



**City of Oskaloosa  
City Council Meeting Regular Session  
Council Chambers  
City Hall, 220 S. Market Street  
Oskaloosa IA, 52577  
Agenda  
March 2, 2015**

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

**1. Invocation: Andy Baker, Director of Outreach and Assimilation, Central Reformed Church**

**2. Pledge of Allegiance.**

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

**3. Roll Call**

\_\_\_\_ Mayor David Krutzfeldt, Council Members:

\_\_\_\_ Caligiuri, \_\_\_\_ Jimenez, \_\_\_\_ Moore, \_\_\_\_ Van Zetten, \_\_\_\_ Ver Steeg,

\_\_\_\_ Walling, \_\_\_\_ Yates.

Documents: [20150302 AGENDA ITEMS 1-3.DOCX](#)

**4. Community Comments.**

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

Documents: [20150316 AGENDA ITEM COMMUNITY COMMENTS.DOCX](#)

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

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

Documents: [CONSENT AGENDA SUMMARY.DOCX](#), [20150302 - BOARD AND COMMISSION MINUTES.DOCX](#)

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

1. February 17, 2015 Regular City Council Meeting Minutes
2. March 2, 2015 Agenda

Documents: [CITY COUNCIL MINUTES FEBRUARY 17. 2015.DOC](#)

**B. Receive and file minutes of Boards and Commissions**

Any recommendations contained in minutes become effective upon passage.

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

1. February 2, 2015 Airport Commission Minutes
2. December 9, 2014 Water Board Work Session Minutes
3. December 15, 2014 Water Board Regular Meeting Minutes
4. January 5, 2015 Water Board Special Meeting Minutes
5. January 19, 2015 Water Board Regular Meeting Minutes

Documents: [20150202 AIRPORT COMMISSION MINUTES.PDF](#), [20151209 WB MINUTES COMPLETE.PDF](#), [20151215 WB MINUTES COMPLETE.PDF](#), [20150105 WB SPECIAL MEETING MINUTES.DOCX](#), [20150119 WB REGULAR MEETING MINUTES.DOCX](#)

**C. Consider approval of a renewal application from Class E Liquor License with Carryout Wine & Beer and Sunday Sales from Hy-Vee, Inc. dba Hy-Vee, 110 South D Street.**

Who is submitting this City Clerk/Finance Department item.

Documents: [20150302 HY-VEE LICENSE.DOC](#)

**D. Consider payment of claims for February 2015.**

Who is submitting this City Clerk/Finance Department item.

Documents: [CITY COMM-CLAIMS.DOCX](#), [MANUAL CHECK REPORT 02242015.PDF](#), [COUNCIL CLAIMS LIST 02242015.PDF](#), [CLAIMS OVER 500.PDF](#)

**E. Consider appointment to the Oskaloosa Municipal Housing Agency.**

Who is submitting this City Manager Department item.

Documents: [20150302 OMHA APPOINTMENT.DOCX](#), [TIFFANY KORN APPLICATION.PDF](#)

**F. Consider a resolution approving an Engagement Agreement with Ahlers and Cooney, P.C., in its capacity as Bond Counsel, to the city of Oskaloosa, Iowa in connection with the issuance of bonds, notes and other obligations not to exceed \$9,200.**

Who is submitting this City Clerk/Finance Department item.

Documents: [CITY COMM-ENGAGEMENT AGREEMENT.DOCX](#), [RESOLUTION ENGAGEMENT AGREEMENT.DOC](#), [ENGAGEMENT AGREEMENT.PDF](#)

**G. Consider a resolution approving a Continuing Disclosure Policy.**

Who is submitting this City Clerk/Finance Department item.

Documents: [20150302 CITY COMM DISCLOSURE POLICY.DOCX](#), [RESOLUTION APPROVING CONTINUING DISCLOSURE POLICY.DOCX](#), [CONTINUING DISCLOSURE POLICY.DOCX](#)

- H. **Consider an ordinance amending Oskaloosa Municipal Code, Chapter 13.08, Section 13.08.570 - User charge, for the purpose of providing necessary funding associated with the operation and maintenance of the city's wastewater treatment works. (3rd reading)**

Who is submitting this item. City Manager Department

Documents: [20150302 SEWER FEE INCREASE 3RD READING.DOCX](#), [20150302 USER FEE ORDINANCE.DOC](#), [20150302 SEWER CHARGE CASHFLOW.PDF](#), [SEWER RATE SURVEY.PDF](#)

- I. **Consider a resolution transferring ownership of the outdoor storm warning siren system from the City of Oskaloosa to Mahaska County Emergency Management Commission.**

Who is submitting this item. Fire Department

Documents: [20150302 ITEM STORM SIREN RESOLUTION.DOCX](#), [STORM SIREN RESOLUTION WITH EXHIBIT A DOCX WORD DOC .DOCX](#)

- J. ----- **END OF CONSENT AGENDA** -----

## 6. Announcement of Vacancies

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

- Airport Commission - One vacancy to fill upon appointment for an unexpired term that ends December 31, 2015. This is a five member board that typically meets the first Monday of the month. (4 males currently serve with 1 vacancy)
- Building Code Board of Appeals - One vacancy to fill upon appointment to serve at the pleasure of the Mayor. This is a five member board that meets as needed. (3 males and 1 female currently serve with 1 vacancy)
- Historic Preservation Commission - One vacancy to fill upon appointment for an unexpired term that ends December 31, 2015. This is a seven member board that meets as needed. (2 males and 4 females currently serve with 1 vacancy)
- Library Board - Three vacancies for six year terms that begin July 1, 2015 and end June 30, 2021. This is a nine member board that typically meets the fourth Monday of the month. (4 males and five females currently serve)
- Planning and Zoning Commission - Two vacancies for five year terms that begin May 1, 2015 and end April 30, 2020. This is a seven member board that typically meets as needed on the second Monday of the month. (4 males and 3 females currently serve)

Documents: [20150302 BOARD AND COMMISSION VACANCIES.DOCX](#)

## 7. Regular Agenda

Documents: [20150316 AGENDA ITEM - REGULAR ACTION ITEMS.DOCX](#)

- A. **Consider a resolution instituting proceedings to take additional action for the issuance of not to exceed \$1,015,000 General Obligation Capital Loan Notes. (PUBLIC HEARING)**



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

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

Documents: [20150316 REPORTS FROM STAFF.DOCX](#)

#### **9. City Council Information**

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

Documents: [20150316 CITY COUNCIL INFORMATION.DOCX](#)

#### **10. Adjournment**

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

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



## City Council Communication

Meeting Date: March 2, 2015

Requested By: Mayor & City Council

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

1. Invocation: Andy Baker, Director of Outreach and Assimilation, Central Reformed 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: March 16, 2015

Requested By: Mayor & City Council

<b>Item Title: Community Comments</b>
<b>Explanation:</b> <p>This item is reserved to receive comments from the community for concerns whether or not they are included in the current agenda. The community is encouraged to come and speak before the Mayor and City Council and asked to keep statements brief. Time shall be limited to no more than three minutes. Any questions are to be asked of the City staff, Council Members, or the Mayor prior to speaking to the full Council so concerns may be properly researched and answered away from the meeting. Comments are to be directed to the Mayor and City Council only.</p>
<b>Budget Consideration:</b> <p>Not applicable.</p>
<b>Attachments:</b> <p>None.</p>

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

- Item A. Minutes and reports from city council meetings.**  
Staff recommends council receive and file these documents.
- Item B. Board and Commission Minutes:**  
Staff recommends council receive and file these documents.
- Item C. Consider approval of a renewal application from Class E Liquor License with Carryout Wine & Beer and Sunday Sales from Hy-Vee, Inc. dba Hy-Vee, 110 South D Street.**  
- No complaints received.
- Item D. Consider payment of claims for February 2015.**
- Item E. Consider appointment to the Oskaloosa Municipal Housing Agency.**
- Item F. Consider a resolution approving an Engagement Agreement with Ahlers and Cooney, P.C., in its capacity as Bond Counsel, to the city of Oskaloosa, Iowa in connection with the issuance of bonds, notes and other obligations not to exceed \$9,200.**
- Item G. Consider a resolution approving a Continuing Disclosure Policy.**
- Item H. Consider an ordinance amending Oskaloosa Municipal Code, Chapter 13.08, Section 13.08.570 - User charge, for the purpose of providing necessary funding associated with the operation and maintenance of the city's wastewater treatment works. (3rd reading)**
- Item I. Consider a resolution transferring ownership of the outdoor storm warning siren system from the City of Oskaloosa to Mahaska County Emergency Management Commission.**



## City Council Communication

Meeting Date: March 2, 2015

Requested By: City Manager's Office

### Item Title: CONSENT AGENDA

#### Explanation:

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

- A. Approval of Council Minutes and Actions, subject to corrections, as recommended by the City Clerk.
  - 1. February 17, 2015 City Council Regular Meeting Minutes
  - 2. March 2, 2015 Agenda
  
- B. Receive and file the following reports and communications from advisory and operating boards and commissions:
  - 1. February 2, 2015 Airport Commission Minutes
  - 2. December 9, 2014 Water Board Work Session Minutes
  - 3. December 19, 2014 Water Board Regular Meeting Minutes
  - 4. January 5, 2015 Water Board Special Meeting Minutes
  - 5. January 19, 2015 Water Board Regular Meeting Minutes

#### Budget Consideration:

Not applicable.

#### Attachments:

February 17, 2015 City Council Regular Meeting Minutes  
February 2, 2015 Airport Commission Minutes  
December 9, 2014 Water Board Work Session Minutes  
December 19, 2014 Water Board Regular Meeting Minutes  
January 5, 2015 Water Board Special Meeting Minutes  
January 19, 2015 Water Board Regular Meeting Minutes

OSKALOOSA CITY COUNCIL  
REGULAR MEETING  
February 17, 2015

The Oskaloosa City Council met in regular session on Tuesday, February 17, 2015, at 6:00 p.m. with Mayor Krutzfeldt presiding and the following members answering roll call: Caligiuri, Jimenez, Moore, Ver Steeg, Walling and Yates. Absent: Van Zetten.

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

1. February 2, 2015 City Council Regular Meeting Minutes
2. February 17, 2015 Agenda
3. Receive and file the following reports and communications from advisory and operating boards and commission:
  - a. January 26, 2015 Library Board of Trustees Minutes
  - b. January 27, 2015 Board of Adjustment Minutes
4. Renewal application for a Class C Liquor License from Harry L. Anderson Post #34 Iowa Department dba Harry Anderson Post #34 American Legion, 302 High Avenue East.
5. Renewal application for a Class B Beer Permit with Outdoor Service and Sunday Sales from MK Golf Shops dba Matt Sherlock PGA PRO, 1608 Edmundson Drive.
6. Renewal application for a Class C Liquor License with Sunday Sales from the KlubHouse LLC, 607 High Avenue West.
7. Receive and file financial reports for January 2015.

The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

It was moved by Jimenez, seconded by Moore to approve the appointment of Linda Russell to the Oskaloosa Municipal Housing Agency for a two year term that ends February 28, 2017. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

Jimenez introduced "AN ORDINANCE AMENDING THE OSKALOOSA, IOWA CITY CODE TITLE 12 STREETS, SIDEWALKS, AND PUBLIC PLACES BY ADDING CHAPTER 12.46 FARMERS AND PUBLIC MARKETS" and moved its approval on the third reading. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said ordinance duly adopted. The ordinance was assigned No.1371.

Jimenez introduced "AN ORDINANCE AMENDING OSKALOOSA, IOWA CITY CODE 12.48 MISCELLANEOUS REGULATIONS BY ADDING PROVISIONS PERTAINING TO COMMUNITY GARDENS" and moved its approval on the third reading. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said ordinance duly adopted. The ordinance was assigned No. 1372.

Jimenez introduced Resolution No. 15-02-09 entitled "A RESOLUTION ADOPTING THE OSKALOOSA COMMUNITY GARDEN RULES AND GUIDELINES" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Jimenez introduced Resolution No. 15-02-10 entitled "RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$1,015,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE CITY OF OSKALOOSA, STATE OF IOWA (FOR ESSENTIAL CORPORATE PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Chris Milburn, 411 North 6<sup>th</sup> Street, addressed City Council regarding his request for a reduction in sanitary sewer charges for the property located at 819 C Avenue East.

It was moved by Moore, seconded by Jimenez to approve a reduction of \$664.13 in the sanitary sewer charges for the property at 819 C Avenue East. The roll was called and the vote was:

AYES: Jimenez, Moore and Ver Steeg

NAYS: Caligiuri, Walling and Yates

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

It was moved by Walling, seconded by Ver Steeg to approve a reduction of \$332.07 in the sanitary sewer charges for the property at 819 C Avenue East. The roll was called and the vote was:

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

NAYS: Yates

Whereupon the Mayor declared said motion approved.

Brianna Bartlett, president of FACE, Sarah Kargol, art center director, and Matt Kargol addressed the City Council regarding development of an Oskaloosa Arts and Culture Commission.

It was moved by Yates, seconded by Caligiuri to explore the proposed development of an Oskaloosa Arts and Culture Commission. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

The Mayor announced this was the time and place for the public hearing on approval of the plans, specifications, form of contract, and estimated cost for the E Avenue East and North 12<sup>th</sup> Street Reconstruction Project and that citizens would now have the opportunity to comment. No oral or written comments were received. The Mayor declared said hearing closed.

Caligiuri introduced Resolution No. 15-02-11 entitled "RESOLUTION TO APPROVE FINAL PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATED COST FOR THE E AVENUE EAST & NORTH 12<sup>TH</sup> STREET RECONSTRUCTION PROJECT" and moved its approval. Jimenez seconded the motion. The roll was called and the vote was:

AYES: Caligiuri, Jimenez, Moore, and Yates

NAYS: Ver Steeg and Walling

Whereupon the Mayor declared said resolution duly adopted.

It was moved by Ver Steeg, seconded by Jimenez to reject the bids for the E Avenue East & North 12<sup>th</sup> Street Reconstruction Project. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

Caligiuri introduced Resolution No. 15-02-12 entitled "A RESOLUTION OF THE CITY COUNCIL OF OSKALOOSA AWARDING A CONTRACT TO CORNERSTONE EXCAVATING INC. FOR AN AMOUNT NOT TO EXCEED \$1,656,741.80 AND APPROVING A CONSTRUCTION CONTINGENCY NOT TO EXCEED \$83,000.00 FOR THE 3<sup>RD</sup> AVENUE EAST RECONSTRUCTION PROJECT" and moved its approval. Ver Steeg seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Moore introduced Resolution No. 15-02-13 entitled "A RESOLUTION AUTHORIZING AN AGREEMENT WITH HR GREEN INC. IN AN AMOUNT NOT TO EXCEED \$374,600.00 FOR THE CITY OF OSKALOOSA ENVIRONMENTAL PROTECTION AGENCY (EPA) BROWNFIELDS AREA-WIDE HAZARDOUS

SUBSTANCES AND PETROLEUM ASSESSMENT” and moved its approval. Caligiuri seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Moore introduced “AN ORDINANCE REVISING USER CHARGES IN THE CITY OF OSKALOOSA, IOWA, SECTION 13.08.570 – USER CHARGE, TO PROVIDE FUNDS NEEDED FOR EXPENSES ASSOCIATED WITH THE CITY’S WASTEWATER TREATMENT WORKS” and moved its approval on the second reading. Yates seconded the motion. The roll was called and the vote was:

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

NAYS: None

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

After a five minute recess approved by a consensus of City Council, City Manager Michael Schrock present a Budget Update for Fiscal Year 2015 and 2016.

It was moved by Ver Steeg, seconded by Caligiuri that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 7:46 p.m.

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David Krutzfeldt, Mayor

ATTEST:

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Amy Miller, City Clerk

**MINUTES  
OSKALOOSA AIRPORT COMMISSION**

**February 2, 2015**

Meeting of the Oskaloosa Airport Commission was called to order at 4:30 p.m. on Monday, February 2, 2015.

1. **ROLL CALL:** Roll was taken with the following present: Steve Brown, Kraig Van Hulzen, James Johnson, Larry Lewis, and Jerry Strunk [Midwest Aviation].
2. **APPROVAL OF THE MINUTES:** Moved by Kraig Van Hulzen and seconded by Larry Lewis to approve the minutes of the January 7, 2015 meeting. Motion carried.
3. **FINANCIAL REPORT:** Moved by James Johnson and seconded by Larry Lewis to approve the financial report. Motion carried.
4. **REVIEW AND APPROVE BILLS:** Moved by Larry Lewis and seconded by James Johnson to pay bills totaling \$18,751.48. Motion carried. Jerry Strunk will contact Atwood Electric in reference to their bill for \$1,014.76 to ask about credit for the light fixture that was replaced. The first fixture they installed by the fuel pumps did not provide adequate light.
5. **MANAGER'S REPORT:** See attached.
6. **OLD BUSINESS:**
  - a. **Pavement rehabilitation project:** Brad Uitermarkt of Garden & Associates will attend the March meeting to set the bid date.
  - b. **Tiling repair:** Craig Hall has been unable to inspect the areas in need of repair due to weather conditions.
7. **NEW BUSINESS:**
  - a. **Lighting in maintenance hangar:** Jerry Strunk asked to discuss the outdated florescent lighting in the maintenance hangar. He will contact Atwood Electric for a proposal and will check with MidAmerican Energy to see if any rebate is available.
  - b. **March meeting date:** The date of March 2, 2015 was acceptable to everyone. It was asked if the meeting could be moved to the City Hall. Steve Brown will check to see if the meeting room is available.
8. **Adjourn:** It was moved by Larry Lewis to adjourn at 4:56 p.m. James Johnson seconded. Motion carried.

# **MWA@OOA**

**January 2015**

## **Oskaloosa, IA. Municipal Airport Monthly Report**

**Fuel Sales: 100LL (\$5.37 ) 835 gal.; Jet A (\$5.40) (337gal).**

**Total fuel sales For Jan. 2015=1172 gal X .05= \$59.00.**

**Plus telephone: \$15.28.**

**Total owed OOA= \$74.28.**

- **Shop work still steady.**
- **Flight ops down due to weather.**
- **Aircraft sales are looking good.**
- **Not much to report for January 2015. WX & wind is the main topic.**
- **As of now, everything seems to be working at OOA.**
- **One day closer to spring.**

# **UP, UP AND AWAY @ OOA**

**OSKALOOSA WATER BOARD**  
**WORK SESSION**  
12/9/14

**Members Present:**

Joe Ryan  
Jon Zobel  
Mike Vore

**Others Present:**

Chad Coon  
Crystal Breuklander  
Justin Scholtus

A motion was made by Mike Vore and by Jon Zobel to approve the agenda as presented. The motion carried with all members voting yes.

The next agenda item was discussion of desired short, medium, and long term policy and the project objectives for the upcoming FY2015-2016 budget and the capital improvement plan for the FY2015-16 and beyond. There was discussion amongst all present about the capital improvement plan and how it was directly tied to street improvement projects being proposed by the City. Needs of OMWD's infrastructure were discussed at length as well. Chad was directed to re-list the priorities and bring that list back to the Board at a later date. Mike asked what OMWD needed to have in reserves to satisfy the SRF loan agreement with the Iowa Finance Authority. Chad stated that he understood that there were no provisions with regard to the reserves, but that OMWD needed to show 110% of operating expenses through rates/revenue to provide for a sufficiency of rates on the SRF loan. Chad stated that he would check with the Iowa Finance Authority to find the correct answer. Ways to fund upcoming projects were discussed as well. The discussion looked at several different options to handle the volume of upcoming projects.

Discussion of succession planning was next on the agenda. This item was discussed briefly and the general desire of the Board was to wait to make any changes at this time.

There being no further items to discuss, it was moved by Mike Vore and second by Jon Zobel to adjourn.

ATTEST

Meeting Adjourned 5:55 PM

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Joe Ryan – Chairman

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Jon Zobel – Secretary

**OSKALOOSA WATER BOARD**  
**SPECIAL SESSION**  
12/09/14

The Oskaloosa Water Department Board of Trustees met in special session Tuesday, December 9, 2014 at 4:00 PM with board members Zobel, Vore and Ryan present.

There were several agenda items discussed with no action taken on any item.

Motion was made for adjournment by Mike Vore. Jon Zobel second the motion. Ayes all, meeting adjourned. 5:55 PM.

Jon Zobel, Secretary

**OSKALOOSA WATER BOARD**  
**REGULAR MEETING**  
12/15/14

**Members Present:**

Joe Ryan  
Jon Zobel  
Mike Vore

**Others Present:**

Chad Coon  
Crystal Breuklander  
Justin Scholtus

A motion was made by Jon Zobel and by Mike Vore to approve the agenda as presented. The motion carried with all members voting yes.

Minutes of the 11/10/14 regular meeting, 11/20/14 and 12/4/14 Wastewater/Water Working Committee Meeting were read. A motion was made by Mike Vore to approve the minutes. The motion was by Joe Ryan. The motion carried with all members voting yes.

The attached vouchers totaling \$305,635.01 were presented for approval. A motion was made by Joe Ryan to approve the vouchers for payment. The motion was by Jon Zobel. The motion carried with all members voting aye. The Balance Statements were also reviewed. Motion by Mike Vore and second by Jon Zobel to approve balance statements. Ayes all, motion carried.

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1. The first item on the agenda was Customer Forum. There were no items presented.
2. The next item on the agenda was Consideration and Discussion of Marketing Agreement with HomeServe. This item was tabled at the last meeting. Chad informed the Board that he had requested and received the additional information from HomeServe that the Board had inquired about. He also stated that he had talked to a representative of another company that offers a similar product and has more clients enrolled across the United States. Chad asked the Board to Postpone Indefinitely the action on this item until such time as he had the opportunity to gather more information and present that to the Board. Motion by Jon Zobel to Postpone Indefinitely the action on this item. Second by Mike Vore. Ayes all, motion passed.
3. The next item was General Manager's Update. Chad discussed the updated 2014-2019 CIP Worksheet. This is the list of projects and equipment purchases for the next five years that was discussed at the previous week's work session. Chad then presented an updated version of the Water Enterprise Fund worksheet. This showed

CIP projects and equipment purchases as well as operating revenue and expenses, fund balances and possible rate increases. This worksheet showed that if rates continue at a 5% annual increase with no change in consumption, which appears to be declining on a yearly basis, and OMWD moves forward with all of the projects that the City is recommending as well as projects OMWD needs to pursue on its own infrastructure, that at the end of 5 years there would be an \$800,000 deficit where there is currently a fund surplus of \$1.1M. This topic was widely discussed amongst all Board members. Ways to fund these projects were discussed. One of the areas also talked about was replacing water meters and what progress has been made in that area. Chad discussed where OMWD was at with this process and where and when he saw this moving forward on a larger scale. It was also discussed to again ask the City if they would be willing to help fund the replacement of water meters. As far as options for funding projects, there were a few that were discussed to prevent deficit spending; not participate in some of the projects, borrow money (SRF loan), raise rates to support the level of spending, approach the City for assistance on infrastructure improvements. There will be more discussion on this topic moving forward. Chad also queried the Board on the topics of online bill pay, quarterly billing/monthly billing, and the website. With regard to online bill pay, Jon asked what it would take to move to electronic billing and eliminate postcard billing entirely. As this discussion evolved, then Jon also asked Crystal what would benefit OMWD the most in the front office to help reduce manual payment processing. Crystal answered that ACH (Automatic Clearing House) payments do the most right now to eliminate this work. Jon then asked what could be done to help steer customers to sign up for ACH. The possibility of offering an incentive was discussed and how to handle current customers who already use this service as well. The cost of offering online bill pay, as well as the cost for moving to monthly billing were talked about. It was mentioned that the Board may consider adding a line item for billing contingency fees on the upcoming budget to cover the possibility of making the move to either or both of these items. Chad cautioned that by doing so they also would affect the loan parity amount that must be covered to satisfy our SRF loan. Costs of moving forward with changes to the website were discussed. Chad was instructed to provide a cost comparison between keeping the website in-house and putting a page on the City's website.

4. Miscellaneous was the last agenda item. Chad added a leak in front of Heslinga Law Offices to the other two that were reported in the agenda.

There being no further items to discuss, it was moved by Jon Zobel and second by Mike Vore to adjourn.

ATTEST

Meeting Adjourned 5:36 PM

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Joe Ryan – Chairman

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Jon Zobel – Secretary

**OSKALOOSA WATER BOARD**  
**REGULAR MEETING**  
12/15/14

The Oskaloosa Water Department Board of Trustees met in regular session Monday December 15, 2014, at 5:00 PM with board members Ryan, Vore and Zobel present. The agenda was approved as presented. Minutes of the 11/10/14 regular meeting, 11/20/14 and 12/4/14 Wastewater/Water Working Committee Meeting were approved as presented, all ayes.

