



**City of Oskaloosa
City Council Meeting Regular Session
Council Chambers
City Hall, 220 S. Market Street
Oskaloosa IA, 52577
Agenda
January 20, 2015**

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

1. Invocation: James Tower, College Avenue Friends 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: [20150120 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: [20150120 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](#), [20150120 - BOARD AND COMMISSION MINUTES.DOCX](#)

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

1. January 5, 2015 Regular City Council Meeting Minutes
2. January 20, 2015 Agenda

Documents: [CITY COUNCIL MINUTES JANUARY 5, 2015.DOC](#)

B. Receive and file minutes of Boards and Commissions

Any recommendations contained in minutes become effective only upon separate

Council action.

1. January 5, 2015 Water Department Balance Sheet, Revenue and Expense Reports
2. December 15, 2014 Library Board of Trustees Minutes
3. January 8, 2015 Housing Trust Fund Committee Minutes
4. January 8, 2015 Civil Service Commission Minutes
5. January 12, 2015 Planning and Zoning Commission Minutes

Documents: [01-05-15 BALANCE SHEET.PDF](#), [DEC 2014 LIB MINUTES.DOC](#), [20150108 OHTF MINUTES.DOCX](#), [CIVIL SERVICE MINUTES JANUARY 8, 2015.DOCX](#), [20150112 PZ MINUTES.DOCX](#)

- C. Consider approval of a renewal application for a Class C Beer Permit with Wine Permit and Sunday Sales from DOLGENCORP, LLC, dba Dollar General Store #2727, 1701 3rd Avenue East.**

Who is submitting this City Clerk/Finance Department item.

Documents: [CITY COMM-DOLLAR GENERAL STORE 2727.DOCX](#)

- D. Consider approval of a renewal application for a Class C Beer Permit with Native Wine Permit and Sunday Sales from Casey's Marketing Company, dba Casey's General Store #1682, 1310 A Avenue West.**

Who is submitting this City Clerk/Finance Department item.

Documents: [CITY COMM-CASEYS GENERAL STORE 1682.DOCX](#)

- E. Consider approval of a renewal application for a Class C Liquor License with Outdoor Service and Sunday Sales from The Cellar Peanut Pub LLC, dba The Cellar, 206 Rock Island Avenue.**

Who is submitting this City Clerk/Finance Department item.

Documents: [CITY COMM-CELLAR PEANUT PUB.DOCX](#)

- F. Consider a motion to receive and file financial reports for December 2014.**

Who is submitting this City Clerk/Finance Department item.

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

- G. Consider a motion to receive and file the 2014 Edmundson Golf Course Annual Report from Harvest Point LLC and Matt Sherlock, PGA Professional.**

Who is submitting this City Manager Department item.

Documents: [20150120 ITEM - EDMUNDSON GOLF COURSE REPORT.DOCX](#),

H. Consider appointment to the Housing Trust Fund Committee.

Who is submitting this City Manager Department item.

Documents: [20150120 - HOUSING TRUST FUND COMMITTEE.DOCX](#), [VALINN MCREYNOLDS APPLICATION.PDF](#)

I. Consider appointment to the Board of Adjustment.

Who is submitting this City Manager Department item.

Documents: [20150120 - BOARD OF ADJUSTMENT.DOCX](#), [WYNDELL CAMPBELL APPLICATION.PDF](#)

J. Consider request from Oskaloosa Main Street and the Oskaloosa Area Chamber & Development Group for approval of Calendar of Events for 2015.

Who is submitting this City Manager Department item.

Documents: [20150120 CALENDAR OF EVENTS ITEM.DOCX](#), [MEMO FROM MAIN STREET AND CHAMBER.PDF](#)

K. ----- END OF CONSENT AGENDA -----

6. Regular Agenda

Documents: [20150120 AGENDA ITEM - REGULAR ACTION ITEMS.DOCX](#)

A. Consider request from the Mahaska Community Recreation Foundation to present the MCRF Annual Report.

Who is submitting this City Manager Department item.

Documents: [20150105 MCRF ANNUAL REPORT ITEM.DOCX](#)

B. Consider an ordinance to amend the City Code of the City of Oskaloosa, Iowa by amending provisions pertaining to Title 17 – “Zoning”, Chapter 17.24 – “Supplemental Site Development Regulations,” and Chapter 17.32 – “Nonconforming Development” of the City Of Oskaloosa Zoning Ordinance regarding non-conforming residential development and discontinued nonconforming developments – 2nd reading.

Who is submitting this Public Works Director item.

Documents: [20150120 TITLE 17 ITEM.DOC](#), [ORDINANCE - NONCONFORMING RESIDENTIAL.DOCX](#), [PROPOSED TEXT AMENDMENT - REVISE 17.24 AND 17.32.PDF](#), [TABLE 17.08B - PERMITTED USES.PDF](#), [REALTOR LETTER TO P AND Z.DOCX](#), [REALTOR LETTER ATTACHMENT.PDF](#), [MAP - NON CONFORMING LOTS.PDF](#), [STATISTICS NON CONFORMING LOTS GIS DATA.PDF](#), [CODE COMPARISON.PDF](#)

C. Consider a motion approving a parking lot rental agreement between Oskaloosa Hy-Vee and the city of Oskaloosa for use of a city-owned parking lot.

Who is submitting this City Manager Department item.

Documents: [20150120 - HY-VEE GREENHOUSE REQUEST.DOCX](#), [2015 HY-VEE LETTER AND EXHIBIT.PDF](#), [2015 HY-VEE LEASE AGREEMENT.DOCX](#), [HY-VEE LEASE AGREEMENT EXHIBIT.DOCX](#)

D. Consider a resolution adopting a policy formalizing the continued use of Complete Streets design concepts in future city improvement projects.

Who is submitting this City Manager Department item.

Documents: [20150120 ITEM COMPLETE STREETS POLICY.DOCX](#), [20150120 RESOLUTION COMPLETE STREETS.DOCX](#), [COMPLETE STREETS POLICY.DOCX](#)

E. Consider an Ordinance amending Oskaloosa City Code Title 12 Streets, Sidewalks, and Public Places by adding Chapter 12.46 Farmers' and Public Markets - 1st reading.

Who is submitting this City Manager Department item.

Documents: [20150120 ITEM FARMERS AND PUBLIC MARKETS.DOCX](#), [ORDINANCE RE FARMERS AND PUBLIC MARKETS.DOCX](#), [APPLICATION.DOCX](#)

F. Consider an Ordinance amending Oskaloosa City Code Chapter 12.48 Miscellaneous Regulations to include Community Gardens - 1st reading.

Who is submitting this City Manager Department item.

Documents: [20150120 ITEM - COMMUNITY GARDENS.DOCX](#), [COMMUNITY GARDENS ORDINANCE.DOCX](#), [COMMUNITY GARDENS GUIDELINES.DOCX](#), [OSKALOOSA COMMUNITY GARDENS PERMIT.DOCX](#), [COMMUNITY GARDENS RELEASE.DOCX](#)

7. Report on Items from City Staff.

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

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

Documents: [20150120 REPORTS FROM STAFF.DOCX](#)

8. City Council Information

This item is reserved to receive reports from the Mayor and City Council. This is an

opportunity for the members of the City Council to provide updates on activities, events, or items of note to the public. This is also the opportunity for the City Council to request future agenda items, or request items to be sent to Committee for review and discussion.

Documents: [20150120 CITY COUNCIL INFORMATION.DOCX](#)

9. **Consider holding a closed session under Iowa Code Section 21.5.1.c. to discuss strategy with counsel on matters presently in litigation or in which litigation is imminent where disclosure would be likely to prejudice or disadvantage the city's position.**

Who is submitting this City Manager Department
item.

Documents: [ITEM - CLOSED SESSION RE LITIGATION.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: January 20, 2015

Requested By: Mayor & City Council

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

1. Invocation: Pastor James Tower, College Avenue Friends 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: January 20, 2015

Requested By: Mayor & City Council

Item Title: Community Comments

Explanation :

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

Budget Consideration:

Not applicable.

Attachments:

None.

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

- Item A. Minutes and reports from city council meetings.**
Staff recommends council receive and file these documents.
- Item B. Board and Commission Minutes:**
Staff recommends council receive and file these documents.
- Item C. Consider approval of a renewal application for a Class C Beer Permit with Wine Permit and Sunday Sales from DOLGENCORP, LLC, dba Dollar General Store #2727, 1701 3rd Avenue East.**
 - No complaints received.
- Item D. Consider approval of a renewal application for a Class C Beer Permit with Native Wine Permit and Sunday Sales from Casey's Marketing Company, dba Casey's General Store #1682, 1310 A Avenue West.**
 - No complaints received.
- Item E. Consider approval of a renewal application for a Class C Liquor License with Outdoor Service and Sunday Sales from The Cellar Peanut Pub LLC, dba The Cellar, 206 Rock Island Avenue.**
- Item F. Consider a motion to receive and file financial reports for December 2014.**
- Item G. Consider a motion to receive and file the 2014 Edmundson Golf Course Annual Report from Harvest Point LLC and Matt Sherlock, PGA Professional.**
- Item H. Consider appointment to the Housing Trust Fund Committee .**
- Item I. Consider appointment to the Board of Adjustment.**

Item J. Consider request from Main Street Oskaloosa and the Oskaloosa Area Chamber & Development Group for approval of Calendar of Events for 2015



City Council Communication

Meeting Date: January 20, 2015

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. January 5, 2015 City Council Regular Meeting Minutes
 - 2. January 20, 2015 Agenda

- B. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - 1. January 5, 2015 Water Department Balance Sheet, Revenue and Expense Reports
 - 2. December 15, 2014 Library Board of Trustees Minutes
 - 3. January 8, 2015 Housing Trust Fund Committee Minutes
 - 4. January 8, 2015 Civil Service Commission Minutes
 - 5. January 12, 2015 Planning and Zoning Commission Minutes

Budget Consideration:

Not applicable.

Attachments :

January 5, 2015 City Council Regular Meeting Minutes
January 5, 2015 Water Department Balance Sheet, Revenue and Expense Reports
December 15, 2014 Library Board of Trustees Minutes
January 8, 2015 Housing Trust Fund Committee Minutes
January 8, 2015 Civil Service Commission Minutes
January 12, 2015 Planning and Zoning Commission Minutes

OSKALOOSA CITY COUNCIL
REGULAR MEETING
January 5, 2015

The Oskaloosa City Council met in regular session on Monday, January 5, 2015, at 6:00 p.m. with Mayor Krutzfeldt presiding and the following members answering roll call: Caligiuri, Jimenez, Moore, Ver Steeg, Walling and Yates. Absent: Van Zetten.

Matt Kargol, 1908 Burlington, University Park, art teacher at Oskaloosa Senior High, addressed City Council regarding the Complete Streets Design concept.

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

1. December 15, 2014 City Council Regular Meeting Minutes
2. January 5, 2015 Agenda
3. Receive and file the following reports and communications from advisory and operating boards and commission:
 - a. November 10, 2014 Water Board Minutes
 - b. December 9, 2014 Water Board Special Meeting Minutes
 - c. December 15, 2014 Water Board Minutes
 - d. December 16, 2014 Joint Law Enforcement Center Minutes
 - e. December 1, 2014 Airport Commission Minutes
4. Renewal application for a Class E Liquor License with Carryout Beer and Wine Permit and Sunday Sales from Wal-Mart Stores, Inc. dba Wal-Mart Supercenter #1393, 2203 A Avenue West.
5. Renewal application for a Class A Liquor License with Sunday Sales from Oskaloosa Lodge #340 B.P.O. of Elks, 202 Second Avenue East.
6. Ownership update due to a change in officers for a Class A Liquor License with Sunday Sales from Oskaloosa Lodge #340 B.P.O. of Elks, 202 Second Avenue East.
7. Claims for December 2014.

The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

Caligiuri introduced "AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF OSKALOOSA, IOWA BY CHANGING THE ZONING OF CERTAIN PROPERTY LOCATED AT 615 E AVENUE WEST FROM R-2, URBAN FAMILY RESIDENTIAL DISTRICT, TO LI, LIMITED INDUSTRIAL DISTRICT" and moved its approval on the third reading. Jimenez seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said ordinance duly adopted. The ordinance was assigned No. 1369.

Caligiuri introduced Resolution No. 15-01-01 entitled "RESOLUTION SCHEDULING A TIME FOR HEARING FOR CONSIDERING THE MATTER OF LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR SIDEWALK REPLACEMENT BY THE CITY IN ACCORDANCE WITH SECTION 12.12 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA, AND DIRECTING NOTICE TO THE OWNER OF THE PROPERTY TO BE ASSESSED" and moved its approval. Jimenez seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

It was moved by Caligiuri, seconded by Jimenez to approve Pay Request No. 4 in the amount of \$8,243.15 to Norris Asphalt Paving Co. for work completed on the South 11th Street Pavement Rehabilitation Project. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

It was moved by Caligiuri, seconded by Jimenez to appoint Mark Tennison to the Historic Preservation Commission to fill an unexpired term that ends December 31, 2017. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

The Mayor announced there were vacancies on the Airport Commission, Building Code Board of Appeals, Board of Adjustment, Housing Trust Fund Committee and Water Board.

The Mayor announced this was the time and place for the public hearing on levying a special assessment against private property for sidewalk replacement and citizens would now have the opportunity to comment. No oral or written comments were received. The Mayor declared said hearing closed.

Jimenez introduced Resolution No. 15-01-02 entitled "RESOLUTION LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR SIDEWALK REPLACEMENT BY THE CITY OF OSKALOOSA, IOWA IN ACCORDANCE WITH SECTION 12.12 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Jimenez, Moore, 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 an amendment to the city code regarding nonconforming residential development and

discontinued nonconforming developments and citizens would now have the opportunity to comment. No oral or written comments were received. The Mayor declared said hearing closed.

Ver Steeg introduced "AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING TITLE 17, "ZONING", CHAPTER 17.24, "SUPPLEMENTAL SITE DEVELOPMENT REGULATIONS," SECTION 17.24.020 – "USE OF EXISTING LOTS OF RECORD"; AMENDING CHAPTER 17.32, "NONCONFORMING DEVELOPMENT," SECTION 17.32.030 – RESIDENTIAL DISTRICTS," SUBSECTION C – "NON CONFORMING STRUCTURES"; AND ADDING A NEW SECTION 17.32.070 – "DISCONTINUANCE CONFORMANCE REQUIRED" and moved its approval on the first reading. Caligiuri seconded the motion. The roll was called and the vote was:

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

NAYS: None

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

Caligiuri introduced a resolution entitled "A RESOLUTION ADOPTING A POLICY FORMALIZING THE CONTINUED USE OF COMPLETE STREETS DESIGN CONCEPTS IN FUTURE CITY IMPROVEMENT PROJECTS" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Moore and Yates

NAYS: Jimenez, Ver Steeg and Walling

Whereupon the Mayor declared a tie vote and stated the matter would be placed on the next city council meeting agenda.

Caligiuri introduced Resolution No. 15-01-03 entitled "RESOLUTION FOR PRELIMINARY APPROVAL OF PLANS, SPECIFICATIONS, AND ESTIMATED COST; SETTING DATE OF PUBLIC HEARING ON PLANS, SPECIFICATIONS, AND ESTIMATED COST; AND ORDERING THE ADVERTISEMENT FOR BIDS ON THE E AVENUE EAST & NORTH 12TH STREET RECONSTRUCTION PROJECT" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

It was moved by Caligiuri, seconded by Ver Steeg that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 6:33 p.m.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

600-WATER FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
<u>ASSETS</u>					
<u>CASH</u>					
600-1113	Cash - Checking	150,306.34	16,437.64CR	231,363.43	381,669.77
600-1120	Petty Cash	300.00	0.00	0.00	300.00
600-1161	Investments	565,092.08	42,582.08	131,957.52CR	433,134.56
600-1162	Money Mkt Funds	369,907.55	7,530.53	24,190.29	394,097.84
	TOTAL CASH	1,085,605.97	33,674.97	123,596.20	1,209,202.17
<u>TAXES & OTHER RECEIVABLE</u>					
600-1210	Accounts Receivable - Sales Ta	15,058.17	2,888.29	947.31CR	14,110.86
600-1221	Accounts Receivable - Water	220,647.43	39,767.49	14,316.30CR	206,331.13
600-1222	Accounts Receivable - City Sew	189,289.97	40,340.40	3,386.88CR	185,903.09
600-1223	Accounts Receivable - Meter Re	1,583.59	147.02CR	134.49CR	1,449.10
600-1224	Accounts Receivable - Late Fee	3,337.02	741.03CR	174.81CR	3,162.21
600-1226	Due To Customer	6,793.34CR	1,812.33CR	2,761.29CR	9,554.63CR
600-1229	Accounts Rec - Stormwater Fee	25,592.14	6,483.49	433.58CR	25,158.56
600-1231	Accounts Receivable - Misc	438.71	174.00CR	282.71CR	156.00
	TOTAL TAXES & OTHER RECEIVABLE	449,153.69	86,605.29	22,437.37CR	426,716.32
<u>INVENTORIES</u>					
	TOTAL ASSETS	1,534,759.66	120,280.26	101,158.83	1,635,918.49
<u>LIABILITIES</u>					
600-2080	Oskaloosa City Sewer Payable	317,371.62CR	57,830.79CR	1,042.66CR	318,414.28CR
600-2140	Iowa Sales Tax Payable	14,582.37CR	3,938.19CR	832.04	13,750.33CR
600-2141	Iowa Service Tax Payable	39.35CR	1.87	4.79	34.56CR
600-2181	Osky Stormwater Fee - Payable	42,285.22CR	7,740.80CR	1,066.73CR	43,351.95CR
	TOTAL LIABILITIES	374,278.56CR	69,507.91CR	1,272.56CR	375,551.12CR
<u>FUND EQUITY</u>					
600-3800	Earned Surplus	1,160,481.10CR	0.00	0.00	1,160,481.10CR
	TOTAL REVENUES	0.00	209,151.63CR	1,131,232.81CR	1,131,232.81CR
	TOTAL EXPENDITURES	0.00	158,379.28	1,031,346.54	1,031,346.54
	TOTAL FUND EQUITY	1,160,481.10CR	50,772.35CR	99,886.27CR	1,260,367.37CR
	TOTAL LIABILITIES & EQUITY	1,534,759.66CR	120,280.26CR	101,158.83CR	1,635,918.49CR

601-CONSUMER DEPOSIT FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
<u>ASSETS</u>					
<u>CASH</u>					
601-1113	Cash - Checking	22,005.00	771.81CR	685.27	22,690.27
601-1161	Investments	65,000.00	0.00	0.00	65,000.00
	TOTAL CASH	87,005.00	771.81CR	685.27	87,690.27
<u>TAXES & OTHER RECEIVABLE</u>					
	TOTAL ASSETS	87,005.00	771.81CR	685.27	87,690.27
<u>LIABILITIES</u>					
601-2210	Consumer Deposits Reserve	87,005.00CR	775.00	475.00CR	87,480.00CR
	TOTAL LIABILITIES	87,005.00CR	775.00	475.00CR	87,480.00CR
<u>FUND EQUITY</u>					
	TOTAL REVENUES	0.00	3.19CR	210.27CR	210.27CR
	TOTAL FUND EQUITY	0.00	3.19CR	210.27CR	210.27CR
	TOTAL LIABILITIES & EQUITY	87,005.00CR	771.81	685.27CR	87,690.27CR

603-WATER REV SINKING FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
<u>ASSETS</u>					
<u>CASH</u>					
603-1161	Investments	34,907.92	42,582.08CR	131,957.52	166,865.44
	TOTAL CASH	<u>34,907.92</u>	<u>42,582.08CR</u>	<u>131,957.52</u>	<u>166,865.44</u>
	TOTAL ASSETS	34,907.92	42,582.08CR	131,957.52	166,865.44
		=====	=====	=====	=====
<u>LIABILITIES</u>					
<u>FUND EQUITY</u>					
603-3800	Earned Surplus	34,907.92CR	0.00	0.00	34,907.92CR
	TOTAL REVENUES	0.00	34,907.92CR	209,447.52CR	209,447.52CR
	TOTAL EXPENDITURES	<u>0.00</u>	<u>77,490.00</u>	<u>77,490.00</u>	<u>77,490.00</u>
	TOTAL FUND EQUITY	34,907.92CR	42,582.08	131,957.52CR	166,865.44CR
	TOTAL LIABILITIES & EQUITY	34,907.92CR	42,582.08	131,957.52CR	166,865.44CR
		=====	=====	=====	=====

OSKALOOSA WATER DEPARTMENT
 YEAR TO DATE BALANCE SHEET
 AS OF: DECEMBER 31ST, 2014

604-METER REPLACEMENT FUND

ACCT NO#	ACCOUNT NAME	BEGINNING BALANCE	M-T-D ACTIVITY	Y-T-D ACTIVITY	CURRENT BALANCE
<u>ASSETS</u>					
<u>CASH</u>					
604-1162	Money Market Fund	104,812.96	5,696.53CR	19,208.17CR	85,604.79
	TOTAL CASH	<u>104,812.96</u>	<u>5,696.53CR</u>	<u>19,208.17CR</u>	<u>85,604.79</u>
	TOTAL ASSETS	<u>104,812.96</u>	<u>5,696.53CR</u>	<u>19,208.17CR</u>	<u>85,604.79</u>
<u>LIABILITIES</u>					
<u>FUND EQUITY</u>					
604-3800	Earned Surplus	104,812.96CR	0.00	0.00	104,812.96CR
	TOTAL REVENUES	0.00	3,000.00CR	18,000.00CR	18,000.00CR
	TOTAL EXPENDITURES	0.00	8,696.53	37,208.17	37,208.17
	TOTAL FUND EQUITY	<u>104,812.96CR</u>	<u>5,696.53</u>	<u>19,208.17</u>	<u>85,604.79CR</u>
	TOTAL LIABILITIES & EQUITY	<u>104,812.96CR</u>	<u>5,696.53</u>	<u>19,208.17</u>	<u>85,604.79CR</u>

OSKALOOSA WATER DEPARTMENT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2014

