



**City of Oskaloosa  
City Council Meeting Regular Session  
Council Chambers  
City Hall, 220 S. Market Street  
Oskaloosa, IA 52577  
Agenda  
May 18, 2015**

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

**1. Invocation: Pastor Mark Doll, Gateway Church of the Nazarene**

**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: [20150518 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: [20150518 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: [20150518 CONSENT AGENDA SUMMARY.DOCX](#), [20150518 - BOARD AND COMMISSION MINUTES.DOCX](#)

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

1. May 4, 2015 Regular City Council Meeting Minutes
2. May 18, 2015 Agenda

Documents: [CITY COUNCIL MINUTES MAY 4, 2015.DOC](#)

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

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

1. May 11, 2015 Planning and Zoning Commission Minutes
2. April 28, 2015 Board of Adjustment Minutes
3. May 6, 2015 Historic Preservation Commission Minutes

Documents: [20150511 PZ MINUTES.DOCX](#), [BOA MIN 4282015.DOCX](#), [HPC MINUTES 562015.DOCX](#)

**C. Consider approval of a renewal application for a Class B Native Wine Permit from Kerri Boender dba The Antique Peddler, 213 High Avenue East.**

Who is submitting this City Clerk/Finance Department item.

Documents: [CITY COMM THE ANTIQUE PEDDLER.DOC](#)

**D. Consider approval of an application for a 5 day Class B Beer Permit (includes Wine Coolers) and outdoor service for Oskaloosa Area Chamber & Development Group effective May 29, 2015 at South 1st Street between High Avenue East and 1st Avenue East.**

Who is submitting this City Clerk/Finance Department item.

Documents: [20150518 CHAMBER ITEM MAY 29.DOC](#)

**E. Consider approval of an application for a 5 day Class B Beer Permit (includes Wine Coolers) and outdoor service for Oskaloosa Area Chamber & Development Group effective June 5, 2015 at South 1st Street between High Avenue East and 1st Avenue East.**

Who is submitting this City Clerk/Finance Department item.

Documents: [20150518 - CHAMBER EVENT JUNE 5.DOC](#)

**F. Consider approval of an application for a 5 day Class B Beer Permit (includes Wine Coolers) and outdoor service for Oskaloosa Area Chamber & Development Group effective June 12, 2015 at South 1st Street between High Avenue East and 1st Avenue East.**

Who is submitting this City Clerk/Finance Department item.

Documents: [20150518 - CHAMBER EVENT JUNE 12.DOC](#)

- G. Consider approval of an application for a 5 day Class B Beer Permit (includes Wine Coolers) and outdoor service for Oskaloosa Area Chamber & Development Group effective June 19, 2015 at South 1st Street between High Avenue East and 1st Avenue East.**

Who is submitting this City Clerk/Finance Department item.

Documents: [20150518 - CHAMBER EVENT JUNE 19.DOC](#)

- H. Consider approval of an application for a 5 day Class B Beer Permit (includes Wine Coolers) and outdoor service for Oskaloosa Area Chamber & Development Group effective June 26, 2015 at South 1st Street between High Avenue East and 1st Avenue East.**

Who is submitting this City Clerk/Finance Department item.

Documents: [20150518 - CHAMBER EVENT JUNE 26.DOC](#)

- I. Consider approval of an application for a Special Class C Liquor License (Beer/Wine) with Native Wine Permit and Sunday Sales for Chuong Garden Oskaloosa dba Chuong Garden at 1110 A Avenue West.**

Who is submitting this City Clerk/Finance Department item.

Documents: [CITY COMM-CHUONG GARDEN.DOC](#)

- J. Consider a motion to receive and file financial reports for April 2015.**

Who is submitting this City Clerk/Finance Department item.

Documents: [CITY COMM-FINANCIAL REPORTS.DOC](#), [OSKALOOSA IA TREASURERS REPORT APRIL 2015.PDF](#)

- K. Consider appointment to the Historic Preservation Commission.**

Who is submitting this City Manager Department item.

Documents: [20150518 - HISTORIC PRESERVATION COMMISSION APPOINTMENT.DOCX](#), [HOWARD APPLICATION.PDF](#)

- L. Consider a resolution providing for the financial support of the Area 15 Regional Planning Commission.**

Who is submitting this City Manager Department  
item.

Documents: [ITEM - RESOLUTION OF FINANCIAL SUPPORT FOR  
RPC.DOCX, LETTER FROM RPC.PDF, RPA FEE RESOLUTION 2015.DOC](#)

- M. Consider a resolution scheduling a public hearing for June 15, 2015 to consider levying a special assessment against private property for cleaning up a property at 913 South E Street, Oskaloosa, Iowa, in accordance with Oskaloosa City Code Chapter 8.08.080 and directing notice to the owners of the property to be assessed.**

Who is submitting this City Clerk/Finance Department  
item.

Documents: [CITY COMM-SCHEDULE PH CLEANUP PROPERTY.DOC,  
RESOLUTION NO PH NUISANCE ABATEMENT 04062015.DOCX,  
IMG\\_1928.PDF, IMG\\_1965.PDF](#)

- N. Consider a resolution scheduling a public hearing on vacation and sale of public alleys adjacent to properties owned by Central Reformed Church located at 815 2nd Avenue East.**

Who is submitting this Public Works Director  
item.

