian Buffet, 417 A Avenue West.

Who is submitting this item. City Clerk/Finance Department

Documents: [CITY COMM-ASIAN GRILL BUFFET.DOC](#)

E. Consider approval of an application for a five day Class C Liquor License for Sodexo Management, Inc. dba William Penn University, located at Penn Central Mall, 200 High Avenue West.

Who is submitting this item. City Clerk/Finance Department

Documents: [CITY COMM-WM. PENN.DOCX](#)

F. Consider approval of FY 2015 Retail Cigarette/Tobacco/Nicotine/Vapor Permits.

Who is submitting this item. City Clerk/Finance Department

Documents: [CITY COMM - CIGARETTE PERMITS.DOC](#), [COUNCIL PERMIT LIST 2.PDF](#)

G. Consider a resolution adopting supplement to the Oskaloosa Municipal Code of Ordinances through Ordinance No. 1356.

Who is submitting this City Clerk/Finance Department item.

Documents: [REVISED AGENDA - CODE SUPPLEMENT.DOC](#), [RESOLUTION ADOPT SUPPLEMENT \(2\).DOC](#)

- H. **Consider a resolution scheduling a public hearing for August 4, 2014 to consider levying a special assessment against private property for weed cutting by the city in accordance with section 8.20 of the city code of the City of Oskaloosa, Iowa, and directing notice to the owners of the property to be assessed.**

Who is submitting this City Clerk/Finance Department item.

Documents: [CITY COMM - SCHEDULE PH WEEDS.DOC](#), [RESOLUTION NO PH WEEDS 05152013.DOCX](#), [COPY OF EXHIBIT A MAY 2014.XLSX](#)

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

6. Announcement of Vacancies

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

- Building Code Board of Appeals - Two vacancies to fill upon appointment to serve at the pleasure of the Mayor. This is a five member board that meets as needed. (3 males currently serve with 2 vacancies)

Documents: [ITEM - BOARD AND COMMISSION VACANCIES.DOCX](#)

7. Regular Agenda

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

- A. **Presentation on the anticipated impact of the Emerald Ash Borer on the City of Oskaloosa**

Who is submitting this City Manager's Office item.

Documents: [EAB COMMUNICATION.DOCX](#), [EAB PRESENTATION.PDF](#), [ASH TREE IDENTIFICATION.PDF](#), [SIGNS AND SYMPTOMS OF EAB.PDF](#)

- B. **Consider a motion approving Change Order No. 3 for a net decrease of \$4,200.00 to assess liquidated damages for exceeding allowable working days and Change Order No. 4 for a net decrease of \$7,725.00 to make final quantity adjustments to the West Area Sanitary Sewer Improvements Project.**

Who is submitting this Public Works Director item.

Documents: [EXPLANATION CHANGE ORDERS WEST AREA SEWER.DOC](#), [CHANGEORDER.PDF](#)

- C. **Consider a motion approving Pay Request No. 7 in the amount**

of \$1,149.44, approving the retainage in the amount of \$24,966.30, and accepting the completion of the West Area Sanitary Sewer Improvements Project by DeLong Construction Inc.

Who is submitting this item. Public Works Director

Documents: [WEST END SANITARY EXPLANATION.DOC](#), [FINAL ACCEPTANCE RESOLUTION.DOCX](#), [FINAL PAY APP.PDF](#), [FINAL ACCEPTANCE LETTER.PDF](#), [CERTIFICATE OF FINAL COMPLETION.DOCX](#)

- D. Consider a motion approving Change Order No. 1 for a net decrease of \$38,539.27 to the contract amount for final quantity adjustments to the C Avenue East & North 3rd Street Pavement Rehabilitation.**

Who is submitting this item. Public Works Director

Documents: [EXPLANATION CHANGE ORDER C AVE EAST.DOC](#), [CHANGE ORDER NO 1.DOCX](#), [ATTACHMENT TO CHANGE ORDER NO 1.XLSX](#)

- E. Consider a motion approving Pay Request No. 4 in the amount of \$7,757.75, approving the retainage in the amount of \$36,341.29, and accepting the completion of the C Avenue East & North 3rd Street Pavement Rehabilitation Project by Norris Asphalt Paving Co.**

Who is submitting this item. Public Works Director

Documents: [C AVENUE EXPLANATION FINAL.DOC](#), [FINAL ACCEPTANCE RESOLUTION.DOCX](#), [FINAL PAY APP C AVE.PDF](#), [PAY ESTIMATE 4.XLSX](#), [COMPLETION LETTER.DOC](#), [CERTIFICATE OF FINAL COMPLETION.DOCX](#)

- F. Consider a motion approving Pay Request No. 2 in the amount of \$18,557.30 for work completed on the First Avenue East Sidewalk Project by Steven's Concrete Ltd.**

Who is submitting this item. Public Works Director

Documents: [1ST AVENUE EXPLANATION.DOC](#), [PAY APP.PDF](#), [LETTER.PDF](#)

- G. Consider a motion approving Pay Request No. 5 (final retainage) in the amount of \$7,903.27 to Norris Asphalt Paving Co. for the South 7th Street Pavement Rehabilitation Project.**

Who is submitting this item. Public Works Director

Documents: [EXPLANATION PAY REQUEST WEST AREA SEWER.DOC](#), [PAY APP NO 5 FINAL.DOCX](#)

- H. Consider a resolution to authorize the execution of an agreement for Building Inspection services.**

Who is submitting this item. Public Works Director

Documents: [EXPLANATION BUILDING INSPECTION CONTRACT.DOC](#), [RESOLUTION BUILDING INSPECTION SERVICES.DOC](#), [OSKALOOSA SBCT SERVICE AGREEMENT 2014 6 9.PDF](#)

I. Consider an ordinance amending Chapter 15.04 Building Code of the Oskaloosa Municipal Code and a request to waive the 2nd and 3rd readings of the ordinance.

Who is submitting this item. Public Works Director

Documents: [20140707 - ORDINANCE 15.04.470 INSPECTION NOTICE.DOCX](#), [ORDINANCE - 1504.DOCX](#)

8. Report on Items from City Staff.

- a) City Manager. i. Report on YMCA and Edmundson Pool use.
- 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](#)

9. 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](#)

10. Adjournment

THE REQUIREMENT THAT AN ORDINANCE BE READ THREE (3) TIMES BEFORE PASSAGE MAY BE WAIVED BY COUNCIL UPON AN AFFIRMATIVE VOTE OF SIX (6) OF THE SEVEN (7) COUNCIL MEMBERS. THE PUBLIC IS ADVISED TO TAKE NOTE OF THIS PROCESS AND BE PREPARED TO SPEAK EITHER FOR OR AGAINST ANY ORDINANCE AT THE TIME OF FIRST READING.

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: July 7, 2014

Requested By: Mayor & City Council

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

1. Invocation: Pastor Steve Cox, Bethel Baptist 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: July 7, 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 payment of claims for June 2014.**
- Item D. Consider approval of a renewal application for a Class B Beer Permit (includes wine coolers) with Sunday Sales from Asian Grill Buffet, Inc. dba Asian Buffet, 417 A Avenue West.**
 - No complaints received.
- Item E. Consider approval of an application for a five day Class C Liquor License for Sodexo Management, Inc. dba William Penn University, located at Penn Central Mall, 200 High Avenue West.**
 - No complaints received.
- Item F. Consider approval of FY 2015 Retail Cigarette/ Tobacco/ Nicotine/ Vapor Permits.**
- Item G. Consider a resolution adopting supplement to the Oskaloosa Municipal Code of Ordinances through Ordinance No. 1356.**
- Item H. Consider a resolution scheduling a public hearing for August 4, 2014 to consider levying a special assessment against private property for weed cutting by the city in accordance with section 8.20 of the city code of the City of Oskaloosa, Iowa, and directing notice to the owners of the property to be assessed.**



City Council
Communication

Meeting Date: July 7, 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. June 16, 2014 City Council Regular Meeting Minutes
 - 2. June 26, 2014 City Council Special Meeting Minutes
 - 3. July 7, 2014 Agenda

- B. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - 1. May 12, 2014 Water Board Minutes
 - 2. June 6, 2014 Water Board Special Meeting Minutes
 - 3. June 16, 2014 Oskaloosa Band Board Minutes
 - 4. May 27, 2014 Board of Adjustment Minutes
 - 5. June 2, 2014 Airport Commission Minutes
 - 6. June 24, 2014 Board of Adjustment Minutes

Budget Consideration:

Not applicable.

Attachments :

June 16, 2014 City Council Regular Meeting Minutes
June 26, 2014 City Council Special Meeting Minutes
May 12, 2014 Water Board Minutes
June 6, 2014 Water Board Special Meeting Minutes
June 16, 2014 Oskaloosa Band Board Minutes
May 27, 2014 Board of Adjustment Minutes
June 2, 2014 Airport Commission Minutes

June 24, 2014 Board of Adjustment Minutes

OSKALOOSA CITY COUNCIL
REGULAR MEETING
June 16, 2014

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

Cathy Fay, 212 North 8th Street, and Debbie Guild, 304 North 3rd Street, commented regarding Blue Zones.

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

1. June 2, 2014 City Council Regular Meeting Minutes
2. June 16, 2014 Agenda
3. Receive and file the following reports and communications from advisory and operating boards and commission:
 - a. May 19, 2014 Library Board of Trustees Minutes
 - b. June 9, 2014 Planning and Zoning Commission Minutes
4. Claims for May 2014.
 - a. Agriland FS Chemicals \$3,221.48
 - b. Quill Corp Furniture \$6,630.82
5. Renewal application for a Class C Beer Permit with Native Wine and Sunday Sales from Casey's Marketing Company dba Casey's General Store #2350, 1902 South Market Street.
6. FY 2015 Retail Cigarette/Tobacco/Nicotine/Vapor Permits.
7. Receive and file financial reports for May 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.

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

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

NAYS: None

Whereupon the Mayor declared said ordinance duly adopted. The ordinance was assigned No. 1358.

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

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

NAYS: None

Whereupon the Mayor declared said ordinance duly adopted. The ordinance was assigned No. 1359.

Ver Steeg introduced “AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING PROVISIONS PERTAINING TO PARKING REGULATIONS” in Section 10.48.255 – “School loading and unloading zones” and moved its approval on the third reading. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said ordinance duly adopted. The ordinance was assigned No. 1360.

The Mayor announced this was the time and place for the public hearing on entering into a lease agreement for a postage meter system and that citizens would now have an opportunity to comment. There were no oral or written comments received. The Mayor declared said hearing closed.

Walling introduced Resolution No. 14-06-44 entitled “RESOLUTION AUTHORIZING EXECUTION OF A LEASE AGREEMENT FOR A POSTAGE METER SYSTEM” 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.

The Mayor announced this was the time and place for the public hearing on approval of the plans, specifications, form of contract and estimated cost for the 3rd Avenue East Reconstruction Project and that citizens would now have an opportunity to comment. There were no oral or written comments received. The Mayor declared said hearing closed.

Caligiuri introduced Resolution No. 14-06-45 entitled “RESOLUTION TO APPROVE FINAL PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATED COST FOR THE 3RD AVENUE EAST RECONSTRUCTION PROJECT” and moved its approval. Yates seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

It was moved by Jimenez, seconded by Walling to reject the bid from Cornerstone Excavating Inc. in an amount not to exceed \$1,742,476.25 for the 3rd Avenue East Reconstruction 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.

Margaret Ratcliff, Butler-Brown Insurance, addressed City Council regarding Fiscal Year 2015 Property, Liability, Automobile, Equipment and Workers Compensation insurance.

Jimenez introduced Resolution No. 14-06-46 entitled "RESOLUTION ADOPTING THE PROPOSAL FOR FISCALYEAR 2015 PROPERTY, LIABILITY, AUTOMOBILE, EQUIPMENT AND WORKERS COMPENSATION INSURANCE FOR A COST OF \$208,674" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

Whereupon the Mayor declared said resolution duly adopted.

Tom Gillespie, 1103 Woodland Road, spoke regarding removal of the sidewalk in front of his property.

It was moved by Yates, seconded by Walling to waive the sidewalk maintenance and use regulations as outlined in Chapter 12.12 of the Oskaloosa Municipal Code for parcel numbers 1130126013 and 1130126014 generally located west of 1103 Woodland Road. 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.

Trisha Ireland, 615 C Avenue East, addressed City Council regarding a request for reduction of sanitary sewer charges for her property.

It was moved by Van Zetten, seconded by Yates to waive the excessive sanitary sewer charges in the amount of \$2,791.47 for the property located at 615 C Avenue East. 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 STATING SUPPORT FOR ACTIONS ALIGNED WITH ACHIEVING BLUE ZONES CERTIFICATION" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Moore, Walling and Yates

NAYS: Jimenez, Van Zetten and Ver Steeg
Whereupon the Mayor declared said resolution duly adopted.

Jim Blomgren and Dave Fitch spoke regarding a request from the Mahaska County YMCA to enter into a 28E Agreement to establish an annual financial partnership with the City of Oskaloosa in the amount of \$193,035.

Yates introduced "AN ORDINANCE VACATING THE NORTH-SOUTH PUBLIC ALLEY ADJACENT TO 505 4TH AVENUE EAST AND THE SALE OF SAID PUBLIC ALLEY RIGHT-OF-WAY" and moved its approval on the second reading. Walling seconded the motion. 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 ordinance defeated on the second reading.

Dylan Mulfinger, Management Analyst, addressed City Council regarding the Oskaloosa Rides Transit System.

Council Member Aaron Ver Steeg left the meeting.

Mark Neff, Fire Chief, addressed City Council regarding the Public Protection Class (PPC) survey of the Oskaloosa Fire Department.

Walling introduced Resolution No. 14-06-48 entitled "RESOLUTION TO ACCEPT AND FILE THE 2014 OSKALOOSA, BEACON AND UNIVERSITY PARK INSURANCE SERVICES OFFICES PUBLIC PROTECTION CLASS (PPC) SURVEY" and moved its approval. Yates seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

It was moved by Caligiuri, seconded by Moore to approve the site plan for the property at 312 A Avenue West for a new Hardee's Restaurant with the following stipulations:

1. All sidewalk ramps will need to conform to ADA standards. The sidewalk ramp at the northwest corner of the site may need extra curb in order to meet ADA standards. The existing sidewalk ramp from the Urban Skate Park will need to be realigned with the proposed sidewalk ramp at the southeast corner.
2. Indicate sidewalk along the west side of the site to connect the proposed sidewalk on A Avenue and High Avenue.
3. Provide a lighting plan.
4. Provide signage details. Any signs must meet the sign regulations from Chapter 17.30 of the Oskaloosa Municipal Code.

In addition, the Iowa DOT has the following stipulations for the site plan:

1. The storm sewer intake to the east of the west A Avenue entrance must be a minimum of 10 feet from the curb radius. Therefore, the intake must either be located further to the east, or the entrance must shift to the west or be narrowed.
2. The sidewalk ramps at the west A Avenue entrance must be aligned.
3. A stop sign, stop bar, and any other required pedestrian crossing symbols or warnings will be necessary at the east A Avenue entrance.
4. The Hardee's parking lot storm sewer intakes must show how they connect to the existing sewer system, and drainage calculations must be shown.

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 Van Zetten, seconded by Jimenez to approve the Mayor's appointment of Jon Zobel to the Water Board for a six year term that ends June 30, 2020. The roll was called and the vote was:

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

NAYS: Walling

Whereupon the Mayor declared said motion approved.

It was moved by Yates, seconded by Moore that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 8:14 p.m.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

OSKALOOSA CITY COUNCIL
SPECIAL MEETING
June 26, 2014

The Oskaloosa City Council met in special session on Thursday, June 26, 2014, at 5:15 p.m. with Mayor Krutzfeldt presiding and the following members answering roll call: Caligiuri, Jimenez, Van Zetten, Ver Steeg, Walling and Yates. Absent: Moore.

It was moved by Ver Steeg, seconded by Yates to approve the June 26, 2014 agenda. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

Marty Duffy, owner of The Cellar Peanut Pub, addressed City Council regarding his request for a special event at his business.

It was moved by Yates, seconded by Jimenez to approve the request from The Cellar Peanut Pub located at 206 Rock Island Avenue for outdoor entertainment, an extension of outdoor service area, alcohol consumption outside of building premises, and a temporary noise variance from 5:00 p.m. to 11:00 p.m. with beer sales ending at 11:00 p.m. on Friday, June 27, 2014. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

It was moved by Caligiuri, seconded by Ver Steeg that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 5:35 p.m.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

OSKALOOSA WATER BOARD
REGULAR MEETING
5/12/14

Members Present:

Joe Ryan
Errin Keltner
Pete Settimi

Others Present:

Chad Coon
Sheryl Tomlinson
Crystal Breuklander
Cindy Scholtus
Alberta DenHartog
Deb Philpot
Ken Allsup
Jason Madison
Eduardo Zamarripa

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

Minutes of the 4/16/14 regular meeting were read. A motion was made by Pete Settimi to approve the minutes. The motion was 2nd by Joe Ryan. The motion carried with Settimi and Ryan voting yes, and Keltner abstaining.

The attached vouchers totaling \$270,935.90 were presented for approval. A motion was made by Pete Settimi to approve the vouchers for payment. The motion was 2nd by Joe Ryan. The motion carried with Settimi and Ryan voting yes, and Keltner abstaining. The Balance Statements were also reviewed. Motion by Pete Settimi and second by Joe Ryan to approve balance statements. The motion carried with Settimi and Ryan voting yes, and Keltner abstaining.

1. The first agenda item was Customer Forum. There were two items presented. Alberta Den Hartog had a bill for 2112 210th Street in the amount of \$2676.71 for a leak outside of city limits. She asked the Board if they would consider cutting the rate for this water back to the City rate as had been done in the past for leaks outside of city limits. The Board advised staff to cut the rate back to city rates and adjust the bill accordingly. The next item was a request from the owner of Lamson Mobile Home Court. He also had had a leak on the line and was requesting some assistance from the Board of Trustees. Pete stated that the Board precedent was that in-town customers have historically not gotten bill adjustments. The other Board members

concurring and staff was directed to set up payment arrangements with the customer.