600-WATER FUND
 FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
ALL REVENUE	2,251,002.00	209,151.63	1,131,232.81	50.25	1,119,769.19
TOTAL REVENUES	2,251,002.00	209,151.63	1,131,232.81	50.25	1,119,769.19
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
Plant Operations	573,386.00	32,684.35	198,501.17	34.62	374,884.83
Water Distribution	1,054,688.00	80,287.39	485,590.49	46.04	569,097.51
Water Office	695,527.00	45,407.54	347,254.88	49.93	348,272.12
TOTAL EXPENDITURES	2,323,601.00	158,379.28	1,031,346.54	44.39	1,292,254.46
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(72,599.00)	50,772.35	99,886.27		(172,485.27)

OSKALOOSA WATER DEPARTMENT
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2014

600-WATER FUND
Plant Operations

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SALARIES & WAGES</u>					
600-5-8000-6014 LABOR - PLANT	113,130.00	5,823.44	35,691.39	31.55	77,438.61
TOTAL SALARIES & WAGES	113,130.00	5,823.44	35,691.39	31.55	77,438.61
<u>EMPLOYEE BENEFITS/COSTS</u>					
600-5-8000-6110 EMPLOYER'S SHARE-SOC	7,014.00	361.06	2,212.88	31.55	4,801.12
600-5-8000-6120 EMPLOYERS SHARE - ME	1,640.00	84.43	517.46	31.55	1,122.54
600-5-8000-6130 EMPLOYER'S SHARE -	10,102.00	520.02	3,187.15	31.55	6,914.85
TOTAL EMPLOYEE BENEFITS/COSTS	18,756.00	965.51	5,917.49	31.55	12,838.51
<u>STAFF DEVELOPMENT</u>					
600-5-8000-6240 EDUCATION/SEMINARS	2,000.00	0.00	271.04	13.55	1,728.96
TOTAL STAFF DEVELOPMENT	2,000.00	0.00	271.04	13.55	1,728.96
<u>REPAIR, MAINT. & UTIL.</u>					
600-5-8000-6310 MAINTENANCE - BUILDI	4,500.00	53.91	1,768.08	39.29	2,731.92
600-5-8000-6311 MAINTENANCE - WELLS	33,000.00	138.63	4,739.61	14.36	28,260.39
600-5-8000-6320 MAINTENANCE - GROUND	20,000.00	153.24	9,927.93	49.64	10,072.07
600-5-8000-6350 MAINTENANCE - MACHIN	25,000.00	2,490.04	4,834.89	19.34	20,165.11
600-5-8000-6371 ELECTRIC / GAS	80,000.00	5,443.38	35,739.05	44.67	44,260.95
TOTAL REPAIR, MAINT. & UTIL.	162,500.00	8,279.20	57,009.56	35.08	105,490.44
<u>CONTRACTUAL SERVICES</u>					
600-5-8000-6450 LAB EXPENSES	13,800.00	190.12	4,702.61	34.08	9,097.39
TOTAL CONTRACTUAL SERVICES	13,800.00	190.12	4,702.61	34.08	9,097.39
<u>COMMODITIES</u>					
600-5-8000-6501 CHEMICALS	200,000.00	17,238.41	93,974.19	46.99	106,025.81
600-5-8000-6504 SMALL TOOLS	1,000.00	0.00	0.00	0.00	1,000.00
600-5-8000-6507 MISC EXPENSE	1,000.00	60.67	394.52	39.45	605.48
600-5-8000-6510 SAFETY SUPPLIES	500.00	81.60	246.50	49.30	253.50
600-5-8000-6599 MISC SUPPLIES	700.00	45.40	293.87	41.98	406.13
TOTAL COMMODITIES	203,200.00	17,426.08	94,909.08	46.71	108,290.92
<u>CAPITAL OUTLAY</u>					
600-5-8000-6790 NEW/REPLACE WATER TR	60,000.00	0.00	0.00	0.00	60,000.00
TOTAL CAPITAL OUTLAY	60,000.00	0.00	0.00	0.00	60,000.00
TOTAL Plant Operations	573,386.00	32,684.35	198,501.17	34.62	374,884.83

OSKALOOSA WATER DEPARTMENT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2014

600-WATER FUND
 Water Distribution

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SALARIES & WAGES</u>					
600-5-8001-6010 LABOR - DISTRIBUTION	158,952.00	14,766.14	94,251.24	59.30	64,700.76
TOTAL SALARIES & WAGES	158,952.00	14,766.14	94,251.24	59.30	64,700.76
<u>EMPLOYEE BENEFITS/COSTS</u>					
600-5-8001-6110 EMPLOYER'S SHARE-SOC	9,855.00	915.49	5,843.52	59.29	4,011.48
600-5-8001-6120 EMPLOYERS SHARE - ME	2,305.00	214.11	1,366.67	59.29	938.33
600-5-8001-6130 EMPLOYER'S SHARE -	14,194.00	1,318.59	8,416.53	59.30	5,777.47
600-5-8001-6181 UNIFORMS	2,500.00	458.40	579.73	23.19	1,920.27
TOTAL EMPLOYEE BENEFITS/COSTS	28,854.00	2,906.59	16,206.45	56.17	12,647.55
<u>STAFF DEVELOPMENT</u>					
600-5-8001-6240 EDUCATION/SEMINARS	2,000.00	0.00	1,146.97	57.35	853.03
TOTAL STAFF DEVELOPMENT	2,000.00	0.00	1,146.97	57.35	853.03
<u>REPAIR, MAINT. & UTIL.</u>					
600-5-8001-6310 MAINTENANCE - BUILDI	1,000.00	0.00	329.30	32.93	670.70
600-5-8001-6312 MAINTENANCE - WATER	80,000.00	5,591.49	45,033.00	56.29	34,967.00
600-5-8001-6313 MAINTENANCE - METERS	20,000.00	367.14	2,502.84	12.51	17,497.16
600-5-8001-6331 GASOLINE	20,000.00	1,131.77	9,180.91	45.90	10,819.09
600-5-8001-6332 TRUCK EXPENSE	4,000.00	73.26	724.38	18.11	3,275.62
600-5-8001-6350 MAINTENANCE - MACHIN	6,000.00	986.01	2,858.49	47.64	3,141.51
600-5-8001-6371 ELECTRIC / GAS	5,000.00	491.71	1,977.24	39.54	3,022.76
TOTAL REPAIR, MAINT. & UTIL.	136,000.00	8,641.38	62,606.16	46.03	73,393.84
<u>CONTRACTUAL SERVICES</u>					
<u>COMMODITIES</u>					
600-5-8001-6504 SMALL TOOLS	3,000.00	205.07	1,387.07	46.24	1,612.93
600-5-8001-6507 MISC EXPENSE	2,500.00	2,108.53	2,799.14	111.97 (299.14)
600-5-8001-6510 SAFETY SUPPLIES	2,000.00	9.99	468.01	23.40	1,531.99
600-5-8001-6599 MISC SUPPLIES	1,500.00	0.00 (40.22)	2.68-	1,540.22
TOTAL COMMODITIES	9,000.00	2,323.59	4,614.00	51.27	4,386.00
<u>CAPITAL OUTLAY</u>					
600-5-8001-6750 NEW / REPLACE BUILDI	15,000.00	1,424.80	63,056.35	420.38 (48,056.35)
600-5-8001-6780 NEW/REPLACE WATER SU	250,000.00	12,316.97	16,261.80	6.50	233,738.20
TOTAL CAPITAL OUTLAY	265,000.00	13,741.77	79,318.15	29.93	185,681.85
<u>TRANSFERS</u>					
600-5-8001-6910603 TRANSFER OUT - SINKI	418,882.00	34,907.92	209,447.52	50.00	209,434.48
600-5-8001-6910604 TRANSFER OUT - METER	36,000.00	3,000.00	18,000.00	50.00	18,000.00
TOTAL TRANSFERS	454,882.00	37,907.92	227,447.52	50.00	227,434.48
TOTAL Water Distribution	1,054,688.00	80,287.39	485,590.49	46.04	569,097.51

OSKALOOSA WATER DEPARTMENT
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2014

600-WATER FUND
Water Office

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SALARIES & WAGES</u>					
600-5-8006-6011 SALARIES - SUP'T	81,000.00	6,386.52	41,512.38	51.25	39,487.62
600-5-8006-6012 SALARIES - OFFICE	154,237.00	7,471.76	77,484.21	50.24	76,752.79
600-5-8006-6013 SALARIES - SERVICE T	51,420.00	3,601.44	23,805.77	46.30	27,614.23
600-5-8006-6015 CONTRACT LABOR	0.00	2,781.29	18,842.19	0.00 (18,842.19)
600-5-8006-6020 SALARIES - TRUSTEES	3,402.00	189.00	945.00	27.78	2,457.00
600-5-8006-6050 HEALTH INS. WAGE	4,176.00	174.00	1,218.00	29.17	2,958.00
TOTAL SALARIES & WAGES	294,235.00	20,604.01	163,807.55	55.67	130,427.45
<u>EMPLOYEE BENEFITS/COSTS</u>					
600-5-8006-6110 EMPLOYER'S SHARE-SOC	17,984.00	1,094.22	8,912.30	49.56	9,071.70
600-5-8006-6120 EMPLOYERS SHARE - ME	4,206.00	255.89	2,084.25	49.55	2,121.75
600-5-8006-6130 EMPLOYER'S SHARE -	25,598.00	1,559.15	11,029.84	43.09	14,568.16
600-5-8006-6150 HEALTH/LIFE INSURANC	187,740.00	13,682.89	78,805.03	41.98	108,934.97
600-5-8006-6183 SELF INSURANCE EXPEN	6,500.00	1,000.00	1,000.00	15.38	5,500.00
TOTAL EMPLOYEE BENEFITS/COSTS	242,028.00	17,592.15	101,831.42	42.07	140,196.58
<u>STAFF DEVELOPMENT</u>					
600-5-8006-6220 DUES & SUBSCRIPTIONS	6,273.00	350.00	4,719.49	75.23	1,553.51
600-5-8006-6240 EDUCATION/SEMINARS	6,000.00	98.00	527.82	8.80	5,472.18
TOTAL STAFF DEVELOPMENT	12,273.00	448.00	5,247.31	42.75	7,025.69
<u>REPAIR, MAINT. & UTIL.</u>					
600-5-8006-6310 MAINTENANCE - BUILDI	500.00	0.00	77.84	15.57	422.16
600-5-8006-6373 TELEPHONE	7,500.00	890.22	3,920.29	52.27	3,579.71
TOTAL REPAIR, MAINT. & UTIL.	8,000.00	890.22	3,998.13	49.98	4,001.87
<u>CONTRACTUAL SERVICES</u>					
600-5-8006-6401 AUDIT EXPENSE	7,925.00	0.00	0.00	0.00	7,925.00
600-5-8006-6402 PUBLICATIONS	2,500.00	73.21	1,052.00	42.08	1,448.00
600-5-8006-6408 INSURANCE	58,100.00	0.00	0.00	0.00	58,100.00
600-5-8006-6409 JANITORIAL EXPENSE	2,000.00	261.80	890.69	44.53	1,109.31
600-5-8006-6411 LEGAL FEES	1,000.00	0.00	33,064.22	3,306.42 (32,064.22)
600-5-8006-6419 COMPUTER EXPENSE	18,500.00	216.10	16,366.23	88.47	2,133.77
600-5-8006-6492 METER READING SERVIC	19,352.00	3,276.80	9,056.80	46.80	10,295.20
TOTAL CONTRACTUAL SERVICES	109,377.00	3,827.91	60,429.94	55.25	48,947.06
<u>COMMODITIES</u>					
600-5-8006-6506 OFFICE SUPPLIES	6,000.00	550.47	2,320.52	38.68	3,679.48
600-5-8006-6507 MISC EXPENSE	1,500.00	400.46	566.11	37.74	933.89
600-5-8006-6508 POSTAGE	14,000.00	958.66	6,296.10	44.97	7,703.90
600-5-8006-6520 CREDIT CARD FEES	2,400.00	135.66	1,052.98	43.87	1,347.02
600-5-8006-6599 MISC SUPPLIES	1,000.00	0.00	370.53	37.05	629.47
TOTAL COMMODITIES	24,900.00	2,045.25	10,606.24	42.60	14,293.76

OSKALOOSA WATER DEPARTMENT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2014

600-WATER FUND
 Water Office

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>CAPITAL OUTLAY</u>					
600-5-8006-6725 OFFICE EQUIPMENT	4,714.00	0.00	1,334.29	28.30	3,379.71
TOTAL CAPITAL OUTLAY	4,714.00	0.00	1,334.29	28.30	3,379.71
TOTAL Water Office	695,527.00	45,407.54	347,254.88	49.93	348,272.12

OSKALOOSA WATER DEPARTMENT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2014

600-WATER FUND
 Plant Project

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REPAIR, MAINT. & UTIL.</u>	_____	_____	_____	_____	_____
<u>CONTRACTUAL SERVICES</u>	_____	_____	_____	_____	_____
<u>COMMODITIES</u>	_____	_____	_____	_____	_____
<u>CAPITAL OUTLAY</u>	_____	_____	_____	_____	_____
<u>DEBT SERVICE</u>	_____	_____	_____	_____	_____
TOTAL EXPENDITURES	2,323,601.00	158,379.28	1,031,346.54	44.39	1,292,254.46
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(72,599.00)	50,772.35	99,886.27		(172,485.27)

OSKALOOSA WATER DEPARTMENT
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2014

601-CONSUMER DEPOSIT FUND
FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
ALL REVENUE	0.00	3.19	210.27	0.00 (210.27)
TOTAL REVENUES	0.00	3.19	210.27	0.00 (210.27)
	=====	=====	=====	=====	=====

OSKALOOSA WATER DEPARTMENT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2014

601-CONSUMER DEPOSIT FUND

50.00% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
601-4-8001-44300 INTEREST	0.00	3.19	210.27	0.00 (210.27)
TOTAL REVENUES	0.00	3.19	210.27	0.00 (210.27)
REVENUES OVER/(UNDER) EXPENDITURES	0.00	3.19	210.27	(210.27)

OSKALOOSA WATER DEPARTMENT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2014

603-WATER REV SINKING FUND
 FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
ALL REVENUE	418,882.00	34,907.92	209,447.52	50.00	209,434.48
TOTAL REVENUES	418,882.00	34,907.92	209,447.52	50.00	209,434.48
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
Water Rev Bond Sink Fund	418,895.00	77,490.00	77,490.00	18.50	341,405.00
TOTAL EXPENDITURES	418,895.00	77,490.00	77,490.00	18.50	341,405.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(13.00)	(42,582.08)	131,957.52		(131,970.52)

OSKALOOSA WATER DEPARTMENT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2014

603-WATER REV SINKING FUND

50.00% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
603-4-8001-44830600 TRANSFER IN - REVENU	418,882.00	34,907.92	209,447.52	50.00	209,434.48
TOTAL REVENUES	418,882.00	34,907.92	209,447.52	50.00	209,434.48
	=====	=====	=====	=====	=====

OSKALOOSA WATER DEPARTMENT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2014

603-WATER REV SINKING FUND
 Water Rev Bond Sink Fund

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>COMMODITIES</u>					
<u>DEBT SERVICE</u>					
603-5-8001-6801 PRINCIPAL	251,000.00	0.00	0.00	0.00	251,000.00
603-5-8001-6851 INTEREST PAYMENT	154,980.00	77,490.00	77,490.00	50.00	77,490.00
603-5-8001-6899 BOND SERVICING FEE	12,915.00	0.00	0.00	0.00	12,915.00
TOTAL DEBT SERVICE	418,895.00	77,490.00	77,490.00	18.50	341,405.00
TOTAL Water Rev Bond Sink Fund	418,895.00	77,490.00	77,490.00	18.50	341,405.00
TOTAL EXPENDITURES	418,895.00	77,490.00	77,490.00	18.50	341,405.00
REVENUES OVER/(UNDER) EXPENDITURES	(13.00)	(42,582.08)	131,957.52		(131,970.52)

OSKALOOSA WATER DEPARTMENT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2014

604-METER REPLACEMENT FUND
 FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
ALL REVENUE	36,000.00	3,000.00	18,000.00	50.00	18,000.00
TOTAL REVENUES	36,000.00	3,000.00	18,000.00	50.00	18,000.00
=====					
<u>EXPENDITURE SUMMARY</u>					
Water Rev Bond Rsrv Fund	100,000.00	8,696.53	37,208.17	37.21	62,791.83
TOTAL EXPENDITURES	100,000.00	8,696.53	37,208.17	37.21	62,791.83
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(64,000.00)	(5,696.53)	(19,208.17)		(44,791.83)

OSKALOOSA WATER DEPARTMENT
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2014

604-METER REPLACEMENT FUND

50.00% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
604-4-8001-44830600 TRANSFER IN - METER	36,000.00	3,000.00	18,000.00	50.00	18,000.00
TOTAL REVENUES	36,000.00	3,000.00	18,000.00	50.00	18,000.00

OSKALOOSA WATER DEPARTMENT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2014

604-METER REPLACEMENT FUND
 Water Rev Bond Rsrv Fund

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>CAPITAL OUTLAY</u>					
604-5-8001-6724 NEW/REPLACE METERS	100,000.00	8,696.53	37,208.17	37.21	62,791.83
TOTAL CAPITAL OUTLAY	100,000.00	8,696.53	37,208.17	37.21	62,791.83
<u>TRANSFERS</u>					
TOTAL Water Rev Bond Rsrv Fund	100,000.00	8,696.53	37,208.17	37.21	62,791.83
TOTAL EXPENDITURES	100,000.00	8,696.53	37,208.17	37.21	62,791.83
REVENUES OVER/(UNDER) EXPENDITURES	(64,000.00)	(5,696.53)	(19,208.17)		(44,791.83)

MINUTES

OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES

MONDAY – DECEMBER 15, 2014 -- 4:00 P.M.

The meeting was called to order by Board President Judy Bishop. Roll call was taken by Board secretary Susan Hasso with Trustees Ken Allsup, Jane Ireland, Sally Posovich, and Candace Slobe, present. Also present was Library Director William Ottens.

Minutes: Motion was made by Posovich, seconded by Allsup, to approve the minutes of the November 24, 2014, Board meeting. Motion passed.

Board Correspondence, Public Input or Friends Report: None.

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

Programs and Events Update: Children's programs will be on break after the week of December 15 through the Christmas holiday. Kilie plans to continue offering the Baby & Me, preschool, and toddler times at 10:30 a.m. Tuesday through Friday, but she is putting together a survey to investigate other possible times such as evenings or Saturdays. The *Broomsticks* program, a Harry Potter role-playing game, is the most popular program at this time. There were about 65 in attendance for the *Frozen* interactive movie.

The Teen Advisory Board put together a Frozen-themed float for the Lighted Christmas Parade. Library staff helped coordinate a trailer and a driver, and we had about 10 teens on the float. The teens will have a White Elephant Holiday Party on Tuesday, December 16th.

Our "Make It and Take It" holiday craft programs for all ages are continuing this week with another round of scrapbook greeting cards and melted wax snowflakes with FACE of Mahaska County.

Iowa Library Trustee's Handbook: Library Board Assessment: William asked the Board to work on the Library Board Assessment forms found in their Board packet for next month's meeting.

William suggested that he could get Board packets to Board members earlier if he sent them in an electronic version. He is still willing to print copies of the Board packets when requested.

Committee Reports:

Staff Committee – Jane Ireland, chair: None

Budget & Finance Committee – Judy Bishop, chair: None

Policy & Planning Committee – Candace Slobe, chair: None.

Technology Committee – Kathy Rothfus, chair: William said that there would be an item for action under New Business.

Building & Grounds – Michael Collins, chair: William said that there would be an item for action under Unfinished Business.

Unfinished Business: William told the Board that he had asked Jessica of Baker Group about reducing the number of preventative maintenance visits and having Mike C. do more of the preventative maintenance. He also asked Jessica for a cost to replace or repair the humidifiers. William said that he had an independent HVAC person look at the library's system and give an outside perspective. The independent HVAC person suggested that Mike C. would be able to do a lot of the preventative maintenance on the HVAC system. William said that the figures that he received from Jessica were about twice as much to replace the humidifiers as to repair them. William said that he had contacted Wingers in Ottumwa about doing preventative maintenance on

the library's HVAC system. Motion was made by Allsup, seconded by Posovich, to table any action on Baker's Group Preventative Maintenance contract. Motion passed.

William told the Board that a year ago the library's backflow preventer failed. Simplex Grinnell repaired it, but it failed again 6 months after it was repaired. Chad Coon from the Water Department looked at the equipment and suggested someone who might be able to repair it. One of the backflow preventers was repaired.

New Business:

Public side Server: William said that the public side server is nearing the end of its life. Access Systems recommended virtualizing our current server onto the City's backup server instead of buying a new separate server. Access Systems quoted \$1000 for the work of virtualizing the server. Motion was made by Ireland, seconded by Allsup, to approve the virtualization of the public side server with payment to come from the General Fund under Technology Services Expenses not to exceed \$1500. Motion passed.

Sonic Wall Replacement: Our Sonic Wall needs to be replaced because it is out of date and no longer receives support or updates. The Sonic Wall provides protection from viruses and malware to our network. Motion was made by Allsup, seconded by Ireland, to approve the purchase of the Sonic Wall at \$1005.35 and two additional years of support at \$465.02 for a total of \$1470.37 to be paid from the Library Maintenance Fund. Motion passed.

2015 Board Meetings: William presented the following dates in 2015 for the regular Board meetings.

January 16	July 27
February 23	August 24
March 23	September 28
April 27	October 26
*May 18	November 23
June 22	December 28

*One week early because of holiday.

Motion was made by Ireland, seconded by Slobe, to approve the dates for the 2015 Library Board meetings as presented. Motion passed.

Approval of Claims: Motion was made by Slobe, seconded by Posovich, to approve payment of the December claims. Motion passed.

President's Remarks: None

Adjournment: Motion was made by Slobe, seconded by Allsup, to adjourn. Motion passed.