Following Warrants Allowed: (see attached sheet)

The first item on the agenda was Customer Forum. There were no items presented. Next on the agenda was Consideration and Discussion of Marketing Agreement with HomeServe. Motion by Zobel to postpone indefinitely. Second by Vore. Ayes all, motion passed.

The next two agenda items saw discussion by the Board of Trustees with no action taken. Motion was made for adjournment by Zobel. Vore seconded the motion. Ayes all, meeting adjourned. 5:36 PM.

Jon Zobel, Secretary

**OSKALOOSA WATER BOARD**  
**SPECIAL MEETING**  
1/5/15

**Members Present:**

Joe Ryan  
Mike Vore

**Others Present:**

Chad Coon  
Crystal Breuklander

A motion was made by Mike Vore and 2<sup>nd</sup> by Joe Ryan to approve the agenda as presented. The motion carried with all members voting yes.

1. The next agenda item was Proposed Budget Amendments to the 2014-2015 Budget. Chad and Crystal went through the amended budget items with the Board members. There was discussion about a decrease in unit sales and how that was affecting income and the increase in the drawdown from our reserves due to several items. Chad informed the Board that for fiscal year 2013-2014 production was the highest it had been since at least the 2002-2003 budget year, and that during the same time billed consumption went to its lowest volume. The need to take a deeper look at changing out meters was discussed. The budget was shown using no rate increase. Both Crystal and Chad went through the budget and discussed increases and decreases with the Board. The discussion turned towards what would be necessary for a rate increase. Mike suggested that staff go back and figure in a 10% rate increase.
2. The next agenda item was Proposed Budget for Fiscal Year 2015/2016. Chad and Crystal went through a couple of items for this. The unit sales and income forecast were discussed. Chad stated that due to this prior year's consumption declining to the lowest level seen in years, and the first six months of 2014-2015 being almost 9% lower than that, he planned revenue using the lowest consumption numbers. There was discussion about the need to see an expected increase for commodities on the O&M side of the budget. Mike and Joe thought that a 3% increase, due to inflation, in those costs would be appropriate. Chad and Crystal were directed to include those changes to the proposed budget. Using the spreadsheet "Water Enterprise Fund Updated for 2015+ CIP" the Board was able to look at predicted projects, revenue and expenses for the next 5 years. At the time of the meeting, it looked like with a 10% increase in rates for the remainder of this year the lowest reserves would drop to would be around \$440,000 in the 2016-2017 fiscal year. Chad talked about that being an uncomfortable number moving forward. The Board agreed to continue to work to address this issue.

3. Chad talked about the possibility of looking at changing rate structures and the work he had done to try and predict possible revenues based on that. At this time, the Board did not want to make any changes to the rate structure, but would continue to discuss this as an option moving forward.
4. Chad informed the Board that he had been asked by the City Manager about using one of OMWD's employees to help temporarily fill a vacancy in the waste water department until such time as the City could get that position filled. The Board agreed that they wanted to do what they could to help the City, and instructed Chad to move forward as he felt necessary.

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

ATTEST

Meeting Adjourned 5:58 PM

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Joe Ryan – Chairman

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Jon Zobel – Secretary

**OSKALOOSA WATER BOARD**  
**REGULAR MEETING**  
1/19/15

**Members Present:**

Jon Zobel  
Mike Vore

**Others Present:**

Chad Coon  
Crystal Breuklander

A motion was made by Mike Vore and 2<sup>nd</sup> by Jon Zobel to approve the agenda as presented. The motion carried with all members voting yes.

Minutes of the 1/5/15 special meeting and 12/15/14 regular meeting were read. A motion was made by Mike Vore to approve the minutes. The motion was 2<sup>nd</sup> by Jon Zobel. The motion carried with all members voting yes.

The attached vouchers totaling \$244,691.69 were presented for approval. A motion was made by Mike Vore to approve the vouchers for payment. The motion was 2<sup>nd</sup> by Jon Zobel. The motion carried with all members voting yes. The Financial Statements were also reviewed. Motion by Mike Vore and second by Jon Zobel to approve balance statements. Motion carried with all members voting yes.

1. The first agenda item was Public Hearing for Proposed Amendments to the 2014-2015 Budget. Motion by Jon Zobel to open the Public Hearing. Mike Vore second. Ayes all, Public Hearing open at 4:11 PM. Chad informed the Board that he had received no comments either written or oral regarding this matter. With that, Mike Vore made a motion to close the Public Hearing. Jon Zobel second. Ayes all, Public Hearing closed at 4:12 PM.
2. The next agenda item was Approval of Proposed Amendments to the 2014-2015 Budget. Motion by Mike Vore to approve the budget as amended. Seconded by Jon Zobel. Ayes all, motion passed.
3. The next agenda item was Public Hearing for the Proposed 2015-2016 Budget. Motion by Mike Vore to open the Public Hearing. Jon Zobel second. Ayes all, Public Hearing open at 4:16 PM. Chad informed the Board that he had received no comments either written or oral regarding this matter. With that, Mike Vore made a motion to close the Public Hearing. Jon Zobel second. Ayes all, Public Hearing closed at 4:17 PM.

4. The next agenda item was Approval of the Proposed 2015-2016 Budget. Motion by Mike Vore to approve the budget as presented. Seconded by Jon Zobel. Ayes all, motion passed.
5. The next agenda item was Customer Forum. Chad informed the Board that there were no items to present at this time.
6. General Manager's Update was next on the agenda. Chad talked to the Board about several items. Chad was asked at the last meeting about comparing metered sales percentages from July – December 2013 to the same time period for 2014. He noted that in 2013 sales were at 50.50% ending in December while in 2014 sales were only at 48.59%. Chad also informed the Board about costs for the Water Department's website. The Board felt it would be most cost effective and harmonious to move forward with putting OMWD's site on the City's webpage. Chad informed the Board that there would be a Public Hearing next month for the proposed 10% rate increase. He discussed the logging operation that had started out at the plant, and the fact that the modular home had been removed from the office grounds. He informed the Board that he had received a rough draft of the annual audit and that there were no noted deficiencies. He updated the Board on the progress of the Water/Waste Water committee and issues arising therefrom. He then talked to the Board about looking at entering into a maintenance agreement for the wells out at the plant. He discussed why he felt it would be a good idea. The Board questioned the proposals and where the cost savings would come from. Chad was instructed to gather a list of expenses for the last 5-7 years and to compare those expenditures to what would be spent on the maintenance agreement and also what work would be covered. Chad was instructed to present this information to the Board at the next regular meeting. Chad then talked to the Board about moving forward with engineering services for the Carbonado Road project. Mike asked about proceeding with regard to Community Development Block Grant (CDBG) funding. Chad stated that he would check with Jack Pope at Garden & Associates and find out more information on the how/why/what/when of CDBG funding and the associated process. Chad informed the Board that the temporary worker from Manpower that had been working at the front desk for the last eight months had informed him that morning that she was taking a position within a local family business and would be leaving OMWD. Chad talked about the need to fill this position and asked the Board about moving forward with a permanent full time replacement hired by OMWD. The discussion of the merits and needs for this position was had by all in attendance. Chad was directed to move forward with advertising and hiring for the position.
7. Miscellaneous was the last agenda item. Chad talked to the Board about the three leaks that had occurred in last week and then also mentioned that staff had worked with a local contractor with a track hoe to fix two leaks out on Highway 23 that morning and also

fixed another leak on Carbonado Road in the afternoon on Monday the 19<sup>th</sup>.

There being no further items to discuss, it was moved by Mike Vore and second by Jon Zobel to adjourn.

ATTEST

Meeting Adjourned 5:21 PM

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Joe Ryan – Chairman

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Jon Zobel – Secretary



## City Council Communication

Meeting Date: March 2, 2015

Requested By: City Clerk/Finance

**Item Title: CONSENT AGENDA**

Consider approval of a renewal application for a Class E Liquor License with Carryout Wine & Beer and Sunday Sales from Hy-Vee, Inc. dba Hy-Vee, 110 South D Street.

**Explanation:**

The application is complete and in order for approval.

Staff recommends approval.

**Budget Consideration:**

\$300.00 revenue to the General Fund.

**Attachments:**

None



## City Council Communication

Meeting Date: March 2, 2015

Requested By: City Clerk/Finance

**Item Title: CONSENT AGENDA**

Consider payment of claims for February 2015.

**Explanation:**

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

Staff recommends approval.

**Budget Consideration:**

Totals will appear on the claims lists.

**Attachments:**

Claims lists



# MANUAL CHECK REPORT

Amazon	Library materials	2,158.50
David D. Dixon	February legal fees	2,200.00
Delta Dental of Iowa	Dental insurance	562.00
Edward D Jones	Savings Edward Jones	400.00
Edward D Jones	Savings Edward Jones	400.00
Fidelity Security Life Insurance Company	Vision insurance	246.67
Gary McClun	Reimburse travel expense	13.78
I.U.P.A.T. District Council 81	Union dues	250.26
Iowa Employment Conference	Registration - Miller/Weiss	430.00
Local 636, IAFF	Fire union	225.00
Madison National Life	February life insurance premium	424.15
Misty Dawne White-Reinier	February legal fees	1,800.00
Nathan Willey	Reimburse meal expense	11.73
Oskaloosa Community Schools	February local option sales tax	85,562.77
PPME 2003 IBPAT	Police union dues	305.75
Steve Craig/SLC Pool Consultants	Registration - Vroegh	90.00
Sunlife Financial	February stop loss payment	16,660.54
United Way	United Way	28.00
Visa Card Center	Library supplies	159.40
Wyatt Russell	Reimburse travel expense	44.85
		111,973.40
	February payroll	127,626.25
Alexander, Craig	Cell phone reimbursement	20.00
Boston, Troy	Cell phone reimbursement	20.00
Calzaretta, Michael	Cell phone reimbursement	20.00
McGee, John	Cell phone reimbursement	20.00
Neff, Mark	Cell phone reimbursement	20.00
Pal, Akhilesh	Cell phone reimbursement	20.00
Russell, Wyatt	Cell phone reimbursement	20.00
Schrock Jr, Michael	Cell phone reimbursement	20.00
Vroegh, Gary	Cell phone reimbursement	20.00
Vroegh, Grant	Cell phone reimbursement	20.00
Willey, Nathan	Cell phone reimbursement	20.00



City of Oskaloosa, IA

## COUNCIL CLAIMS LIST

Access Systems	Upgrades to computers	3,750.81
	Computer supplies	69.44
	IT support - February	2,252.84
Acco	Diving board refinish kit	153.65
Allied Gas & Chemical	Reset LP tank	75.00
Arnold Motor Supply	Supplies	18.61
	Oil dry	22.84
	Light	35.20
	Supplies	4.35
	Parts for repair	52.80
	Filter	30.02
	Supplies	27.62
Bill & Ray's Auto Service Inc	Vehicle repair	76.62
C.H. McGuiness Co. Inc	Gas valve for digester boiler	972.24
Capital City Equipment	PTO shaft	208.41
	Snow plow frame	136.05
Certified Pest Control	Pest control	30.00
	Pest control	30.00
Champion Storage and Signs	Notice signs	35.00
	Banner	25.00
Cincinnati Insurance Company	Property damage deductible - Saylor	1,000.00
Continental Research Corporation	Bacto bricks	467.00
Credit Bureau Services	Professional services	64.80
Culligan Water Conditioning	Water services	30.95
De Ruitter Lawn Equipment	Supplies	59.46
Dultmeier Sales	Hoop strap	185.30
	Parts for brine truck	401.45
	Power washer supplies	175.03
Fastenal Company	Supplies	50.73
FC Organizational Products LLC	Office supplies	31.04
Fire Service Training Bureau	Training - Brown, Tennison	140.00
Fred's Muffler Shop Inc	Supplies	26.95
Hach Company	Lab supplies	498.07
Haines Auto Supply	Diesel fuel treatment	78.20
	Cleaner	5.90
	Brake cleaner	57.74
	Solenoids	11.15
	Supplies	28.11
	Ball bearings - Waste Water treatment plants	242.49
	Wiper blade	12.54
	Belt for digester motor	123.79
	Supplies	3.68
	Supplies	8.72
	Hose assembly	27.14

	Belt	5.00
	Supplies	19.80
	Hose assembly	72.06
	Supplies	21.29
	Supplies	15.38
Hawkeye Truck Equipment	Headlight housing	167.25
	Parts for repair	30.16
Hellyer Electric Motor Service Inc	Rebuild motor - Waste Water	689.50
		229.50
Heslinga, Dixon, Moore & Hite	Court fees	221.20
Information Centers	Disc golf - message boards	1,323.20
International Code Council Inc	Code books	51.00
Iowa Dept of Public Health	Swimming pool registration	140.00
Iowa Law Enforcement Academy	Training - McClun, Plumb	200.00
John Deere Financial	Supplies	35.99
	Supplies	18.18
	Supplies	39.08
John Deere Power Plan	Parts for loader repair	356.13
Kelderman Manufacturing Inc	Brackets for snow plow blades	179.73
	Supplies	76.02
	Parts for repair	242.31
Kelly Supply Company	Parts for repair	10.86
	Supplies	23.95
	Parts for repair	55.93
	Parts for brine truck	116.86
	Parts for repair	2.57
	Parts for repair	43.49
	Parts for repair	34.77
	Parts for repair	43.22
Keystone Laboratories Inc	Lab testing	279.00
Lappin Tire Inc	Tire repair	19.14
	Quick lube	35.00
	Tire repair	15.00
	Tire disposal	48.00
Mahaska Co Highway Dept	Fuel	83.72
	Fuel	2,127.16
	Fuel	49.85
	Fuel	254.54
	Fuel	2,109.74
	Fuel	1,058.54
	Fuel	2,058.38
	Fuel	1,085.83
	Fuel	576.66
Mahaska Communication Group, LLC	Telephone services	1,221.50
	Telephone services	71.07
	Telephone services	45.05
	Telephone services	63.90
	Telephone services	59.64
	Telephone services	69.92
	Telephone services	147.87

Mahaska County Treasurer	Property taxes - 1024106006	175.00
	Property taxes - 1013341009	296.00
	Property taxes - 1013359003	7.00
	Property taxes - 1022200033	3.00
	Property taxes - 1013414005	583.00
Mahaska Drug	Medications	11.00
Mahaska Health Partnership	Professional services	130.00
	Professional services	58.00
	Professional services	23.00
Malcom Lumber Window & Door Center	Supplies	39.90
Mauer Supply Inc.	Welder supplies	135.75
McCall Communications Inc	Install radio communication - Street Dept	675.13
MidAmerican Energy	Utilities	102.42
	Utilities	10,816.53
	Utilities	50.55
	Utilities	10,381.54
	Utilities	276.64
	Utilities	219.90
	Utilities	1,395.55
	Utilities	159.88
Midwest Sanitation Service	Scale fees	34.00
	Nuisance abatement	90.00
	Waste removal - City Hall	65.00
Midwest Wheel Companies	Diesel fuel treatment	178.20
O'Halloran International	Fuel sender gauge	165.70
	Core return	-300.00
	Windshield	106.49
	Instrument cluster	773.70
	Tail pipe	188.52
O'Reilly Auto Parts	Supplies	63.96
	Wiper blades	32.28
Oskaloosa Herald/Shopper	Publications	621.16
Oskaloosa Water Dept	December credit card charges	126.46
	January fax location services	22.95
Overbergen Electric Inc	Rewire grit pump - SW plant	476.31
Pitney Bowes Inc.	Postage machine lease	143.01
Premier Office Equipment Inc.	Copier maintenance	175.40
	Copier maintenance	250.50
Quill Corporation	Office supplies	96.61
	Office supplies	63.24
Racom Corporation	Radio repair	95.00
Rockmount Research & Alloys Inc	Grinding wheel	324.94
Rohrbach Associates PC Architects	Professional services - Fire Station design	19,957.00
Safe Building Compliance and Technology	Building official services	55.00
Schumacher Elevator Company	Scheduled maintenance	203.65
	Scheduled maintenance	142.65
SimplexGrinnell LP	Smoke detectors	37.58
	Heat detectors	50.44
Staples Credit Plan	Office supplies	16.79
	Office supplies	70.97

	Office supplies	58.98
	Office supplies	53.98
Surefire LLC	Batteries	50.36
The Office Center Inc.	Office supplies	74.56
Trans-Iowa Equipment LLC	Broom - Street sweeper	705.45
Treat America Dining	Meals - Blanchard	1,245.28
True Value Hardware	Supplies	5.49
	Supplies	54.90
	Supplies	12.82
	Supplies	36.95
	Supplies	9.91
	Supplies	26.38
	Batteries	9.98
	Supplies	7.49
	Supplies	18.99
U.S. Cellular	Telephone services	27.04
UnityPoint Clinic-Occupational Medicine	DATA membership dues	50.00
	Professional services	74.00
Walmart Community/GEGRB	Office supplies	61.52
	Office supplies	119.20
	Supplies	66.49
Wellings Power Products	Supplies	50.95
	Starter motor	212.42
Wellington Tools Sales Inc	Tools	23.60
	Tools	252.95
Windstream	Telephone services	37.46
	Telephone services	37.61
Zep Sales and Service	Cleansers	306.58
	Root kill	227.88
		<hr/>
		81,467.20





## City Council Communication

Meeting Date: March 2, 2015

Requested By: Mayor & City Council

**Item Title: CONSENT AGENDA**

Consider appointment to the Oskaloosa Municipal Housing Agency.

**Explanation:**

There is a vacancy on the Oskaloosa Municipal Housing Agency for a term that ends February 28, 2017. An application for appointment has been submitted by Tiffany Korn. No other applications have been received as of this writing. Appointments to the Municipal Housing Agency are made by the Mayor with City Council approval. This is a five member board that typically meets quarterly. Currently two males and two females serve.

**Budget Consideration:**

Not applicable.

**Attachments:**

Application from Tiffany Korn.

## Application for Board or Commission

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

Yes

No

Board or commission applying for (choose one from  
list):\*

Municipal Housing Agency

Board or commission not listed above:

Name of applicant:\*

Address of Applicant\*

Phone number (day)\*

Phone number (evening)

Email address:\*

Would you like to be interviewed for this position?\*

Yes

No

Why are you interested in this position?\*

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

Other civic experience:

\* indicates required fields.



## City Council Communication

Meeting Date: March 2, 2015

Requested By: City Clerk/Finance

**Item Title: CONSENT AGENDA**

Consider a resolution approving an Engagement Agreement with Ahlers and Cooney, P.C., in its capacity as Bond Counsel, to the city of Oskaloosa, Iowa in connection with the issuance of bonds, notes and other obligations not to exceed \$9,200.

**Explanation:**

This item is being presented as a request to authorize and direct Ahlers and Cooney, P.C., to proceed as Bond Counsel in connection with the issuance of bonds, notes and other obligations.

The proceeds from the General Obligation Capital Loan Notes will be used to provide funds to purchase a pumper truck, call the 2006 General Obligation Bonds and expand and renovate Fire Station No. 1.

**Budget Consideration:**

This item is included in the bonding expenses for the General Obligation Capital Loan Notes, Series 2015A as presented in the Fiscal Year 2016 Budget Estimate.

**Attachments:**

1. Resolution
2. Engagement Agreement

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION APPROVING AN ENGAGEMENT AGREEMENT  
WITH AHLERS AND COONEY, P.C., IN ITS CAPACITY AS  
BOND COUNSEL, TO THE CITY OF OSKALOOSA, IOWA IN  
CONNECTION WITH THE ISSUANCE OF BONDS, NOTES  
AND OTHER OBLIGATIONS NOT TO EXCEED \$9,200.**

**WHEREAS**, the city of Oskaloosa, Mahaska County, State of Iowa, is a duly organized Municipal Organization; and

**WHEREAS**, the City Council has proposed the issuance of General Obligation Capital Loan Notes; and

**WHEREAS**, the proceeds from the notes will be used to provide funds to purchase a pumper truck, call the 2006 General Obligation Bonds and expand and renovate Fire Station No. 1; and

**WHEREAS**, the staff recommends retaining the services of Ahlers and Cooney, P.C., as Bond Counsel in the connection with the issuance of bonds, notes and other obligations, the Engagement Agreement for said services being attached hereto as Exhibit A;

**NOW THEREFORE, BE IT RESOLVED** that the Engagement Agreement between the City of Oskaloosa and Ahlers and Cooney, P.C., as Bond Counsel for the issuance of bonds, notes and other obligations, for a total cost not to exceed \$9,200, is hereby approved.

**BE IT FURTHER RESOLVED** that the Mayor and City Clerk are hereby authorized and directed to execute and attest, respectively, said Engagement Agreement for and on behalf of the City of Oskaloosa, Iowa.

**PASSED AND APPROVED** this 2nd day of March, 2015.

\_\_\_\_\_  
David Krutzfeldt, Mayor

ATTEST:

\_\_\_\_\_  
Amy Miller, City Clerk

## Exhibit A

### ENGAGEMENT AGREEMENT

The purpose of this Engagement Agreement ("Agreement") is to disclose and memorialize the terms and conditions under which services will be rendered by Ahlers and Cooney, P.C., in its capacity as Bond Counsel, to the City of Oskaloosa, Iowa (the "Issuer") in connection with the issuance of bonds, notes, and other obligations ("Bonds")

### SCOPE OF ENGAGEMENT

In the role of Bond Counsel, we will provide the following services:

1. Prepare and review documents related to the authorization, issuance and delivery of the Bonds (the "Proceedings").
2. After proper approval and execution of the Proceedings, render our legal opinion (the "Bond Opinion") regarding the validity and enforceability of the Bonds, the source of payment with regard to the legality of the security pledged, and the excludability of interest on the Bonds from gross income for federal tax purposes, as applicable.
3. Review those sections of any offering or disclosure documents (the "Offering Documents") to be disseminated in connection with the sale of the Bonds related solely to the description of the Bonds, the legal basis for the security pledged, the tax-exempt status of the Bonds, and excerpts, summaries or copies of the Bond Opinion; and in the event Issuer retains separate Disclosure Counsel we will coordinate with said Disclosure Counsel in regards to the above-identified information we are reviewing in the Offering Documents.
4. Upon request, assist the Issuer in presenting information to bond rating organizations and providers of credit enhancement relating to the issuance of Bonds.
5. Prepare procedure to advertise and direct the sale of Bonds when we are advised that a particular issue of Bonds will be sold at public sale, and prepare procedure accepting a proposal to purchase the Bonds when we are advised that the sale of a particular issue of Bond will accomplished by negotiated sale.
6. Draft the Continuing Disclosure Certificate of the Issuer, if applicable.
7. Prepare an IRS Form 8038-G or 8038-GC, when applicable.

As Bond Counsel, our examination will extend to the actions and approvals necessary to authorize the issuance and initial delivery of the Bonds to the purchaser thereof. Our Bond Opinion does not extend to any re-offering of the Bonds by the original purchaser thereof or other persons, and will be delivered by us on the date the Bonds are exchanged for their purchase price (the "Closing").

The Bond Opinion will be based on facts and law existing as of its date. In rendering our Bond Opinion, we will rely upon the certified proceedings and other certifications of public officials and other persons furnished to us without undertaking to verify the same by independent investigation, and we will assume continuing compliance by the Issuer with applicable laws relating to the Bonds. During the course of this engagement, we will rely on the Issuer, and authorized officials, to provide us with complete and timely information on all developments pertaining to any aspect of the Bonds and their security.

Our duties in this engagement are limited to those expressly set forth above. This Engagement Agreement does not include the following services, or any other matter not required to render our Bond Opinion:

- a. Except as described in paragraph (3) above, assisting in the preparation or review of the Offering Documents with respect to the Bonds, or performing an independent investigation to determine the accuracy, completeness or sufficiency of any such document or rendering advice that the Offering Documents do not contain any untrue statement of material fact or omit to state a material fact necessary to make the statements contained therein, in light of the circumstances under which they were made, not misleading. This engagement does not include the services of Disclosure Counsel.
- b. Preparing requests for tax rulings from the Internal Revenue Service, or “no action” letters from the Securities and Exchange Commission.
- c. Drafting state constitutional or legislative amendments.
- d. Pursuing test cases or other litigation, such as contested validation proceedings.
- e. Except as described in paragraph (6) above, assisting in the preparation of, or opinion on, a continuing disclosure undertaking pertaining to the Bonds, or after Closing, providing advice concerning any actions necessary to assure compliance with any continuing disclosure undertaking, including monitoring Issuer’s continued compliance with the undertaking.
- f. Representing the Issuer in Internal Revenue Service examinations or inquiries, or Securities and Exchange Commission investigations.
- g. After Closing a particular issue of Bonds, providing continuing advice to the Issuer or any other party concerning actions necessary to assure that interest paid on that issue of Bonds will continue to be excludable from gross income for federal income tax purposes (e.g. this Bond Counsel engagement for the Bonds does not include rebate calculations, nor continuing post-issuance compliance activities).