2. The next agenda item was Discussion and Consideration of Possible Contract for Mowing Water Treatment Plant Grounds. Chad presented the contract that had been written for the mowing. It was a three year contract at the same price as had been paid to the previous contractor. He also presented the option of going with the contractor that the City currently uses. However, he also advised that the City's contractor was unsure of his ability to mow the entire grounds due to the slope of some of the hills. The third option that Chad presented was to continue to pay OMD's original contractor and let them subcontract the mowing out when they were unable to complete the work. Joe asked what could be done to put the steeply sloped ground into another type of landscape material so that it would no longer need to be mowed. There was a lengthy discussion that ensued regarding the pros and cons of this approach. Then Chad was advised to contact the DNR and see if they could offer help with some sort of direction, as well as involving two local contractors in the same discussion. Motion to table the contract was made by Joe Ryan and seconded by Pete Settimi. The motion carried with Settimi and Ryan voting yes, and Keltner abstaining.
3. Next on the agenda was Discussion and Consideration of Awarding of Bids to Sell Modular Home Located Behind Office. Chad presented the lone bid that was received from Century Homes in the amount of \$16,225. Chad advised that this was well below the minimum price set by resolution in November of 2012. He further advised that he had contacted two local contractors to assess the damage the home received during the recent storm event. He requested that the Board wait to award the bid until after more information was available. Motion to reject all bids and consider rebidding after insurance repairs was made by Pete Settimi, seconded by Joe Ryan. The motion carried with Settimi and Ryan voting yes, and Keltner abstaining.
4. Agenda Item #7 was Discussion and Consideration of Bill Adjustment for 2008 South 11th Street. Pete stated that Board precedent was to deny any adjustment on water bills inside city limits. Motion to deny bill adjustment and allow a payment plan was made by Pete Settimi and seconded by Joe Ryan. The motion carried with Settimi and Ryan voting yes, and Keltner abstaining.
5. The next agenda item was Discussion and Consideration of Bill Adjustment for 302 North C Street. Pete stated that Board precedent was to deny any adjustment on water bills inside city limits. Motion to deny bill adjustment and allow a payment plan was made by Pete Settimi and seconded by Joe Ryan. The motion carried with Settimi and Ryan voting yes, and Keltner abstaining.

6. Agenda item #9 was Discussion and Consideration of City of Beacon's Water Rate (Mahaska Rural Water). This was an item that was originally discussed last month during the General Manager's Update. Chad discussed the fact that OMD has no maintenance and upkeep costs once the water goes through the meter, that the responsibility for that is all borne by Mahaska Rural Water, and therefore he felt that the request as presented by Mahaska Rural Water was a fair and equitable request. Chad discussed the revenue side of the issue as well. Motion by Pete Settimi and seconded by Joe Ryan to continue to sell Mahaska Rural Water water for the City of Beacon at the 2013 Beacon water rate. The motion carried with Settimi and Ryan voting yes, and Keltner abstaining.
7. General Manager's Update was next on the agenda. Joe had several items that were brought in to this topic for discussion. The first item that he talked about was OMD's website and how he would like an opinion from an IT professional in regards to looking at putting OMD's website on the City's website and the risks and rewards associated with such a move. He suggested that Chad talk to the company who does the City's page about this and the security side of this issue. Joe also asked about the on-line bill payment option and the cost for service. Chad stated that he would find more information and present it to the Board again. Joe then talked about the 5 year Capital Improvement Plan and funding options. He talked about grants and alternative funding sources and stated that he would like to see the city manager attend the next Board meeting to discuss these different options with the whole Board as Joe himself had recently sat down with the city manager to discuss this topic. The different sources that were mentioned were CDBG and FEMA as starters. It was also mentioned to look at tying this to OMD's reserve funding issue. Chad updated the Board on the private line out by H&S Feeds. He talked about the driveway work being done by Advanced Concrete Specialists for the office and shop. He updated the Board on the status of the question last month about sharing property and casualty insurance with the City for any possible savings. He updated the Board on the status of the rate study that was being done by Iowa Rural Water. Chad asked Joe if he had had a chance yet to look at other Water Utility Audits for comparisons to OMD's. He also updated the Board on the agreement with HomeServe for a service line warranty program, the IDOT's Highway 63 status and the IDNR Air Quality Bureau's facility issue.
8. Miscellaneous was the next agenda item. Chad updated the Board on the number of leaks in the last month, 2, and the pump issue at the carwash from a January leak, the insurance company is going to deny the claim.
9. Motion by Pete Settimi to go into closed session. Joe Ryan seconded the motion. Ayes all, motion passed. Closed session entered into at 6:12 PM. Motion by Pete

Settimi and seconded by Joe Ryan to exit closed session. Ayes all, motion passed.
Entered back into open session at 6:42 PM.

10. There was no action taken by the Board as a result of the closed session.

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

ATTEST

Meeting Adjourned 6:43 PM

Pete Settimi – Chairman

Errin Keltner – Secretary

OSKALOOSA WATER BOARD
SPECIAL MEETING
5/27/14

Members Present:

Joe Ryan (via phone)
Errin Keltner (via phone)
Pete Settimi

Others Present:

Chad Coon
Ken Allsup
Colleen MacRae (via phone)
Rick Malm (via phone)

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

The first agenda item was Discussion and Consideration of Possible Employment Eontract for General Manager. There was discussion between the Board members about the terms of the contract. Joe asked about a “separation for cause” section in the agreement. To be able to terminate the general manager if he wasn’t doing his job duties satisfactorily. Rick Malm discussed being able to add this language, and added that he would suggest that the Board appoint a member to negotiate contract terms with the general manager for the employment contract. There was a motion by Joe Ryan to appoint Pete Settimi to negotiate on terms with Chad Coon for the agreement on the employment contract. Motion was seconded by Pete Settimi. Call for the vote; Settimi and Ryan yes, Keltner did not vote.

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

ATTEST

Meeting Adjourned 8:12 AM

Pete Settimi – Chairman

Errin Keltner – Secretary

OSKALOOSA WATER BOARD
SPECIAL MEETING
6/6/14

Members Present:

Joe Ryan (via phone)
Errin Keltner
Pete Settimi

Others Present:

Chad Coon
Ken Allsup
Colleen MacRae (via phone)
Rick Malm (via phone)
Charlie Comfort
Jason Van Zetten
Eduardo Zammaripa

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

The first agenda item was Discussion and Consideration of Possible Employment Contract for General Manager. Pete discussed the contract negotiations that had occurred the over last week. He commented that the city manager's contract was used as the basis for Chad's contract and that both OWD's and Chad's legal counsel has worked through the details to reach an agreement. Colleen MacRae went through the differences between the 1st draft and execution copy. She highlighted the specific language that was added to protect the Board with regard to performance metrics for the general manager. She also talked about the language that was added that would allow the general manager to terminate the agreement. Joe commented that he felt these changes satisfied his need for Board protection in the contract. There was a motion by Pete Settimi to approve the employment contract between OMWD and Chad Coon effective June 6, 2014. Motion seconded by Joe Ryan. Ayes all, motion passed

The second agenda item was to Confirm Authorization to Proceed with Legal Action in the Matter of Removal of Board Member Errin Keltner. Joe asked for clarification on this agenda item and Colleen MacRae provided the answers. There was a motion by Pete Settimi to confirm authorization to proceed with legal action in the matter of removal of Board member Errin Keltner and 100% support of Errin by the Board of Trustees. Motion was seconded by Errin Keltner. Vote was called and Settimi and Keltner aye, Ryan nay. Motion carried.

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

ATTEST

Meeting Adjourned 5:14 PM

Pete Settini – Chairman

Errin Keltner – Secretary

The Oskaloosa Water Department Board of Trustees met in special session Friday June 6, 2014, at 5:00 PM with board members Settimi, Ryan (via phone), and Keltner present.

The agenda was approved as presented.

The first agenda item was Discussion and Consideration of Possible Employment Contract for General Manager. Motion by Settimi to approve the employment agreement between OMWD and Chad Coon effective June 6, 2014. Motion second by Ryan. Ayes all, motion passed.

The next agenda item was Confirmation of Authorization to Proceed with Legal Action in the Matter of Removal of Board Member Errin Keltner. Motion by Settimi to confirm authorization to proceed with legal action in the matter of removal of Board member Errin Keltner and 100% support of Errin by the Board of Trustees. Seconded by Keltner. Vote was called, Settimi and Keltner aye, Ryan nay. Motion carried.

Motion was made for adjournment by Settimi. Ryan seconded the motion. Ayes all, meeting adjourned. 5:14 PM.

Errin Keltner, Secretary

OSKALOOSA CITY BAND BOARD

Monday, June 16, 2014
City Band Room
8:45 p.m.

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

Voted to pay Andy Peiffer \$50 to write parts for "Good Night." **This is to be paid on payroll.**

After discussion, the issue of purchasing a bell kit was tabled.

The meeting was adjourned.

Respectfully submitted,
Prudy Olson
City Band Secretary

CITY OF OSKALOOSA
MINUTES OF THE BOARD OF ADJUSTMENTS MEETING
May 27, 2014

The meeting of the Board of Adjustments for the City of Oskaloosa was called to order at 5:05 pm on Tuesday, May 27, 2014 by Chairperson Perry Murry at the City Hall Council Chambers 220 S. Market St. Oskaloosa, Iowa.

BOARD MEMBERS PRESENT: Perry Murry, Lloyd Phillips, Wyatt Russell, Russell Sparks

BOARD MEMBERS ABSENT: Jim Hansen

CITY STAFF PRESENT: City Engineer: Akhilesh Pal, Building Official: Dave Weide.

PUBLIC PRESENT: Applicants: Mrs. Wolfswinkle, Brian Booy

Minutes from the April 22, 2014 Board of Adjustment meeting.

Russell Sparks moved and Lloyd Phillips seconded to approved the minutes of the April 22, 2014 Board of Adjustment meeting as presented.

Vote: YES: Murry, Phillips, Russell, Sparks.
NO: None
ABSTAIN: None
ABSENT: Hansen

Item 5-A: Reconsider a variance to construct a 40' X 56' pole building with a 3' street side yard setback on the south side of the property located at 1004 South 1st Street.

Staff informed the Board the owners are asking that the item be tabled until the next meeting as their attorney has a scheduling conflict and is not able to attend. Staff went on to explain that the item is being brought back to the Board for reconsideration as the owner believes a 3' street yard setback variance is all that is needed for the building to comply with the Zoning Ordinance.

Item tabled until the June 23, 2014 meeting

Item 5-B: Consider a variance to build a duplex on a 7980 sq. ft. lot with a front yard setback of 15' and a rear yard setback of 6'8" from the west side of the property located at 1103 B. Ave West, in an Urban Family Residential District (R-2).

The Board reviewed the application for the new duplex structure. Brian Booy, representing the owners, explained that the lot is too small to meet the setback requirements so a variance is required. Board Member Russell stated he visited the site and discussed the proposed duplex with the neighbors who stated they were in favor of the project. The Board discussed the possibility of amending the ordinance regarding minimum lot sizes.

Motion: Russell moved to approve the variance as presented. Phillips seconded.

Vote: YES: Murry, Phillips, Russell, Sparks.
NO: None
ABSTAIN: None
ABSENT: Hansen

Item 5-C: Consider a conditional use permit to construct a coin operated laundry facility located at 811 A Ave. West, in an Urban Corridor (UC District with an A Ave.Commercial Overlay (AV) District.

The Board reviewed the application for the Conditional Use permit. Staff explained the Conditional Use Permit will allow for a coin operated laundry with apartments above to be built at 811 A Ave. West. The developer will have to comply with all the requirements for setbacks, parking, height, etc.

Motion: Russell moved to approve the Conditional Use Permit as presented. Phillips seconded.

Vote: YES: Murry, Phillips, Russell, Sparks.
NO: None
ABSTAIN: None
ABSENT: Hansen

With no further business, Sparks moved and Russell seconded to adjourn.

Vote: YES: Murry, Phillips, Russell, Sparks.
NO: None
ABSTAIN: None
ABSENT: Hansen

Chairperson Murry adjourned the meeting at 5:37 PM.

Minutes by Dave Weide

MINUTES
OSKALOOSA AIRPORT COMMISSION
June 2, 2014

Meeting of the Oskaloosa Airport Commission was called to order at 3:43 p.m. on Monday, June 2, 2014.

1. ROLL CALL: Roll was taken with the following present: Steve Brown, Kraig Van Hulzen, James Johnson, and Jerry Strunk [Midwest Aviation].
2. APPROVAL OF THE MINUTES: Moved by Kraig Van Hulzen and seconded by James Johnson to approve the minutes of the May 6, 2014 meeting. Motion carried.
3. FINANCIAL REPORT: Moved by Kraig Van Hulzen and seconded by James Johnson to approve the financial report. Motion carried.
4. REVIEW AND APPROVE BILLS: Moved by Kraig Van Hulzen and seconded by James Johnson to pay bills totaling \$10,435.54. Motion carried.
5. MANAGER'S REPORT: See attached.
6. OLD BUSINESS:
 - a) Fixed Base Operator annual review: Commission members made an inspection of the airport premises. Old fuel drums need to be disposed of and the dump area needs to be cleaned. Safety stripes on the ramp and north taxiway need to be repainted, and rotting posts in the Pepsi hangar need to be secured. In a conversation following the inspection Jerry Strunk was commended for the overall condition of the airport. The future of the airport was also discussed.
 - b) Door on maintenance hangar: The project is complete. In addition, Schweiss employees adjusted the corporate hangar door and replaced cables on the Pepsi hangar door.
 - c) Improving security in the office: This project is complete. A window was added over the counter for an additional \$150.00. This additional cost was approved when the final invoice was submitted.
 - d) Entrance signs: The posts have been painted, but the new sign has not been installed.
 - e) Security lights: The project has not been started yet. No proposal has been received for interior lights.
 - f) Security fence repair: A proposal from AKG Construction Service was received for \$4,750.00 for a 208 foot three rail fence. Also included was a \$400 bid to paint the porch poles. The matter was tabled.
 - g) Ford pickup repairs: Have not obtained an estimate for replacement of the transmission. Also, the right front tire is worn and needs replacement.
 - h) Ice maker: The matter was tabled.

- i) Sweep ramp, taxiway and runway: Jerry Strunk is still looking for someone who can do the work.
- j) Ramp and taxiway repair: Jerry Strunk will look for contractors to bid.
- k) Co-Rayvac heating system: Jerry Strunk is still looking for a heating contractor who has expertise on this kind of heating system.

7. NEW BUSINESS:

- a) Insurance renewal: Received proposals for the renewal of the property and liability policies from Midwest One Insurance Service [formerly Butler-Brown Insurance]. The property policy from the Cincinnati Insurance Company is up for three year renewal on June 15, 2014. The annual premium will be \$8,331.00. This is up from \$7,428.00 charged for the last three years. In addition, the deductible on the buildings is being increased from \$1,000.00 to \$2,500.00 per occurrence. This is due to two large wind claims totaling more than \$56,000.00 that have occurred over the last three years. Building values were also increased to allow for inflation. Kraig Van Hulzen moved to purchase the property insurance renewal for \$8,331.00. James Johnson seconded. Motion carried. The airport liability policy from Old Republic Insurance is up for renewal on July 11, 2014. The renewal premium will be \$4,696.00. This is unchanged from last year. The proposal included a \$470.00 option for foreign acts of terrorism. This coverage has not been purchased in the past. Kraig Van Hulzen moved to purchase the liability insurance without the optional terrorism coverage for \$4,696.00. James Johnson seconded. Motion carried.
- b) LP gas reimbursement: The LP tanks have been topped off, and Steve Brown will determine the amount Midwest Aviation Service owes to the City of Oskaloosa.
- c) July meeting date: The date of Tuesday, July 1st at 4:30 p.m. was agreeable to everyone.

8. ADJOURN: It was moved by Kraig Van Hulzen to adjourn at 5:27 p.m. Motion was seconded by James Johnson. Motion carried.

MWA@OOA

May 2014

Oskaloosa, IA. Municipal Airport Monthly Report

Fuel sales: 100LL (\$6.37) 1411 gal., JetA (\$5.89) 60 gal.

Total fuel sales for May 2014= 1471 gal X .05= \$74.00.

Plus Tel: \$15.28.

Total owed OOA= \$89.28.

- **Rear shop Schwiess by-fold door installation is complete.**
- **Shop still busy.**
- **Flight ops have picked up some.**
- **Mowing has started (sure sign of summer).**
- **Spring cleaning has started at OOA (Corporate hangar, MWA hangar, Shops, Lobby and House.)**

UP, UP AND AWAY @ OOA

CITY OF OSKALOOSA
MINUTES OF THE BOARD OF ADJUSTMENTS MEETING
June 24, 2014

The meeting of the Board of Adjustments for the City of Oskaloosa was called to order at 5:00 pm on Tuesday, June 24, 2014 by Chairperson Perry Murry at the City Hall Council Chambers 220 S. Market St. Oskaloosa, Iowa.

BOARD MEMBERS PRESENT: Perry Murry, Lloyd Phillips, Wyatt Russell, Russell Sparks

BOARD MEMBERS ABSENT: Jim Hansen

CITY STAFF PRESENT: City Engineer: Akhilesh Pal, City Attorney Representative: Randall Stravers.

PUBLIC PRESENT: Applicants: Mrs. Lori Poush, Attorney Robert Stuyvesant, Tony Johnson, Rodney Hicks, and Diane Hicks.

Minutes from the May 27, 2014 Board of Adjustment meeting.

Russell Sparks moved and Lloyd Phillips seconded to approved the minutes of the May 27, 2014 Board of Adjustment meeting as presented.

Vote: YES: Murry, Phillips, Russell, Sparks.
NO: None
ABSTAIN: None
ABSENT: Hansen

Item 5-A: Consider a variance request to allow a 40'X56' accessory building with a 17' street yard setback, 3' less than minimum 20' requirement, on the south side of the property at 1004 South 1st St.

