

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

**COUNCIL CHAMBERS – CITY HALL, 220 S. MARKET STREET
APRIL 16, 2012 – 6:30 P.M.**

AGENDA

CALL TO ORDER – 6:30 P.M.

ITEM 1. INVOCATION: Pastor Andrea Brownlee, First Christian Church

ITEM 2. PLEDGE OF ALLEGIANCE.

ITEM 3. ROLL CALL.

ITEM 4. COMMUNITY COMMENTS.

ITEM 5. CONSIDER ADOPTION OF CONSENT AGENDA AS PRESENTED OR AMENDED.

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

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

1. April 2, 2012 Regular City Council Meeting Minutes
2. April 16, 2012 Agenda

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

1. March 2, 2012 Municipal Housing Agency Minutes
2. March 26, 2012 Public Library Board of Trustees Minutes
3. February 27, 2012 Public Library Board of Trustees Minutes
4. January 23, 2012 Public Library Board of Trustees Minutes
5. September 26, 2011, 2012 Public Library Board of Trustees Minutes
6. October 25, 2011 Board of Adjustment Minutes
7. April 11, 2012 Planning & Zoning Commission Minutes

c) Claims
None.

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

New:
None.

Renewal:

- 1. Consider approval of a renewal application for a Class B Beer Permit from Big Ed’s BBQ, Inc., 104 1st Avenue East.
- 2. Consider approval of a renewal application for Class C Liquor License with Outdoor Service from Hot Shotz Inc., 507 High Avenue West.

Resolutions:

- 1. Consider a resolution authorizing temporary closure of various roadway sections in the downtown area on April 17, May 21 and May 22 of this year for pavement preservation activity.
- 2. Consider a resolution for authorizing temporary road closures for the 2012 street improvements and emergency closures.
- 3. Consider a resolution scheduling a public hearing on an ordinance amending the City Code of the City of Oskaloosa, Iowa by rezoning the properties located at 304 North 1st Street, 310 North 1st Street, and 305 North 2nd Street from R-2, Urban Family Residential District, to UC, Urban Corridor District.
- 4. Consider a resolution setting date for a public hearing to consider an ordinance establishing a “no parking” zone along the north side of E Avenue East between North 3rd Street and North 4th Street.

Ordinances:

- 1. Consider an ordinance establishing a no parking zone on both sides of North Green Street from M Avenue West to two thousand nine hundred and fifty (2,950) feet north of M Avenue West – 3rd (final) reading.

----- END OF CONSENT CALENDAR -----

ITEM 6. REQUESTS FROM THE COMMUNITY

- a) Consider request from Dawn Collins, Executive Director of the Mahaska County YMCA, to report on the annual activities of the YMCA.
- b) Consider request from Mahaska Ruritan Club for Farmers’ Market.

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

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

- a) Building Code Board of Appeals – One vacancy to fill upon appointment and to serve at the pleasure of the Mayor. (4 males and 0 females currently serve).
- b) Enterprise Zone Commission - One at-large member to the Enterprise Zone Commission to fill an unexpired term that ends June 30, 2013. This is a nine member commission that meets as needed. (3 males and 5 females current serve).
- c) Housing Trust Fund Committee – One at-large vacancy to fill approved and appointed by the City Council for a three year term that ends January 31, 2015. (1 male and 3 females currently serve).
- d) Planning and Zoning Commission – One vacancy to fill approved and appointed by the City Council for five year term that ends April 30, 2017 and one vacancy to fill an unexpired term that ends April 30, 2014. This is seven member commission. (5 males and 1 female currently serve).

ITEM 8. MAYORAL AND COUNCIL APPOINTMENTS. APPLICANTS MUST RESIDE IN OSKALOOSA AND BE 18 YEARS OF AGE UNLESS SPECIFIC QUALIFICATIONS ARE STATED.

- a) Consider appointment to the Planning & Zoning Commission.

REGULAR AGENDA – PUBLIC HEARING ITEMS:

ITEM 9. CONSIDER A RESOLUTION APPROVING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COSTS FOR THE NORTH GREEN STREET PAVING PROJECT. (PUBLIC HEARING).

ITEM 10. CONSIDER A RESOLUTION AWARDDING THE CONTRACT FOR THE NORTH GREEN STREET PAVING PROJECT TO CORNERSTONE EXCAVATING, INC. IN AN AMOUNT NOT TO EXCEED \$979,960.40. (PUBLIC HEARING)

REGULAR AGENDA – RESOLUTIONS & MOTIONS:

ITEM 11. CONSIDER A RESOLUTION FOR PRELIMINARY APPROVAL OF PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATED COST; AND ORDERING PUBLICATION OF NOTICE OF HEARING AND NOTICE TO BIDDERS ON THE HWY. 432 PAVEMENT REHABILITATION PROJECT.

ITEM 12. CONSIDER A MOTION APPROVING AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH GARDEN & ASSOCIATES, LTD. FOR ENGINEERING SERVICES FOR THE NORTH GREEN STREET PAVING PROJECT IN THE AMOUNT OF TWENTY-EIGHT THOUSAND DOLLARS (\$28,000).

ITEM 13. CONSIDER A MOTION APPROVING CHANGE ORDER NO. 1 FOR THE NORTH 7TH & J AVENUE EAST SANITARY SEWER IMPROVEMENTS PROJECT TO SYNERGY CONTRACTING IN THE AMOUNT OF SIX THOUSAND DOLLARS (\$6,000.00).

ITEM 14. RECONSIDER A RESOLUTION AUTHORIZING AN ENCROACHMENT AGREEMENT FOR THE OPTIMIST CLUB'S FLAG PROJECT WITHIN THE CITY OF OSKALOOSA.

ITEM 15. REPORT ON ITEMS FROM CITY STAFF.

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

ITEM 16. CITY COUNCIL INFORMATION.

ADJOURNMENT

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: CALL TO ORDER AND ROLL CALL – 6:30 p.m.

1. Invocation: Pastor Andrea Brownlee, First Christian 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: April 16, 2012

REQUESTED BY:

ITEM TITLE: COMMUNITY COMMENTS.

EXPLANATION:

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

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS:

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

- Item 1. Minutes and reports from city council meetings, boards and commissions:**
Staff recommends council receive and file these documents.
- Item 2. Renewal application for a Class B Beer Permit from Big Ed's BBQ, Inc., 104 1st Avenue East.**
- No complaints received.
- Item 3. Renewal application for Class B Liquor License with Outdoor Service from Hot Shotz Inc., 507 High Avenue West.**
- No complaints received.
- Item 4. Consider a resolution authorizing temporary closure of various roadway sections in the downtown area on April 17, May 21 and May 22 of this year for pavement preservation activity.**
- Item 5. Consider a resolution authorizing temporary road closures for 2012 street improvements and emergency closures.**
- Item 6. Consider a resolution scheduling a public hearing on an ordinance amending the City Code of the City of Oskaloosa, Iowa by rezoning the properties located at 304 North 1st Street, 310 North 1st Street and 305 North 2nd street from R-2, Urban Family Residential District, to UC, Urban Corridor District.**
- Item 7. Consider a resolution setting the date for a public hearing to consider an ordinance establishing a "no parking zone" along the north side of E Avenue East between North 3rd Street and North 4th Street.**

Item 8. Consider an ordinance establishing a no parking zone on both sides of North Green Street from M Avenue West to two thousand nine hundred and fifty (2,950) feet north of M Avenue West – Final reading.



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: CONSENT AGENDA – ITEM 1.

EXPLANATION:

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

- A. Approval of Council Minutes and Actions, subject to corrections, as recommended by the City Clerk.
 - 1. April 2, 2012 Regular City Council Meeting Minutes
 - 2. April 16, 2012 Agenda

- B. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - 1. March 2, 2012 Municipal Housing Agency Minutes
 - 2. March 26, 2012 Public Library Board of Trustees Minutes
 - 3. February 27, 2012 Public Library Board of Trustees Minutes
 - 4. January 23, 2012 Public Library Board of Trustees Minutes
 - 5. September 26, 2011 Public Library Board of Trustees Minutes
 - 6. October 25, 2011 Board of Adjustment Minutes
 - 7. April 11, 2012 Planning & Zoning Commission Minutes

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS:

April 2, 2012 Regular City Council Meeting Minutes
March 2, 2012 Municipal Housing Agency Minutes
March 26, 2012 Public Library Board of Trustees Minutes
February 27, 2012 Public Library Board of Trustees Minutes
January 23, 2012 Public Library Board of Trustees Minutes
September 26, 2011 Public Library Board of Trustees Minutes
October 25, 2011 Board of Adjustment Minutes
April 11, 2012 Planning & Zoning Commission Minutes

OSKALOOSA CITY COUNCIL
REGULAR MEETING
April 2, 2012

The Oskaloosa City Council met in regular session on Monday, April 2, 2012, at 6:30 p.m. with Mayor Krutzfeldt presiding and the following members answering roll call: Caligiuri, Jimenez, Moore, Van Zetten, Ver Steeg, Walling and Yates.

It was moved by Yates, seconded by Moore to approve the following consent agenda items:

1. March 19, 2012 Regular City Council Meeting Minutes
2. March 26, 2012 Special City Council Meeting Minutes
3. April 2, 2012 Agenda
4. Receive and file the following reports and communications from advisory and operating boards and commissions:
 - a. March 13, 2012 Historic Preservation Commission Minutes
 - b. February 27, 2012 Airport Commission Minutes
 - c. March 21, 2012 Airport Commission Special Meeting Minutes
 - e. March 27, 2012 Planning & Zoning Commission Minutes
4. Claims for March 2012.
6. Application for Class B Beer Permit with Outdoor Service from MK Golf Shops dba Matt Sherlock PGA PRO, 1608 Edmundson Drive, subject to approval of zoning.

The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

It was moved by Yates, seconded by Moore to approve zoning to allow liquor sales at 1608 Edmundson Drive for the Edmundson Golf Course. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

The Mayor announced there were vacancies on the Building Code Board of Appeals, Enterprise Zone Commission, Housing Trust Fund Committee and Planning and Zoning Commission.

It was moved by Ver Steeg, seconded by Moore to approve the appointment of R. D. Keep to the Planning and Zoning Commission to fill an unexpired term that ends April 30, 2014. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

Jimenez introduced "AN ORDINANCE ESTABLISHING A "NO PARKING" ZONE ON BOTH SIDES OF NORTH GREEN STREET FROM M AVENUE WEST TO TWO THOUSAND NINE HUNDRED AND FIFTY (2,950) FEET NORTH OF M AVENUE WEST, PROHIBITING THE PARKING OF MOTOR VEHICLES OR OTHER TYPE OF VEHICLES WITHIN SAID NO PARKING ZONE; AND PROVIDING FOR PENALTIES FOR THE VIOLATION THEREOF" and moved its approval on the second reading. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

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

Van Zetten introduced Resolution No. 12-04-23 entitled "A RESOLUTION AUTHORIZING THE TEMPORARY STREET CLOSURE OF APPROXIMATELY 400 FEET OF MID-BLOCK SECTION ON LACY DRIVE TO ALLOW FOR CONSTRUCTION RELATED ACTIVITY" and moved its approval. Yates seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Jimenez introduced Resolution No. 12-04-24 entitled "RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE PUBLIC WORKS DIRECTOR TO PURCHASE A REPLACEMENT VIBRATORY ROLLER" and moved its approval. Yates seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Beth Danowsky spoke regarding the Early Childhood Education Center.

It was moved by Moore, seconded by Yates to authorize the Mayor to sign a letter related to the CDBG contract for the Early Childhood Education Center. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

Amy Miller, City Clerk, gave an update on the new city website.

Akhilesh Pal, Public Works Director, spoke regarding upcoming road projects.

City Council members were given the opportunity to report to Council on the activities of the city board and commissions they serve on.

It was moved by Walling, seconded by Ver Steeg that the meeting adjourn.
Motion carried unanimously. The meeting adjourned at 7:03 p.m.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

MINUTES
OSKALOOSA MUNICIPAL HOUSING AGENCY
March 2, 2012
CITY HALL CONFERENCE ROOM

The Oskaloosa Municipal Housing Agency held its regular monthly meeting in the City Hall conference room on March 2, 2012. Board members present were, Michael Collins, Don Patterson, and Sandra Rowe. Also present was staff member Carolyn Rice, Laura Russell, City Manager, Michael Schrock and City Clerk, Amy Miller. SIEDA representatives Becky Falck and Cindy Atwood were also present. Don Patterson called the meeting to order at 12:09 PM.

It was moved by Michael Collins and seconded by Sandra Rowe to approve the minutes of the February 3, 2012 meeting. The motion was unanimously approved.

The claims list was reviewed. It was moved by Michael Collins and seconded by Sandra Rowe to approve the claims list. The motion carried unanimously. The February operating statement was reviewed. It was moved by Sandra Rowe and seconded by Michael Collins to approve the operating statement. The motion carried unanimously.

The report on the Voucher program was given. It was noted there were 221 out of 230 units, eligible for payment in January. It was also noted there are 19 vouchers issued.

It was moved by Michael Collins and seconded by Sandra Rowe to approve the Memorandum of Understanding between Oskaloosa Municipal Housing Agency and the Southern Iowa Economic Development Association in support of the Supportive Services to Veteran Families Grant which will provide housing vouchers for Veterans in the Oskaloosa service area.

Becky Falck and Cindy Atwood gave a presentation on the history of the SIEDA organization in regards to the possible administration of the Section 8 program. A discussion followed with questions from the board.

With no other business, the meeting was adjourned at 12:40 PM.

Carolyn Rice

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY – MARCH 26, 2012 -- 4:00 P.M.

The meeting was called to order by Vice-president Judy Bishop. Roll call was taken by Board secretary Susan Hasso with Trustees Michael Collins, Paul Groenenboom, Jane Ireland, Bryan Johnson, Kathy Rothfus, and Candace Slobe present. Also present was Library Director Wanda Gardner and City Manager Michael Schrock, Jr. Mike Sytsma arrived later.

Minutes: Bishop called for a motion to approve the February 27, 2012, minutes. Motion was made by Rothfus, seconded by Slobe, to approve the February 27, 2012, minutes. Motion passed.

Board Correspondence, Public Input, or Friends Report: None.

Director's Report:

Butterfly Chair: Gardner told the Board that DeJong Manufacturing, who is building the butterfly chair in memory of Nicholas Moore, is planning to return the payment check to the Moore Family, because they want to donate the chair in memory of Nicholas.

Genealogy Databases: Gardner said that those library patrons who have most consistently used Ancestry.com and Heritage Quest understand that without Friend's funding the library will no longer offer these databases due to the cost.

Rewiring of Genealogy Room: The City Manager signed a purchase order for MCG to rewire the genealogy room for a cost of \$3384.20. While the purchase order is dated for July 2012, Paulette Groet, library technician, needed the purchase order in order to apply for an e-rate reimbursement for the cost of the rewiring for up to 70%.

Committee Reports:

Staff Committee - Jane Ireland, chair: No report.

Budget & Finance Committee – Judy Bishop, chair: There had been discussion at the February meeting to invite David Ahmad to speak to the Board about the library's investments. The committee will pursue this.

Policy & Planning Committee – Candace Slobe, chair: Slobe asked for an amendment to the library's Borrowing and Circulation Policy. She asked that in items #2 and #3 under Library Card Application the words **6th grade** be stricken and replaced with **18**. This change would require a parent's signature on an application for a library card for anyone under 18 since the parent is responsible for the materials checked out on a minor's card. Motion was made by Slobe, seconded by Johnson, to approve the amendment of the Borrowing and Circulation Policy by striking the words **6th grade** and replacing it with **18** in items #2 and #3 under Library Card Application. Motion passed.

Technology Committee – Kathy Rothfus, chair: Rothfus reported that in January the committee met to draft a technology plan for the library. The plan was then sent to the State Library for approval so that the library would be able to file for partial e-rate reimbursement for the hardwiring of the computer connections in what is now the

genealogy room. The State Library has approved the library's Technology Plan, and the plan now needs to be approved by the full Board. Motion was made by Johnson, seconded by Rothfus, to approve the Technology Plan. Motion passed.

Building & Grounds – Bryan Johnson, Chair: Johnson said that he would wait for New Business.

Unfinished Business: None

New Business:

Technology Plan: The Technology Plan was discussed and voted on during the Technology Committee report.

HVAC Work: The Board discussed the need to hardwire the AHUs to the condenser/compressors. If the AHUs would shut off, it would blow the condensers/compressors. There was also discussion about the need to have Trane program the controls at that time. Motion was made by Ireland to approve proceeding with Baker and Trane to resolve the HVAC issues not to exceed \$13,578 with funds coming from the Library Maintenance Fund and another source. The motion died due to the lack of a second. Rothfus suggested that the issue go back to the Building and Grounds Committee for them to decide exactly what should be done. The committee would then make a proposal to an emergency meeting of the Board. Collins moved that Gardner facilitate a meeting with Baker and Trane to see what needs to be done for the hardwiring and to look over the Building and Grounds list deciding the thoroughness and sequence. Motion died for lack of a second. Motion was made by Johnson, seconded by Ireland, to approve a proposal by Baker Group to hardwire the AHUs to the condensers/compressors not to exceed \$13,578 and to authorize staff to work with Trane to program the controls not to exceed \$3000 with the funds coming from the Library Maintenance Fund and other sources as needed. Motion passed.

Amendment to Borrowing and Circulation Policy: The Policy amendment was discussed and voted on during Policy Committee report.

New Patron Cards: The new library cards for children and teens have been ordered. The cost for the new cards will be \$2741.15, and the funds to pay for the cards will come from the Adult Memorial fund.

Automatic Door Repair: The part for the inside automatic doors was ordered seven weeks ago. The cost of the part is \$650, the service trip was \$128 the last time, and installation will be \$64. The total should be between \$850 and \$900. Motion was made by Slobe, seconded by Collins, to use the general fund to repair the library's automatic doors not to exceed \$1000. Motion passed.

Newly Adopted City Volunteer Policy: The City has adopted a Volunteer Policy; however, the library will continue to use the library's Volunteer Policy since it allows teens to volunteer at the library.

Director's Salary 2012-2013: On March 5, 2012, the City Council voted to include the library director in the 1.5% City salary increase for FY 2012-2013 with the approval of the Library Board. Motion was made by Rothfus, seconded by Slobe, to approve a 1.5% salary increase for the library director for FY 2012-2013. Motion passed.

Carpet Replacement: Gardner said that with pending repairs to the library's HVAC system, carpet replacement in the library would be moved back a year.

Request for Exception to Sex Offender Policy: Since the anticipated request did not occur, the Trustees did not vote on this issue at this time.

Self-Check Machine: Gardner informed the Board that the self-checkout machine on the first floor has quit working. A service call is \$675, and the last time the machine was repaired, the cost was around \$7000. A new machine would cost \$24,119 with a 15 month warranty. There are no plans at present for repair or purchase.

Financial Report/Approval of claims: Motion was made by Rothfus, seconded by Johnson, to approve payment of the March claims. Motion passed.

President's Remarks: President Mike Sytsma told the Board Peggy Grafke had given him a letter of resignation from the Library Board.

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

The next regular meeting will be on Monday, April 23, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso
Library Administrative Assistant
for the Board

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY – FEBRUARY 27, 2012 -- 4:00 P.M.

The meeting was called to order by President Mike Sytsma. Roll call was taken by Board secretary Susan Hasso with Trustees Judy Bishop, Michael Collins, Peggy Grafke, Paul Groenenboom, Jane Ireland, Bryan Johnson, Kathy Rothfus, and Candace Slobe present. Also present was Library Director Wanda Gardner.

Minutes: Sytsma called for a motion to approve the January 23, 2012, minutes. Motion was made by Bishop, seconded by Ireland, to approve the January 23, 2012, minutes. Motion passed.

Board Correspondence, Public Input, or Friends Report: None.

Director's Report:

Benefits Hearing: A phone hearing was held with Iowa Work Force Development February 20, 2012, on the merits of unemployment benefits requested by a former library employee. The request was denied by IWFD, and there is a limited window to appeal the ruling.

Statistics Report: The library's monthly statistics report has been updated to reflect the increased use of electronic and online resources rather than just the physical check-out of materials from the library.

DVD Theft: During a 10-day period earlier this month, 30 DVD feature films were stolen from the library. After reviewing library activity during that period, the two individuals who may have been responsible were spoken to by Gardner and by the police, and the thefts appear to have stopped. Gardner suggested moving the DVD collection closer to the reference desk and turned so that those browsing the DVDs are more visible to the library staff.

Reading Garden: Perry Pray, a local contractor, has volunteered to solicit donations of materials for the Reading Garden. He is working with Ideal Ready Mix who would like to assist with landscape brick, paving brick, and cement for the two levels of amphitheater seating. John Aalsburg, a local WWII veteran, who has years of experience installing paving bricks, has volunteered to install the pavers, and will design patterned areas to provide visual interest with the varied bricks. Aalsburg says remnants of treated lumber will be needed to create dividers between the brick design areas.

Building Space Assessment: George Lawson, a library building consultant from Ames, toured the library to look at how our current space is being used. He will be preparing a contract for services not to exceed \$3000, the amount our library can receive from a State Library grant. Lawson would submit his billings to the library periodically over the next several months, and at the end of his consulting work, the library would request and receive reimbursement from the State Library.