Documents: [CENTRAL REFORMED CHURCH ALLEY VACATE  
REQUEST.DOCX, CRC ALLEY VACATES RESOLUTION.DOCX, CRC ALLEY  
VACATE MAP.PDF, ALLEY VACATION APPLICATION.PDF](#)

- O. Consider a resolution to authorize temporary street closure on High Avenue East from South Market Street to South 1st Street on May 29, 2015 from 4:00 P.M to 9:00 P.M. for a Friday after Five event.**

Who is submitting this Public Works Director  
item.

Documents: [ADDITIONAL STREET CLOSURE FOR FRIDAY AFTER  
5.DOCX, RESOLUTION.DOCX, OACDG REQUEST LETTER.DOC](#)

- P. Consider a resolution authorizing temporary closure of a street, parking prohibition and closure of a public parking lot for the Oskaloosa Farmers Market.**

Who is submitting this Public Works Director  
item.

Documents: [FARMERS MARKET EXPLANATION.DOCX,  
RESOLUTION.DOCX, APPLICATION.PDF](#)

- Q. ----- END OF CONSENT AGENDA -----**

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## 6. Regular Agenda

Documents: [20150518 AGENDA ITEM - REGULAR ACTION ITEMS.DOCX](#)

- A. **Consider a resolution approving the voluntary annexation of properties owned by the City of Oskaloosa and generally located north of Carbonado Road. (PUBLIC HEARING)**

Who is submitting this item. Public Works Director

Documents: [ITEM PH ANNEXATION.DOCX](#), [RESOLUTION.DOCX](#), [LOCATION MAP.PDF](#), [DETAILS MAP.PDF](#), [ZONING MAP.PDF](#), [LEGAL DESCRIPTION.DOCX](#), [APPLICATION PARCEL 1107200006.DOCX](#), [APPLICATION PARCEL 1107426002.DOCX](#), [APPLICATION PARCEL 1107426007.DOCX](#)

- B. **Discussion and possible action on a report from the city manager regarding the feasibility of extending sidewalks along Highway 92 West**

Who is submitting this item. City Manager's Office

Documents: [20150514 - SIDEWALK EXTENSION TO WALMART NAZARENE - HIGHWAY 92 WEST A AVENUE WEST.DOCX](#), [HWY 92 SIDEWALK ESTIMATE.PDF](#), [HWY 92 WEST SIDEWALK.PDF](#)

- C. **Consider a motion directing the city manager to enter into an agreement between JC Penney Corporation, Inc., Penn Central Mall, LLC and the city of Oskaloosa.**

Who is submitting this item. City Manager's Office

Documents: [ITEM J C PENNEY AGREEMENT.DOCX](#), [J C PENNEY LETTER.PDF](#), [2013 DEAL POINT SHEET - HARDEES PURCHASE AND SALES AGREEMENT 2.0.DOCX](#)

- D. **Consider a motion to receive and file the city manager's project list for May 2015.**

Who is submitting this item. City Manager's Office

Documents: [20150518 - 2015 GOAL AND TASK LIST.DOC](#), [PROJECT LIST MAY 2015.PDF](#)

## 7. Report on Items from City Staff.

- a) City Manager.
  - i. Offer received on city-owned property.
  
- b) City Clerk.

c) City Attorney.

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

Who is submitting this City Manager Department item.

Documents: [20150518 REPORTS FROM STAFF.DOCX](#)

## 8. City Council Information

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

Documents: [20150518 CITY COUNCIL INFORMATION.DOCX](#)

## 9. Consider holding a closed session under Iowa Code Section 21.5.1.i. to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.

Who is submitting this City Manager Department item.

Documents: [ITEM - CLOSED SESSION EVALUATION.DOCX](#)

## 10. Consider a motion to approve or modify the contract of City Manager Michael Schrock Jr.

Who is submitting this City Manager's Office item.

Documents: [ITEM - OPEN SESSION EVALUATION.DOCX](#), [SCHROCK CONTRACT.PDF](#)

## 11. 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: May 18, 2015

Requested By: Mayor & City Council

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

1. Invocation: Pastor Mark Doll, Gateway Church of the Nazarene
2. Pledge of Allegiance
3. Roll Call: \_\_\_\_\_ Mayor David Krutzfeldt, Council Members:

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

\_\_\_\_\_ Ver Steeg, \_\_\_\_\_ Walling, \_\_\_\_\_ Yates.

**Explanation:**

Not applicable.

**Budget Consideration:**

Not applicable.

**Attachments:**

None.



## City Council Communication

Meeting Date: May 18, 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 for a Class B Native Wine Permit from Kerri Boender dba The Antique Peddler, 213 High Avenue East.**  
– No complaints received.
- Item D. Consider approval of an application for a 5 day Class B Beer Permit (includes Wine Coolers) and outdoor service for Oskaloosa Area Chamber & Development Group effective May 29, 2015 at South 1st Street between High Avenue East and 1st Avenue East.**  
– No complaints received.
- Item E. Consider approval of an application for a 5 day Class B Beer Permit (includes Wine Coolers) and outdoor service for Oskaloosa Area Chamber & Development Group effective June 5, 2015 at South 1st Street between High Avenue East and 1st Avenue East.**  
– No complaints received.
- Item F. Consider approval of an application for a 5 day Class B Beer Permit (includes Wine Coolers) and outdoor service for Oskaloosa Area Chamber & Development Group effective June 12, 2015 at South 1st Street between High Avenue East and 1st Avenue East.**  
– No complaints received.
- Item G. Consider approval of an application for a 5 day Class B Beer Permit (includes Wine Coolers) and outdoor service for Oskaloosa Area Chamber & Development Group effective June 19, 2015 at South 1st Street between High Avenue East and 1st Avenue East.**  
– No complaints received.