We will provide one or more of the services listed in (a)–(g) upon your request, however, a separate, written Engagement Agreement will be required before we assume one or more of the above duties.

Services listed in subparts (h)–(k), below, are not included in this Engagement Agreement, nor will they be provided at any time.

- h. Acting as an underwriter, or otherwise marketing the Bonds.
- i. Acting in a financial advisory role.
- j. Preparing blue sky or investment surveys with respect to the Bonds.
- k. Making an investigation or expressing any view as to the creditworthiness of the Issuer or of the Bonds.

## ATTORNEY-CLIENT RELATIONSHIP

Upon our receipt of notification that Bond Counsel services are requested under this Engagement Agreement, the Issuer will be our client and an attorney-client relationship will exist between us as outlined above. We assume that all other parties to each such transaction will retain such counsel as they deem necessary and appropriate to represent their interests. We further assume that all parties understand that in each such transaction we represent only the Issuer, we are not counsel to any other party, and we are not acting as an intermediary among the parties. Our services as Bond Counsel are limited to those contracted for in this letter; the Issuer's execution of this engagement agreement will constitute an acknowledgement of those limitations. Our representation of the Issuer will not affect, however, our responsibility to render an objective Bond Opinion.

Each representation of the Issuer and the attorney-client relationship for the Bonds created by this Engagement Agreement will be concluded upon issuance of that respective issue of Bonds. Nevertheless, subsequent to Closing, we will mail the appropriate Internal Revenue Service Form 8038, and prepare and distribute to the participants in the transaction a transcript of the proceedings pertaining to the Bonds.

## FEES

We will charge a flat fee of \$8,800 for services rendered under this Agreement. It is not anticipated that it will be necessary for us to personally attend meetings in order to provide the Bond Counsel services outlined above, but we will do so in the event that circumstances require. If, at any time, we believe that an adjustment of our flat fee is necessary during an engagement as Bond Counsel for a particular issuance of Bonds, we will advise you. Such adjustment might be necessary in the event: (a) the principal amount of Bonds to be issued differs significantly from the amount stated at the time we advise you of our fee; (b) there are material changes in the structure, security or opinion from the description of the Bonds after we advise you of our fee; or (c) unusual or unforeseen circumstances arise which require a significant increase in the services rendered, such as personal attendance at meetings, significant travel, or unexpected revision of the issuance documents at the request of the Issuer, any agent acting on your behalf (such as a financial advisor), the purchaser, a bond insurer, other counsel providing services with respect to issuance of a particular issuance of Bonds.

In addition to the flat fee, we will bill you for all expenses incurred on your behalf, such as travel cost reimbursement, photocopying, deliveries, long distance telephone charges, telecopier charges, filing fees, computer-assisted research, bond printing, and other related expenses. Generally these expenses will not exceed \$400. We will contact you prior to incurring expenses that exceed that amount.

Our statement for services and expenses will be sent after each particular issue of Bonds have been closed and is due and payable within thirty (30) days of receipt.

If, for any reason, you terminate the engagement on a particular issue of Bonds covered by this Agreement before closing a particular issue of Bonds are not issued for any reason, or the Bonds are issued without the delivery of our Bond Opinion, we will bill you for the services rendered on your behalf up to that point. These services will be billed at the normal hourly rates for those attorneys and legal assistants who have performed such services. We will also then bill you for all expenses we have incurred as outlined above. My current hourly rate is \$300. Work performed by associates will be billed at \$200 per hour. Services performed on your behalf by legal assistants will be billed at \$100 per hour.

## **RECORDS**

At your request, papers and property furnished by you will be returned promptly upon receipt of payment for outstanding fees and client charges. Our own files, including lawyer work product, pertaining to the transaction will be retained by us. For various reasons, including the minimization of unnecessary storage expenses, we reserve the right to dispose of any documents or other material retained by us after the termination of this engagement.

**[THIS SPACE INTENTIONALLY LEFT BLANK]**

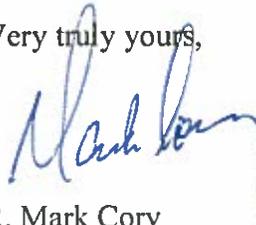
**APPROVAL**

Please carefully review the terms and conditions of this Agreement. **If the above correctly reflects the terms of this engagement, please obtain approval by your governing body, and execute, date and return to me the enclosed copy of this Agreement. Please retain the original for your file.**

If you have questions regarding any aspect of the above or our representation as Bond Counsel, please do not hesitate to write or call.

It has been a pleasure to serve you in the past, and we look forward to our continued relationship.

Very truly yours,



R. Mark Cory  
FOR THE FIRM

Accepted:

City of Oskaloosa, State of Iowa\*

By: \_\_\_\_\_ Date: \_\_\_\_\_

\*Approved by Resolution No. \_\_\_\_\_ of the governing body on \_\_\_\_\_, 2015.



## City Council Communication

Meeting Date: March 2, 2015

Requested By: City Clerk/Finance

**Item Title: CONSENT AGENDA**

Consider a resolution approving a Continuing Disclosure Policy.

**Explanation:**

The Securities Exchange Commission (SEC) has been urging issuers of municipal bonds to adopt “written policies and procedures” to help ensure their compliance with the requirements under Rule 15c2-12, as amended (the “Rule”), promulgated under the Securities Exchange Act of 1934, as amended (hereinafter “SEC Requirements”). The SEC Requirements include providing an official statement and a continuing disclosure agreement with the purchaser or underwriter in connection with each new issuance of obligations which fall within the Rule.

The city of Oskaloosa does not currently have any specific disclosure compliance policies in place. For that reason, Ahlers & Cooney, P.C. (Bond Counsel) has prepared the attached policy written with the city’s specific needs in mind. To comply with SEC Requirements, governmental bond issuers must ensure that the rules are met at the time the bonds, capital loan notes or lease-purchase obligations are issued and throughout the term of the bonds.

**Budget Consideration:**

None

**Attachments:**

Resolution  
Continuing Disclosure Policy

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION APPROVING CONTINUING DISCLOSURE POLICY" and moved that it be adopted. Council Member \_\_\_\_\_ seconded the motion to adopt, and the roll being called thereon, the vote was as follows:

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the Resolution duly adopted as follows:

**RESOLUTION APPROVING CONTINUING DISCLOSURE POLICY**

WHEREAS, City Council of the City of Oskaloosa, Iowa, is a municipal corporation, organized and existing under and by virtue of the constitution and laws of the State of Iowa; and

WHEREAS, various requirements apply under Rule 15c2-12, as amended (the "Rule"), promulgated under the Securities Exchange Act of 1934, as amended (hereinafter "SEC Requirements") including providing an official statement and a continuing disclosure agreement with the purchaser or underwriter in connection with each new issuance of obligations which fall within the Rule; and

WHEREAS, to comply with the SEC Requirements, governmental bond issuers must ensure that the rules are met at the time the bonds, capital loan notes or lease-purchase obligations (hereinafter "bonds") are issued and throughout the term of the bonds; and

WHEREAS, this includes the continued review of disclosure obligations and maintenance of records:

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OSKALOOSA, STATE OF IOWA:

Section 1. The "Continuing Disclosure Policy" (hereinafter "Policy") attached hereto as Exhibit A is hereby adopted and approved.

Section 2. The official designated in said Policy shall take any and all action necessary to properly implement the Policy.

PASSED AND APPROVED this 2nd day of March, 2015.

---

Mayor

ATTEST:

---

City Clerk

## EXHIBIT "A"

### CITY OF OSKALOOSA, IOWA

### CONTINUING DISCLOSURE POLICY

#### Article I

#### *General Overview*

Section 1.01 Purpose. This Continuing Disclosure Policy ("**Policy**") of the City of Oskaloosa, Iowa ("Issuer") is intended to ensure that the Issuer efficiently carries out its continuing disclosure obligations with respect to securities it issues or guarantees pursuant to Rule 15c2-12, as amended (the "**Rule**"), promulgated under the Securities Exchange Act of 1934, as amended.

Section 1.02. Background. The Rule prohibits underwriters from offering bonds to the public unless the issuer provides an official statement and contractually promises to provide specified disclosures as required in the Rule. To facilitate compliance with the Rule, each issuer must enter into a continuing disclosure agreement with the purchaser or underwriter in connection with each new issuance of obligations which fall within the Rule, thereby creating a contractual promise on behalf of the issuer to provide the market with these disclosures. The Issuer is responsible for ensuring that all disclosure documents contain accurate information. The SEC has asserted that, under Rule 10b-5, "disclosure documents used by municipal issuers, such as official statements, are subject to the prohibition against false or misleading statements of material facts, including the omission of material facts necessary to make the statements made, in light of the circumstances in which they were made, not misleading."

Section 1.03. Obligations Subject to the Rule. Various offerings are fully or partially exempt from the continuing disclosure provisions under the Rule. Offerings with an aggregate original principal amount of less than \$1 million ("Small Offerings"), offerings sold prior to July 3, 1995 ("Old Offerings") and offerings sold by an issuer directly to investors without using a broker, dealer, or municipal securities dealer as an underwriter or placement agent ("Direct Offerings") are fully exempt from all continuing disclosure provisions under the Rule, unless the Issuer voluntarily agrees to provide continuing disclosures for an otherwise exempt Obligation.

Section 1.04 Definitions. In addition to the terms defined above, the following capitalized terms shall have the following meanings:

- (A) "CAFR" means the Comprehensive Annual Financial Report of the Issuer.
- (B) "Disclosure Counsel" means legal counsel (which may be bond counsel under separate engagement for a series of Obligations) engaged for the purpose of assisting the Issuer in meeting its primary and secondary market disclosure obligations.

- (C) "EMMA" means the Electronic Municipal Market Access system of the MSRB. Information regarding submissions to EMMA is available at <http://emma.msrb.org/>.
- (D) "Employee" means any person who, as part of his or her employment with the Issuer, has regular responsibility for the administration of matters related to Obligations.
- (E) "Financial Advisor" means a municipal advisor engaged for the purpose of assisting with the Issuer's structuring and sale of Obligations.
- (F) "Fiscal Year" means the fiscal year of the Issuer, beginning on July 1 and ending on the following June 30.
- (G) "Governing Body" means the City Council (the "Council") of the Issuer.
- (H) "Issuer" means the City of Oskaloosa, Iowa.
- (I) "Listed Event" means any of the events listed in Exhibit A of this Policy.
- (J) "MSRB" means the Municipal Securities Rulemaking Council or any other Council or entity which succeeds to the functions currently delegated to the Municipal Securities Rulemaking Board by the Rule.
- (K) "Obligations" means any securities issued by, or whose payment is guaranteed by the Issuer.
- (L) "SEC" means the United States Securities and Exchange Commission.

## **Article II**

### ***Key Participants and Responsibilities***

Section 2.01. Disclosure Coordinator. By adoption of this Policy, the City Clerk is hereby appointed to act as the disclosure coordinator ("**Disclosure Coordinator**") of the Issuer.

Section 2.02 Responsibilities. The Disclosure Coordinator is responsible for the following tasks:

- A. reviewing and approving all preliminary and final official statements (or other offering documents or communications) relating to the Issuer, together with any supplements, for which a continuing disclosure undertaking is required (each, an "**Official Statement**"), before such documents are released, in accordance with Article III below;
- B. reviewing annually the Issuer's status and compliance with its continuing disclosure undertakings, including filings of disclosure documents and compliance with this Policy, in accordance with Articles IV and V below;

- C. serving as a "point person" for personnel to communicate issues or information that should be or may need to be included in any disclosure document;
- D. recommending changes to this Policy to the Governing Body as necessary or appropriate;
- E. communicating with third parties, including coordination with outside consultants assisting the Issuer, in the preparation and dissemination of disclosure documents to make sure that assigned tasks have been completed on a timely basis and making sure that the filings are made on a timely basis and are accurate;
- F. in anticipation of preparing disclosure documents, soliciting "material" information (as defined for purposes of federal securities law) from identified Employees;
- G. maintaining records documenting the Issuer's compliance with this Policy; and
- H. ensuring compliance with training procedures as described below.

The responsibilities of the Disclosure Coordinator to make certain filings with the MSRB under Articles IV (Annual Report Filings) and V (Listed Event Filings) may be delegated by contract to a dissemination agent, under terms approved by the Governing Body.

### **Article III** ***Official Statements***

3.01. Review and Approval of Official Statements. Whenever the Issuer issues Obligations, a preliminary official statement and a final official statement (or other offering documents in some circumstances) may be prepared ("**Official Statements**"). Each of these Official Statements contains information relating to the issue being sold, the terms of sale, and information about the Issuer, including the Issuer's finances. The Disclosure Coordinator shall have primary responsibility for ensuring that all such information is accurate and not misleading in any material aspect. (If Disclosure Counsel and/or a Municipal Advisor have been retained, they will assist the Issuer with respect to certain portions of the Official Statement. Responsibility for review and approval remains the responsibility of the Issuer.) The Official Statement shall also include a certification that the information contained in the Official Statement regarding the Issuer, as of the date of each official statement, does not contain any untrue statement of material fact or omit to state any material fact necessary to make the information contained in the Official Statement, in light of the circumstances under which it was provided, not misleading. When undertaking review of a final or preliminary Official Statement, the Disclosure Coordinator shall:

- A. review the Official Statement and work with other Issuer officials to confirm that there are no misstatements or omissions of material information in any sections and that the Official Statement accurately states all material information relating to the Issuer and that all information relating to the Issuer has been critically reviewed by the appropriate person(s) who are responsible for the information referenced therein;

- B. draft, or cause to be drafted, for the Official Statement descriptions of (i) any material current, pending or threatened investigations, orders or litigation, (ii) any material settlements or court orders and (iii) any other Financial problems, liabilities, or legal issues that are material information for purposes of the Official Statement; and
- C. report any significant disclosure issues and concerns.

Section 3.02. Submission of Official Statements to the Governing Body for Approval. The Disclosure Coordinator shall submit all Official Statements to the Governing Body for review and approval. The approval of an Official Statement by the Governing Body shall be docketed as a new business matter and shall not be approved as a consent item. The Governing Body shall undertake such review as deemed necessary by the Governing Body, following consultation with the Disclosure Coordinator, to fulfill the Issuer's responsibilities under applicable federal and state securities laws.

#### **Article IV** ***Annual Report Filings***

Section 4.01. Overview. Under the continuing disclosure undertakings the Issuer has entered into in connection with its debt offerings, the Issuer is required each year to file annual reports with the MSRB's EMMA system in accordance with such undertakings. Most undertakings require that annual reports will include: (1) certain updated financial and operating information, and (2) the Issuer's audited financial statements. (In rare circumstances, small issuers may be subject to different requirements. Review each continuing disclosure undertaking carefully.) The documents, reports and notices required to be submitted to the MSRB pursuant to this Policy shall be submitted through EMMA in an electronic format, and shall be accompanied by identifying information, in the manner prescribed by the MSRB, or in such other manner as is consistent with the Rule. A description of the format and information presently prescribed to be filed with EMMA is included in Exhibits A - C. To facilitate the Issuer's continuing disclosure undertakings the Disclosure Coordinator shall:

- A. maintain a record of all continuing disclosure obligations of the Issuer using a chart substantially in the form attached as Exhibit C, which shall identify and docket all continuing disclosure deadlines;
- B. schedule email reminders on the EMMA website for each Obligation to help ensure timely filing of financial disclosures;
- C. ensure that preparation of the Issuer's annual reports commence as required under each specific continuing disclosure undertaking;
- D. comply with the Issuer's obligation to file annual reports by submitting or causing the required (i) annual financial information and operating data and (ii) audited financial statements (all of which may be included in the Issuer's annual audit) to be submitted to the MSRB through EMMA. If within a Continuing Disclosure Agreement the Issuer has agreed to furnish information that is outside the scope of the annual audit, the Issuer shall file a supplement to the annual audit when

filing with the MSRB through EMMA;

- a. If the event the Issuer does not have audited financial statements available by the filing deadline imposed by the continuing disclosure agreement, the Disclosure Coordinator shall instead file the updated annual and financial information and operating information, and submit the Issuer's unaudited financial statements along with a notice that the unaudited financial statements are being provided because audited financial statements are not yet available and that audited financial statements will be filed on EMMA when available. Audited financial statements shall must then be filed on EMMA as soon as available.
  - b. All documents submitted to the MSRB through EMMA that are identified by specific reference to documents already available to the public on the MSRB's Internet website or filed with the SEC shall be clearly identified by cross reference;
  - c. Not more than five (5) days after the submission deadline, the Disclosure Coordinator shall confirm and document in accordance with Section 6.01 hereof that Annual Reports have been submitted and filed properly with the MSRB through EMMA; and
- E. File a "failure to file notice" if any filing required under a continuing disclosure undertaking is not filed on time. (Note: a "failure to file" notice is not required when an audited financial statement is not available on the filing deadline IF the requirements of Section 4.01(D)(a) above are met.) The failure to file notice shall include information describing the nature and/or cause of the failure to meet the contractual deadline and, if available, an approximate timeframe for when the complete information is expected to be submitted.

## **Article V**

### ***Listed Event Filings***

Section 5.01. Disclosure of Listed Events. Pursuant to Rule 15c2-12(b)(5)(i)(C), the Issuer is obligated to disclose to the MSRB notice of certain specified events with respect to the Issuer's Obligations (a "**Listed Event**"). All officers and management level employees of the Issuer shall be instructed to notify the Disclosure Coordinator if they become aware of any of the Listed Events listed in the Issuer's continuing disclosure undertakings. The Disclosure Coordinator may consult with Bond Counsel, to discuss the event and to determine whether a filing is required or is otherwise desirable. If such a filing is deemed necessary, the Disclosure Coordinator shall cause a notice of the Listed Event (a "**Listed Event Notice**") that complies with Rule 15c2-12 to be prepared, and the Disclosure Coordinator shall file, or cause to be filed, the Listed Event Notice as required by Rule 15c2-12 as follows:

- A. The Disclosure Coordinator shall monitor and periodically review the Listed Events identified on Exhibit A, in connection with the Obligations identified on the Chart in Exhibit C to determine whether any event has occurred that may require a filing with

EMMA.

- B. The Disclosure Coordinator shall file, in a timely manner, a notice of the occurrence of any Listed Event or Events with the MSRB via EMMA with respect to any Obligations to which the Listed Event or Events are applicable, in a timely manner not in excess of ten (10) business days after the occurrence of the Listed Event.
- C. The Disclosure Coordinator shall subscribe to any available ratings agency alert service regarding the ratings of any Obligations.

## **Article VI** *Miscellaneous*

Section 6.01. Documents to be Retained. The Disclosure Coordinator shall be responsible for retaining records demonstrating compliance with this Policy. The Disclosure Coordinator shall retain an electronic or paper file ("**Transcript**") for each continuing disclosure Annual Report that the Issuer completes. Each Transcript shall include final versions of documents submitted to the MSRB through EMMA. The Transcript shall be maintained for a period of eleven (11) years from the final retirement of the Obligations.

Section 6.02. Education and Training. The Issuer shall conduct periodic training to assist the Disclosure Coordinator, all Employees and the Governing Body in understanding and performing their responsibilities under this Policy. Such training sessions shall include a review of this Policy, the Issuer's disclosure obligations under applicable federal and state securities laws, including the Listed Events in Exhibit A, and the disclosure responsibilities and potential liabilities of members of Issuer staff and members of the Governing Body. Such training sessions may include meetings with Disclosure Counsel, teleconferences, attendance at seminars or conferences where disclosure responsibilities are discussed, and/or recorded presentations.

Section 6.03. Public Statements Regarding Financial Information. Whenever the Issuer makes statements or releases information relating to its finances to the public that are reasonably expected to reach investors and the trading markets (including, without limitation, all Listed Event notices, statements in the annual audit, and other financial reports and statements of the Issuer), the Issuer is obligated to ensure that such statements and information are complete, true, and accurate in all material aspects. The Disclosure Coordinator shall assist the Governing Body in ensuring that such statements and information are accurate and not misleading in any material aspect. Investment information published on the Issuer's website may include a cautionary statement at the request of the Disclosure Coordinator, substantially as follows:

"The only information on this website that is posted with the intention of reaching the investing public, including bondholders, rating analysts, investment advisors, or any other members of the investment community, if any, will be located on the "Investor Information" web page. Other than the specific information presented in the investor information web pages, no other information on the Issuer's website is intended to be the basis of or should be relied upon in making an

investment decision. Because each obligation of the Issuer or its related entities may involve different sources of payment and security, you should rely only upon information in the official statement and continuing disclosure filings for each particular security. Any information posted in the Investor Information web page speaks only as of its date."

**EXHIBIT A**  
**LISTED EVENTS**

*The Disclosure Coordinator should periodically review this list to determine whether any event has occurred that may require a filing with EMMA.*

*For securities (subject to Rule 15c2-12) issued on or after December 1, 2010, or for variable rate demand bonds that are converted from a mode currently exempted from rule 15c2-12 to a mode not so exempted on or after December 1, 2010, the following events automatically trigger a requirement to file on EMMA within ten (10) business days of their occurrence, without regards to the materiality of the event:*

1. principal and interest payment delinquencies
2. unscheduled draws on debt service reserves reflecting financial difficulty
3. unscheduled draws on credit enhancements reflecting financial difficulty
4. substitution of credit or liquidity providers, or their failure to perform
5. adverse tax opinions or events affecting the tax-exempt status of the security
6. tender offers
7. defeasances
8. rating changes
9. bankruptcy, insolvency, receivership or similar event of the obligated person
10. failure to provide in a timely manner notice to provide required annual financial information by the date specified in any continuing disclosure undertaking

*The following events trigger a requirement to file notice of their occurrence on EMMA within a reasonable period of time after their occurrence, once they are determined to be material by the Disclosure Coordinator:*

1. non-payment related defaults
2. modifications to the rights of security holders
3. bond calls
4. release, substitution or sale of property securing repayments of the securities

5. the consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms

6. appointment of a successor or additional trustee or the change of name of a trustee

## **EXHIBIT B**

### **Suggested Practices in Submitting Annual Financial Information to EMMA\***

#### ***Annual Financial Information is to be submitted to EMMA as follows:***

- through the EMMA Dataport;
- in one or more electronic word-searchable portable document format files configured to permit documents to be saved, viewed, printed and retransmitted by electronic means ("properly formatted pdf file"); and
- indexed by the submitter as "Annual Financial Information and Operating Data" – this EMMA indexing category should be used for all submissions consisting of one or both parts of an annual financial information submission. A submission should be indexed in EMMA by the submitter as "Annual Financial Information and Operating Data" if it consists of complete annual financial information (including audited financial statements and/or the CAFR).

#### ***If the audited financial statements have not been prepared in time to meet the deadline:***

- file unaudited financial statements with a notice to the effect that the unaudited financial statements are being provided pending completion of audited financial statements and that the audited financial statements will be submitted to EMMA when they have been prepared.

#### ***If annual financial information is provided by reference to other submitted documents file:***

- a notice that includes specific reference to a document available on the EMMA website or the SEC (such as, but not limited to, an official statement), to the extent that such document in fact includes the information required to be include in the annual financial information; and
- the submitter should confirm that such document in fact is available from the EMMA website or the SEC and should include in such notice (A) a textual description of the document that includes the required information, with sufficient detail for a reasonable person to determine the precise document being referenced, and (B) an active hyperlink to the pdf file of such document as then posted on the EMMA website or to the SEC's EDGAR system; further, if such document includes audited financial statements, the submitter should also index such submission as "Audited Financial Statements or CAFR" in addition to (but not instead of) "Annual Financial Information and Operating Data" unless the submitter submits such audited financial statements separately to EMMA.

**Failure to file notices are to be submitted to EMMA as follows:**

- through the EMMA Dataport;
- as an electronic word-searchable and properly formatted pdf file; and
- indexed by the submitter as "Failure to Provide Annual Financial Information."