Senator Grassley: Senator Grassley reserved one of the library's meeting rooms for his constituents' meeting. Attendance for the meeting was very good.

Local History and Genealogy: In looking at the library's local history and genealogy collection, Gardner met with the Keo-mah Genealogical Society and the Mahaska County Historical Society to gain a better understanding of our archival space needs as the library plans to move the adult computer lab into a larger space. The organizations looked at their areas of strength and weakness, and the possibility of specializing in certain areas to better serve the public. The library is strong in local history, with genealogical research being handled by other organizations.

Part-time Employee Salary Increase: City Clerk Amy Miller has indicated that if the library wage increases for part-time staff are planned to match those agreed upon by the Union contract

for full time staff, the City will provide the required funds to cover part-time library staff equally. Next year the salary increase is 1.5% and the following year is 2%.

Postage: Any packages weighing over 13 oz. must be mailed from the post office or Total Choice Shipping. Total Choice Shipping charges 10 cents per package for a counter postmark. While the library puts stamps on the packages, saving about \$50.00 a month in postage meter costs, Gardner must take all packages weighing more than 13 oz. to Total Choice Shipping or the post office.

Debit Card: Gardner said that having looked into debit cards for the payment of library fines, she found that there would be a monthly fee plus a cost per transaction.

Committee Reports:

Staff Committee - Jane Ireland, chair: No report.

Budget & Finance Committee – Judy Bishop, chair: No report

Policy & Planning Committee – Candace Slobe, chair: No report.

Technology Committee – Kathy Rothfus, chair: No report.

Building & Grounds – Bryan Johnson, Chair: Gardner told the Board that the inside set of sliding doors at the entrance to the building is not working. The repairman has been here and a part has been ordered.

Unfinished Business:

Borrowing and Circulation Policy: Slobe presented to the Board the revised Borrowing and Circulation Policy. She then went through the revisions being recommended. Slobe made a motion on behalf of the Policy and Planning Committee recommending the approval of the revised Borrowing and Circulation Policy. The motion was seconded by Bishop. Motion passed.

Air Duct Cleaning Contract: Johnson presented a bid from the Air Free Duct Cleaning Company to clean the 4 AHU and 25 reheat coils. The cleaning would take 5 days to complete, and there would be some disruption to library service. The cleaning would take place in March, April, or May at a cost of \$14,200. The next closest bid was a little over \$4,000 more. There is enough money in the Library Maintenance Fund to do the duct cleaning and still have funds for several other library projects. When asked about the repair of the boilers, Gardner said that they need to determine the date that Trane reprogrammed the controls and the date Cunningham replaced the monitors. Johnson made a motion to contract Air Free Duct Cleaning Company to clean the duct work, vents, and equipment in the 4 AHUs at a cost not to exceed \$14,200 with the money coming from the Library Maintenance Fund. Rothfus seconded the motion. Motion passed.

New Business:

Part-time Salary Increase: Gardner told the Board that if they would approve the salary increase for part-time staff to match that of full time staff agreed upon by the Union contract, the City will provide the funds to cover the increase of 1.5 % next year and 2% the following year. Motion was made by Ireland, seconded by Groenenboom, to approve a salary increase of 1.5% next year and 2% the following year for part-time staff to adhere to the pay increase for full time staff agreed upon by the Union contract. Motion passed.

Space Allocation Study: Motion was made by Rothfus, seconded by Collins, to approve hiring George Lawson to do a space allocation study of the library not to exceed \$3000. Motion passed.

Food for Fines: Gardner said that the month of February was Food for Fines with the food collected being given to the Ecumenical Cupboard. March will be Amnesty Month. Patrons returning overdue items during March will have the fine waived.

Rothfus asked if the library was working on the areas listed in the letter from City Manager Michael Schrock, Jr. It was suggested that David Ahmad meet with the entire Board to discuss the Board's investments.

Financial Report/Approval of claims: Motion was made by Bishop, seconded by Johnson, to approve payment of the February claims. Motion passed.

President's Remarks: None.

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

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

Respectfully submitted,

Susan Hasso
Library Administrative Assistant
for the Board

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY – JANUARY 23, 2012 -- 4:00 P.M.

The meeting was called to order by President Mike Sytsma. Roll call was taken by Board secretary Susan Hasso with Trustees Judy Bishop, Michael Collins, Peggy Grafke, Paul Groenenboom, Bryan Johnson, Kathy Rothfus, and Candace Slobe present. Also present was Library Director Wanda Gardner and Keith Miller, president of the Friends of the Library.

Minutes: Sytsma called for a motion to approve the December 19, 2011, minutes. Motion was made by Bishop, seconded by Johnson, to approve the December 19, 2011, minutes. Motion passed.

Board Correspondence, Public Input, or Friends Report: Gardner read a letter from Cynthia Glasford, the Tobacco Prevention Specialist, who is with SEIDA in Ottumwa, thanking us for allowing her to set up her tobacco prevention display at the library. Keith Miller, president of the Friends, reported that the Friends Board has a new member. The Friends of the Library have 190 members, which include 122 single memberships, 39 family, and 29 lifetime memberships. They have sold 130 bricks. The Friends are currently paying for Ancestry.com, and Heritage Quest. De Jong Manufacturing has built a butterfly bench for the Nicholas Moore memorial. The family paid for the materials, and the Friends will pay the remainder of the cost of the bench.

Director's Report:

Computer Lab: Library technician Paulette Groet and Gardner met with MCG installation technicians to get an estimate for adding computer network cable to the archives room, so that it could provide an enlarged and more comfortable adult computer lab. Groet will be submitting the cost of the new Internet hook-ups on an additional 479 form, along with the 479 form requesting 2012-2013 E-rate distributions that are due next month. If this additional form is approved for the hook-ups by the State Library and the E-rate commission, the library would receive a 70% reimbursement on the costs involved. A new state-approved technology plan is also required as part of the process.

Materials Budget: Gardner said that the City Manager would support an additional \$2500 to the materials budget, but asked Gardner that it be used for additional new materials. Gardner told the Board that the library is considering subscribing to an enhanced Overdrive so that eBook patrons would have access to more titles and more copies of popular titles. Since Christmas, 97 new patrons have gotten a library card so that they can access eBooks on Wilbor.

ICN Contract: Gardner said that she has taken the 18-page ICN connection contract to City Attorney David Dixon to review before the library considers signing it. The contract is for 20 years. At the statewide ICN meeting in Marshalltown in October, it was explained that a gradual change in the system would require the library to purchase some new equipment and pay a monthly usage fee beginning July 2013. There are concerns among libraries about the future of ICN programming when there are so many other technology options available and when a cost will be billed to the library.

Reading Garden: Gardner said that orders for 130 engraved paving bricks have been delivered to McCall Monument so they can be ready for installation this spring in the Reading Garden.

Noisy Movie: Twenty individuals attended the "Noisy Movie", Hotel for Dogs, which was held Saturday, January 7 at the library. Students in special education classes were invited as well as residents of Country Life, and clients of Imagine the Possibilities and Christian Opportunity Center. The audience response was very positive, and Gardner plans to establish a regular

monthly film schedule for this special group who find it difficult to attend movies in the local theater.

90 Minutes in Heaven: Fifteen people attended the discussion of *90 Minutes in Heaven* by Don Piper. Multiple copies of the book were provided by a donation from Bates Funeral Chapel. The discussion leader was Kayla Richardson, bereavement coordinator for Iowa Hospice.

World War I Maps: Dale Long donated a set of WW I supply line maps for France and Belgium. Gardner has contacted the Hoover Presidential Library. Because of Hoover's relief efforts in France and Belgium, the library is giving the maps to the Hoover Presidential Library, who is most appreciative and is looking forward to displaying the maps.

December Postage: Total postage in December was \$164, and \$103 of that was for Interlibrary Loan postage.

Misc: Gardner said that of the 688 cataloging records that the library has done; only 4 records had problems. Gardner said that those cataloging are doing an excellent job.

Committee Reports:

Staff Committee – Jane Ireland, chair: No report.

Budget & Finance Committee – Judy Bishop, chair: No report

Policy & Planning Committee – Candace Slobe, chair: No report.

Technology Committee – Kathy Rothfus, chair: Gardner and Groet are working on the rough draft of a technology plan for the State Library. The Technology Committee will look at the rough draft of the plan, finalize it, and bring it to the Board for approval. Once the State Library sees the plan, and signs off on it, Groet can apply to e-rate for a 70% reimbursement for the computer hook-ups in the archives room.

Building & Grounds – Bryan Johnson, Chair: Johnson reported that the Building and Grounds Committee met January 18th. There is \$24,000 left in the Library Maintenance Fund for this year. The committee is adding 3 more projects to be worked on this year. The duct cleaning will be postponed until spring because it will obstruct service to patrons. The committee presented to the whole Board a draft of concerns regarding the library's boilers. On December 27 & 28, 2011, during the preventative maintenance inspection of the boilers, the Baker Group technician found several problems.

1. The low-water cut-off safeties are not wired
2. Outdoor air sensors are not connected.
3. Lead/lag for the rotation of boiler operations is not working because the control panels on the two boilers are not compatible.
4. The circulating pumps are installed upside down.

The Building and Grounds Committee will contact the City on behalf of the Library Board seeking a remedy for these issues.

Unfinished Business: None.

New Business: Gardner asked the Board to approve the purchase of barcode labels exceeding \$500. She said that the purchase of 30,000 labels would cost \$1450. Gardner said that she would take part of the amount out of Operating Supplies and the rest out of Office Supplies. Motion was made by Rothfus, seconded by Slobe, to approve the purchase of barcode labels exceeding \$500. Motion passed.

Financial Report/Approval of claims: Motion was made by Bishop, seconded by Collins, to approve payment of the January claims. Motion passed.

President's Remarks: None.

Adjournment: Motion was made by Bishop, seconded by Johnson, to adjourn. Motion passed.

The next regular meeting will be on Monday, February 27, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso
Library Administrative Assistant
for the Board

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY – SEPTEMBER 26, 2011 -- 4:00 P.M.

The meeting was called to order by President Mike Sytsma. Roll call was taken by Board secretary Susan Hasso with Trustees Judy Bishop, Michael Collins, Peggy Grafke, Paul Groenenboom, Jane Ireland, Bryan Johnson, Kathy Rothfus, and Candace Slobe present. Also present was Library Director Wanda Gardner.

Minutes: Johnson pointed out that in the September 1st issue of the Oskaloosa Herald (10 days after the August Board meeting), an article stated that Iowa Workforce Development would be referring clients to the Southeast Iowa Center for Independent Living rather than the Indian Hills Mahaska County Education Center as reported by Gardner at the August meeting. Motion was made by Bishop, seconded by Johnson, to approve the minutes of the August 22, 2011, Board meeting, reflecting the new information on the site change for Iowa Workforce Development. Motion passed.

Board Correspondence/Public Input: None.

Director's Report:

Reading Garden: Gardner told the Board that the Reading Garden site has been leveled. By mid-October the gazebo will be constructed and at least 23 bushes and trees will be planted by volunteers.

Kindle: Gardner announced that Kindle readers are now compatible with the library's downloadable electronic books, so all hand-held readers can be used to access the library's free, online collection. Library instruction in using e-books and audio downloads is available twice a month, the 2nd Wednesday and 4th Thursday from 10:30 -11:30 a.m. in the library's lower level computer lab.

Displays: Nancy Hall has created a display commemorating 9/11, and Amanda Ver Ploeg has added a display of "Banned Books"

Performance Rights: Gardner told the Board that the State Library has negotiated statewide prices for libraries to purchase public performance rights to show films. Instead of \$250 per year, the library will now be able to purchase a 4-year license for just \$560. As part of its re-organization, six library service offices will now be part of the State Library's structure. The office serving our area of the state is located in Coralville. Annual surveys from public libraries are due at the State Library by September 30.

Community: Gardner reported that she has membership in the Rotary, AAUW, Oskaloosa Women's Club, and Quester's. Gardner attended the State Library Town Meeting in Coralville on Sept. 9 and was a guest speaker at the Oskaloosa Christian Women's Connection on Sept. 12.

Cemetery Walk: On Sunday, September 18, the Library Teen Board presented their annual cemetery walk, highlighting Union and Rebel soldiers of the Civil War and other individuals of the era. Fourteen teens participated, with an audience of about 40. Forest Cemetery office provided cookies and cider. Mrs. Fox was assisted by local historians Margaret Ademeit and John Jacobs in her research.

Staff: City employees are being offered flu shots and cholesterol checks on Thursday, October 13. On that day Hasso and Gardner will attend a conference in Marshalltown to learn about the next generation of video-conferencing technology that will replace library ICN rooms.

Carpet: Gardner reported that the carpet in the library is now 15 years old, and samples for replacement are being considered. Since the library's normal budget does not allow for this expense, a phased-in approach over the next two years is being considered, as well as setting aside funds each year to replace the automatic doors and elevator.

Committee Reports:

Staff Committee – Jane Ireland, chair: No report.

Budget & Finance Committee – Judy Bishop, chair: No report.

Policy & Planning Committee – Candace Slobe, chair: Slobe said that the committee will be meeting to review three policies.

Technology Committee – Kathy Rothfus, chair: No report.

Building & Grounds – Bryan Johnson, Chair: Johnson reported that the Building and Grounds Committee met on September 13th. Baker Group has submitted a three-year extension of our HVAC service agreement. The rate will increase 1.5%. Johnson moved to approve the three-year extension of the HVAC service agreement with Baker Group until November 30, 2014, for the yearly amount of \$8932 to be paid quarterly from the Library Maintenance Fund. Motion was seconded by Ireland. Motion passed. Johnson then went through the Capital Improvement list for FY 12-13 that was requested by the City.

1. \$1,200 to replace 10 water sprinklers
2. \$10,000 to rake and re-seal masonry joints
3. \$4000 to add insulation with MidAmerican Energy rebate
4. \$12,000 to re-carpet first floor of library

Professional Services:

1. \$8,932 for Baker Group Preventative Maintenance
2. \$2400 for Schindler elevator contract
3. \$450 for Simplex Grinnell monitoring
4. \$1650 for Simplex Grinnell sprinkler/fire alarms

Johnson said that the Committee also talked about projects and quotes.

1. Boiler piping, quote \$2553
2. Paint and re-seal cement work, quote \$5600
3. Pillars by front door-needs a quote
4. AC/AH electrical work needs quote finalized

The Committee also talked about setting aside money for future projects that will need funding. The Committee is proposing setting aside annually a percentage of the Leonard James Trust disbursement to pay for the replacement/expenses of the sliding doors and elevator. All moving parts have a life span. The library needs the elevator to comply with the American Disability Act and the sliding doors to make easy access to the library for patrons. Gardner told the Board that there are 8 individual water heaters in the building, and the one for the staff area is not heating properly. Ireland suggested that if the heater needs to be replaced to move it under the sink for easier access.

Unfinished Business: None.

New Business: Gardner proposed moving up the Library Board meeting dates to the 3rd Monday of the month for November and December, 2011 and May 2012 due to the holidays. Motion was made by Ireland, seconded by Bishop to approve moving up the Library Board meeting dates to the 3rd Monday of the month for November and December, 2011 and May 2012. Gardner then proposed following the City's schedule for holiday closings, which would include being closed the Saturday after Thanksgiving. Motion was made by Bishop, seconded by Ireland, to close the library Thursday, Nov. 24, Friday, Nov. 25, and Saturday, Nov. 26. Motion passed with one opposing vote by Trustee Bryan Johnson. The Board accepted the City's Christmas closing of December 23 through December 26 for the library.

Financial Report/Approval of claims: Motion was made by Johnson, seconded by Grafke, to approve payment of the September claims. Motion passed.

President's Remarks: President Mike Sytsma changed the chair of the Technology Committee from Candace Slobe to Kathy Rothfus since Slobe was already the chair of the Policy and Planning Committee. Sytsma asked if there were any questions concerning the committee assignments.

Adjournment: Motion was made by Bishop, seconded by Grafke, to adjourn. Motion passed.

The next regular meeting will be on Monday, October 24, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso
Library Administrative Assistant
for the Board

CITY OF OSKALOOSA
MINUTES OF BOARD OF ADJUSTMENT MEETING
October 25, 2011

A meeting of the Board of Adjustment for the City of Oskaloosa was called to order 5:00 p.m. on Tuesday, October 25, 2011, by Chairperson Bryan Johnson, at 220 South Market Street, Oskaloosa, IA.

COMMITTEE MEMBERS PRESENT: Chairperson Bryan Johnson, Russell Sparks, Jim Hansen, Perry Murray, and Lloyd Phillips. COMMITTEE MEMBERS ABSENT: None
CITY STAFF PRESENT: Building Official, Dan Bolt.

The first item discussed was approval of the minutes of the September 27, 2011, Board of Adjustment meeting. Phillips moved and Murray seconded the approval of the minutes of the September 27, 2011, meeting. *YES*: Sparks, Johnson, Phillips, Hansen, Murray; *No*: None; *ABSENT*: None. The motion was unanimously approved.

Under unfinished business, staff reported on the progress of the demolition at North A Street and College Avenue. Staff will continue to monitor and report on the progress.

Mr. Ken Seeman presented his request for variance from Section 17.08.03, Table C of the Zoning Ordinance's requirement for a 25 foot year yard set back in Urban Family Residential (R-2) district to permit eventual separation and sale of individual dwellings from the larger parcel.

Murray moved, and Sparks seconded to approve the variance request. *YES*: Sparks, Johnson, Phillips, Hansen, Murray; *No*: None; *ABSENT*: None. The motion was unanimously approved.

Linda Lanphier presented her request for a variance from Section 17.08.03, Table C, of the Zoning Ordinance requiring minimum street side yard setbacks of 15 feet in R-2 zoned properties. The variance is requested for the purpose of constructing a porch to replace one that once existed on this side of the dwelling. Building Official Dan Bolt presented the staff recommendation in favor of the variance conditioned on the correction of existing zoning violations at the property.

Phillips moved, and Murray seconded the approval of the variance request conditional on the removal of the non-complying fence and chicken enclosure and the combination of the two lots into one parcel. Thirty days were granted for the completion of these items with the Building Official to be notified if additional time was needed. *YES*: Sparks, Johnson, Phillips, Hansen, Murray; *No*: None; *ABSENT*: None. The motion was unanimously approved.

David Bower presented his request for variance from the requirements of Section 17.24.030(B) of the Zoning Ordinance's limitation of 12 feet height for accessory buildings in residential zonings.

Hansen moved, and Sparks seconded, to approve the variance request. *YES*: Sparks, Johnson, Phillips, Hansen, Murray; *No*: None; *ABSENT*: None. The motion was unanimously approved.

Kevin Johnson presented his request for variance from the requirements of Section 17.24.030(B) of the Zoning Ordinance's limitation of 12 feet height for accessory buildings in residential zonings.

Hansen moved, and Sparks seconded, to approve the variance request. *YES*: Sparks, Johnson, Phillips, Hansen, Murray; *No*: None; *ABSENT*: None. The motion was unanimously approved.

With no further business, Chairperson Johnson adjourned the meeting at 5:40 p.m.

Minutes by Dan Bolt

CITY OF OSKALOOSA
MINUTES OF PLANNING & ZONING COMMISSION MEETING
April 11, 2012

A special meeting of the Planning and Zoning Commission for the City of Oskaloosa was called to order at 4:35 p.m. on Wednesday, April 11, 2012, by Chairman Jon Zobel, at 220 South Market Street, Oskaloosa, Iowa.

COMMITTEE MEMBERS PRESENT: Chairman Jon Zobel, Brian Booy, Charlie Comfort, Michelle Purdum, and RD Keep; COMMITTEE MEMBERS ABSENT: Delbert Brackney; CITY STAFF PRESENT: Public Works Director: Akhilesh Pal;

Comfort moved and Booy seconded to approve the minutes from March 27, 2012 Planning and Zoning meeting. YES: Zobel, Booy, Comfort, and Purdum; NO: None; Abstain: Keep; ABSENT: Brackney; Motion Carried. Keep abstained because he was not present at the March 27, 2012 meeting.

The first item was a request for a parking prohibition on the north side of E Ave East between North 3rd St and North 4th St. Pal presented the details of the request, parking survey, and the problems associated with the on-street parking situation. Pal explained that the street is 26' wide and restricts the visibility and turning radius from the north-south alley. Mr. Darrell Mackaig, owner of 405 E Avenue East, present at the meeting indicated that he would prefer parking restriction on both sides, but his next option was restriction on the north side of the street because he does not want parked vehicles in front of his driveway. Pal explained that restricting parking on both sides of the street will spill the parked vehicles onto North 3rd St. and North 4th St., hence he recommended restriction only on one side of the road. Zobel and Keep both explained that they visited the site and agreed with the parking concerns and agreed that restricting parking on the north side would work best for this request. Purdum moved and Comfort seconded to restrict parking on the north side of E Ave East between North 3rd St and North 4th St. YES: Zobel, Booy, Comfort, Purdum, and Keep; NO: None; ABSENT: Brackney;

The second item discussed was the rezoning of the properties located at 304 North 1st Street, 310 North 1st Street, and 305 North 2nd Street from R-2, Urban Family Residential District to UC, Urban Corridor District. Pal presented a request from Mr. Ken Seemann to rezone his property for the purpose of bringing his existing apartment complex to zoning compliance and to use one of the new town houses for his office space. Keep moved for approval, Booy seconded. YES: Zobel, Booy, Comfort, Purdum, and Keep; NO: None; ABSENT: Brackney;

Chairman Zobel adjourned the meeting at 4:55 PM.