- Item H.** Consider approval of an application for a 5 day Class B Beer Permit (includes Wine Coolers) and outdoor service for Oskaloosa Area Chamber & Development Group effective June 26, 2015 at South 1st Street between High Avenue East and 1st Avenue East.  
– No complaints received.
- Item I.** Consider approval of an application for a Special Class C Liquor License (Beer/Wine) with Native Wine Permit and Sunday Sales for Chuong Garden Oskaloosa dba Chuong Garden at 1110 A Avenue West.
- Item J.** Consider a motion to receive and file financial reports for April 2015.
- Item K.** Consider appointment to Historic Preservation Commission.
- Item L.** Consider a resolution providing for the financial support of the Area 15 Regional Planning Commission.
- Item M.** Consider a resolution scheduling a public hearing for June 15, 2015 to consider levying a special assessment against private property for cleaning up a property at 913 South E Street, Oskaloosa, Iowa, in accordance with Oskaloosa City Code Chapter 8.08.080 and directing notice to the owners of the property to be assessed.
- Item N.** Consider a resolution scheduling a public hearing on vacation and sale of public alleys adjacent to properties owned by Central Reformed Church located at 815 2nd Avenue East.
- Item O.** Consider a resolution to authorize temporary street closure on High Avenue East from South Market Street to South 1<sup>st</sup> Street on May 29, 2015 from 4:00 P.M to 9:00 P.M. for a Friday after Five event.
- Item P.** Consider a resolution authorizing temporary closure of a street, parking prohibition and closure of a public parking lot for the Oskaloosa Farmers Market.



## City Council Communication

Meeting Date: May 18, 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. May 4, 2015 City Council Regular Meeting Minutes
  - 2. May 18, 2015 Agenda
  
- B. Receive and file the following reports and communications from advisory and operating boards and commissions:
  - 1. May 11, 2015 Planning and Zoning Commission Minutes
  - 2. April 28, 2015 Board of Adjustment Minutes
  - 3. May 6, 2015 Historic Preservation Commission Minutes

#### Budget Consideration:

Not applicable.

#### Attachments:

May 4, 2015 City Council Regular Meeting Minutes  
May 11, 2015 Planning and Zoning Commission Minutes  
April 28, 2015 Board of Adjustment Minutes  
May 6, 2015 Historic Preservation Commission Minutes

OSKALOOSA CITY COUNCIL  
REGULAR MEETING  
May 4, 2015

The Oskaloosa City Council met in regular session on Monday, May 4, 2015, at 6:00 p.m. with Mayor Krutzfeldt presiding and the following members answering roll call: Caligiuri, Moore, Van Zetten, Ver Steeg, Walling and Yates. Absent: Jimenez.

Mayor Krutzfeldt presented a longevity plaque to Tim Nance.

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

1. April 20, 2015 City Council Regular Meeting Minutes
2. May 4, 2015 Agenda
3. Receive and file the following reports and communications from advisory and operating boards and commission:
  - a. November 25, 2014 Oskaloosa Municipal Band Board Minutes
  - b. March 16, 2015 Water Board Minutes
  - c. March 23, 2015 Water Board Special Meeting Minutes
  - d. April 6, 2015 Water Board Special Meeting Minutes
  - e. April 18, 2015 Oskaloosa Municipal Band Board Minutes
4. Renewal application for a Class B Beer Permit (includes wine coolers) with Sunday Sales from NPC International, Inc. dba Pizza Hut #4342, 1503 A Avenue East.
5. Claims for April 2015.

The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

Caligiuri introduced Resolution No. 15-05-39 entitled "RESOLUTION NAMING DEPOSITORIES" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 15-05-40 entitled "RESOLUTION ADOPTING THE CITY OF OSKALOOSA INVESTMENT POLICY" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

It was moved by Caligiuri, seconded by Moore to appoint Charlie Comfort to the Historic Preservation Commission to fill an unexpired term that ends December 31, 2015. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

It was moved by Caligiuri, seconded by Moore to appoint Gabriel Wagner to the Planning and Zoning Commission to fill an unexpired term that ends April 30, 2017.

The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

Caligiuri introduced "AN ORDINANCE VACATING THE NORTH-SOUTH PUBLIC ALLEY ADJACENT TO 815 4<sup>TH</sup> AVENUE WEST, AND THE SALE OF SAID PUBLIC ALLEY RIGHT-OF-WAY" and moved its approval on the third reading. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said ordinance duly adopted. The ordinance was assigned No. 1374.