\* *Procedures subject to change.*





## City Council Communication

Meeting Date: March 2, 2015

Requested By: City Manager's Office

### **Item Title: CONSENT AGENDA**

Consider an ordinance amending Oskaloosa Municipal Code, Chapter 13.08, Section 13.08.570 - User charge, for the purpose of providing necessary funding associated with the operation and maintenance of the city's wastewater treatment works. (3rd reading)

### **Explanation:**

The sanitary sewer fund, or the wastewater department is an essential service provided by the city of Oskaloosa. This service is run as an enterprise/utility fund and as such, the revenues generated through rates must be spent on the utility. Historically, this utility has maintained a relatively flat expenditure history with minimal increase in operations and a steady amount of capital projects each year. This approach led to low rates for many years but has put the system further behind. Staff is routinely responding to widespread failures and emergency repairs within the system more so than previously observed in the past.

The recommended FY2016 budget for this utility departs from the past practice of reactive and minimal improvements and begins an immediate and intensive investment in the infrastructure system. The recommended five year capital plan suggests increasing expenditures on the system from an average of \$400,000 (or less) to \$1,150,000 per year. While that amount of capital investment will require rate increases for users, the system must receive this type of investment to remain viable.

The city was also put on notice by the Iowa Department of Natural Resources (DNR) that bypasses of the treatment system must be stopped. This led to the city hiring Garden & Associates to develop a response plan that systematically addresses the DNR mandate and will be submitted to the agency by April 1, 2015. The process to address the DNR mandate will require further investment in infrastructure at an accelerated level, which means ratepayers can expect rates to increase. As mentioned in last year's budget transmittal, DNR mandates are expected to lead to double or triple rate increases above the amount recommended in this budget. Those increased rates are expected to pay for treatment plant improvements that are mandated by the DNR and EPA years into the future.

Lastly, the sanitary sewer fund derives its revenues from the ratepayers by utilizing a base rate fee and a usage fee. The base rate continues to be a reliable source of revenue however staff suspects the usage fee is not being accurately reported throughout the community due to meters that are surpassing their expected or useful life. This results in less revenue for the fund and further exacerbates the need to recommend rate increases until the meters are replaced and billable usage is more in line with expectations.

The FY2016 recommended budget includes a financing and operating plan for the sanitary sewer system that requires an increase to the base and usage rates that impacts the average residential ratepayer by an additional \$3.14 per month, or \$37.68 annually. The average residential customer uses 3.7 units of water per month, and is charged the sewer base rate per month regardless of usage.

**Impact of the proposed rate increase on average residential sewer customer effective April 1, 2015.**

Average monthly residential sewer bill - today	\$21.03 per month
Average monthly residential sewer bill - proposed	\$24.17 per month
Increase per month	\$3.14 per month

The proposed April 1, 2015 increase is the first year of a multi-year increase plan that is recommended for the sanitary sewer fund. The proposed rate changes are presented in the table below:

Sanitary Sewer Rate Changes - Per Month				
Increase Date	Minimum Charge Per Month	Change	Per 100 Cubic Feet	Change
5/1/2008	\$6.42	-	\$3.07	-
4/1/2009	\$6.65	\$0.23	\$3.18	\$0.11
4/1/2010	\$6.65	\$0.00	\$3.18	\$0.00
3/1/2011	\$7.08	\$0.43	\$3.39	\$0.21
3/1/2012	\$7.33	\$0.25	\$3.51	\$0.12
3/1/2013	\$7.59	\$0.26	\$3.63	\$0.12
3/1/2014	\$7.59	\$0.00	\$3.63	\$0.00
<b>4/1/2015*</b>	<b>\$8.73</b>	<b>\$1.14</b>	<b>\$4.17</b>	<b>\$0.54</b>
4/1/2016**	\$10.04	\$1.31	\$4.80	\$0.63
4/1/2017**	\$11.04	\$1.00	\$5.28	\$0.48
4/1/2018**	\$11.59	\$0.55	\$5.54	\$0.26
4/1/2019**	\$12.17	\$0.58	\$5.82	\$0.28
4/1/2020**	\$12.78	\$0.61	\$6.11	\$0.29
4/1/2021**	\$13.42	\$0.64	\$6.42	\$0.31
4/1/2022**	\$14.09	\$0.67	\$6.74	\$0.32

\* **Proposed rate increase under consideration with this agenda item.**

\*\* Proposed rate increases to be considered at a future time. Rates in the current and future fiscal years are based upon funding the operational and capital plan as presented and does not include any offsetting grants that will be pursued, or other changes to the plan that may occur. These rates are for projection purposes.

**Budget Consideration:**

Increasing rates as outlined in this agenda allows the city to meet its financial obligations associated with the operations of the city's wastewater treatment works.

**Attachments:**

1. Ordinance
2. Cash flow analysis – Sanitary Sewer Fund
3. Rate survey information

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE REVISING USER CHARGES IN THE CITY OF OSKALOOSA, IOWA, SECTION 13.08.570 - USER CHARGE, TO PROVIDE FUNDS NEEDED FOR EXPENSES ASSOCIATED WITH THE CITY'S WASTEWATER TREATMENT WORKS**

Be it enacted by the City Council of the City of Oskaloosa, Iowa:

SECTION 1: Section 13.08.570 User Charge (A) of the City Code of the City of Oskaloosa is hereby amended as follows:

A. Effective March 1, 2013 April 1, 2015 user charges shall be as follows:

The minimum charge per calendar quarter for all contributors shall be twenty -two dollars and seventy-six cents (\$22.76) twenty six dollars and nineteen cents (\$26.19). In addition each contributor shall pay a user charge rate for operation and maintenance including replacement and for debt retirement of three dollars and sixty-three cents (\$3.63) four dollars and seventeen cents (\$4.17) per one hundred cubic feet of water.

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

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

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

Passed and approved by this Council on the \_\_\_\_ day of \_\_\_\_\_, 2015.

**[SIGNATURES TO FOLLOW]**

ATTEST:

\_\_\_\_\_  
David Krutzfeldt, Mayor

\_\_\_\_\_  
Amy Miller, City Clerk

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

\_\_\_\_\_  
Amy Miller, City Clerk

**CITY OF OSKALOOSA, IOWA**  
**Sewer Enterprise Fund**

<i>Growth Assumptions</i>	
Growth in Usage	0.00%
Operating Expenses	See Below
Interest on Balances	0.25%

<i>PROPOSED REVENUE INCREASES</i>					
1-Apr-11	6.50%	1-Mar-15	15.00%	1-Mar-19	5.00%
1-Mar-12	3.50%	1-Mar-16	15.00%	1-Mar-20	5.00%
1-Mar-13	3.50%	1-Mar-17	10.00%	1-Mar-21	5.00%
1-Mar-14	0.00%	1-Mar-18	5.00%	1-Mar-22	5.00%

-- Audited Financial Statements --				Re-Est.	Budget	Projected	Projected	Projected	Projected	Projected	Projected	
	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	
	3/1/2012	3/1/2013										
Actual Rate per 100 Cubic Feet	1	\$3.51	\$3.63	\$3.63	\$4.17	\$4.80	\$5.28	\$5.54	\$5.82	\$6.11	\$6.42	\$6.74
Minimum Monthly Charge	2	\$7.33	\$7.59	\$7.59	\$8.73	\$10.04	\$11.04	\$11.59	\$12.17	\$12.78	\$13.42	\$14.09
Average Number of Customers	3	4,564	4,579	4,561	4,561	4,561	4,561	4,561	4,561	4,561	4,561	4,561
<b>SEWER SALES (100 Cubic Feet)</b>	(3.1%)	2.2%	(1.0%)	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Sewer Usage	4	\$320,190	\$328,533	\$325,872	\$325,872	\$325,872	\$325,872	\$325,872	\$325,872	\$325,872	\$325,872	\$325,872
Oskaloosa Food Usage	5	19,867	19,068	18,212	18,212	18,212	18,212	18,212	18,212	18,212	18,212	18,212
Total Sewer Usage	6	340,057	347,601	344,083	344,083	344,083	344,083	344,083	344,083	344,083	344,083	344,083
<b>Avg. Revenue/100 Cubic Feet</b>	7	\$3.51	\$3.66	\$3.80	\$3.95	\$4.54	\$5.16	\$5.61	\$5.89	\$6.19	\$6.50	\$6.82
<b>OPERATING REVENUES</b>	4.3%	6.0%	1.1%	1.8%	9.3%	14.1%	11.0%	6.8%	5.0%	5.0%	5.0%	
Sewer Usage Revenues	8	\$1,194,335	\$1,273,927	\$1,308,754	\$1,325,113	\$1,425,724	\$1,633,076	\$1,828,020	\$1,963,826	\$2,062,018	\$2,165,119	\$2,273,375
Base Charge Revenues	9	391,317	406,340	415,416	431,015	495,735	563,192	611,767	642,280	674,435	708,232	743,671
Delinquent Revenues	10	0	0	0	0	0	0	0	0	0	0	0
Oskaloosa Foods Monthly Base Fee	11	8,940	4,590	0	0	0	0	0	0	0	0	0
Oskaloosa Foods Sludge Fee	12	30,384	36,101	19,814	19,814	19,814	19,814	19,814	19,814	19,814	19,814	19,814
Oskaloosa Foods Hauling Fee	13	6,950	8,550	4,350	4,350	4,350	4,350	4,350	4,350	4,350	4,350	4,350
Connection Fee	14	0	0	0	0	0	0	0	0	0	0	0
Other Revenue	15	27,870	32,454	32,120	28,453	24,300	24,300	24,300	24,300	24,300	24,300	24,300
<b>TOTAL OPERATING REVENUES</b>	16	<b>\$1,659,796</b>	<b>\$1,761,962</b>	<b>\$1,780,454</b>	<b>\$1,808,745</b>	<b>\$1,969,923</b>	<b>\$2,244,733</b>	<b>\$2,488,252</b>	<b>\$2,654,571</b>	<b>\$2,784,917</b>	<b>\$2,921,815</b>	<b>\$3,065,510</b>
<b>OPERATING EXPENSES</b>	5.2%	(3.6%)	4.4%	18.1%	5.8%	4.7%	4.7%	4.7%	4.7%	4.7%	4.7%	
Personal Services	17	5% \$480,213	\$471,926	\$438,627	429,494.00	\$487,613	\$511,994	\$537,593	\$564,473	\$592,697	\$622,331	\$653,448
Contractual Services	18	5% 277,249	248,076	301,129	446,031	442,184	464,293	487,508	511,883	537,477	564,351	592,569
Commodities	19	0% 33,586	42,503	56,394	64,360	64,310	64,310	64,310	64,310	64,310	64,310	64,310
<b>TOTAL OPERATING EXPENSES</b>	20	<b>\$791,048</b>	<b>\$762,505</b>	<b>\$796,150</b>	<b>\$939,885</b>	<b>\$994,107</b>	<b>\$1,040,597</b>	<b>\$1,089,411</b>	<b>\$1,140,666</b>	<b>\$1,194,484</b>	<b>\$1,250,993</b>	<b>\$1,310,327</b>
<b>NET OPERATING INCOME</b>	21	\$868,748	\$999,457	\$984,304	\$868,860	\$975,816	\$1,204,136	\$1,398,840	\$1,513,905	\$1,590,433	\$1,670,822	\$1,755,183
Interest on Reserves	22	4,362	3,030	2,948	4,289	4,079	2,767	1,909	2,064	2,366	2,129	2,786
Special Assessments	23	5,084	4,805	9,188	6,676	0	0	0	0	0	0	0
Miscellaneous Revenue	24	10,258	508	865	0	0	0	0	0	0	0	0
<b>Revenue Available for D/S</b>	25	\$888,452	\$1,007,800	\$997,305	\$879,825	\$979,895	\$1,206,903	\$1,400,749	\$1,515,969	\$1,592,799	\$1,672,951	\$1,757,969

<i>Growth Assumptions</i>	
Growth in Usage	0.00%
Operating Expenses	See Below
Interest on Balances	0.25%

<i>PROPOSED REVENUE INCREASES</i>					
1-Apr-11	6.50%	1-Mar-15	15.00%	1-Mar-19	5.00%
1-Mar-12	3.50%	1-Mar-16	15.00%	1-Mar-20	5.00%
1-Mar-13	3.50%	1-Mar-17	10.00%	1-Mar-21	5.00%
1-Mar-14	0.00%	1-Mar-18	5.00%	1-Mar-22	5.00%

-- Audited Financial Statements --				Re-Est.	Budget	Projected	Projected	Projected	Projected	Projected	Projected
	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22
<b>Revenue Available for D/S</b> 26	\$888,452	\$1,007,800	\$997,305	\$879,825	\$979,895	\$1,206,903	\$1,400,749	\$1,515,969	\$1,592,799	\$1,672,951	\$1,757,969
<b>BOND DEBT SERVICE</b> 27											
Series 1994A Sewer Revenue SRF 28	\$50,927	\$52,606	\$51,854	\$53,954	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Series 1996 Sewer Revenue SRF 29	187,988	188,200	179,546	181,540	183,444	184,258	0	0	0	0	0
Series 2002 Sewer Refunding Bonds 30	172,095	0	0	0	0	0	0	0	0	0	0
Series 2002 Sewer Revenue SRF 31	0	0	244,980	247,080	249,060	250,920	253,660	255,260	257,740	260,080	262,280
<b>Total Revenue Debt Service</b> 32	\$411,010	\$240,805	\$476,380	\$482,574	\$432,504	\$435,178	\$253,660	\$255,260	\$257,740	\$260,080	\$262,280
Series 2002 SRF-Subordinate 33	277,340	276,360	0	0	0	0	0	0	0	0	0
Reserved 34	0	0	0	0	0	0	0	0	0	0	0
Reserved 35	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL DEBT SERVICE</b> 35	\$688,350	\$517,165	\$476,380	\$482,574	\$432,504	\$435,178	\$253,660	\$255,260	\$257,740	\$260,080	\$262,280
<b>Debt Coverage Ratios</b>	<i>Bond Documents state User Test will be at least 1.10x Coverage</i>										
<b>Net Cashflow/Revenue Debt</b> 36	<b>2.16</b>	<b>4.19</b>	<b>2.09</b>	<b>1.82</b>	<b>2.27</b>	<b>2.77</b>	<b>5.52</b>	<b>5.94</b>	<b>6.18</b>	<b>6.43</b>	<b>6.70</b>
<b>Net Cashflow/ All Debt</b> 37	<b>1.29</b>	<b>1.95</b>	<b>2.09</b>	<b>1.82</b>	<b>2.27</b>	<b>2.77</b>	<b>5.52</b>	<b>5.94</b>	<b>6.18</b>	<b>6.43</b>	<b>6.70</b>
<b>Net Cashflow after Debt</b> 38	\$200,102	\$490,635	\$520,925	\$397,251	\$547,391	\$771,725	\$1,147,089	\$1,260,709	\$1,335,059	\$1,412,871	\$1,495,689
+ / (-) Construction Fund 39	0	0	0	0	0	0	0	0	0	0	0
Other Sources / (Uses) 40	0	0	315,926	0	0	0	0	0	0	0	0
Bond Fees Adjustment 41	(1,582)	0	0	0	0	0	0	0	0	0	0
Bond/Warrant Proceeds 42	0	0	0	0	0	0	0	0	0	0	0
Grant Funds 43	0	0	0	0	0	0	0	0	0	0	0
Transfer (to)/from Improvement Fund 44	(8,432)	(11,400)	(11,400)	(11,400)	(11,400)	(11,400)	(11,400)	(11,400)	(11,400)	(11,400)	(11,400)
Other Transfers In/(Out) 45	77,322	0	0	169,460	0	0	0	0	0	0	0
Transfer (to)/from DSRF 46	30,779	451,934	0	0	0	0	0	0	0	0	0
Capital Outlays 47	(277,175)	(127,615)	(952,472)	(650,711)	(1,072,000)	(1,115,000)	(1,085,000)	(1,140,000)	(1,430,000)	(1,150,000)	(1,150,000)
Annual Surplus / (Deficit) 48	\$21,015	\$803,554	(\$127,021)	(\$95,400)	(\$536,009)	(\$354,675)	\$50,689	\$109,309	(\$106,341)	\$251,471	\$334,289
Unrestricted Beg Cash Balance 49	\$932,572	\$953,586	\$1,757,140	\$1,630,119	\$1,534,719	\$998,710	\$644,035	\$694,724	\$804,033	\$697,693	\$949,164
Unrestricted End Cash Balance 50	\$953,586	\$1,757,140	\$1,630,119	\$1,534,719	\$998,710	\$644,035	\$694,724	\$804,033	\$697,693	\$949,164	\$1,283,453
<b>Cash Balance as % O &amp; M</b> 51	<b>121%</b>	<b>230%</b>	<b>205%</b>	<b>163%</b>	<b>100%</b>	<b>62%</b>	<b>64%</b>	<b>70%</b>	<b>58%</b>	<b>76%</b>	<b>98%</b>
<b>Restricted &amp; Designated Reserves:</b>											
Improvement Fund-614 52	\$62,615	\$74,015	\$85,415	\$96,815	\$108,215	\$119,615	\$131,015	\$142,415	\$153,815	\$165,215	\$176,615
Debt Service Reserve Fund 53	451,934	0	0	0	0	0	0	0	0	0	0
<b>Total Cash</b> 54	\$1,468,135	\$1,831,155	\$1,715,534	\$1,631,534	\$1,106,925	\$763,650	\$825,739	\$946,448	\$851,508	\$1,114,379	\$1,460,068

<i>Growth Assumptions</i>	
Growth in Usage	0.00%
Operating Expenses	See Below
Interest on Balances	0.25%

<i>PROPOSED REVENUE INCREASES</i>					
1-Apr-11	6.50%	1-Mar-15	15.00%	1-Mar-19	5.00%
1-Mar-12	3.50%	1-Mar-16	15.00%	1-Mar-20	5.00%
1-Mar-13	3.50%	1-Mar-17	10.00%	1-Mar-21	5.00%
1-Mar-14	0.00%	1-Mar-18	5.00%	1-Mar-22	5.00%

-- Audited Financial Statements --			Re-Est.	Budget	Projected	Projected	Projected	Projected	Projected	Projected
FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22
<b>CAPITAL OUTLAYS</b>										
Heavy Equipment-O & M			\$0	\$0	\$60,000	\$120,000	\$80,000	\$350,000	\$0	\$0
Vehicles-O & M			19,595	0	100,000	0	0	35,000	0	0
Other Capital Equipment-O & M			35,000	167,000	0	40,000	70,000	0	0	0
IDOT Project			26,116	0	0	0	0	0	0	0
Other Capital -VFD's & Pumps			29,000	0	0	0	75,000	0	0	0
North 3rd Street - Sanitary Sewer Replacement			20,500	0	0	0	0	0	0	0
3rd Ave East - Sewer Replacement			50,000	0	0	0	0	0	0	0
North Plant Improvements			19,000	330,000	0	0	0	0	0	0
South Plant Improvements			19,000	60,000	225,000	175,000	0	80,000	0	0
Lift Station Improvements			12,000	30,000	0	0	200,000	0	0	0
Sewer System Replacements/Improvements			0	0	0	0	0	0	1,000,000	1,000,000
Annual Manhole & Sewer Lining			0	0	0	50,000	50,000	50,000	50,000	50,000
Emergency Sewer Replacement			0	0	0	100,000	100,000	100,000	100,000	100,000
Sanitary Sewer Study			65,000	45,000	0	0	0	0	0	0
Nutrient Removal Study			0	0	150,000	0	0	0	0	0
North 3rd Street - Line Sanitary Sewer			0	0	35,000	0	0	0	0	0
Burlington Road - Manhole & Sewer Lining			0	0	0	0	155,000	0	0	0
South 11th St - Sewer Repairs			90,500	0	0	0	0	0	0	0
Penn Blvd - Sewer Repairs			230,000	0	0	0	0	0	0	0
South L St/M Street - Sewer Replacement			35,000	375,000	0	0	0	0	0	0
Alley North H Street/North I Street - Sewer Replacement			0	20,000	170,000	0	0	0	0	0
5th Ave West - Sewer Replacement			0	20,000	180,000	0	0	0	0	0
Terrace Drive - Sewer Replacement			0	5,000	30,000	0	0	0	0	0
E Ave West - Sewer Replacement			0	0	20,000	180,000	0	0	0	0
South D Street/5th Ave to South F Street/4th Ave - Sewer Replacement			0	20,000	100,000	0	0	0	0	0
South D - Sewer Replacement			0	0	20,000	200,000	0	0	0	0
South I Street and 4th Ave - Sewer Replacement			0	0	25,000	150,000	0	0	0	0
North 6th - Sewer Replacement			0	0	0	5,000	50,000	0	0	0
North 3rd - Sewer Replacement			0	0	0	20,000	200,000	0	0	0
North C Street - Sewer Replacement			0	0	0	20,000	0	0	0	0
North B Street - Sewer Replacement			0	0	0	20,000	0	0	0	0
6th Street - Sewer Replacement			0	0	0	5,000	50,000	0	0	0
McMullin Drive - Sanitary Sewer Replacement			0	0	0	0	25,000	0	0	0
North 12th - Sewer Replacement			0	0	0	0	60,000	540,000	0	0
South A Street/South B Street - Sewer Replacement			0	0	0	0	25,000	275,000	0	0
<b>Total Capital Equipment:</b>			<b>\$ 54,595</b>	<b>\$ 167,000</b>	<b>\$ 160,000</b>	<b>\$ 160,000</b>	<b>\$ 150,000</b>	<b>\$ 385,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Capital Outlays:</b>			<b>\$ 596,116</b>	<b>\$ 905,000</b>	<b>\$ 955,000</b>	<b>\$ 925,000</b>	<b>\$ 990,000</b>	<b>\$ 1,045,000</b>	<b>\$ 1,150,000</b>	<b>\$ 1,150,000</b>
<b>Total Capital Projects:</b>			<b>\$ 650,711</b>	<b>\$ 1,072,000</b>	<b>\$ 1,115,000</b>	<b>\$ 1,085,000</b>	<b>\$ 1,140,000</b>	<b>\$ 1,430,000</b>	<b>\$ 1,150,000</b>	<b>\$ 1,150,000</b>



## Water and Pollution Control Department

300 East Fifth Street, Building 1

300 Ames, IA 50010

Phone 515-239-5150 Fax 515-239-5251

TO: 2013 Survey Respondents and Interested Parties

FROM: Kati Pierce, Water and Pollution Control Department

DATE: December 2013

SUBJECT: Water and Sewer Charges and Rates Survey Results  
For Iowa Cities with 10,000 and Over Populations

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We are pleased to send you a copy of both the Water and Sewer Rate Survey Results, just completed. They are arranged in similar formats for comparison. You may notice that the data is presented differently this year than in past surveys. We hope that you will find the compiled results easy to interpret and informative.

Billing methods occur in various combinations of gallons, cubic feet, monthly, quarterly, and other variations. For the sake of comparison, minimum bills and the quantities allowed have been converted to cubic feet at a monthly rate. The conversion used is 100 cubic feet = 750 gallons.

You will also find that median amounts were used for many comparisons. Median simply means the point where half the utilities are higher and half are lower. The median is not the average value, but is more representative of the average, as actual average values can be distorted by a few unusually high or low rates.

Please check the figures for your utility and let us know if you find any mistakes so we may correct them for next year (yes, we are planning on surveying annually moving forward). Also, we encourage you to share this information with others in your organization who may find the data useful.

Thank you for your participation in this survey. You are welcome to contact me by email at [kpierce@cityofames.org](mailto:kpierce@cityofames.org).