Minutes by Akhilesh Pal



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 2.

Consider approval of a renewal application for a Class B Beer Permit from Big Ed's BBQ, Inc., 104 1st Avenue East.

EXPLANATION:

The application is complete and in order for approval.

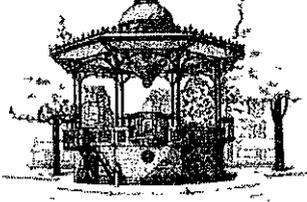
Staff recommends approval.

BUDGET CONSIDERATION:

\$300.00 Revenue to the General Fund.

ATTACHMENTS: None

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: Amy Miller,
City Clerk

ITEM TITLE: CONSENT AGENDA – ITEM 3.

Consider approval of a renewal application for Class C Liquor License with Outdoor Service from Hot Shotz Inc., 507 High Avenue West.

EXPLANATION:

The application is complete and in order for approval.

Staff recommends approval.

BUDGET CONSIDERATION:

\$845.00 Revenue to the General Fund

ATTACHMENTS: None

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE: CONSENT AGENDA – ITEM 4.

Consider a resolution authorizing temporary closure of various roadway sections in the downtown area on April 17, May 21 and May 22 of this year for pavement preservation activity.

EXPLANATION:

'GEE Asphalt Systems, Inc.' will be performing a pavement preservation service for the City of Oskaloosa. As a part of this project, the contractor will need a temporary street closure on 1st Street from A Avenue to 1st Avenue, 1st Avenue from 1st Street to 150 feet west of Market Street, and High Avenue from 1st Street to 150 feet west of Market Street. The requested street closures are scheduled for April 17 from 5:00 AM to 8:00 AM and May 21, 22 and 23 from 7:30 AM to 5:00 PM.

The contractor will be treating the pavement with GSB-88 Sealer. GSB-88 Sealer slows the aging process and extends pavement life, which delays pavement rehabilitation and reconstruction. The contractor is requesting the approval of these temporary street closures for safety and efficiency during the pavement preservation.

BUDGET CONSIDERATION:

None.

RECOMMENDED ACTION:

Approve the temporary street closure as requested.

ATTACHMENTS:

Resolution and Location map.

RESOLUTIO NO. _____

A RESOLUTION AUTHORIZING THE TEMPORARY STREET CLOSURE OF FIRST STREET FROM A AVENUE TO FIRST AVENUE, FIRST AVENUE FROM FIRST STREET TO 150 FEET WEST OF MARKET STREET, AND HIGH AVENUE FROM FIRST STREET TO 150 FEET WEST OF MARKET STREET TO ALLOW FOR PAVEMENT PRESERVATION RELATED ACTIVITY

WHEREAS, section 10.08.020 of the Oskaloosa Municipal Code requires a City Council resolution on temporary street closures; and

WHEREAS, First Street, First Avenue and High Avenue are public streets that will require a temporary street closure; and

WHEREAS, GEE Asphalt Systems, Inc. is the contractor for City of Oskaloosa for the pavement preservation project in the downtown area; and

WHEREAS, as a part of this project, GEE Asphalt Systems, Inc. has requested approval to temporarily close First Street from A Avenue to First Avenue, First Avenue from First Street to 150 feet west of Market Street, and High Avenue from First Street to 150 feet west of Market Street, to allow for various pavement preservation related activities associated with this project; and

WHEREAS, GEE Asphalt Systems, Inc. is requesting temporary street closure for the aforementioned streets on April 17 from 5:00 AM to 8:00 AM, and on May 21, 22 and 23 from 7:30 AM to 5:00 PM; and

WHEREAS, said request has been reviewed by the staff and recommended for approval, and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa that GEE Asphalt Systems, Inc., for the City of Oskaloosa, is authorized to temporarily close the aforementioned requested streets located in the downtown area, subject to certain terms and conditions

PASSED AND APPROVED this _____ day of _____, _____.

David Krutzfeldt , Mayor

ATTEST: _____
Amy Miller, City Clerk

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE: CONSENT AGENDA – ITEM 5.

Consider a resolution authorizing temporary road closures for 2012 street improvements and emergency closures.

EXPLANATION:

There are various types of temporary road closures conducted throughout the City. The road closures include, but are not limited to, emergency response, city public works maintenance and repair work, and contractor installing, repairing or maintaining infrastructure. The Street and Wastewater Divisions routinely close streets to perform maintenance, for repair or installation of infrastructure. Approval of the resolution authorizing temporary road closures will allow the City Engineer to close streets for the 2012 fiscal year street improvements and emergency closures when required for public safety and convenience.

BUDGET CONSIDERATION:

None.

RECOMMENDED ACTION:

Approve the temporary road closure resolution.

ATTACHMENTS:

Resolution and 2012 fiscal year street improvements map.

RESOLUTION NO. _____

TEMPORARY ROAD CLOSURE RESOLUTION.

Whereas, Iowa Code Section 306.41 of the 2011 Code of Iowa, provided that "The Agency having jurisdiction and control over any highway in the state, or the chief engineer of said agency when delegated by such agency, may temporarily close sections of a highway by formal resolution entered upon the minutes of such agency when reasonably necessary because of construction, reconstruction, maintenance or natural disaster and shall cause to be erected ROAD CLOSED signs and partial or total barricades in the roadway at each end of the closed highway section and on the closed highway where that highway is intersected by other highways if such intersection remains open. Any numbered road closed for over forty-eight hours shall have a designated detour route. The agency having jurisdiction over a section of highway closed in accordance with the provisions of this section, or the persons or contractors employed to carry out the construction, reconstruction, or maintenance of the closed section of highway, shall not be liable for any damages to any vehicle that enters the closed section of highway or the contents of such vehicle or for any injuries to any person that enters the closed section of highway, unless the damages are caused by gross negligence of the agency or contractor".

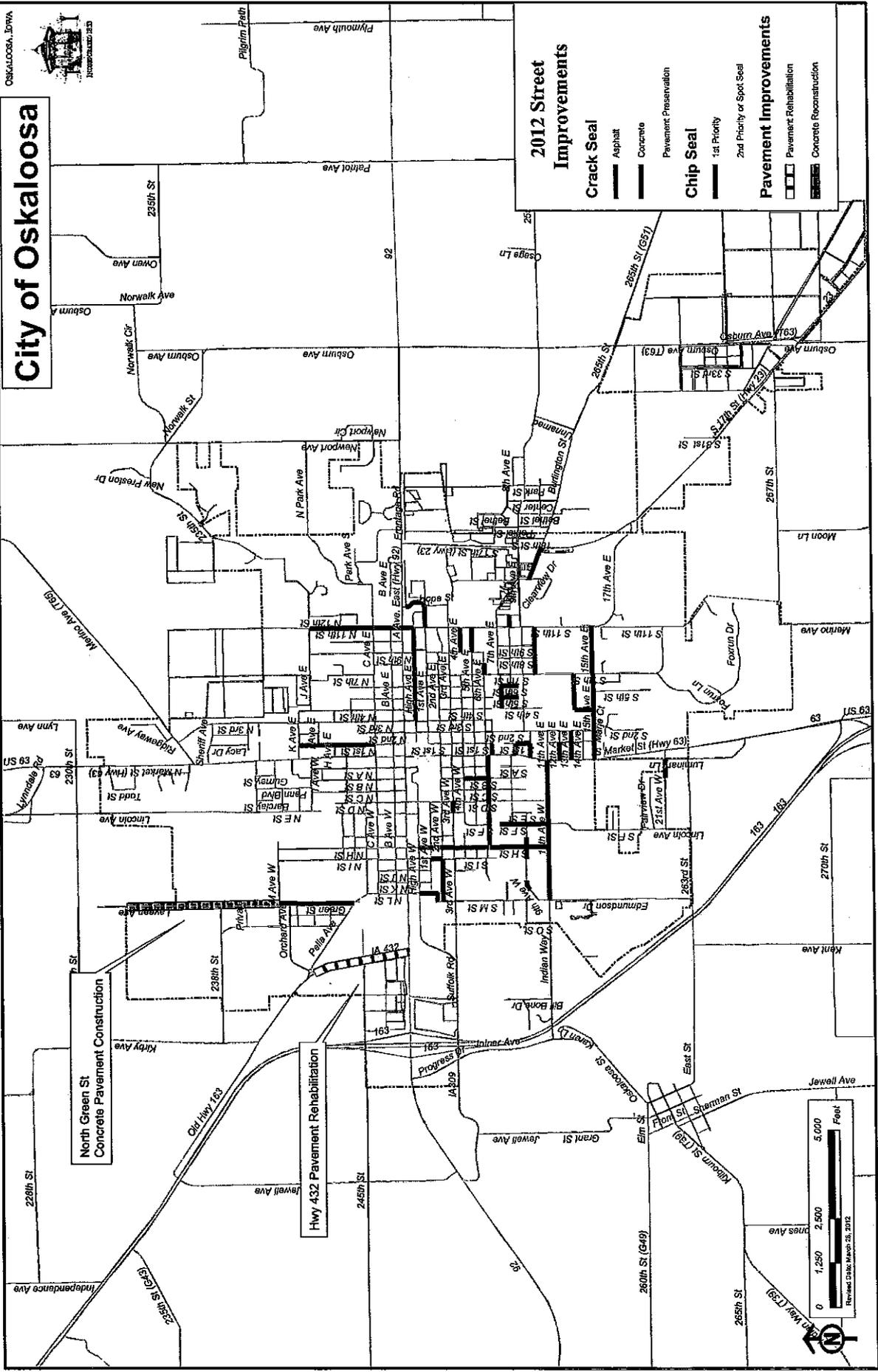
NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa that the City Engineer be authorized to close City of Oskaloosa Local Roads as necessary with the actual dates of closure to be determined by the City Engineer as follows:

1. For Construction: Any project as described in the approved "City of Oskaloosa Road Construction Program" for this 2012 fiscal year and any approved supplements thereto.
2. For Emergency Closure of any road for maintenance purposes: Any route deemed necessary by the City Engineer.

PASSED AND APPROVED this _____ day of _____, _____.

David Krutzfeldt , Mayor

ATTEST: _____
Amy Miller, City Clerk



City of Oskaloosa



2012 Street Improvements

Crack Seal

- Asphalt
- Concrete

Pavement Preservation

Chip Seal

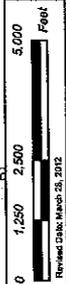
- 1st Priority
- 2nd Priority or Spot Seal

Pavement Improvements

- Pavement Rehabilitation
- Concrete Reconstruction

North Green St
Concrete Pavement Construction

Hwy 432 Pavement Rehabilitation



Revised Date: March 28, 2012



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: Planning & Zoning
Commission

ITEM TITLE: CONSENT AGENDA – ITEM 6.

Consider a resolution scheduling a public hearing on an ordinance amending the City Code of the City of Oskaloosa, Iowa by rezoning the properties located at 304 North 1st Street, 310 North 1st Street, and 305 North 2nd Street from R-2, Urban Family Residential District, to UC, Urban Corridor District.

EXPLANATION:

Ken and Julie Seemann, owners of 304 North 1st Street, 310 North 1st Street, and 305 North 2nd Street, have submitted a rezoning request for this property. The parcel in consideration is 1.23 acres and the present zoning of this property is R-2, Urban Family Residential District. The applicant is requesting the rezoning to bring the existing apartments into zoning compliance and to use one town house as an office space.

Presently Table 17.08 of the zoning chapter in the Oskaloosa Municipal Code does not permit office use or multiple-family use in an R-2 District. The proposed UC zoning district permits the proposed office use and the existing apartment complex. The zoning ordinance in an R-2 district does not permit reconstruction of the nonconforming apartment complex if it is destroyed by any means to an extent of sixty percent or more.

The Planning & Zoning Commission considered this item at their April 11, 2012 meeting and recommended by a vote of 5 to 0 that the City Council approve this rezoning request.

RECOMMENDED ACTION:

Consider the Planning and Zoning Commission's recommendation; approve the resolution scheduling a public hearing for May 7, 2012.

BUDGET CONSIDERATION:

Revenue of \$250.00 for rezoning application fee.

ATTACHMENTS:

Resolution, Location Map, Rezone Application.

RESOLUTION NO. _____

RESOLUTION SETTING DATE FOR A PUBLIC HEARING TO AMEND THE ZONING ORDINANCE OF THE CITY OF OSKALOOSA, IOWA BY CHANGING THE ZONING OF CERTAIN PROPERTY LOCATED AT 304 NORTH 1ST STREET, 310 NORTH 1ST STREET, AND 305 NORTH 2ND STREET FROM R-2, URBAN FAMILY RESIDENTIAL DISTRICT, TO UC, URBAN CORRIDOR DISTRICT.

WHEREAS, the City of Oskaloosa has deemed it advisable to consider changing the zoning on certain property located at 304 North 1st Street, 310 North 1st Street, and 305 North 2nd Street from R-2, Urban Family Residential District, to UC, Urban Corridor District, legally described as follows:

Lots 1, 2 and 3 of Seeman Sub-Division of the NE ¼-SE ¼ of Section 13 Township 75 North, Range 16 West of the 5th P.M.(formerly described as: Lots Four(4), five(5) and six (6) and the East-West 16 ½ foot Alley between Lots 4, 5 and 6 in outlot Sixteen(16) of the Original plat of the City of Oskaloosa, Mahaska County, Iowa.

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

WHEREAS, Section 17.34.040 of Oskaloosa Municipal Code requires a public hearing on such rezoning changes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa that a public hearing shall be conducted on Monday, May 7, 2012 at 6:30 p.m. in the City Council Chambers, City Hall, Oskaloosa, Iowa at which time persons may appear and speak for or against the zoning change as legally described in the preamble hereof.

PASSED AND APPROVED this _____ day of _____, _____.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

City of Oskaloosa



**Parcels (3 total) for Proposed Zoning Change:
from Urban Family Residential District (R-2)
to Urban Corridor District (UC)**

Parcel # 1013433016	Parcel # 1013433018
Parcel # 1013433017	

C Ave W

C Ave E

B Ave W

B Ave E

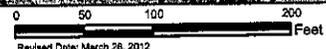
A Ave. East (Hwy 92)

N Market St (Hwy 63)

N 1st St

N 2nd St

N 3rd St



Revised Date: March 28, 2012

REZONING APPLICATION

APPLICANT NAME: Ken & Julie Seemann

APPLICANT ADDRESS: 610 High Ave. E
Oskaloosa, IA

OWNER NAME: Kenneth H. & Julie D. Seemann

ADDRESS OF PROPERTY: 209 B Ave E, 305 N. 2nd St, 304 N 1st, 310 N 1st

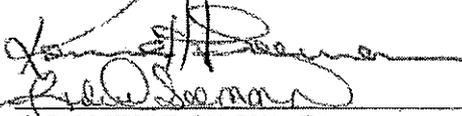
LEGAL DESCRIPTION: Lots 1, 2 and 3 of the Seemann Sub-Division of the NE 1/4 - SE 1/4 of Section 13 Township 75 North, Range 16 West of the 5th P.M. (formerly described as: Lots Four (4), Five (5) and six (6) and the East-West 16 1/2 foot Alley between Lots 4, 5 and 6 in Outlet Sixteen (16) of the Original Plat of the City of Oskaloosa, Mahaska County, Iowa.

REQUEST REZONING FROM R-2
TO U C

REASON FOR REZONING APPLICATION AND THE NATURE AND OPERATING CHARACTERISTICS OF THE PROPOSED USE: Our apartment buildings (2) and new townhouses (2) are zoned R-2. We were just recently informed that, if our apartment buildings were destroyed, we could not rebuild because they would be non-conforming. We purchased these less than a year ago. Recently, we built two townhouses. Our intent is to use one as an office and when we retire, use it as our permanent residence. We have an agreement to sell the other townhouse with the buyer (Betty Stanley) understanding our intent to use the adjacent townhouse as an office which is acceptable to her. Property to the west and south is zoned U.C. already. Property sought to be rezoned is the entire south part of the block (not quite half of the block). We are also considering building another unit on the SE corner but cannot build multi-family or commercial with current zoning.

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

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


SIGNATURE OF OWNER

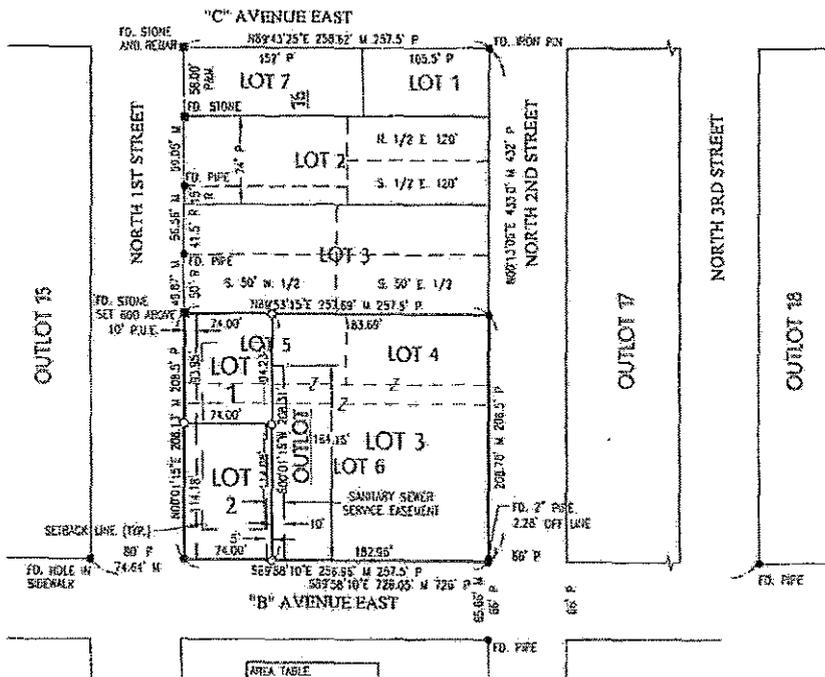
3-21-12
DATE: 3-21-12

Betty J Stanley date March 22, 2012
purchaser of 304 N 1st St townhouse

SEEMANN SUB-DIVISION OF

The NE 1/4 - SE 1/4 of Section 13 Township 75 North, Range 16 West of the 5th P.M.

Lots Four (4), Five (5) and Six (6) and the East-West 16 1/2 foot Alley between Lots 4, 5 and 6 in Outlot Sixteen (16) of the Original Plat of the City of Oskaloosa, Mahaska County, Iowa.

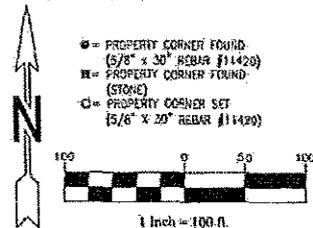


AREA TABLE	
LOT 1	0.760 ACRES
LOT 2	0.484 ACRES
LOT 3	0.877 ACRES
TOTAL	1.231 ACRES

SURVEYED ON 11 AUG. 2011 AT THE REQUEST OF KEN SEEMANN, KENNETH H. & JULIE D. SEEMANN, PROPRIETORS
C&A PROJECT NO. W011169

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

Gary Wayne Keith, L.L.S.
 Gary Wayne Keith, L.L.S. Date
 License number: 11420
 My license renewal date is December 31, 2012
 Pages or sheets covered by this seat: 1 of 1



FILED FOR RECORD _____ Entered for taxation this _____
 at _____ o'clock _____ M. day of _____
 No. _____ FEE _____
 Auditor's Fee _____ Recorder _____ County Auditor _____

STATE OF IOWA, MAHASKA COUNTY—ss
 I hereby certify the foregoing survey and plat to be correct, to the best of my knowledge and belief.
 Date 1 Dec 2011
Gary Wayne Keith, L.L.S. #11420
 Mahaska County, Iowa

_____ hereby certify _____ of Section _____
 Township _____ North, Range _____ West of 5th P.M. as appears on this plat, is with the free consent and in accordance with the desire of the undersigned
 owner _____ and proprietor _____ thereof.
 Dated _____ A.D., _____

STATE OF IOWA, MAHASKA COUNTY, ss.
 On this _____ day of _____, A.D., _____, before me a Notary Public in and for said County appeared
 to me personally known to be the identical person _____ whose name _____ affixed to the foregoing instrument and acknowledged
 the execution of the same be _____ voluntary act and deed.
 Witness my hand and seal the date above written.

Notary Public

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE: CONSENT AGENDA – ITEM 7.

Consider a resolution setting the date for a public hearing to consider an ordinance establishing a “no parking zone” along the north side of E Ave East between North 3rd Street and North 4th Street.