The next regular meeting will be on Monday, January 26, 2015, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso
Library Administrative Assistant
for the Board

OSKALOOSA HOUSING TRUST FUND COMMITTEE MINUTES

Thursday, January 8, 2015 - 12:00 Noon

City Hall Conference Room

The committee meeting was called to order by Vice Chair Adams at 12:18 p.m. with the following members present: Dan Adams, Joe Caligiuri, Randell Davis, Bernice Hahn, Valinn McReynolds and Carri Vande Ree. Members absent: Kandes Dalbey, Kathie Dykstra, Dave Polkowske, Noel C. Stahle and Leon McCullough. Also present: Amy Miller, City Clerk, and Marilyn Johannes.

It was moved by Caligiuri, seconded by Hahn to approve the November 6, 2014 Housing Trust Fund Committee Minutes. Motion carried unanimously.

The committee discussed the request for a demolition grant from Chuck and Karen Converse and Corey and Jessica Courtney for a house located at 1006 South 9th Street that the Converses and Courtneys are proposing to leave as green space. Miller pointed out if the lot is left as green space, the owner has to repay \$2000 of the grant, which is to be repaid by a no interest loan over a two year period. It was moved by Hahn, seconded by Caligiuri to approve demolition grant funds up to \$4,000 for demolition of the structure located at 1006 South 9th Street. Motion carried unanimously.

The committee discussed the request for a demolition grant from John Carter for a house located at 213 North I Street that Carter is proposing to leave as green space. It was moved by Hahn, seconded by McReynolds to approve demolition grant funds up to \$4,000 for demolition of the structure located at 213 North I Street. Motion carried unanimously.

It was moved by Caligiuri, seconded by Davis to approve the November and December claims lists for payment. Motion carried with all ayes.

Miller reviewed the accounting report with the committee.

The meeting adjourned at 12:25 p.m.

Minutes by Marilyn Johannes

CITY OF OSKALOOSA
CIVIL SERVICE COMMISSION
JANUARY 8, 2015

The City of Oskaloosa Civil Service Commission met Thursday, January 8, 2015 at 4:30 p.m. Andy Holmberg called the meeting to order with Ken Seemann present. Also present were Mark Neff, Fire Chief and Amy Miller, City Clerk. Jake Huyser was absent.

It was moved by Seemann, seconded by Holmberg to approve the August 6, 2014 minutes. Motion carried unanimously.

It was moved by Holmberg, seconded by Seemann to certify the following for Firefighter:

Timothy Brom
Thomas Warndahl
Mark Spray
Caleb White
Melissa Blasberg

Motion carried unanimously.

It was moved by Seemann, seconded by Holmberg to certify the following for Fire Captain for a period of one year:

Daniel Hoy
Mark Tennison
Shane Glandon
Adam Haroldson

Motion carried unanimously.

It was moved by Holmberg, seconded by Seemann that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 5:20 p.m.

Andy Holmberg, Chairman

ATTEST:

Amy Miller, City Clerk

CITY OF OSKALOOSA
PLANNING & ZONING COMMISSION
REGULAR MEETING MINUTES
January 12, 2015

A regularly-scheduled meeting of the Planning and Zoning (P&Z) Commission for the City of Oskaloosa was called to order at 4:31 p.m. on Monday, January 12, 2015, by Holden Barnhart, at 220 South Market Street, Oskaloosa, Iowa.

COMMISSION MEMBERS PRESENT: Holden Barnhart, Pamela Blomgren, Wyndell Campbell, Dawn Collins (arrived at 4:32 p.m.) and R. D. Keep. COMMISSION MEMBERS ABSENT: Andrew Jensen and Sarah Tarbell. CITY STAFF PRESENT: Nathan Willey, Dylan Mulfinger and Marilyn Johannes. OTHERS PRESENT: Blaine Vos.

Minutes from the December 8, 2014 Planning and Zoning Commission meeting.

It was moved by Blomgren, seconded by Campbell to approve the December 8, 2014 Planning and Zoning Commission minutes. The vote was: YES - Barnhart, Blomgren, Campbell and Keep. No - None. Motion carried.

(Collins entered the meeting.)

Consider an Ordinance amending Oskaloosa City Code Chapter 12 Streets, Sidewalks and Public Places by adding Section 12.46 Farmers' and Public Markets.

Mulfinger explained the benefit of farmers' and public markets to the community and explained the addition to the city code will create a formal process that allows markets on city property. Blomgren suggested that Section 12.46.090(2) include reference to the city code that deals with the process for closure of city streets for public events. Campbell said he would like to see a fee charged for the permit. Willey said there is a fee charged if a street is closed.

The commission asked staff why the application needed to be submitted 30 days prior to the first proposed date of the market and why each Farmers' Market is limited to no more than two days per week within a one year period. Mulfinger explained the time was needed because the request needs to be placed on a city council agenda for City Council approval and the two day limit is to allow other markets; besides an organizer could apply again for a different market.

Blaine Vos, 2346 Patriot Avenue, a vendor with the Farmers' Market, addressed the commission indicating he is in favor of the ordinance.

It was moved by Campbell, seconded by Blomgren to approve the ordinance with the addition of reference to the procedure to block off streets in the city code added to Section 12.46.090(2). The vote was: YES - Barnhart, Blomgren, Campbell, Collins, and Keep. No - None. Motion carried.

Consider an Ordinance amending Oskaloosa City Code Section 12.48 Miscellaneous Regulations to include Community Gardens.

Mulfinger explained that adding community gardens to the city code allows residents to use public property for community gardens through a permit process, and adding community gardens to the city code would ensure that community gardens are allowed on city-owned

property in all zoning districts. Campbell asked if there was a fee. Mulfinger said there is no fee involved. Blaine Vos, 2346 Patriot Avenue, addressed the commission indicating he is in favor of the ordinance. It was moved by Campbell, seconded by Barnhart, to approve the ordinance amending City Code Section 12.48 Miscellaneous Regulations to include Community Gardens. The vote was: YES - Barnhart, Blomgren, Campbell, Collins, and Keep. No - None. Motion carried.

The meeting adjourned at 5:02 p.m.

Minutes by Marilyn Johannes



City Council
Communication
Meeting Date: January 20, 2015
Requested By: City Clerk/Finance

Item Title: CONSENT AGENDA

Consider approval of a renewal application for a Class C Beer Permit with Wine Permit and Sunday Sales from DOLGENCORP, LLC, dba Dollar General Store #2727, 1701 3rd Avenue East.

Explanation :

The application is complete and in order for approval.

Staff recommends approval.

Budget Consideration:

\$300.00 revenue to the General Fund

Attachments :

None



City Council
Communication
Meeting Date: January 20, 2015
Requested By: City Clerk/Finance

Item Title: CONSENT AGENDA

Consider approval of a renewal application for a Class C Beer Permit with Native Wine Permit and Sunday Sales from Casey's Marketing Company, dba Casey's General Store #1682, 1310 A Avenue West.

Explanation :

The application is complete and in order for approval.

Staff recommends approval.

Budget Consideration:

\$75.00 revenue to the General Fund

Attachments :

None



City Council
Communication
Meeting Date: January 20, 2015
Requested By: City Clerk/Finance

Item Title: CONSENT AGENDA

Consider approval of a renewal application for a Class C Liquor License with Outdoor Service and Sunday Sales from The Cellar Peanut Pub LLC, dba The Cellar, 206 Rock Island Avenue.

Explanation :

The application is complete and in order for approval.

Staff recommends approval.

Budget Consideration:

\$845.00 revenue to the General Fund

Attachments :

None



City Council
Communication
Meeting Date: January 20, 2015
Requested By: City Clerk/Finance

Item Title: CONSENT AGENDA

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

Explanation:

The financial reports for December 2014 are included in your agenda packets. The target percentage for expenses this month is 50% except for the seasonal or once-a-year purchases.

The following three funds contain a negative fund balance for December 2014.

- General Fund Insurance - Insurance invoices are paid in the first few months of the fiscal year. March 2015 tax receipts received in April will help to clear up this negative fund balance.
- General Fund Band - Band payroll is paid during the summer months and the March 2015 tax receipts received in April will clear up this negative fund balance.
- Employee Flex Plan Fund - Flex claims are submitted for payment as employees incur expenses while revenue is received bi-weekly through payroll deduction. This negative fund balance will clear up by the end of the fiscal year.

Budget Consideration:

None

Attachments :

December 2014 Financial Reports



City of Oskaloosa, IA

City of Oskaloosa, IA Treasurer's Report

December 1-31, 2014

Fund	Beginning Cash Balance	Revenue (+)	Expenses (-)	Change in Pending Payables	Change in Investments	Ending Cash Balance
001: GENERAL FUND	1,969,430.69	302,317.26	398,821.50	76,603.74	(53,589.86)	1,949,530.19
002: GENERAL FUND INSURANCE FUND	(6,052.10)	3,668.86	37,567.11	1,427.00	0.00	(38,523.35)
003: GENERAL FUND CAPITAL EQUIPMENT	176,038.18	17.43	167.50	1,029.44	1,017.43	176,917.55
004: LIBRARY COPIER REVOLVING FUND	8,566.37	401.91	101.31	(137.75)	1.41	8,729.22
005: GENERAL FUND BAND	(5,063.76)	725.50	1.20	0.00	0.00	(4,339.46)
006: GENERAL FUND - LOST	1,249,804.73	82,957.26	47,087.70	0.00	36,224.57	1,285,674.29
007: GENERAL FUND - UTILITY FRANCHISE FEES	602,653.05	108.95	0.00	0.00	0.00	602,762.00
110: ROAD USE TAX FUND	563,933.92	86,684.54	84,259.77	2,781.74	5,560.14	569,140.43
112: EMPLOYEE BENEFIT FUND	309,169.42	36,119.61	102,466.88	0.00	(66,958.15)	242,822.15
119: EMERGENCY FUND	0.00	3,185.81	3,185.81	0.00	0.00	0.00
121: LOCAL OPTION SALES TAX FUND	0.00	85,562.77	85,562.77	0.00	0.00	0.00
122: HOTEL/MOTEL TAX REVENUE FUND	0.00	40,931.40	40,931.40	0.00	0.00	0.00
127: WEST AREA & IND. PARK TIF	14,894.06	1,109.83	530.24	0.00	1,002.64	15,473.65
130: WORLD FOOD PARK TIF FUND	46,380.74	3,457.37	1,610.48	0.00	1,008.23	48,227.63
138: HOUSING DONATED FUNDS	34,740.74	0.00	0.00	0.00	0.00	34,740.74
140: HOUSING FUND	200,320.05	3,567.01	7,501.29	(1,500.00)	(4,964.80)	194,885.77
165: RIEFE MEMORIAL FUND	16,303.85	2.55	0.00	0.00	2.55	16,306.40
167: LIBRARY MEMORIAL FUND	525,606.33	1,989.61	1,349.32	(869.10)	(1,065.24)	525,377.52
169: MISCELLANEOUS GIFT FUND	31,077.84	2.77	2,476.77	2,476.77	2.77	31,080.61
172: WOODEN PLAYGROUND MAINT FUND	3,278.33	0.46	0.00	0.00	0.46	3,278.79
177: POLICE FORFEITURE FUND	4,236.39	0.41	1,829.00	1,829.00	0.41	4,236.80
178: LIBRARY MAINTENANCE FUND	1,186,994.07	3,099.65	350.00	0.00	1,749.65	1,189,743.72
180: MISCELLANEOUS GRANTS FUND	18,901.35	25,281.56	2,140.37	1,623.14	24,006.56	43,665.68
200: DEBT SERVICE FUND	494,898.22	27,260.63	61,235.00	0.00	(33,928.30)	460,923.85
301: PARK SHELTER CAPITAL IMPROVEMENT	17,244.60	3.07	50.37	0.00	3.07	17,197.30
302: CITY HALL IMPROVEMENTS	16,101.59	242.82	21.05	1.18	2.82	16,324.54
325: PAVEMENT MANAGEMENT	0.00	47,087.70	47,087.70	0.00	0.00	0.00
326: SIDEWALK IMPROVEMENTS PROJECT	7,045.38	2,045.58	0.00	(5,850.00)	(4,312.94)	3,240.96
328: PARKING LOT IMPROVEMENTS PHASE II	40,677.72	7.36	0.00	0.00	7.36	40,685.08



City of Oskaloosa, IA

City of Oskaloosa, IA Treasurer's Report December 1-31, 2014

600: WATER O&M FUND	1,059,104.08	0.00	0.00	0.00	0.00	1,059,104.08
601: WATER CONSUMER DEPOSIT FUND	87,160.97	0.00	0.00	0.00	0.00	87,160.97
603: WATER SINKING FUND	139,631.68	0.00	0.00	0.00	0.00	139,631.68
604: WATER RESERVE FUND	101,264.24	0.00	0.00	0.00	0.00	101,264.24
610: SANITARY SEWER O&M FUND	60,724.76	119,201.63	82,416.27	(29,550.85)	0.00	67,959.27
611: SANITARY SEWER REVENUE FUND	1,602,729.41	156,976.37	160,365.63	2.83	(8,712.53)	1,599,342.98
612: SANITARY SEWER SINKING FUND	201,077.00	40,214.00	25,261.25	0.00	15,000.00	216,029.75
614: SANITARY SEWER IMPROVEMENT FUND	90,164.89	950.00	0.00	0.00	1,000.00	91,114.89
618: IDOT SEWER EXTENSION PROJECT	18,959.74	0.00	18,959.74	0.00	0.00	0.00
660: AIRPORT FUND	308,040.30	121.32	41,287.49	35,071.87	(4,946.73)	302,296.00
740: STORM WATER UTILITY FUND	692,780.78	17,039.60	23,811.25	17,591.85	10,092.96	703,600.98
750: EDMUNDSON GOLF COURSE FUND	52,942.88	9.48	1,474.24	1,282.02	9.48	52,760.14
760: RACI MAIN STREET LOAN FUND	18,083.05	166.79	0.00	0.00	1,002.22	18,249.84
810: COPIER/FAX REVOLVING FUND	6,640.20	524.92	349.18	322.54	1.09	7,138.48
820: EMPLOYEE HEALTH SELF-INSURANCE	865,512.69	54,534.95	74,741.16	0.00	(20,880.81)	846,306.48
830: EMPLOYEE FLEX PLAN FUND	2,486.08	3,095.03	6,124.75	0.00	(2,074.41)	(543.64)



REVENUE REPORT

Account Detail

For Fiscal: 2014-2015 Period Ending: 12/31/2014

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 001 - GENERAL FUND					
41 - TAXES	-2,695,578.00	-65,680.61	-1,389,379.20	-1,306,198.80	51.54 %
42 - LICENSES AND PERMITS	-222,650.00	-3,627.10	-149,149.75	-73,500.25	66.99 %
43 - USE OF MONEY & PROPERTY	-5,600.00	-358.40	-2,059.92	-3,540.08	36.78 %
44 - INTERGOVERNMENTAL	-271,312.00	-90,703.43	-125,904.89	-145,407.11	46.41 %
45 - CHARGES FOR SERVICES	-133,050.00	-1,378.89	-24,990.15	-108,059.85	18.78 %
47 - MISCELLANEOUS REVENUES	-60,550.00	-2,346.53	-49,035.66	-11,514.34	80.98 %
48 - OTHER FINANCING SOURCES	-1,257,860.00	-138,222.30	-535,264.91	-722,595.09	42.55 %
Fund 001 Total:	-4,646,600.00	-302,317.26	-2,275,784.48	-2,370,815.52	48.98 %
Fund: 002 - GENERAL FUND INSURANCE FUND					
41 - TAXES	-103,281.00	-2,521.33	-53,411.94	-49,869.06	51.72 %
43 - USE OF MONEY & PROPERTY	0.00	0.00	-0.38	0.38	
44 - INTERGOVERNMENTAL	0.00	-1,147.53	-2,188.42	2,188.42	
Fund 002 Total:	-103,281.00	-3,668.86	-55,600.74	-47,680.26	53.83 %
Fund: 003 - GENERAL FUND CAPITAL EQUIPMENT					
43 - USE OF MONEY & PROPERTY	-350.00	-17.43	-116.00	-234.00	33.14 %
Fund 003 Total:	-350.00	-17.43	-116.00	-234.00	33.14 %
Fund: 004 - LIBRARY COPIER REVOLVING FUND					
43 - USE OF MONEY & PROPERTY	0.00	-1.41	-7.33	7.33	
47 - MISCELLANEOUS REVENUES	-6,500.00	-400.50	-3,212.86	-3,287.14	49.43 %
Fund 004 Total:	-6,500.00	-401.91	-3,220.19	-3,279.81	49.54 %
Fund: 005 - GENERAL FUND BAND					
41 - TAXES	-20,424.00	-498.57	-10,506.18	-9,917.82	51.44 %
43 - USE OF MONEY & PROPERTY	0.00	0.00	-0.03	0.03	
44 - INTERGOVERNMENTAL	0.00	-226.93	-432.77	432.77	
Fund 005 Total:	-20,424.00	-725.50	-10,938.98	-9,485.02	53.56 %
Fund: 006 - GENERAL FUND - LOST					
43 - USE OF MONEY & PROPERTY	-1,200.00	-224.57	-1,217.84	17.84	101.49 %
47 - MISCELLANEOUS REVENUES	-820,406.00	-82,732.69	-507,627.45	-312,778.55	61.88 %
Fund 006 Total:	-821,606.00	-82,957.26	-508,845.29	-312,760.71	61.93 %
Fund: 007 - GENERAL FUND - UTILITY FRANCHISE FEES					
42 - LICENSES AND PERMITS	-396,024.00	0.00	-201,394.73	-194,629.27	50.85 %
43 - USE OF MONEY & PROPERTY	0.00	-108.95	-539.27	539.27	
Fund 007 Total:	-396,024.00	-108.95	-201,934.00	-194,090.00	50.99 %
Fund: 110 - ROAD USE TAX FUND					
44 - INTERGOVERNMENTAL	-1,123,688.00	-86,560.14	-624,572.87	-499,115.13	55.58 %
45 - CHARGES FOR SERVICES	0.00	-38.00	-429.00	429.00	
47 - MISCELLANEOUS REVENUES	0.00	-86.40	-2,165.66	2,165.66	
48 - OTHER FINANCING SOURCES	0.00	0.00	-736.95	736.95	
Fund 110 Total:	-1,123,688.00	-86,684.54	-627,904.48	-495,783.52	55.88 %
Fund: 112 - EMPLOYEE BENEFIT FUND					
41 - TAXES	-1,015,627.00	-24,793.48	-523,980.09	-491,646.91	51.59 %
43 - USE OF MONEY & PROPERTY	0.00	-41.85	-175.49	175.49	
44 - INTERGOVERNMENTAL	-19,876.00	-11,284.28	-21,519.86	1,643.86	108.27 %
Fund 112 Total:	-1,035,503.00	-36,119.61	-545,675.44	-489,827.56	52.70 %
Fund: 119 - EMERGENCY FUND					
41 - TAXES	-89,683.00	-2,189.36	-45,826.24	-43,856.76	51.10 %
44 - INTERGOVERNMENTAL	0.00	-996.45	-1,900.29	1,900.29	
Fund 119 Total:	-89,683.00	-3,185.81	-47,726.53	-41,956.47	53.22 %

REVENUE REPORT

For Fiscal: 2014-2015 Period Ending: 12/31/2014

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 121 - LOCAL OPTION SALES TAX FUND					
41 - TAXES	-994,248.00	-85,562.77	-554,742.51	-439,505.49	55.80 %
Fund 121 Total:	-994,248.00	-85,562.77	-554,742.51	-439,505.49	55.80 %
Fund: 122 - HOTEL/MOTEL TAX REVENUE FUND					
41 - TAXES	-115,000.00	-40,931.40	-71,433.55	-43,566.45	62.12 %
Fund 122 Total:	-115,000.00	-40,931.40	-71,433.55	-43,566.45	62.12 %
Fund: 127 - WEST AREA & IND. PARK TIF					
41 - TAXES	-29,677.00	-761.00	-15,358.79	-14,318.21	51.75 %
43 - USE OF MONEY & PROPERTY	0.00	-2.64	-8.65	8.65	
44 - INTERGOVERNMENTAL	0.00	-346.19	-346.19	346.19	
Fund 127 Total:	-29,677.00	-1,109.83	-15,713.63	-13,963.37	52.95 %
Fund: 130 - WORLD FOOD PARK TIF FUND					
41 - TAXES	-92,647.00	-2,370.70	-47,853.07	-44,793.93	51.65 %
43 - USE OF MONEY & PROPERTY	0.00	-8.23	-20.40	20.40	
44 - INTERGOVERNMENTAL	0.00	-1,078.44	-1,078.44	1,078.44	
Fund 130 Total:	-92,647.00	-3,457.37	-48,951.91	-43,695.09	52.84 %
Fund: 140 - HOUSING FUND					
43 - USE OF MONEY & PROPERTY	-550.00	-35.20	-274.89	-275.11	49.98 %
45 - CHARGES FOR SERVICES	-2,100.00	-89.00	-892.00	-1,208.00	42.48 %
47 - MISCELLANEOUS REVENUES	-39,000.00	-3,442.81	-38,110.99	-889.01	97.72 %
Fund 140 Total:	-41,650.00	-3,567.01	-39,277.88	-2,372.12	94.30 %
Fund: 165 - RIEFE MEMORIAL FUND					
43 - USE OF MONEY & PROPERTY	0.00	-2.55	-20.87	20.87	
Fund 165 Total:	0.00	-2.55	-20.87	20.87	
Fund: 167 - LIBRARY MEMORIAL FUND					
43 - USE OF MONEY & PROPERTY	-12,260.00	-1,284.76	-7,078.42	-5,181.58	57.74 %
45 - CHARGES FOR SERVICES	0.00	0.00	-63.89	63.89	
47 - MISCELLANEOUS REVENUES	-38,500.00	-564.70	-3,050.03	-35,449.97	7.92 %
48 - OTHER FINANCING SOURCES	0.00	-140.15	-1,099.22	1,099.22	
Fund 167 Total:	-50,760.00	-1,989.61	-11,291.56	-39,468.44	22.24 %
Fund: 169 - MISCELLANEOUS GIFT FUND					
43 - USE OF MONEY & PROPERTY	0.00	-2.77	-15.89	15.89	
47 - MISCELLANEOUS REVENUES	0.00	0.00	-2,227.00	2,227.00	
Fund 169 Total:	0.00	-2.77	-2,242.89	2,242.89	
Fund: 172 - WOODEN PLAYGROUND MAINT FUND					
43 - USE OF MONEY & PROPERTY	0.00	-0.46	-2.71	2.71	
Fund 172 Total:	0.00	-0.46	-2.71	2.71	
Fund: 177 - POLICE FORFEITURE FUND					
43 - USE OF MONEY & PROPERTY	0.00	-0.41	-1.59	1.59	
45 - CHARGES FOR SERVICES	0.00	0.00	-1,178.00	1,178.00	
48 - OTHER FINANCING SOURCES	0.00	0.00	-2,200.00	2,200.00	
Fund 177 Total:	0.00	-0.41	-3,379.59	3,379.59	
Fund: 178 - LIBRARY MAINTENANCE FUND					
43 - USE OF MONEY & PROPERTY	-40,000.00	-3,099.65	-21,032.04	-18,967.96	52.58 %
Fund 178 Total:	-40,000.00	-3,099.65	-21,032.04	-18,967.96	52.58 %
Fund: 180 - MISCELLANEOUS GRANTS FUND					
43 - USE OF MONEY & PROPERTY	0.00	-6.56	-22.86	22.86	
44 - INTERGOVERNMENTAL	0.00	0.00	-4,323.05	4,323.05	
47 - MISCELLANEOUS REVENUES	0.00	-25,275.00	-27,030.00	27,030.00	
48 - OTHER FINANCING SOURCES	0.00	0.00	-6,115.00	6,115.00	
Fund 180 Total:	0.00	-25,281.56	-37,490.91	37,490.91	
Fund: 181 - BROWNFIELD SITES ASSESSMENT GRANT FUND					
44 - INTERGOVERNMENTAL	-400,000.00	0.00	0.00	-400,000.00	0.00 %
Fund 181 Total:	-400,000.00	0.00	0.00	-400,000.00	0.00 %