/klp

/enclosures

**2013 CITY OF AMES**

**SURVEY OF DOMESTIC SEWER SERVICE**

**CHARGES & RATES**

**RESULTS**



**2013 COMPARISON OF DOMESTIC SEWER SERVICE CHARGES  
GENERAL RATE CHARACTERISTICS**  
Prepared by the City of Ames, Iowa

City	Est. Population Served		Dates of Recent Rate Adjustment	Minimum Bill \$/Month	Allowance on Min. Bill Cu Ft/Month	Ind. Waste or Strength Charges	Special Rate?*
	Census	Equivalent*					
Altoona	15,000	15,000	2005, 2007, 2009, 2011	5.00	0	Yes	Yes
Ames	59,042	59,042	2005, 2008, 2011, 2013	9.44	0	Yes	Yes
Ankeny	45,582	46,000	2009, 2011, 2012, 2013	17.08 <i>Svc. Avail. Chg.</i>	0	Yes	Yes
Bettendorf	33,599	33,599	2001, 2002, 2008, 2012	2.25	0	Yes	Yes
Boone	12,800	11,240	2000, 2003, 2009, 2010	3.00	0	Yes	No
Burlington	25,663	25,663	2010, 2011, 2012, 2013	8.98 san. 6.54 storm	0	Yes	Yes
Carroll	10,103	12,797	2010, 2011, 2012, 2013	7.00	0	Yes	Yes
Cedar Falls	39,387	39,387	2008, 2011, 2012, 2013	13.80 (2013) 14.05 (2014)	200	Yes	Yes
Cedar Rapids	172,257	1,400,000	2010, 2011, 2012, 2013	11.91	200	Yes	Yes
Clinton	26,830	26,830	2009, 2011, 2012, 2013	8.96	100	Yes	Yes
Clive	16,000	16,000	2010, 2011, 2012, 2013	5.48 san. <i>Svc. Avail. Chg.</i> 5.29 storm	0	No	Yes
Coralville	19,219	19,219	1999, 2006, 2011, 2012	7.50 san. 2.00 storm	200	No	Yes
Council Bluffs	62,466	62,466	1989, 1995, 2000, 2005	6.46	300	Yes	No
Davenport	97,500	135,000	2010, 2011, 2012, 2013	\$11.27/mo <i>if paid monthly</i> \$3.68/mo <i>if paid quarterly</i>	0	Yes	Yes
Des Moines	206,599	206,599	2009, 2010, 2012, 2013	4.40	0	Yes	Yes
Dubuque	60,000	60,000	2009, 2011, 2012, 2013	7.97	200	No	No
Fort Dodge	25,206	25,206	2009, 2011, 2012, 2013	14.90	400	Yes	No
Fort Madison	11,250	13,600	2005, 2007, 2009, 2012	11.05	0	Yes	Yes

\*Equivalent Population: Total population the utility services, which may include those outside of the city.  
\*\*Special Rate: Reduced rates offered during certain seasons, for low income residents, or irrigation

**2013 COMPARISON OF DOMESTIC SEWER SERVICE CHARGES  
GENERAL RATE CHARACTERISTICS**  
Prepared by the City of Ames, Iowa

City	Est. Population Served Census	Equivalent	Dates of Recent Rate Adjustment	Minimum Bill \$/Month	Allowance on Min. Bill Cu Ft/Month	Ind. Waste or Strength Charges	Special Rate?
Indianola	14,782	14,782	2010, 2011, 2012, 2013	7.75 (2012) 8.00 (2013)	133	Yes	Yes
Iowa City	70,133	92,000	2001, 2006, 2008, 2012	8.15 san. 3.00 storm	100	Yes	Yes
Iowa Great Lakes Sanitary District	15000 Resident	90000+ Seasonal	1980, 1983, 1999, 2008	5.00	0	No	No
Johnston	17,278	17,278	2010, 2011, 2012, 2013	5.25 Svc. Avail. Chg.	0	Yes	Yes
Keokuk	10,706	10,706	2008, 2009, 2011, 2012	24.25	267	Yes	No
Marion	34,768	34,768	2005, 2008, 2009, 2013	9.00 Svc. Avail. Chg. 2.00 San. Sew. Rpr/Maint. 3.25 storm	0	Yes	Yes
Marshalltown	27,552	27,552	2007, 2008, 2009, 2013	12.12	0	Yes	Yes
Mason City	28,052	123,000	2007, 2008, 2009, 2010	9.80 san. 1.75 storm	0	Yes	Yes
Muscatine	23,300	50,000	2009, 2010, 2011, 2012	13.90 11.00 Coll. & Dr.	300	Yes	Yes
Newton	15,130	15,130	2007, 2010, 2011, 2012	10.27	200	Yes	Yes
Oskaloosa	11,463	11,463	2005, 2008, 2011, 2013	7.59	0	Yes	Yes
Ottumwa	25,000	25,000	2008, 2009, 2012, 2013	14.50	0	Yes	No
Sioux City	82,800	82,800	2008, 2009, 2010, 2011	10.63	200	Yes	Yes
Spencer	11,500	11,500	1983, 1985, 2005, 2013	7.39	300	Yes	Yes
Storm Lake	10,600	10,600	2010, 2011, 2012, 2013	16.50	0	Yes	Yes
Urbandale	40,000	40,000	1994, 2004, 2010, 2012	5.00 Svc. Avail. Chg.	0	No	No
Waterloo	68,000	176,000	1993, 2000, 2003, 2010	12.50	300	No	Yes
Waukege	13,790	13,790	2010, 2011, 2012, 2013	11.01	134	Yes	Yes
West Des Moines	62,000	62,000	2009, 2010, 2011, 2012	3.00 Svc. Avail. Chg.	134	Yes	Yes

\*Equivalent Population: Total population the utility services, which may include those outside of the city.  
\*\*Special Rate: Reduced rates offered during certain seasons, for low income residents, or irrigation

**2013 COMPARISON OF DOMESTIC SEWER SERVICE CHARGES  
MONTHLY CHARGE FOR VOLUME IN CUBIC FEET**  
Prepared by City of Ames, Iowa

City	Rate Effective	200	300	400	600	800	1,000	10,000	50,000	100,000
Altoona	Jul. 2011	15.07	20.10	25.13	35.20	45.26	55.33	508.25	2,521	5,038
Ames	Jul. 2013	14.26	16.67	19.08	23.90	28.72	33.54	250.44	1,214	2,419
Ankeny	Jul. 2013	21.43	23.61	25.78	30.13	34.48	38.83	234.58	1,105	1,885
Bettendorf	Apr. 2012	6.01	7.89	9.77	13.53	17.29	21.05	190.25	942	1,882
Boone	Jul. 2010	18.94	26.91	34.88	50.82	66.76	82.70	800.00	3,988	7,973
Burlington	Jul. 2013	14.36	17.05	19.74	25.12	30.50	35.83	277.48	1,351	2,694
Carroll	Jul. 2013	14.20	17.80	21.40	28.60	35.80	43.00	367.00	1,807	3,607
Cedar Falls	Jul. 2013	13.80	15.95	18.10	22.40	26.70	35.30	228.80	1,089	2,178
Cedar Rapids	Jul. 2013	11.91*	13.51	15.11	18.31	21.51	24.71	171.91	812	1,612
Clinton	Jul. 2013	17.92	26.88	35.84	53.76	71.68	89.60	896.00	4,480	8,960
Clive	Jul. 2013	11.75	14.89	18.02	26.38	34.74	43.10	318.98	1,573	3,140
Coralville	Jul. 2012	7.50*	10.02	12.54	17.58	22.62	27.66	209.10	1,217	2,477
Council Bluffs	Apr. 2005	6.46*	6.46*	8.61	12.91	17.21	21.51	164.86	789	1,569
Davenport	Jul. 2013	17.19	20.15	23.11	29.03	34.95	40.87	307.27	1,491	2,971
Des Moines	Jul. 2013	12.34	16.31	20.27	28.22	38.79	49.37	401.15	1,989	3,972
Dubuque	Jul. 2013	7.97*	11.96	15.95	23.93	31.91	47.87	391.02	1,795	3,990
Fort Dodge	Jul. 2013	14.90*	14.90*	14.90*	19.24	23.57	27.91	222.98	1,090	2,174
Fort Madison	Jul. 2012	16.64*	16.64*	17.35	19.50	21.64	22.36	120.31	549	1,086
Indianola	Sept. 2013	12.53	18.30	26.10	39.68	53.25	66.83	677.70	3,393	6,786
Iowa City	Jul. 2008	12.14	16.13	20.12	28.10	36.08	44.06	403.16	1,999	3,994
Iowa Great Lakes	Jul. 2008	7.02	8.04	9.05	11.08	13.10	15.13	106.25	511	1,018
Johnston	Jul. 2013	12.53	16.17	19.81	27.09	34.35	41.62	369.25	1,825	3,645
Keokuk	Aug. 2012	24.25*	25.49	29.19	36.60	44.01	51.42	384.78	1,867	3,719
Marion	Jul. 2013	16.35	18.25	20.15	23.95	27.75	31.55	202.55	963	1,913
Marshalltown	Jan. 2013	15.90	17.79	19.68	23.46	27.24	31.02	201.12	957	1,902
Mason City	Jul. 2010	9.63*	12.00	14.37	19.11	23.85	28.59	242.07	1,191	2,377
Muscatine**	Jul. 2012	24.90	24.90*	27.25	31.95	36.65	41.35	252.85	1,193	2,368
Newton	May 2012	10.27*	13.57	16.87	23.47	30.07	36.67	333.67	1,654	3,304
Oskaloosa	Mar. 2013	14.85	18.48	22.11	29.37	36.63	43.89	370.59	1,823	3,638
Ottumwa	Jul. 2013	24.00	28.75	33.50	43.00	52.50	62.00	489.50	2,390	4,765
Sioux City	Jul. 2011	10.63*	14.62	18.61	26.58	34.55	42.52	407.34	2,024	4,043
Spencer	Jul. 2013	8.44	11.34	14.24	20.04	25.84	31.64	266.49	1,094	2,129
Storm Lake	Jul. 2013	21.26	23.63	26.01	30.77	35.52	40.28	254.25	1,189	2,394
Urbandale	Jul. 2012	6.25	8.13	10.00	13.75	17.50	21.25	190.00	940	1,878
Waterloo	Jun. 2010	12.50*	12.50	14.48	18.44	22.40	26.36	204.56	997	1,987
Waukee	Jul. 2013	14.99	20.96	26.93	38.87	50.81	62.75	600.05	2,988	5,973
West Des Moines	Oct. 2012	10.95	14.93	18.90	26.85	34.80	42.75	400.50	1,991	3,978

\*Minimum Bill/200CF

\*\*Rate study in progress, anticipating 3% annual rate incr. over next five years.

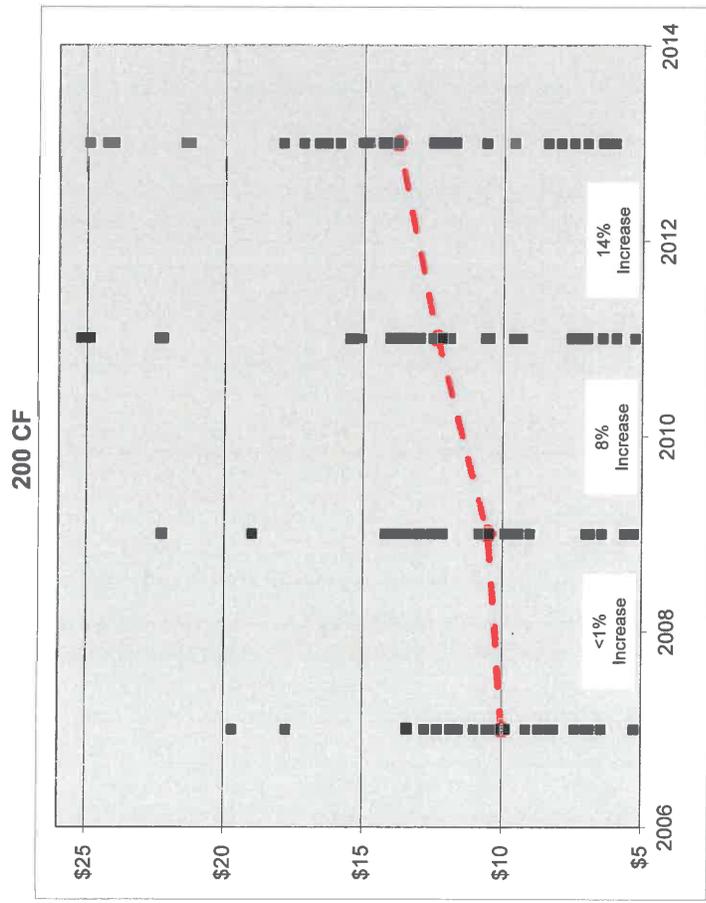
2013 Residential Sewer Rate Survey  
Iowa Cities Over 10,000 Population

	Minimum or 200 CF	600 CF	1,000 CF	10,000 CF	50,000 CF	100,000 CF
<b>LOW</b>	Iowa Great Lakes	11.08	15.13	106.25	511	1,018
	Council Bluffs	12.91	21.05	120.31	549	1,086
	Bettendorf	13.53	21.25	164.86	789	1,569
	Urbandale	13.75	21.51	171.91	812	1,585
	Coralville	17.58	22.36	190.00	940	1,612
	Cedar Rapids	18.31	24.71	190.25	942	1,878
	Dubuque	18.44	26.36	201.12	957	1,882
	Spencer	8.44	27.66	202.55	963	1,902
	Mason City*	9.63	27.91	204.56	997	1,913
	Newton*	10.27	28.59	209.10	1,089	1,987
	Sioux City*	10.63	31.02	222.98	1,090	2,129
	West Des Moines	10.95	31.55	228.80	1,094	2,174
	Clive	11.75	31.64	234.58	1,105	2,178
	Cedar Rapids*	11.91	33.54	242.07	1,189	2,368
	Iowa City	12.14	35.30	250.44	1,191	2,377
	Des Moines	12.34	35.83	252.85	1,193	2,394
	Waterloo*	12.50	36.67	254.25	1,214	2,419
	Indianola	12.53	38.83	266.49	1,217	2,477
	Johnston	12.53	40.28	277.47	1,351	2,694
<b>MEDIAN</b>	Cedar Falls	13.80	40.87	307.27	1,491	2,971
	Carroll	14.20	41.35	318.98	1,573	3,140
	Ames	14.26	41.62	333.67	1,654	3,304
	Burlington	14.36	42.52	367.00	1,795	3,607
	Oskaloosa	14.85	42.75	369.25	1,807	3,638
	Fort Dodge*	14.90	43.00	370.59	1,823	3,645
	Waukee	14.99	43.10	384.78	1,825	3,719
	Altoona	15.07	43.89	391.02	1,867	3,972
	Marshalltown	15.90	44.06	400.50	1,989	3,978
	Marion	16.35	47.87	401.15	1,991	3,990
	Fort Madison*	16.64	49.37	403.16	1,999	3,994
	Davenport	17.19	51.42	407.34	2,024	4,043
	Clinton	17.92	55.33	489.50	2,390	4,765
	Boone	18.94	62.00	508.25	2,521	5,038
	Storm Lake	21.26	62.75	600.05	2,988	5,973
	Ankeny	21.43	66.83	677.70	3,393	6,786
	Ottumwa	24.00	82.70	800.00	3,988	7,973
	Keokuk*	24.25	89.60	895.00	4,480	8,960
<b>HIGH</b>	Muscatine**	24.90	89.60	895.00	4,480	8,960
	Low	6.01	15.13	106.25	511	1,018
	Median	13.80	40.28	277.48	1,351	2,694
	High	24.90	89.60	896.00	4,480	8,960

\* Minimum Bill

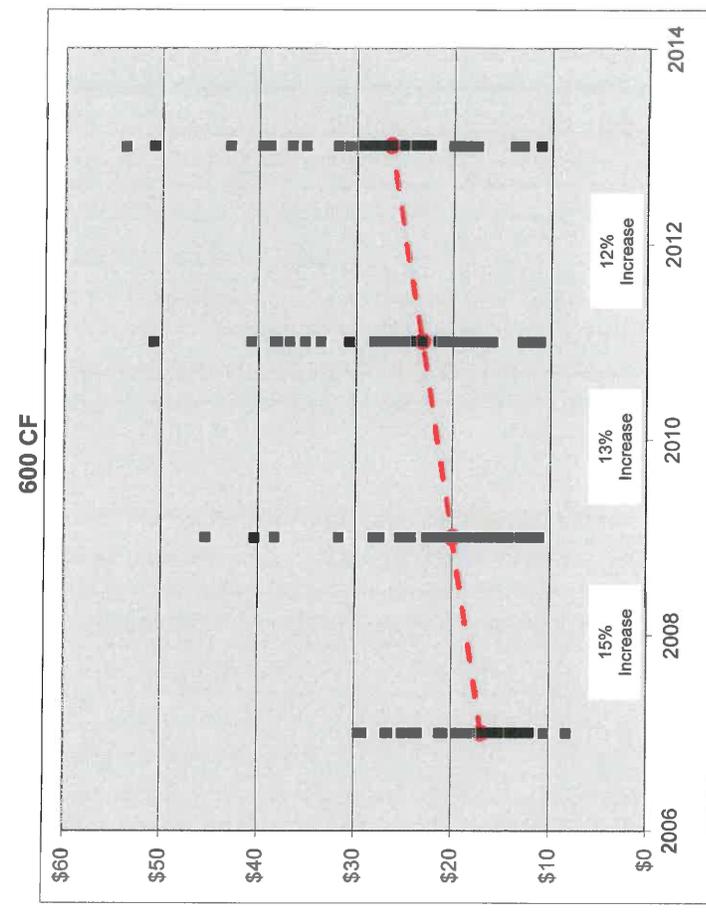
\*\*Rate study in progress

**Median Sewer Rates  
Historical Comparison  
Iowa Cities with Populations 10,000 and Over  
2007-2013**



**--- Median**

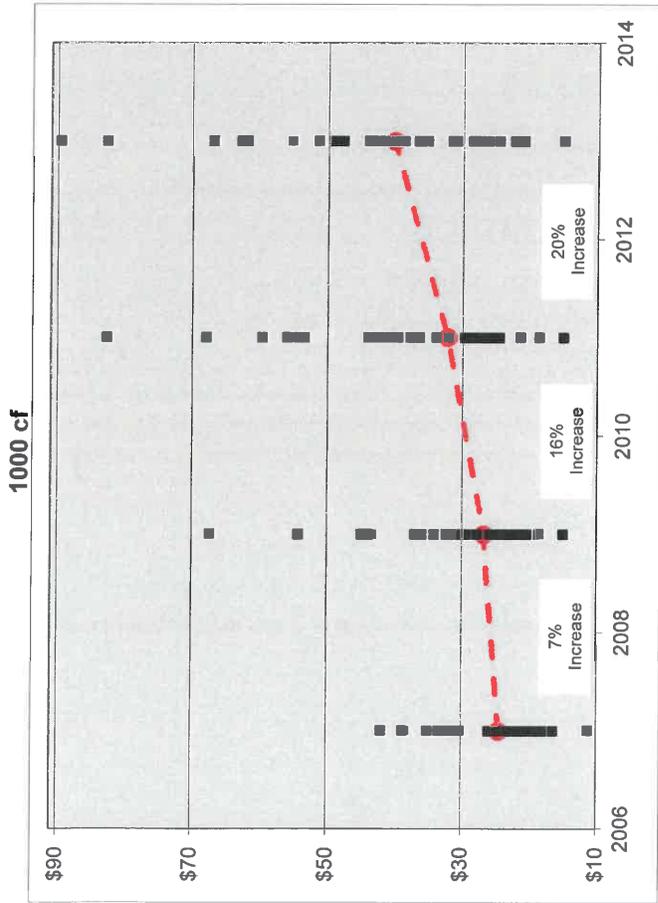
Total increase over 6 years  
(3.8% per year)



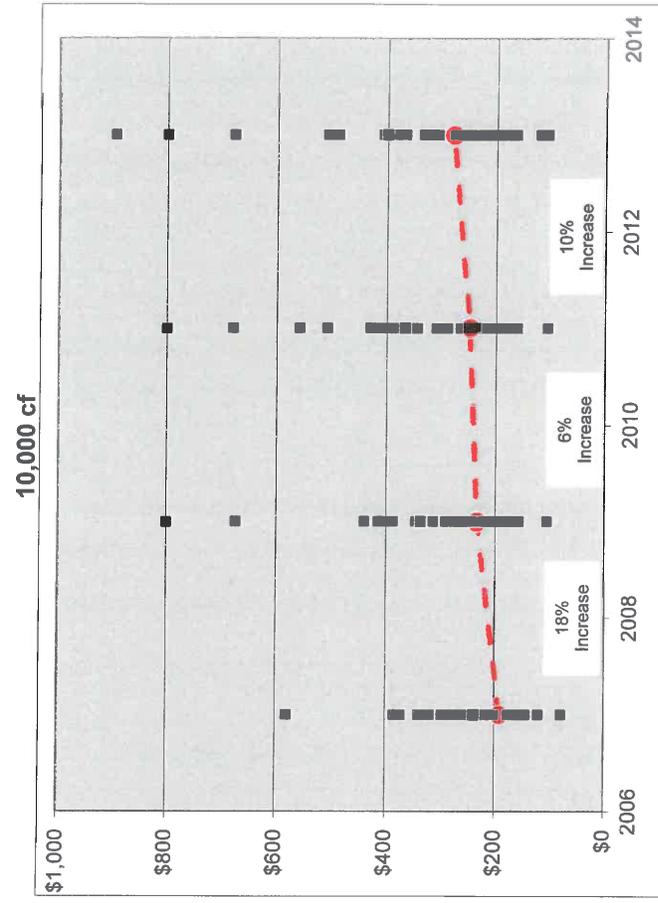
**--- Median**

Total increase over 6 years  
(6.7% per year)

**Median Sewer Rates  
Historical Comparison  
Iowa Cities with Populations 10,000 and Over  
2007-2013**

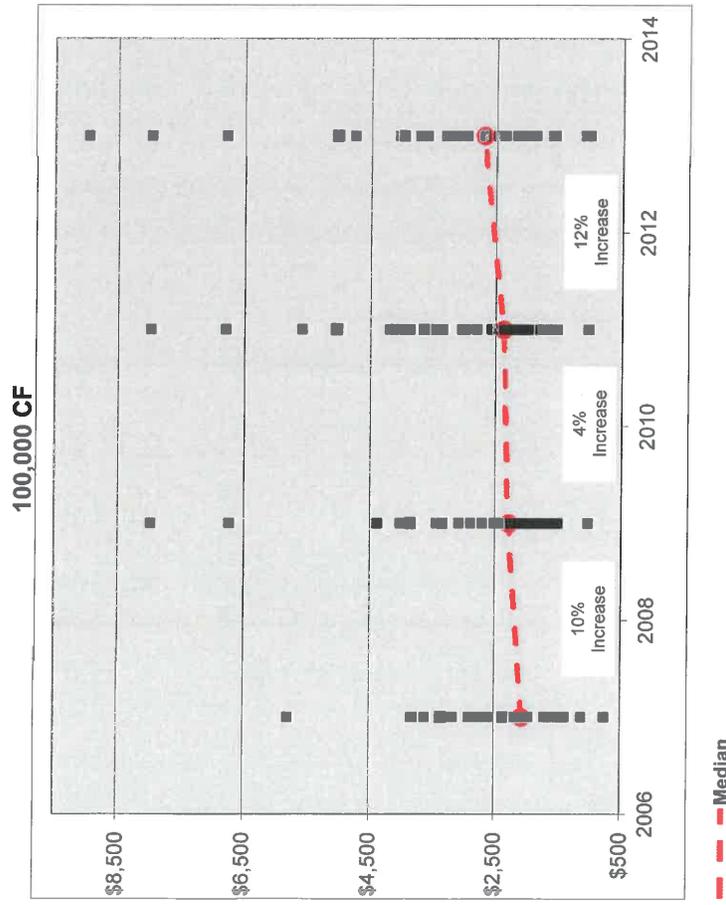


**43%**  
Total increase over 6 years  
(7.2% per year)



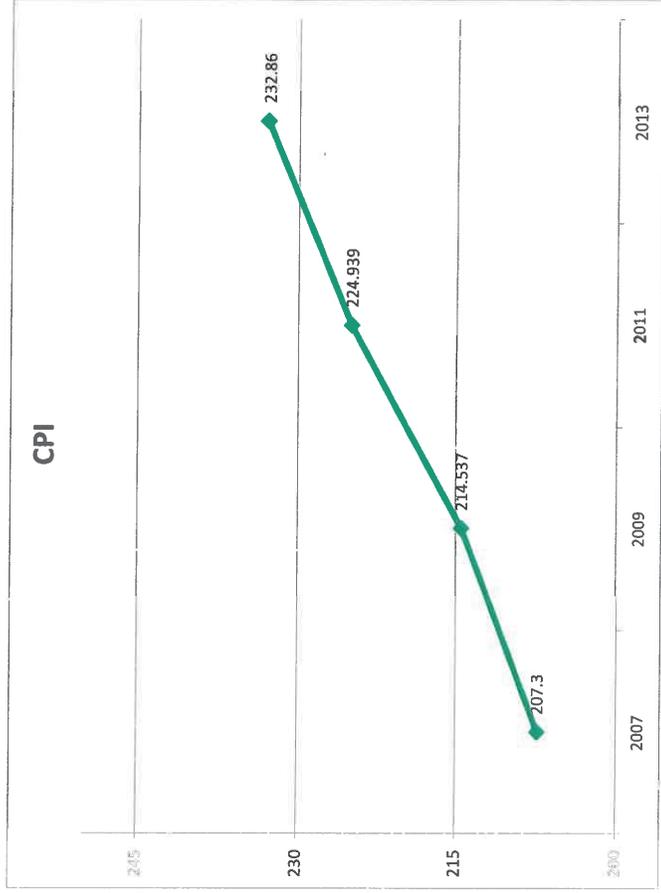
**34%**  
Total increase over 6 years  
(5.7% per year)