EXPLANATION:

The Public Works Department has received a complaint about on-street parking issues on E Ave East between North 3rd St and North 4th St. The complainant indicated that they were dealing with issues related to overflow parking on E Ave East. Staff evaluated the street to find problems such as narrower travel lanes, tighter turning radius to enter or exit alleys, and inadequate intersection approach sight distance are some of the problems reported. The total street width is 26 feet, but the travel lane width reduces to approximately 10 feet after on-street parking along both sides of the street section.

The city conducted surveys on households that use the north-south alley to access E Avenue East between North 3rd St and North 4th St. Among the residents that responded to the survey, 28% of households supported parking restriction on both sides, 28% supported parking restriction on south side only, 28% supported parking restriction on north side only, and 16% did not support any kind of parking prohibition.

The Planning & Zoning Commission considered this item at their April 11, 2012 meeting and recommended by a vote of 5 to 0 that the City Council approve on-street parking prohibition on the north side of E Ave East between North 3rd St and North 4th St.

BUDGET CONSIDERATION:

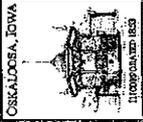
Cost of "No Parking Signs" and cost associated with drafting revisions to Chapter 10.48 of Oskaloosa Municipality Code.

Recommended Action:

Staff recommends approval of this item as presented.

ATTACHMENTS:

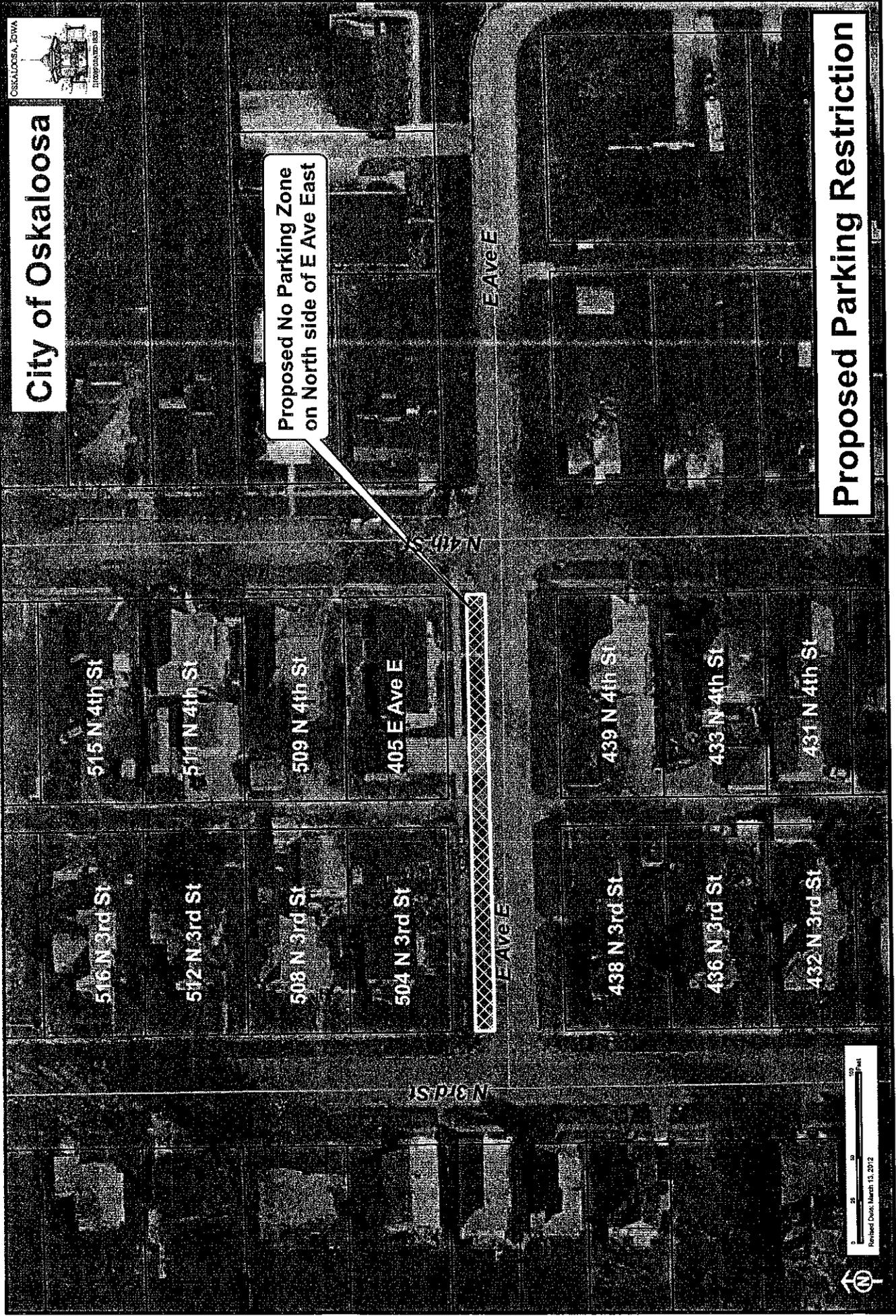
Location map, Survey and Resolution.



City of Oskaloosa

Proposed No Parking Zone
on North side of E Ave East

Proposed Parking Restriction



0 25 50 Feet
Revised Date: March 15, 2012



E AVENUE EAST BETWEEN NORTH 3RD & NORTH 4TH STREET			
ADDRESS	OWNER/RESIDENT	RESPONSE	Comments:
405 E Avenue East	Darrell & Sheila Mackaig	Prohibit Parking on north sides at all times	
432 North 3rd Street	Nancy Tresslar/Joseph Slay		
436 North 3rd Street	Phillip Leech % Sandra Thompson		
438 North 3rd Street	Carlos Chase & Bonnie Hamilton		
504 North 3rd Street	Daniel & Jennifer Vandevender	Prohibit Parking on north side at all times	If people have a driveway they need to use it
508 North 3rd Street	Cynthia & Terry Acord	Prohibit Parking on both sides at all times	
512 North 3rd Street	Wesley Brown	Prohibit Parking on both sides at all times	
516 North 3rd Street	Dale Shafer	Prohibit Parking on south side at all times	
425 North 4th Street	Heather Hull%Heather Held		
431 North 4th Street	Mary Lindahl		
433 North 4th Street	Hasley Onthank	Leave Parking As is	Note: is not the primary resident at location
439 North 4th Street	Janice Carmer % Denny Carmer		
509 North 4th Street	Marlene Tordsen		
511 North 4th Street	Terry & Marla Fielder	Prohibit Parking on south side at all times	would prefer no parking, but settle for above
515 North 4th Street	Bonnie Bailey		Sorry, I am not familiar enough with the situation to offer an opinion.(rental property)

Response Categories:

Prohibit parking on North side at all times

Prohibit parking on South side at all times

Prohibit parking on both sides at all times

Leave on-street parking as it is

RESOLUTION NO. _____

RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING TO CONSIDER AN ORDINANCE ESTABLISHING A "NO PARKING ZONE" ALONG THE NORTH SIDE OF E AVE EAST BETWEEN NORTH 3RD STREET AND NORTH 4TH STREET.

WHEREAS, the City wishes to consider an ordinance approving the establishment of a no parking zone along the north side of E Ave East between North 3rd Street and North 4th Street, and,

WHEREAS, said citizen complaint was reviewed by the Planning and Zoning Commission at their meeting on April 11, 2012 and,

WHEREAS, the City Staff reviewed the complaint, performed a field investigation and checked the accident data, and,

WHEREAS, a public hearing will allow for interested persons to express their opinions concerning the said ordinance, and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa, that a public hearing shall be conducted on May 7, 2012 at 6:30 p.m. in the City Council Chambers, City Hall, Oskaloosa, Iowa, at which time persons may appear and speak for or against the proposed parking restriction.

PASSED AND APPROVED this _____ day of March, 2012.

David Krutzfeldt, Mayor

ATTEST:

Amy Miller, City Clerk

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE: CONSENT AGENDA – ITEM 8.

Consider an ordinance establishing a no parking zone on both sides of North Green Street from M Avenue West to two thousand nine hundred and fifty (2,950) feet north of M Avenue West – Final reading.

EXPLANATION:

As part of the city's capital improvement projects, by the end of 2012, the city is planning to finish the North Green Street paving project. This paving project includes approximately 2,950 linear feet of new pavement, curb and gutter, driveways, storm drain, and sidewalks. Staff is recommending that a parking prohibition be enforced on the new pavement section. The parking prohibition will not only avoid any possibility of parked vehicle overflow from the surrounding recreation center, but will also increase the safety for motorists, pedestrians, and bicyclists along North Green Street.

BUDGET CONSIDERATION:

Cost of twenty "No Parking Signs" and cost associated with drafting revisions to Chapter 10.48 of the Oskaloosa Municipal Code.

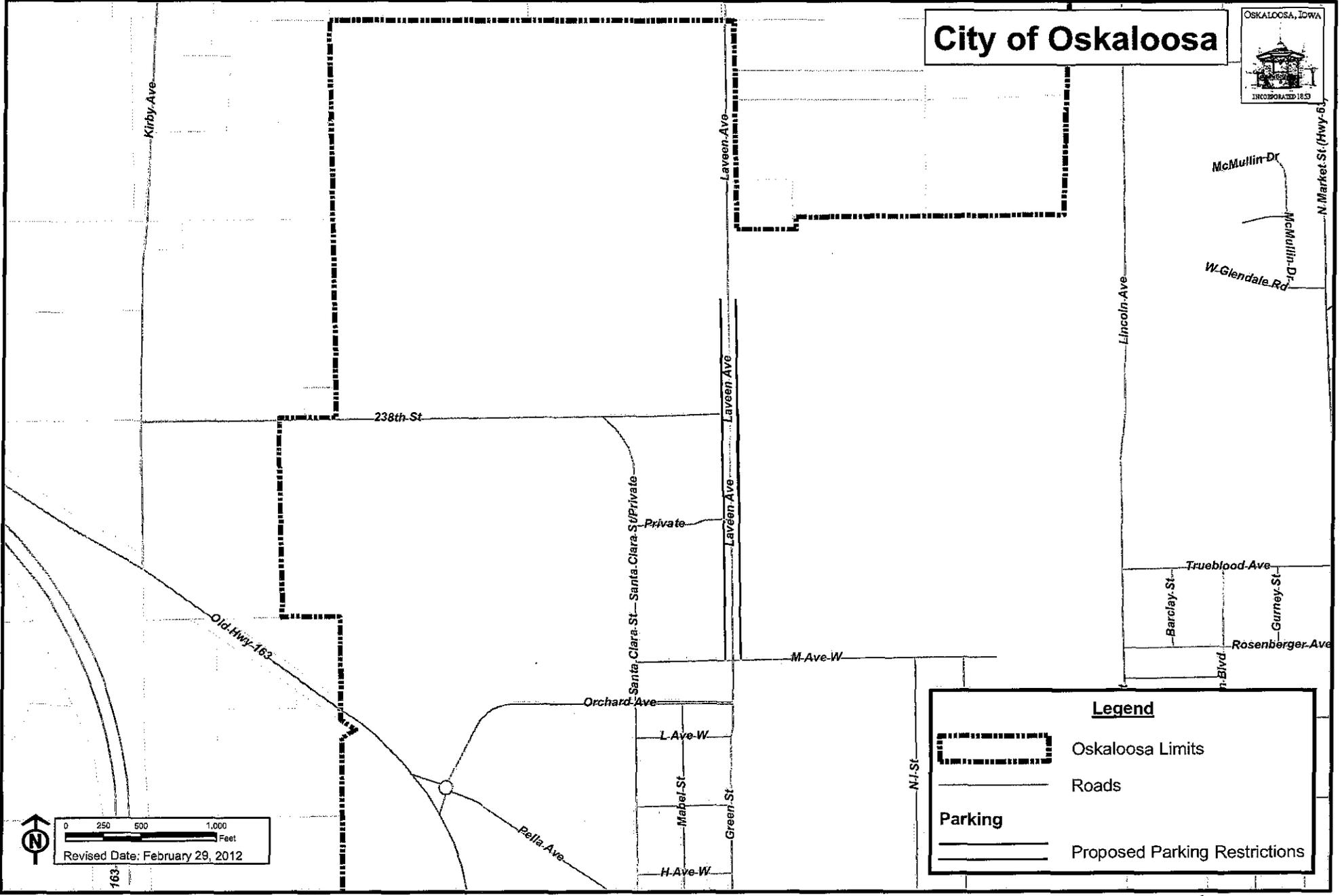
Recommended Action:

Approve the second reading of an ordinance establishing a no parking zone on both sides of North Green Street from M Avenue West to two thousand nine hundred and fifty (2,950) feet north of M Avenue West.

ATTACHMENTS:

Location Map and Ordinance.

City of Oskaloosa



McMullin Dr
W. Glendale Rd
N. Market St. (Hwy. 6)

Lincoln Ave

238th St

Private
Santa Clara St. — Santa Clara St. Private

Laveen Ave

Trueblood Ave

Barclay St

Gurney St

Rosenberger Ave

M Ave W

Orchard Ave

L Ave W

Maple St

Green St

N.I. St

Pella Ave

H Ave W

Legend

- Oskaloosa Limits
- Roads
- Parking
- Proposed Parking Restrictions

0 250 500 1,000 Feet
Revised Date: February 29, 2012

ORDINANCE NO. _____

AN ORDINANCE ESTABLISHING A "NO PARKING" ZONE ON BOTH SIDES OF NORTH GREEN STREET FROM M AVENUE WEST TO TWO THOUSAND NINE HUNDRED AND FIFTY (2,950) FEET NORTH OF M AVENUE WEST, PROHIBITING THE PARKING OF MOTOR VEHICLES OR OTHER TYPE OF VEHICLES WITHIN SAID NO PARKING ZONE; AND PROVIDING FOR PENALTIES FOR THE VIOLATION THEREOF

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

SECTION 1: The purpose of this ordinance is to establish a "No Parking Zone" along both sides of North Green Street from M Avenue West to two thousand nine hundred and fifty (2,950) feet north of M Avenue West

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

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

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

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

Passed by the Council the _____ day of _____ 2012, and approved this _____ day of _____ 2012.

David Krutzfeldt , Mayor

ATTEST: _____

Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____ 2012.

Signed _____



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: REQUESTS FROM THE GENERAL PUBLIC - A

Consider request from Dawn Collins, Executive Director of the Mahaska County YMCA, to report on the annual activities of the YMCA.

EXPLANATION:

Dawn Collins, Executive Director of the Mahaska County YMCA, will attend the city council meeting to give a presentation on the Mahaska County YMCA Annual Report for 2011.

RECOMMENDED ACTION: Receive presentation.

BUDGET CONSIDERATION:

None.

ATTACHMENTS:

None.



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: REQUESTS FROM THE GENERAL PUBLIC - B

Consider request from Mahaska Ruritan Club for Farmers' Market.

EXPLANATION:

The Mahaska Ruritan Club is planning to sponsor the annual Farmers' Market again this year beginning Tuesday, May 15, 2012 through Tuesday, October 9, 2012. As in past years they are asking to set up on Tuesday afternoons on the east side of the square on South 1st Street with set up at 3:15 p.m. and selling until 6:00 p.m.

The Farmers' Market will take place in the Musco parking lot south of the Hy-Vee parking lot on Saturdays so city approval is not needed for the Saturday Farmers' Market.

Approval of this request is subject to receipt of a \$1,000,000 liability insurance certificate naming the city as an additional insured.

BUDGET CONSIDERATION:

Not applicable.

ATTACHMENTS:

Letter from Mahaska Ruritan Club.



Mahaska Ruritan Club

Box 667
Oskaloosa, IA 52577

A Leading Community Service Organization

March 29, 2012

Oskaloosa City Council
City of Oskaloosa, Iowa

Dear City Council-

The Mahaska Ruritan Club is again planning to sponsor the Oskaloosa Farmers' Market. In the past, the city has given us permission to hold the market on city property. We are again asking for that privilege. Our plan is to have the Tuesday afternoon market on the east side of the square in the usual place on South 1st. The market set up would start at 3:15 and selling will begin at 4 and continue until 6 p.m.

We plan to start the market Tuesday, May 15th and have a market every Tuesday until October 9th. The Mahaska Ruritan Club does have liability insurance for the events we sponsor.

The Mahaska Ruritan Club will still be holding a Saturday market from 8 a.m. to 11 a.m. in the Musco parking lot located south of the Hy-Vee parking lot. We have already been granted permission to use this area by Musco.

We are counting on your permission and cooperation for these markets and are anxiously awaiting our first local grown fresh produce. Please come and enjoy the sociability and products at the Oskaloosa Farmers' Market


Mahaska Ruritan Club
Farmers' Market Committee

Nolen Forsythe- Chairman
Lyle Siefering
Larry Linsley



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: CITY COUNCIL

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

- a) Building Code Board of Appeals – One vacancy to fill upon appointment and to serve at the pleasure of the Mayor. (4 males and 0 females currently serve).
- b) Enterprise Zone Commission - One at-large member to the Enterprise Zone Commission to fill an unexpired term that ends June 30, 2013. This is a nine member commission that meets as needed. (3 males and 5 females current serve).
- c) Housing Trust Fund Committee – One at-large vacancy to fill approved and appointed by the City Council for a three year term that ends January 31, 2015. (1 male and 3 females currently serve).
- d) Planning and Zoning Commission – One vacancy to fill approved and appointed by the City Council for a five year term that ends April 30, 2017 and one vacancy to fill an unexpired term that ends April 30, 2014. This is seven member commission. (5 males and 1 female currently serve).

EXPLANATION:

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

BUDGET CONSIDERATION:

Not applicable, report(s) only.



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: Michael Schrock,
City Manager

ITEM TITLE: MAYOR AND COUNCIL APPOINTMENTS

Consider appointment of an individual to the Planning & Zoning Commission.

EXPLANATION:

The terms of Brian Booy and Del Brackney on the Planning & Zoning Commission expire at the end of April. Brian Booy has indicated a willingness to accept reappointment but Del Brackney does not wish to be reappointed. No other applications have been received. Currently five males and one female serve on the commission. Appointments to the commission are made by the City Council. The openings have been advertised to meet gender balance requirements.

Recommended Action: Appoint Brian Booy to the Planning & Zoning Commission for another five year term that ends April 30, 2017.

BUDGET CONSIDERATION

Not applicable.

ATTACHMENTS: Application from Brian Booy.

DATE: 5/16/07

CITY OF OSKALOOSA
BOARD & COMMISSION APPLICATION

NAME: BRIAN E BOOY

ADDRESS: 1409 WESTFIELD DRIVE

BOARD OR COMMISSION APPLYING FOR: _____

Planning & Zoning Board

ARE YOU A REGISTERED VOTER: yes -

WHY INTERESTED: ~~I feel I can help~~ ~~with new city projects~~ BEING A RE

I feel I can help with new city projects AND can help with new ideas

EXPERIENCE BENEFICIAL TO BOARD OR COMMISSION: 24 YEARS Building

LOCAL Home Builder. Proud of Oskaloosa I want to see a lot of new projects come to Oskaloosa. I believe I can help with my experience.

OTHER CIVIC EXPERIENCE: _____

PLEASE RETURN TO THE CITY CLERK'S OFFICE

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE:

Consider a resolution approving the plans, specifications, form of contract, and estimate of costs for the North Green Street Paving Project. **(PUBLIC HEARING)**

EXPLANATION:

Garden & Associates has prepared plans and specifications for the construction of street paving on North Green Street from M Avenue West to 2,950 feet north of M Avenue West. The scope of the North Green Street paving project includes new concrete pavement, driveways, curb and gutter with intakes, storm drains, sidewalks, and water main relocations on North Green Street. Once the project is awarded, then the construction work is proposed to commence in early July. The anticipated work completion time is 75 working days.

Now is the time for interested persons to express their opinions concerning the project plans, specifications, form of contract and estimate of costs.

BUDGET CONSIDERATION:

Funds are available to complete this construction project in the 2012 budget, account number 320-2010-6761, in the amount of \$979,960.40.

RECOMMENDED ACTION:

Open public hearing; receive comments; close hearing; approve the resolution approving the project plans, specifications, form of contract and estimate of costs.

ATTACHMENTS:

Resolution.

RESOLUTION NO. _____

A RESOLUTION TO APPROVE FINAL PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COSTS, FOR THE NORTH GREEN STREET PAVING PROJECT

WHEREAS, the City Council of the City of Oskaloosa, Iowa, has heretofore deemed it necessary and desirable for pavement construction on North Green Street from M Avenue to 2,950 feet north of M Avenue West, known as the "North Green Street Paving Project"; and

BE IT RESOLVED that the City of Oskaloosa City Council does hereby approve the plans, specifications, estimated costs, and notice of award for the aforementioned Project.

PASSED AND APPROVED this _____ day of April, 2012.

David Krutzfeldt,
Mayor

ATTEST:

Amy Miller, City Clerk

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE:

Consider a resolution awarding the contract for the North Green Street Paving Project to Cornerstone Excavating, Inc. in an amount not to exceed \$979,960.40. **(PUBLIC HEARING)**

EXPLANATION:

The North Green Street Paving Project was advertised with a base bid for pavement improvements on North Green Street from M Avenue to 2,450 feet north of M Avenue West and an alternate bid for additional pavement improvements on North Green Street from 2,450 feet north of M Avenue West to 2,950 feet north of M Avenue West. Bids were received and publicly read on April 5, 2012 with six contractors responding. The low bidder was Cornerstone Excavating, as indicated in the attached tabulation of bids, which includes a base bid of \$849,661.55 with an alternate bid of \$130,298.85 for a total bid of \$979,960.40. The low bid received is within our budget estimates.