The board reviewed the application. The applicant and her representatives indicated that denying the permit as a hardship. Board Member Russell said he was concerned that the applicant provided two different setback. Russell said he prefers a survey plat of the property to provide clarity on the setbacks. Poush, Stuyvesant and Johnson were indicating that denying the permit is a hardship because city representatives inspected and approved the footings.

Murry said that the board will try to accommodate a special meeting and the applicant does not need to resubmit the applications. Pal said he will have to verify the code to make sure the meeting meets the regulations for legal advertisements and notices.

It was moved by Russell and seconded by Phillips to table this item until the applicant provides a survey plat by a license surveyor.

Vote: YES: Russell and Phillips.
NO: Sparks
ABSTAIN: Murry

ABSENT: Hansen

Murry abstained from the vote because he wanted to draft a different motion.

Item 5-B: Consider a variance request to allow a 32' X 36' accessory building with a 18' height, 6' more than maximum 12' height requirement, located at 520 South M Street.

The Board reviewed the application for the proposed accessory structure. Mr. Hicks said that the proposed accessory building will allow him the storage room required for his needs.

It was moved by Phillips and seconded by Russell to approve the variance request.

Vote: YES: Murry, Phillips, Russell, Sparks.
NO: None
ABSTAIN: None
ABSENT: Hansen

With no further business, Chairperson Murry adjourned the meeting at 5:37 PM.

Minutes by Akhilesh Pal



City Council
Communication
Meeting Date: July 7, 2014
Requested By: City Clerk/Finance

Item Title: CONSENT AGENDA

Consider payment of claims for June 2014.

Explanation :

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

Staff recommends approval.

Budget Consideration:

Totals will appear on the claims lists.

Attachments :

Claims lists



COUNCIL CLAIMS LIST

Access Systems	Computer services - Fire Dept	47.50
	Computer - Pool	522.88
	Correction Inv 236889	-47.50
	Computer services - Engineer Dept	47.50
	Computer services - Building Official	380.00
Acco	Chemicals for pool	900.46
	Hayward covers	157.25
	Waterway grates	137.11
	Tile for pool	127.51
	Pool chemicals	13.70
	Ladder	243.52
	Pool supplies	146.40
	Filter media for pool	1,377.00
Advanced Analytical Solutions	Testing supplies	59.00
Agriland FS Inc.	Sodium bicarbonate	132.50
	Sodium bicarbonate	138.25
	Sodium bicarbonate	66.25
Aramark Uniform Services	Rubber mats	72.59
	Rubber mats	72.59
Arnold Motor Supply	Supplies	48.86
	Supplies	14.33
	Filters	14.51
	Filters	21.94
	Filters	52.12
	Filters	21.94
	Supplies	15.68
	Supplies	29.18
Baker Group	Maintenance agreement	2,233.00
Barco Products Co	Lights for vehicles	362.01
Bill & Ray's Auto Service Inc	Supplies	9.52
Binns & Stevens	Calcium chloride	142.00
Brick, Gentry, Bowers, Swatz & Levis, PC	Legal services	8,928.60
Brown's Shoe Fit Company	Boots - G Vroegh (Parks)	100.00
	Boots - Scott	100.00
Business Forms Diversified	Accounts Payable checks	475.00
Carriker Ford	2015 Ford Explorer - Police Dept	27,308.00
Certified Pest Control	Pest control	30.00
	Pest control	30.00
Clemons Inc.	Seat handle	4.82
Concrete Works LLC	Install ADA ramp on South B	1,500.00
Culligan Water Conditioning	Water services	29.95
Cunningham Inc.	Repair hot water heater	191.50
Curt's Excavating	Remove concrete on N 3rd	750.00
Danko Emergency Equipment	Rescue harness	330.00
	Rescue rope	431.98
DeBruin Electric Inc	Electrical repair - Edmundson Park	55.00
Derek Hugen	Refund pool admission	9.00

Double B Blasting	Sandblast diving board	50.00
Farner-Bocken Company	Pool concessions	1,027.60
Fastenal Company	Pool supplies	96.75
	Wheels	87.32
Four Seasons - Yard Care	Contracted mowing - City parks	3,740.00
Fred's Muffler Shop Inc	Parts for repair	273.85
Garden & Associates Inc	Professional services - 1st Ave E sidewalks	6,411.18
Gehl's Food Inc	Nacho cheese machine - Pool	100.00
Genskow Distributing Inc.	Pool concessions	37.56
	Pool concessions	42.00
	Pool concessions	24.90
Haines Auto Supply	Gloves	160.29
	Supplies	16.19
	Supplies	9.80
Heiman Inc.	Shipping charges	18.05
Heslinga, Dixon, Moore & Hite	Recording fees	185.00
	Publication expense	110.35
Highway 92 Walnut Co	Blades	32.97
Hy Vee Accounts Receivable	Pool concessions	17.28
	Pool concessions	12.80
	Pool concessions	8.28
	Lunch expense	39.86
IA Munic Workers Comp Assoc	Work comp payment #1	7,083.00
	Work comp deposit	16,527.00
Ideal Ready Mix	Dowel bar for road repair	2,190.98
	Pavers	49.75
	Ready mix - 1st Ave E	310.13
Iowa City/County Management Association	Membership dues - Mulfinger	100.00
	Annual membership	250.00
Iowa Dept of Transportation	RISE payment	16,216.00
Iowa League of Cities	Annual membership	3,848.00
Iowa Prison Industries	Signs	189.75
J.W. Pepper & Son Inc.	City band music	150.00
	City band music	80.00
James W. Bell Co. Inc	Water tank caps	258.96
John Deere Financial	Weed eater - Waste Water	401.90
	Parts for mower repair	32.84
	Parts for mower repair	46.00
	Supplies	6.54
Keep It Sharp	Trimmer sharpened	14.00
Kelderman Electronics	Supplies	5.95
Kelly Supply Company	Parts for repair	49.19
Kenton Consultants	Disc golf course consultation	120.00
Lappin Tire	Tire repair	50.00
	Tire repair	25.00
Lawson Products Inc.	Sign repairs	337.10
Mahaska Bottling	Pool concessions	28.45
	Pool concessions	59.60
	Can bags - Parks	80.00
	Pool concessions	56.60
Mahaska Co Highway Dept	Fuel	2,478.42
	Fuel	3,368.41

	Fuel	1,622.45
	Fuel	46.06
	Fuel	668.25
Mahaska Communication Group LLC	Telephone services	49.46
	Telephone services	153.54
	Telephone services	72.66
	Telephone services	64.86
	Telephone services	63.08
	Telephone services	71.73
	Telephone services	83.33
	Telephone services	1,236.60
Mahaska County E911 Service	Quarterly contribution	39,242.00
Mahaska County Solid Waste	Waste removal	11.75
	Waste removal	10.00
Mahaska Drug	Medications	29.78
Mahaska Health Partnership	Professional services	65.00
	Professional services	65.00
	Professional services	65.00
	Professional services	130.00
Malcom Lumber Window & Door Center	Supplies	72.33
	Supplies	90.61
Manhole Adjustable Riser Co	Manhole riser	308.00
Martin Marietta Materials	Pea gravel	957.55
	Pea gravel	4,748.74
Mauer Supply Inc.	Supplies	61.50
Mc Kim Tractor Service	Blade set	188.90
McGriff's Corporation	ATV sprayer with boom	379.99
MidAmerican Energy	Utilities	106.44
	Utilities	336.46
	Utilities	58.11
	Utilities	122.89
	Utilities	11,633.68
	Utilities	5,463.92
	Utilities	905.73
	Utilities	478.27
Mid-Iowa Solid Waste Equip Co Inc.	Parts for sewer camera	538.77
	Parts for sewer camera	76.41
Midwest Safety Counselors Inc	Instrument calibration - Waste Water	83.00
Midwest Sanitation	Waste removal - City Hall	65.00
	Nuisance clean up - 610 C Ave E	200.00
Moore Construction	Repair curb/gutter - South 2nd St	660.00
Municode	Code supplement 33	300.41
Murphy Tractor & Equipment Co	2014 John Deere front-end loader	194,761.20
Musco Sports Lighting LLC	Door decals	180.00
	Door decals	240.00
Norris Asphalt Paving Inc	Cold patch	589.78
	Cold patch	1,851.48
	Cold patch	808.82
O'Halloran International	Replace fuel tank	1,836.14
O'Halloran International	Filters	205.34
On-Site Information Destruction Services of Iowa L	Document destruction	45.00
O'Reilly Auto Parts	Supplies	14.99

	Supplies	5.99
Orscheln Farm & Home	Supplies	22.83
	Tools	18.99
	Soil	8.45
	Supplies	11.98
	Soil	16.90
	Tools	54.99
	Sprayer	29.98
	Supplies	17.38
	Supplies	14.97
Oskaloosa Area Chamber &	Quarterly contribution	9,375.00
Oskaloosa Herald/Shopper	Publications	923.65
Oskaloosa Service Center Inc	Quick lube	30.20
	Quick lube	30.20
Oskaloosa Water Dept	Fax location services	79.65
	April credit card fees	139.79
Precise Imaging	Business cards	27.20
Premier Office Equipment Inc.	Copier maintenance	469.04
Quill Corporation	Office supplies	9.99
	Binding machine	179.99
	Office supplies	7.79
	Office supplies returned	-7.79
	Paper products	115.98
	Office supplies	34.50
	Purchase orders	111.59
Racom Corporation	Repair radios	352.00
Robert Stout Trucking	Fill lime - Parks	210.00
Roe Heating & Refrigeration	Repair air conditioning - City Hall	125.44
Ryken Concrete Lifting	Raise pool deck	500.00
S & S Painting	Paint light poles - Library	1,400.00
Schumacher Elevator Company	Scheduled maintenance	197.99
	Scheduled maintenance	138.67
Sherwin-Williams	Paint supplies	40.05
Shield Technology Corp	Shieldware RMS software	3,450.00
SimplexGrinnell LP	Annual inspection - alarm systems	1,978.09
Southeast Iowa Inter-Agency Drug Task Force	Annual task force dues	3,500.00
Stanard & Associates Inc.	Police POST tests	63.00
Terpstra Masonry Inc	Limestone culvert repair	4,350.00
The Office Center Inc.	Office supplies	179.31
Total Choice Shipping	Shipping charges	14.72
Town and Country Wholesale	Pool concessions	541.74
	Invoice paid in error	-1,947.58
	Pool concessions	598.47
	Pool concessions	1,965.75
	Pool concessions	491.80
	Pool concessions	72.68
Trans-Iowa Equipment LLC	Supplies	46.33
TruBank	Safe deposit box rental	24.00
True Value Hardware	Supplies	8.25

	Supplies	9.58
	Hose reels	229.98
	Supplies	19.27
	Supplies	3.79
	Supplies	21.98
	Tools	13.99
	Supplies	15.16
	Supplies	14.98
	Supplies	13.34
	Supplies	14.14
	Tools	25.99
	Supplies	12.99
	Propane kit	38.99
	Supplies	19.98
	Parts for repairs	51.72
	Supplies	21.48
	Supplies	7.67
	Supplies	15.99
Tyler Technologies	Annual service fees	8,982.61
U.S. Cellular	Telephone services	26.76
Utility Equipment Co	Manhole covers	485.64
Verizon Wireless	Broadband services	288.38
Walmart Community/GECRB	Pool supplies	29.70
	Pool concessions	6.00
	Pool concessions	58.00
	Pool concessions	41.04
	Pool concessions	54.40
	Medications	31.13
	Battery	206.57
	Pool concessions	45.02
	Pool concessions	55.71
	Returned items	-134.60
	Medications	18.27
	Grill - Fire Dept	198.00
	Pool concessions/supplies	64.90
	Medications	4.00
	Medications	8.00
	Supplies	24.66
	Pool concessions	20.46
	Pool concessions	68.28
Windstream	Telephone services	46.83
Zee Medical Inc.	Safety supplies	96.80
		<hr/>
		428,267.19



MANUAL CHECK REPORT

Agriland FS Inc.	Chemicals for parks	3,221.48
Brandon Blanchard	Reimburse travel expense	8.26
Butler-Brown Insurance	Airport property insurance	8,331.00
Daniel Hoy	Reimburse lunch expense	11.07
David D. Dixon	June legal fees	2,200.00
Delta Dental of Iowa	Dental Insurance	331.00
Edward D Jones	SAVINGS EDWARD JONES	400.00
Edward D Jones	SAVINGS EDWARD JONES	400.00
Fidelity Security Life Insurance Company	Vision Insurance	195.16
I.U.P.A.T. DISTRICT COUNCIL 81	UNION DUES	244.11
Iowa Police Chiefs Association	Conference - Blommers	30.00
Iowa Workforce Development	2nd quarter unemployment contribution	6,942.65
John Carter and Curt's Excavating	Demolition II loan - 1008 B Ave W	4,000.00
LOCAL 636, IAFF	Fire Union	225.00
Madison National Life	June life insurance premiums	405.54
Mahaska Comm Recreation Foundation Inc.	June hotel/motel tax	19,019.45
Marilyn Johannes	Reimburse petty cash expense	4.75
Matt Saville	Reimburse streets expense	8.43
Michael Schrock Jr.	Reimburse council meal expense	112.20
Misty Dawne White-Reinier	June legal fees	1,800.00
Nathan Wiley	Reimburse meal expense	9.08
Norris Asphalt Paving Inc	Payment #3 - C Ave E project	402,836.27
Oskaloosa Community Schools	June local option sales tax	82,725.35
PPME 2003 IBPAT	POLICE UNION DUES	398.34
Quill Corporation	Furniture for mayor's office	2,790.96
Steven M/Lynn A Cox & MidWestOne Bank	First time homebuyer's loan	3,500.00
Steven's Concrete LTD	Payment #1 - 1st Ave sidewalk project	75,167.80
Sunlife Financial	June stop-loss payment	12,456.42
UNITED WAY	United Way	25.83
Van Meter and Associates, Inc.	Training - Kutcher, De Ronde, Boston	380.00
		<hr/>
		628,180.15

June payroll 302,478.89

Alexander, Craig	Cell phone reimbursement	20.00
Boston, Troy	Cell phone reimbursement	20.00
Calzaretta, Michael	Cell phone reimbursement	20.00
McGee, John	Cell phone reimbursement	20.00
Neff, Mark	Cell phone reimbursement	20.00
Pal, Akhilesh	Cell phone reimbursement	20.00
Schrock Jr, Michael	Cell phone reimbursement	20.00
Vroegh, Gary	Cell phone reimbursement	20.00
Vroegh, Grant	Cell phone reimbursement	20.00
Willey, Nathan	Cell phone reimbursement	20.00

MOST CLAIMS OVER 500.00

Department	Supplier/Vendor	Amount	Explanation
Parks Department	Ryken Concrete Lifting	\$500.00	Raise pool deck.
City Attorney	Brick, Gentry, Bowers, Swatz & Lev.	\$8,928.60	Legal services.
Parks Department	Town & Country Wholesale Co.	\$598.47	Concessions for pool sales.
Parks Department	Terpstra Masonry Inc.	\$4,350.00	Limestone culvert repair at Edmundson Park.
Parks Department	ACCO	\$1,377.00	Filter media for pool.
Parks Department	Troy's Four Seasons Yard Care Inc.	\$3,740.00	Contract mowing of city parks.
Parks Department	Town and Country Wholesale	\$1,965.75	Concession items for pool sales.
Parks Department	Access Systems	\$522.88	HP Business desktop computer for pool.
Parks Department	Town & Country Wholesale Co.	\$541.74	Concessions items for sale at pool.
Mayor/City Council	Quill	\$2,630.97	Furniture for Mayor's office. (Approved at June 16, 2014 city council meeting.)
Parks Department	Central Pump & Motor, LLC (Joshua Green)	\$1,256.35	Service to pull and repair pump for the Edmundson city pool. Return trip on 6-19-2014 to reinstall repaired unit.
Parks Department	ACCO	\$1,342.00	Liquid chlorinating solution-L, 07-L, Chlorine Screen 50# pail, freight charge for Edmundson pool.
Parks Department	Troy's Four Seasons Yard Care Inc.	\$5,800.00	Contract mowing of city parks from June 3 through June 27, 2014.
Parks Department	ACCO	\$900.46	Chemicals or Edmundson pool.
Parks Department	Farner Bocken	\$1,027.60	Concessions for pool sales.
Mayor/City Council	League of Iowa Cities	\$3,848.00	Association dues.
Police Department	Carriker Ford	\$27,308.00	2015 Ford Explorer police issue vehicle to replace 62-44.
Police Department	Shieldware Technology Corp.	\$3,450.00	Records management system software.
Police Department	Southeast Inter-Agency Drug Task Force	\$3,500.00	Drug task force operation expenses.
Library	Minitex	\$1,240.00	3M Tattletapes security strips.
Library	Overdrive, Inc.	\$1,331.67	Wilbor eBooks annual subscription fee.
Library	Book Vault	\$592.00	70 copies of All Mahaska Reads book.
Library	Baker Group	\$2,233.00	Maintenance agreement for quarter.
Library	S & S Painting	\$1,400.00	Painting light poles, flag poles, bike rack.
Library	Simplex Grinnell	\$1,978.09	Annual maintenance of fire/intrusion alarm.
Library	Simplex Grinnell	\$558.36	Annual monitoring fee for fire/sprinkler intrusion.
Public Works - Streets	Terracon	\$2,650.07	Asbestos survey at Hardee's, 208 A Avenue West.
Public Works - Streets	Garden & Associates, LTD.	\$6,411.18	Professional engineer services - 1st Avenue East Sidewalk Project.
Public Works - Streets	Ideal Ready Mix	\$2,190.98	Dowel rerod for concrete road repair.
Public Works - Streets	Norris Asphalt Paving Co.	\$3,250.08	Cold patch for asphalt road repair.
Public Works - Streets	Martin Marietta Materials	\$5,706.29	Pea gravel for seal coat road repair.
Public Works - Streets	Concrete Works, LLC.	\$1,500.00	Tear out and replace sidewalk ADA ramps on South B Street near theater.
Public Works - Streets	O'Halloran International	\$1,836.14	Replace fuel tank on 2003 International truck.
Public Works	Curt's Excavating	\$750.00	Remove concrete on North 3rd Street near Sheriff Avenue.
Public Works	Moore Construction (Shane Moore)	\$660.00	Tear out and replace curb and gutter on South 2nd Street near American Legion.
Public Works	Murphy Tractor & Equipment Co.	\$194,761.20	2014 John Deere front-end loader. (City Council approved April 7, 2014.)
Public Works - Wastewater	Mid-Iowa Solid Waste Equipment Co., Inc.	\$538.77	Parts for main sewer camera.
City Clerk	Tyler Technologies	\$8,982.61	Annual service fee for financial software

MOST CLAIMS OVER 500.00

City Attorney	Ahlers & Cooney, P.C.	\$3,962.50	Professional services & costs associated with Amended & Restated Urban Renewal
Parks Department	ACCO	\$3,221.48	Chemicals for Edmundson pool.
Public Works - Streets	Norris Asphalt Paving Co.	\$402,836.27	Pay Request No. 3 - C Avenue East Project. Approved by City Council June 2, 2014.
Mayor/City Council	Quill	\$2,790.96	Furniture for Mayor's Office.
Public Works - Streets	Steven's Concrete LTD.	\$75,167.80	Pay Request No. 1 - 1st Avenue Sidewalk Project. Approved by City Council June 2,



City Council
Communication
Meeting Date: July 7, 2014
Requested By: City Clerk/Finance

Item Title: CONSENT AGENDA

Consider approval of a renewal application for a Class B Beer Permit (includes wine coolers) with Sunday Sales from Asian Grill Buffet, Inc. dba Asian Buffet, 417 A Avenue West.