REVENUE REPORT

For Fiscal: 2014-2015 Period Ending: 12/31/2014

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 199 - WFP RISE PAYMENT FUND					
47 - MISCELLANEOUS REVENUES	-16,216.00	0.00	0.00	-16,216.00	0.00 %
Fund 199 Total:	-16,216.00	0.00	0.00	-16,216.00	0.00 %
Fund: 200 - DEBT SERVICE FUND					
41 - TAXES	-691,389.00	-16,893.50	-356,959.87	-334,429.13	51.63 %
43 - USE OF MONEY & PROPERTY	-900.00	-71.70	-241.34	-658.66	26.82 %
44 - INTERGOVERNMENTAL	-13,787.00	-7,688.71	-14,578.31	791.31	105.74 %
46 - SPECIAL ASSESSMENTS	0.00	-466.00	-10,200.00	10,200.00	
48 - OTHER FINANCING SOURCES	-123,081.00	-2,140.72	-2,140.72	-120,940.28	1.74 %
Fund 200 Total:	-829,157.00	-27,260.63	-384,120.24	-445,036.76	46.33 %
Fund: 301 - PARK SHELTER CAPITAL IMPROVEMENT					
43 - USE OF MONEY & PROPERTY	-3,700.00	-3.07	-1,056.93	-2,643.07	28.57 %
Fund 301 Total:	-3,700.00	-3.07	-1,056.93	-2,643.07	28.57 %
Fund: 302 - CITY HALL IMPROVEMENTS					
43 - USE OF MONEY & PROPERTY	0.00	-2.82	-13.48	13.48	
48 - OTHER FINANCING SOURCES	-2,000.00	-240.00	-3,069.75	1,069.75	153.49 %
Fund 302 Total:	-2,000.00	-242.82	-3,083.23	1,083.23	154.16 %
Fund: 322 - BURLINGTON ROAD RECONSTRUCTION FUND					
44 - INTERGOVERNMENTAL	-148,000.00	0.00	0.00	-148,000.00	0.00 %
48 - OTHER FINANCING SOURCES	-37,000.00	0.00	0.00	-37,000.00	0.00 %
Fund 322 Total:	-185,000.00	0.00	0.00	-185,000.00	0.00 %
Fund: 325 - PAVEMENT MANAGEMENT					
48 - OTHER FINANCING SOURCES	-1,740,175.00	-47,087.70	-347,061.83	-1,393,113.17	19.94 %
Fund 325 Total:	-1,740,175.00	-47,087.70	-347,061.83	-1,393,113.17	19.94 %
Fund: 326 - SIDEWALK IMPROVEMENTS PROJECT					
43 - USE OF MONEY & PROPERTY	0.00	-0.58	-8.12	8.12	
44 - INTERGOVERNMENTAL	-185,600.00	0.00	0.00	-185,600.00	0.00 %
46 - SPECIAL ASSESSMENTS	0.00	0.00	-220.00	220.00	
47 - MISCELLANEOUS REVENUES	0.00	-2,045.00	-3,220.00	3,220.00	
48 - OTHER FINANCING SOURCES	-124,400.00	0.00	0.00	-124,400.00	0.00 %
Fund 326 Total:	-310,000.00	-2,045.58	-3,448.12	-306,551.88	1.11 %
Fund: 328 - PARKING LOT IMPROVEMENTS PHASE II					
43 - USE OF MONEY & PROPERTY	0.00	-7.36	-42.13	42.13	
Fund 328 Total:	0.00	-7.36	-42.13	42.13	
Fund: 343 - 2015 GO BOND FUND					
48 - OTHER FINANCING SOURCES	-3,000,000.00	0.00	0.00	-3,000,000.00	0.00 %
Fund 343 Total:	-3,000,000.00	0.00	0.00	-3,000,000.00	0.00 %
Fund: 600 - WATER O&M FUND					
43 - USE OF MONEY & PROPERTY	-20,660.00	0.00	-6,253.10	-14,406.90	30.27 %
45 - CHARGES FOR SERVICES	-2,225,542.00	0.00	-560,135.46	-1,665,406.54	25.17 %
47 - MISCELLANEOUS REVENUES	-4,800.00	0.00	-206.00	-4,594.00	4.29 %
Fund 600 Total:	-2,251,002.00	0.00	-566,594.56	-1,684,407.44	25.17 %
Fund: 601 - WATER CONSUMER DEPOSIT FUND					
43 - USE OF MONEY & PROPERTY	0.00	0.00	-155.97	155.97	
Fund 601 Total:	0.00	0.00	-155.97	155.97	
Fund: 603 - WATER SINKING FUND					
48 - OTHER FINANCING SOURCES	-418,882.00	0.00	-104,723.76	-314,158.24	25.00 %
Fund 603 Total:	-418,882.00	0.00	-104,723.76	-314,158.24	25.00 %
Fund: 604 - WATER RESERVE FUND					
48 - OTHER FINANCING SOURCES	-36,000.00	0.00	-9,000.00	-27,000.00	25.00 %
Fund 604 Total:	-36,000.00	0.00	-9,000.00	-27,000.00	25.00 %
Fund: 610 - SANITARY SEWER O&M FUND					
48 - OTHER FINANCING SOURCES	-1,296,891.00	-119,201.63	-658,812.59	-638,078.41	50.80 %
Fund 610 Total:	-1,296,891.00	-119,201.63	-658,812.59	-638,078.41	50.80 %

REVENUE REPORT

For Fiscal: 2014-2015 Period Ending: 12/31/2014

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 611 - SANITARY SEWER REVENUE FUND					
43 - USE OF MONEY & PROPERTY	-3,000.00	-287.47	-1,514.73	-1,485.27	50.49 %
45 - CHARGES FOR SERVICES	-1,778,300.00	-136,457.99	-889,075.59	-889,224.41	50.00 %
46 - SPECIAL ASSESSMENTS	0.00	-1,203.00	-6,340.00	6,340.00	
47 - MISCELLANEOUS REVENUES	0.00	-12.17	-4,164.89	4,164.89	
48 - OTHER FINANCING SOURCES	0.00	-19,015.74	-19,015.74	19,015.74	
Fund 611 Total:	-1,781,300.00	-156,976.37	-920,110.95	-861,189.05	51.65 %
Fund: 612 - SANITARY SEWER SINKING FUND					
48 - OTHER FINANCING SOURCES	-482,575.00	-40,214.00	-241,291.00	-241,284.00	50.00 %
Fund 612 Total:	-482,575.00	-40,214.00	-241,291.00	-241,284.00	50.00 %
Fund: 614 - SANITARY SEWER IMPROVEMENT FUND					
48 - OTHER FINANCING SOURCES	-11,400.00	-950.00	-5,700.00	-5,700.00	50.00 %
Fund 614 Total:	-11,400.00	-950.00	-5,700.00	-5,700.00	50.00 %
Fund: 660 - AIRPORT FUND					
43 - USE OF MONEY & PROPERTY	-206,532.00	-54.27	-103,219.78	-103,312.22	49.98 %
45 - CHARGES FOR SERVICES	0.00	0.00	-1,287.00	1,287.00	
47 - MISCELLANEOUS REVENUES	-7,200.00	-67.05	-8,523.69	1,323.69	118.38 %
Fund 660 Total:	-213,732.00	-121.32	-113,030.47	-100,701.53	52.88 %
Fund: 740 - STORM WATER UTILITY FUND					
43 - USE OF MONEY & PROPERTY	0.00	-92.96	-521.00	521.00	
45 - CHARGES FOR SERVICES	-225,000.00	-16,946.64	-114,665.45	-110,334.55	50.96 %
Fund 740 Total:	-225,000.00	-17,039.60	-115,186.45	-109,813.55	51.19 %
Fund: 750 - EDMUNDSON GOLF COURSE FUND					
43 - USE OF MONEY & PROPERTY	-8,500.00	-9.48	-59.37	-8,440.63	0.70 %
47 - MISCELLANEOUS REVENUES	-300.00	0.00	0.00	-300.00	0.00 %
Fund 750 Total:	-8,800.00	-9.48	-59.37	-8,740.63	0.67 %
Fund: 760 - RACI MAIN STREET LOAN FUND					
43 - USE OF MONEY & PROPERTY	-485.00	-2.22	-11.63	-473.37	2.40 %
47 - MISCELLANEOUS REVENUES	-1,490.00	-164.57	-822.85	-667.15	55.22 %
Fund 760 Total:	-1,975.00	-166.79	-834.48	-1,140.52	42.25 %
Fund: 810 - COPIER/FAX REVOLVING FUND					
43 - USE OF MONEY & PROPERTY	0.00	-1.09	-5.05	5.05	
47 - MISCELLANEOUS REVENUES	0.00	-523.83	-3,483.05	3,483.05	
Fund 810 Total:	0.00	-524.92	-3,488.10	3,488.10	
Fund: 820 - EMPLOYEE HEALTH SELF-INSURANCE					
43 - USE OF MONEY & PROPERTY	0.00	-119.19	-678.51	678.51	
47 - MISCELLANEOUS REVENUES	0.00	-54,415.76	-368,570.54	368,570.54	
Fund 820 Total:	0.00	-54,534.95	-369,249.05	369,249.05	
Fund: 830 - EMPLOYEE FLEX PLAN FUND					
43 - USE OF MONEY & PROPERTY	0.00	-0.59	-3.02	3.02	
45 - CHARGES FOR SERVICES	0.00	-46.00	-282.00	282.00	
47 - MISCELLANEOUS REVENUES	0.00	-3,048.44	-20,007.21	20,007.21	
Fund 830 Total:	0.00	-3,095.03	-20,292.23	20,292.23	
Report Total:	-22,821,446.00	-1,150,673.77	-8,950,667.64	-13,870,778.36	39.22 %



EXPENSE TRIAL BALANCE

Account Detail

For Fiscal: 2014-2015 Period Ending: 12/31/2014

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 001 - GENERAL FUND					
1010 - POLICE OPERATIONS	1,750,608.00	147,024.44	857,384.88	893,223.12	48.98 %
1030 - EMERGENCY MANAGEMENT	7,805.00	0.00	1,575.95	6,229.05	20.19 %
1050 - FIRE DEPARTMENT	820,555.00	62,723.08	402,022.33	418,532.67	48.99 %
1055 - RENTAL INSPECTIONS	2,500.00	0.00	0.00	2,500.00	0.00 %
1070 - BUILDING INSPECTIONS	126,187.00	8,126.10	92,252.65	33,934.35	73.11 %
1090 - ANIMAL CONTROL	93,000.00	39,242.00	39,242.00	53,758.00	42.20 %
1900 - 911 DISPATCH	154,057.00	21,500.00	99,984.00	54,073.00	64.90 %
2010 - ROADS, BRIDGES, SIDEWALKS	20,000.00	0.00	0.00	20,000.00	0.00 %
2030 - STREET LIGHTING	98,000.00	10,456.63	76,108.48	21,891.52	77.66 %
2080 - AIRPORT	44,000.00	0.00	9,366.23	34,633.77	21.29 %
4010 - LIBRARY SERVICES	563,614.00	36,652.89	284,284.87	279,329.13	50.44 %
4030 - PARKS	251,491.00	10,373.82	97,812.77	153,678.23	38.89 %
4031 - POOL	123,039.00	145.68	88,232.75	34,806.25	71.71 %
4050 - CEMETERY	50,000.00	0.00	50,000.00	0.00	
5020 - ECONOMIC DEVELOPMENT	40,000.00	9,375.00	28,125.00	11,875.00	70.31 %
5040 - PLANNING & ZONING	1,300.00	55.23	1,230.33	69.67	94.64 %
6010 - CITY MANAGER	285,533.00	20,175.87	141,166.26	144,366.74	49.44 %
6011 - CITY COUNCIL & MAYOR	238,649.00	9,060.08	50,716.79	187,932.21	21.25 %
6020 - CLERK, TREAS. & FINANCIAL ADMIN	279,617.00	19,340.89	150,556.72	129,060.28	53.84 %
6030 - ELECTIONS	8,856.00	0.00	0.00	8,856.00	0.00 %
6040 - LEGAL SERVICES & CITY ATTORNEY	87,600.00	3,247.17	69,679.30	17,920.70	79.54 %
6050 - CITY HALL & GENERAL BUILDINGS	94,288.00	5,788.35	44,436.28	49,851.72	47.13 %
9500 - ENGINEERING (ALLOCATED)	0.00	-4,465.73	18,031.68	-18,031.68	
Fund 001 Total:	5,140,699.00	398,821.50	2,602,209.27	2,538,489.73	50.62 %
Fund: 002 - GENERAL FUND INSURANCE FUND					
6060 - TORT LIABILITY	110,870.00	37,567.11	110,312.96	557.04	99.50 %
Fund 002 Total:	110,870.00	37,567.11	110,312.96	557.04	99.50 %
Fund: 003 - GENERAL FUND CAPITAL EQUIPMENT					
6050 - CITY HALL & GENERAL BUILDINGS	30,000.00	167.50	26,111.57	3,888.43	87.04 %
Fund 003 Total:	30,000.00	167.50	26,111.57	3,888.43	87.04 %
Fund: 004 - LIBRARY COPIER REVOLVING FUND					
4010 - LIBRARY SERVICES	5,300.00	101.31	1,556.15	3,743.85	29.36 %
Fund 004 Total:	5,300.00	101.31	1,556.15	3,743.85	29.36 %
Fund: 005 - GENERAL FUND BAND					
4020 - BAND	22,422.00	1.20	18,115.55	4,306.45	80.79 %
Fund 005 Total:	22,422.00	1.20	18,115.55	4,306.45	80.79 %
Fund: 006 - GENERAL FUND - LOST					
2010 - ROADS, BRIDGES, SIDEWALKS	1,489,575.00	47,087.70	347,061.83	1,142,513.17	23.30 %
Fund 006 Total:	1,489,575.00	47,087.70	347,061.83	1,142,513.17	23.30 %
Fund: 007 - GENERAL FUND - UTILITY FRANCHISE FEES					
2010 - ROADS, BRIDGES, SIDEWALKS	447,000.00	0.00	35,000.00	412,000.00	7.83 %
Fund 007 Total:	447,000.00	0.00	35,000.00	412,000.00	7.83 %
Fund: 110 - ROAD USE TAX FUND					
2010 - ROADS, BRIDGES, SIDEWALKS	1,148,310.00	74,427.03	720,017.78	428,292.22	62.70 %
2030 - STREET LIGHTING	45,150.00	0.00	0.00	45,150.00	0.00 %
2040 - TRAFFIC CONTROL & SAFETY	33,216.00	3,484.66	15,084.13	18,131.87	45.41 %
2050 - SNOW REMOVAL	89,443.00	5,077.76	12,921.92	76,521.08	14.45 %
2070 - STREET CLEANING	41,849.00	1,270.32	15,228.95	26,620.05	36.39 %
Fund 110 Total:	1,357,968.00	84,259.77	763,252.78	594,715.22	56.21 %

EXPENSE TRIAL BALANCE

For Fiscal: 2014-2015 Period Ending: 12/31/2014

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 112 - EMPLOYEE BENEFIT FUND					
9100 - TRANSFER OUT	1,120,415.00	102,466.88	453,532.15	666,882.85	40.48 %
Fund 112 Total:	1,120,415.00	102,466.88	453,532.15	666,882.85	40.48 %
Fund: 119 - EMERGENCY FUND					
9100 - TRANSFER OUT	89,683.00	3,185.81	47,726.53	41,956.47	53.22 %
Fund 119 Total:	89,683.00	3,185.81	47,726.53	41,956.47	53.22 %
Fund: 121 - LOCAL OPTION SALES TAX FUND					
5900 - COMMUNITY SCHOOLS	994,248.00	85,562.77	554,742.51	439,505.49	55.80 %
Fund 121 Total:	994,248.00	85,562.77	554,742.51	439,505.49	55.80 %
Fund: 122 - HOTEL/MOTEL TAX REVENUE FUND					
4040 - RECREATION	115,000.00	40,931.40	71,433.55	43,566.45	62.12 %
Fund 122 Total:	115,000.00	40,931.40	71,433.55	43,566.45	62.12 %
Fund: 127 - WEST AREA & IND. PARK TIF					
5020 - ECONOMIC DEVELOPMENT	29,860.00	530.24	530.24	29,329.76	1.78 %
Fund 127 Total:	29,860.00	530.24	530.24	29,329.76	1.78 %
Fund: 130 - WORLD FOOD PARK TIF FUND					
5020 - ECONOMIC DEVELOPMENT	93,221.00	1,610.48	1,610.48	91,610.52	1.73 %
Fund 130 Total:	93,221.00	1,610.48	1,610.48	91,610.52	1.73 %
Fund: 138 - HOUSING DONATED FUNDS					
5030 - HOUSING & URBAN RENEWAL	17,370.00	0.00	0.00	17,370.00	0.00 %
Fund 138 Total:	17,370.00	0.00	0.00	17,370.00	0.00 %
Fund: 140 - HOUSING FUND					
5030 - HOUSING & URBAN RENEWAL	128,547.00	7,501.29	62,967.19	65,579.81	48.98 %
Fund 140 Total:	128,547.00	7,501.29	62,967.19	65,579.81	48.98 %
Fund: 144 - GRANT & LINCOLN SCHOOL DEVELOPME					
5030 - HOUSING & URBAN RENEWAL	21,328.00	0.00	21,328.11	-0.11	100.00 %
Fund 144 Total:	21,328.00	0.00	21,328.11	-0.11	100.00 %
Fund: 165 - RIEFE MEMORIAL FUND					
4010 - LIBRARY SERVICES	4,500.00	0.00	11,620.00	-7,120.00	258.22 %
Fund 165 Total:	4,500.00	0.00	11,620.00	-7,120.00	258.22 %
Fund: 167 - LIBRARY MEMORIAL FUND					
4010 - LIBRARY SERVICES	53,000.00	1,349.32	21,173.37	31,826.63	39.95 %
Fund 167 Total:	53,000.00	1,349.32	21,173.37	31,826.63	39.95 %
Fund: 169 - MISCELLANEOUS GIFT FUND					
1010 - POLICE OPERATIONS	0.00	2,000.00	3,150.62	-3,150.62	
1050 - FIRE DEPARTMENT	0.00	476.77	1,165.63	-1,165.63	
4020 - BAND	0.00	0.00	2,276.57	-2,276.57	
4031 - POOL	0.00	0.00	7.88	-7.88	
Fund 169 Total:	0.00	2,476.77	6,600.70	-6,600.70	
Fund: 172 - WOODEN PLAYGROUND MAINT FUND					
4030 - PARKS	3,272.00	0.00	0.00	3,272.00	0.00 %
Fund 172 Total:	3,272.00	0.00	0.00	3,272.00	0.00 %
Fund: 177 - POLICE FORFEITURE FUND					
1010 - POLICE OPERATIONS	3,500.00	1,829.00	5,446.80	-1,946.80	155.62 %
Fund 177 Total:	3,500.00	1,829.00	5,446.80	-1,946.80	155.62 %
Fund: 178 - LIBRARY MAINTENANCE FUND					
4010 - LIBRARY SERVICES	42,600.00	350.00	10,806.67	31,793.33	25.37 %
Fund 178 Total:	42,600.00	350.00	10,806.67	31,793.33	25.37 %
Fund: 180 - MISCELLANEOUS GRANTS FUND					
1010 - POLICE OPERATIONS	0.00	345.68	9,302.58	-9,302.58	
2900 - OTHER PUBLIC WORKS	0.00	0.00	5,000.00	-5,000.00	
4030 - PARKS	0.00	894.69	1,348.51	-1,348.51	
4040 - RECREATION	0.00	900.00	2,400.00	-2,400.00	
Fund 180 Total:	0.00	2,140.37	18,051.09	-18,051.09	