BUDGET CONSIDERATION:

Funds are available to complete this construction project in the 2012 budget, account number 320-2010-6761, in the amount of \$979,960.40.

RECOMMENDED ACTION:

Open public hearing; receive comments; close hearing; approve the resolution awarding the project to Cornerstone Excavating, Inc.

Staff recommends that the bid be awarded for the total base bid price plus the alternate bid price for a total amount of \$979,960.40.

ATTACHMENTS:

Bid Tab Sheet, Resolution, Notice of Award, and Letter from Garden & Associates.

BID TAB SHEET
North Green Street Improvement Project
Oskaloosa, Iowa

Bids received April 5, 2012
 Q&A # 5010024

No.	Item	Unit	Estimated Quantity	Cornerstone Excavating PO Box 928 Washington, IA 52353		DeLong Construction PO Box 488 Washington, IA 52353		Blommers Construction 1117 222nd Ave Pella, IA 50219		Pella Concrete Contr 669 Hwy T-14 Pella, IA 50219		Manatt's Inc. Box 535 Brookly, IA 52211		TK Concrete, Inc 1608 Fifield Rd Pella, IA 50219	
				Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
DIVISION 1 - ALTERNATE J															
1.	Clearing and Grubbing	LS	XXXX	XXXX	\$3,000.00	XXXX	\$12,000.00	XXXX	\$1,500.00	XXXX	\$10,000.00	XXXX	\$12,000.00	XXXX	\$5,000.00
2.	Excavation, Class 10, 12, or 13	CY	11,435	\$6.75	\$77,186.25	\$8.90	\$101,771.50	\$9.00	\$102,915.00	\$8.00	\$91,480.00	\$8.90	\$101,771.50	\$12.00	\$137,220.00
3.	Subgrade Preparation	SY	10,550	\$3.50	\$36,925.00	\$1.15	\$12,132.50	\$1.50	\$15,825.00	\$2.00	\$21,100.00	\$1.15	\$12,132.50	\$2.00	\$21,100.00
4.	Subgrade Treatment, Fly Ash	SY	3,500	\$4.00	\$14,000.00	\$5.00	\$17,500.00	\$7.00	\$24,500.00	\$8.00	\$28,000.00	\$4.93	\$17,255.00	\$10.00	\$35,000.00
5.	Subbase, Modified Subbase (Granular)	SY	10,020	\$5.35	\$53,607.00	\$6.75	\$67,635.00	\$6.50	\$65,130.00	\$5.75	\$57,615.00	\$6.15	\$61,623.00	\$6.75	\$67,635.00
6.	Compaction Testing	LS	XXXX	XXXX	\$3,000.00	XXXX	\$4,200.00	XXXX	\$2,500.00	XXXX	\$5,000.00	XXXX	\$4,500.00	XXXX	\$3,400.00
7.	Trench Foundation	TON	40	\$20.75	\$830.00	\$34.00	\$1,360.00	\$20.00	\$800.00	\$30.00	\$1,200.00	\$34.00	\$1,360.00	\$40.00	\$1,600.00
8.	Trench Compaction Testing	LS	XXXX	XXXX	\$3,500.00	XXXX	\$3,500.00	XXXX	\$2,500.00	XXXX	\$5,000.00	XXXX	\$2,000.00	XXXX	\$1,700.00
9.	Precast Concrete Box Culvert, 8' x 8'	LF	70	\$600.00	\$42,000.00	\$590.00	\$41,300.00	\$660.00	\$46,200.00	\$775.00	\$54,250.00	\$590.00	\$41,300.00	\$1,100.00	\$77,000.00
10.	Precast Concrete Box Culvert Straight End Section, 8' x 8'	EA	2	\$7,650.00	\$15,300.00	\$7,500.00	\$15,000.00	\$10,500.00	\$21,000.00	\$18,500.00	\$37,000.00	\$7,500.00	\$15,000.00	\$9,500.00	\$19,000.00
11.	Storm Sewer, Trenched, RCP, 12"	LF	63	\$30.20	\$1,902.60	\$41.85	\$2,636.55	\$30.00	\$1,890.00	\$40.00	\$2,520.00	\$41.85	\$2,636.55	\$45.00	\$2,835.00
12.	Storm Sewer, Trenched, RCP, 15"	LF	1,439	\$31.80	\$45,760.20	\$34.00	\$48,926.00	\$32.00	\$46,048.00	\$38.00	\$54,682.00	\$34.00	\$48,926.00	\$35.00	\$50,365.00
13.	Storm Sewer, Trenched, RCP, 15"	LF	70	\$21.50	\$1,505.00	\$43.50	\$3,045.00	\$28.00	\$1,960.00	\$30.00	\$2,100.00	\$43.50	\$3,045.00	\$35.00	\$2,450.00
14.	Storm Sewer, Trenched, RCP, 18"	LF	305	\$33.75	\$10,293.75	\$45.00	\$13,725.00	\$36.00	\$10,980.00	\$40.00	\$12,260.00	\$45.00	\$13,725.00	\$42.00	\$12,810.00
15.	Storm Sewer, Trenched, RCP, 36"	LF	131	\$62.00	\$8,122.00	\$92.30	\$12,091.30	\$80.00	\$11,790.00	\$100.00	\$13,100.00	\$92.30	\$12,091.30	\$85.00	\$11,135.00
16.	Pipe Apron, Concrete, 15"	EA	1	\$550.00	\$550.00	\$975.00	\$975.00	\$1,100.00	\$1,100.00	\$1,250.00	\$1,250.00	\$975.00	\$975.00	\$1,500.00	\$1,500.00
17.	Pipe Apron, Concrete, 18"	EA	1	\$585.00	\$585.00	\$975.00	\$975.00	\$1,200.00	\$1,200.00	\$1,700.00	\$1,700.00	\$975.00	\$975.00	\$1,750.00	\$1,750.00
18.	Pipe Apron, Concrete, 36"	EA	2	\$1,050.00	\$2,100.00	\$1,450.00	\$2,900.00	\$1,500.00	\$3,000.00	\$2,500.00	\$5,000.00	\$1,450.00	\$2,900.00	\$3,000.00	\$6,000.00
19.	Pipe Apron, Guard, 36"	EA	2	\$850.00	\$1,700.00	\$1,050.00	\$2,100.00	\$1,400.00	\$2,800.00	\$1,400.00	\$2,800.00	\$1,050.00	\$2,100.00	\$1,650.00	\$3,300.00
20.	Subdrain, Perforated PE, 4"	LF	5,050	\$6.50	\$32,825.00	\$5.40	\$27,270.00	\$6.50	\$32,825.00	\$5.50	\$27,775.00	\$10.26	\$51,813.00	\$7.00	\$35,350.00
21.	Subdrain Outlets and Connections, CMP, 4"	EA	18	\$100.00	\$1,800.00	\$152.65	\$2,747.70	\$75.00	\$1,350.00	\$85.00	\$1,530.00	\$350.00	\$6,300.00	\$250.00	\$4,500.00
22.	4" Tile, PVC	LF	160	\$44.00	\$7,040.00	\$12.00	\$1,920.00	\$6.00	\$960.00	\$10.00	\$1,600.00	\$12.00	\$1,920.00	\$15.00	\$2,400.00
23.	Water Main Trenched, PVC, 8"	LF	445	\$27.00	\$12,015.00	\$24.45	\$10,880.25	\$26.00	\$11,570.00	\$24.00	\$10,680.00	\$24.45	\$10,880.25	\$31.00	\$13,795.00
24.	Water Service Stub, 1"	EA	6	\$1,200.00	\$7,200.00	\$1,550.00	\$9,300.00	\$1,200.00	\$7,200.00	\$800.00	\$4,800.00	\$1,550.00	\$9,300.00	\$1,250.00	\$7,500.00
25.	Water Service, Meter Pit	EA	3	\$695.00	\$2,085.00	\$1,550.00	\$4,650.00	\$1,000.00	\$3,000.00	\$1,100.00	\$3,300.00	\$1,550.00	\$4,650.00	\$2,500.00	\$7,500.00
26.	Gate Valve, 6"	EA	2	\$760.00	\$1,520.00	\$810.00	\$1,620.00	\$900.00	\$1,800.00	\$1,200.00	\$2,400.00	\$810.00	\$1,620.00	\$1,750.00	\$3,500.00
27.	Gate Valve, 8"	EA	1	\$1,050.00	\$1,050.00	\$1,225.00	\$1,225.00	\$1,100.00	\$1,100.00	\$1,500.00	\$1,500.00	\$1,225.00	\$1,225.00	\$3,000.00	\$3,000.00
28.	Fire Hydrant Assembly	EA	2	\$3,500.00	\$7,000.00	\$4,135.00	\$8,270.00	\$3,800.00	\$7,600.00	\$4,200.00	\$8,400.00	\$4,135.00	\$8,270.00	\$5,500.00	\$11,000.00
29.	Connection to Existing Water Main	EA	1	\$1,225.00	\$1,225.00	\$2,675.00	\$2,675.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$2,675.00	\$2,675.00	\$3,500.00	\$3,500.00
30.	Lower Water Service	EA	1	\$1,150.00	\$1,150.00	\$1,500.00	\$1,500.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,500.00	\$1,500.00	\$2,750.00	\$2,750.00
31.	SW-401 Circular Storm Sewer Manhole, 48" I.D.	EA	1	\$1,850.00	\$1,850.00	\$2,775.00	\$2,775.00	\$2,400.00	\$2,400.00	\$1,750.00	\$1,750.00	\$2,775.00	\$2,775.00	\$3,000.00	\$3,000.00
32.	SW-401 Circular Storm Sewer Manhole, 60" I.D.	EA	1	\$4,000.00	\$4,000.00	\$5,350.00	\$5,350.00	\$4,200.00	\$4,200.00	\$5,850.00	\$5,850.00	\$5,350.00	\$5,350.00	\$6,000.00	\$6,000.00
33.	SW-501 Single Grate Intake	EA	3	\$2,115.00	\$6,345.00	\$2,640.00	\$7,920.00	\$2,800.00	\$8,400.00	\$2,000.00	\$6,000.00	\$2,640.00	\$7,920.00	\$2,750.00	\$8,250.00
34.	SW-503 Single Grate Intake w/ Manhole	EA	5	\$2,700.00	\$13,500.00	\$4,575.00	\$22,875.00	\$3,200.00	\$16,000.00	\$3,700.00	\$18,500.00	\$4,575.00	\$22,875.00	\$4,000.00	\$20,000.00
35.	SW-505 Double Grate Intake	EA	3	\$3,250.00	\$9,750.00	\$4,215.00	\$12,645.00	\$3,200.00	\$9,600.00	\$3,800.00	\$11,400.00	\$4,215.00	\$12,645.00	\$4,500.00	\$13,500.00
36.	SW-505 Double Grate Intake with Manhole	EA	2	\$5,250.00	\$10,500.00	\$6,290.00	\$12,580.00	\$4,000.00	\$8,000.00	\$5,800.00	\$11,600.00	\$6,290.00	\$12,580.00	\$6,500.00	\$13,000.00
37.	SW-512 Circular Area Intake, Case 1, 24" I.D. Riser	EA	1	\$1,450.00	\$1,450.00	\$1,500.00	\$1,500.00	\$1,800.00	\$1,800.00	\$1,750.00	\$1,750.00	\$1,500.00	\$1,500.00	\$2,000.00	\$2,000.00
38.	Mpedam Stone Base	TON	180	\$18.75	\$3,375.00	\$28.65	\$5,157.00	\$30.00	\$5,400.00	\$25.00	\$4,500.00	\$28.65	\$5,157.00	\$25.00	\$4,500.00
39.	Granular Surfacing on Road, Class "A" Crushed Stone	TON	195	\$17.00	\$3,315.00	\$26.40	\$5,148.00	\$20.00	\$3,900.00	\$22.00	\$4,290.00	\$26.40	\$5,148.00	\$20.00	\$3,900.00
40.	PCC Pavement, 8" Thick	SY	8,955	\$29.45	\$263,724.75	\$27.85	\$249,396.75	\$33.00	\$295,515.00	\$30.00	\$268,650.00	\$29.45	\$263,724.75	\$34.00	\$304,470.00
41.	PCC Pavement Samples and Testing	LS	XXXX	XXXX	\$2,000.00	XXXX	\$2,000.00	XXXX	\$3,500.00	XXXX	\$4,500.00	XXXX	\$3,800.00	XXXX	\$3,800.00
42.	Painted Pavement Markings and Symbols, Waterborne or Solvent Based	LS	XXXX	XXXX	\$1,000.00	XXXX	\$900.00	XXXX	\$1,800.00	XXXX	\$1,500.00	XXXX	\$900.00	XXXX	\$1,100.00
43.	Removal of Recreational Trail	SY	290	\$5.00	\$1,450.00	\$8.00	\$2,320.00	\$4.00	\$1,160.00	\$6.00	\$1,740.00	\$8.00	\$2,320.00	\$9.00	\$2,610.00
44.	Removal of Driveway	SY	196	\$5.00	\$980.00	\$12.40	\$2,430.40	\$4.00	\$784.00	\$7.50	\$1,470.00	\$12.40	\$2,430.40	\$9.00	\$1,764.00
45.	PCC Sidewalk, 4" Thick	SY	770	\$30.50	\$23,485.00	\$30.00	\$23,100.00	\$33.00	\$25,410.00	\$36.00	\$27,720.00	\$27.90	\$21,483.00	\$26.50	\$20,405.00
46.	Detectable Warnings	SY	12	\$30.00	\$360.00	\$30.00	\$360.00	\$26.00	\$676.00	\$32.00	\$384.00	\$30.00	\$360.00	\$50.00	\$600.00
47.	PCC Paved Driveway, 6" Thick	SY	420	\$36.00	\$15,120.00	\$35.00	\$14,700.00	\$36.00	\$15,120.00	\$40.00	\$16,800.00	\$44.20	\$18,564.00	\$31.50	\$13,230.00
48.	Driveway Granular	TON	365	\$17.00	\$6,205.00	\$20.00	\$7,300.00	\$20.00	\$7,300.00	\$25.00	\$9,125.00	\$20.00	\$7,300.00	\$20.00	\$7,300.00
49.	Pavement Removal	SY	280	\$5.00	\$1,400.00	\$8.75	\$2,450.00	\$7.00	\$1,960.00	\$7.50	\$2,100.00	\$8.75	\$2,450.00	\$9.00	\$2,520.00
50.	Conventional Seeding, Fertilizing, & Mulching	AC	3.25	\$2,500.00	\$8,125.00	\$2,900.00	\$9,425.00	\$2,900.00	\$9,425.00	\$2,800.00	\$9,100.00	\$2,725.00	\$8,856.25	\$3,200.00	\$10,400.00

BID TAB SHEET
North Green Street Improvement Project
Oskaloosa, Iowa

No.	Item	Unit	Estimated Quantity	Cornerstone Excavating PO Box 928 Washington, IA 52353		DeLong Construction PO Box 488 Washington, IA 52353		Blommers Construction 1117 222nd Ave. Pella, IA 50219		Pella Concrete Contr 669 Hwy T-14 Pella, IA 50219		Manatt's Inc. Box 535 Brookly, IA 52211		TK Concrete, Inc 1608 Fifield Rd Pella, IA 50219	
				Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
DIVISION 1 - ALTERNATE 1															
51.	Stormwater Pollution Prevention Plan, Preparation	LS	XXXX	XXXX	\$1,250.00	XXXX	\$1,800.00	XXXX	\$1,400.00	XXXX	\$1,200.00	XXXX	\$1,200.00	XXXX	\$1,500.00
52.	Stormwater Pollution Prevention Plan, Management	LS	XXXX	XXXX	\$2,000.00	XXXX	\$645.00	XXXX	\$2,000.00	XXXX	\$1,800.00	XXXX	\$1,800.00	XXXX	\$2,200.00
53.	Stormwater Pollution Prevention Plan, Qualifying Rainfall Event Inspection	EA	10	\$100.00	\$1,000.00	\$40.00	\$400.00	\$100.00	\$1,000.00	\$100.00	\$1,000.00	\$90.00	\$900.00	\$100.00	\$1,000.00
54.	Class E Rip Rap	TON	120	\$33.25	\$3,990.00	\$45.00	\$5,400.00	\$40.00	\$4,800.00	\$45.00	\$5,400.00	\$45.00	\$5,400.00	\$40.00	\$4,800.00
55.	Silt Fence Installation	LF	2,000	\$1.85	\$3,700.00	\$2.00	\$4,000.00	\$2.25	\$4,500.00	\$2.20	\$4,400.00	\$2.20	\$4,400.00	\$3.00	\$6,000.00
56.	Removal and Reinstallation of Existing Fence	LF	165	\$20.00	\$3,300.00	\$9.50	\$1,567.50	\$5.00	\$825.00	\$15.00	\$2,475.00	\$15.00	\$2,475.00	\$30.00	\$4,950.00
57.	Traffic Control	LS	XXXX	XXXX	\$3,750.00	XXXX	\$3,650.00	XXXX	\$3,550.00	XXXX	\$4,000.00	XXXX	\$4,000.00	XXXX	\$4,000.00
58.	Mobilization	LS	XXXX	XXXX	\$55,000.00	XXXX	\$40,000.00	XXXX	\$44,000.00	XXXX	\$25,000.00	XXXX	\$50,000.00	XXXX	\$31,000.00
59.	Granular Surfacing for Temporary Access Drives - Install, Reclaim, and Dispose	TON	200	\$18.00	\$3,600.00	\$26.00	\$5,200.00	\$25.00	\$5,000.00	\$30.00	\$6,000.00	\$26.00	\$5,200.00	\$20.00	\$4,000.00
TOTAL BASE BID \$					\$849,661.55		\$888,105.45		\$921,744.00		\$929,362.00		\$931,106.90		\$1,056,494.00

No.	Item	Unit	Estimated Quantity	Cornerstone Excavating PO Box 928 Washington, IA 52353		DeLong Construction PO Box 488 Washington, IA 52353		Blommers Construction 1117 222nd Ave Pella, IA 50219		Pella Concrete Contr 669 Hwy T-14 Pella, IA 50219		Manatt's Inc. Box 535 Brookly, IA 52211		TK Concrete, Inc 1608 Fifield Rd Pella, IA 50219	
				Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
ALTERNATE 1															
1.	Excavation, Class 10, 12, or 13	CY	1,345	\$6.75	\$9,078.75	\$8.90	\$11,970.50	\$9.00	\$12,105.00	\$5.00	\$6,725.00	\$8.90	\$11,970.50	\$10.00	\$13,450.00
2.	Subgrade Preparation	SY	2,200	\$3.50	\$7,700.00	\$1.15	\$2,530.00	\$1.50	\$3,300.00	\$2.00	\$4,400.00	\$1.15	\$2,530.00	\$2.00	\$4,400.00
3.	Subgrade Treatment, Fly Ash	SY	700	\$4.00	\$2,800.00	\$5.00	\$3,500.00	\$7.00	\$4,900.00	\$8.00	\$5,600.00	\$4.93	\$3,451.00	\$11.00	\$7,700.00
4.	Subbase, Modified Subbase (Granular)	SY	1,945	\$5.35	\$10,405.75	\$6.75	\$13,128.75	\$6.50	\$12,642.50	\$5.60	\$10,892.00	\$6.15	\$11,961.75	\$6.75	\$13,128.75
5.	Compaction Testing	LS	XXXX	XXXX	\$750.00	XXXX	\$1,200.00	XXXX	\$1,000.00	XXXX	\$1,200.00	XXXX	\$1,000.00	XXXX	\$1,250.00
6.	Trench Compaction Testing	LS	XXXX	XXXX	\$750.00	XXXX	\$1,500.00	XXXX	\$1,500.00	XXXX	\$1,200.00	XXXX	\$500.00	XXXX	\$1,000.00
7.	Storm Sewer, Trenched, RCP, 15"	LF	904	\$31.80	\$28,747.20	\$34.00	\$30,736.00	\$32.00	\$28,928.00	\$38.00	\$34,352.00	\$34.00	\$30,736.00	\$35.00	\$31,640.00
8.	Subdrain, Perforated PE, 4"	LF	1,000	\$6.50	\$6,500.00	\$5.40	\$5,400.00	\$6.50	\$6,500.00	\$5.50	\$5,500.00	\$10.26	\$10,260.00	\$7.00	\$7,000.00
9.	Subdrain Outlets and Connections, CMP, 4"	EA	4	\$100.00	\$400.00	\$152.65	\$610.60	\$75.00	\$300.00	\$85.00	\$340.00	\$350.00	\$1,400.00	\$250.00	\$1,000.00
10.	SW-401 Circular Storm Sewer Manhole, 48" LD.	EA	1	\$1,850.00	\$1,850.00	\$2,775.00	\$2,775.00	\$2,400.00	\$2,400.00	\$2,750.00	\$2,750.00	\$2,775.00	\$2,775.00	\$3,500.00	\$3,500.00
11.	SW-501 Single Grate Intake	EA	1	\$2,115.00	\$2,115.00	\$2,640.00	\$2,640.00	\$2,800.00	\$2,800.00	\$2,000.00	\$2,000.00	\$2,640.00	\$2,640.00	\$3,000.00	\$3,000.00
12.	SW-503 Single Grate Intake w/ Manhole	EA	1	\$2,700.00	\$2,700.00	\$4,575.00	\$4,575.00	\$3,200.00	\$3,200.00	\$3,500.00	\$3,500.00	\$4,575.00	\$4,575.00	\$4,500.00	\$4,500.00
13.	Macadam Stone Base	TON	55	\$18.75	\$1,031.25	\$28.65	\$1,575.75	\$30.00	\$1,650.00	\$25.00	\$1,375.00	\$28.65	\$1,575.75	\$30.00	\$1,650.00
14.	Granular Surfacing on Road, Class "A" Crushed Stone	TON	35	\$17.00	\$595.00	\$26.40	\$924.00	\$20.00	\$700.00	\$22.00	\$770.00	\$26.40	\$924.00	\$20.00	\$700.00
15.	PCC Pavement, 8" Thick	SY	1,722	\$29.45	\$50,712.90	\$27.85	\$47,957.70	\$33.00	\$56,826.00	\$29.00	\$49,938.00	\$28.65	\$49,335.30	\$34.00	\$58,548.00
16.	PCC Pavement Samples and Testing	LS	XXXX	XXXX	\$1,000.00	XXXX	\$1,000.00	XXXX	\$1,000.00	XXXX	\$1,000.00	XXXX	\$1,000.00	XXXX	\$1,000.00
17.	PCC Paved Driveway, 6" Thick	SY	18	\$36.00	\$648.00	\$35.00	\$630.00	\$35.00	\$648.00	\$40.00	\$720.00	\$44.20	\$795.60	\$36.00	\$648.00
18.	Driveway, Granular	TON	20	\$17.00	\$340.00	\$20.00	\$400.00	\$20.00	\$400.00	\$30.00	\$600.00	\$20.00	\$400.00	\$20.00	\$400.00
19.	Conventional Seeding, Fertilizing, and Mulching	AC	0.5	\$2,500.00	\$1,250.00	\$2,900.00	\$1,450.00	\$2,900.00	\$1,450.00	\$2,800.00	\$1,400.00	\$2,725.00	\$1,362.50	\$3,200.00	\$1,600.00
20.	Silt Fence Installation	LF	500	\$1.85	\$925.00	\$2.00	\$1,000.00	\$2.25	\$1,125.00	\$2.20	\$1,100.00	\$2.20	\$1,100.00	\$3.00	\$1,500.00
TOTAL ALTERNATE 1 \$					\$130,298.85		\$135,503.30		\$143,374.50		\$135,362.00		\$249,192.40		\$157,614.75
TOTAL BASE BID & ALTERNATE 1 \$					\$979,960.40		\$1,023,608.75		\$1,065,118.50		\$1,064,724.00		\$1,180,299.30		\$1,214,108.75

Bold and Underlined are Corrected Price, Bold and Italicized are Corrected Totals.