**Median Sewer Rates  
Historical Comparison  
Iowa Cities with Population 10,000 and Over  
2007-2013**



26%  
Total increase over 6 years  
(4.3% per year)

**U.S. Consumer Pricing Index  
2007-2013**



11%  
Total increase over 6 years  
(3.7% per year)

**Percentage of Increase or Decrease From 2011 to 2013  
Domestic Sewer Service Charges in Cubic Feet  
Iowa Cities with Populations of 10,000 and Higher**

City	200	600	1,000	10,000	100,000	20% or Higher Increase
Altoona	NO RATE CHANGE SINCE 2011					
Ames	17%	17%	17%	17%	17%	
Ankeny	4%	21%	28%	46%	62%	
Bettendorf	12%	11%	11%	9%	10%	
Boone	NO RATE CHANGE SINCE 2010					
Burlington	47%	8%	10%	15%	16%	X
Carroll	14%	15%	15%	16%	16%	
Cedar Falls	2%	5%	17%	10%	10%	
Cedar Rapids	22% Decr.	15% Decr.	10% Decr.	4% Incr.	5% Incr.	
Clinton	24%	24%	22%	24%	24%	X
Clive	24% Decr.	1% Decr.	12% Incr.	9% Incr.	11% Incr.	
Coralville	7%	6%	6%	13%	5%	
Council Bluffs	NO RATE CHANGE SINCE 2005					
Davenport	46%	33%	27%	14%	14%	X
Des Moines	7% Decr.	6% Incr.	19% Incr.	3% Incr.	3% Incr.	
Dubuque	25%	26%	38%	34%	26%	X
Fort Dodge	6%	6%	6%	6%	6%	
Fort Madison	22% Incr.	8% Decr.	24% Decr.	44% Decr.	48% Decr.	
Indianola	85%	8%	8%	9%	9%	
Iowa City	NO RATE CHANGE SINCE 2008					
Iowa Great Lakes	NO RATE CHANGE SINCE 2008 - RATE CASE PENDING					
Johnston	3%	3%	3%	3%	3%	
Keokuk	4%	4%	4%	4%	4%	
Marion	4%	10%	13%	20%	21%	X
Marshalltown	13%	11%	10%	7%	7%	
Mason City	NO RATE CHANGE SINCE 2010					
Muscatine**	NO RATE CHANGE SINCE LAST RATE SURVEY					
Newton	28%	28%	28%	28%	28%	X
Oskaloosa	6%	6%	7%	7%	7%	
Ottumwa	7%	11%	12%	15%	16%	
Sioux City	NO RATE CHANGE SINCE 2011					
Spencer	10% Decr.	6% Decr.	1% Decr.	7% Incr.	7% Incr.	
Storm Lake	8%	8%	8%	8%	8%	
Urbandale	14%	14%	14%	14%	14%	
Waterloo	NO RATE CHANGE SINCE 2010					
Waukee	3%	1%	<1%	<1%	No Change	
West Des Moines	6%	8%	8%	8%	8%	

14% of the utilities have increased their sewer rates by 20% or more since 2011

92% of the utilities have increased their sewer rates by any amount since 2011



## City Council Communication

Meeting Date: March 2, 2015

Requested By: Fire Department

### **Item Title: CONSENT AGENDA**

Consider a resolution transferring ownership of the outdoor storm warning siren system from the City of Oskaloosa to Mahaska County Emergency Management Commission.

### **Explanation:**

Over the past several months fire department staff has been discussing the option of turning over ownership of the outdoor storm warning siren system to the Mahaska County Emergency Management Association. Staff believes this is the correct move for the city of Oskaloosa to make at this point in time as the Mahaska County Emergency Management Association either has already accepted or is in the process of accepting the maintenance and repair of other outdoor storm warning siren systems located within Mahaska County.

Staff recommends gifting the storm sirens and the poles on which the storm sirens are affixed to the Mahaska County Emergency Management Association. Management by the Mahaska County Emergency Management Association ensures consistent maintenance, upgrades and replacement on a countywide basis. The transfer of ownership also reduces funding pressure within the city's General Fund on a yearly basis.

Staff is recommending a date of July 1, 2015 for transfer of ownership.

### **Budget Consideration:**

Reduction of \$1250.00 for utilities expenses from the general fund. Reduction of \$6000.00 that was funded for repair and maintenance. With the exception of the siren upgrades that were implemented two years ago, this amount was rarely completely dispersed. Annual repair and maintenance over a seven year average was typically \$500-\$1000 annually.

**Attachments:**

Resolution, storm siren location document, map of storm siren locations.

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION TRANSFERRING OWNERSHIP OF THE OUTDOOR STORM WARNING SIREN SYSTEM FROM THE CITY OF OSKALOOSA TO THE MAHASKA COUNTY EMERGENCY MANAGEMENT COMMISSION**

WHEREAS, the City of Oskaloosa, through its Mayor, is a Commission member of the Mahaska County Emergency Management Commission, pursuant to Iowa Code Section 29C.9(2); and

WHEREAS, Iowa Code Section 29C.13(2) allows any person to make a gift of equipment to a political subdivision of the State for purposes of emergency management and the Mahaska County Emergency Management Commission is a political subdivision of the State under Iowa Code Section 29C.9(4); and

WHEREAS, the Mahaska County Emergency Management Commission is charged with the responsibility of identifying hazards, and making risk and capability assessments, pursuant to 605 Iowa Administrative Code Section 7.3(4)(b)(1-5) and for implementing the foregoing of providing communication and warning to the public, pursuant to 605 Iowa Administrative Code Section 7.3(4)(g)(1,2), following identification of such hazards and assessments; and

WHEREAS, the Mahaska County Emergency Management Commission, following the foregoing assessments, has identified the need for a comprehensive approach to the provision of emergency storm warnings throughout Mahaska County, including those towns and cities that do not presently provide such warning services; and for the provision of maintenance practices that assure the proper working order of all such storm sirens when such warnings are required; and

WHEREAS, the City of Oskaloosa presently has nine (9) storm sirens placed in and around the City which are located on poles in public rights of way and which have been upgraded by the City within the past two fiscal years; and

WHEREAS, the City of Oskaloosa is desirous of making a gift of the nine (9) foregoing sirens to the Mahaska County Emergency Management Commission for the purpose of assisting the Commission in the integration of all storm warning sirens and public communication services throughout Mahaska County, and the Commission is desirous of accepting as a gift the nine (9) storm sirens from the City;

**NOW, THEREFORE, BE IT HEREBY RESOLVED**

That:

1. The City of Oskaloosa hereby transfers to the Mahaska County Emergency Management Commission all of its right, title and interest in and to the nine (9) existing storm sirens, and all of the equipment, power sources, communication links and lines, which make the foregoing sirens operational.
2. The City hereby supplies to the Emergency Management Commission a map, Exhibit A attached, designating the locations of all such storm sirens, including the nearest local addresses to such sirens; and shall supply all ownership, maintenance and testing manuals and materials concerning such sirens; and further supply utility account billing numbers and service company contracts with respect to maintenance and repair.
3. Upon prior appropriate testing of each of the nine (9) storm sirens to assure proper working order, the Mahaska County Emergency Management Commission hereby accepts, as a gift, the ownership of the City's nine (9) sirens, including responsibility for the periodic maintenance, replacement and utility costs associated with proper operation.
4. Transfer of Operation date. So as to assure a complete, smooth and seamless transfer of operational function of the foregoing sirens between the City and the Mahaska County Emergency Management Commission, including assumption of utility and maintenance contracts, and coordination with and to the storm warning alert systems, the date of \_\_\_\_\_ is hereby selected as the date upon which, at 12:01 AM, the Mahaska County Emergency Management Commission assumes full operational control of the foregoing sirens.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

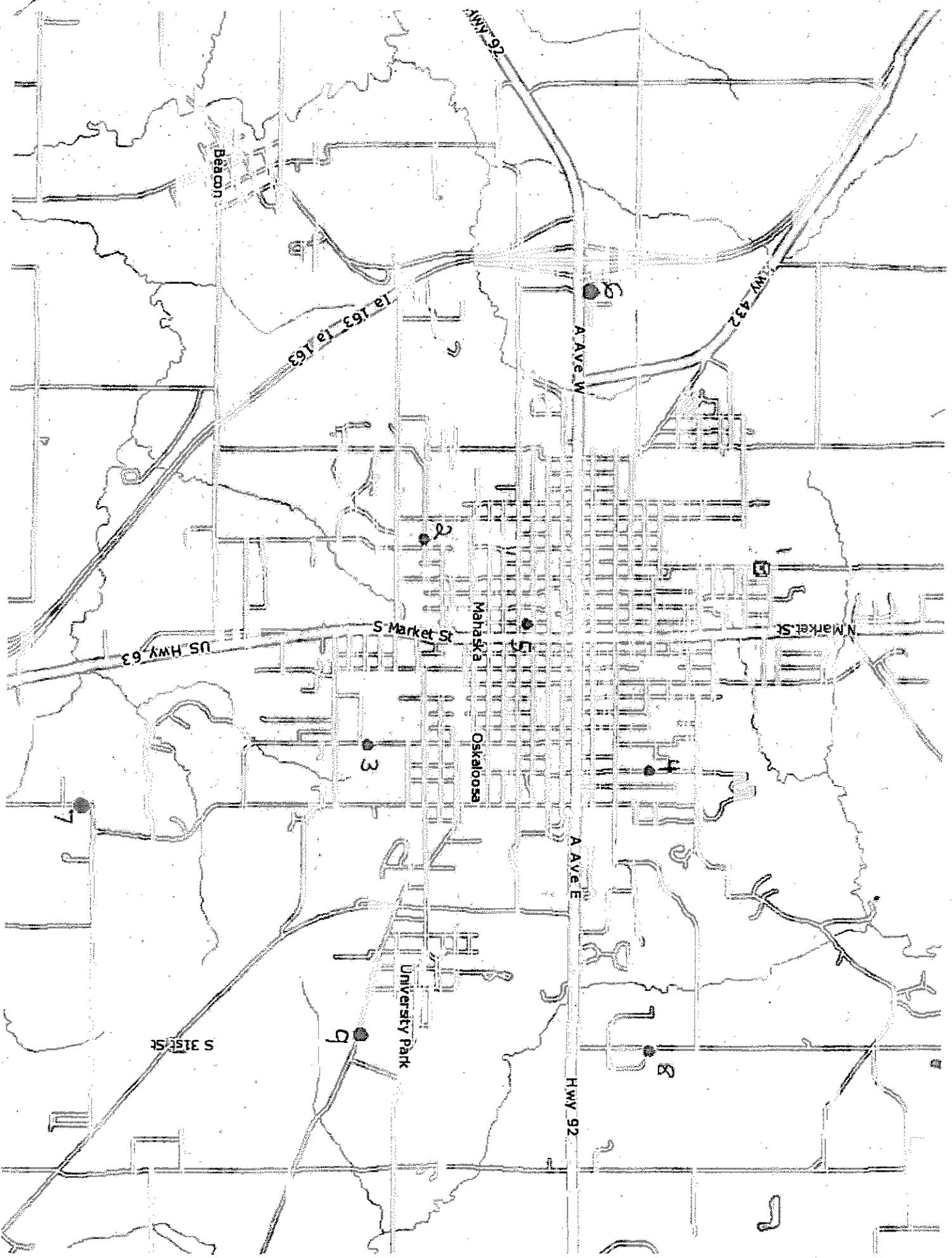
\_\_\_\_\_  
David Krutzfeldt, Mayor

Attest: \_\_\_\_\_  
Amy Miller, City Clerk

City of Oskaloosa Storm Siren locations

- 1 Located in front of 1320 North E Street.
- 2 Located in front of 1100 9<sup>th</sup> Avenue West.
- 3 Located in front of 1402 South Street.
- 4 Located in front of 461 North 9<sup>th</sup> Street.
- 5 Located at the entrance of the driveway to the Oskaloosa Public Library directly behind 1<sup>st</sup> 2<sup>nd</sup> Avenue West.
- 6 Located in the 2400 Block of A Avenue West at the corner of Cornerstone Drive and the Walmart parking lot.
- 7 Located in the 2600 block of Merino Avenue.
- 8 Located in front of 2440 Newport Avenue.
- 9 Located near 2611 Burlington Road.

\*The poles that the sirens are located on are owned by the city of Oskaloosa and are to be transferred in ownership to the Mahaska County Emergency Management Commission.



Beacon

HWY 92

I-163 I-163

HWY 432

A AVE W

US HWY 63

S Market St

N Market St

Mahan St

Oskaloosa

A AVE E

7

3

University Park

S 31st St

9

HWY 92

8

5

2

5

4



## City Council Communication

Meeting Date: March 2, 2015

Requested By: Mayor & City Council

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

- a) Airport Commission – One vacancy to fill upon appointment for an unexpired term that ends December 31, 2015. This is a five member board that typically meets the first Monday of the month. (4 males currently serve with 1 vacancy)
- b) Building Code Board of Appeals – One vacancy to fill upon appointment to serve at the pleasure of the Mayor. This is a five member board that meets as needed. (3 males and 1 female currently serve with 1 vacancy)
- c) Historic Preservation Commission – One vacancy to fill upon appointment for an unexpired term that ends December 31, 2015. This is a seven member board that meets as needed. (2 males and 4 females currently serve with 1 vacancy.)
- d) Planning and Zoning Commission - Two vacancies for five year terms that begin May 1, 2015 and end April 30, 2020. This is a seven member board that typically meets as needed on the second Monday of the month. (4 males and 3 females currently serve)
- e) Water Board – One vacancy to fill upon appointment for an unexpired term that ends June 30, 2020. There are three members on the board that typically meets the third Monday of the month. (3 males currently serve)



## City Council Communication

Meeting Date: March 16, 2015

**Item Title: REGULAR AGENDA**

**Explanation:**

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

**Budget Consideration:**

Not applicable.

**Attachments:**

None.



## City Council Communication

Meeting Date: March 2, 2015

Requested By: City Clerk/Finance

**Item Title:**

Consider a resolution instituting proceedings to take additional action for the issuance of not to exceed \$1,015,000 General Obligation Capital Loan Notes. **(PUBLIC HEARING)**

**Explanation:**

This is the time and place for the public hearing on the matter of the authorization of a Loan Agreement and the issuance of not to exceed \$1,015,000 G.O. Capital Loan Notes, for essential corporate purposes, in order to provide funds to pay the costs of a pumper truck and to call the 2006 General Obligation Bonds. These notes will be sold with the \$3,195,000 General Obligation Capital Loan Notes for the Fire Station Project. This resolution authorizes proceeding with a Loan Agreement and issuance of the notes.

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

**Budget Consideration:**

Approximate savings of \$27,000 to \$37,000 in interest costs (depending on rates) for the refinancing of the 2006 General Obligation Bond Series. An additional tax levy in FY16 of \$ .26272 for the purchase of the pumper truck.

**Attachments:**

Resolution

Whereupon, the Mayor declared the hearing on the authorization of entering into a Loan Agreement and the issuance of the Notes to be closed.

The Council then considered the proposed action and the extent of objections thereto.

Whereupon, Council Member \_\_\_\_\_ introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED \$1,015,000 GENERAL OBLIGATION CAPITAL LOAN NOTES", and moved:

that the Resolution be adopted.

to ADJOURN and defer action on the Resolution and the proposal to institute proceedings for the issuance of notes to the meeting to be held at \_\_\_\_\_ .M. on the \_\_\_\_\_ day of \_\_\_\_\_, 2015, at this place.

Council Member \_\_\_\_\_ seconded the motion. The roll was called and the vote was,

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the measure duly adopted.

**RESOLUTION INSTITUTING PROCEEDINGS TO TAKE  
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO  
EXCEED \$1,015,000 GENERAL OBLIGATION CAPITAL  
LOAN NOTES**

WHEREAS, pursuant to notice published as required by law, the City Council has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$1,015,000 General Obligation Capital Loan Notes, for the essential corporate purposes, in order to provide funds to pay the costs of:

- a) equipping of the fire department; and
- b) settlement, adjustment, renewing, or extension of any part or all of the legal indebtedness of a city, whether evidenced by bonds, warrants, or

judgments, or the funding or refunding of the same, whether or not such indebtedness was created for a purpose for which general obligation bonds might have been issued in the original instance,

and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and following action is now considered to be in the best interests of the City and residents thereof.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OSKALOOSA, STATE OF IOWA:

Section 1. That this Council does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$1,015,000 General Obligation Capital Loan Notes, for the foregoing essential corporate purposes.

Section 2. This Resolution shall serve as a declaration of official intent under Treasury Regulation 1.150-2 and shall be maintained on file as a public record of such intent. It is reasonably expected that the general fund moneys may be advanced from time to time for capital expenditures which are to be paid from the proceeds of the above Notes. The amounts so advanced shall be reimbursed from the proceeds of the Notes not later than eighteen months after the initial payment of the capital expenditures or eighteen months after the property is placed in service. Such advancements shall not exceed the amount authorized in this Resolution unless the same are for preliminary expenditures or unless another declaration of intention is adopted.

PASSED AND APPROVED this 2nd day of March, 2015.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

CERTIFICATE

STATE OF IOWA )  
 ) SS  
COUNTY OF MAHASKA )

I, the undersigned City Clerk of the City of Oskaloosa, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the corporate records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of public hearing and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council (a copy of the face sheet of the agenda being attached hereto) pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective city offices as indicated therein, that no vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
City Clerk, City of Oskaloosa, State of Iowa

(SEAL)



## City Council Communication

Meeting Date: March 2, 2015

Requested By: City Clerk/Finance

**Item Title:**

Consider a resolution authorizing the Issuance of \$4,150,000 General Obligation Capital Loan Notes, Series 2015A, and levying a tax for the payment thereof.

**Explanation:**

These proceedings certify the tax levy for the payment of General Obligation Capital Loan Notes to be issued after the budget filing deadline. The “pre-levy” resolution imposes a levy for the FY 2016. This resolution will satisfy the requirements for the resolution and levy as required by Iowa Code Chapter 76.

A copy of this resolution must be filed with the Mahaska County Auditor prior to April 1, 2015. However, to be included in the certified budget, the Resolution should be adopted and filed prior to certification of the budget.

**Budget Consideration:**

To be determined by the sale of the notes.

**Attachments:**

Resolution

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION AUTHORIZING THE ISSUANCE OF \$4,150,000 GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2015A, AND LEVYING A TAX FOR THE PAYMENT THEREOF", and moved that the same be adopted. Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called and the vote was,

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the Resolution duly adopted as follows:

RESOLUTION AUTHORIZING THE ISSUANCE OF \$4,150,000  
GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES  
2015A, AND LEVYING A TAX FOR THE PAYMENT  
THEREOF

WHEREAS, the City of Oskaloosa, State of Iowa ("Issuer"), is a municipal corporation, organized and existing under the Constitution and laws of the State of Iowa, and is not affected by any special legislation; and

WHEREAS, the Issuer is in need of funds to pay costs of:

- a) equipping of the fire department;
- b) settlement, adjustment, renewing, or extension of any part or all of the legal indebtedness of a city, whether evidenced by bonds, warrants, or judgments, or the funding or refunding of the same, whether or not such indebtedness was created for a purpose for which general obligation bonds might have been issued in the original instance; and
- c) reconstructing, enlarging, improving, equipping and furnishing the fire station,

(the "Project"), and it is deemed necessary and advisable that General Obligation Capital Loan Notes, Series 2015A, in the amount of \$4,150,000 be issued; and

WHEREAS, the City Council has taken such acts as are necessary to authorize issuance of the Notes; and

WHEREAS, the City Council has taken additional action to authorize issuance of the Notes.

NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF THE CITY OF OSKALOOSA, STATE OF IOWA:

Section 1. Authorization of the Issuance. General Obligation Capital Loan Notes, Series 2015A, in the amount of \$4,150,000 shall be issued pursuant to the provisions of Iowa Code Section 384.25 for the purposes covered by the hearing.

Section 2. Levy of Annual Tax. For the purpose of providing funds to pay the principal and interest as required under Chapter 76.2, there is levied for each future year the following direct annual tax upon all the taxable property in the City of Oskaloosa, State of Iowa, to wit:

AMOUNT	FISCAL YEAR (JULY 1 TO JUNE 30) YEAR OF COLLECTION
\$491,155	2015/2016
\$484,028	2016/2017
\$488,217	2017/2018
\$296,297	2018/2019
\$297,018	2019/2020
\$292,223	2020/2021
\$297,052	2021/2022
\$296,234	2022/2023
\$294,982	2023/2024
\$293,383	2024/2025
\$296,424	2025/2026
\$293,953	2026/2027
\$296,127	2027/2028
\$292,811	2028/2029
\$294,149	2029/2030

Principal and interest coming due at any time when the proceeds of the tax on hand are insufficient to pay the amount due shall be promptly paid when due from current funds available for that purpose and reimbursement must be made.

Section 3. Amendment of Levy of Annual Tax. Based upon the terms of the future sale of the Notes to be issued, this Council will file an amendment to this Resolution ("Amended Resolution") with the County Auditor.

Section 4. Filing. A certified copy of this Resolution shall be filed with the County Auditor of County of Mahaska, State of Iowa, who shall, pursuant to Iowa Code Section 76.2, levy, assess and collect the tax in the same manner as other taxes and, when collected, these

taxes shall be used only for the purpose of paying principal and interest on the Notes.

PASSED AND APPROVED this 2nd day of March, 2015.

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Mayor

ATTEST:

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City Clerk

01086781-1\10978-085



## City Council Communication

Meeting Date: March 2, 2015

Requested By: City Clerk/Finance

**Item Title: PUBLIC HEARING**

Consider a resolution amending and certifying the Fiscal Year 2015 Budget Amendment.  
**(PUBLIC HEARING)**

**Explanation:**

This is the time for the public hearing on amending and certifying the Fiscal Year 2015 Budget Amendment. This resolution amends the total revenue to \$20,538,597 which is a decrease of \$2,282,849 and expenses to \$22,804,348 which is decrease of \$2,068,959. The ending balance has now increased \$1,458,143 to \$8,912,003. The changes are due to local option sales tax projects, grant funding, pavement management projects, sanitary sewer utility, storm water utility, airport project and timing of the bond project.

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

**Budget Consideration:**

As outlined above.

**Attachments:**

Resolution  
Fund Balances

# 62-590

## CITY BUDGET AMENDMENT AND CERTIFICATION RESOLUTION

To the Auditor of MAHASKA County, Iowa:

The City Council of Oskaloosa in said County/Counties met on March 2, 2015 at the place and hour set in the notice, a copy of which accompanies this certificate and is certified as to publication. Upon taking up the proposed amendment, it was considered and taxpayers were heard for and against the amendment.

The Council, after hearing all taxpayers wishing to be heard and considering the statements made by them, gave final consideration to the proposed amendment(s) to the budget and modifications proposed at the hearing, if any. thereupon, the following resolution was introduced.

RESOLUTION No. \_\_\_\_\_

A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE FISCAL YEAR ENDING JUNE : 2015

(AS AMENDED LAST ON March 3, 2014 .)