EXPENSE TRIAL BALANCE

For Fiscal: 2014-2015 Period Ending: 12/31/2014

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 181 - BROWNFIELD SITES ASSESSMENT GRANT FUND					
2900 - OTHER PUBLIC WORKS	400,000.00	0.00	0.00	400,000.00	0.00 %
Fund 181 Total:	400,000.00	0.00	0.00	400,000.00	0.00 %
Fund: 199 - WFP RISE PAYMENT FUND					
5020 - ECONOMIC DEVELOPMENT	16,216.00	0.00	16,216.00	0.00	
Fund 199 Total:	16,216.00	0.00	16,216.00	0.00	
Fund: 200 - DEBT SERVICE FUND					
7010 - DEBT SERVICE	862,471.00	61,235.00	61,235.00	801,236.00	7.10 %
Fund 200 Total:	862,471.00	61,235.00	61,235.00	801,236.00	7.10 %
Fund: 301 - PARK SHELTER CAPITAL IMPROVEMENT					
4030 - PARKS	16,785.00	50.37	453.23	16,331.77	2.70 %
Fund 301 Total:	16,785.00	50.37	453.23	16,331.77	2.70 %
Fund: 302 - CITY HALL IMPROVEMENTS					
6050 - CITY HALL & GENERAL BUILDINGS	125.00	21.05	106.25	18.75	85.00 %
Fund 302 Total:	125.00	21.05	106.25	18.75	85.00 %
Fund: 322 - BURLINGTON ROAD RECONSTRUCTION FUND					
2010 - ROADS, BRIDGES, SIDEWALKS	185,000.00	0.00	0.00	185,000.00	0.00 %
Fund 322 Total:	185,000.00	0.00	0.00	185,000.00	0.00 %
Fund: 325 - PAVEMENT MANAGEMENT					
2010 - ROADS, BRIDGES, SIDEWALKS	1,740,175.00	47,087.70	347,061.83	1,393,113.17	19.94 %
Fund 325 Total:	1,740,175.00	47,087.70	347,061.83	1,393,113.17	19.94 %
Fund: 326 - SIDEWALK IMPROVEMENTS PROJECT					
2010 - ROADS, BRIDGES, SIDEWALKS	323,286.00	0.00	13,741.00	309,545.00	4.25 %
Fund 326 Total:	323,286.00	0.00	13,741.00	309,545.00	4.25 %
Fund: 328 - PARKING LOT IMPROVEMENTS PHASE II					
2010 - ROADS, BRIDGES, SIDEWALKS	0.00	0.00	2,032.00	-2,032.00	
Fund 328 Total:	0.00	0.00	2,032.00	-2,032.00	
Fund: 343 - 2015 GO BOND FUND					
1050 - FIRE DEPARTMENT	2,960,000.00	0.00	0.00	2,960,000.00	0.00 %
6900 - OTHER GEN'L GOVT	40,000.00	0.00	0.00	40,000.00	0.00 %
Fund 343 Total:	3,000,000.00	0.00	0.00	3,000,000.00	0.00 %
Fund: 600 - WATER O&M FUND					
8000 - WATER PLANT OPERATIONS	573,386.00	0.00	96,485.65	476,900.35	16.83 %
8001 - WATER DISTRIBUTION	1,054,688.00	0.00	281,305.13	773,382.87	26.67 %
8006 - WATER OFFICE	695,527.00	0.00	215,305.67	480,221.33	30.96 %
Fund 600 Total:	2,323,601.00	0.00	593,096.45	1,730,504.55	25.52 %
Fund: 603 - WATER SINKING FUND					
8001 - WATER DISTRIBUTION	418,895.00	0.00	0.00	418,895.00	0.00 %
Fund 603 Total:	418,895.00	0.00	0.00	418,895.00	0.00 %
Fund: 604 - WATER RESERVE FUND					
8001 - WATER DISTRIBUTION	100,000.00	0.00	12,548.72	87,451.28	12.55 %
Fund 604 Total:	100,000.00	0.00	12,548.72	87,451.28	12.55 %
Fund: 610 - SANITARY SEWER O&M FUND					
8015 - SANITARY SEWER-TREATMENT	930,064.00	39,570.35	400,795.64	529,268.36	43.09 %
8016 - SANITARY SEWER-COLLECTION	366,827.00	42,845.92	232,359.22	134,467.78	63.34 %
Fund 610 Total:	1,296,891.00	82,416.27	633,154.86	663,736.14	48.82 %
Fund: 611 - SANITARY SEWER REVENUE FUND					
8015 - SANITARY SEWER-TREATMENT	1,790,866.00	160,365.63	905,803.59	885,062.41	50.58 %
Fund 611 Total:	1,790,866.00	160,365.63	905,803.59	885,062.41	50.58 %
Fund: 612 - SANITARY SEWER SINKING FUND					
8015 - SANITARY SEWER-TREATMENT	482,575.00	25,261.25	25,261.25	457,313.75	5.23 %
Fund 612 Total:	482,575.00	25,261.25	25,261.25	457,313.75	5.23 %
Fund: 618 - IDOT SEWER EXTENSION PROJECT					
8016 - SANITARY SEWER-COLLECTION	0.00	18,959.74	45,075.48	-45,075.48	

EXPENSE TRIAL BALANCE

For Fiscal: 2014-2015 Period Ending: 12/31/2014

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
Fund: 618 - IDOT SEWER EXTENSION PROJECT					
8016 - SANITARY SEWER-COLLECTION	181,340.00	41,287.49	160,285.08	21,054.92	88.39 %
Fund 618 Total:	0.00	18,959.74	45,075.48	-45,075.48	
Fund: 660 - AIRPORT FUND					
8035 - AIRPORT	181,340.00	41,287.49	160,285.08	21,054.92	88.39 %
Fund 660 Total:	181,340.00	41,287.49	160,285.08	21,054.92	88.39 %
Fund: 740 - STORM WATER UTILITY FUND					
8065 - STORM WATER	382,124.00	23,811.25	120,999.97	261,124.03	31.67 %
Fund 740 Total:	382,124.00	23,811.25	120,999.97	261,124.03	31.67 %
Fund: 750 - EDMUNDSON GOLF COURSE FUND					
8070 - GOLF GREENS MAINTENANCE	0.00	540.00	540.00	-540.00	
8071 - GOLF PRO SHOP	22,973.00	934.24	11,364.73	11,608.27	49.47 %
Fund 750 Total:	22,973.00	1,474.24	11,904.73	11,068.27	51.82 %
Fund: 760 - RACI MAIN STREET LOAN FUND					
8060 - HOUSING & URBAN RENEWAL	9,606.00	0.00	0.00	9,606.00	0.00 %
Fund 760 Total:	9,606.00	0.00	0.00	9,606.00	0.00 %
Fund: 810 - COPIER/FAX REVOLVING FUND					
9310 - COPIER REVOLVING	0.00	349.18	2,385.22	-2,385.22	
Fund 810 Total:	0.00	349.18	2,385.22	-2,385.22	
Fund: 820 - EMPLOYEE HEALTH SELF-INSURANCE					
9320 - EMPLOYEE HEALTH SELF-INSURANCE	0.00	74,741.16	460,593.08	-460,593.08	
Fund 820 Total:	0.00	74,741.16	460,593.08	-460,593.08	
Fund: 830 - EMPLOYEE FLEX PLAN FUND					
9330 - EMPLOYEE FLEX PLAN	0.00	6,124.75	25,067.96	-25,067.96	
Fund 830 Total:	0.00	6,124.75	25,067.96	-25,067.96	
Report Total:	24,873,307.00	1,361,125.50	8,628,211.20	16,245,095.80	34.69 %



City Council
Communication

Meeting Date: January 20, 2015

Requested By: City Manager's Office

Item Title: CONSENT AGENDA

Consider a motion to receive and file the 2014 Edmundson Golf Course Annual Report from Harvest Point LLC and Matt Sherlock, PGA Professional.

Explanation :

Harvest Point LLC and Matt Sherlock, PGA Professional and owner of MK Golf Shops Inc. have submitted the Edmundson Golf Course 2014 Year End Report. The report is included in your agenda packet.

Budget Consideration:

Not applicable.

Attachments :

Edmundson Golf Course 2014 Year End Report

2014 In Review: GENERAL STATEMENT FROM JEFF SMITH, PGA DIRECTOR OF GOLF

We are pleased to present our report of Edmundson Golf Course for 2014, the third season of partnership between The City of Oskaloosa, Harvest Point, LLC (Jeff Smith) and Matt Sherlock, PGA Professional.

Jeff Smith has been acting superintendent, as well as Director of Golf, since former Head Superintendent Mike Smith took a job with The City of Oskaloosa on August 1, 2014. Interviews are taking place in order to fill this Head Superintendent position before next golf season.

The last couple months of the golf season included many different tasks such as: aerifying and topdressing greens at Edmundson Golf Course, aerifying all fairways and tees at Harvest Point, spraying broad-leaf herbicide in the rough areas at both Harvest Point and Edmundson, setting 14 mature trees with a tree spade at both Harvest Point and Edmundson, planting 26 bushy low growing trees around the parking lot area at Edmundson, repairing the #16 tee cart path with fill dirt and seed in the rutted out area, ongoing mulching leaves at Edmundson, winterized all bathrooms, completed winterizing all irrigation systems at both courses as we have to blow out the water lines with air because the piping is not below the frost line.

With the drastic change in the weather in early November we feel very good about the condition of the course and barring any extreme unforeseen winter weather both golf courses will be at a high standard starting the 2015 golf season. Winter projects include final removal of any dead trees, extensive tree pruning for healthier trees and healthier grass with more sunlight under the tree's canopy, repairing the perimeter fence on the south side of #16 and if not fit to work outside we have all winter to do in-house mower reel and bed-knife sharpening and general equipment repairs. There is one major and approximately six minor tile lines plugged and these will be repaired in order of priority and as budget allows. In addition to these tasks our golf course staff worked diligently to prepare for numerous golf outings and our biggest spectator tournament the past two years: the Wm. Penn men and women's invitational on October 10 & 11.

To hear numerous compliments from guests visiting both Edmundson and Harvest Point golf courses about the quality of our public courses is very rewarding. This is not only a testament to the quality of the golf courses but to Matt & Kandis and their staff at both courses as well. We will continue to set our standards high and work hard to provide quality course conditions at affordable prices. It is our goal that our golfers find the partnership between Edmundson and Harvest Point Golf Courses to be a great value and compliment to each other.

As of November 1, when Harvest Point Pro Shop closed for the season, total golf rounds for 2014 were up 2529, 9% from 2013. Compared to 2012 rounds were up 1449, 5%. We continue to assess pricing options and create ways for golfers to play more and lapsed golfers to come back to the game.

Season golf rates for 2015 will increase 5% or less, depending on the category, and all golfers will have the option to avoid the price increase with the early-buy opportunity. 2015 memberships may be purchased at 2014 prices if bought on or before December 6, 2014 at our Annual Open House. We will continue to include Harvest Point memberships at no charge to golfers buying an Edmundson season pass. Green fees will remain the same with expanded efforts for value-added daily fees. Maintaining fees at competitive prices and providing well-groomed golf grounds, as well as having Edmundson/Harvest Point participate as a positive community partner, are our highest priorities. With the many positive comments on the improved conditions, the overall appearance and the quality of turf in 2014 we hope to continue to build off this foundation we have set in 2015. Plans are underway to promote and celebrate the 75th anniversary of Edmundson Golf Course in 2015.

**EDMUNDSON GOLF COURSE
CAPITAL IMPROVEMENTS UPDATE
As of December 1, 2014**

BEAUTIFICATION

Parking lot/entries- 26 low-growing bushes were planted north of the west parking lot creating a division between City property and the new development. The significant asphalt repair requested last year was taken care of by the City in parking areas, west entrance and around maintenance barns greatly improving the appearance and first impression.

Ditch/O.B. fence- Fence posts replaced or straightened as needed and rogue shrubs cut out (on-going project). Litter patrol on Edmundson Drive continues. Mowing/trim mowing kept up-to-date.

Trees- Extensive trimming to raise canopy and remove dead limbs as needed; removal of dead trees as time allows (8 trees removed thus far this season). Removal may continue through the winter, depending on weather.

Seeding- #16 cart path that had eroded was seeded, will be ready for traffic upon opening in 2015.

MAINTENANCE

Turf quality- Continual improvement in greens, tees and fairways according to the people who play it. Pre-emergent crab grass/fertilizer applied early spring and mowed 2-3 times per week, depending on growing conditions, continue to contribute to improvement. Tees remain on a scheduled fertilizing application program. Overall, the course is in a beautiful and healthy condition.

Irrigation- A letter of explanation has been given to Michael Schrock about needs in the pump house- both pump and electronics. Also, a request for reimbursement was attached for \$822.14 for parts purchased through the season repairing several leaks, etc.

Other maintenance- Drain pipe on #6 tee (under the dam) was worked on by City crew, unfortunately, the problem is worse and needs more extensive repair. This was addressed in the letter mentioned above. Cart shed roof along #10 fairway was replaced after a wind storm with City insurance. The entire pro shop structure now has a new metal roof. The new shelter to be constructed on #14 tee with donations received for the Bob Burnett Memorial is now scheduled for spring 2015. Collapsing landscaping stones on #15 tee were removed with the help of the Pella Boys' Golf Team. There is concern of a possible breach in a section of the city's storm water pipe to the north of #10 green and we will continue to monitor.

COMMUNITY PARTNERSHIP

As of December 1, 2014 Harvest Point, LLC has given over \$3600 in cash and FREE golf rounds to 28 organizations ranging from JDRF and the Oskaloosa Library, to assorted Marion and Mahaska county schools' auctions and after-proms, to individuals raising medical funds.



City Council
Communication

Meeting Date: January 20, 2015

Requested By: City Manager
Department

Item Title: CONSENT AGENDA

Consider appointment to the Housing Trust Fund Committee.

Explanation :

The term of Valinn McReynolds on the Housing Trust Fund Committee expires January 31, 2015. McReynolds is willing to accept reappointment. No other applications have been received. There are five at-large members on the Housing Trust Fund Committee. Terms are for three years. Currently two males and three females serve as at-large members on the Housing Trust Fund Committee. Appointments to the committee are made by the City Council.

Recommended Action: Reappoint Valinn McReynolds to the Housing Trust Fund Committee to a term that ends January 31, 2018.

Budget Consideration:

Not applicable.

Attachments :

Application from Valinn McReynolds.

Application for Board or Commission

Board or commission applying for (choose one from list):* Housing Trust Fund Committee

Board or commission not listed above:

Name of applicant:*

Address of Applicant*

Phone number (day)*

Phone number (evening)

Email address:*

Would you like to be interviewed for this position?*

Yes

No

Why are you interested in this position?*

Your experience that would be beneficial to the board or commission:*

Other civic experience:

* indicates required fields.



City Council
Communication

Meeting Date: January 20, 2015

Requested By: City Manager
Department

Item Title: CONSENT AGENDA

Consider appointment to the Board of Adjustment.

Explanation :

There are five members on the Board of Adjustment. Currently four males serve with one vacancy to fill upon appointment for an unexpired term that ends December 31, 2016. An application has been received from Wyndell Campbell. Appointments to the board are made by the City Council.

Recommended Action: Appoint Wyndell Campbell to the Board of Adjustment to fill an unexpired term that ends December 31, 2016.

Budget Consideration:

Not applicable.

Attachments :

Application from Wyndell Campbell.

From: noreply@civicplus.com
To: [Marilyn Johannes](#)
Subject: Online Form Submittal: Application for Board or Commission
Date: Sunday, January 11, 2015 6:38:24 PM

If you are having problems viewing this HTML email, click to view a [Text version](#).

Application for Board or Commission

According to Oskaloosa Charter Artivle V Section 5.1, All members of boards, commissions and committees shall be registered voters of the City of Oskaloosa except rural members of the Library Board. Are you a registered voter? *	Yes	No
Board or commission applying for (choose one from list):* Board or commission not listed above:	Board of Adjustment	
Name of applicant:*		
Address of Applicant*		
Phone number (day)*		
Phone number (evening)		
Email address:*		
Would you like to be interviewed for this position?*	Yes	No
Why are you interested in this position?*		
Your experience that would be beneficial to the board or commission:*		
Other civic experience:		

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:
<http://www.oskaloosaiowa.org/Admin/FormHistory.aspx?SID=1012>

The following form was submitted via your website: Application for Board or Commission

According to Oskaloosa Charter Artivle V Section 5.1, All members of boards, commissions and committees shall be registered voters of the City of Oskaloosa except rural members of the Library Board. Are you a registered voter?

: Yes

Board or commission applying for (choose one from list):: Board of Adjustment

Board or commission not listed above::

Name of applicant:: Wyndell Campbell

Address of Applicant: 818 High Ave E

Phone number (day): 636-887-1512

Phone number (evening):

Email address:: Wyndell@insureosky.com

Would you like to be interviewed for this position?: Yes

Why are you interested in this position?: A continuation of my duties on P&Z.

Your experience that would be beneficial to the board or commission:: Real estate and development background

Other civic experience:: Numerous civic committees and board memberships

Additional Information:

Form submitted on: 1/11/2015 6:38:26 PM

Submitted from IP Address: 207.199.230.35

Referrer Page: <http://www.oskaloosaiowa.org/index.aspx?nid=156>

Form Address: <http://www.oskaloosaiowa.org/Forms.aspx?FID=71>



City Council
Communication

Meeting Date: January 20, 2015

Requested By: City Manager's Office

Item Title: CONSENT AGENDA

Consider request from Oskaloosa Main Street and the Oskaloosa Area Chamber & Development Group for approval of Calendar of Events for 2015.

Explanation :

Enclosed is a memo indicating the dates for promotions and activities in which Main Street and the Oskaloosa Area Chamber & Development Group would like to use the City Park in the Square.

Budget Consideration:

To be determined, depends on event.

Attachments :

Memo from Oskaloosa Main Street and the Oskaloosa Area Chamber & Development Group.



DATE: January 8, 2015
TO: City of Oskaloosa, Park & Recreation, Oskaloosa Police Dept., and Street Dept.
FROM: Karen Hafner, Oskaloosa Main Street Director
RE: Calendar of Events for 2015

The following is a list of Oskaloosa Main Street promotions and activities in which, with your permission, we will be utilizing the City Park in the Square.

June 13, 2015 - Saturday	Art on the Square	10 am – 4 pm
July 30, 2015 - Thursday	Sweet Corn Serenade & Craft Show	Noon – 9 pm
October 29, 2015 – Thursday	Trick or Treat Parade	4:00 pm
(City-wide Trick or Treat is set by Mayor and it is also October 29 th 6:00 to 8:00)		
December 3, 2015 - Thursday	28th Annual Lighted Christmas Parade	7:00 pm
December 4, 2015 - Friday	4th Annual Awards and Float Display	6:00 pm

These events are scheduled at this time, but there may be others planned at a later date. We will contact you of any changes. Please feel free to contact someone at the Main Street/Commerce offices should you have any questions or concerns at 641-672-2591.

Thank you,



MEMO

DATE: January 8, 2015
TO: City of Oskaloosa, Park & Recreation, Oskaloosa Police Dept., and Street Dept.
FROM: Valinn McReynolds Oskaloosa Chamber
RE: Calendar of Events for 2015

The following is a list of Chamber promotions and activities in which, with your permission, we would like to utilize the City Park in the Square.

Friday after Five Events Dates for the following Fridays: May 29, June 5, 12, 19, and 26th

These events are scheduled at this time, but there may be others planned at a later date. We will contact you of any changes. Please feel free to contact someone at the Chamber office should you have any questions or concerns at 641-672-2591.

Thank you.

A handwritten signature in blue ink, appearing to read "Valinn McReynolds", is written in a cursive style.

Oskaloosa Area Chamber & Development Group
124 North Market Street • Oskaloosa IA 52577
Phone: 641-672-2591 • Fax: 641-672-2047 • Email: oskycofc@oacdg.org
Web Site: www.oskaloosachamber.org



City Council
Communication
Meeting Date: January 20, 2015

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: January 20, 2015

Requested By: City Manager
Department

Item Title:

Consider request from the Mahaska Community Recreation Foundation to present the MCRF Annual Report.

Explanation :

A Mahaska Community Recreation Foundation representative will attend the city council meeting to present the annual report for the Mahaska Community Recreation Foundation.

Budget Consideration:

None.

Attachments :

None. (Report is in City Council agenda packets.)



City Council Communication

Meeting Date: January 20, 2015
Requested By: Public Works Dept.

Item Title:

Consider an ordinance to amend the City Code of the City of Oskaloosa, Iowa by amending provisions pertaining to Title 17 - "Zoning", Chapter 17.24 - "Supplemental Site Development Regulations," and Chapter 17.32 - "Nonconforming Development" of the City Of Oskaloosa Zoning Ordinance regarding non-conforming residential development and discontinued nonconforming developments - 2nd reading.

Explanation:

The Public Works Department Staff received a request from the board of realtors to update the zoning code regarding non-conforming residential development. The board of realtors indicated that the non-conforming single-family and two-family residential structures are restricting the sale of properties within Oskaloosa. The existing zoning regulations do not permit single family residential development in most commercial and industrial zoning districts. These non-conforming residential structures cannot be enlarged or altered. These non-conforming residential structures also cannot be reconstructed if the structure is destroyed by any means to an extent of 60% or more of its replacement cost.

The proposed code updates include, but are not limited to, the following:

- Revise code sections 17.24.020 and 17.32.030 to permit reconstruction of existing single and two-family non-conforming structures in all zoning districts. This will bring all non-conforming single and two-family structures into compliance. This option will only be valid if an approved building permit is obtained within six months of destruction and pursued to completion.
- Introduce a new code section for discontinued non-conforming developments. In the event that a non-conforming use of any building or premises is discontinued, or its normal operation stopped for a period of one year, then the property will be required to conform to the existing zoning code regulations.

The Planning & Zoning Commission considered this item at their December 8, 2014 meeting and recommended by a vote of 7:0 (yes : no) that the City Council approve the ordinance amendments regarding non-conforming residential development.

Recommended Action:
Approve the ordinance amendment as presented.

Budget Consideration:

There will be minimal impact to the City Budget for the cost associated with drafting revisions to Chapter 17 of the Oskaloosa Municipal Code.