I hereby state that the aforementioned bid tabulation is a fair representation of those bids received April 5, 2012 for North Green Street Improvement Project, Oskaloosa, Iowa.

Robert A. Nielsen
 Robert A. Nielsen, P.E.

4/5/12
 License No. 9945 (Renewal Date: 12/31/13)



RESOLUTION NO. _____

**A RESOLUTION TO ACCEPT BIDS AND AWARDING THE CONSTRUCTION CONTRACT FOR
THE NORTH GREEN STREET PAVING PROJECT**

WHEREAS, the City Council of the City of Oskaloosa, Iowa, has heretofore deemed it necessary and desirable for Pavement Construction on North Green Street from M Avenue to 2,950 feet north of M Avenue West, known as the "North Green Street Paving Project" (will be known as the "Project"); and

WHEREAS, the bids for the aforementioned Project were received, opened and tabulated as per published notice; and

WHEREAS, the bid from Cornerstone Excavating, Inc. with a base bid of \$849,661.55 and an Alternate bid of \$130,298.85 for a total bid of \$979,960.40 was the lowest responsive, responsible bid; and

WHEREAS, the Engineer has heretofore reviewed the bids and recommended that the City Council approve and accept the aforementioned bid for said Project

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Oskaloosa, Iowa, that the bid of Cornerstone Excavating, Inc. with a base bid of \$849,661.55 and with an Alternate bid for \$130,298.85 for a total bid of \$979,960.40 is hereby accepted with approval of the Alternate bid. Furthermore, the Construction Contract is therefore awarded to Cornerstone Excavating, Inc. for the aforementioned bid amount.

PASSED AND APPROVED this _____ day of April, 2012.

David Krutzfeldt,
Mayor

ATTEST:

Amy Miller, City Clerk

NOTICE OF AWARD

Dated April 14, 2012

TO: Cornerstone Excavating, Inc.
(BIDDER)

ADDRESS: 212 South Marion Avenue
Washington, Iowa 52353

Contract: North Green Street Improvement Project – Oskaloosa, Iowa

Project: _____

OWNER's Contract No. _____

You are notified that your Bid dated April 5, 2012 for the above Contract has been considered. You are the apparent Successful Bidder and have been awarded a Contract for North Green Street Improvement Project – Oskaloosa, Iowa.

The Contract Price of your Contract is Nine Hundred Seventy Nine Thousand Nine Hundred Sixty and 40/100 Dollars (\$ 979,960.40).

3 copies of each of the proposed Contract Documents (except Drawings) accompany this Notice of Award. 3 sets of the Drawings will be delivered separately or otherwise made available to you immediately.

You must comply with the following conditions precedent within 15 days of the date you receive this Notice of Award.

1. Deliver to the OWNER 3 fully executed counterparts of the Contract Documents. [Each of the Contract Documents must bear your signature on page 6.

2. Deliver with the executed Contract Documents the Contract security (Bonds) as specified in the Instructions to Bidders (Article 20), [and] General Conditions (paragraph 5.01) [and Supplementary Conditions (paragraph SC-5.01).]

EJCDC No. 1910-22 (1996 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America and the Construction Specifications Institute.



GARDEN & ASSOCIATES, LTD.

1701 3rd Avenue East, Suite 1 • P.O. Box 451 • Oskaloosa, IA 52577

Phone: 641.672.2526 • Fax: 641.672.2091

April 6, 2012

Michael Schrock, Jr.
City Manager
City of Oskaloosa
220 South Market Street
Oskaloosa, IA 52577

Re: North Green Street Improvement Project
Oskaloosa, Iowa
G&A Project No. 5010024

Dear Mike:

Bids for the referenced project were received on April 5, 2012. The low bid was received from Cornerstone Excavating, Inc. from Washington, Iowa, in the following amounts:

Base Bid	\$849,661.55
Alternate 1	\$130,298.85

We have reviewed the bids and recommend award of the contract to Cornerstone Excavating, Inc. contingent upon your approval. We are familiar with the work performed by Cornerstone Excavating, Inc. on previous similar projects, and have found their work to be satisfactory.

Please find the enclosed original bids received and a copy of the bid tabulation for the project for your files.

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

Sincerely,
GARDEN & ASSOCIATES, LTD.

Robert A. Nielsen, P.E.

Encs: Bid Tabulation and Original Bids

RAN/ng

ENGINEERS AND SURVEYORS
OSKALOOSA, IOWA CRESTON, IOWA

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE:

Consider a resolution for preliminary approval of plans, specifications, form of contract, and estimated cost; and ordering publication of notice of hearing, and notice to bidders on the Highway 432 Pavement Rehabilitation Project.

EXPLANATION:

This item allows staff to proceed with scheduling a public hearing on plans, specifications, and a bid letting date for the Highway 432 Pavement Rehabilitation Project. The scope of this project includes making full-depth spot repairs, placing hot mix asphalt overlay, and shoulder stabilization around the roundabout. The preliminary engineering cost estimate for this project is \$334,420.00. If the project is awarded then the construction work is proposed to commence in either June or July of this year. The project schedule calls for completion of the project by August 31, 2012. The anticipated work completion time is 20 working days.

The City Council is prepared to obtain bids for the Highway 432 Pavement Rehabilitation Project. Bids will be received on Thursday, May 10, 2012 at 10:00 a.m. and presented to the City Council on Monday, May 21, 2012.

BUDGET CONSIDERATION:

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

RECOMMENDED ACTION:

Staff recommends approval of this item as presented.

ATTACHMENTS:

Resolution, Notice to bidders, and Garden & Associates estimate.

RESOLUTION NO. _____

RESOLUTION FOR PRELIMINARY APPROVAL OF PLANS, SPECIFICATIONS, AND ESTIMATED COSTS; SETTING DATE OF PUBLIC HEARING ON PLANS, SPECIFICATIONS, AND ESTIMATED COSTS; AND ORDERING THE ADVERTISEMENT FOR BIDS ON THE HIGHWAY 432 PAVEMENT REHABILITATION PROJECT

WHEREAS, this Council has caused to be prepared the proposed plans, specifications, contract documents, and estimate of costs for the Highway 432 Pavement Rehabilitation Project, are hereby preliminarily approved and ordered filed in the office of the City Clerk for public inspection and

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

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

- Section 1. That Council will meet on the 21st day of May, 2012, at 6:30 p.m., at which time it will hold a public hearing on the proposed plans and specifications for the aforementioned project. At the hearing, any interested person may appear and file objections to the proposed plans, specifications, form of contract or estimated costs of the project.
- Section 2. The preliminary plans and specifications, notice of hearing, notice to bidders, and estimate of costs are hereby approved for the purpose of enabling the solicitation of bids.
- Section 3. That the amount of the bid security to accompany each bid shall be in an amount which shall conform to the provisions of the notice to bidders as part of said specifications.
- Section 4. That the Clerk shall publish Notice of Hearing and Notice to Bidders the same being in the form herein above specified, which publication shall be made in the Oskaloosa Herald, a legal newspaper printed wholly in the English language, printed in Oskaloosa, Iowa, and of general circulation therein, which publication shall be in accordance with the State Code of Iowa.
- Section 5. That bids will be received by the City of Oskaloosa at the Office of the City Clerk at City Hall at 220 South Market Street until 10:00 a.m. on

the 10th day of May, 2012 in connection with the aforementioned project.

Section 6. That this Council will meet at the City Council Chambers, Oskaloosa City Hall, Oskaloosa, Iowa, on the 21st day of May, 2012 at 6:30 p.m., and subsequent to the public hearing on said documents it will consider all bids filed pursuant to the plans, specifications, form of contract, and costs for the aforementioned project.

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

PASSED AND APPROVED this _____ day of April, 2012.

David Krutzfeldt,
Mayor

ATTEST:

Amy Miller, City Clerk

NOTICE TO BIDDERS
NOTICE OF PUBLIC HEARING

HIGHWAY 432 RESURFACING PROJECT
OSKALOOSA, IOWA

Time and Place for Filing Sealed Proposals. Sealed bids for the work comprising the improvements as stated below must be filed before **10:00 A.M. on May 10, 2012**, in the office of the City Clerk, City Hall, City of Oskaloosa, 220 South Market, Oskaloosa, Iowa 525773

Time and Place Sealed Proposals Will be Opened and Considered. Sealed proposals will be opened and bids tabulated at 10:00 A.M. on May 10, 2012, in the office of the City Clerk, 220 South Market, Oskaloosa, Iowa, for consideration by the City of Oskaloosa at its meeting at 6:30 P.M. on Monday, May 21, 2012 in the Council Chambers, City Hall, 220 South Market, Oskaloosa, Iowa. The City of Oskaloosa reserves the right to reject any and all bids.

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

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

Contract Documents. Bid forms, plans and specifications may be obtained from Garden & Associates, Ltd., P.O. Box 451, 1701 3rd Avenue East, Suite 1, Oskaloosa, IA 52577 upon deposit of **Twenty-Five Dollars (\$25.00)** which shall be refunded upon return of said plans and specification within fourteen (14) days after award of the project. If said plans and specifications are not returned within the time specified and in a reusable condition, the deposit shall be forfeited.

Public Hearing on Proposed Contract Documents and Estimated Costs for Improvement. A public hearing will be held by the City of Oskaloosa on the proposed contract documents (plans, specifications and form of contract) and estimated cost for the improvement at its meeting at 6:30 P.M. on Monday, May 21, 2012, in the Council Chambers, City Hall, 220 South Market, Oskaloosa, Iowa.

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

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

General Nature of Improvement. The work generally consists of the following:

BASE BID:

Mobilization – Lump Sum; HMA Overlay – Hot Mix Asphalt Mixture (1,000,000 ESAL), Intermediate or Surface Course, ½ Inch Mix, Minimum 75% Crushed Content, No Friction Required - 1,540 TON; HMA Pavement Samples and Testing – Lump Sum; Full Depth Patches – PCC – 400 SY; Milling – 8,620 SY; Granular Surfacing (Shoulders, Drives and Road repairs) – 100 TON; Painted Pavement Markings, Waterborne or Solvent Based – 126.5 STA; Painted Symbols and Legends, Waterborne or Solvent Based – 4 EA; Traffic Control – Lump Sum; Landscaping Rock – 50 TON.

ALTERNATE BID:

HMA Shoulder – 480 SY

Building materials, supplies, and equipment incorporated into said improvement are exempt from Iowa Department of Revenue and Finance sales tax and any applicable local option sales tax and school infrastructure local option sales tax pursuant to Iowa Code Sections: 422.42 (15) & (16), and 422.47 (5). Bidder shall not include payment of Iowa sales tax in Bid. “Jurisdiction” will provide Purchasing Agent Authorization Letter and Designated Exempt Entity Iowa Construction Sales Tax Exemption Certificate. Contractor will coordinate sales tax exempt purchases with subcontractors and material and equipment suppliers. Contractor will maintain records identifying the materials purchased sales tax exempt and will maintain records verifying the use of said materials on said improvement.

Payment to the Contractor for said improvements will be made in monthly estimates and one final payment. Monthly estimates will be equivalent to ninety-five percent (95%) of the contract value of the work completed during the preceding calendar month. Such monthly payment will in no way be construed as an act of acceptance for any part of the work partially or totally.

Final payment to the Contractor will be made no earlier than thirty (30) days from and after final acceptance of the work by the “Jurisdiction”. Before final payment is made, the Contractor shall file with the “Jurisdiction” lien waivers from material suppliers and/or subcontractors showing that they were paid in full for materials supplied and/or work performed on the project.

Liquidated damages in the amount of **Six Hundred Dollars (\$600.00)** per working day will be assessed for each day that the work shall remain uncompleted after the end of the contract period with due allowance for extension of contract period due to conditions beyond the control of the Contractor.

Successful Bidder will be required to furnish Performance, Payment and Maintenance Bond acceptable to the City of Oskaloosa on the form provided in the specifications in amounts equal to one hundred percent (100%) of the contract price.

Award of the contract will be to the lowest responsive, responsible, qualified bidder submitting the lowest acceptable base bid or base bid plus alternate as selected by the City of Oskaloosa. The City of Oskaloosa hereby reserves the right to reject any or all bids, to waive informalities and irregularities and to enter into such contract as it may deem to be for the best interest of the City of Oskaloosa. A bidder shall not withdraw its proposal for a period of 60 calendar days after the date designated for opening of proposals.

The work under the proposed contract shall commence on or before the date specified in a written Notice to Proceed and shall be fully completed and ready for final payment within 20 working days.

This Notice is given by authority of the City of Oskaloosa, Iowa.

Dave Krutzfeldt, Mayor
City of Oskaloosa, Iowa

ATTEST:

Amy Miller, City Clerk

This Notice published in the Oskaloosa Herald.

SCALE: NO SCALE FIELD BOOK: N/A DRAWN BY: KJR APPROVED: BAN
 REVISIONS:

HIGHWAY 432 RESURFACING PROJECT OSKALOOSA, IOWA

2012

SHEET NO.	DESCRIPTION
A.01	TITLE SHEET
A.02	LEGEND, LOCATION MAP AND GENERAL NOTES
B.01 - B.03	TYPICAL SECTIONS AND DETAILS
C.01 - C.02	TABULATIONS
D.01 - D.03	PLAN SHEETS
10	TOTAL SHEETS

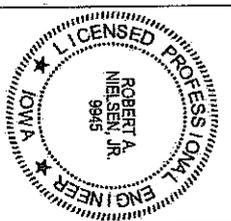
Materials and construction shall be in accordance with the SUDAS Standard Specifications, 2012 Edition, plus current Supplemental Special Specifications and Special Provisions, or which specifications are on file with the Iowa Department of Natural Resources.



I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Iowa.

Robert A. Nielsen, Jr.
 Robert A. Nielsen, Jr., P.E.
 License number: 9945
 My license renewal date is December 31, 2013
 Pages or sheets covered by this seal:
 A.01, A.02, B.01 - B.03, C.01 - C.02, D.01 - D.03

3/26/12
 Date



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1-800-292-8389

GARDEN & ASSOCIATES, LTD.
ENGINEERS & SURVEYORS

1701 3rd Avenue East, Suite 1
 P.O. Box 451
 Oskaloosa, Iowa 52577
 641.672.2526 Phone
 641.672.2091 Fax

500 E. Taylor, Suite C
 P.O. Box 631
 Creston, Iowa 50801
 641.782.4005 Phone
 641.782.4118 Fax

800.491.2524 Iowa Toll Free email@gardenassociates.net

HIGHWAY 432
 RESURFACING PROJECT
 OSKALOOSA, IOWA

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SHEET TITLE
 TITLE SHEET

DATE
 MAR. 26, 2012

PROJECT NO.
 5011285

SHEET NO.
 A.01

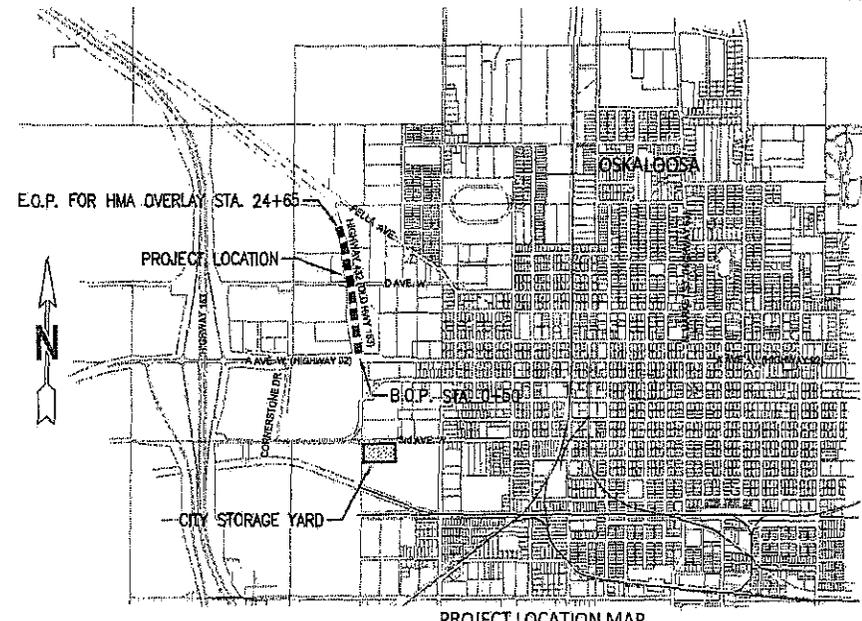
GENERAL SYMBOLS LEGEND

●	PROPERTY CORNER FOUND	—	SIGN	
▲	SECTION CORNER FOUND	—	RAILROAD GATE OR SIGNAL	
—	EXISTING GROUND CONTOUR LINE	—	MALIBOX	
—	EXISTING WATER LINE (SIZE VARIES)	—	FLAGPOLE	
—	EXISTING FIRE HYDRANT	—	TREE OR SHRUB	
—	EXISTING WATER VALVE	—	STUMP	
—	EXISTING WATER SERVICE SHUTOFF	—	FIELD FENCELINE	
—	EXISTING WATER METER PIT	—	CHAIN LINK FENCELINE	
—	EXISTING WATER WELL	—	WOOD FENCELINE	
—	WATER METER	—	SKY FENCE	
—	EXISTING STORM SEWER LINE (SIZE VARIES)	—	BENCHMARK OR ELEVATION MARKER	
—	EXISTING STORM SEWER ACCESS	—	PROPERTY CORNER SET	
—	EXISTING SEPTIC TANK	—	SECTION CORNER SET	
—	EXISTING SANITARY SEWER ACCESS	—	PROPOSED WATER MAIN (SIZE VARIES)	
—	EXISTING SANITARY SEWER MAIN (SIZE VARIES)	—	PROPOSED FIRE HYDRANT	
—	ELECTRIC MANHOLE	—	PROPOSED WATER VALVE	
—	OVERHEAD ELECTRIC LINE	—	PROPOSED WATER SHUTOFF	
—	UNDERGROUND ELECTRIC LINE	—	PROPOSED SANITARY SEWER MANHOLE	
—	ELECTRIC METER	—	PROPOSED SANITARY SEWER END LINE CLEANOUT	
—	FIBEROPTIC LINE	—	PROPOSED SANITARY SEWER DOUBLE CLEANOUT	
—	TELEPHONE MANHOLE	—	PROPOSED SANITARY SEWER MAIN (SIZE VARIES)	
—	TELEPHONE PEDestal	—	PROPOSED LIFT STATION	
—	TELEPHONE LINE	—	PROPOSED SANITARY SEWER FORCE MAIN	
—	TELEVISION PEDestal	—	PROPOSED STORM SEWER ACCESS	
—	TELEVISION LINE	—	PROPOSED STORM SEWER MAIN	
—	GAS METER	—	PROPOSED SECONDARY STORM SEWER	
—	GAS VALVE	—	PROPOSED GROUND CONTOUR LINE	
—	EXISTING GAS LINE	—	SURFACING REMOVAL	
—	UTILITY POLE	—	CONCRETE SURFACING REPLACEMENT	
—	CUT WIRE	—	FLOW DIRECTION ARROW	
—	LUMBER	—	1000.00	FINISH GRADE ELEVATION MARKER
—	TRANSFORMER			