Caligiuri introduced Resolution No. 15-05-41 entitled "RESOLUTION APPROVING THE DEED AND AUTHORIZING THE SALE OF THE NORTH-SOUTH PUBLIC ALLEY ADJACENT TO 815 4<sup>TH</sup> AVENUE WEST, AND FOR THE SALE OF SAID PUBLIC ALLEY RIGHT-OF-WAY" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 15-05-42 entitled "RESOLUTION ADOPTING SUPPLEMENT TO THE OSKALOOSA MUNICIPAL CODE OF ORDINANCES THROUGH ORDINANCE NO. 1373" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 15-05-43 entitled "RESOLUTION SETTING DATE FOR PUBLIC HEARING ON CHARGES OF SELLING TOBACCO TO A MINOR AGAINST WIGG'S COUNTRY STORE, 1308 A AVENUE EAST, OSKALOOSA, IOWA" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 15-05-44 entitled "RESOLUTION AMENDING THE OSKALOOSA FEE SCHEDULE FOR THE EDMUNDSON POOL" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

It was moved by Caligiuri, seconded by Moore to approve Pay Request No. 1 in the amount of \$100,216.74 to Cornerstone Excavating Inc. for the 3<sup>rd</sup> Avenue East Reconstruction Project. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

It was moved by Caligiuri, seconded by Moore to approve Pay Request No. 5 in the amount of \$89,340.05 to Norris Asphalt Paving Co. for the South 11<sup>th</sup> Street Pavement Rehabilitation Project. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

Caligiuri introduced Resolution No. 15-05-45 entitled "A RESOLUTION AUTHORIZING THE CITY MANAGER TO SUBMIT A GRANT APPLICATION WITH THE IOWA DEPARTMENT OF TRANSPORTATION FOR A FUTURE LAND USE PLAN AND THE CREATION OF A DRAFT AIRPORT HEIGHT RESTRICTION ORDINANCE" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

Caligiuri introduced Resolution No. 15-05-46 entitled "A RESOLUTION AUTHORIZING THE TEMPORARY STREET CLOSURE OF HIGH AVENUE EAST BETWEEN MARKET STREET AND SOUTH 1<sup>ST</sup> STREET TO ALLOW FOR CHURCH ACTIVITIES" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

The Mayor announced there were vacancies on the Building Code Board of Appeals, Historic Preservation Commission, Library Board and Planning and Zoning Commission.

Caligiuri introduced Resolution No. 15-05-47 entitled "RESOLUTION ADOPTING PROPOSALS FOR EMPLOYEE LIFE AND HEALTH INSURANCE PROGRAMS FOR FISCAL YEAR 2016" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

The Mayor announced this was the time and place for the public hearing on levying a special assessment against private property for cleanup of a property located at 201 High Avenue East, Oskaloosa, Iowa by the city of Oskaloosa, Iowa and that citizens would now have the opportunity to comment. Lloyd Phillips, owner of 201 High Avenue East, commented. No written comments were received. The Mayor declared said hearing closed.

Ver Steeg introduced Resolution No. 15-05-48 entitled "RESOLUTION LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY FOR THE CLEAN UP OF A PREMISES LOCATED AT 201 HIGH AVENUE EAST, OSKALOOSA, IOWA, BY THE CITY OF OSKALOOSA, IOWA IN ACCORDANCE WITH §8.08.080 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA" and moved its approval. Caligiuri seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

The Mayor announced this was the time and place for the public hearing on submission of an application for a United States Department of Agriculture Rural Development Community Facilities Grant for the purchase of a pumper/tanker combination fire apparatus and that citizens would now have the opportunity to comment. There were no oral or written comments received. The Mayor declared said hearing closed.

Caligiuri introduced Resolution No. 15-05-49 entitled "RESOLUTION AUTHORIZING THE USE OF THE UNITED STATES DEPARTMENT OF AGRICULTURE RURAL DEVELOPMENT COMMUNITY FACILITIES GRANT PROGRAM FOR THE PURCHASE OF A PUMPER/TANKER COMBINATION FIRE APPARATUS" and moved its approval. Moore seconded the motion. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said resolution duly adopted.

It was moved by Van Zetten, seconded by Ver Steeg to direct the city manager to compel the Nazarene Church to install public sidewalks at 140 Gateway Drive, Oskaloosa, Iowa, as stipulated in the council approved site plan dated May 18, 2009. The roll was called and the vote was:

AYES: None

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

Whereupon the Mayor declared said motion defeated.

It was moved by Van Zetten, seconded by Moore to direct the city manager to investigate the costs associated with getting sidewalks out to the area of Wal-mart and/or the Gateway Church of the Nazarene. The roll was called and the vote was:

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

NAYS: None

Whereupon the Mayor declared said motion approved.

It was moved by Ver Steeg, seconded by Moore that the meeting adjourn. Motion carried unanimously. The meeting adjourned at 7:02 p.m.

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David Krutzfeldt, Mayor

ATTEST:

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Amy Miller, City Clerk

CITY OF OSKALOOSA  
PLANNING & ZONING COMMISSION  
REGULAR MEETING MINUTES  
May 11, 2015

A regularly-scheduled meeting of the Planning and Zoning (P&Z) Commission for the City of Oskaloosa was called to order at 4:30 p.m. on Monday, May 11, 2015, by Pamela Blomgren at 220 South Market Street, Oskaloosa, Iowa.

COMMISSION MEMBERS PRESENT: Pamela Blomgren, Wyndell Campbell, Andrew Jensen, R. D. Keep, Sarah Tarbell and Gabriel Wagner. COMMISSION MEMBERS ABSENT: None. CITY STAFF PRESENT: Akhilesh Pal, Wyatt Russell and Marilyn Johannes. OTHERS PRESENT: Tim Olson, architect, Big Creek Design Group, Inc., Craig Ver Steeg, chair of the Central Reformed Church Building Committee, Tom Walling, David Krutzfeldt, and several citizens.

Minutes from the April 13, 2015 Planning and Zoning Commission regular meeting.

It was moved by Campbell, seconded by Jensen to approve the April 13, 2015 Planning and Zoning Commission meeting minutes. The vote was: YES – Blomgren, Campbell, Jensen, Keep, Tarbell and Wagner. No – none. Motion carried.