Attachments :

Ordinance, Proposed text amendments to City Code, Table 17.08b, Letter from Realtors, Code comparison, Map, Statistics, and Code Comparison.

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF OSKALOOSA, IOWA BY AMENDING TITLE 17, "ZONING", CHAPTER 17.24, "SUPPLEMENTAL SITE DEVELOPMENT REGULATIONS," SECTION 17.24.020 - "USE OF EXISTING LOTS OF RECORD"; AMENDING CHAPTER 17.32, "NONCONFORMING DEVELOPMENT," SECTION 17.32.030 - RESIDENTIAL DISTRICTS," SUBSECTION C - "NON CONFORMING STRUCTURES"; AND ADDING A NEW SECTION 17.32.070 - "DISCONTINUANCE CONFORMANCE REQUIRED."

The City Council of the City of Oskaloosa, Iowa hereby ordains as follows:

SECTION 1. The title for "Chapter 17.24 - Supplemental Site Development Regulations" is hereby amended by revising the title as "Chapter 17.24 - Exceptions and Supplemental Site Development Regulations."

SECTION 2. Section 17.24.020, entitled "Use of existing lots of record" is hereby deleted in its entirety and amended by substituting the following in lieu thereof:

17.24.020 Exceptions for existing single-family and two-family dwellings.

In any zoning district where they are otherwise permitted, a single-family or two-family dwelling may be located or reconstructed on a lot which, at the time of passage of this Ordinance, is non-conforming development in terms of lot area, width, yards, lot coverage, or other characteristics of the structure or its location on the lot; provided, however, that the following shall apply:

- A. The sum of the side yard widths of any such lot or plot shall not be less than thirty percent of the width of the lot, but in no case less than ten percent of the width of the lot for any one side yard.
- B. The depth of the rear yard of any such lot need not exceed twenty percent of the depth of the lot, but in no case less than twenty feet.
- C. Notwithstanding the setback requirements set forth above, a nonconforming single-family dwelling or two-family dwelling on such a lot can be used, maintained and reconstructed, provided however that if the dwelling is destroyed or damaged, excluding purposeful destruction, to an extent of 60 percent or more of its replacement cost at the time of destruction, it shall not be reconstructed unless such reconstruction work shall be consistent with applicable codes at the time of new construction, an approved building permit is obtained within six months of such happening and diligently pursued to completion. Such reconstruction shall also comply with the restrictions on nonconforming development set forth in section 17.32.030. This exception shall not apply in cases where the owner of a non-conforming lot also owns two or more abutting vacant lots of record. Such lot shall also meet all of the following requirements:

1. The dwelling should meet the requirements set forth in Table 17.08C except the minimum lot area; however, if setbacks cannot be met from Table 17.08C, then the dwelling shall be allowed to be built on the original footprint without an increase in the gross floor area.
2. The dwelling shall have a minimum width facing the street of the smaller of twenty-four feet or the width of the dwelling prior to such destruction;
3. The dwelling shall have a minimum depth perpendicular to the street of the smaller of 20 feet or the depth of the dwelling prior to such destruction.
4. A minimum of fifteen percent of the facade of the building facing the street shall consist of windows, doors and other building openings;
5. Any foundation skirting material shall have the appearance of masonry or poured concrete typical of site-built homes. Installation of the skirting must be installed within thirty days following the installation of the home, or the first day of May if the ground is frozen at the time the home is placed;

SECTION 3. Section 17.32.030 C. entitled “Nonconforming Structures” is hereby deleted in its entirety and amended by substituting the following in lieu thereof:

C. Nonconforming Structures. Where a structure exists at the effective date of adoption or amendment of the ordinance codified in this title that could not be built under the terms of this title by reason of restrictions on area, lot coverage, height, yards, or other characteristics of the structure or its location on the lot, such structure may be continued so long as it remains otherwise lawful, subject to the following provisions:

1. No such structure may be enlarged or altered in a way which increases its nonconformity.
2. Should such structure be destroyed by any means to an extent of sixty percent or more of its replacement cost at time of destruction, it shall not be reconstructed except in conformity with the provisions of this title. Any single-family or two-family dwelling which was a conforming structure at the time of passage of this Ordinance may be structurally altered, and if destroyed may be reconstructed and used as before, provided the work shall be consistent with applicable codes at the time of new construction, an approved building permit is obtained within six months of such happening and diligently pursued to completion. Such reconstruction shall also comply with the restrictions set forth in section 17.24.020.

SECTION 4. A new Section 17.32.070, entitled “Discontinuance Conformance required” is hereby added as follows:

17.32.070 Discontinuance Conformance required.

A. In the event that a nonconforming use of any building or premises is discontinued or its normal operation stopped for a period of one year, the use of the same shall thereafter conform to the regulations of the district in which it is located.

SECTION 5. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 6. 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 7. 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 _____ 2015, and approved this _____ day of _____ 2015.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____ 2015.

Signed _____

Chapter 17.24 -- EXCEPTIONS AND SUPPLEMENTAL SITE DEVELOPMENT REGULATIONS

Sections:

17.24.010 - Purpose.

The supplemental site development regulations establish basic requirements for developable lots, including frontage requirements, recognize the existence of special conditions that cannot comply literally with the site development regulations set out for each zoning district. Therefore, these regulations qualify or modify the district regulations of this title and provide for specific areas of exception.

(Ord. 1086 §17.701, 2000)

Exceptions for single-family and two-family dwellings.

17.24.020 - ~~Exceptions for existing single-family and two-family dwellings. Use of existing lots of record.~~

In any zoning district where they are otherwise permitted, a single-family or two-family dwelling may be located or reconstructed on ~~any a lot or plot of official record as of the effective date of the ordinance codified in this title irrespective of its area or width~~ which, at the time of passage of this Ordinance, is non-conforming development in terms of lot area, width, yards, lot coverage, or other characteristics of the structure or its location on the lot; provided, however, that the following shall apply:

- A. The sum of the side yard widths of any such lot or plot shall not be less than thirty percent of the width of the lot, but in no case less than ten percent of the width of the lot for any one side yard.
- B. The depth of the rear yard of any such lot need not exceed twenty percent of the depth of the lot, but in no case less than twenty feet.
- C. Notwithstanding the setback requirements set forth above, a nonconforming single-family dwelling or two-family dwelling on such a lot can be used, maintained and reconstructed, provided however that if the dwelling is destroyed or damaged, excluding purposeful destruction, ~~by natural disaster any means~~ to an extent of 60 percent or more of its replacement cost at the time of destruction, it shall not be reconstructed unless such reconstruction work shall be consistent with applicable codes at the time of new construction, an approved building permit is obtained within six months of such happening and diligently pursued to completion. Such reconstruction shall also comply with the restrictions on nonconforming development set forth in section 17.32.030. This exception shall not apply in cases where the owner of a non-conforming lot also owns two or more abutting vacant lots of record. Such lot shall also meet all of the following requirements:
 1. The dwelling should meet the requirements set forth in Table 17.08C except the minimum lot area; however, if setbacks cannot be met from Table 17.08C, then the dwelling shall be allowed to be built on the original footprint without an increase in the gross floor area. -
 2. The dwelling shall have a minimum width facing the street of the smaller of twenty-four feet or the width of the dwelling prior to such destruction;

3. The dwelling shall have a minimum depth perpendicular to the street of the smaller of 20 feet or the depth of the dwelling prior to such destruction.
4. A minimum of fifteen percent of the facade of the building facing the street shall consist of windows, doors and other building openings;
5. Any foundation skirting material shall have the appearance of masonry or poured concrete typical of site-built homes. Installation of the skirting must be installed within thirty days following the installation of the home, or the first day of May if the ground is frozen at the time the home is placed;

(Ord. 1086 §17.702, 2000)

Chapter 17.32 – NONCONFORMING DEVELOPMENT

Sections:

17.32.010 - Purpose.

Within the various districts established by this title or amendments that may later be adopted, there exist structures and uses of land and structures which were lawful prior to the adoption of the ordinance codified in this title but which would be prohibited, regulated, or restricted under the provisions of this title. It is the intent of this title to permit these nonconformities to continue until they are removed, but not to encourage their survival. Such uses are declared by this title to be incompatible with permitted uses in the districts involved.

(Ord. 1086 §17.1101, 2000)

17.32.020 - Regulations additive.

Regulations for nonconforming uses are in addition to regulations for nonconforming structures. In the event of a conflict, the most restrictive regulation shall apply.

(Ord. 1086 §17.1102, 2000)

17.32.030 - Residential districts.

- A. Nonconforming Use of Land. The lawful use of land upon which no building or structure is erected or constructed which becomes nonconforming under the terms of this title as adopted or amended may be continued so long as it remains otherwise lawful, subject to the following provisions:
1. No such nonconforming use shall be enlarged or increased nor extended to occupy a greater area of land than was occupied at the effective date of adoption or amendment of the ordinance codified in this title.
 2. No such nonconforming use shall be moved in whole or in part to any other portion of the lot or parcel which was not occupied by such use at the effective date of adoption or amendment of the ordinance codified in this title.
 3. If any such nonconforming use of land ceases for any reason for a period of more than six months, any subsequent use of such land shall conform to the district regulations for the district in which such land is located.
- B. Nonconforming Use of Structures. If a lawful use of a structure, or of a structure and land in combination, exists at the effective date of adoption or amendment of the ordinance codified in this title, that would not be allowed in the district under the terms of this title, the use may be continued so long as it remains otherwise lawful, subject to the following provisions:
1. No existing structure devoted entirely or in part to a use not permitted by this title in the district in which it is located, except when required by law, shall be enlarged, extended, reconstructed, moved, or structurally altered, unless the use is changed to a use permitted in the district in which such structure is located.
 2. Any nonconforming use may be extended throughout any parts of a building which were manifestly arranged or designed for such use at the time of adoption or amendment of the ordinance codified in this title. No such use shall be extended to occupy any land outside such building.
 3. If no structural alterations are made, a nonconforming use of a similar nature within the same or a more restricted classification. Whenever a nonconforming use has been changed to a more restricted use or to a conforming use, such use shall not thereafter be changed to a less restrictive use.

4. In the event that a nonconforming use of a structure, or structure and land in combination, is discontinued or abandoned for a period of two years, the use of the same shall thereafter conform to the uses permitted in the district in which it is located. Where nonconforming use status applies to a structure and land in combination, removal or destruction of the structure shall eliminate the nonconforming status of the land.
 5. Any structure devoted to a use made nonconforming by this title that is destroyed by any means to an extent of sixty percent or more of its replacement cost at the time of destruction, exclusive of the foundations, shall not be reconstructed and used as before such happening. If the structure be less than sixty percent destroyed above the foundation, it may be reconstructed and used as before, provided it be done within six months of such happening, and be built of like or similar materials.
- C. Nonconforming Structures. Where a structure exists at the effective date of adoption or amendment of the ordinance codified in this title that could not be built under the terms of this title by reason of restrictions on area, lot coverage, height, yards, or other characteristics of the structure or its location on the lot, such structure may be continued so long as it remains otherwise lawful, subject to the following provisions:
1. No such structure may be enlarged or altered in a way which increases its nonconformity.
 2. Should such structure be destroyed by any means to an extent of sixty percent or more of its replacement cost at time of destruction, it shall not be reconstructed except in conformity with the provisions of this title. *Any single-family or two-family dwelling which was a conforming structure at the time of passage of this Ordinance may be structurally altered, and if destroyed may be reconstructed and used as before, provided the work shall be consistent with applicable codes at the time of new construction, an approved building permit is obtained within six months of such happening and diligently pursued to completion. Such reconstruction shall also comply with the restrictions set forth in section 17.24.020.*

(Ord. 1086 §17.1103, 2000)

17.32.040 - Nonresidential districts.

- A. Nonconforming Use of Land. The regulations described in Section 17.32.030 shall also apply to this section with the following exception:
1. A structure devoted to a nonconforming use in a non-residential zoning district may be structurally altered or enlarged if the addition satisfies the following conditions:
 - a. The enlargement or addition, when considered independently of the existing building, complies with all applicable setback, height, off-street parking, and landscaping requirements.
 - b. The building, after the addition, conforms to height, off-street parking, and building and impervious surface coverages applicable to its zoning district.
 - c. The construction is limited to buildings on land owned of record by the owner of the nonconforming use prior to the effective date of the ordinance codified in this title.
 2. A lawful nonconforming use may be changed only to a use type permitted in a zoning district that is equal to or less intensive than that normally required for the previous use.

(Ord. 1086 §17.1104, 2000)

17.32.050 - Repair of nonconforming structures.

- A. Nothing in this title shall be deemed to prevent the restoring to a safe condition of any building or part thereof declared to be unsafe by any official charged with protecting the public safety, upon order of such official.

- B. A lawful nonconforming building damaged by fire, explosion, storm or other calamity, except flood damages, may be repaired and reconstructed provided there is no increase in the degree of nonconformity. Repair and reconstruction within the designated floodplain shall be in conformance with Floodplain development regulations.

(Ord. 1086 §17.1105, 2000)

17.32.060 - Recognition of nonconformances.

- A. Unauthorized Nonconformances. Any use of land or structure which was not an authorized nonconformity under any previous zoning ordinance or similar regulations shall not be authorized to continue its nonconforming status pursuant to this title.
- B. Nonconforming Uses and Conditional Use Permits. A lawful pre-existing use which would require a conditional use permit in its zoning district shall be presumed to have the appropriate permit and shall be considered a conforming use. The use shall be subject to the regulations governing lapses or revocation of permits, set forth in Chapter 17.34.

(Ord. 1086 §17.1106, 2000)

17.32.070 Discontinuance Conformance required.

- A. In the event that a nonconforming use of any building or premises is discontinued or its normal operation stopped for a period of one year, the use of the same shall thereafter conform to the regulations of the district in which it is located.

Table 17.08b
Permitted Uses by Zoning Districts

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

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

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

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

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

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

To Whom It May Concern,

September 17, 2014

The Oskaloosa Board of Realtors are an active part of the Oskaloosa community, both individually and collectively as a vital component of the economy. We strive to bring quality homeownership and development into the Oskaloosa area.

It has been brought to our attention that zoning for R1 and R2 (in regard to lot size, etc.) changed to increase the lot size (8400 sq. ft.) for future home construction/reconstruction. The Oskaloosa Municipal Code

(Section 17.32.030.C.2)

states that where a structure exists it will need to be reconstructed in compliance with city code if it is destroyed more than 60%. A minimum lot size of 8400 Sq. ft. is required (per table 17.08C of the Oskaloosa Municipal Code). Approximately 2,000 residences are affected by this due to the city having been originally platted for 60 x 120 lot size (7200 sq. ft.). In light of this zoning code, bank appraisals of any lot/home for the purpose of selling said property will need to be classified as "legal nonconforming" if they are smaller than the required 8400 sq. ft.. Furthermore, this situation is hindering the ability of the buyer to obtain a loan, since bank underwriters have begun to deny loans due to the zoning compliance issue.

It is the hope of the Oskaloosa Board of Realtors that an addendum could be added to/or a change made to the zoning code so this issue could be resolved for the betterment of the home owner and buyer of Oskaloosa real estate. This has been initiated due to recent real estate transactions failing to close (sale) after it was determined the lot size was too small for reconstruction per city code and therefore did not meet lender's requirements. **Our recommendation is that properties/structures with lot sizes at least 7000sq. ft. would have an automatic rebuild in the case of destruction of 60% or greater.**

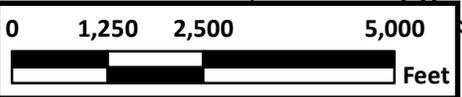
Thank you for your consideration,

Oskaloosa Board of Realtors

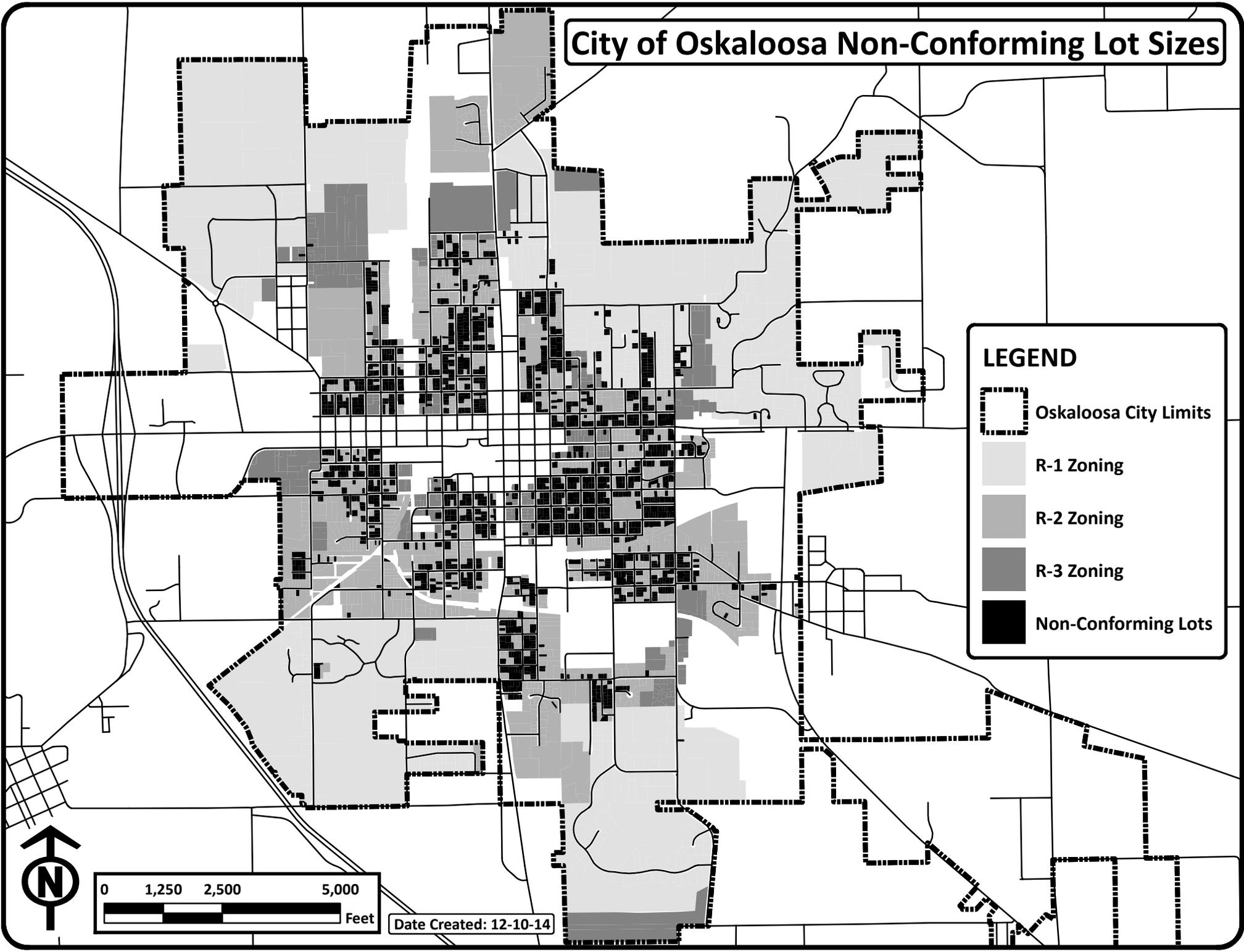
City of Oskaloosa Non-Conforming Lot Sizes

LEGEND

-  Oskaloosa City Limits
-  R-1 Zoning
-  R-2 Zoning
-  R-3 Zoning
-  Non-Conforming Lots



Date Created: 12-10-14



	ZONING		
	R-1 (Single Family)	R-2 (Urban Family)	R-3 (Multiple Family)
Minimum Lot Area Per City Code (1 Family)	8400 SF	8400 SF	7200 SF
Approx. Total Number of Non-Conforming Lots:	1,000	2,950	400
LOT SIZE	PERCENTAGE OF NON-CONFORMING LOTS		
< 8400 SF	8%	56%	N/A
< 7200 SF	1.5%	24%	16%
< 7000 SF		20%	15%
< 6800 SF		18%	14%
< 6600 SF		16%	13%
< 6400 SF		13%	12%
< 6200 SF		11%	11%
< 6000 SF	0.5%	9%	10%
< 5800 SF		8%	9%
< 5600 SF		7%	8%
< 5500 SF		7%	8%
< 5400 SF		6%	8%
< 5000 SF		5%	7%

City	Minimum Sq Ft of Lot R-1 Width	Minimum Sq Ft of lot R-2 Width	Minimum Sq Ft of lot R-3 Width	Exceptions for Single and two family lot area or width
Oskaloosa	8,400 None specified	8,400 For single family, 10,000 for Duplex 70ft for single family, 80ft for duplex	7,200 for single family, 8,400 for Duplex, 10,000 for town house, multifamily & other 60ft for single family, 70ft for duplex, 20ft town houses, 80ft multi-family	Presently in review
Ottumwa	7,000 60ft	5,000 for single family 6,000 for a two family 60ft	5,000 for single, 6,000 for two family, 6,500 for three family 60ft	None found
Centerville	10,000 70ft	8,500 for Single Family 12,00 for two family 65ft	7,500 for single, add 1,250 for each other dwelling 60ft	None found
Mount Pleasant	9,000 70ft	7,500 For single Family, 10,000 for two family 70ft for single family/ 80ft for two family	6,000 for single, 7,200 for two family, 10,000 for multiple or other permitted uses Not stated	None found
Pella	10,000 80ft	7,500 For single Family, 10,000 for two family 60ft	7,000 for Single Family, 8,000 for Duplex, townhouses, multi family 50ft	Yes - Pella 165.30 "Located" single or two-family
Spencer	6,000 50ft	5,000 for multi family 50ft	No R-3 Zoning present	None found
Waukee	10,000 80ft	8,000 for single Family, 10,000 for two Family 65ft for single family/ 80ft for two family	10,000 75ft	Yes -306.26 (H) "Located" Single family only
Altoona	8,750 70ft	8,750 for Single Family, 10,500 for two Family 70ft for single family/ 85ft for two family	9,000 85 ft	Yes - 166.02 "Erected" Single family only
Boone	11,000 80ft	8,500 for single family and 12,000 for two Family 65ft for single family / 70ft for two family	7,000 for single Family and 8,000 for two family 60ft for single and two family	None found
Clive	10,000 80ft	8,500 for single family and 10,000 for Duplex 70ft for single family and 75ft for duplex	No R-3 Zoning present	None Found
Davenport	R1- Low density 20,000 / R2 "LD" 10,00 100ft -R1 / 60ft - R2	R3- Moderate density 7,500 / R4- "MD" 6,000 One Family R3 60ft / One Family R4 50ft	R5 -Medium Density 8,000 one or two family / R5M - "MD" 6,000 one family / R6M "MD" 6,000 one family 65ft R5 / 50 Ft R5M / 50ft R6M	None Found
Other Cities that Have exceptions: Marshalltown: Section 6 small lot exception. Des Moines 134-1296-b5				



City Council
Communication
Meeting Date: January 20, 2015
Requested By: City Manager's
Office

Item Title:

Consider a motion approving a parking lot rental agreement between Oskaloosa Hy-Vee and the city of Oskaloosa for use of a city-owned parking lot.