Explanation:

The application is complete and in order for approval.

Staff recommends approval.

Budget Consideration:

\$300.00 to the General Fund.

Attachments :

None



City Council
Communication
Meeting Date: July 7, 2014
Requested By: City Clerk-Finance

Item Title: CONSENT AGENDA

Consider approval of an application for a five day Class C Liquor License for Sodexo Management, Inc. dba William Penn University, located at Penn Central Mall, 200 High Avenue West.

Explanation :

The application is complete and in order for approval.

Staff recommends approval.

Budget Consideration:

\$105.63 revenue to the General Fund

Attachments :

None



City Council
Communication
Meeting Date: July 7, 2014
Requested By: City Clerk/Finance

Item Title: CONSENT AGENDA

Consider approval of FY 2015 Retail Cigarette/Tobacco/Nicotine/Vapor Permits.

Explanation:

Retail cigarette/tobacco/nicotine/vapor permits are renewed each year on July 1. A list of applications is included in the agenda packet.

Staff recommends approval of this item.

Budget Consideration:

\$75 Revenue per permit to the General Fund for a total of \$150.

Attachments :

List of FY2015 Retail Cigarette Permits

FY 2015 RETAIL CIGARETTE PERMITS

Dollar General Store #2070

Dollar General Store #2727



City Council
Communication
Meeting Date: July 7, 2014
Requested By: City Clerk/Finance

Item Title: CONSENT AGENDA

Consider a resolution adopting supplement to the Oskaloosa Municipal Code of Ordinances through Ordinance No. 1356.

Explanation:

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

Staff recommends approval of this resolution.

Budget Consideration:

None.

Attachments :

Resolution

RESOLUTION NO. _____

RESOLUTION ADOPTING SUPPLEMENT TO THE
OSKALOOSA MUNICIPAL CODE OF ORDINANCES THROUGH ORDINANCE NO. 1356.

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Oskaloosa, Iowa, hereby, adopts the Supplement to the Oskaloosa Municipal Code dated June 2014 covering ordinances through 1356.

PASSED AND APPROVED this 7th day of July, 2014.

David Krutzfeldt, Mayor

Amy Miller, City Clerk



City Council
Communication
Meeting Date: July 7, 2014
Requested By: City Clerk/Finance

Item Title: CONSENT AGENDA

Consider a resolution scheduling a public hearing for August 4, 2014 to consider levying a special assessment against private property for weed cutting by the city in accordance with section 8.20 of the city code of the City of Oskaloosa, Iowa, and directing notice to the owners of the property to be assessed.

Explanation:

This resolution schedules the public hearing for August 4, 2014 for levying a special assessment against private property for weed cutting. A notice will be published in the Oskaloosa Herald and certified notices will be sent to the property owners.

Budget Consideration:

\$1,000 Revenue to the Sanitary Sewer Fund to offset expenses related to the work performed by the city.

Attachments :

Resolution
Weed Cutting Assessment Exhibit "A"

RESOLUTION NO. _____

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

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

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

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

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

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

SECTION 1. That the City Council of the City of Oskaloosa, Iowa shall meet at City Hall Council Chambers in Oskaloosa, Iowa on the 4th day of August, 2014 at 6:00 p. m. at which time a hearing shall be held on the matter of levying a special assessment against the properties listed in Exhibit "A" for weed cutting assessment by the City of Oskaloosa, Iowa, at which hearing the owner of said premises or anyone liable to pay such assessment may appear with the same rights as given by law before Boards of Review, in reference to assessments for general taxation, and at said time and place the Council shall consider and dispose of all objections made thereto; after which hearing the City Council shall by Resolution levy such assessment as may be appropriate against said properties.

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

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

PASSED AND APPROVED this 7th day of July, 2014.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

EXHIBIT "A"
 2014 WEED CUTTING ASSESSMENTS
 May 2014

OWNER	OFFENSE	ADDRESS/LEGAL	DATE MOWED	LABOR	COST
Sandra K Thompson c/o Phil Leech Parcel ID 1013332002	1st	412 North H Street S 1/2 Lots 3 & 4 Blk 3 Whites Add	5/28/2014	1 hour	\$250.00
Johnathon R Otto Parcel ID 1024184029	1st	701 11th Avenue West S 119.2' E 132' Lot 70 Ninde Williams & Co Add	5/28/2014	1 hour	\$250.00
Aaron Joseph Palacios Parcel ID 1118312011	1st	717 A Avenue East S 136 1/2' of E 85' Lot 1 NW SW	5/28/2014	1 hour	\$250.00
Albert W/Winifred J Sheard Attn: Shirley Carrivalez Parcel ID 1013331002	1st	412 North I Street S 1/2 Lots 3 & 4 Blk 4 Whites Add	5/30/2014	1 hour	\$250.00

Weed removal on private property:

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

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



City Council
Communication

Meeting Date: July 7, 2014

Requested By: Mayor & City Council

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

- a) Building Code Board of Appeals - Two vacancies to fill upon appointment to serve at the pleasure of the Mayor. This is a five member board that meets as needed. (3 males currently serve with 2 vacancies)



City Council
Communication
Meeting Date: July 7, 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: July 7, 2014

Requested By: City Manager's Office

Item Title:

Presentation on the anticipated impact of the Emerald Ash Borer on the City of Oskaloosa

Explanation :

The City of Oskaloosa will soon be faced with the task of removing all ash trees on public grounds including the right of way (ROW) because of the anticipated Emerald Ash Borer (EAB) infestation. EAB is an Asian beetle that lays eggs in the ash tree that hatch into larva. The EAB larva borrows into the tree cutting off the nutrients to the tree causing the tree to die. The only ash tree not susceptible to EAB is mountain ash, because it is not considered a true ash.

An ash tree infected with EAB will show a dramatic tree loss after five years and be completely dead after 10 years. The ash tree must be removed once it is infected with EAB. Leaving a tree that is either dying or already dead can be a hazard to people and property. EAB is now considered the most destructive forest pest ever seen in North America.

Staff recommends removing the ash trees in the city ROW which as of now is estimated to be around 175 trees. These trees will be removed by private contractors and city staff. Residents who have an ash tree in the ROW can contact staff to identify the tree and add it to the list.

Staff recommends providing a replacement program for residents that lose an ash tree within the ROW. City Staff will compile a list of the trees that were removed and will contact residents who wish to receive a new tree that can be planted on their private property or on a city park. Staff will work with each resident to ensure proper placement of the tree and educate them on proper care of a tree if they elect to have the tree planted on their property.

Lastly, city council should consider updating the city's code to reflect new tree standards that ban planting the ash tree and prevent trees planted in the ROW. Currently the city code has a list of banned trees and has few guidelines on tree planting, however new code updates will ensure that Oskaloosa has a plethora of tree species being planted to help ensure that the next infestation will not cause such a significant tree loss.

Budget Consideration:

The removal of the ash trees from the city ROW is estimated at \$175,000 based off of the average removal for a tree being around \$800-\$1,200. The current tree count of 135 only includes 3 quadrants of the city and no parks. The estimate cost of a tree replacement program is around \$10,000. In the January budget retreat, City Council allocated \$15,000 in fiscal year 2015. More funds will need

to be allocated to combat the problem caused by the Emerald Ash Borer.

Attachments :

Emerald Ash Borer Presentation, Ash Tree Identification, EAB Signs and Symptoms, Sample Tree Ordinance

Addressing the Impact of
the
Emerald Ash Borer on the
City of Oskaloosa Properties
7/7/2014

Presented By:
Dylan Mulfinger Management Analyst



Emerald Ash Borer



EAB larva



Inside of an infested ash tree

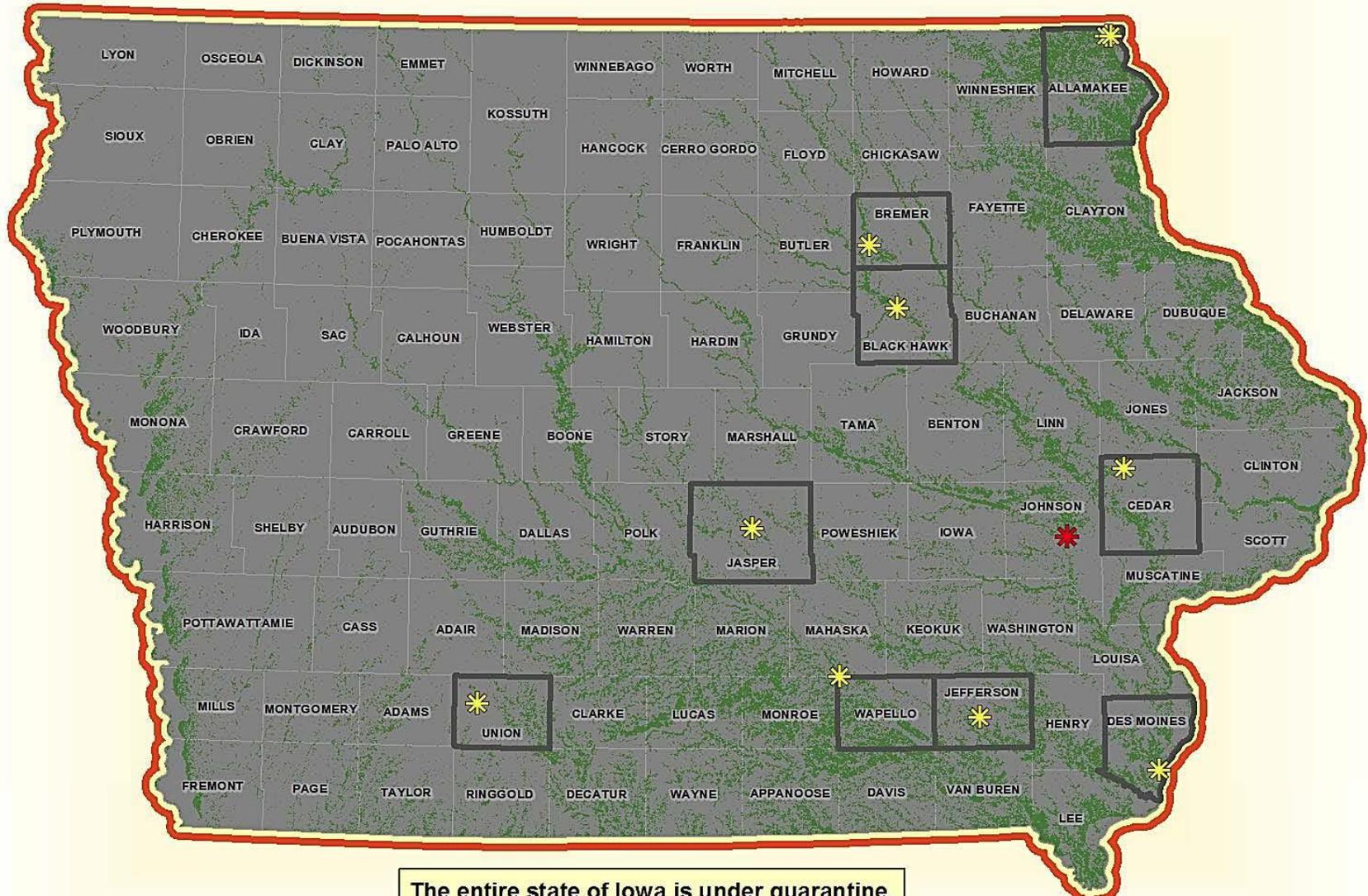


Infested ash tree



Infested
ash tree
forest





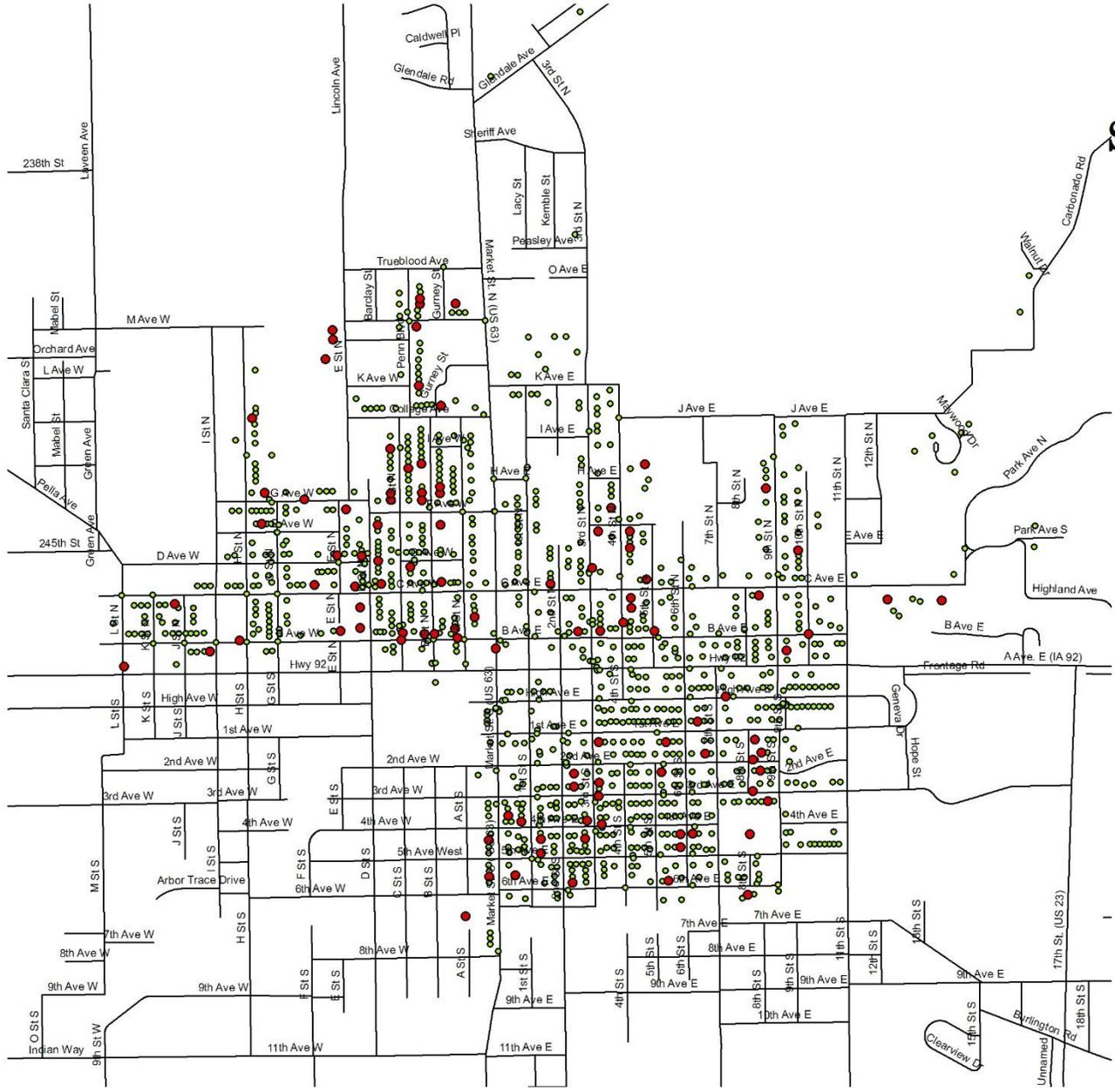
The entire state of Iowa is under quarantine.

- ✱ Beetle Detected Only
- ✱ Confirmed EAB Infestation

Oskaloosa, Iowa Street Tree Inventory 1995?