Election of Chairperson

It was moved by Campbell, seconded by Jensen to appoint Pamela Blomgren Chair of the commission. Motion carried with all aye votes.

Election of Vice-Chairperson

It was moved by Tarbell, seconded by Campbell to appoint Andrew Jensen Vice-Chair. Motion carried with all aye votes.

Citizens to be Heard

Mary Wisbrock, 909 2<sup>nd</sup> Avenue East, John Bixler, 910 1<sup>st</sup> Avenue East, Mark Sullivan, 910 2<sup>nd</sup> Avenue East, Randy Horn, 914 1<sup>st</sup> Avenue East, Bryce Abbas, 1105 North 2<sup>nd</sup> Street, member of the Central Reformed Church Building Committee, and Glen Schultz, son-in-law of Bertha Beyer, 908 1<sup>st</sup> Avenue East, addressed the commission. A written comment was received from Violet M. Jones, 315 South 9<sup>th</sup> Street.

Citizens expressed concern about access to their garages and parking, runoff, how the sale would affect their property value and the inconvenience.

Craig Ver Steeg, 2911 Galeston Avenue, chair of the church building committee, addressed the commission regarding their plans. Ver Steeg said the church wants to be a good neighbor and would grant easements to property owners for access. Campbell pointed out the Planning and Zoning Commission has nothing to do with personal easements. Ver Steeg withdrew Request #1 and Request #3.

Joan Felton, 807 3<sup>rd</sup> Avenue East, said they can't get into their parking area if the alley is vacated and sold. Ver Steeg withdrew Request #4.

Tim Olson, architect from Big Creek Design Group, Inc. gave a presentation on the church's plans for the area. He indicated the church plans to pave the alleys and maintain them, install new storm sewer intakes and said they will address runoff concerns.

Campbell asked staff about the precedence on taking over a street. Pal said cities do allow streets to be sold. Campbell said the residents will still have a direct route to Highway 63 and to the downtown square.

Blomgren asked what the responsibility of the owner of a street is. Pal said the property owner is responsible for maintaining the street, required to maintain to city standards. Blomgren said that seems vague. Pal said needs to meet public works standards.

Olson said Phase 1 is for a small addition that will not require closure of the street but future plans will require closure of the street so need to own the street to achieve plans.

Jensen said he had hesitation about closing any street but would like to be able to see the Central Reformed Church expand. Jensen said perhaps it would be better not to act now on the request given the information provided to the residents today. Olson said delaying the decision could affect the congregation's vote on the project on June 7. He also said the church has to own the street before then in order to plan.

Campbell said he tends to go along with Jensen's suggestion given the information provided, could have alleviated a lot of resident's concerns. Campbell said he didn't understand why need to accommodate plans when the project is many years down the road and said dedicating 2<sup>nd</sup> Avenue might be a little premature.

Ver Steeg said need to address handicap accessible issues now. The church wants to accommodate the handicapped members of the church by putting in an elevator and handy restrooms.

Olson said the church doesn't want to spend the money on Phase 1 if they can't proceed with Phase 2. It is a make or break deal, have to own street. The project may not go forward without ownership of street. Olson said the church might maintain the street better than the city to be good neighbors. Ver Steeg said need to move quickly to address issues to accommodate the handicapped. Olson said the ramp the church now has is twice the slope the ADA requires and the church needs a bigger narthex. (Mark Sullivan, 910 2<sup>nd</sup> Avenue East, said the church can close the street any time they want to if they own it.)

Jensen: Biggest concern in process is in regard to neighborhood. Before vote want more public input. Want to table item to get more public input. Have a special Planning and Zoning Commission meeting.

It was moved by Jensen, seconded by Campbell to table the street closure request. Campbell said if church vote fails, the church will own a street they don't need to own.

Olson said the church wants to invest in the neighborhood. What do you want to know?

Tarbell: Information is valuable. Give neighbors time to get information.

Campbell: Maybe after presentation to neighbors there might not be as much opposition.

Blomgren said it appears the neighborhood had not been informed until now. Can't force more communication after vote.

Campbell: We can only make a recommendation. Council makes the decision. Jensen said he wants perspective. Willing to have a special session. Ver Steeg replied they have tried to talk to neighbors. Jensen said the public works department takes public input.

Tarbell: Maybe after presentation and discussion of request the neighborhood might want the church to proceed with other requests that were withdrawn.

Pal said dealing with two matters: (1) Request #2 – alley vacate. Church owns all property on both sides of the alley. Don't believe hinders anyone. (2) Street vacate. The Public Works Department put a sign on the street regarding the public Planning and Zoning Commission meeting. The department has already gotten comments. Staff supports the street vacate. The #1 reason for support is it slows down traffic and staff doesn't see the street as a major corridor or minor corridor. Pal said public works can initiate a public meeting. Matter requires scheduling a public hearing and three readings after that so plenty of time for public input.

Campbell asked if the motion was to table both requests. Jensen: Just the street vacate.

Michael Schrock, City Manager, said 12.24.050 of the city code says disposal of city property can be done by resolution following notice and hearing which requires one meeting.

Blomgren asked for a roll call vote on the motion to table action on the street vacation request until have additional public discussion. The vote was: YES – Blomgren, Campbell, Jensen, Keep, Tarbell and Wagner. No – none. Motion carried.