Explanation :

Beginning In 2012 the city required Hy-Vee to acquire a lease agreement for the purpose of erecting a seasonal greenhouse on a city-owned parking lot. The greenhouse is proposed to be specifically located in the northwest corner of the Penn Central Mall parking area - south of Arnold's and KFC. The fee associated with the lease was established at \$500.00 per month in 2012. According to the letter received by staff, Hy-Vee is again interested in leasing the parking lot from April 1 to July 1, 2015 for the greenhouse.

Due to the ongoing negotiations for the relocation of the Hardee's restaurant from its existing site to the parking lot space between KFC and the urban park, staff does not recommend approval of this item at this time. If the new restaurant can begin construction this spring/summer, parking could be adversely impacted. Keeping the northwest lot unencumbered for the public's use should be strongly considered.

If the City Council decides to proceed with approval of this lease agreement, it is recommended that Hy-Vee also seek approval from JCP and PCM to use the parking lot for the greenhouse.

Budget Consideration:

Under this arrangement, the total revenue received within the General Fund would be \$1,500 plus the building permit fee for a temporary structure.

Attachments :

Letter and sketch from Hy-Vee, proposed lease agreement with attached exhibit.

OSKALOOSA CITY COUNCIL,

Hy-Vee would like to use the parking lot south of Arnolds Motor supply from April 1st to July 1st 2015 for our green house and be the only vendor in that parking lot during this time. Hy-Vee will continue to give the farmer's market the use of the north side of their lot on Saturday mornings and work with any clubs that need the space, such as Rollin' Oldies car club or any nonprofit group as we have in the past. We feel this has worked well in years past for all involved and would like to do the same this year.

Hy-Vee will pay rent on the parking lot of \$500.00 per month for the use of the lot for the three months of April, May, June 2015.

Hy-Vee has maintained snow removal and mowing on this lot the past year at no cost to the City of Oskaloosa.

Thank you

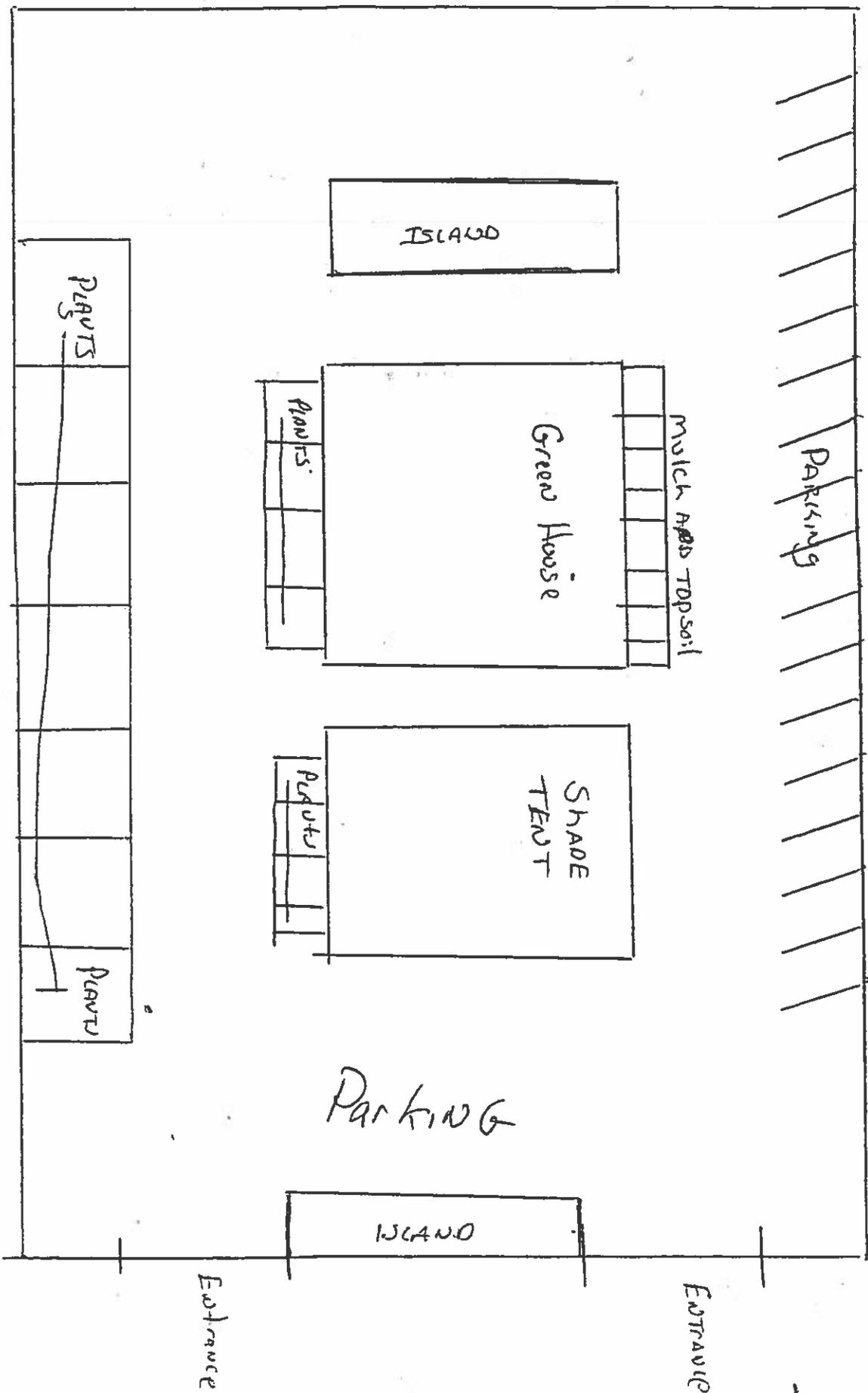
Kevin Wright

A handwritten signature in black ink, appearing to read 'Kevin Wright', with a long horizontal flourish extending to the right.

Hy-Vee Foods

ABRITH

KFC



Hydee Oscaloosa Green House

2015

LEASE AGREEMENT

THIS LEASE AGREEMENT is made and entered into this _____ day of _____ 2015 by and between the City of Oskaloosa, Iowa, herein called "City," and the Oskaloosa, Iowa Hy-Vee, herein called "Hy-Vee."

NOW WHEREAS City is the holder of title to the Penn Central Mall Parking lot located to the northwest of Hy-Vee;

AND WHEREAS Hy-Vee wishes to enter into a short term lease of a portion of the said lot;

AND WHEREAS the parties wish to memorialize their agreement relative thereto;

IT IS THEREFORE AGREED, in consideration of the mutual covenants contained herein, as follows:

1. City shall lease to Hy-Vee those portions of the Penn Central Mall Parking lot as designated on the sketch attached hereto.
2. Hy-Vee shall use the said areas for its seasonal greenhouse.
3. The use by Hy-Vee shall be non-exclusive, so that any areas of the lot not actually required or used by Hy-Vee may still be used for public parking or other city purposes.
4. This lease shall run during that portion of the 2015 calendar year that Hy-Vee erects and operates its greenhouse.
5. Hy-Vee shall pay to City the sum of \$500.00 per month rent, payable to City on the first day of each month in which the greenhouse center is in place or operated for any portion of the month.
6. Hy-Vee shall as additional consideration maintain the lot (other than major repairs) and shall be responsible for mowing and snow removal throughout the balance of the year.
7. Hy-Vee shall maintain liability insurance for the operation of its greenhouse facility, and agrees to defend, indemnify and hold City harmless from any liability for personal injury or property damage arising from or out of the use of the premises by Hy-Vee.
8. Hy-Vee shall be responsible for obtaining necessary city permits and inspections to erect its seasonal greenhouse.

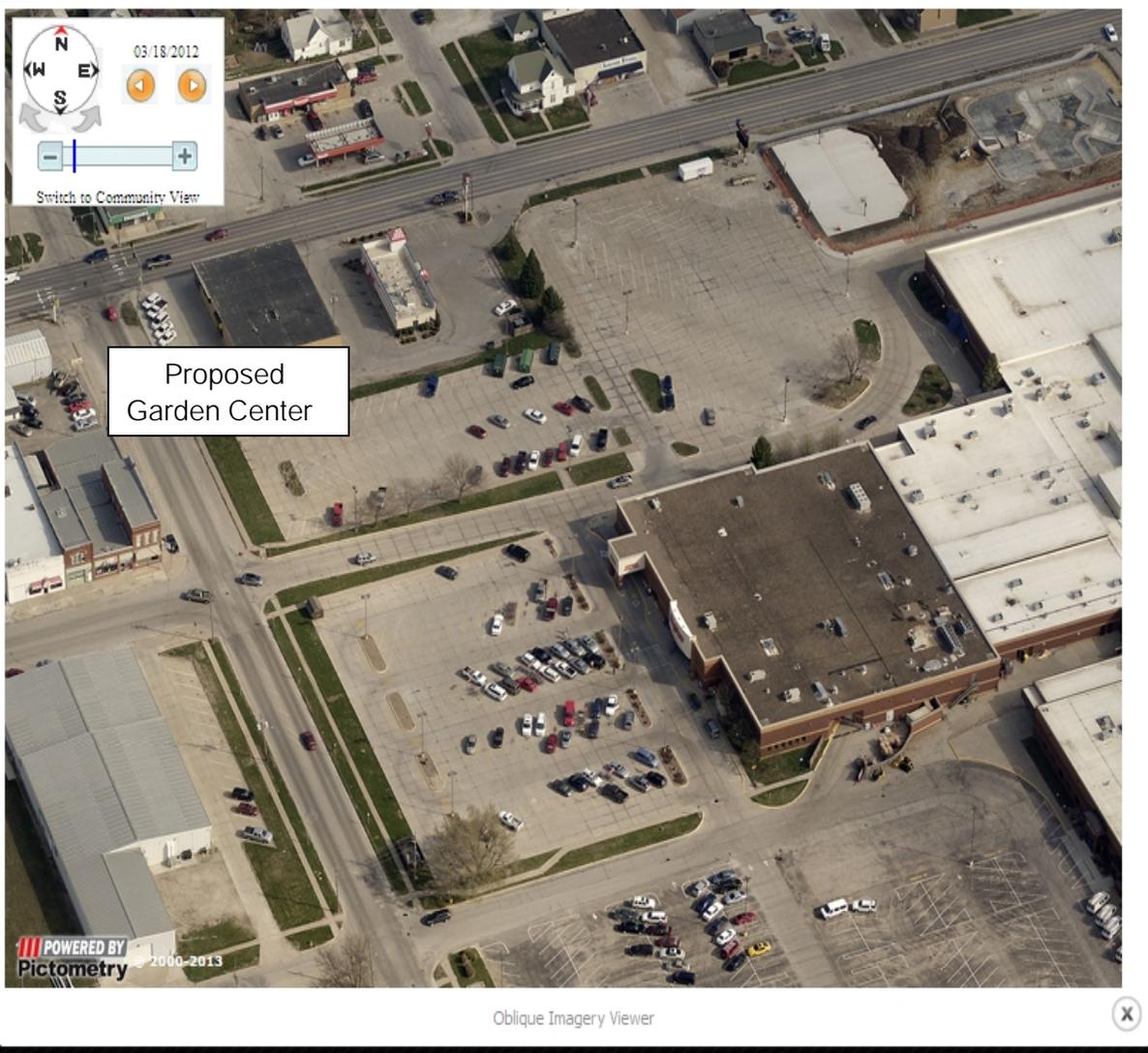
IN WITNESS WHEREOF the parties have affixed their signatures on the date above written.

CITY OF OSKALOOSA, IOWA

OSKALOOSA, IOWA HY-VEE

Request for use of city parking lot

Oskaloosa Hy-Vee Store
April 1 - June 30, 2015
Rent: \$500/month; plus permit fees



Proposed
Garden Center



Oskaloosa City Council
Meeting Date: January 20, 2015
Requested By: City Manager's Office

Item Title:

Consider a resolution adopting a policy formalizing the continued use of Complete Streets design concepts in future city improvement projects.

Explanation :

The City of Oskaloosa is working to formalize the process of street design by continuing use of Complete Streets design concepts through the Complete Streets Policy. This will allow staff to determine the best streets and roads for Complete Streets design concepts.

Implementation of the Complete Streets Policy will guide the process of planning, funding, design, construction, operation, and maintenance of all new and modified streets in the City of Oskaloosa.

The City of Oskaloosa partnered with Oskaloosa Blue Zones to bring in a consultant that provided a workshop and presentation on Complete Streets for City Council, City staff, and community members. This item was presented and discussed at the December 15, 2014 City Council Meeting. At the December 8, 2014 Planning and Zoning Commission meeting the Planning and Zoning Commission recommended approval of the resolution by a vote of 5-2.

Complete Streets are considered a best practice for infrastructure improvements, and will assist the community in its efforts to become a certified Blue Zones Community.

At the January 5, 2015 city council meeting the City Council considered approval of the resolution adopting a policy on Complete Streets design concepts which resulted in a tie vote (3-3) so consideration of the resolution was carried over to the January 20, 2015 meeting.

On January 8, 2015 a committee of Council met with staff to discuss the Complete Streets policy.

Budget Consideration:

The cost to incorporate Complete Streets design concepts is minimal compared to the overall project cost. The Complete Streets Policy states an exception to

the policy can be made when the cost to accommodate the Complete Streets design concepts is excessively disproportionate to the cost of the project; more than 20 percent of the total cost.

Attachments :

Complete Streets Resolution, Complete Streets Policy

RESOLUTION NO. _____

A RESOLUTION ADOPTING A POLICY FORMALIZING THE CONTINUED USE OF COMPLETE STREETS DESIGN CONCEPTS IN FUTURE CITY IMPROVEMENT PROJECTS

WHEREAS, The City of Oskaloosa wishes to ensure that all users of our transportation system are able to travel safely and conveniently on all streets and roadways within the public right-of-way in Oskaloosa; and

WHEREAS, a complete street is defined as one which provides safe, attractive, convenient and comfortable access and travel for all users, including pedestrians, bicyclists, motorists and public transport users of all ages and abilities; and

WHEREAS, complete streets have public health benefits, such as encouraging physical activity and improving air quality, by providing the opportunity for more people to bike and walk safely; and

WHEREAS, complete streets improve access and safety for those who cannot or choose not to utilize motorized vehicles; and

WHEREAS, complete streets are essential in providing safe routes to school for children; and

WHEREAS, it is the desire of the City of Oskaloosa to formalize a commitment to the principles of complete streets for all of our streets through the adoption of a Complete Streets Policy;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OSKALOOSA, IOWA, that the Council supports Complete Streets design concepts by adopting the Complete Streets Policy.

PASSED AND APPROVED the 20th day of January, 2015.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

Complete Streets Policy

Adopted:
Resolution:



Overview

This policy will set forth guiding principles and practices for use in all transportation projects, where practicable, economically feasible, and otherwise in accordance with applicable laws. This policy is intended to enable safe and efficient walking, bicycling, and other non-motorized forms of transportation, in addition to motorized transportation, including personal, freight, and public transit vehicles. All uses must be designed to allow safe operation for all users regardless of age or ability.

Purpose

The purpose of this policy is to provide staff, its consultants, and contractors with direction to consider the application of Complete Streets concepts in street and road improvements.

Scope

This policy formalizes the existing street design and improvement process for the City of Oskaloosa and all road, street, and improvement projects that fall within the influence and control of the City of Oskaloosa.

Policy

Section 1: The City of Oskaloosa commits to a Complete Streets Policy which has the following guiding principle and practices:

Vision

The Complete Streets Policy is written to use as an interdisciplinary approach into the design and construction of roadway projects. In using this policy, the City of Oskaloosa will seek to enhance the safety, access, convenience and comfort of all users of all ages and abilities, including pedestrians (including people requiring mobility aids), bicyclists, transit users, motorists and freight drivers, through the design, operation and maintenance of a transportation network. This will enable the further development of a connected network accommodating each mode of travel that is consistent with and supportive of the local community. This policy provides a basis for recognizing that all streets are different and that the needs of various users will need to be balanced in a flexible manner.

Background

The City of Oskaloosa has a historic grid like system that encompasses its current transportation network. The current grid like system is generally recognized as optimal for all modes of transportation.

The City Currently has several components of complete streets including curb extensions, roundabouts, street trees, road diet, and a trail system.

The benefits of Complete Streets are many and varied:

- Complete Streets improve safety for pedestrians, bicyclists, children, senior citizens, non -drivers, and the mobility challenged.
- Provide bicycling and walking connections to trip generators such as employment, education, residential recreation, retail centers, and public facilities.
- Promote healthy lifestyles.
- Create more livable communities.

Specifies all Users

Transportation improvements will include facilities and amenities that are recognized as contributing to Complete Streets, which may include street and sidewalk lighting; sidewalks and pedestrian safety improvements such as crosswalk improvements; improvements that provide ADA (Americans with Disabilities Act) compliant accessibility; transit accommodations including improved pedestrian access to transit stops; bicycle accommodations including bicycle storage, bicycle parking, bicycle routes, share-use lanes, narrowing of travel lanes as appropriate; and street trees, medians reduced, reconfigure parking, permanent re-striping to include bike lanes, curb extensions, countdown pedestrian signals, and adequate drainage facilities.

Projects Included

When the planning the design of street projects, the City of Oskaloosa shall consider bicycle, pedestrian, and transit facilities from the very start of planning, maintenance and operations, and design work. This Policy will apply to all roadway projects, including those involving new construction, privately constructed roads intended for public use, reconstruction, resurfacing, or changes in the allocation of pavement space on an existing roadway (such as the reduction in the number of travel lanes or removal of on-street parking).

Exceptions

This policy will be followed unless written documentation determines that the current street project falls within the listed expectations. Exceptions to the Complete Streets policy must be documented in writing by the Public Works Director with supporting data that indicates the reason for the decision. The documented decision(s) shall be reviewed by the City Manager and Public Works Director and any other designated appointee as named by the City Manager and Public Works Director. Exceptions are limited to the following:

- A. Ordinary maintenance activities designed to keep assets in serviceable condition, such as mowing, cleaning, sweeping, spot repair, concrete joint repair, or pothole filling, or when interim measures are implemented on temporary detour or haul road.
- B. There are significant topographic or natural resource constraints
- C. There is insufficient right of way to safely accommodate new facilities.

- D. There are relatively high safety risks.
- E. Cost of accommodations is excessively disproportionate to the cost of the project; more than 20 percent of total cost.
- F. Detrimental environmental or social impacts outweigh the needs for these accommodations.
- G. The project involves a roadway on which non-motorized use is prohibited by law. In this case, an effort shall be made to accommodate pedestrians and bicyclists elsewhere.
- H. There is documentation that there is an absence of use by all except motorized users now and would be in the future even if the street were a complete street.

Creates a Network through Connectivity

A connected, integrated network that provides transportation options to many destinations is critical. The project development process shall include early consideration of the land use, the identification of gaps or deficiencies in the network for various user groups that could be addressed by the project, and an assessment of the tradeoffs to balance the needs of all users. The factors that shall be given high priority include the following:

- A. Whether the corridor provides a primary access to significant destinations such as parks, recreational areas, schools, shopping/commercial zones, activity centers, employment or community services centers;
- B. Whether the corridor provides access across a natural or man-made barrier such as a river or major roadway,
- C. Whether the corridor is in an area where a relatively high number of non-motorized transportation users can be anticipated;
- D. Whether a road corridor provides important continuity or connectivity links for an existing trail or path network; or
- E. Whether nearby routes provide a similar level of convenience and connectivity already exist.

Jurisdictional and Agency Coordination

The City of Oskaloosa will work with other jurisdictions and transportation agencies to incorporate Complete Streets principles through existing planning efforts.

Design Criteria

The City of Oskaloosa will generally follow the latest and best design standards, policies, guidelines based upon resources identifying best practices in urban design and street design, construction, operations and maintenance when implementing improvements intended to fulfill this Complete Streets policy.

Context Sensitivity

Application of design standards will be flexible to permit context-sensitive design, fitting the roadway design within the context of the neighborhood, land use, traffic volume, speed and current and projected demand. Each project must be considered both separately and as part of a connected network, recognizing that all streets are different and user needs will be balanced.

Performance Measures

The City shall measure the success of Complete Streets policy by using, but not limited to, the following measures:

- Motorized Transportation
 - Number of lane miles considered and reviewed for Complete Streets design concepts
 - 100 percent of street improvement projects are considered candidates for improvements in alignment with Complete Streets design concept
- Bicycle Transportation
 - Miles of bike lanes and bike routes
 - Number of locations offering bicycle racks and associated amenities
- Pedestrian Transportation
 - Number of marked pedestrian crossings
 - Lineal feet of sidewalks

Implementation

The City will develop implementation strategies that may include:

- Evaluate and revise the Comprehensive Plan, Zoning and Subdivision Ordinances and Oskaloosa Standard Specifications and the Oskaloosa Municipal Code
- Identify all current and future sources of funding for street improvements
- Promote project coordination among city departments and agencies with an interest in the activities that occur within the public right-of-way in order to better use fiscal resources

Section 2: This Complete Streets Policy will apply to the scope development, design, and construction of all projects undertaken or affiliated with the city of Oskaloosa.