Be it Resolved by the Council of the City of Oskaloosa

Section 1. Following notice published February 12, 2015

and the public hearing held, March 2, 2015 the current budget (as previously amended) is amended as set out herein and in the detail by fund type and activity that supports this resolution which was considered at that hearing:

	Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
<b>Revenues &amp; Other Financing Sources</b>			
Taxes Levied on Property 1	4,478,051	1	4,478,052
Less: Uncollected Property Taxes-Levy Year 2	0	0	0
<b>Net Current Property Taxes 3</b>	<b>4,478,051</b>	<b>1</b>	<b>4,478,052</b>
Delinquent Property Taxes 4	0	626	626
TIF Revenues 5	122,324	0	122,324
Other City Taxes 6	1,247,179	37,339	1,284,518
Licenses & Permits 7	618,674	78,526	697,200
Use of Money and Property 8	303,737	9,321	313,058
Intergovernmental 9	2,162,263	-205,066	1,957,197
Charges for Services 10	4,363,992	-72,049	4,291,943
Special Assessments 11	0	16,630	16,630
Miscellaneous 12	994,962	174,951	1,169,913
Other Financing Sources 13	8,530,264	-2,323,128	6,207,136
<b>Total Revenues and Other Sources 14</b>	<b>22,821,446</b>	<b>-2,282,849</b>	<b>20,538,597</b>
<b>Expenditures &amp; Other Financing Uses</b>			
Public Safety 15	2,958,212	144,609	3,102,821
Public Works 16	1,954,968	-253,410	1,701,558
Health and Social Services 17	0	0	0
Culture and Recreation 18	1,234,238	84,720	1,318,958
Community and Economic Development 19	1,219,009	79,787	1,298,796
General Government 20	1,107,651	-95,211	1,012,440
Debt Service 21	862,471	0	862,471
Capital Projects 22	5,265,371	-3,395,141	1,870,230
Total Government Activities Expenditures 23	14,601,920	-3,434,646	11,167,274
Business Type / Enterprises 24	4,763,123	773,474	5,536,597
<b>Total Gov Activities &amp; Business Expenditures 25</b>	<b>19,365,043</b>	<b>-2,661,172</b>	<b>16,703,871</b>
Transfers Out 26	5,508,264	592,213	6,100,477
<b>Total Expenditures/Transfers Out 27</b>	<b>24,873,307</b>	<b>-2,068,959</b>	<b>22,804,348</b>
<b>Excess Revenues &amp; Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year 28</b>	<b>-2,051,861</b>	<b>-213,890</b>	<b>-2,265,751</b>
Beginning Fund Balance July 1 29	9,505,721	1,672,033	11,177,754
<b>Ending Fund Balance June 30 30</b>	<b>7,453,860</b>	<b>1,458,143</b>	<b>8,912,003</b>

Passed this 2nd day of March, 2015  
(Day) (Month/Year)

\_\_\_\_\_  
Signature  
City Clerk/Finance Officer

\_\_\_\_\_  
Signature  
Mayor



PROJECTED FUND BALANCES

FUND NO.	FUND	ACTUAL FUND BALANCE 6/30/2014	AMENDED REVENUE 14-15	AMENDED EXPENSE 14-15	PROJECTED BALANCE 6/30/2015	PROJECTED REVENUE 15-16	PROJECTED EXPENSE 15-16	PROJECTED BALANCE 6/30/2016
<b>General Fund 001-007</b>								
001	General	\$2,156,739	\$4,733,391	\$5,190,034	\$1,700,096	\$4,996,794	\$4,995,919	\$1,700,971
002	General Fund Insurance	\$7,679	\$105,363	\$111,076	\$1,966	\$119,285	\$116,631	\$4,620
003	General Fund Equipment	\$201,884	\$230	\$39,316	\$162,798	\$230	\$163,028	\$0
004	General Fund Library Copier	\$6,964	\$6,506	\$5,300	\$8,170	\$6,500	\$5,300	\$9,370
005	General Fund Band	\$2,837	\$20,836	\$19,661	\$4,012	\$19,284	\$22,549	\$747
006	General Fund-LOST	\$1,123,891	\$901,800	\$1,628,787	\$396,904	\$926,800	\$832,946	\$490,758
007	General Fund-Utility Franchise Fc	\$435,828	\$445,900	\$613,000	\$268,728	\$450,900	\$458,000	\$261,628
<b>Special Revenue Funds 110-199</b>								
110	Road Use Tax Fund	\$664,132	\$1,123,688	\$1,329,299	\$458,521	\$1,135,213	\$1,291,514	\$302,220
112	Employee Benefit Fund	\$150,679	\$1,036,098	\$1,082,414	\$104,363	\$992,497	\$1,058,414	\$38,446
119	Emergency Fund		\$91,491	\$91,491	\$0	\$94,699	\$94,699	\$0
121	Local Option Sales Tax Fund		\$1,041,588	\$1,041,588	\$0	\$994,915	\$994,915	\$0
122	Hotel/Motel Tax Revenue Fund		\$105,000	\$105,000	\$0	\$105,000	\$105,000	\$0
127	West Area & Industrial Park	\$290	\$29,683	\$29,973	\$0			\$0
128	TIF Administration Fund		\$437		\$437	\$13,011	\$13,430	\$18
130	World Food Park TIF Fund	\$886	\$92,659	\$93,545	\$0			\$0
138	Housing Donated Funds	\$34,741		\$17,370	\$17,371		\$17,371	\$0
140	Housing Funds	\$218,575	\$62,464	\$158,286	\$122,753	\$45,848	\$111,100	\$57,501
144	Grant & Lincoln School Dev.	\$21,328		\$21,328	\$0			\$0
165	Riefe Memorial Fund	\$27,906	\$50	\$11,620	\$16,336			\$16,336
167	Library Memorial Fund	\$534,774	\$54,198	\$68,350	\$520,622	\$51,725	\$72,650	\$499,697
169	Miscellaneous Gift Fund	\$32,962	\$2,240	\$35,202	\$0			\$0
170	Drug Control Safety Program				\$0			\$0
172	Wood Playground Maintenance	\$3,276	\$3	\$1,640	\$1,639		\$1,639	\$0
177	Police Forfeiture Fund	\$4,475	\$5,380	\$6,355	\$3,500		\$3,500	\$0
178	Library Maintenance Fund	\$1,179,518	\$42,000	\$42,600	\$1,178,918	\$42,000	\$45,500	\$1,175,418
179	Fire Dept FEMA Grant Fund				\$0	\$201,800	\$201,800	\$0
180	Miscellaneous Grants Fund	\$22,431	\$45,467	\$67,898	\$0			\$0
181	Brownfield Sites Assessment Grant		\$150,000	\$150,000	\$0	\$200,000	\$200,000	\$0
199	WFP Rise Payment Fund	\$16,216	\$16,214	\$16,216	\$16,214		\$16,214	\$0
<b>Debt Service Fund 200</b>								
200	Debt Service Fund	\$138,039	\$838,783	\$862,471	\$114,351	\$1,449,963	\$1,449,427	\$114,887



PROJECTED FUND BALANCES

FUND NO.	FUND	ACTUAL FUND BALANCE 6/30/2014	AMENDED REVENUE 14-15	AMENDED EXPENSE 14-15	PROJECTED BALANCE 6/30/2015	PROJECTED REVENUE 15-16	PROJECTED EXPENSE 15-16	PROJECTED BALANCE 6/30/2016
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**Capital Projects Funds 301-341**

301	Park Shelter	\$16,543	\$3,614	\$16,825	\$3,332	\$3,600	\$840	\$6,092
302	City Hall Window Fund	\$13,339	\$3,511	\$9,700	\$7,150	\$2,000	\$150	\$9,000
304	Fire Station Addition & Remodel				\$0	\$2,979,021	\$2,979,021	\$0
321	NE Bridge Replacement Project				\$0	\$899,730	\$899,730	\$0
322	Burlington Road Reconstruction	\$0	\$14,000	\$14,000	\$0	\$23,000	\$23,000	\$0
325	Pavement Management		\$1,582,387	\$1,582,387	\$0	\$1,013,000	\$1,013,000	\$0
326	Sidewalk Improvement	\$13,534	\$233,403	\$245,286	\$1,651	\$40,000	\$40,000	\$1,651
328	Parking Lot Improve Phase II	\$42,675	\$35	\$2,032	\$40,678			\$40,678
343	2015 GO Bond	\$0			\$0	\$4,150,000	\$4,150,000	\$0

**Enterprise & Utility Funds 600-760**

600	Water O&M Fund	\$1,085,606	\$2,200,804	\$2,349,387	\$937,023	\$2,307,790	\$3,057,787	\$187,026
601	Water Consumer Deposit	\$87,005	\$0	\$0	\$87,005			\$87,005
603	Water Sinking Fund	\$34,908	\$418,882	\$418,895	\$34,895	\$418,787	\$418,738	\$34,944
604	Water Reserve Fund	\$104,813	\$36,000	\$100,000	\$40,813	\$102,000	\$100,000	\$42,813
610	Sanitary Sewer O&M Fund	\$0	\$1,569,885	\$1,569,885	\$0	\$2,066,107	\$2,066,107	\$0
611	Sanitary Sewer Revenue	\$1,585,044	\$1,957,588	\$2,063,860	\$1,478,772	\$1,827,300	\$2,510,011	\$796,061
612	Sanitary Sewer Sinking Fund	\$0	\$482,575	\$482,575	\$0	\$432,504	\$432,504	\$0
614	Sanitary Sewer Improvement	\$85,415	\$11,400		\$96,815	\$11,400		\$108,215
618	IDOT Sewer Extension Project	\$45,075		\$45,075	\$0			\$0
660	Airport Fund	\$311,598	\$218,819	\$272,190	\$258,227	\$217,532	\$218,340	\$257,419
661	Airport Layout Plan	\$0	\$200,000	\$200,000	\$0	\$50,000	\$50,000	\$0
740	Storm Water Utility Fund	\$685,603	\$643,400	\$561,474	\$767,529	\$229,000	\$531,974	\$464,555
750	Edmundson Golf Course	\$63,131	\$8,850	\$20,275	\$51,706	\$8,800	\$23,024	\$37,482
760	RACI Main Street Loan Fund	\$17,415	\$1,975	\$10,682	\$8,708	\$1,974	\$10,682	\$0

<b>TOTALS</b>		<b>\$11,177,754</b>	<b>\$20,538,597</b>	<b>\$22,804,348</b>	<b>\$8,912,003</b>	<b>\$28,630,009</b>	<b>\$30,796,454</b>	<b>\$6,745,558</b>
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January 29, 2015



## City Council Communication

Meeting Date: March 2, 2015

Requested By: City Clerk/Finance

**Item Title: PUBLIC HEARINGS**

Consider a resolution adopting the annual budget for Fiscal Year 2016 and Levying Tax.  
(PUBLIC HEARING)

**Explanation:**

This is the time for the public hearing on adopting Fiscal Year 2016 Budget and Levying Tax. This resolution sets the tax levy at \$13.84482. The total revenues are \$28,630,009 and total expenses are \$30,796,454. The ending balance decreases \$2,166,445 to \$6,745,558. A spreadsheet showing the revenues, expenses and ending balances by fund is included in the agenda packet. The General Fund Balance is increasing \$875; Road Use Tax decreasing \$156,301; Water Department is decreasing \$749,997, Sanitary Sewer is decreasing \$682,711 and Storm Water is decreasing \$302,974.

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

**Budget Consideration:**

As outlined above.

**Attachments:**

Resolution  
Certification of City Taxes  
Budget Summary  
Revenue Spreadsheet  
Expenditure Spreadsheet  
Fund Balances

RESOLUTION NO. \_\_\_\_\_

RESOLUTION ADOPTING THE ANNUAL BUDGET FOR  
FISCAL YEAR ENDING JUNE 30, 2016

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

The annual budget for fiscal year ending June 30, 2016 as set forth in the Adoption of Budget and Certification of Taxes, Budget Summary, Revenues Detail and Expenditures Schedule, in support thereof, showing the taxes levied, revenue estimates and appropriated expenditures and allocations to functions for said fiscal year is adopted and the City Clerk is directed to make the filings required by law and to establish the accounting records in accordance with the summary, detail and schedule as adopted.

PASSED AND APPROVED this 2nd day of March, 2015.

\_\_\_\_\_  
David Krutzfeldt, Mayor

ATTEST:

\_\_\_\_\_  
Amy Miller, City Clerk

# 62-590

## Adoption of Budget and Certification of City Taxes

FISCAL YEAR BEGINNING JULY 1, 2015 - ENDING JUNE 30, 2016

The City of: Oskaloosa County Name: MAHASKA Date Budget Adopted: \_\_\_\_\_  
(Date) xxxxxx

At a meeting of the City Council, held after the public hearing as required by law, as specified above, the proposed budget was adopted as summarized and attached hereto, and tax levies, as itemized below, were approved for all taxable property of this City. There is attached a Long Term Debt Schedule Form 703 for the debt service needs, if any.

County Auditor Date Stamp		Telephone Number		Signature				
		<b>January 1, 2014 Property Valuations</b>				Last Official Census <b>11,463</b>		
		Regular		With Gas & Electric			Without Gas & Electric	
		DEBT SERVICE		2a	<b>337,152,034</b>		2b	<b>327,348,957</b>
		Ag Land		3a	<b>337,152,454</b>		3b	<b>327,349,377</b>
		4a	<b>1,224,562</b>					

Code		Dollar	(A)		(B)	(C)
Sec.	Limit	Purpose	Request with	Utility Replacement	Property Taxes	Rate
			Levied		Levied	
384.1	8.10000	Regular General levy	5	2,730,931	2,651,527	43 8.10000
<b>Non-Voted Other Permissible Levies</b>						
12(8)	0.67500	Contract for use of Bridge	6		0	44 0
12(10)	0.95000	Opr & Maint publicly owned Transit	7		0	45 0
12(11)	Amt Nec	Rent, Ins. Maint of Civic Center	8		0	46 0
12(12)	0.13500	Opr & Maint of City owned Civic Center	9		0	47 0
12(13)	0.06750	Planning a Sanitary Disposal Project	10		0	48 0
12(14)	0.27000	Aviation Authority (under sec.330A.15)	11		0	49 0
12(15)	0.06750	Levee Impr. fund in special charter city	13		0	51 0
12(17)	Amt Nec	Liability, property & self insurance costs	14	114,665	111,331	52 0.34010
12(21)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.	462		0	465 0
<b>Voted Other Permissible Levies</b>						
12(1)	0.13500	Instrumental/Vocal Music Groups	15	18,537	17,998	53 0.05498
12(2)	0.81000	Memorial Building	16		0	54 0
12(3)	0.13500	Symphony Orchestra	17		0	55 0
12(4)	0.27000	Cultural & Scientific Facilities	18		0	56 0
12(5)	As Voted	County Bridge	19		0	57 0
12(6)	1.35000	Missi or Missouri River Bridge Const.	20		0	58 0
12(9)	0.03375	Aid to a Transit Company	21		0	59 0
12(16)	0.20500	Maintain Institution received by gift/devise	22		0	60 0
12(18)	1.00000	City Emergency Medical District	463		0	466 0
12(20)	0.27000	Support Public Library	23		0	61 0
28E.22	1.50000	Unified Law Enforcement	24		0	62 0
<b>Total General Fund Regular Levies (5 thru 24)</b>			25	<b>2,864,133</b>	<b>2,780,856</b>	
384.1	3.00375	Ag Land	26	3,678	3,678	63 3.00375
<b>Total General Fund Tax Levies (25 + 26)</b>			27	<b>2,867,811</b>	<b>2,784,534</b>	<b>Do Not Add</b>
<b>Special Revenue Levies</b>						
384.8	0.27000	Emergency (if general fund at levy limit)	28	91,031	88,384	64 0.27000
384.6	Amt Nec	Police & Fire Retirement	29	368,207	357,501	1.09211
	Amt Nec	FICA & IPERS (if general fund at levy limit)	30	129,657	125,889	0.38457
Rules	Amt Nec	Other Employee Benefits	31	456,187	442,923	1.35306
<b>Total Employee Benefit Levies (29,30,31)</b>			32	<b>954,051</b>	<b>926,313</b>	65 2.82974
<b>Sub Total Special Revenue Levies (28+32)</b>			33	<b>1,045,082</b>	<b>1,014,697</b>	
<b>Valuation</b>						
386	As Req	With Gas & Elec	Without Gas & Elec			
	SSMID 1 (A)	(B)		34	0	66 0
	SSMID 2 (A)	(B)		35	0	67 0
	SSMID 3 (A)	(B)		36	0	68 0
	SSMID 4 (A)	(B)		37	0	69 0
	SSMID 5 (A)	(B)		555	0	565 0
	SSMID 6 (A)	(B)		556	0	566 0
	SSMID 7 (A)	(B)		1177	0	0
<b>Total SSMID</b>			38	<b>0</b>	<b>0</b>	<b>Do Not Add</b>
<b>Total Special Revenue Levies</b>			39	<b>1,045,082</b>	<b>1,014,697</b>	
384.4	Amt Nec	Debt Service Levy 76.10(6)	40	758,594	736,536	70 2.25000
384.7	0.67500	Capital Projects (Capital Improv. Reserve)	41		0	71 0
<b>Total Property Taxes (27+39+40+41)</b>			42	<b>4,671,487</b>	<b>4,535,767</b>	72 13.84482

**COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:**  
Budgets that **DO NOT** meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

- 1) The prescribed Notice of Public Hearing Budget Estimate (Form 631.1) was lawfully published, or posted if applicable, and notarized, filed proof was evidenced.
- 2) Budget hearing notices were published or posted not less than 10 days, nor more than 20 days, prior to the budget hearing.
- 3) Adopted property taxes do not exceed published or posted amounts.
- 4) Adopted expenditures do not exceed published or posted amounts in each of the nine program areas, or in total.
- 5) The budget file uploaded to the SUBMIT Area matched the paper copy certified by the city to this office.

CITY OF

Oskaloosa

ADOPTED BUDGET SUMMARY

YEAR ENDED JUNE 30, 2016

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2016 (J)	RE-ESTIMATED 2015 (K)	ACTUAL 2014 (L)
<b>Revenues &amp; Other Financing Sources</b>											
Taxes Levied on Property	1	2,784,534	1,014,697		736,536	0			4,535,767	4,478,052	4,507,900
Less: Uncollected Property Taxes-Levy Year	2	0	0		0	0			0	0	0
Net Current Property Taxes	3	2,784,534	1,014,697		736,536	0			4,535,767	4,478,052	4,507,900
Delinquent Property Taxes	4	0	0		0	0			0	626	176
TIF Revenues	5			13,011					13,011	122,324	121,529
Other City Taxes	6	84,777	1,130,300		22,058	0			1,237,135	1,284,518	1,249,230
Licenses & Permits	7	682,200	0					0	682,200	697,200	660,195
Use of Money and Property	8	7,080	55,775	0	800	3,600	0	239,069	306,324	313,058	328,701
Intergovernmental	9	329,291	1,569,037	0	30,569	719,784		45,000	2,693,681	1,957,197	1,830,407
Charges for Fees & Service	10	131,200	1,900		0	0	0	4,335,630	4,468,730	4,291,943	4,220,780
Special Assessments	11	0	0		0	0		0	0	16,630	31,147
Miscellaneous	12	1,002,050	81,898		0	0	0	17,697	1,101,645	1,169,913	1,358,310
Sub-Total Revenues	13	5,021,132	3,853,607	13,011	789,963	723,384	0	4,637,396	15,038,493	14,331,461	14,308,375
<b>Other Financing Sources:</b>											
Total Transfers In	14	1,498,661	10,090	0	660,000	4,234,967	0	3,035,798	9,439,516	6,100,477	4,253,860
Proceeds of Debt	15	0	0	0	0	4,150,000		0	4,150,000	0	0
Proceeds of Capital Asset Sales	16	0	0	0	0	2,000	0	0	2,000	106,659	5,213
Total Revenues and Other Sources	17	6,519,793	3,863,697	13,011	1,449,963	9,110,351	0	7,673,194	28,630,009	20,538,597	18,567,448
<b>Expenditures &amp; Other Financing Uses</b>											
Public Safety	18	2,939,393	205,300	0			0		3,144,693	3,102,821	2,802,951
Public Works	19	194,000	1,491,514	0			0		1,685,514	1,701,558	1,280,220
Health and Social Services	20	0	0	0			0		0	0	0
Culture and Recreation	21	955,654	224,789	0			0		1,180,443	1,318,958	1,033,720
Community and Economic Development	22	41,950	1,139,600	0			0		1,181,550	1,298,796	1,162,314
General Government	23	1,015,801	0	0			0		1,015,801	1,012,440	850,876
Debt Service	24	0	0	0	1,449,427		0		1,449,427	862,471	935,562
Capital Projects	25	0	0	0		5,316,141	0		5,316,141	1,870,230	1,250,104
Total Government Activities Expenditures	26	5,146,798	3,061,203	0	1,449,427	5,316,141	0		14,973,569	11,167,274	9,315,747
Business Type Proprietary: Enterprise & ISF	27							6,383,369	6,383,369	5,536,597	5,142,997
Total Gov & Bus Type Expenditures	28	5,146,798	3,061,203	0	1,449,427	5,316,141	0	6,383,369	21,356,938	16,703,871	14,458,744
Total Transfers Out	29	1,447,575	1,153,113	13,430	0	3,789,600	0	3,035,798	9,439,516	6,100,477	4,253,860
Total ALL Expenditures/Fund Transfers Out	30	6,594,373	4,214,316	13,430	1,449,427	9,105,741	0	9,419,167	30,796,454	22,804,348	18,712,604
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	31 32	-74,580	-350,619	-419	536	4,610	0	-1,745,973	-2,166,445	-2,265,751	-145,156
Beginning Fund Balance July 1	33	2,542,674	2,440,237	437	114,351	52,811	0	3,761,493	8,912,003	11,177,754	11,322,910
Ending Fund Balance June 30	34	2,468,094	2,089,618	18	114,887	57,421	0	2,015,520	6,745,558	8,912,003	11,177,754

The last two columns will fill in once the Re-Est forms are completed

REVENUES DETAIL  
Fiscal Year Ending 2016

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2016 (J)	RE-ESTIMATED 2015 (K)	ACTUAL 2014 (L)
<b>REVENUES &amp; OTHER FINANCING SOURCES</b>											
	1	2,784,534	1,014,697		736,536	0			4,535,767	4,478,052	4,507,900
	2								0	0	0
	3	2,784,534	1,014,697		736,536	0			4,535,767	4,478,052	4,507,900
	4								0	626	176
	5			13,011					13,011	122,324	121,529
Other City Taxes:											
	6	83,277	30,385		22,058	0			135,720	136,430	134,764
	7								0	0	0
	8								0	0	0
	9								0	0	0
	10	1,500							1,500	1,500	3,533
	11		105,000						105,000	105,000	93,949
	12		994,915						994,915	1,041,588	1,016,984
	13	84,777	1,130,300		22,058	0			1,237,135	1,284,518	1,249,230
	14	682,200							682,200	697,200	660,195
	15	7,080	55,775		800	3,600		239,069	306,324	313,058	328,701
Intergovernmental:											
	16		391,710			719,784		45,000	1,156,494	525,517	131,619
	17		1,135,213						1,135,213	1,123,688	1,150,814
	18	121,916	42,114	0	30,569	0		0	194,599	100,282	335,209
	19	207,375							207,375	207,710	212,765
	20	329,291	1,569,037	0	30,569	719,784		45,000	2,693,681	1,957,197	1,830,407
Charges for Fees & Service:											
	21							2,282,330	2,282,330	2,150,944	2,077,461
	22							1,824,300	1,824,300	1,774,300	1,780,454
	23							0	0	0	0
	24							0	0	0	0
	25							0	0	0	0
	26							0	0	1,287	1,070
	27							0	0	0	0
	28							0	0	0	0
	29							0	0	0	0
	30							0	0	0	0
	31							0	0	0	0
	32							229,000	229,000	229,000	229,134
	33	131,200	1,900						133,100	136,412	132,661
	34	131,200	1,900		0	0	0	4,335,630	4,468,730	4,291,943	4,220,780
	35								0	16,630	31,147
	36	1,002,050	81,898					17,697	1,101,645	1,169,913	1,358,310
Other Financing Sources:											
	37	1,485,231	10,090		660,000	4,234,967		3,035,798	9,426,086	5,976,959	4,132,028
	38								13,430	123,518	121,832
	39	1,498,661	10,090	0	660,000	4,234,967	0	3,035,798	9,439,516	6,100,477	4,253,860
	40					4,150,000			4,150,000	0	0
	41					2,000			2,000	106,659	5,213
	42	1,498,661	10,090	0	660,000	8,386,967	0	3,035,798	13,591,516	6,207,136	4,259,073
<b>Total Revenues except for beginning fund balance (lines 3, 4, 5, 13, 14, 15, 20, 34, 35, 36, &amp; 41)</b>											
	43	6,519,793	3,863,697	13,011	1,449,963	9,110,351	0	7,673,194	28,630,009	20,538,597	18,567,448
	44	2,542,674	2,440,237	437	114,351	52,811	0	3,761,493	8,912,003	11,177,754	11,322,910
	45	9,062,467	6,303,934	13,448	1,564,314	9,163,162	0	11,434,687	37,542,012	31,716,351	29,890,358