It was moved by Campbell, seconded by Jensen to approve the vacate and sale of a portion (256.5' X 16.5') of the east-west alley lying adjacent to 815 2<sup>nd</sup> Avenue East and 802 1<sup>st</sup> Avenue East, a portion (136.5' X 16.5') of the east-west alley lying adjacent to 810 & 814 2<sup>nd</sup> Avenue East, and a portion (120' X 16.5') of the north-south alley lying adjacent to 810 2<sup>nd</sup> Avenue East. The vote was: YES – Blomgren, Campbell, Jensen, Keep, Tarbell and Wagner. No – none. Motion carried.

The commission scheduled a special meeting on Tuesday, May 26, at 4:30 p.m.

It was moved by Jensen, seconded by Keep that the meeting adjourn. The meeting adjourned at 5:45 p.m.

Minutes by Marilyn Johannes

CITY OF OSKALOOSA  
MINUTES OF THE BOARD OF ADJUSTMENTS MEETING  
April 28, 2015

The meeting of the Board of Adjustments for the City of Oskaloosa was called to order at 5:00 pm on Tuesday, April 28, 2015 by Chairperson Perry Murry at the City Hall Council Chambers 220 S. Market St. Oskaloosa, Iowa.

BOARD MEMBERS PRESENT: Perry Murry, Russell Sparks, Lloyd Phillips and James Hansen; BOARD MEMBERS ABSENT: Wyndell Campbell; CITY STAFF PRESENT: Wyatt Russell, Amie Roberts; PUBLIC PRESENT: applicant; Robbie Davis, applicant; Kara edel, applicant; Stephen Hol.

*Minutes from the February 24, 2015 Board of Adjustment meeting and from the March 31 ,2015 special Board of Adjustment meeting.*

Sparks moved and Hansen seconded to approved the minutes of the February 24, 2015 Board of Adjustment meeting as presented and the March 31 ,2015 special Board of Adjustment meeting as presented.

Vote: YES: Murry, Hansen, and Sparks; NO: None; ABSTAIN: Phillips; ABSENT: Campbell.

*Item A: Consider a variance request for the property located at 412 North I Street to allow the building of a single family residential dwelling on a 60 foot wide lot and a 7,200 square foot site area.*

The Board reviewed the application for the variance request. The board discussed the zoning ordinance requirements for lots that do not meet requirement. With no further discussion, it was moved by Sparks and seconded by Hansen to approve the variance request to build a single family residential dwelling on a 60' lot and a 7,200 sq. ft. site area.

Vote: YES: Murry, Sparks, Hansen, Phillips; NO: None; ABSTAIN: None; ABSENT: Campbell

*Item B: Consider a variance request for the property located at 2357 Hwy 23 to permit placing a factory built mobile home unit 6 ½ feet from the northern established mobile home unit on Lot #520*

The board reviewed the application for the variance request. Mr. Davis, the applicant distributed a hand out to the board members in regards to the variance request. Davis explained to the board the history of Spring Creek Village and the issue accommodating the 20 foot separation between the mobile home units. He also explained that 30-50 mobile homes have the 20 foot issue, and would be difficult to replace homes. Russell explained to the board this situation would trigger a fire safety and access. He cited to the board Oskaloosa Municipal Code section 17.22.010. After further discussion, it was moved by Hansen and seconded by Phillips to deny the variance request to permit placing a factory built mobile home unit 6 ½ feet from the northern established mobile home unit on Lot #520.

Vote: YES: Murry, Hansen, Phillips; NO: Sparks; ABSTAIN: None; ABSENT: Campbell

Item C: *Consider a variance request for the property located at 1416 South 1<sup>st</sup> Street to allow a deck 10 feet from the front yard property line.*

The board reviewed the application for the variance request. The board members discussed the means of egress, 36' in the direction of travel. Mr. Hol can build a 48x36 stoop for means of egress. It was also discussed of the possibility of building the deck in the back yard. Mr. Hol explained that would interfere with access to the carport. With no further discussion, it was moved by Hansen and seconded by Phillips to deny the variance request to allow a deck 10 feet from the front yard property line.

With no further business, Hansen moved and seconded by Sparks to adjourn the meeting at 5:37 PM.

Minutes by Amie Roberts

Minutes of the Historic Preservation Commission  
City of Oskaloosa  
Regular meeting May 6, 2015 12pm  
Lower Level Conference Room, City Hall

The Meeting of the Historic Preservation Commission for the City of Oskaloosa was called to order at 12:00 pm Wednesday April 15, 2015, by City staff member Wyatt Russell.

Commission members present: Kerri Boender Janel Campbell, Charlie Comfort, Mark Tennison; Commission members absent: Jo Broerman; city staff present: Wyatt Russell, Building Official and Amie Roberts, Public Works Department Secretary; public present: Julie Hansen and Linda Howard.

It was moved by Tennison and seconded by Boender to approve the minutes from the January 14, 2015 meeting. Vote was YES: Boender, Campbell, Tennison, NO: None, ABSENT: Broerman. ABSTAIN: Comfort.

*Election of Chairperson:*

Tennison made a motion to nominate himself for chairperson, Campbell seconded the motion. Vote was YES: Boender, Campbell, Comfort, Tennison, NO: None, ABSENT: Broerman.

*Election of Vice-Chairperson*

Comfort made a motion to nominate himself for vice-chairperson, Campbell seconded the motion. Vote was YES: Boender, Campbell, Comfort, Tennison, NO: None, ABSENT: Broerman.