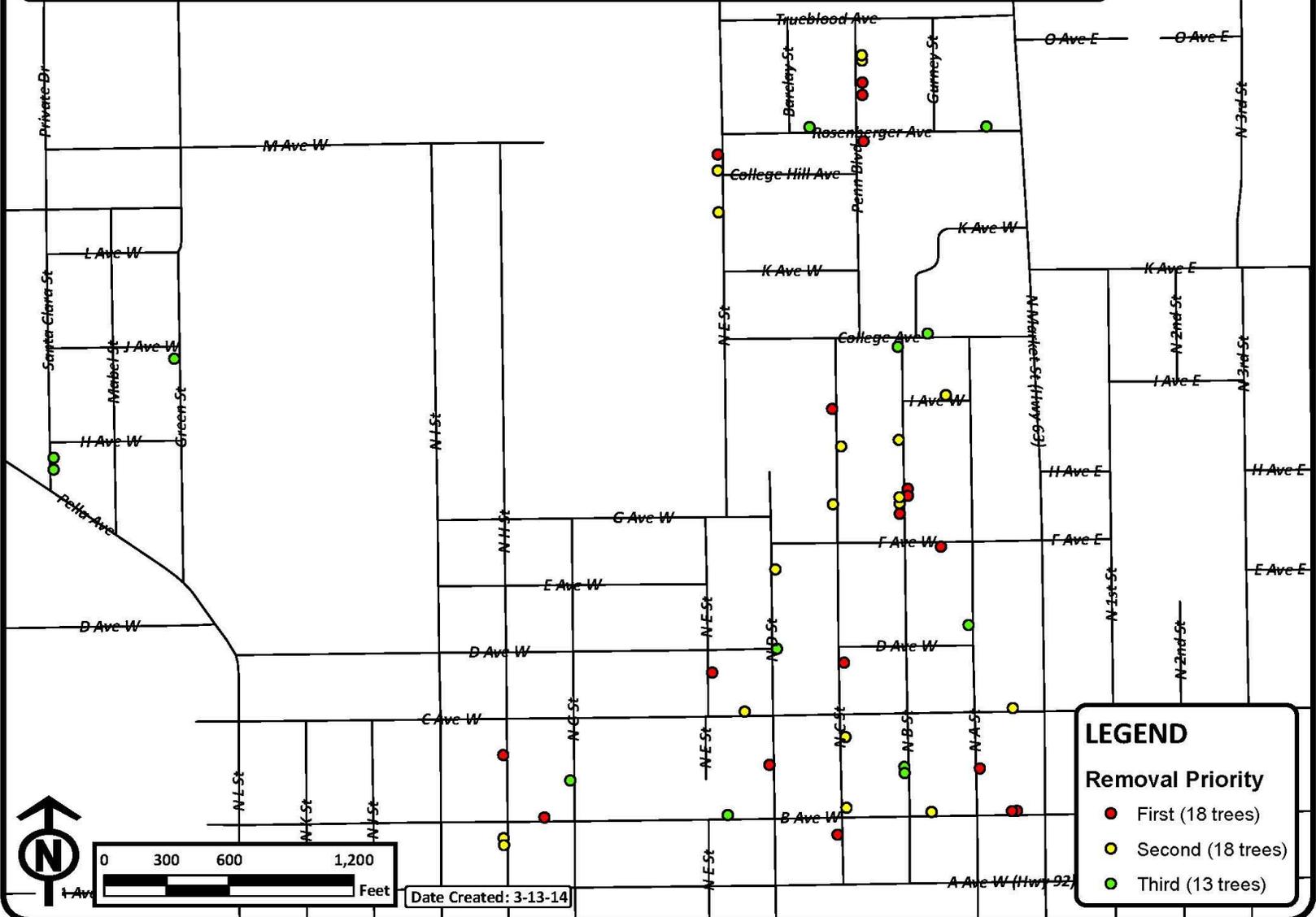
**135 Ash Trees Surveyed
2107 Total Trees Surveyed**



Legend

- Osky_Ash_Trees
- Tree_Inventory

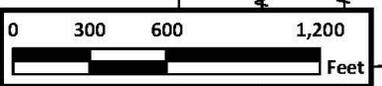
CITY OF OSKALOOSA NORTHWEST QUADRANT ASH TREES



LEGEND

Removal Priority

- First (18 trees)
- Second (18 trees)
- Third (13 trees)



Date Created: 3-13-14

Oskaloosa EAB Plan

- Remove Trees from the city's right of way (ROW)
 - Contract out and in house removal
- Replanting Program
 - Work with residents on replanting trees not within the city ROW
- Update Oskaloosa Code
 - To ensure no further planting of Ash and increase diversity in tree plantings

Removal from ROW

- Worst trees first
 - Criteria set to identify ones that will be removed:
 - Proximity to power lines
 - Proximity to street and sidewalk
 - Blocking line of sight
- Continue to remove more each year
 - Additional funding will be required



Reasons to Remove an Infected Tree

- Attract additional pest
- Not aesthetically pleasing
- Branches can fall
- Tree is more likely to fall



EAB Removal Cost

- \$800-\$1,200 removal per tree
 - Contracted and in house
- Estimated 175 trees
 - Total cost \$175,000
- \$15,000 set aside FY 15

EAB Replanting Cost

- \$20-\$50 per tree
 - Trees will fall within the recommended options
- Estimate Replacement cost
 - \$10,000
 - Working with Trees Forever
 - Grant money

Code Changes

- Additions to the code should include:
 - Planting and spacing
 - Distance from curb and sidewalk
 - Distance from street corners and hydrants
 - Utilities
 - Prohibited trees
 - Removal of stumps
 - Tree topping
- Code would apply to ROW trees planted in the future

Summary

- EAB is expected to destroy the ash population in Oskaloosa and North America
- Oskaloosa will need to:
 - Remove ash trees
 - Replant new trees
 - Make code changes to prevent future problems and encourage tree diversity
- This tree removal plan **does not** address ash trees located on private property

Ash Tree Identification

Ash species attacked by emerald ash borer include green (*Fraxinus pennsylvanica*), white (*F. americana*), black (*F. nigra*), and blue (*F. quadrangulata*), as well as horticultural cultivars of these species. Green and white ash are the most commonly found ash species in the Midwest with blue ash being rare.

While other woody plants, such as mountainash and pricklyash, have "ash" in their name, they are not true ash, or *Fraxinus* species. Only true ash are susceptible to attack by emerald ash borer.

To properly identify ash trees, use the following criteria:



Branch and Bud Arrangement

Branches and buds are directly across from each other and not staggered. When looking for opposite branching in trees, please consider that buds or limbs may die; hence not every single branch will have an opposite mate.



Diane Brown-Rytlewski

Leaves

Leaves are compound and composed of 5-11 leaflets. Leaflet margins may be smooth or toothed. The only other oppositely branched tree with compound leaves is boxelder (*Acer negundo*), which almost always has three to five leaflets. White ash (on left) and green ash (on right)



*Paul Wray, Iowa State University

Bark

On mature trees (left), the bark is tight with a distinct pattern of diamond-shaped ridges. On young trees (right), bark is relatively smooth.



*Paul Wray, Iowa State University

Seeds

When present on trees, seeds are dry, oar-shaped samaras. They usually occur in clusters and typically hang on the tree until late fall, early winter.



Tree Species Resembling Ash

Boxelder (*Acer negundo*)

Exhibits opposite branching and compound leaves. However, has 3 to 5 leaflets (instead of 5 to 11) and the samaras are always in pairs instead of single like the ash.



*Paul Wray, Iowa State University *Bill Cook, Michigan State University

European Mountainash (*Sorbus aucuparia*)

Leaves are compound with alternate (staggered) branching. Tree bears clusters of creamy white flowers in May. Fruits are fleshy, red-orange berries.



Diane Brown-Rytlewski *Boris Hrasovec, University of Zagreb

Shagbark Hickory (*Carya ovata*)

Leaves are compound with 5 to 7 leaflets, but the plant has an alternate branching habit. Fruit are hard-shelled nuts in a green husk.



*Paul Wray, Iowa State University *Paul Wray, Iowa State University

Elm (*Ulmus species*)

Branching is alternate and the leaves are simple with an unequal leaf base.



*Paul Wray, Iowa State University *Paul Wray, Iowa State University



*Paul Wray, Iowa State University

Black Walnut (*Juglans nigra*)

Leaves are compound with 9 to 15 leaflets, but the plant has an alternate branching habit. Fruit is a large dark brown nut inside a green husk.



*Paul Wray, Iowa State University

Authors: Kimberly Rebek and Mary Wilson

*www.forestryimages.org

Signs and Symptoms of the Emerald Ash Borer

Mary Wilson, MSU Extension. Eric Rebek, Michigan State University Dept. of Entomology

Adult

Larva



Michigan State University



Michigan State University



D. Cappaert, MSU

- Bright, metallic green (Figs. A, B).
- 1/2 inch long, flattened back (Figs. A, B).
- Purple abdominal segments beneath wing covers.

- Creamy white, legless (Fig. C).
- Flattened, bell-shaped body segments (Fig. C).
- Terminal segment bears a pair of small appendages.

Canopy Dieback



E. Rebek, MSU



E. Rebek, MSU

- Begins in top one-third of canopy (Fig. D).
- Progresses until tree is bare (Fig. E).

Epicormic Shoots



J. Smith, USDA APHIS PPQ



J. Smith, USDA APHIS PPQ

- Sprouts grow from roots and trunk (Figs. F, G).
- Leaves often larger than normal.



MICHIGAN STATE UNIVERSITY EXTENSION



Bark Splitting



J. Smith, USDA APHIS PPQ



A. Storer, Mich. Tech. Univ.

- Vertical fissures on bark (Fig. H) due to callous tissue formation (Fig. I).
- Galleries exposed under bark split.

Serpentine Galleries and D-shaped Exit Holes



D. Cappaert, MSU



D. Cappaert, MSU

- Larval feeding galleries typically serpentine (Fig. J).
- Galleries weave back and forth across the woodgrain.
- Packed with frass (mix of sawdust and excrement).
- Adults form D-shaped holes upon emergence (Fig. K).

Increased Woodpecker Activity/Damage



D. Cappaert, MSU



Karen D'Angelo, MSUE

- Several woodpecker species (Fig. L) feed on EAB larvae/pupae.
- Peck outer bark while foraging (Fig. M).
- Create large holes when extracting insects (Fig. M).



City Council
 Communication
 Meeting Date: July 7, 2014
 Requested By: Public Works Dept.

Item Title:

Consider a motion approving Change Order No. 3 for a net decrease of \$4,200.00 to assess liquidated damages for exceeding allowable working days and Change Order No. 4 for a net decrease of \$7,725.00 to make final quantity adjustments to the West Area Sanitary Sewer Improvements Project.

Explanation:

The construction contract for the West Area Sanitary Sewer Improvements Project was awarded to DeLong Construction Inc. for a contract price of \$498,671.50 at the August 5, 2013 City Council meeting. The contract price was revised to \$507,050.90 with Change Order No. 1 and Change Order No. 2.

Proposed Change Order No. 3 is a decrease of \$4,200 to the contract amount to assess liquidated damages for exceeding the allowable working days by 7 days. Change Order No. 4 is a decrease of \$7,725.00 to the contract amount to adjust for final field quantities completed for the project. The change orders result in a final contract price of \$495,125.90 after a net decrease of \$3,545.60 from the original contract amount awarded at the August 5, 2013 City Council meeting.

<u>Summary of Contract & Change Orders</u>	<u>Amount</u>	<u>Council</u>
<u>Approval Date</u>		
Original Bid:	\$498,671.50	August 5, 2013
Change Order No. 1	+\$ 15,925.00	August 19, 2013
Change Order No. 2	-\$ 7,545.60	December 2, 2013
Change Order No. 3	-\$ 4,200.00	July 7, 2014*
Change Order No. 4	-\$ 7,725.00	July 7, 2014*
Net Change by Change Orders:	-\$3,545.60	
Current Contract Price:	\$495,125.90*	

Note: *Applies only if the change orders are approved by City Council on July 7, 2014.

RECOMMENDED ACTION:

Consider approval of Change Order No. 3 for a net decrease of \$4,200.00 and Change Order No. 4 for a net decrease of \$7,725.00 for the West Area Sanitary Sewer Improvements Project to DeLong Construction Inc.

Budget Consideration:

A decrease of \$3,545.60 from the previous contract price for the West Area Sanitary Sewer Improvements Project.

Attachments :

Change Order No. 3, Change Order No. 4, and Attachment to Change Order No. 4.

CHANGE ORDER

No. 3

DATE OF ISSUANCE: 7-7-2014

EFFECTIVE DATE: 7-7-2014

JURISDICTION: City of Oskaloosa

CONTRACTOR: DeLong Construction Inc.

Contract: _____

Project: West Area Sanitary Sewer Improvements Project

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

ENGINEER: Akhilesh Pal

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

Description: Reduce contract amount to assess liquidated damages for 7 days at \$600 per day = \$4,200.00.

Reason: Failure to complete work within the contract time period.

Attachments: None.

CHANGE IN CONTRACT PRICE:
Original Contract Price: \$ <u>498,671.50</u>
Net Increase (Decrease) from previous Change Orders No. <u>1</u> to <u>2</u> : \$ <u>8,379.40</u>
Contract Price prior to this Change Order: \$ <u>507,050.90</u>
Net Increase (Decrease) of this Change Order: \$ <u>(4,200.00)</u>
Contract Price with all approved Change Orders: \$ <u>502,850.90</u>

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

RECOMMENDED:

By: _____
ENGINEER (Authorized Signature)

Date: _____

APPROVED:

By: _____
JURISDICTION (Authorized Signature)

Date: _____

ACCEPTED:

By: 
CONTRACTOR (Authorized Signature)

Date: 7-1-14

CHANGE ORDER

No. 4

DATE OF ISSUANCE: 7-7-2014 EFFECTIVE DATE: 7-7-2014

JURISDICTION: City of Oskaloosa

CONTRACTOR: DeLong Construction Inc.

Contract: _____

Project: West Area Sanitary Sewer Improvements Project

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

ENGINEER: Akhilesh Pal

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

Description: Final Quantities Adjustment

Reason: Adjust contract amount to reflect actual quantities incorporated into the project

Attachments: Attachment to Change Order #4: Final Quantities Adjustment

CHANGE IN CONTRACT PRICE:
Original Contract Price: \$ <u>498,671.50</u>
Net Increase (Decrease) from previous Change Orders No. <u>1</u> to <u>3</u> : \$ <u>4,179.40</u>
Contract Price prior to this Change Order: \$ <u>502,850.90</u>
Net Increase (Decrease) of this Change Order: \$ <u>(7,725.00)</u>
Contract Price with all approved Change Orders: \$ <u>495,125.90</u>

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

RECOMMENDED:

By: _____
ENGINEER (Authorized Signature)

Date: _____

APPROVED:

By: _____
JURISDICTION (Authorized Signature)

Date: _____

ACCEPTED:

By: 
CONTRACTOR (Authorized Signature)

Date: 7-1-14

No.	Item	Contract Quantity	Unit Price	Schedule of Values	Quantity Completed	Difference	Adjustment
1	Mobilization	1 LS	\$15,500.00	\$15,500.00	1	0	\$0.00
2	Clearing and Grubbing	1 LS	\$2,000.00	\$2,000.00	1	0	\$0.00
3	Trench Foundation	100 TON	\$16.50	\$1,650.00	0	-100	-\$1,650.00
4	PCC Encasement	20 LF	\$34.00	\$680.00	20	0	\$0.00
5	Trench Compaction Testing	1 LS	\$8,500.00	\$8,500.00	1	0	\$0.00
6	Sanitary Sewer, Trenched, 8" Diameter	1,715 LF	\$27.50	\$47,162.50	1,715	0	\$0.00
7	Sanitary Sewer, Trenched, 10" Diameter	1,296 LF	\$30.50	\$39,528.00	1,296	0	\$0.00
8	Sanitary Sewer Gravity Main with Casing Pipe, Trenchless, 8" Diameter	145 LF	\$225.00	\$32,625.00	130	-15	-\$3,375.00
9	Sanitary Sewer Gravity Main with Casing Pipe, Trenchless, 10" Diameter	218 LF	\$235.00	\$51,230.00	218	0	\$0.00
10	Sanitary Sewer Force Main, Trenched, 6" PVC	1,530 LF	\$13.00	\$19,890.00	1,530	0	\$0.00
11	Sanitary Sewer Force Main, Trenchless, 6" PVC (Install in Existing Casing Pipe)	786 LF	\$21.00	\$16,506.00	786	0	\$0.00
12	Sanitary Sewer Service Stub, PVC, 4"	125 LF	\$15.00	\$1,875.00	0	-125	-\$1,875.00
13	Sewage Air Release Valve and Pit	1 EA	\$4,500.00	\$4,500.00	1	0	\$0.00
14	Manhole, SW-301, 48"	13 EA	\$2,600.00	\$33,800.00	13	0	\$0.00
15	Infiltration Barrier, Rubber Chimney Seal	16 EA	\$355.00	\$5,680.00	13	-3	-\$1,065.00
16	Field or Drain Tile Lines, 4" to 8" Diameter	200 LF	\$14.00	\$2,800.00	260	60	\$840.00
17	Field Fence, Remove and Replace	305 LF	\$9.00	\$2,745.00	305	0	\$0.00
18	Driveway, Granular, Class A Crushed Stone	20 TON	\$30.00	\$600.00	0	-20	-\$600.00
19	Conventional Seeding, Fertilizing, and Mulching	1 LS	\$10,000.00	\$10,000.00	1	0	\$0.00
20	SWPPP Preparation	1 LS	\$1,200.00	\$1,200.00	1	0	\$0.00
21	SWPPP Management	1 LS	\$2,000.00	\$2,000.00	1	0	\$0.00
22	SWPPP Qualifying Rainfall Event Inspection	20 EA	\$10.00	\$200.00	20	0	\$0.00
23	Silt Fence	1,000 LF	\$2.00	\$2,000.00	1,000	0	\$0.00
24	Pumping Station	1 LS	\$196,000.00	\$196,000.00	1	0	\$0.00
CO1	Connection for IDOT Maintenance Garage	1 LS	\$15,925.00	\$15,925.00			
CO2	Change in Unit Pricing for Item 11	1 LS	-\$7,545.60	-\$7,545.60			
CO3	Liquidated Damages	1 LS	-\$4,200.00	-\$4,200.00			
CO4	Final Quantities Adjustments						
	TOTALS			\$502,850.90			-\$7,725.00

Current Contract Price: \$495,125.90



City Council
 Communication
 Meeting Date: July 7, 2014
 Requested By: Public Works Dept.

Item Title:

Consider a motion approving Pay Request No. 7 in the amount of \$1,149.44, approving the retainage in the amount of \$24,966.30, and accepting the completion of the West Area Sanitary Sewer Improvements Project by DeLong Construction Inc.