EXPENDITURES SCHEDULE PAGE 1

Fiscal Year Ending 2016

Fiscal Years

GOVERNMENT ACTIVITIES (A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2016 (J)	RE-ESTIMATED 2015 (K)	ACTUAL 2014 (L)
<b>PUBLIC SAFETY</b>											
Police Department/Crime Prevention	1	1,760,768	3,500						1,764,268	1,749,753	1,668,667
Jail	2								0	0	0
Emergency Management	3	7,805							7,805	3,804	6,437
Flood Control	4								0	0	0
Fire Department	5	840,826	201,800						1,042,626	972,360	860,332
Ambulance	6								0	0	0
Building Inspections	7	99,475							99,475	146,947	87,312
Miscellaneous Protective Services	8	157,519							157,519	156,957	137,203
Animal Control	9	73,000							73,000	73,000	43,000
Other Public Safety	10								0	0	0
TOTAL (lines 1 - 10)	11	2,939,393	205,300				0		3,144,693	3,102,821	2,802,951
<b>PUBLIC WORKS</b>											
Roads, Bridges, & Sidewalks	12	55,000	1,091,417						1,146,417	1,183,841	995,074
Parking - Meter and Off-Street	13								0	0	0
Street Lighting	14	94,000	45,150						139,150	139,150	127,600
Traffic Control and Safety	15		33,319						33,319	33,369	24,063
Snow Removal	16		79,873						79,873	80,075	83,362
Highway Engineering	17								0	0	0
Street Cleaning	18		41,755						41,755	41,864	30,380
Airport (if not Enterprise)	19	45,000							45,000	68,259	19,741
Garbage (if not Enterprise)	20								0	0	0
Other Public Works	21		200,000						200,000	155,000	0
TOTAL (lines 12 - 21)	22	194,000	1,491,514				0		1,685,514	1,701,558	1,280,220
<b>HEALTH &amp; SOCIAL SERVICES</b>											
Welfare Assistance	23								0	0	0
City Hospital	24								0	0	0
Payments to Private Hospitals	25								0	0	0
Health Regulation and Inspection	26								0	0	0
Water, Air, and Mosquito Control	27								0	0	0
Community Mental Health	28								0	0	0
Other Health and Social Services	29								0	0	0
TOTAL (lines 23 - 29)	30	0	0				0		0	0	0
<b>CULTURE &amp; RECREATION</b>											
Library Services	31	570,847	118,150						688,997	685,104	614,593
Museum, Band and Theater	32	22,549							22,549	27,353	20,128
Parks	33	174,225	1,639						175,864	217,353	143,970
Recreation	34	138,033	105,000						243,033	289,148	205,029
Cemetery	35	50,000							50,000	100,000	50,000
Community Center, Zoo, & Marina	36								0	0	0
Other Culture and Recreation	37								0	0	0
TOTAL (lines 31 - 37)	38	955,654	224,789				0		1,180,443	1,318,958	1,033,720

EXPENDITURES SCHEDULE PAGE 2

Fiscal Year Ending 2016

Fiscal Years

GOVERNMENT ACTIVITIES CONT. (A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2016 (J)	RE-ESTIMATED 2015 (K)	ACTUAL 2014 (L)
<b>COMMUNITY &amp; ECONOMIC DEVELOPMENT</b>											
Community Beautification	39								0	0	0
Economic Development	40	40,000	1,011,129						1,051,129	1,097,804	1,063,888
Housing and Urban Renewal	41		128,471						128,471	199,042	96,900
Planning & Zoning	42	1,950							1,950	1,950	1,526
Other Com & Econ Development	43								0	0	0
TOTAL (lines 39 - 44)	45	41,950	1,139,600	0			0		1,181,550	1,298,796	1,162,314
<b>GENERAL GOVERNMENT</b>											
Mayor, Council, & City Manager	46	430,854							430,854	386,461	337,544
Clerk, Treasurer, & Finance Adm.	47	290,839							290,839	284,695	263,044
Elections	48	9,000							9,000	0	8,856
Legal Services & City Attorney	49	79,600							79,600	114,600	76,027
City Hall & General Buildings	50	119,388							119,388	144,665	83,489
Tort Liability	51	86,120							86,120	82,019	79,359
Other General Government	52								0	0	2,557
TOTAL (lines 46 - 52)	53	1,015,801	0	0			0		1,015,801	1,012,440	850,876
<b>DEBT SERVICE</b>	54				1,449,427				1,449,427	862,471	935,562
Gov Capital Projects	55					5,316,141			5,316,141	1,870,230	1,250,104
TIF Capital Projects	56								0	0	0
<b>TOTAL CAPITAL PROJECTS</b>	57	0	0	0		5,316,141	0		5,316,141	1,870,230	1,250,104
<b>TOTAL Government Activities Expenditures</b> (lines 11+22+30+38+45+53+54+57)	58	5,146,798	3,061,203	0	1,449,427	5,316,141	0		14,973,569	11,167,274	9,315,747
<b>BUSINESS TYPE ACTIVITIES</b> <b>Proprietary: Enterprise &amp; Budgeted ISF</b>											
Water Utility	59							2,537,000	2,537,000	1,894,505	1,960,579
Sewer Utility	60							2,066,107	2,066,107	1,569,885	1,242,974
Electric Utility	61							0	0	0	0
Gas Utility	62							0	0	0	0
Airport	63							213,340	213,340	252,190	195,727
Landfill/Garbage	64							0	0	0	0
Transit	65							0	0	0	0
Cable TV, Internet & Telephone	66							0	0	0	0
Housing Authority	67							0	0	0	0
Storm Water Utility	68							531,974	531,974	561,474	121,198
Other Business Type (city hosp., ISF, parking, etc.)	69							33,706	33,706	30,957	12,007
Enterprise DEBT SERVICE	70							851,242	851,242	901,470	895,173
Enterprise CAPITAL PROJECTS	71							150,000	150,000	326,116	715,339
Enterprise TIF CAPITAL PROJECTS	72							0	0	0	0
<b>TOTAL Business Type Expenditures (lines 59 - 73)</b>	73							6,383,369	6,383,369	5,536,597	5,142,997
<b>TOTAL ALL EXPENDITURES (lines 58+74)</b>	74	5,146,798	3,061,203	0	1,449,427	5,316,141	0	6,383,369	21,356,938	16,703,871	14,458,744
Regular Transfers Out	75	1,447,575	1,153,113			3,789,600		3,035,798	9,426,086	5,976,959	4,132,028
Internal TIF Loan / Repayment Transfers Out	76			13,430					13,430	123,518	121,832
<b>Total ALL Transfers Out</b>	77	1,447,575	1,153,113	13,430	0	3,789,600	0	3,035,798	9,439,516	6,100,477	4,253,860
<b>Total Expenditures &amp; Fund Transfers Out (lines 75+78)</b>	78	6,594,373	4,214,316	13,430	1,449,427	9,105,741	0	9,419,167	30,796,454	22,804,348	18,712,604
<b>Ending Fund Balance June 30</b>	79	2,468,094	2,089,618	18	114,887	57,421	0	2,015,520	6,745,558	8,912,003	11,177,754

\* A continuing appropriation is the unexpended budgeted amount from a prior year's capital project. The entry is made on the Con Approps page that must accompany the budget forms if used. SEE INSTRUCTIONS FOR USE.



PROJECTED FUND BALANCES

FUND NO.	FUND	ACTUAL FUND BALANCE 6/30/2014	AMENDED REVENUE 14-15	AMENDED EXPENSE 14-15	PROJECTED BALANCE 6/30/2015	PROJECTED REVENUE 15-16	PROJECTED EXPENSE 15-16	PROJECTED BALANCE 6/30/2016
<b>General Fund 001-007</b>								
001	General	\$2,156,739	\$4,733,391	\$5,190,034	\$1,700,096	\$4,996,794	\$4,995,919	\$1,700,971
002	General Fund Insurance	\$7,679	\$105,363	\$111,076	\$1,966	\$119,285	\$116,631	\$4,620
003	General Fund Equipment	\$201,884	\$230	\$39,316	\$162,798	\$230	\$163,028	\$0
004	General Fund Library Copier	\$6,964	\$6,506	\$5,300	\$8,170	\$6,500	\$5,300	\$9,370
005	General Fund Band	\$2,837	\$20,836	\$19,661	\$4,012	\$19,284	\$22,549	\$747
006	General Fund-LOST	\$1,123,891	\$901,800	\$1,628,787	\$396,904	\$926,800	\$832,946	\$490,758
007	General Fund-Utility Franchise Fc	\$435,828	\$445,900	\$613,000	\$268,728	\$450,900	\$458,000	\$261,628
<b>Special Revenue Funds 110-199</b>								
110	Road Use Tax Fund	\$664,132	\$1,123,688	\$1,329,299	\$458,521	\$1,135,213	\$1,291,514	\$302,220
112	Employee Benefit Fund	\$150,679	\$1,036,098	\$1,082,414	\$104,363	\$992,497	\$1,058,414	\$38,446
119	Emergency Fund		\$91,491	\$91,491	\$0	\$94,699	\$94,699	\$0
121	Local Option Sales Tax Fund		\$1,041,588	\$1,041,588	\$0	\$994,915	\$994,915	\$0
122	Hotel/Motel Tax Revenue Fund		\$105,000	\$105,000	\$0	\$105,000	\$105,000	\$0
127	West Area & Industrial Park	\$290	\$29,683	\$29,973	\$0			\$0
128	TIF Administration Fund		\$437		\$437	\$13,011	\$13,430	\$18
130	World Food Park TIF Fund	\$886	\$92,659	\$93,545	\$0			\$0
138	Housing Donated Funds	\$34,741		\$17,370	\$17,371		\$17,371	\$0
140	Housing Funds	\$218,575	\$62,464	\$158,286	\$122,753	\$45,848	\$111,100	\$57,501
144	Grant & Lincoln School Dev.	\$21,328		\$21,328	\$0			\$0
165	Riefe Memorial Fund	\$27,906	\$50	\$11,620	\$16,336			\$16,336
167	Library Memorial Fund	\$534,774	\$54,198	\$68,350	\$520,622	\$51,725	\$72,650	\$499,697
169	Miscellaneous Gift Fund	\$32,962	\$2,240	\$35,202	\$0			\$0
170	Drug Control Safety Program				\$0			\$0
172	Wood Playground Maintenance	\$3,276	\$3	\$1,640	\$1,639		\$1,639	\$0
177	Police Forfeiture Fund	\$4,475	\$5,380	\$6,355	\$3,500		\$3,500	\$0
178	Library Maintenance Fund	\$1,179,518	\$42,000	\$42,600	\$1,178,918	\$42,000	\$45,500	\$1,175,418
179	Fire Dept FEMA Grant Fund				\$0	\$201,800	\$201,800	\$0
180	Miscellaneous Grants Fund	\$22,431	\$45,467	\$67,898	\$0			\$0
181	Brownfield Sites Assessment Grant		\$150,000	\$150,000	\$0	\$200,000	\$200,000	\$0
199	WFP Rise Payment Fund	\$16,216	\$16,214	\$16,216	\$16,214		\$16,214	\$0
<b>Debt Service Fund 200</b>								
200	Debt Service Fund	\$138,039	\$838,783	\$862,471	\$114,351	\$1,449,963	\$1,449,427	\$114,887



PROJECTED FUND BALANCES

FUND NO.	FUND	ACTUAL FUND BALANCE 6/30/2014	AMENDED REVENUE 14-15	AMENDED EXPENSE 14-15	PROJECTED BALANCE 6/30/2015	PROJECTED REVENUE 15-16	PROJECTED EXPENSE 15-16	PROJECTED BALANCE 6/30/2016
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**Capital Projects Funds 301-341**

301	Park Shelter	\$16,543	\$3,614	\$16,825	\$3,332	\$3,600	\$840	\$6,092
302	City Hall Window Fund	\$13,339	\$3,511	\$9,700	\$7,150	\$2,000	\$150	\$9,000
304	Fire Station Addition & Remodel				\$0	\$2,979,021	\$2,979,021	\$0
321	NE Bridge Replacement Project				\$0	\$899,730	\$899,730	\$0
322	Burlington Road Reconstruction	\$0	\$14,000	\$14,000	\$0	\$23,000	\$23,000	\$0
325	Pavement Management		\$1,582,387	\$1,582,387	\$0	\$1,013,000	\$1,013,000	\$0
326	Sidewalk Improvement	\$13,534	\$233,403	\$245,286	\$1,651	\$40,000	\$40,000	\$1,651
328	Parking Lot Improve Phase II	\$42,675	\$35	\$2,032	\$40,678			\$40,678
343	2015 GO Bond	\$0			\$0	\$4,150,000	\$4,150,000	\$0

**Enterprise & Utility Funds 600-760**

600	Water O&M Fund	\$1,085,606	\$2,200,804	\$2,349,387	\$937,023	\$2,307,790	\$3,057,787	\$187,026
601	Water Consumer Deposit	\$87,005	\$0	\$0	\$87,005			\$87,005
603	Water Sinking Fund	\$34,908	\$418,882	\$418,895	\$34,895	\$418,787	\$418,738	\$34,944
604	Water Reserve Fund	\$104,813	\$36,000	\$100,000	\$40,813	\$102,000	\$100,000	\$42,813
610	Sanitary Sewer O&M Fund	\$0	\$1,569,885	\$1,569,885	\$0	\$2,066,107	\$2,066,107	\$0
611	Sanitary Sewer Revenue	\$1,585,044	\$1,957,588	\$2,063,860	\$1,478,772	\$1,827,300	\$2,510,011	\$796,061
612	Sanitary Sewer Sinking Fund	\$0	\$482,575	\$482,575	\$0	\$432,504	\$432,504	\$0
614	Sanitary Sewer Improvement	\$85,415	\$11,400		\$96,815	\$11,400		\$108,215
618	IDOT Sewer Extension Project	\$45,075		\$45,075	\$0			\$0
660	Airport Fund	\$311,598	\$218,819	\$272,190	\$258,227	\$217,532	\$218,340	\$257,419
661	Airport Layout Plan	\$0	\$200,000	\$200,000	\$0	\$50,000	\$50,000	\$0
740	Storm Water Utility Fund	\$685,603	\$643,400	\$561,474	\$767,529	\$229,000	\$531,974	\$464,555
750	Edmundson Golf Course	\$63,131	\$8,850	\$20,275	\$51,706	\$8,800	\$23,024	\$37,482
760	RACI Main Street Loan Fund	\$17,415	\$1,975	\$10,682	\$8,708	\$1,974	\$10,682	\$0

<b>TOTALS</b>		<b>\$11,177,754</b>	<b>\$20,538,597</b>	<b>\$22,804,348</b>	<b>\$8,912,003</b>	<b>\$28,630,009</b>	<b>\$30,796,454</b>	<b>\$6,745,558</b>
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January 29, 2015



## City Council Communication

Meeting Date: March 2, 2015

Requested By: City Clerk/Finance

**Item Title:**

Consider a resolution establishing fiscal year 2016 salary schedule for nonunion employees.

**Explanation:**

City Council is required to establish the salary for all employees. Union employee salaries are approved through their contracts. Nonunion employee salaries are set by resolution of City Council. The salaries on this schedule include a 2.75% increase from Fiscal Year 2015 including part time except the part time seasonal wages which remain the same. All the salaries are effective July 1, 2015 except part time seasonal which is effective April 1, 2015.

Staff recommends approval.

**Budget Consideration:**

Increases are included in the FY 2016 Budget.

**Attachments:**

Resolution  
Salary Schedule

RESOLUTION NO. \_\_\_\_\_

RESOLUTION ESTABLISHING FISCAL YEAR 2016 SALARY  
SCHEDULE FOR NONUNION EMPLOYEES

BE IT RESOLVED by the City Council of the City of Oskaloosa:

Section 1. The City Council shall adopt salaries for nonunion employees for FY 2016 as shown on the attached schedule for work paid July 1, 2015 through June 30, 2016.

Section 2. Nonunion employees shall be paid per the attached nonunion salary schedule and union employees shall be paid in accordance with the salary schedules included in their union contracts. All Employees will be paid a bi-weekly amount to be determined by dividing the annual salary by twenty-six (26).

Section 3. Part-time employees shall receive a 2.75% increase beginning July 1, 2015 except those part-time employees under Library Board jurisdiction. Part-time employees for Parks Department, Edmundson Swimming Pool, Street Department, and Waste Water Department shall be paid as proposed on the attached schedule.

Section 4. The City Clerk is authorized to issue checks, less legally required or authorized deductions from the amounts set out bi-weekly and make contributions to IPERS, Chapter 411 Police and Fire Retirement, Social Security and Medicare or other purposes as required by law or authorized by the City Council.

PASSED AND APPROVED this 2nd day of March, 2015.

\_\_\_\_\_  
David Krutzfeldt, Mayor

ATTEST:

\_\_\_\_\_  
Amy Miller, City Clerk

**CITY OF OSKALOOSA, IOWA  
ASSIGNED PAY GRADES**

Effective July 1, 2015 for FY July 1, 2015 - June 30, 2016 (2.75%)

CLASS TITLE	STEPS										
	A	B	C	D	E	F	G	H	I	J	K
Secretary I	\$26,083	\$26,717	\$27,390	\$28,067	\$28,785	\$29,506	\$30,225	\$30,983	\$31,746	\$32,549	\$34,686
Secretary II	\$28,785	\$29,506	\$30,225	\$30,983	\$31,746	\$32,549	\$33,353	\$34,197	\$35,042	\$35,929	\$38,295
Lab Technician	\$30,473	\$31,219	\$31,964	\$32,756	\$33,540	\$34,371	\$35,199	\$36,068	\$36,943	\$37,853	\$40,281
Code Enforcement	\$31,299	\$32,081	\$32,883	\$33,705	\$34,548	\$35,412	\$36,297	\$37,205	\$38,135	\$39,089	\$41,629
WWTP Operator I	\$33,540	\$34,372	\$35,199	\$36,070	\$36,943	\$37,853	\$38,764	\$39,717	\$40,676	\$41,666	\$44,376
Payroll/HR clerk	\$34,863	\$35,750	\$36,643	\$37,565	\$38,500	\$39,490	\$40,445	\$41,454	\$42,512	\$43,571	\$46,465
WWTP Operator II	\$36,943	\$37,853	\$38,764	\$39,718	\$40,676	\$41,666	\$42,703	\$43,739	\$44,817	\$45,933	\$48,906
Deputy city clerk	\$38,338	\$39,255	\$40,204	\$41,189	\$42,179	\$43,202	\$44,264	\$45,325	\$46,422	\$47,557	\$50,621
WWTP Operator III	\$40,676	\$41,666	\$42,703	\$43,739	\$44,817	\$45,933	\$47,055	\$48,215	\$49,417	\$50,689	\$53,905
Fire captain	\$42,702	\$43,720	\$44,782	\$45,879	\$46,981	\$48,120	\$49,303	\$50,480	\$51,705	\$52,970	\$56,383
Street supervisor	\$42,702	\$43,720	\$44,782	\$45,879	\$46,981	\$48,120	\$49,303	\$50,480	\$51,705	\$52,970	\$56,383
Management Analyst	\$42,702	\$43,720	\$44,782	\$45,879	\$46,981	\$48,120	\$49,303	\$50,480	\$51,705	\$52,970	\$56,383
Building/Comm Imp Official	\$44,782	\$45,878	\$46,981	\$48,121	\$49,303	\$50,480	\$51,705	\$52,971	\$54,274	\$55,579	\$59,138
Parks Superintendent	\$44,782	\$45,878	\$46,981	\$48,121	\$49,303	\$50,480	\$51,705	\$52,971	\$54,274	\$55,579	\$59,138
Golf course superintendent	\$44,782	\$45,878	\$46,981	\$48,121	\$49,303	\$50,480	\$51,705	\$52,971	\$54,274	\$55,579	\$59,138
Police lieutenant	\$46,440	\$47,466	\$48,533	\$49,636	\$50,748	\$51,893	\$53,085	\$54,275	\$55,506	\$56,779	\$60,213
WWTP superintendent	\$50,502	\$51,708	\$52,961	\$54,256	\$55,593	\$56,926	\$58,300	\$59,720	\$61,181	\$62,684	\$66,735

**DEPARTMENT HEADS**

Library Director	\$55,819 (Subject to Library Board approval.)
Public Works Director	\$79,523
Wastewater Director	Vacant
City Clerk/Finance Director	\$70,425
Fire Chief	\$67,068
Police Chief	\$77,643
City Manager	\$117,660 (Established by Council approved contract, base salary set as of June 15, 2014)

**Pool Employee Wages** (Effective April 1, 2015)

Manager	\$5,500 For 2015 Summer Season
Admissions	\$7.25 per hour
Concessions	\$7.40 per hour
Lifeguards 1st year	\$7.75 per hour
Lifeguards Returning	\$8.00 per hour

Assistant Manager \$8.50 per hour

**Seasonal/Part Time Parks, Street, Waste Water Wages** (Effective April 1, 2015)

Shall be paid based upon classification by experience

Beginning \$7.25 per hour

Intermediate \$7.75 per hour

High \$8.25 per hour

Advanced \$10.38 per hour



## City Council Communication

Meeting Date: March 2, 2015

Requested By: City Manager's Office

**Item Title:**

Consider a resolution adopting a policy requiring the installation of drinking fountains in public parks and municipal buildings during new construction or reconstruction.

**Explanation:**

The proposed policy is an effort to broaden the public's access to drinking water through drinking fountains at public parks and municipal buildings. The policy states that drinking fountains must be installed upon new construction or if reconstruction is completed to a public park or municipal building.

Adopting a policy on public drinking fountains will assist the community in its efforts to become a certified Blue Zones Community and assist in efforts to improve the overall well-being of the community.

**Budget Consideration:**

Outdoor freeze-resistant drinking fountains range from single standing, at \$2,500.00 each, to tri level with water refilling station at \$4,500.00 each. Drinking fountains will only be installed during construction or reconstruction.

**Attachments:**

Resolution, Public Water Fountain Policy

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION ADOPTING A POLICY REQUIRING THE INSTALLATION OF DRINKING FOUNTAINS  
IN PUBLIC PARKS AND MUNICIPAL BUILDINGS DURING NEW CONSTRUCTION OR  
RECONSTRUCTION

WHEREAS, The City of Oskaloosa wants to encourage the drinking of clean and readily available tap water at city parks and municipal buildings; and

WHEREAS, ensuring that all parks and municipal buildings have drinking fountains available to users; and

WHEREAS, all new construction and reconstruction to parks or municipal buildings will include installation of a public drinking fountain; and

NOW, THEREFORE, BE IT RESOLVED, THE CITY COUNCIL OF THE CITY OF OSKALOOSA, IOWA, does hereby adopt a policy that requires the installation of drinking fountains in public parks and municipal buildings.

PASSED AND APPROVED this 2nd day of March, 2015.

\_\_\_\_\_  
David Krutzfeldt, Mayor

ATTEST:

\_\_\_\_\_  
Amy Miller, City Clerk

## Public Water Fountain Policy

Adopted:  
Resolution:



### Overview

Having clean drinking water access in public places will continue to attract people outdoors and encourage a healthy lifestyle. Water fountains are a healthier alternative than soda and help reduce the amount of plastic waste from bottles. Expanding the amount of drinking water with accessible drinking fountains will help reduce the amount of bottled water use within the city's parks and recreation areas.

### Purpose

The purpose of this policy is to expand public access to drinking water and provide residents a healthy drinking option when near parks and municipal buildings. Water is one of the most important beverages for both adults and children. The health benefits of water are far-reaching, including cutting down on mild dehydration which can trigger fuzzy short-term memory, daytime fatigue and removing wastes from the body.

### Scope

This policy is for all public parks and municipal buildings within the city limits of Oskaloosa.

### Policy

The City of Oskaloosa is striving to improve the wellbeing of its residents, therefore, the City will incorporate accessible public drinking fountains upon new construction or reconstruction of any park or municipal building. The drinking fountains must be fully accessible to adults, children, and people with disabilities. Drinking fountains must be maintained and on a consistent maintenance schedule.

### Enforcement

Not applicable



## City Council Communication

Meeting Date: March 16, 2015

Requested By: Council Appointed Staff

**Item Title: Report on Items from City Staff**

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

**Explanation:**

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

**Budget Consideration:**

Not applicable, report(s) only.

**Attachments:**

None.



## City Council Communication

Meeting Date: March 16, 2015

Requested By: Mayor & City Council

<b>Item Title: City Council Information</b>
<b>Explanation:</b> <p>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.</p>
<b>Budget Consideration:</b> <p>Not applicable, report(s) only.</p>
<b>Attachments:</b> <p>None.</p>