*Election of Secretary*

Campbell made a motion to nominate herself for secretary, Boender seconded the motion. Vote was YES: Boender, Campbell, Comfort, Tennison, NO: None, ABSENT: Broerman.

Julie Hansen joined the meeting at 12:06pm.

Russell discussed the Certified Local Government (CLG) annual report. The report outlined the requirements needed to meet the CLG good standing in order to be eligible for grants. The requirements discussed include:

- Training opportunities, discussed the upcoming 2015 Preserve Iowa Summit in Winterset Iowa, June 25-27, 2015. All members are required to attend some type of training by the end of December 2015.
- Project opportunities for the commission. The most quickly and efficient project that the HPC will be able to complete by December would be a riding tour of the historic downtown area of Oskaloosa.

The commission made a decision to have the tour on June 13, 2015; Art on the Square. Comfort committed to being the tour guide for the event. Russell discussed with the members

of securing the transportation needed for the tours. Russell visited Nelson Pioneer Farm in regards to if a hay rack would be available. Nelson Pioneer Farm had 2 hay racks, one is dilapidated and would need new wood and modified to add stairs to the rack, the other would not be feasible to use for the tour. The commission also discussed advertisement with the local paper, placing on the City's TV station, and radio. The commission would like to have the advertisement in the paper and other various locations by the end of next week. The commission discussed how long the tours should take, what time to start, how many tours to provide, parking and starting point for the tour, and cost involved. Comfort explained walking around the city square for a tour takes approximately half an hour, the tours would begin when Art on the Square begins at 10:00am, a total of 4 tours to run every hour starting at 10am-11am-12pm-1pm, adequate parking near the VFW Legion; it is a city owned parking lot and this would be the starting point for the tour, commission decided to provide the tour for free and discuss fundraising and cost for events in the future. The commission decided to meet at noon next week Wednesday the 13<sup>th</sup> of May to walk the city square and Comfort will be the tour guide.

With no further business it was moved by Tennison and Seconded by Campbell to adjourn the meeting at 12:43pm

Minutes by Amie Roberts



City Council Communication  
Meeting Date: May 18, 2015  
Requested By: City Clerk/Finance

**Item Title: CONSENT AGENDA**

Consider approval of a renewal application for a Class B Native Wine Permit from Kerri Boender dba The Antique Peddler, 213 High Avenue East.

**Explanation:**

The application is complete and in order for approval.

Staff recommends approval.

**Budget Consideration:**

None

**Attachments:**

None



City Council Communication  
Meeting Date: May 18, 2015  
Requested By: City Clerk/Finance

**Item Title: CONSENT AGENDA**

Consider approval of an application for a 5 day Class B Beer Permit (includes Wine Coolers) and outdoor service for Oskaloosa Area Chamber & Development Group effective May 29, 2015 at South 1<sup>st</sup> Street between High Avenue East and 1<sup>st</sup> Avenue East.

**Explanation:**

The application is complete and in order for approval.

Staff recommends approval.

**Budget Consideration:**

\$37.50 revenue to the General Fund.

**Attachments:**

None



City Council Communication  
Meeting Date: May 18, 2015  
Requested By: City Clerk/Finance

**Item Title: CONSENT AGENDA**

Consider approval of an application for a 5 day Class B Beer Permit (includes Wine Coolers) and outdoor service for Oskaloosa Area Chamber & Development Group effective June 5, 2015 at South 1<sup>st</sup> Street between High Avenue East and 1<sup>st</sup> Avenue East .

**Explanation:**

The application is complete and in order for approval.

Staff recommends approval.

**Budget Consideration:**

\$37.50 revenue to the General Fund.

**Attachments:**

None



City Council Communication  
Meeting Date: May 18, 2015  
Requested By: City Clerk/Finance

**Item Title: CONSENT AGENDA**

Consider approval of an application for a 5 day Class B Beer Permit (includes Wine Coolers) and outdoor service for Oskaloosa Area Chamber & Development Group effective June 12, 2015 at South 1<sup>st</sup> Street between High Avenue East and 1<sup>st</sup> Avenue East.

**Explanation:**

The application is complete and in order for approval.

Staff recommends approval.

**Budget Consideration:**

\$37.50 revenue to the General Fund.

**Attachments:**

None



City Council Communication  
Meeting Date: May 18, 2015  
Requested By: City Clerk/Finance

**Item Title: CONSENT AGENDA**

Consider approval of an application for a 5 day Class B Beer Permit (includes Wine Coolers) and outdoor service for Oskaloosa Area Chamber & Development Group effective June 19, 2015 at South 1<sup>st</sup> Street between High Avenue East and 1<sup>st</sup> Avenue East.

**Explanation:**

The application is complete and in order for approval.

Staff recommends approval.

**Budget Consideration:**

\$37.50 revenue to the General Fund.

**Attachments:**

None



City Council Communication  
Meeting Date: May 18, 2015  
Requested By: City Clerk/Finance

**Item Title: CONSENT AGENDA**

Consider approval of an application for a 5 day Class B Beer Permit (includes Wine Coolers) and outdoor service for Oskaloosa Area Chamber & Development Group effective June 26, 2015 at South 1<sup>st</sup> Street between High Avenue East and 1<sup>st</sup> Avenue East.

**Explanation:**

The application is complete and in order for approval.

Staff recommends approval.

**Budget Consideration:**

\$37.50 revenue to the General Fund.