Explanation:

DeLong Construction Inc. has completed the West Area Sanitary Sewer Improvements Project. The scope of this project included a new sanitary sewer pumping station, sanitary sewer piping and structures, and earthwork. The final contract amount for this project is \$495,125.90 after a net decrease of \$3,545.60 from the original contract amount of \$498,671.50 awarded at the August 5, 2013 City Council meeting.

By City Council approving this action, the West Area Sanitary Sewer Improvements Project will be accepted as complete. The retainage, in the amount of \$24,966.30, will only be released to the contractor 30 days after project acceptance if no claims have been filed against the project.

The attached pay request for work on the West Area Sanitary Sewer Improvements Project has been reviewed by staff and is recommended for payment. Staff recommends accepting the completion of this project, approving Payment Request No. 7, and releasing the final retainage in 30 days.

<u>Summary of Contract & Change Orders:</u>	<u>Amount</u>	<u>Council Approved</u>
<u>Date</u>		
Original Bid:	\$498,671.50	August 5, 2013
Net Change by Change Orders:	- \$ 3,545.60*	
Final Contract Price:	\$495,125.90*	

<u>Summary of Pay Requests:</u>	<u>Amount</u>	<u>Council</u>
<u>Approved Date</u>		
Pay Request #1: 2013	\$84,690.14	October 7,
Pay Request #2: 2013	\$145,590.34	November 4,
Pay Request #3: 2013	\$154,186.33	December 2,

Pay Request #4:	\$45,600.76	February 18, 2014
Pay Request #5:	\$15,622.74	April 7, 2014
Pay Request #6:	\$23,319.85	May 5, 2014
Pay Request #7*:	\$1,149.44*	July 7, 2014
Total Amount Paid:		
\$470,159.60*		
Amount Remaining from Approved Contract:		\$ 0.00*
Amount Remaining as Retainage:		\$
24,966.30*		

*Note: Amounts valid with Council approval at their meeting on July 7, 2014.

Budget Consideration:

\$1,149.44 for Pay Request No. 7 and \$24,966.30 in 30 days for final retainage from the West Area Sanitary Sewer Improvements Project Fund.

Attachments :

Resolution, Application for Pay Request No. 7, Pay Estimate No. 7, Engineer letter with completion statement.

RESOLUTION NO. _____

RESOLUTION ACCEPTING THE WORK OF DELONG CONSTRUCTION INC. FOR THE WEST AREA SANITARY SEWER IMPROVEMENTS PROJECT

WHEREAS, the City of Oskaloosa, Iowa entered into a contract with DeLong Construction Inc. for the "West Area Sanitary Sewer Improvements Project" (will be known as the "Project"); and

WHEREAS, the work has been duly completed on this project in substantial compliance with the plans, specifications, and contract documents; and

WHEREAS, during the course of the project, as certain features were uncovered and inspected, changes to the project scope were required; and

WHEREAS, the changes resulted in a net decrease to the contract price of \$3,545.60 thereby resulting in a final contract price of \$495,125.90; and

WHEREAS, the scope of the project included a sanitary sewer pump station, sanitary sewer piping and structures, and earthwork.

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

Section 1. That it is hereby found and determined that the work of the Project, been duly and fully completed by the contractor in accordance with the terms of the contract and the same is hereby accepted and approved.

Section 2. That it is hereby found and determined that the total cost of said project is in the amount of \$495,125.90 with a retainage of \$24,966.30. This amount should be released to the Contractor 30 days after acceptance of the project if no claims have been filed.

Section 3. That all amounts due to the contractor is hereby ordered to be paid in accordance with the contract procedures prescribed by the Code of Iowa.

Section 4. That all resolutions or parts of resolutions in conflict herewith be, and the same, are hereby repealed to the extent of such conflict.

PASSED AND APPROVED the _____ day of July, 2014.

David Krutzfeldt, Mayor

ATTEST: _____

Amy Miller, City Clerk

APPLICATION FOR PAYMENT NO. 7

To: City of Oskaloosa (JURISDICTION)
From: DeLong Construction Inc. (CONTRACTOR)
Contract: _____
Project: West Area Sanitary Sewer Improvements Project
JURISDICTION'S Contract No. _____ ENGINEER'S Project No. _____
For Work Accomplished through the Date of: 5-23-2014

1.	Original Contract Price:	<u>\$ 498,671.50</u>
2.	Net Change by Change Orders and Written Amendments (+ or -):	<u>\$ -3,545.60</u>
3.	Current Contract Price (1 plus 2):	<u>\$ 495,125.90</u>
4.	Total Completed and Stored to Date:	<u>\$ 499,325.90</u>
5.	Retainage (Per Agreement):	
	5% of Completed Work:	<u>\$ 24,966.30</u>
	0% of Stored Material:	<u>\$ 0</u>
	Total Retainage:	<u>\$ 24,966.30</u>
6.	Total Completed and Stored to Date Less Retainage (4 minus 5):	<u>\$ 474,359.60</u>
7.	Less Previous Application for Payments:	<u>\$ 469,010.16</u>
8.	Current Balance before Liquidated Damages (6 minus 7):	<u>\$ 5,349.44</u>
9.	Less Liquidated Damages (7 days at \$600/Day):	<u>\$ 4,200.00</u>
10.	DUE THIS APPLICATION (8 MINUS 9):	<u>\$ 1,149.44</u>

Accompanying Documentation: Pay Estimate #7

CONTRACTOR'S Certification:

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

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

Dated: 7-1-14

By: 
(CONTRACTOR)

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

Dated: _____

By: _____
(ENGINEER)

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

Dated: _____

By: _____
(JURISDICTION)

Pay Estimate #7
 West Area Sanitary Sewer Improvements Project
 Contractor: DeLong Construction Inc.

Date: 5/23/2014

No.	Item	Contract Quantity	Unit Price	Schedule of Values	Quantity Completed	Total Amount
1	Mobilization	1 LS	\$15,500.00	\$15,500.00	1	\$15,500.00
2	Clearing and Grubbing	1 LS	\$2,000.00	\$2,000.00	1	\$2,000.00
3	Trench Foundation	100 TON	\$16.50	\$1,650.00	0	\$0.00
4	PCC Encasement	20 LF	\$34.00	\$680.00	20	\$680.00
5	Trench Compaction Testing	1 LS	\$8,500.00	\$8,500.00	1	\$8,500.00
6	Sanitary Sewer, Trenched, 8" Diameter	1,715 LF	\$27.50	\$47,162.50	1,715	\$47,162.50
7	Sanitary Sewer, Trenched, 10" Diameter	1,296 LF	\$30.50	\$39,528.00	1,296	\$39,528.00
8	Sanitary Sewer Gravity Main with Casing Pipe, Trenchless, 8" Diameter	145 LF	\$225.00	\$32,625.00	130	\$29,250.00
9	Sanitary Sewer Gravity Main with Casing Pipe, Trenchless, 10" Diameter	218 LF	\$235.00	\$51,230.00	218	\$51,230.00
10	Sanitary Sewer Force Main, Trenched, 6" PVC	1,530 LF	\$13.00	\$19,890.00	1,530	\$19,890.00
11	Sanitary Sewer Force Main, Trenchless, 6" PVC (Install in Existing Casing Pipe)	786 LF	\$21.00	\$16,506.00	786	\$16,506.00
12	Sanitary Sewer Service Stub, PVC, 4"	125 LF	\$15.00	\$1,875.00	0	\$0.00
13	Sewage Air Release Valve and Pit	1 EA	\$4,500.00	\$4,500.00	1	\$4,500.00
14	Manhole, SW-301, 48"	13 EA	\$2,600.00	\$33,800.00	13	\$33,800.00
15	Infiltration Barrier, Rubber Chimney Seal	16 EA	\$355.00	\$5,680.00	13	\$4,615.00
16	Field or Drain Tile Lines, 4" to 8" Diameter	200 LF	\$14.00	\$2,800.00	260	\$3,640.00
17	Field Fence, Remove and Replace	305 LF	\$9.00	\$2,745.00	305	\$2,745.00
18	Driveway, Granular, Class A Crushed Stone	20 TON	\$30.00	\$600.00	0	\$0.00
19	Conventional Seeding, Fertilizing, and Mulching	1 LS	\$10,000.00	\$10,000.00	1	\$10,000.00
20	SWPPP Preparation	1 LS	\$1,200.00	\$1,200.00	1	\$1,200.00
21	SWPPP Management	1 LS	\$2,000.00	\$2,000.00	1	\$2,000.00
22	SWPPP Qualifying Rainfall Event Inspection	20 EA	\$10.00	\$200.00	20	\$200.00
23	Silt Fence	1,000 LF	\$2.00	\$2,000.00	1,000	\$2,000.00
24	Pumping Station	1 LS	\$196,000.00	\$196,000.00	1	\$196,000.00
	Totals before Change Orders 1 & 2:			\$498,671.50		\$490,946.50
CO1	Connection for IDOT Maintenance Garage	1 LS	\$15,925.00	\$15,925.00		\$15,925.00
CO2	Change in Unit Pricing for Item 11	1 LS	-\$7,545.60	-\$7,545.60		-\$7,545.60
	Adjusted Totals:			\$507,050.90		\$499,325.90
CO4	Final Quantities Adjustment			\$7,725.00		
	Total Completed and Stored to Date:			\$499,325.90		
CO3	Liquidated Damages (\$600/Day) x 7 Days = \$4,200.00			\$4,200.00		
	Current Contract Price:			\$495,125.90		



Akhilesh Pal
Public Works Director
akhilesh.pal@oskaloosaiowa.org
City of Oskaloosa, Iowa
Phone: 641.673.7472 Fax: 641.673.3733

May 27, 2014

Michael Schrock, City Manager
Oskaloosa City Hall
220 South Market St
Oskaloosa, IA 52577

Re: West Area Sanitary Sewer Improvements Project

Dear Mike,

I hereby state that the work of constructing the West Area Sanitary Sewer Improvements Project for the City of Oskaloosa, Iowa under contract between the City of Oskaloosa, Iowa (owner) and DeLong Construction Inc. (Contractor) has been completed and substantially complies with the terms, conditions and stipulations of the plans and specifications for said improvements.

Respectfully,

Akhilesh Pal, P.E.

cc: DeLong Construction Inc.

CERTIFICATE OF FINAL COMPLETION

DATE OF ISSUANCE: 7/7/2014

OWNER: City of Oskaloosa,
Iowa

CONTRACTOR: DeLong Construction Inc.

CONTRACT: West Area Sanitary Sewer Improvements
Project

PROJECT: West Area Sanitary Sewer Improvements
Project

OWNER'S CONTRACT NO. CIP 8015-37 ENGINEER'S PROJECT NO.
N/A

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

To City of Oskaloosa,
Iowa
OWNER

And To DeLong Construction Inc.
CONTRACTOR

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

April 17, 2014
DATE OF FINAL COMPLETION

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

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

CONTRACTOR: Correct work found to be defective for a period of 2 years following the date of Final Acceptance of Work

The following documents are attached to and made a part of this Certificate:

None

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

Executed by City of Oskaloosa ENGINEER on

Date

City of Oskaloosa Public Works Dept.
ENGINEER

By: _____
(Authorized Signature)

CONTRACTOR accepts this Certificate of Final Completion on

Date

DeLong Construction Inc.
CONTRACTOR

By: _____
(Authorized Signature)

OWNER accepts this Certificate of Final Completion on

Date

City of Oskaloosa, Iowa
OWNER

By: _____
(Authorized Signature)



City Council
 Communication
 Meeting Date: July 7, 2014
 Requested By: Public Works Dept.

Item Title:

Consider a motion approving Change Order No. 1 for a net decrease of \$38,539.27 to the contract amount for final quantity adjustments to the C Avenue East & North 3rd Street Pavement Rehabilitation.

Explanation:

The construction contract for the C Avenue East & North 3rd Street Pavement Rehabilitation was awarded to Norris Asphalt Paving Co. for a contract price of \$765,365.00 at the September 3, 2013 City Council meeting.

Proposed Change Order No. 1 is a decrease of \$38,539.27 to the contract amount to adjust for final field quantities completed for the project. The change order results in a final contract price of \$726,825.73 after a net decrease of \$38,539.27 from the original contract amount awarded at the September 3, 2013 City Council meeting.

<u>Summary of Contract & Change Orders</u> <u>Date</u>	<u>Amount</u>	<u>Council Approval</u>
Original Bid:	\$765,365.00	September 3, 2013
Change Order No. 1	-\$ 38,539.27	July 7, 2014*
Net Change by Change Orders:	-\$ 38,539.27	
Current Contract Price:	\$726,825.73*	

Note: *Applies only if the change orders are approved by City Council on July 7, 2014.

RECOMMENDED ACTION:

Consider approval of Change Order No. 1 for a net decrease of \$38,539.27 for the C Avenue East & North 3rd Street Pavement Rehabilitation Project to Norris Asphalt Paving Co.

Budget Consideration:

A decrease of \$38,539.27 from the previous contract price for the C Avenue East & North 3rd Street Pavement Rehabilitation Project.

Attachments :

Change Order No. 1 and Attachment to Change Order No. 1.

CHANGE ORDER

No. 1

DATE OF ISSUANCE: 7-7-2014 EFFECTIVE DATE: 7-7-2014

JURISDICTION: City of Oskaloosa

CONTRACTOR: Norris Asphalt Paving Co.

Contract:

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

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

ENGINEER: Akhilesh Pal

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

Description: Final Quantities Adjustment

Reason: Adjust contract amount to reflect actual quantities incorporated into the project

Attachments: Attachment to Change Order #1: Final Quantities Adjustment

CHANGE IN CONTRACT PRICE:
Original Contract Price: \$ <u>765,365.00</u>
Net Increase (Decrease) from previous Change Orders No. ____ to ____: \$ <u>0</u>
Contract Price prior to this Change Order: \$ <u>765,365.00</u>
Net Increase (Decrease) of this Change Order: \$ <u>(38,539.27)</u>
Contract Price with all approved Change Orders: \$ <u>726,825.73</u>

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

CHANGE ORDER

No. 1

Orders: Substantial Completion: _____ Ready for final payment: _____
--

RECOMMENDED:

By:

— ENGINEER (Authorized
Signature)

Date:

APPROVED:

By:

— JURISDICTION (Authorized
Signature)

Date:

ACCEPTED:

By:

— CONTRACTOR (Authorized
Signature)

CHANGE ORDER

No. 1

Date: _____

Attachment to Change Order No. 1
 C Avenue East & North 3rd Street Pavement Rehabilitation
 Contractor: Norris Asphalt Paving Co.

Date: 6/20/2014

No.	Item	Contract Quantity		Unit Price	Schedule of Values	Quantity Completed	Difference	Adjustment
1	Mobilization	1	LS	LS	\$15,000.00	1	0	\$0.00
2	Excavation - Class 10, 12, or 13	800	CY	\$16	\$12,800.00	695	-105	\$-1,680.00
3	Subbase, Granular	2,700	SY	\$8	\$21,600.00	2,247	-453	\$-3,624.00
4	Manhole Adjustments	8	EA	\$1,500	\$12,000.00	5	-3	\$-4,500.00
5	PCC Pavement, 8" Thick	2,000	SY	\$48	\$96,000.00	2,011	11	\$528.00
6	2.5' Curb and Gutter, 8" Thick	720	LF	\$30	\$21,600.00	698	-22	\$-660.00
7	PCC Pavement Samples and Testing	1	LS	LS	\$2,500.00	1	0	\$0.00
8	HMA Interlayer (1" Base Course, PG 64-34)	1,100	TON	\$140.50	\$154,550.00	902	-198	\$-27,841.48
9	HMA Overlay (1M ESAL, 1.5" Surface Course, PG 64-22)	1,650	TON	\$105	\$173,250.00	1,733	83	\$8,749.65
10	HMA Pavement Samples and Testing	1	LS	LS	\$4,000.00	1	0	\$0.00
11	Driveway Removal	80	SY	\$10	\$800.00	77	-3	\$-30.00
12	Sidewalk Removal	675	SY	\$10	\$6,750.00	690	15	\$150.00
13	PCC Sidewalk, 4" Thick	200	SY	\$40	\$8,000.00	236	36	\$1,440.00
14	PCC Sidewalk & Ramps, 6" Thick	575	SY	\$55	\$31,625.00	517	-58	\$-3,190.00
15	Detectable Warnings (4' x 2' Panels)	103	EA	\$280	\$28,840.00	98	-5	\$-1,400.00
16	PCC Paved Driveway, 6" Thick	80	SY	\$50	\$4,000.00	77	-3	\$-150.00
17	Full Depth Patching	400	SY	\$85	\$34,000.00	346	-54	\$-4,590.00
18	Curb Grinding	250	LF	\$20	\$5,000.00	260	10	\$200.00
19	Pavement Milling	12,000	SY	\$5.50	\$66,000.00	11,902.9	-97.1	\$-533.94
20	Pavement Removal	2,000	SY	\$7.50	\$15,000.00	2,011	11	\$82.50
21	Curb and Gutter Removal	630	LF	\$10	\$6,300.00	631	1	\$10.00
22	Conventional Seeding, Fertilizing, and Mulching	1	LS	LS	\$6,500.00	1	0	\$0.00
23	Traffic Control	1	LS	LS	\$20,000.00	1	0	\$0.00
24	Water Valve Adjustments	21	EA	\$250	\$5,250.00	15	-6	\$-1,500.00
25	Fabric Matting	2,000	LF	\$7.00	\$14,000.00	2,000	0	\$0.00
TOTALS:					\$765,365.00			\$-38,539.27



City Council
 Communication
 Meeting Date: July 7, 2014
 Requested By: Public Works Dept.

Item Title:

Consider a motion approving Pay Request No. 4 in the amount of \$7,757.75, approving the retainage in the amount of \$36,341.29, and accepting the completion of the C Avenue East & North 3rd Street Pavement Rehabilitation Project by Norris Asphalt Paving Co.