GENERAL ABBREVIATIONS LEGEND

R/W	RIGHT OF WAY	SY	SQUARE YARD
R.O.W.	RIGHT OF WAY	CY	CUBIC YARD
P.C.	POINT OF CURVATURE	MJ	MECHANICAL JOINT
P.I.	POINT OF INTERSECTION	PE	PLAIN END JOINT
P.T.	POINT OF TANGENCY	FE	FLANGED JOINT
CL	CENTERLINE	UT	UNION TEE JOINT
TC	TOP OF CURB	S.S.	STAINLESS STEEL
CU	CUTTER	O.C.	ON CENTER
FL	FLOW LINE	I.D.	INSIDE DIAMETER
SB	SOIL BORING	O.D.	OUTSIDE DIAMETER
R	RADIUS	∅	DIAMETER
BTM	BOTTOM	∅	DIAMETER
H.W.L.	HIGH WATER LEVEL	I	NUMBER
L.W.L.	LOW WATER LEVEL	TYP	TYPICAL
EA	EACH	INV	INVERT
GPM	GALLONS PER MINUTE	PVC	POLYVINYL CHLORIDE PIPE
IN.	INCHES	DP	DUCTILE IRON PIPE
FT	FOOT OR FEET	CP	CAST IRON PIPE
SF	SQUARE FEET	CMF	CORRUGATED METAL PIPE
LF	LINEAR FOOT	ROP	REINFORCED CONCRETE PIPE

SCALE: NO SCALE FIELD BOOK: NA DRAWN BY: KJR APPROVED: RAN
 REVISIONS:



PROJECT LOCATION MAP
 SCALE: 1" = 2000'

GENERAL NOTES

1. THIS PROJECT INCLUDES ALL WORK AND MATERIALS ASSOCIATED WITH THE MILLING AND HMA OVERLAY OF AN EXISTING ROADWAY INCLUDING FULL DEPTH PATCHES, HMA SHOULDERS, PAVEMENT MARKINGS, TRAFFIC CONTROL, AND MISCELLANEOUS ASSOCIATED WORK INCLUDING CLEAN UP. ALL WORK SHALL BE IN ACCORDANCE WITH THE SUDAS STANDARD SPECIFICATIONS, 2012 EDITION PLUS CURRENT SUPPLEMENTAL SPECIFICATIONS AND DETAILED SPECIFICATION REQUIREMENTS. SPECIFICATION MANUALS CAN BE ORDERED FROM THE INSTITUTE FOR TRANSPORTATION (FORMERLY CTRE) - ATTN: BETH RICHARDS, 2711 SOUTH LOOP DRIVE, SUITE 4700, AMES, IOWA 50010-8984, PHONE: 515-294-2889. SPECIFICATIONS CAN ALSO BE VIEWED AT THE SUDAS WEB SITE (WWW.IOWASUDAS.ORG). CONTRACTOR SHALL HAVE A MINIMUM OF ONE SET OF PLANS AND SPECIFICATIONS ON THE JOB SITE AT ALL TIMES DURING CONSTRUCTION ACTIVITIES.
2. NOTIFY AKHILESH PAL, DIRECTOR OF PUBLIC WORKS, CITY OF OSKALOOSA AT 641-673-7472 TWO WEEKS PRIOR TO COMMENCING WORK.
3. CONTRACTOR SHALL NOTIFY PROPERTY OWNERS 48 HOURS IN ADVANCE IF ACCESS TO PROPERTY WILL BE INTERRUPTED. ACCESS TO PRIVATE PROPERTY SHALL BE MAINTAINED AT ALL TIMES FOR EMERGENCY VEHICLES.
4. CONTRACTOR SHALL MAINTAIN ONE LANE OF TRAFFIC AT ALL TIMES DURING THE CONSTRUCTION PERIOD. TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH THE SPECIFICATIONS, IOWA DOT STANDARD SPECIFICATION SECTION 252B, AND APPLICABLE IOWA DOT STANDARD ROAD PLANS. TRAFFIC CONTROL WILL BE PAID FOR AT THE CONTRACT LUMP SUM PRICE AND SHALL BE FULL COMPENSATION FOR PROVIDING, MAINTAINING, AND REMOVAL OF ALL TRAFFIC CONTROL DEVICES. NO SEPARATE PAYMENT WILL BE MADE FOR FLAGGERS AND PILOT CARS IF REQUIRED BY THE CONTRACT DOCUMENTS; INCLUDE IN LUMP SUM PRICE FOR TRAFFIC CONTROL.
5. CUTTINGS GENERATED BY THE MILLING PROCESS SHALL REMAIN THE PROPERTY OF THE JURISDICTION. CUTTINGS SHALL BE DELIVERED TO THE CITY STORAGE YARD SHOWN ON THE LOCATION MAP AND DEPOSITED IN A LOCATION DESIGNATED BY THE JURISDICTION.
6. THE CONTRACTOR SHALL BE REQUIRED TO PERFORM ALL TESTING INCLUDING OBTAINING SAMPLES. REQUIRED TESTS INCLUDE DENSITY (7020 3.04B), THICKNESS (7020 3.04C) AND PAVEMENT SMOOTHNESS (7020 3.05B - PROFIOGRAPHY).
7. CONTRACTOR SHALL PROVIDE QUALITY CONTROL IN ACCORDANCE WITH SECTION 7020 3.06B.

GARDEN & ASSOCIATES, LTD.
ENGINEERS & SURVEYORS
 3701 3rd Avenue East, Suite 1
 P.O. Box 451
 Oskaloosa, Iowa 52577
 641.922.2526 Phone
 641.922.2091 Fax
 800-491-2524 Iowa Toll Free
 email@gardenassociatesinc.net

HIGHWAY 432
RESURFACING PROJECT
OSKALOOSA, IOWA
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SHEET TITLE
 LEGEND, LOCATION
 MAP AND GENERAL
 NOTES

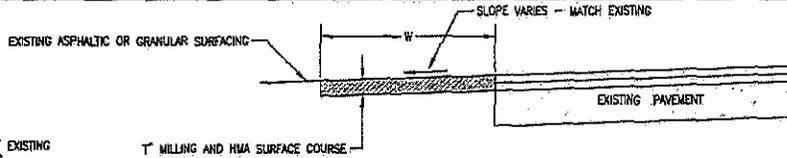
DATE:
 MAR. 26, 2012

PROJECT NO.:
 5011285

SHEET NO.:
 A.02

C:\projects\5011285\12 - City of Oskaloosa - 7/10/12 - Sheet - Resurfacing Highway 432 - 25 - For Information Use - Date: 5/11/2012

SCALE: NO SCALE FIELD BOOK: NA DRAWN BY: KJR APPROVED: RAN
 REVISIONS:

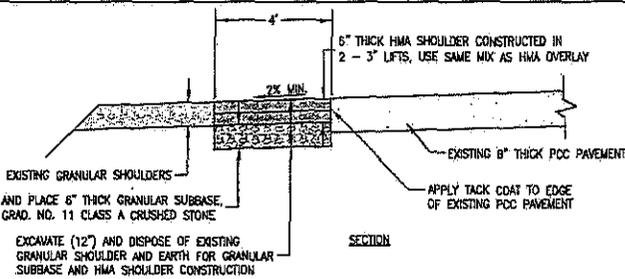


= HMA SURFACING
 = PAVEMENT MILLING OF EXISTING ASPHALTIC SURFACING

TABLE OF DESIGN QUANTITIES							
SIDEROAD OR DRIVEWAY	LOCATION		W, FT	T, IN.	HOT MIX ASPHALT (TONS) SURFACE	MILLING (CY)	REMARKS
	APPROXIMATE STATION TO STATION						
6+75 LEFT (DRIVEWAY)	8+50	7+00	15	3	14	83	
9+40 RIGHT (DRIVEWAY)	9+10	9+70	6	6	13	40	PLACE HMA IN A MINIMUM OF 2 LIFTS
13+10 LEFT (D AVE. WEST)	12+80	13+50	6	3	8	47	
13+10 RIGHT (D AVE. WEST)	12+80	13+80	6	3	8	47	
24+00 LEFT (DRIVEWAY)	23+25	24+50	10	6	46	139	PLACE HMA IN A MINIMUM OF 2 LIFTS

DESIGN RATES	
ITEM	RATE
Surface Course	145 lbs./cu. ft.

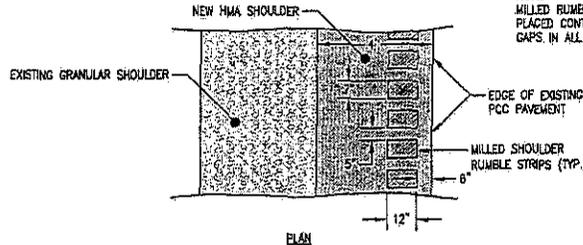
TYPICAL CROSS SECTION HMA RESURFACING PILLETS FOR SIDEROADS AND DRIVEWAYS



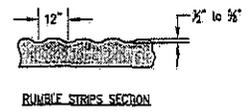
EXCAVATE AND PLACE 6" THICK GRANULAR SUBBASE, USE IDOT GRAD. NO. 11 CLASS A CRUSHED STONE

EXCAVATE (12") AND DISPOSE OF EXISTING GRANULAR SHOULDER AND EARTH FOR GRANULAR SUBBASE AND HMA SHOULDER CONSTRUCTION

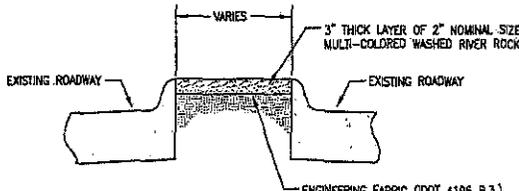
SECTION



NOTE: MILLED RUMBLE STRIPS SHALL BE PLACED CONTINUOUSLY WITHOUT GAPS IN ALL NEW HMA SHOULDERS.



TYPICAL PLAN AND SECTION HMA SHOULDER CONSTRUCTION



NOTE: REMOVAL OF EXISTING EARTH MATERIAL TO ACCOMMODATE LANDSCAPING ROCK IS INCIDENTAL TO CONSTRUCTION.

ENGINEERING FABRIC (DOT 4196 B.3.) INCLUDE COST IN UNIT PRICE FOR LANDSCAPING ROCK IN PLACE.

TYPICAL SECTION FOR CENTER ISLAND LANDSCAPING

GARDEN & ASSOCIATES, LTD.
ENGINEERS & SURVEYORS
 1701 3rd Avenue East, Suite 1
 P.O. Box 451
 Oskaloosa, Iowa 52577
 641.672.2536 Phone
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 email@gardenassociates.net

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 OSKALOOSA, IOWA**
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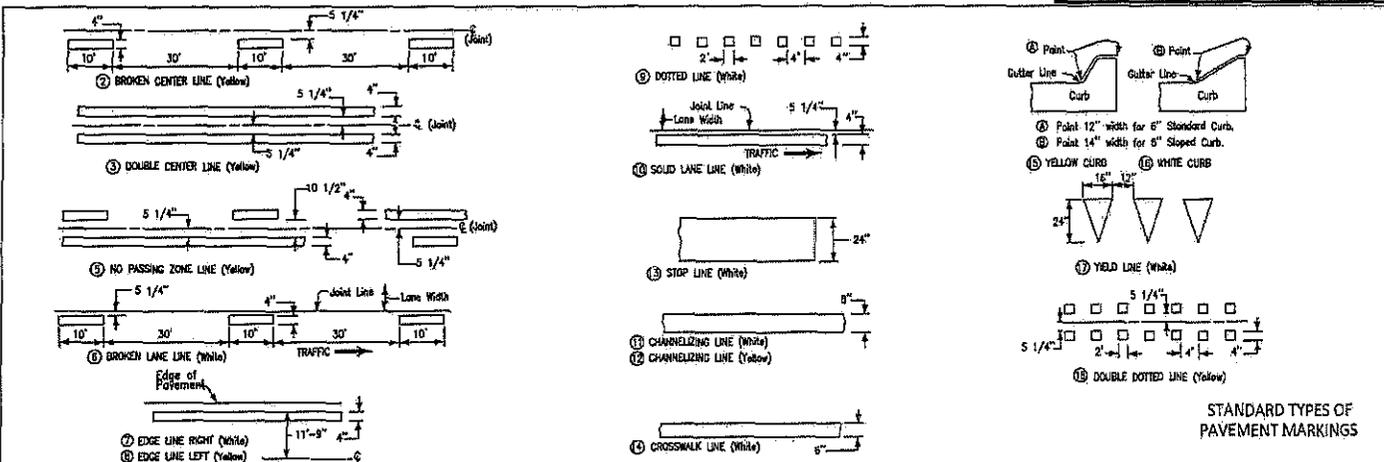
SHEET TITLE
 TYPICAL SECTIONS
 AND DETAILS

DATE:
 MAR. 26, 2012

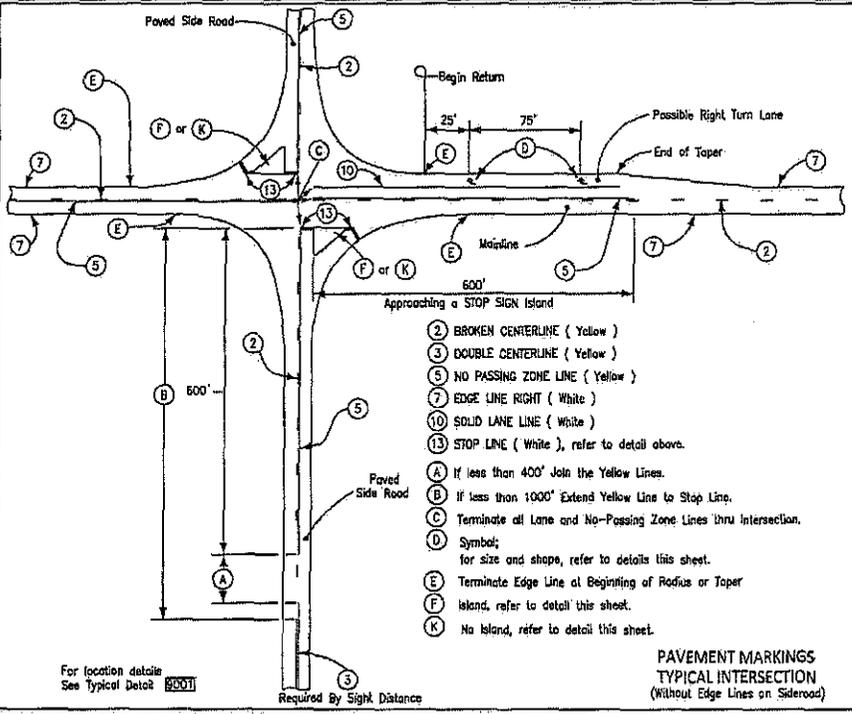
PROJECT NO.:
 5011285

SHEET NO.:
B.02

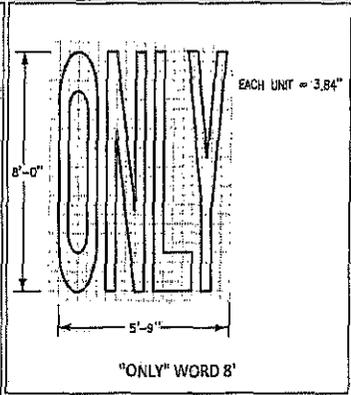
2:10pm 1/15/2012 1:15:15 PM - Log of Additions - 2012 Sheet Revisions: Resurfacing/432 - 25 from 04/04/2012 to 04/04/2012 12:25 PM



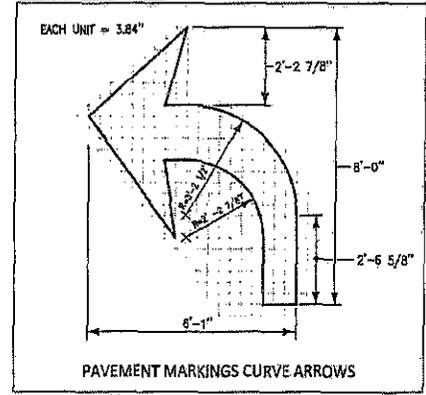
STANDARD TYPES OF PAVEMENT MARKINGS



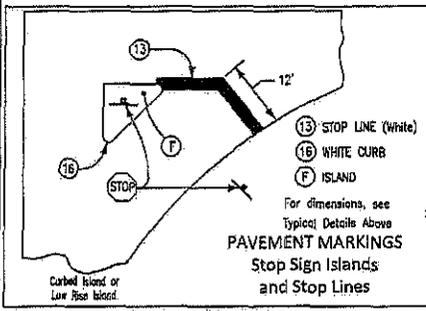
PAVEMENT MARKINGS TYPICAL INTERSECTION (Without Edge Lines on Sideroad)



"ONLY" WORD 8'



PAVEMENT MARKINGS CURVE ARROWS



PAVEMENT MARKINGS Stop Sign Islands and Stop Lines

GARDEN & ASSOCIATES, LTD.
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 Oskaloosa, Iowa 52587
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 641.672.2091 Fax
 email@gardenassociates.net
 800.491.2524 Iowa Toll Free

HIGHWAY 432
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SHEET TITLE
PAVEMENT MARKING DETAILS

DATE:
 MAR. 26, 2012

PROJECT NO.:
 5011285

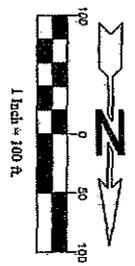
SHEET NO.:
B.03

Project No. 285 - Cor. of Elm & ... 2012 Used as per ... 2012 Used as per ...