Section 3: The Public Works Department will review current design standards, including the design standards embodied in the most recent version of the subdivision regulations which apply to new roadway construction, to assure that they reflect the best available design standards and guidelines, and effectively implement this policy.

Section 4: This policy will also serve as guidance for all existing roadway rehabilitation, reconstruction, or resurfacing, to the extent that the work required is reasonably proportional to the scale of the proposed rehabilitation, reconstruction, or resurfacing.

Section 5: The City Council affirms its commitment to continue the consideration of Complete Streets design concepts in all future city projects.

Enforcement

Not Applicable



City Council Communication

Meeting Date: January 20, 2015

Requested By: City Manager's Office

Item Title:

Consider an Ordinance amending Oskaloosa City Code Title 12 Streets, Sidewalks, and Public Places by adding Chapter 12.46 Farmers' and Public Markets - 1st reading.

Explanation :

The City of Oskaloosa is considering adding Chapter 12.46 Farmers' and Public Markets to Title 12 Streets, Sidewalks, and Public Places to promote and protect sites for Farmers' Markets in Oskaloosa. The city has worked informally with the Oskaloosa Farmers' Market in the past and now would like to formalize that process through an addition to the code. The code change will create a formal permit process that allows markets on city property.

The City of Oskaloosa recognizes that Farmers' Markets provide fresh produce to community residents, supports local farmers, serves as a community gathering place, builds social connections and promotes the use of downtown. The code changes will help Oskaloosa's current market continue to grow and become an integral part of the community.

Adopting an ordinance formalizing the process for Farmers' and Public Markets will assist the community in its efforts to become a certified Blue Zones Community.

At the January 12, 2015 Planning and Zoning Commission meeting the commission approved the ordinance by a vote of 5-0.

Budget Consideration:

Costs associated with making modifications to the Oskaloosa Municipal Code. Staff time required for processing application and providing street closure.

Attachments :

Ordinance, Application

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE OSKALOOSA, IOWA CITY CODE TITLE 12
STREETS, SIDEWALKS, AND PUBLIC PLACES BY ADDING CHAPTER 12.46
FARMERS AND PUBLIC MARKETS**

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

SECTION 1. Title 12 Streets, Sidewalks, And Public Places is amended by adding the following:

Chapter 12.46 Farmers' and Public Markets

12.46.010 - Definitions

The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them except where the context clearly indicates a different meaning:

Farmers' or public market means a sale of products, the majority of which have been produced in the state, including, but not limited to, raw fresh vegetables, fruit, honey, herbs, flowers, plants, nuts, baked goods or handcrafted items which conform to all applicable city, county or state health and safety provisions, particularly state department of agriculture and land stewardship regulations, and which are offered for sale by any person, business, or organization on a portion of or entirely on a public street, sidewalk, alley, park or public place during set hours, no more than two days per week within a one-year period.

Market manager means a person who or organization which holds a farmers' or public market permit and who organizes the participants of the market, promulgates regulations for the conduct of the market consistent with Section 12.46.080 of this chapter, and generally is responsible for the operation of the market.

12.46.020 - Required.

No person shall conduct a farmers' or public market, as defined in Section 12.46.010 of this chapter, without first having obtained a permit as provided in Sections 12.46.030 and 12.46.040 of this chapter.

12.46.030 - Application.

Any person applying for a permit to conduct a farmers' or public market shall make written application to the Public Works Department or designated office at least 30 days prior to the first proposed date for the market. No permit shall be issued unless an application is filed with the city and all additional materials stated in the application are submitted.

Applicants must follow all rules and regulations in accordance with street closures.

12.46.040. - Issuance.

Upon the Public Works Department determining that a person or organization applying for farmers' or public market permit has complied with the terms of Section 12.46.020 of this chapter; the chief of police, and, if a market is held in a park, the director of parks and recreation, determine that the proposed market will not reasonably disrupt pedestrian and vehicular traffic in the area of the market; that no other application has been submitted which proposes a similar geographic location for the market; and that city ordinances will be obeyed in the conduct of the market; the Public Works Department shall issue a permit to conduct a farmers' or public market. If a permit is denied, the Public Works Department shall state the reason therefor on the face of the application and shall so inform the applicant. No farmers' or public market permit shall be issued for a market within any residential zone of the city.

12.46.050 - Appeal of denial.

Any farmers' or public market permit denial may be appealed to the City Council at the next scheduled council meeting by submitting a written request for appeal to the Public Works Department. The City Council shall consider the denial and shall either confirm the denial or direct the Public Works Department to issue the permit. The City Council shall base its decision upon a review of the application, the reasons for denial, and any statements from interested parties. If more than one application has been submitted which proposes a farmers' or public market in similar geographic locations, the City Council shall consider the following criteria to determine which application to grant:

- A. Experience in managing a farmers' or public market.
- B. For what purpose the proceeds of the farmers' or public market will be used.

12.46.060 - Duration.

The farmers' or public market permit shall be issued in the name of the market manager and contain the dates of the sale and shall be valid through December 31 of the year in which the market is held.

12.46.070 - Fee.

There is no fee associated with conducting or holding a farmers' or public market in the City of Oskaloosa.

12.46.080 - Market manager's responsibilities.

Under this chapter, the market manager's responsibilities shall be to:

- A. Contact the Public Works Department to arrange for the appropriate signs and/or barriers to control traffic and/or parking in the area of the market, including but not limited to obtaining street closure permits and any other permit required by this Code.
- B. Ensure that trash containers are provided in the market and that the market area is reasonably free of trash during and at the close of the market.
- C. Failure to comply with any of the subsections in subsection (a) of this section shall be punishable as a simple misdemeanor and may result in the revocation of the farmers' or public market permit.

12.46.090 - Conduct of permittee.

A farmers' or public market permittee as well as all agents, employees or representatives shall comply with the following in conducting a farmers' or public market:

- A. No person shall conduct a farmers' or public market from 10:00 p.m. until 7:00 a.m. the following day.
- B. No person shall erect booths, tables, or display merchandise in such a manner so as to block pedestrian or vehicular traffic, unless a street has been designated and is blocked off for the farmers' or public market. Street closures must follow Section 10.08.020 Street Use.
- C. No person shall erect booths, tables, or display merchandise or in any other manner participate in a farmers' or public market without the express consent of the market manager.

SECTION 2. 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 _____ 2015,
and approved this _____ day of _____ 2015.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the
_____ day of _____ 2015.

Amy Miller, City Clerk



Oskaloosa Public Works
804 South D Street
Oskaloosa, Iowa 52577
Phone: 641.673.7472

City of Oskaloosa Farmers/Public Market Street Use Application and Agreement

Complete and submit this form to the Oskaloosa Public Works 804 South D Street, Iowa 52577, 30 days prior to the event, along with a certificate of insurance.

Name _____ of _____ Organization/Sponsor/

Market

Manager _____

Address _____ City _____ State

_____ Zip _____

Cell _____ Phone _____ Alternate

Phone _____

E-mail _____

Contact _____ Person _____ Cell _____ Phone

_____ E-mail _____

Alternate _____ Contact _____ Cell _____ Phone

_____ Street/Streets to be blocked for the Market (include diagram):



Oskaloosa Public Works
804 South D Street
Oskaloosa, Iowa 52577
Phone: 641.673.7472

From (Street) To (Street) Times

1. _____

2. _____

3. _____

4. _____

5. _____

Businesses Fronting the Market* _____

Date(s) _____ of _____ Market

Hours _____ of Market _____ Number _____ of

Vendors _____

Estimated Attendance _____

Are you having tents and/or canopies? Yes No Are you having food vendors? Yes No



Oskaloosa Public Works
804 South D Street
Oskaloosa, Iowa 52577
Phone: 641.673.7472

Please provide a list of vendors including name and permanent address of vendors and type of merchandise.

I hereby certify that the above statements are true and correct, to the best of my knowledge. It is understood that compliance with all the provisions set forth in the ordinances of the City will be adhered to and it is further understood that the individual and the organization or association will be responsible for any and all damage arising as a result of this event.

The applicant hereby waives any and all claims which the applicant may have as a result of this event against the City of Oskaloosa, Iowa, its Police Department, its officers, agents or employees. In the event that an organization is the applicant, I have the legal authority to represent the applicant, and I have read the foregoing waiver, understand its terms, and freely and voluntarily sign it.

Signature of Applicant _____ Date _____

_____ *If mentioned businesses are not participating in the market, submit a copy of notice sent to such businesses of the market, location and duration.

Additional Instructions:

1. There may be additional permits or fees required for Alcoholic Beverages, Sound Permits, Building Permits, Temporary Structure Permits, Equipment, Police and Fire Department costs or other related permits.
2. Event Sponsors are responsible for the collection and cleanup of trash from the event. Groups who leave the street in a condition that requires cleanup will be charged for the cost of cleanup.
3. Barricades are to be placed 1 per traffic lane.
4. Additional Signs may be required to indicate "Street Closed Ahead" or "No Through Traffic."



Oskaloosa Public Works
804 South D Street
Oskaloosa, Iowa 52577
Phone: 641.673.7472

OSKALOOSA OFFICE STAFF ONLY

Date _____ Permit _____ Receipt # _____ Check # _____



City Council Communication

Meeting Date: January 20, 2014

Requested By: City Manager's Office

Item Title:

Consider an Ordinance amending Oskaloosa City Code Chapter 12.48 Miscellaneous Regulations to include Community Gardens - 1st reading.

Explanation :

City Staff would like to add Community Gardens to Oskaloosa Municipal Code 12.48 Miscellaneous Regulations. The new code defines Community Gardens and allows residents to use public property and public vacant lots for community gardens through a permit process.

Adding Community Gardens to the Oskaloosa Municipal Code would ensure that Community Gardens are allowed within the City of Oskaloosa, and that vacant public lots can be used for such purpose when certain criteria is met.

Adopting an ordinance allowing Community Gardens will assist the community in its efforts to become a certified Blue Zones Community.

A local group of residents worked with the Oskaloosa Blue Zones Project and the Mahaska County Extension Office on creating a main point of contact for all Community Gardens in Oskaloosa. The Extension Office has agreed to promote each garden and direct interested residents to a garden that fits their needs. Each Community Garden is handled by a coordinator that will work closely with the Extension Office. Creating space for Community Gardens will help if expansion is needed for future gardens.

Budget Consideration:

Although there is no specific budget impact associated with the adoption of this ordinance, the management of the Community Gardens Program could have indirect cost to the responsible department(s).

Attachments :

Ordinance, Oskaloosa Community Gardens Rules and Guidelines, Permit, Release Form

ORDINANCE NO. _____

**AN ORDINANCE AMENDING OSKALOOSA, IOWA CITY CODE 12.48
MISCELLANEOUS REGULATIONS BY ADDING PROVISIONS PERTAINING TO
COMMUNITY GARDENS**

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

SECTION 1. Section 12.48 Miscellaneous Regulations of the Oskaloosa City Code is amended by adding the following language:

12.48.060 - Community Gardens

A. Definition

1. Community Gardens - A portion of city-owned property used to grow fruits, vegetables, flowers, herbs, wood products, native or ornamental plants for non-commercial purposes, in which there is no exchange of goods for monetary value.

B. Rules and Guidelines

1. Individuals participating in a Community Gardens are required to follow all rules and guidelines as stated in the Oskaloosa Community Gardens Rules and Guidelines, as adopted by the Oskaloosa City Council.

C. Application

1. Through an application process Individuals or organizations are allowed to administer Community Gardens on city property.

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

Passed by the Council the _____ day of _____ 2015,
and approved this _____ day of _____ 2015.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the
_____ day of _____ 2015.

Signed



Oskaloosa Community Gardens Rules and Guidelines

Overview

The City of Oskaloosa recognizes the value of urban agriculture and establishes the Community Gardens Program hereinafter called Oskaloosa Community Gardens to promote the development of Community Gardens throughout the city. Community Gardens build and strengthen the community, provide economic benefits, increase social equity and promote environmental stewardship. By providing access to affordable, nutritional foods, Community Gardening is among the most practical approaches to preventing and reducing obesity and associated diseases. Under the City's program, Community Gardens will be created and maintained by community groups and residents. This will help the City decrease its operation and maintenance costs. Turning vacant lots into attractive gardens can also help neighborhoods more effectively attract and retain residents and businesses.

Urban agriculture improves the quality of life for urban residents by creating green spaces and enhancing the connections between garden participants. Community Gardens can also provide environmental benefits including managing storm water runoff by capturing and filtering water in the urban environment.

Oskaloosa Community Gardens

The City of Oskaloosa seeks to encourage Community Gardens by offering city property to non-profit organizations, civic associations, community groups, residents, and other eligible entities to be developed into Community Gardens when certain criteria is met. Groups are encouraged to engage with individual gardeners by creating their own policies to rent individual plots or otherwise let individuals use the parcel. All gardeners must follow the Oskaloosa Community Gardens Rules and Guidelines.

Oskaloosa Community Gardens Goals

The goals of the Oskaloosa Community Gardens are to create an understanding of the value of Community Gardens and the need for Community Gardens in the City of Oskaloosa; to encourage and facilitate local urban agriculture and to increase access to fresh, nutritional food for residents; and to turn vacant and underutilized city parcels into productive gardens.

Subject to available resources, the city will support Oskaloosa Community Gardens in the following manner:

- Offer eligible city-owned parcels for use as Community Gardens
- Provide space on the City's webpage to provide information about Oskaloosa Community Gardens
- Help raise awareness of community gardening through the webpage



Definitions

City **property means** city-owned real estate or any portion thereof that may be used as a Community Garden.

Community Gardens **means** city property used to grow fruits, vegetables, flowers, herbs, wood products or native or ornamental plants for non-commercial purposes, in which there is no exchange of goods for monetary value.

Gardener means anyone participating in a Community Gardens on city property.

Community Group means any organization or group of people from Oskaloosa that want to apply for and use space provided for Community Gardens by the City of Oskaloosa.

Coordinator means anyone who applies and receives a permit for a Community Garden through the Oskaloosa Community Gardens. The Coordinator will act as the primary contact to the city.

Oskaloosa Community Gardens Requirements

Gardeners must agree to comply with the Oskaloosa Community Gardens Rules and Guidelines for the duration of the use of the Community Gardens.

Oskaloosa Community Gardens Rules

The following rules are established to govern the Oskaloosa Community Gardens, to ensure that the plots are maintained and that City of Oskaloosa policies and laws are followed.

The rules are subject to change. The rules and all changes to the rules will be posted on the Oskaloosa website.

General Rules:

Permit holders must designate a Coordinator to be responsible for its Community Garden and serve as the group's primary contact with the city.

The City will offer a parcel for use through the issuance of a permit; which is revocable upon due notice, by either the City or the Coordinator; for the annual use of city property for a period not to exceed 12 months from the date of any such issuance.

The Coordinator must file a permit requesting the use of city property for a Community Garden. Plans for the Community Gardens must be submitted with the application. Plans must include how the gardens will be promoted, and the number of plots offered to the public.

The City will accept applications for a parcel on a first come, first served basis until March 30 of each calendar year for that year.

The City will accept renewal applications until November 30 of each calendar year for the next year. If a Coordinator does not submit a renewal application by the deadline, the parcel may be reassigned.

Coordinators from the previous season in good standing will have first preference and may choose either the same parcel or a vacant parcel if one exists.



All designated Community Gardens will be approved by a designee assigned from the City Manager's Office.

All gardeners participating in a Community Gardens will be required to complete an Oskaloosa Community Gardens Release Form. Release Forms are required within seven calendar days of an individual agreeing to participate in the Oskaloosa Community Gardens Program. Failure to send Individual Release Forms will result in the Coordinator being solely responsible for the defense of and compensation for any and all personal injuries and/or property damage sustained as a result of an individual's participation in the Oskaloosa Community Gardens Program.

No produce or any other items grown in the Oskaloosa Community Gardens may be exchanged for monetary value. No fees can be assigned to the garden plots.

Coordinators are prohibited from using the "City of Oskaloosa" name in any context without prior written permission from the City of Oskaloosa. The City may promote the Oskaloosa Community Gardens in any manner allowed by law.

Plants regulated or prohibited by federal and state laws are prohibited in gardens. If any such plants are found, the permit for the parcel will be immediately revoked.

The City of Oskaloosa prohibits the use of synthetic fertilizers and all pesticides and herbicides.

Gardeners must remove all structures, fencing and materials from their parcel when it is vacated unless the City of Oskaloosa permits otherwise.

If a Coordinator abandons their plot for any reason, they must notify the City of Oskaloosa.

All Community Gardens' activities must take place between dawn and dusk, i.e. daylight hours only.

No alcohol, tobacco, or illegal substances are allowed and any such use will result in immediate revocation of the permit.

All gardeners are prohibited from baiting, trapping or transporting animals on City Property.

Theft of any kind is not allowed and will result in immediate loss of gardening privileges and forfeiture of garden plot.

The City of Oskaloosa will check all parcels on a periodic basis to ensure compliance with the City of Oskaloosa Community Gardens Rules and Guidelines.

Plots must be set back 7' from all property lines. Property lines will be marked by the City of Oskaloosa.

Maintenance Rules:

Applicants are responsible for maintaining the entire parcel in excellent condition. Maintenance is defined as: regular mowing of parcel, attention to weeds within the plot, and regular harvesting and removal of dead/dying plants and rotting vegetables. Individual gardeners must maintain the areas immediately surrounding their plot.

It is illegal to cut down or remove any trees on city property.



Gardeners must maintain their plot throughout the growing season with active planting, harvesting and weeding. Weed control must follow the Oskaloosa Community Gardens Rules and Guidelines.

Plots must be prepared for planting no later than May 1. Plots must be cleaned-up no later than December 1. If an applicant does not maintain their plot(s), then the applicant may be declined renewal of their permit the following year.

All gardening activities on all parcels must be contained within the plot boundaries established by the City of Oskaloosa.

Diseased and pest-ridden plants must be removed from the site or placed in the trash bin to prevent spreading.

Gardeners must keep all organic gardening debris, non-organic debris, trash and litter cleaned from their plot, as well as from adjacent pathways and fences. DO NOT dump plants or trash anywhere outside your plot. It is illegal to dump on City Property. Any illegal dumping will result in the immediate revocation of the permit.

Gardeners shall pick only their own crops unless given permission by another plot owner.

Gardeners shall not block garden paths, aisle ways or public access areas with equipment, structures, debris or vehicles.

Compost Bins

Composting plant materials within the plot is an excellent way to reduce trash and conserve nutrients. However, composting of food scraps (such as meat, oils, or fat) is not allowed, as this attracts animals.

Compost bins must be located to the rear of the garden parcel.

Avoid locating bins near pedestrian pathways and adjacent property lines.

Water

The city will not provide free water to the Oskaloosa Community Gardens.

Approved by Council:



Oskaloosa City Hall
220 South Market Street
Oskaloosa, Iowa 52577
Phone: 641.673.9431

Oskaloosa Community Gardens Permit

Group Name:

Coordinator Name:

Address:

—

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Plots Offered to Public: _____ Sizes of Plots: _____

Name of Garden: _____ Lot Address: _____

*Please Attach Community Garden Plan

Contact Information for Website

Contact Name: _____ Public e-mail: _____

Phone Number: _____ Website: _____

Applicant's Signature:



Oskaloosa City Hall
220 South Market Street
Oskaloosa, Iowa 52577
Phone: 641.673.9431

Approved Yes No

Assigned Lot: _____

Staff Approval

Name: _____

Signature: _____ Date: _____

_____ Notes: _____



Oskaloosa Community Gardens Release Form

FOR THE SOLE CONSIDERATION OF being allowed and permitted to use a plot in the Oskaloosa Community Gardens, the undersigned does hereby release, acquit, and forever discharge the City of Oskaloosa Iowa, together with, all its past and present agents, officers, directors, employees, related and affiliated entities, successors, agents, heirs, assigns, and insurers, and all other persons, firms and corporations, from any and all liability whatsoever, including all claims, demands, and causes of action of every nature affecting me, jointly or severally, which I have, may have, or ever claim to have by reason of any injuries or damages I may sustain arising from or out of my use of or participation in the Oskaloosa Community Gardens project, and that I agree to defend, indemnify and hold harmless the released parties from any such claims.

As further consideration of said payment, I hereby represent, warrant, and agree:

1. That this Release covers all injuries and damages, whether known or not, and which may hereafter appear or develop arising from or in any way connected with the matter(s) above referred to and the claims, demands, and causes of action hereby released and discharged.
2. That the above consideration is all that I will receive for my claim(s), and no promise for any other or further consideration has been made by anyone.
3. That I am executing this Release solely in reliance upon my own knowledge, belief, and judgment and not upon any representations made by any party released or others on their behalf.

I HAVE READ THE FOREGOING RELEASE, UNDERSTAND ITS TERMS, AND FREELY AND VOLUNTARILY SIGN THE SAME.

DATED this ___ day of _____

CAUTION: THIS IS A RELEASE - READ BEFORE SIGNING!

Releasing Party:

Date: _____

Witnesses:

Date: _____



City Council
Communication

Meeting Date: January 20, 2015

Requested By: Council Appointed
Staff

Item Title: Report on Items from City Staff

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

Explanation :

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

Budget Consideration:

Not applicable, report(s) only.

Attachments :

None.



City Council Communication

Meeting Date: January 20, 2015

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.



City Council
Communication

Meeting Date: January 20, 2015

Requested By: City Council

Item Title: CLOSED SESSION

Consider holding a closed session under Iowa Code Section 21.5.1.c. to discuss strategy with counsel on matters presently in litigation or in which litigation is imminent where disclosure would be likely to prejudice or disadvantage the city's position.

Explanation :

The City Attorney and City Manager would like to discuss matters with City Council that are currently in litigation or in which litigation is imminent.

Budget Consideration:

None at this time.

Attachments :

None.