Explanation:

Norris Asphalt Paving Co. has completed the C Avenue East & North 3rd Street Pavement Rehabilitation Project. The scope of this project included milling existing pavement and asphalt overlay, concrete pavement reconstruction, full depth and partial depth concrete patching, repair concrete curb & gutter sections, new ADA accessible sidewalk ramp reconstruction, sidewalk and driveway pavement replacement, and alley approach improvements.

The final contract amount for this project is \$726,825.73 after a net decrease of \$38,539.27 from the original contract amount of \$765,365.00 awarded at the September 3, 2013 City Council meeting.

By City Council approving this action, this project will be accepted as complete. The retainage, in the amount of \$36,341.29, will only be released to the contractor 30 days after project acceptance if no claims have been filed against the project.

The attached pay request for work on this project has been reviewed by staff and is recommended for payment. Staff recommends accepting the completion of this project, approving Payment Request No. 4, and releasing the final retainage in 30 days.

<u>Summary of Contract & Change Orders:</u> <u>Date</u>	<u>Amount</u>	<u>Council Approved</u>
Original Bid:	\$765,365.00	September 3, 2013
Net Change by Change Orders:	-\$ 38,539.27*	
Final Contract Price:	\$726,825.73*	

<u>Summary of Pay Requests</u> <u>Date</u>	<u>Amount</u>	<u>Council Approval</u>
Pay Request No. 1	\$212,796.67	November 4,

2013		
Pay Request No. 2	\$67,093.75	December 2, 2013
Pay Request No. 3	\$402,836.27	June 2, 2014
Pay Request No. 4*	\$ 7,757.75*	July 7, 2014*

Total Amount Paid: \$690,484.44*

Amount Remaining from Approved Contract: \$ 0.00*

Retainage (5% of Completed Work): \$36,341.29*

*Note: Amounts valid with Council approval at their meeting on July 7, 2014.

Budget Consideration:

\$7,757.75 for Pay Request No. 4 and \$36,341.29 in 30 days for retainage from the C Avenue East & North 3rd Street Pavement Rehabilitation Project Fund.

Attachments :

Resolution, Application for Pay Request No. 4, Pay Estimate No. 4, Engineer letter with completion statement.

RESOLUTION NO. _____

**RESOLUTION ACCEPTING THE WORK OF NORRIS ASPHALT PAVING CO . FOR
THE C AVENUE EAST AND NORTH 3RD STREET PAVEMENT REHABILITATION
PROJECT**

WHEREAS, the City of Oskaloosa, Iowa entered into a contract with Norris Asphalt Paving Co. for the "C Avenue East and North 3rd Street Pavement Rehabilitation Project" (will be known as the "Project"); and

WHEREAS, the work has been duly completed on this project in substantial compliance with the plans, specifications, and contract documents; and

WHEREAS, during the course of the project, as certain features were uncovered and inspected, changes to the project scope were required to adjust field quantities; and

WHEREAS, the changes resulted in a net decrease to the contract price of \$38,539.27 thereby resulting in a final contract price of \$726,825.73; and

WHEREAS, the scope of the project included milling existing pavement and asphalt overlay, concrete pavement reconstruction, full depth and partial depth concrete patching, repair concrete curb & gutter sections, new ADA accessible sidewalk ramp reconstruction, sidewalk and driveway pavement replacement, and alley approach improvements.

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

Section 1. That it is hereby found and determined that the work of the Project, been duly and fully completed by the contractor in accordance with the terms of the contract and the same is hereby accepted and approved.

Section 2. That it is hereby found and determined that the total cost of said project is in the amount of \$726,825.73 with a retainage of \$36,341.29. This amount should be released to the Contractor 30 days after acceptance of the project if no claims have been filed.

Section 3. That all amounts due to the contractor is hereby ordered to be paid in accordance with the contract procedures prescribed by the Code of Iowa.

Section 4. That all resolutions or parts of resolutions in conflict herewith be, and the same, are hereby repealed to the extent of such conflict.

PASSED AND APPROVED the _____ day of July, 2014.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

APPLICATION FOR PAYMENT NO. 4

To: City of Oskaloosa (JURISDICTION)
From: Norris Asphalt Paving Company (CONTRACTOR)
Contract: _____
Project: C Avenue East & North 3rd Street Pavement Rehabilitation
JURISDICTION'S Contract No. _____ ENGINEER'S Project No. _____
For Work Accomplished Through the Date of: 6-20-2014

1. Original Contract Price:	<u>\$ 765,365.00</u>
2. Net Change by Change Orders and Written Amendments (+ or -):	<u>\$ 38,539.27</u>
3. Current Contract Price (1 plus 2):	<u>\$ 726,825.73</u>
4. Total Completed and Stored to Date:	<u>\$ 726,825.73</u>
5. Retainage (Per Agreement):	
5% of Completed Work:	<u>\$ 36,341.29</u>
0% of Stored Material:	<u>\$ 0</u>
Total Retainage:	<u>\$ 36,341.29</u>
6. Total Completed and Stored to Date Less Retainage (4 minus 5):	<u>\$ 690,484.44</u>
7. Less Previous Application for Payments:	<u>\$ 682,726.69</u>
8. DUE THIS APPLICATION (6 MINUS 7):	<u>\$ 7,757.75</u>

Accompanying Documentation: Pay Estimate No. 4

CONTRACTOR'S Certification:

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

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

Dated: 6/30/14 Norris Asphalt Paving Co
By: Steven J Leonard (CONTRACTOR)

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

Dated: _____
By: _____ (ENGINEER)

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

Dated: _____
By: _____ (JURISDICTION)

No.	Item	Unit Price	Council Approved on Sept. 3, 2013		Completed to Date Council Approved contract amount on July 7, 2014			Pay Application #1			
			Contract Quantity	Schedule of Values Amount	%	Qty.	\$ Amount	%	Qty.	\$ Amount	
1	Mobilization	LS	1	LS	\$15,000.00	100%	1	\$15,000.00	50%	0.50	\$7,500.00
2	Excavation - Class 10, 12, or 13	\$16	800	CY	\$12,800.00	87%	695	\$11,120.00	60%	480	\$7,680.00
3	Subbase, Granular	\$8	2,700	SY	\$21,600.00	83%	2,247	\$17,976.00	75%	2,013	\$16,104.00
4	Manhole Adjustments	\$1,500	8	EA	\$12,000.00	63%	5	\$7,500.00	0%	0	\$0.00
5	PCC Pavement, 8" Thick	\$48	2,000	SY	\$96,000.00	101%	2,011	\$96,528.00	92%	1,845	\$88,560.00
6	2.5' Curb and Gutter, 8" Thick	\$30	720	LF	\$21,600.00	97%	698	\$20,940.00	53%	380	\$11,400.00
7	PCC Pavement Samples and Testing	LS	1	LS	\$2,500.00	100%	1	\$2,500.00	50%	1	\$1,250.00
8	HMA Interlayer (1" Base Course, PG 64-34)	\$140.50	1,100	TON	\$154,550.00	82%	902	\$126,708.52	0%	0	\$0.00
9	HMA Overlay (1M ESAL, 1.5" Surface Course, PG 64-22)	\$105	1,650	TON	\$173,250.00	105%	1,733	\$181,999.65	0%	0	\$0.00
10	HMA Pavement Samples and Testing	LS	1	LS	\$4,000.00	100%	1	\$4,000.00	0%	0	\$0.00
11	Driveway Removal	\$10	80	SY	\$800.00	96%	77	\$770.00	78%	62	\$620.00
12	Sidewalk Removal	\$10	675	SY	\$6,750.00	102%	690	\$6,900.00	44%	300	\$3,000.00
13	PCC Sidewalk, 4" Thick	\$40	200	SY	\$8,000.00	118%	236	\$9,440.00	50%	100	\$4,000.00
14	PCC Sidewalk & Ramps, 6" Thick	\$55	575	SY	\$31,625.00	90%	517	\$28,435.00	41%	233	\$12,815.00
15	Detectable Warnings (4' x 2' Panels)	\$280	103	EA	\$28,840.00	95%	98	\$27,440.00	38%	39	\$10,920.00
16	PCC Paved Driveway, 6" Thick	\$50	80	SY	\$4,000.00	96%	77	\$3,850.00	78%	62	\$3,100.00
17	Full Depth Patching	\$85	400	SY	\$34,000.00	87%	346	\$29,410.00	57%	226	\$19,210.00
18	Curb Grinding	\$20	250	LF	\$5,000.00	104%	260	\$5,200.00	104%	260	\$5,200.00
19	Pavement Milling	\$5.50	12,000	SY	\$66,000.00	99%	11,903	\$65,466.06	0%	0	\$0.00
20	Pavement Removal	\$7.50	2,000	SY	\$15,000.00	101%	2,011	\$15,082.50	92%	1,845	\$13,837.50
21	Curb and Gutter Removal	\$10	630	LF	\$6,300.00	100%	631	\$6,310.00	60%	380	\$3,800.00
22	Conventional Seeding, Fertilizing, and Mulching	LS	1	LS	\$6,500.00	100%	1	\$6,500.00	0%	0	\$0.00
23	Traffic Control	LS	1	LS	\$20,000.00	100%	1	\$20,000.00	75%	0.75	\$15,000.00
24	Water Valve Adjustments	\$250	21	EA	\$5,250.00	71%	15	\$3,750.00	0%	0	\$0.00
25	Fabric Matting	\$7.00	2,000	LF	\$14,000.00	100%	2,000	\$14,000.00	0%	0	\$0.00
TOTAL					\$765,365.00			\$726,825.73			\$223,996.50

Total Value of Completed Work:	\$726,825.73
Stored Materials:	\$0.00
Change Orders:	\$38,539.27
Retainage: 5%	\$36,341.29
Amount Due to Contractor:	\$690,484.44
Less Previous Payments:	\$682,726.69
Amount Remaining from Approved Contract:	\$0.00

Amount Due This Application:	\$7,757.75
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Akhilesh Pal
Public Works Director
akhilesh.pal@oskaloosaiowa.org
City of Oskaloosa, Iowa
Phone: 641.673.7472 Fax: 641.673.3733

July 1, 2014

Michael Schrock, City Manager
Oskaloosa City Hall
220 South Market St
Oskaloosa, IA 52577

Re: C Avenue East & North 3rd Street Pavement Rehabilitation Project
Project No. 2010-26

Dear Mike,

My department has inspected the completed project and I have determined the work performed is substantially completed and is in compliance with the terms of the project documents. The certificate of substantial completion is made to the best of my knowledge, information and belief.

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

Sincerely,

Akhilesh Pal

Enc: Certificate of Substantial Completion (3 copies)
Payment Application No. 4 (3 copies)

CERTIFICATE OF FINAL COMPLETION

DATE OF ISSUANCE: 7/7/2014

OWNER: City of Oskaloosa,
Iowa

CONTRACTOR: Norris Asphalt Paving Co .

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

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

OWNER'S CONTRACT NO. CIP 2010-26 ENGINEER'S PROJECT NO.
N/A

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

To City of Oskaloosa,
Iowa
OWNER

And To Norris Asphalt Paving Co.
CONTRACTOR

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

May 15, 2014
DATE OF FINAL COMPLETION

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

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

CONTRACTOR: Correct work found to be defective for a period of 2 years following the date of Final Acceptance of Work

The following documents are attached to and made a part of this Certificate:

None

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

Executed by City of Oskaloosa ENGINEER on

Date

City of Oskaloosa Public Works Dept.
ENGINEER

By: _____
(Authorized Signature)

CONTRACTOR accepts this Certificate of Final Completion on

Date

Norris Asphalt Paving Co.
CONTRACTOR

By: _____
(Authorized Signature)

OWNER accepts this Certificate of Final Completion on

City of Oskaloosa, Iowa
OWNER

Date

By: _____
(Authorized Signature)



City Council
 Communication
 Meeting Date: July 7, 2014
 Requested By: Public Works Dept.

Item Title:

Consider a motion approving Pay Request No. 2 in the amount of \$18,557.30 for work completed on the First Avenue East Sidewalk Project by Steven's Concrete Ltd.

Explanation:

The City of Oskaloosa has received Pay Request No. 2 from Steven's Concrete Ltd. for work completed through June 3, 2014 on the First Avenue East Sidewalk Project. Staff has reviewed the Pay Request and found it to be satisfactory for work completed on the project. Pay Request No. 2 reflects work associated with concrete pavement, sidewalk, pavement markings, and electrical wiring for light poles.

The total cost of this project will be shared by the City and the property owners. All property owners have paid their share of the cost, therefore staff recommends Council approve Pay Request No. 2 to Steven's Concrete Ltd. In the amount of \$18,557.30.

Summary of Contract & Change Orders	Amount	Council
Approved Date		
Original Bid:	\$94,478.00	March 17,
2014		
Net Change Orders	+\$ 4,180.00	Project
Contingency		
Total Project Contract:	\$98,658.00	
Summary of Pay Requests:	Amount	Council
Approved Date		
Pay Request No. 1:	\$75,167.80	June 2,
2014		
Pay Request No. 2*:	\$18,557.30*	July 7, 2014*
Total Amount Paid: \$93,725.10*		
Amount Remaining from Approved Contract: \$	0.00*	
Retainage (5% of Completed Work):	\$4,932.90*	

Note: *Applies only if Pay Request No. 2 is approved by the City Council on July

7, 2014.

Budget Consideration:

\$18,557.30 for Pay Request No. 2 from the First Avenue East Sidewalk Project Fund.

Attachments :

Pay Request No. 2 and Letter from Garden & Associates.

APPLICATION FOR PAYMENT NO. 2 - FINAL

To: City of Oskaloosa (OWNER)
From: Steven's Concrete Limited (CONTRACTOR)
Contract: First Avenue East Sidewalk Project, Oskaloosa, Iowa
Project: First Avenue East Sidewalk Project, Oskaloosa, Iowa
OWNER's Contract No.: ENGINEER's Project No.: 5013200
For Work Accomplished Through the Date of: 6/24/14

Table with 2 columns: Description and Amount. Rows include: 1. Original Contract Price: \$ 94,478.00; 2. Net Change by Change Orders and Written Amendments (+ or -): \$ 4,180.00; 3. Current Contract Price (1 plus 2): \$ 98,658.00; 4. Total Completed and Stored to Date: \$ 98,658.00; 5. Retainage (Per Agreement): 5% of Completed Work: \$ 4,932.90; 0% of Stored Material: Total Retainage: \$ 4,932.90; 6. Total Completed and Stored to Date Less Retainage (4 minus 5): \$ 93,725.10; 7. Less Previous Application for Payments: \$ 75,167.80; 8. DUE THIS APPLICATION (6 MINUS 7): \$ 18,557.30

Accompanying Documentation:

CONTRACTOR'S Certification:

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

Payment of the above AMOUNT DUE THIS APPLICATION is requested.

Dated: 6/26/14 Steven's Concrete Limited (CONTRACTOR) By: [Signature]

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated: 6/26/14 Garden & Associates, Inc. (ENGINEER) By: [Signature]

Payment of the above AMOUNT DUE THIS APPLICATION is approved.

Dated: City of Oskaloosa, Iowa (OWNER)

By: _____

ATTACHMENT NO. 1 TO PAY REQUEST NO. 2 - FINAL
 FIRST AVENUE EAST SIDEWALK PROJECT
 OSKALOOSA, IOWA
 G & A NO. 5013200

Application No.: 2 - Final

Date: 6/24/2014

No.	Item	Unit Price	Contract Quantity	Schedule of Values Amount	Quantity Completed	Amount	%	Material Stored	Amount Completed & Stored
1	Mobilization	\$6,000.00	XXXX LS	\$6,000.00	100%	\$6,000.00	100%		\$6,000.00
2	Clearing and Grubbing	\$3,000.00	XXXX LS	\$3,000.00	100%	\$3,000.00	100%		\$3,000.00
3	Excavation, Class 10	\$15.00	110 CY	\$1,650.00	110	\$1,650.00	100%		\$1,650.00
4	Granular Subbase, 4" Thick Class 'A' Crushed Stone	\$8.00	373 SY	\$2,984.00	373	\$2,984.00	100%		\$2,984.00
5	Granular Subbase, 6" Thick Class 'A' Crushed Stone	\$9.00	280 SY	\$2,520.00	300	\$2,700.00	107%		\$2,700.00
6	Storm Sewer, Trenched, PVC, 3"	\$40.00	13 LF	\$520.00	13	\$520.00	100%		\$520.00
7	Storm Sewer, Trenched, RCP, 15"	\$45.00	232 LF	\$10,440.00	232	\$10,440.00	100%		\$10,440.00
8	SW-401 Manhole, 48" Dia.	\$2,000.00	1 EA	\$2,000.00	1	\$2,000.00	100%		\$2,000.00
9	SW-501 Single Grate Inake	\$2,500.00	2 EA	\$5,000.00	2	\$5,000.00	100%		\$5,000.00
10	Pavement, PCC, 7" Thick	\$45.00	280 SY	\$12,600.00	300	\$13,500.00	107%		\$13,500.00
11	PCC Pavement Samples and Testing	\$2,000.00	1 LS	\$2,000.00	100%	\$2,000.00	100%		\$2,000.00
12	Removal of Sidewalk	\$8.00	378 SY	\$3,024.00	378	\$3,024.00	100%		\$3,024.00
13	Sidewalk, PCC, 5" Thick	\$40.00	373 SY	\$14,920.00	373	\$14,920.00	100%		\$14,920.00
14	Detectable Warning	\$30.00	30 SF	\$900.00	30	\$900.00	100%		\$900.00
15	Driveway, Paved PCC, 7" Thick	\$45.00	25 SY	\$1,125.00	25	\$1,125.00	100%		\$1,125.00
16	Pavement Removal	\$9.00	280 SY	\$2,520.00	300	\$2,700.00	107%		\$2,700.00
17	Concrete Wall Curb	\$25.00	35 LF	\$875.00	35	\$875.00	100%		\$875.00
18	Painted Pavement Markings and Symbols, Waterborne or Solvent Based	\$1,500.00	1 LS	\$1,500.00	100%	\$1,500.00	100%		\$1,500.00
19	Traffic Control	\$4,000.00	1 LS	\$4,000.00	100%	\$4,000.00	100%		\$4,000.00
20	Abandon Rooms Under Walks	\$1,500.00	1 EA	\$1,500.00	1	\$1,500.00	100%		\$1,500.00
21	Light Pole Bases	\$450.00	4 EA	\$1,800.00	4	\$1,800.00	100%		\$1,800.00
22	Remove and Reinstall Pole and Light Fixture	\$150.00	4 EA	\$600.00	4	\$600.00	100%		\$600.00
23	Furnish and Install Below Ground Electric Power Circuits in Conduit	\$30.00	420 LF	\$12,600.00	420	\$12,600.00	100%		\$12,600.00
24	Modify Electric Service, Including Grounding and New Panel	\$400.00	XXXX LS	\$400.00	0%	\$0.00	0%		\$0.00
	SUBTOTAL			\$94,478.00		\$95,338.00			\$95,338.00
	Change Order No. 1								
	1) Additional Below Ground Electric Power Circuit in Conduit	\$30.00	40 LF	\$1,200.00	40	\$1,200.00	100%		\$1,200.00
	2) Furnish and Install Handhole	\$870.00	1 EA	\$870.00	1	\$870.00	100%		\$870.00
	3) Modify New Light Pole Bases to Accommodate New Light Poles	\$100.00	4 EA	\$400.00	4	\$400.00	100%		\$400.00
	4) Deduct Bid Item 24 (Not included in subtotal above)	XXXX	XXXX LS	-\$400.00	0%	\$0.00	0%		\$0.00
	SUBTOTAL CHANGE ORDER NO. 1			\$2,070.00		\$2,470.00			\$2,470.00
	Change Order No. 2								
	1) Lower Existing Water Service	\$350.00	2 EA	\$700.00	2	\$700.00	100%		\$700.00
	2) Fill Existing Underground Tank	\$150.00	XXXX LS	\$150.00	100%	\$150.00	100%		\$150.00
	SUBTOTAL CHANGE ORDER NO. 2			\$850.00		\$850.00			\$850.00
	Change Order No. 3								
	1) Final Quantities Adjustment	\$1,260.00	XXXX LS	\$1,260.00		\$1,260.00			\$1,260.00
	SUBTOTAL CHANGE ORDER NO. 3			\$1,260.00		\$4,180.00			\$4,180.00
	TOTALS					\$98,658.00			\$98,658.00
	Contract								
	Amount Completed and Stored to Date					\$98,658.00			\$98,658.00



City Council
 Communication
 Meeting Date: July 7, 2014
 Requested By: Public Works Dept.