NOTE: APPROXIMATE CENTERLINE OF HIGHWAY 92 = STA. 0+00



SCALE: 1" = 100'
 REVISIONS:
 FIELD BOOK: NA
 DRAWN BY: KJB
 APPROVED: BAK



SHEET NO.:
D.01

PROJECT NO.:
 5011285

DATE:
 MAR. 26, 2012

SHEET TITLE:
PLAN

**HIGHWAY 432
 RESURFACING PROJECT
 OSKALOOSA, IOWA**

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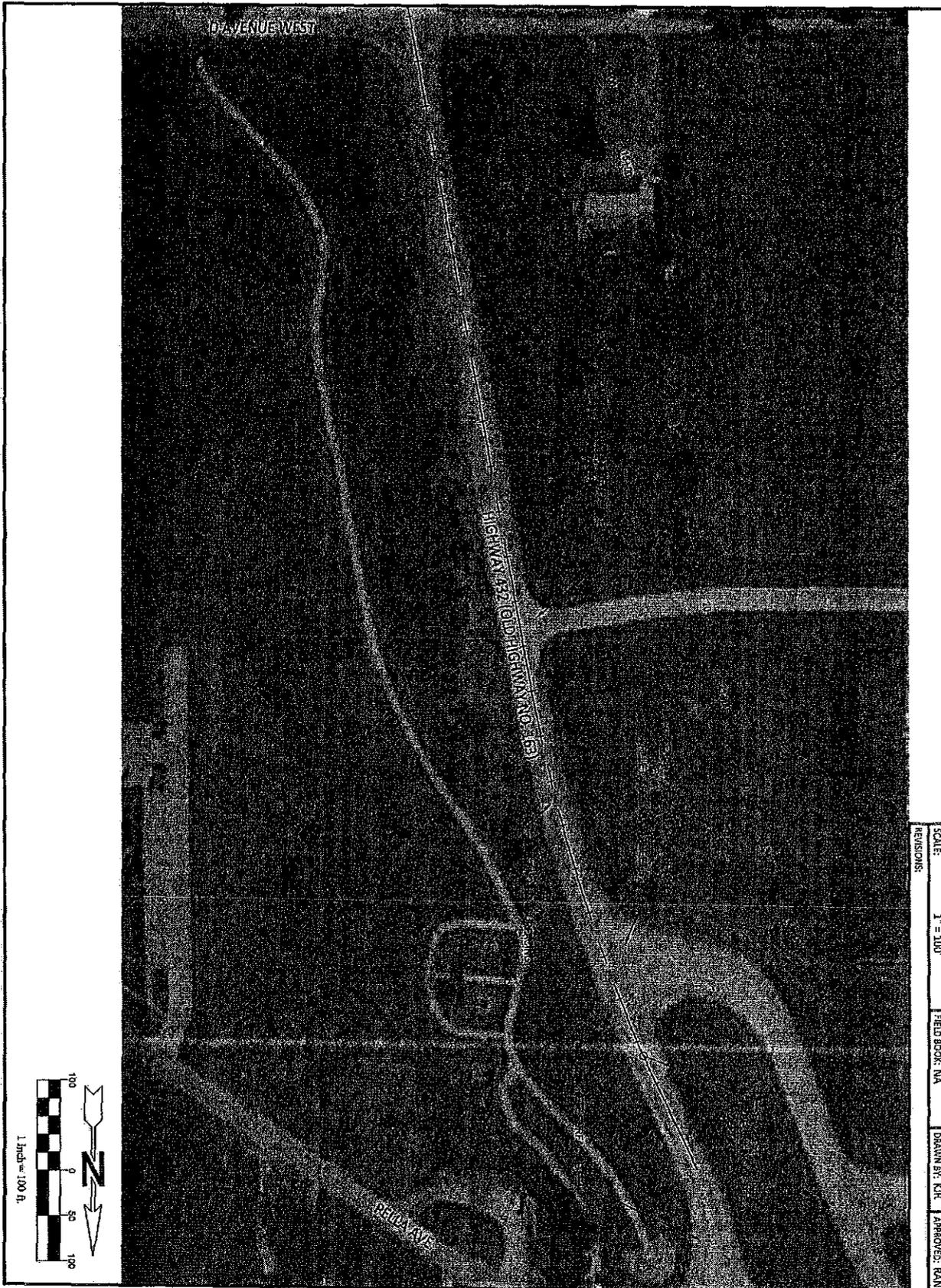
**G GARDEN & ASSOCIATES, LTD.
 ENGINEERS & SURVEYORS**

1701 3rd Avenue East, Suite J
 P.O. Box 451
 Oskaloosa, Iowa 52577
 641.672.2526 Phone
 641.672.2093 Fax

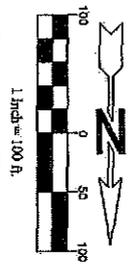
500 E. Taylor, Suite C
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 Creston, Iowa 50801
 641.782.4005 Phone
 641.782.4318 Fax

800.491.2524 Iowa Toll Free

email@gardenassociates.net



SCALE: 1" = 100'
 REVISIONS:
 FIELD BOOK: NA
 DRAWN BY: KJR
 APPROVED: RAN



SHEET NO.: D.02

PROJECT NO.: 5011285

DATE: MAR 28, 2012

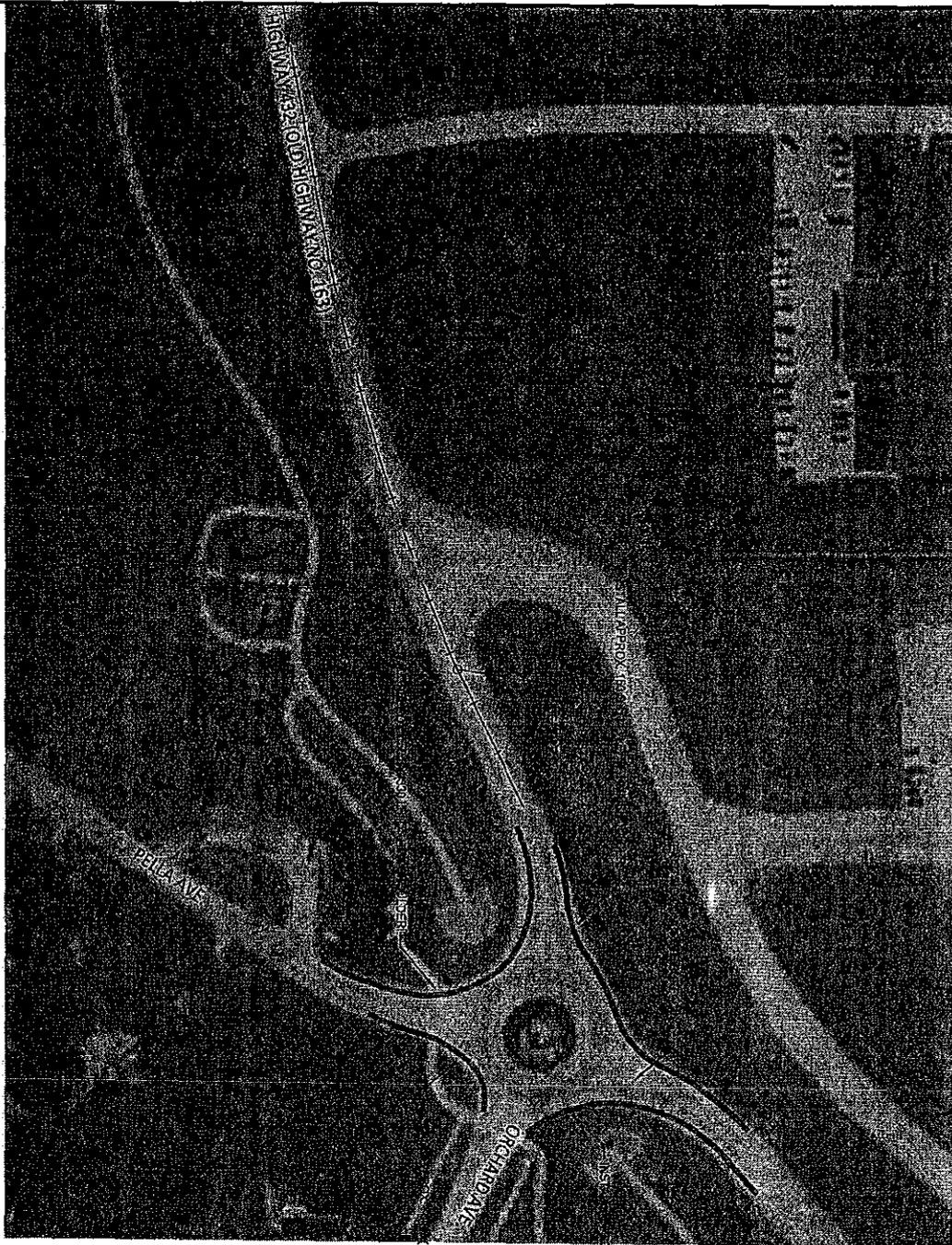
SHEET TITLE: PLAN
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ENGINEERS & SURVEYORS

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 Creston, Iowa 50801
 641.782.4005 Phone
 641.782.4118 Fax

800.491.2524 Iowa Toll Free
 #email@gardenassociates.net



SCALE: 1" = 100'
 FIELD BOOK: NA
 DRAWN BY: QJR
 APPROVED: RAN



166 LF OF HMA SHOULDER
 110 SY (250 LF) OF HMA SHOULDER

SHEET NO.: D.03

PROJECT NO.: 5011285

DATE: MAR. 28, 2012

SHEET TITLE
 PLAN

**HIGHWAY 432
 RESURFACING PROJECT
 OSKALOOSA, IOWA**

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GA GARDEN & ASSOCIATES, LTD.
ENGINEERS & SURVEYORS

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 641.782.4118 Fax

800.491.2524 Iowa Toll Free
 email@gardenassociates.net



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: Public Works Department,
Engineering Division

ITEM TITLE:

Consider a motion approving Amendment No. 1 to the Professional Services Agreement with Garden and Associates, LTD. for engineering services for the North Green Street Paving Project in the amount of twenty-eight thousand dollars (\$28,000).

EXPLANATION:

On February 16, 2010, City Council approved an agreement for professional services with Garden and Associates for the design of North Green Street Improvements. The original agreement totaled \$100,000. The North Green Street pavement project was put out to bid in early March and bids were opened on April 5, 2012. The scope and cost of the project has increased due to an additional 500 feet of pavement improvements on North Green Street and extensive work required for easement acquisition. An amendment to the existing agreement with Garden and Associates is therefore required. The proposed amendment to the original agreement will increase the total cost of professional services from \$100,000 to \$128,000.

Design & Bid Phase, ROW & Construction Easement, and Utility locates staking services:	\$62,000.00
Construction Phase services:	\$66,000.00
Total:	\$128,000.00

BUDGET CONSIDERATION:

Funds are available to complete this project in the 2012 budget, account number 320-2010-6490, in the amount of \$128,000 for the North Green Street Professional Services.

RECOMMENDED ACTION:

Staff recommends approval of this item as presented.

ATTACHMENTS:

Letter from Garden & Associates, and Revised Agreement.



GARDEN & ASSOCIATES, LTD.

1701 3rd Avenue East, Suite 1 • P.O. Box 451 • Oskaloosa, IA 52577

Phone: 641.672.2526 • Fax: 641.672.2091

April 9, 2012

Akhilesh Pal
Public Works Director
City of Oskaloosa
804 South D Street
Oskaloosa, IA 52577

Re: North Green Street Improvement
Oskaloosa, Iowa
G&A 5010024

Dear Akhilesh:

Enclosed herewith are two copies of Amendment No. 1 to the engineering agreement between the City of Oskaloosa, Iowa and Garden & Associates, Ltd. for the referenced project. As discussed, this amendment is for additional services associated with the increased scope of the project.

Please review and if everything is in order, present it to the City Council for approval. If approved, please have the Mayor sign both copies, return one to us and keep the other for your file.

If you have questions, please don't hesitate to call.

Sincerely,
GARDEN & ASSOCIATES, LTD.

Robert A. Nielsen, P.E.

RAN/ng

ENGINEERS AND SURVEYORS
OSKALOOSA, IOWA CRESTON, IOWA

**AMENDMENT NO. 1
TO
AGREEMENT BETWEEN
THE CITY OF OSKALOOSA, IOWA
AND
GARDEN & ASSOCIATES, LTD.
FOR
GREEN STREET IMPROVEMENT PROJECT
OSKALOOSA, IOWA**

WHEREAS, the City of Oskaloosa, Iowa (OWNER) and Garden & Associates, Ltd. (ENGINEER) entered into an Agreement to provide professional engineering services for the Green Street Improvement Project; and

WHEREAS, the OWNER has increased the scope of work by changing the end of the project from 800 feet north of 238th Street to 1,300 feet north of 238th Street.

NOW, THEREFORE, the existing Agreement by and between the OWNER and ENGINEER dated February 22, 2010 is hereby amended as follows:

EXHIBIT C

On Page 1 of Exhibit C, delete paragraph C4.01 A.3. in its entirety and substitute the following:

“3. The total compensation for services under paragraph C4.01 shall not exceed the following amounts:

Design Phase, Bid Phase, preparation of right-of-way and construction easement plats, and staking for utility relocations.	\$62,000
Construction Phase	\$66,000”

On Page 1 of Exhibit C, delete the first sentence of paragraph C4.01 A.8. and substitute the following:

“The Standard Hourly Rates Method of Payment is conditioned on Contract Times to complete the Work not exceeding 15 weeks (75 working days).”

IN WITNESS THEREOF, the parties hereto have executed this Amendment to the said existing Agreement dated February 22, 2010.

OWNER:

THE CITY OF OSKALOOSA, IOWA

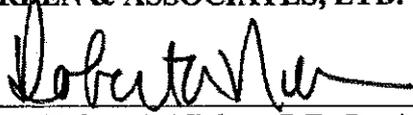
BY _____
Dave Krutzfeldt, Mayor

DATE _____

ATTEST: _____

ENGINEER:

GARDEN & ASSOCIATES, LTD.

BY 
Robert A. Nielsen, P.E., President

DATE 4/9/12

ATTEST: 

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: WASTEWATER DIRECTOR

ITEM TITLE:

Consider a motion approving Change Order No. 1 for the North 7th & J Avenue East Sanitary Sewer Improvements Project to Synergy Contracting in the amount of six thousand dollars (\$6,000.00).

EXPLANATION:

While inspecting the work on the North 7th & J Avenue East Sanitary Sewer Improvements Project, wastewater personnel discovered the sanitary sewer approximately 150' south of the aerial crossing was exposed and broken. The aerial crossing located west of 619 North 7th Street will be replaced as part of the project. The damaged sewer was not included in the scope of work for the North 7th project. In total, 100' of 8" sanitary sewer pipe needs replacing. Synergy Contracting submitted a bid of \$60/ft. This includes tree removal, materials and labor. Two local contractors submitted a bid of \$100/ft. and \$130/ft. for the work.

RECOMMENDED ACTION: Staff recommends approval of Change Order No. 1 for the North 7th & J Avenue East Sanitary Sewer Improvements Project to Synergy Contracting in the amount of \$6,000.00.

BUDGET CONSIDERATION: An additional impact of \$6,000.00 on the North 7th & J Avenue East Sanitary Sewer Improvements Project Fund.

ATTACHMENTS:

Change Order No. 1.



Change Order

PROJECT: N 7TH J AVE SANITARY SEWER Change Order: 1

SYNERGY PROJECT NO.: 113600K

OWNER: CITY OF OSKALOOSA, IA DATE ISSUED: 04/06/12

Synergy Contracting LLC is hereby directed to perform the work, as listed below. The person authorizing this work is recognized as either the Owner or Owner's representative, and is authorized to direct the change in work.

DESCRIPTION:

100' SANITARY SEWER (8"), SOUTH OF NEW MANHOLE # 126.
PRICE INCLUDES, LABOR, MATERIALS & BRUSH CLEARING. ALL TREES & BRUSH WILL BE PUSHED TO SIDE OF THE R.O.W.
WORK IS DUE TO DISCOVERY OF EROSION OF CREEK BANK + DECAY OF EXISTING CLAY PIPE, SOUTH OF MANHOLE # 126.

NOTES:

COST OF CHANGE ORDER
100' @ \$60⁰⁰ PER FT = \$6000⁰⁰

Signed by: [Signature] Date: 4/6/12 Representing: SYNERGY CONTRACTING
cc: [Signature]
File: [Signature]

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: Planning & Zoning Commission

ITEM TITLE:

Reconsider a resolution authorizing an Encroachment Agreement for the Optimist Club's Flag Project within the City of Oskaloosa.

EXPLANATION:

The Mayor was recently approached by two members of the prevailing vote on this item. They have requested this item be reconsidered by the City Council.

City staff received a request from the Optimist Club of Oskaloosa to set out American flags within the public right-of-way in Oskaloosa for up to six holidays throughout the year. The request included waiver any fees associated with the flag project due to the patriotic and philanthropic nature of the request. However, the Optimist Club would require a fee from the property owner for the placement of a flag during the holidays, and the fee would be a fund raiser for the Optimist Club.

The Planning and Zoning Commission considered the initial request their meeting on March 14, 2012. Their recommendation, on a five to zero (5-0) vote, was to recommend approval of the request with stipulations to maintain a 3 foot minimum setback from the flags to the curb and gutter, install only one flag per street frontage on residential properties, and allow multiple flags on commercial properties with a 25 foot separation between flags. Staff supported the intent of the flag project but did not recommend encroachment of the right-of-way.

City Council considered the request at the March 19, 2012 city council meeting. Council voted 5 to 2 to deny the request. Since that time council members who voted against approval of the request have asked that the matter be reconsidered.

If the flag project is approved by the city council, no permits will be required within city corporate boundaries. However, staff should approve the method of installation.

RECOMMENDED ACTION:

Staff does not support right-of-way encroachment and recommends flags be placed on private property as specified in the existing code. At their meeting on March 14, 2012

the Planning and Zoning Commission recommended approval of the request with stipulations.

BUDGET CONSIDERATION: Not applicable.

ATTACHMENTS:

Resolution and Encroachment Agreement.

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING AN ENCROACHMENT AGREEMENT BETWEEN THE CITY OF
OSKALOOSA AND THE OPTIMIST CLUB OF OSKALOOSA, PERMITTING THE
ENCROACHMENT OF AMERICAN FLAGS LOCATED IN THE STREET RIGHT-OF-WAY
THROUGHOUT THE CITY OF OSKALOOSA**

WHEREAS, the area of the encroachment is within the City of Oskaloosa, Iowa, as a whole, and individual projects are subject to the review and approval, by City Staff, all aspect of design including, but not limited to, conformance to all City, state and federal codes.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby approves this Encroachment Agreement on behalf of the City and upon signature of the Mayor, the City Clerk is authorized to file said agreement.

PASSED AND APPROVED the _____ day of _____ 2012.

David Krutzfeldt, Mayor

Attest:

Amy Miller, City Clerk

**AGREEMENT BETWEEN THE OPTIMIST CLUB OF OSKALOOSA AND THE CITY OF
OSKALOOSA FOR ENCROACHMENT OF AMERICAN FLAGS LOCATED IN THE STREET
RIGHT-OF-WAY WITHIN THE CITY OF OSKALOOSA, IOWA.**

This Agreement is entered into by and between the City of Oskaloosa, Iowa, hereinafter known in this Agreement as the "City" and The Optimist Club of Oskaloosa, caretakers of the American Flags.

PROPERTY DESCRIPTION

Encroachment shall be in City-owned Street right-of-way within the City of Oskaloosa.

PROJECT DESCRIPTION

The encroachment will be American Flags located within the approved right-of-way during no more than six patriotic holidays during the calendar year. No street right-of-way encroachment shall be approved on major thoroughfares without prior review of this Agreement with city officials.

TERMS OF AGREEMENT

1. The City hereby grants The Optimist Club of Oskaloosa permission to encroach into the street right-of-way, as described above.
2. The City agrees to waive the one-time encroachment fee given the patriotic and philanthropic nature of the request.
3. The Optimist Club of Oskaloosa agrees to keep the allowed improvements in good repair, maintain the same in a clean and orderly manner, and remove flags at the end of the holiday in a timely fashion.
4. Locates for public utilities shall be required prior to placement of the inserts into the right-of-way. In addition, The Optimist Club of Oskaloosa shall be responsible for removing and/or replacing all inserts at such time that they are required to do so for public improvements.
5. No flags shall be placed that will obstruct vision to the nearest traveled roadway and/or prevent visibility of traffic control signage and/or extend into a street or sidewalk in a manner that would create a traffic hazard. Any flag that would extend across a sidewalk shall be placed at minimum height of seven (7) feet.
6. All flag/insert locations shall be marked and reviewed and approved by Public Works Department staff prior to the location of said inserts.
7. In the event of an occurrence within the agreed upon encroachment area which would result in a claim, demand or suit being made or brought against the City based on, arising from or involving, the presence of the allowed improvements The Optimist Club of Oskaloosa expressly agrees to indemnify, defend, and hold

harmless the City from any and all costs, expenses, demands, claims, judgments or liabilities of any kind incurred, including attorney fees and court costs, as a result of such action.

8. This encroachment shall become effective upon signing of agreement and subject to all plans being approved by the City of Oskaloosa and the issuance of all permits.
9. All flag/insert locations shall not interfere with right-of-way tree locations and any such flag/insert locations shall be relocated by The Optimist Club of Oskaloosa should any additional trees be planted within the right-of-way.
10. All flag/insert locations shall maintain a 3 foot minimum setback from the flag poles to the curb and gutter.
11. All residential properties shall be restricted to only one flag per street frontage.
12. All commercial properties will be allowed multiple flags with 25 feet separation between flags.

TERMINATION

In the event that either party would decide to cancel this agreement, the party wishing to terminate shall notify the other party in writing 30 days prior to termination of this Agreement. Written notice shall be made through first class mail to the other party. In the event that the City would desire to terminate, it would send notice to The Optimist Club of Oskaloosa, Attn: R. D. Keep, 1410 Westfield Drive, Oskaloosa, Iowa 52577. If The Optimist Club of Oskaloosa would desire to terminate this Agreement they would send notification to the City in care of the City Manager, 220 South Market Street, Oskaloosa, Iowa 52577.

In the event this Agreement is terminated, The Optimist Club of Oskaloosa would be responsible for removing the pipes placed in the right-of-way. If the pipes are not removed within 30 days from the date of termination, the City shall cause the pipes to be removed and assess all associated cost to The Optimist Club of Oskaloosa per Section 364.12(2) of the Code of Iowa.

ASSIGNMENT

This Agreement is solely between the City and The Optimist Club of Oskaloosa. If The Optimist Club of Oskaloosa sells or transfers ownership of the flags, a new Encroachment Agreement must be requested from the City and if all terms are agreed to, a new Agreement will be issued to the new owners. Upon sale or transfer of ownership, this Agreement would become null and void and removal of encroachment must be made within 30 days from the termination of this Agreement, unless a new Agreement is in place.

Signed this _____ day of _____, 2012.

City of Oskaloosa, Iowa

The Optimist Club of Oskaloosa

David Krutzfeldt, Mayor

Chairperson, The Optimist Club of
Oskaloosa

ATTEST:

Amy Miller, City Clerk

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: COUNCIL
APPOINTED STAFF

ITEM TITLE: REPORT ON ITEMS FROM CITY STAFF.

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

EXPLANATION:

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

BUDGET CONSIDERATION:

Not applicable, report(s) only.

ATTACHMENTS: None.

OSKALOOSA
IOWA



CITY COUNCIL COMMUNICATION

MEETING DATE: April 16, 2012

REQUESTED BY: 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.