Item Title:

Consider a motion approving Pay Request No. 5 (final retainage) in the amount of \$7,903.27 to Norris Asphalt Paving Co. for the South 7th Street Pavement Rehabilitation Project.

Explanation:

Norris Asphalt Paving Co. is requesting payment of the final retainage amount of \$7,903.27 (1.8% of contract amount) for the South 7th Street Pavement Rehabilitation Project. The retainage was reduced from 5% to 1.8% because substantial work was completed by November 2013. The amount of \$7,903.27 was retained to complete re-seeding of areas where growth was not complete. The reduced retainage is in compliance with the Iowa Code for substantial work completion.

The pay request for work on this project has been reviewed by staff and is recommended for payment. Staff recommends approving the pay request to immediately release the final retainage because no claims have been filed against the project.

<u>Summary of Contract & Change Orders</u> <u>Date</u>	<u>Amount</u>	<u>Council Approval</u>
Original Bid	\$383,240.00	April 15, 2013
Change Order No. 1	+\$56,383.00	July 1, 2013
Change Order No. 2	-\$552.29	December 2, 2013
Amended Contract Amount	\$439,070.71	

<u>Summary of Pay Requests</u> <u>Approval Date</u>	<u>Amount</u>	<u>Council</u>
Pay Request No. 1	\$157,100.50	June 3, 2013
Pay Request No. 2	\$94,307.50	July 1, 2013
Pay Request No. 3	\$165,709.17	August 5, 2013
Pay Request No. 4	\$14,050.27	December

2, 2013

Pay Request No. 5 (Final Retainage)*

\$7,903.27*

July 7, 2014*

Total Amount Paid: \$439,070.71

Amount Remaining from Approved Contract: \$0.00

Retainage (1.8% of Completed Work): \$7,903.27*

Note: *Applies only if the pay request are approved by City Council on July 7, 2013.

RECOMMENDED ACTION:

Consider approval of the final retainage and immediately release the amount of \$7,903.27 to Norris Asphalt Paving Co. for the South 7th Street Pavement Rehabilitation Project.

Budget Consideration:

\$7,903.27 for Pay Request No. 5 from the South 7th Street Pavement Rehabilitation Project Fund.

Attachments :

Application for Pay Request No. 5.

APPLICATION FOR PAYMENT NO. 5 - FINAL

To: City of Oskaloosa

(JURISDICTION)

From: Norris Asphalt Paving Company

(CONTRACTOR)

Contract:

Project: South 7th Street Pavement

Rehabilitation

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

For Work Accomplished Through the Date of:

12-2-2013

1.	Original Contract Price:	
		<u>\$ 383,240.00</u>
2.	Net Change by Change Orders and Written Amendments (+ or -):	_____ \$
	<u>55,830.71</u>	
3.	Current Contract Price (1 plus 2):	_____ \$
	<u>439,070.71</u>	
4.	Total Completed and Stored to Date:	
		<u>\$ 439,070.71</u>
5.	Retainage (Per Agreement):	
	0% of Completed Work:	_____ \$ 0.00
	0% of Stored Material:	_____ \$ 0.00
	Total Retainage:	
		<u>\$ 0.00</u>
6.	Total Completed and Stored to Date Less Retainage (4 minus 5):	
		<u>\$ 439,070.71</u>
7.	Less Previous Application for Payments:	
		<u>\$ 431,167.44</u>
8.	DUE THIS APPLICATION (6 MINUS 7) :	
		<u>\$ 7,903.27</u>

Accompanying Documentation:

CONTRACTOR'S Certification:

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

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

APPLICATION FOR PAYMENT NO. 5 - FINAL

Dated:

(CONTRACTOR)

By:

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

Dated:

(ENGINEER)

By:

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

Dated:

(JURISDICTION)

By:



City Council
Communication
Meeting Date: July 7, 2014
Requested By: Public Works Dept.

Item Title:

Consider a resolution to authorize the execution of an agreement for building inspection services.

Explanation:

The City of Oskaloosa has contracted with Safe Building Compliance and Technology (Safe Building) in the past. Since the position for the Building Official is vacant, the City will need to hire an inspection service in order to assure compliance with adopted Building Codes. The proposed contract with Safe Building will require up to 5 days for plan reviews and up to 48 hours for inspection services. Presently, the Oskaloosa Municipal Code allows the building official to request 24 hours of notice (Section 15.04.470) for inspection services. Therefore, the 48 hour notice for inspection services will be a deviation from the code. The contract also does not hold Safe Building liable for these inspection services and the City will be required to provide them legal representation.

RECOMMENDED ACTION:

Consider the agreement for Building Inspection services with Safe Building.

Budget Consideration:

The Building Inspections - Contractor Services account, with a budget amount of \$16,000 for FY2014-2015, will need to be amended depending on the how long the city will be using the services of Safe Building. The Building Inspections - Salaries account for a full time employee will also contribute towards these services.

Attachments :

Resolution and Services agreement with Safe Building Compliance and Technology

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OSKALOOSA,
IOWA AUTHORIZING THE EXECUTION OF AN AGREEMENT FOR BUILDING
INSPECTION SERVICES

WHEREAS, the City Council desires to insure the proper inspection of building construction to assure compliance with adopted building codes, and

WHEREAS, the City Council has determined third party inspection service through 'Safe Building Compliance and Technology' to be the best means to provide such inspections.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa is hereby authorized and directed to execute the attached Contract for 'Services Agreement' with 'Safe Building Compliance and Technology' for the provision of such services.

PASSED AND APPROVED this _____ day of July, 2014.

David Krutzfeldt, Mayor

ATTEST: _____

Amy Miller, City Clerk



SERVICES AGREEMENT

This Services Agreement (“**Agreement**”) is made and entered into this ___ day of June, 2014 (the “**Effective Date**”) by and between Safe Building Compliance and Technology, a not-for-profit corporation (“**Contractor**”) and the City of Oskaloosa. (“**City**”).

1. **Services to be Provided.** Contractor shall provide those inspection services detailed in Schedule A, attached hereto and incorporated herein by reference (hereinafter referred to as the “**Services**”).

2. **Compensation.** In consideration of Contractor’s Services hereunder, City shall pay Contractor the fees outlined in Schedule B, attached hereto and incorporated herein by reference. Schedule B may be revised by Contractor unilaterally every twelve (12) months by providing City with sixty (60) days prior written notice of the new fee schedule. All payments under the Agreement shall be due upon receipt of Contractor’s invoice and payable no later than thirty (30) days from the date of the invoice. Contractor reserves the right to cease providing Services at any time due to City’s failure to make timely payment.

In the event City fails to pay any invoice in a timely manner and Contractor takes action to collect such amounts, City shall be responsible for all costs and fees, including legal fees, Contractor incurred in enforcing this Agreement.

3. **Term and Termination.** The initial term of this Agreement will begin on the Effective Date and shall continue for one (1) year unless earlier terminated (the “**Term**”). The Term shall automatically renew for successive one year terms. In any event, this Agreement may be terminated by either party with or without cause by giving the other party thirty (30) days prior written notice.

4. **Relationship of the Parties.** The parties hereto are independent contractors. This Agreement does not constitute and shall not be construed in any manner so as to create between these parties a joint venture, employment relationship, agency agreement, partnership or any other relationship other than that of independent contractors, except that Contractor shall be treated as Building Official, Electrical Code Official, Plumbing Code Official and Mechanical Code Official or other applicable official for the City for the purposes of code enforcement as set out by the International Code Council.

5. **Responsibility, Indemnification and Limitation of Liability.** Contractor makes no warranty relating to any City provided materials and does not warrant any action or inaction by City and has no responsibility therefore. Contractor makes no representations regarding the accuracy of City provided materials which are and remain the exclusive responsibility of the City.

The International Code Council sets forth guidelines for the indemnification of Contractor and for the purposes of this Agreement, City accepts such guidelines, a copy of which is attached hereto as Schedule C, and agrees to indemnify and defend Contractor from any and all claims arising out of the performance of this Agreement in any form including all statutory



and common law claims except those of gross negligence. City shall not indemnify Contractor for employee issues such as workers' compensation and wage hour issues.

6. **Miscellaneous Provisions.** This Agreement may not be assigned by either party without the express written consent of the other party. This Agreement is for the benefit of the parties hereto and there shall be no third party beneficiary. This Agreement may not be amended unless done so in writing, signed by both parties, and approved by the City Council ; provided however, Schedule B may be amended by Contractor as provided for in Section 2. The invalidity of any provision of this Agreement shall not affect the validity or enforceability of any other provision. This Agreement shall be governed by and construed in accordance with the laws of the State of Iowa.

**SAFE BUILDING
COMPLIANCE and TECHNOLOGY**

CITY/CLIENT

By: Michelle A Barnholtz _____

By: _____

Title: President _____

Title: _____

Date: 6/9/2014 _____

Date: _____

Address: PO Box 585
421 Main Street
Slater, IA 50244

Address: _____



SCHEDULE A

The Services to be provided upon request under this Agreement include, but are not limited to Building, Electrical, Mechanical and Plumbing Code Enforcement based on the most recently adopted International Code Council and National Electrical Code in the City’s Code of Ordinances.

Services include, but are not limited to:

- Building plan review
- Inspections and documentation
- Field inquiries

Other code enforcement and consulting services as agreed upon by both parties.

SCHEDULE B

1. Fee schedule for permits based on current City fee structure adopted 3/15/2010

PROJECT VALUATION	SAFE BUILDING FEE
Less than \$50,000 (includes trade permits)	100% of permit & miscellaneous fees (s) + mileage
Greater than \$50,000	85% of permit & miscellaneous fee(s)

For re-inspections, the contractor will be charged \$30.00. Payment is due to the City before permit will be closed.

When plans, engineering calculations or specifications are necessary, a plan check fee is required equal to 65% of the permit fee. Generally, this plan check fee is waived for conventional one and two family residential projects. All other projects normally require the plan check fee in addition to the regular permit fees. Contractor retains 100% of the plan check fee.

2. Other code enforcement and consulting services.

For any code enforcement, consulting or miscellaneous services provided that are not covered by a permit fee, the following rates plus expenses apply:

- Hourly: \$75
- Mileage: Current government reimbursement rate
- Expenses: Actual costs (receipts provided)

have the effect of waiving requirements specifically provided for in this code.

R104.2 Applications and permits. The building official shall receive applications, review construction documents and issue permits for the erection and alteration of buildings and structures, inspect the premises for which such permits have been issued and enforce compliance with the provisions of this code.

R104.3 Notices and orders. The building official shall issue all necessary notices or orders to ensure compliance with this code.

R104.4 Inspections. The building official is authorized to make all of the required inspections, or the building official shall have the authority to accept reports of inspection by approved agencies or individuals. Reports of such inspections shall be in writing and be certified by a responsible officer of such approved agency or by the responsible individual. The building official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise, subject to the approval of the appointing authority.

R104.5 Identification. The building official shall carry proper identification when inspecting structures or premises in the performance of duties under this code.

R104.6 Right of entry. Where it is necessary to make an inspection to enforce the provisions of this code, or where the building official has reasonable cause to believe that there exists in a structure or upon a premises a condition which is contrary to or in violation of this code which makes the structure or premises unsafe, dangerous or hazardous, the building official or designee is authorized to enter the structure or premises at reasonable times to inspect or to perform the duties imposed by this code, provided that if such structure or premises be occupied that credentials be presented to the occupant and entry requested. If such structure or premises be unoccupied, the building official shall first make a reasonable effort to locate the owner or other person having charge or control of the structure or premises and request entry. If entry is refused, the building official shall have recourse to the remedies provided by law to secure entry.

R104.7 Department records. The building official shall keep official records of applications received, permits and certificates issued, fees collected, reports of inspections, and notices and orders issued. Such records shall be retained in the official records for the period required for the retention of public records.

R104.8 Liability. The building official, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered liable personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provi-

sions of this code shall be defended by legal representative of the jurisdiction until the final termination of the proceedings. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

R104.9 Approved materials and equipment. Materials, equipment and devices approved by the building official shall be constructed and installed in accordance with such approval.

R104.9.1 Used materials and equipment. Used materials, equipment and devices shall not be reused unless approved by the building official.

R104.10 Modifications. Wherever there are practical difficulties involved in carrying out the provisions of this code, the building official shall have the authority to grant modifications for individual cases, provided the building official shall first find that special individual reason makes the strict letter of this code impractical and the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, life and fire safety requirements or structural. The details of action granting modifications shall be recorded and entered in the files of the department of building safety.

R104.10.1 Areas prone to flooding. The building official shall not grant modifications to any provision related to areas prone to flooding as established by Table R301.2(1) without the granting of a variance to such provisions by the board of appeals.

R104.11 Alternative materials, design and methods of construction and equipment. The provisions of this code are not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by this code, provided that any such alternative has been approved. An alternative material, design or method of construction shall be approved where the building official finds that the proposed design is satisfactory and complies with the intent of the provisions of this code, and that the material, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in this code. Compliance with the specific performance-based provisions of the *International Codes* in lieu of specific requirements of this code shall also be permitted as an alternate.

R104.11.1 Tests. Whenever there is insufficient evidence of compliance with the provisions of this code, or evidence that a material or method does not conform to the requirements of this code, or in order to substantiate claims for alternative materials or methods, the building official shall have the authority to require tests as evidence of compliance to be made at no expense to the jurisdiction. Test methods shall be as specified in this code or by other recognized test standards. In the absence of recognized and accepted test methods, the building official shall approve the testing procedures. Tests shall be performed by an approved agency. Reports of such tests shall be retained by the building official for the period required for retention of public records.



City Council
Communication
Meeting Date: July 7, 2014
Requested By: Public Works Dept.

Item Title:

Consider an ordinance amending Chapter 15.04 Building Code of the Oskaloosa Municipal Code and a request to waive the 2nd and 3rd readings of the ordinance.

Explanation:

The proposed service agreement with Safe Building Compliance and Technology requires five days for plan reviews and 48 hour notice for inspection services. The Oskaloosa Municipal Code currently requires 24 hour notice for inspection services and therefore is not in compliance with the contract terms with Safe Building. Staff is requesting the City Council consider amending the Oskaloosa Municipal Code, 15.04.470 be amended to reflect the change from 24 hours to 48 hours as noted below.

15.04.470 Inspection–Request deadline. The building official may require that every request for inspection be filed at least ~~one~~ two days before such inspection is desired. Such request may be in writing or by telephone, at the option of the building official.

If the city council supports this item, staff requests the 2nd and 3rd readings of the ordinance amendment be waived so the code complies with the agreement with Safety Building Compliance and Technology upon its execution.

Budget Consideration:

Costs associated with amending the Oskaloosa Municipal Code.

Attachments :

Ordinance.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF
OSKALOOSA, IOWA, BY AMENDING TITLE 15 - BUILDINGS AND
CONSTRUCTION, CHAPTER 15.04 - BUILDING CODE, SECTION 15.04.470 -
INSPECTION REQUEST DEADLINE.

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

SECTION 1: The Oskaloosa City Code Section 15.04.470 is amended by deleting the current section, and inserting in lieu thereof the following:

15.04.470 Inspection–Request deadline. The building official may require that every request for inspection be filed at least ~~one~~ **two days** before such inspection is desired. Such request may be in writing or by telephone, at the option of the building official.

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



City Council
Communication
Meeting Date: July 7, 2014
Requested By: Council Appointed
Staff

Item Title: Report on Items from City Staff

- a) City Manager.
 - i. Report on YMCA and Edmundson Pool use.
- 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: July 7, 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.