**Attachments:**

None



City Council Communication  
Meeting Date: May 18, 2015  
Requested By: City Clerk/Finance

**Item Title:**

Consider approval of an application for a Special Class C Liquor License (Beer/Wine) with Native Wine Permit and Sunday Sales for Chuong Garden Oskaloosa dba Chuong Garden at 1110 A Avenue West.

**Explanation:**

The application is complete and in order **subject to fire approval.**

Staff recommends approval.

**Budget Consideration:**

\$337.50 revenue to the General Fund.

**Attachments:**

None



City Council Communication  
Meeting Date: May 18, 2015  
Requested By: City Clerk/Finance

**Item Title: CONSENT AGENDA**

Consider a motion to receive and file financial reports for April 2015.

**Explanation:**

The financial reports for April 2015 are included in your agenda packets. The target percentage for expenses this month is 83.33% except for the seasonal or once-a-year purchases. The amended budget approved by the Oskaloosa City Council on March 2, 2015 is reflected on these reports.

The following two funds contain a negative fund balance for April 2015.

- General Fund Insurance – Insurance invoices are paid in the first few months of the fiscal year. Tax receipts received throughout the fiscal year will help to clear up this negative fund balance.
- Airport Pavement Rehabilitation Project – Waiting on final approval of the project and reimbursement through grant funds.

**Budget Consideration:**

None

**Attachments:**

April 2015 Financial Reports



City of Oskaloosa, IA

# City of Oskaloosa, IA Treasurer's Report

April 1-30, 2015

Fund	Beginning Cash Balance	Revenue (+)	Expenses (-)	Change in Pending Payables	Change in Investments	Ending Cash Balance
001: GENERAL FUND	1,333,689.04	1,229,398.58	313,803.28	(51,255.00)	920,477.47	2,198,029.34
002: GENERAL FUND INSURANCE FUND	(43,783.28)	41,905.04	0.00	0.00	4.04	(1,878.24)
003: GENERAL FUND CAPITAL EQUIPMENT	175,935.75	15.89	0.00	0.00	15.89	175,951.64
004: LIBRARY COPIER REVOLVING FUND	9,694.94	633.10	769.78	(51.34)	1.45	9,506.92
005: GENERAL FUND BAND	(3,726.24)	8,286.85	0.00	0.00	0.00	4,560.61
006: GENERAL FUND - LOST	1,536,396.77	82,162.14	867.44	0.00	78,255.67	1,617,691.47
007: GENERAL FUND - UTILITY FRANCHISE FEES	696,043.86	126,661.44	0.00	0.00	0.00	822,705.30
110: ROAD USE TAX FUND	641,098.60	83,310.94	75,165.51	(12,225.55)	(3,188.39)	637,018.48
112: EMPLOYEE BENEFIT FUND	10,775.64	412,082.60	79,948.77	0.00	333,048.98	342,909.47
119: EMERGENCY FUND	0.00	36,384.15	36,384.15	0.00	0.00	0.00
121: LOCAL OPTION SALES TAX FUND	0.00	76,940.12	76,940.12	0.00	0.00	0.00
127: WEST AREA & IND. PARK TIF	16,417.24	12,095.88	0.00	0.00	12,004.32	28,513.12
130: WORLD FOOD PARK TIF FUND	51,167.53	37,681.40	0.00	0.00	38,013.45	88,848.93
138: HOUSING DONATED FUNDS	34,740.74	0.00	0.00	0.00	0.00	34,740.74
140: HOUSING FUND	203,498.01	5,547.65	2,101.41	0.00	2,033.28	206,944.25
165: RIEFE MEMORIAL FUND	16,313.36	2.32	0.00	0.00	2.32	16,315.68
167: LIBRARY MEMORIAL FUND	532,378.86	4,743.19	6,606.10	4,739.76	3,023.37	535,255.71
169: MISCELLANEOUS GIFT FUND	28,138.37	1.70	162.86	(1,377.14)	(2,998.30)	26,600.07
172: WOODEN PLAYGROUND MAINT FUND	3,280.14	0.45	0.00	0.00	0.45	3,280.59
177: POLICE FORFEITURE FUND	2,408.47	0.21	0.00	0.00	0.21	2,408.68
178: LIBRARY MAINTENANCE FUND	1,201,233.01	1,511.99	3,939.01	3,939.01	1,511.99	1,202,745.00
180: MISCELLANEOUS GRANTS FUND	48,231.93	15,305.35	1,194.13	(13,364.65)	1,006.85	48,978.50
181: BROWNFIELD SITES ASSESSMENT GRANT FUND	0.00	0.00	15,738.30	15,738.30	0.00	0.00
200: DEBT SERVICE FUND	482,817.06	281,174.46	0.00	0.00	281,109.73	763,991.52
301: PARK SHELTER CAPITAL IMPROVEMENT	17,918.99	697.91	105.20	51.19	1,002.91	18,562.89
302: CITY HALL IMPROVEMENTS	16,303.88	2.56	8.27	8.27	2.56	16,306.44
325: PAVEMENT MANAGEMENT	245.00	867.44	1,134.80	122.36	0.00	100.00
326: SIDEWALK IMPROVEMENTS PROJECT	5,580.51	0.81	0.00	0.00	0.81	5,581.32
328: PARKING LOT IMPROVEMENTS PHASE II	40,705.17	6.47	0.00	(2,032.00)	(1,993.53)	38,679.64

600: WATER O&M FUND	1,185,492.24	564,176.53	466,105.33	0.00	0.00	1,283,563.44
601: WATER CONSUMER DEPOSIT FUND	87,215.27	8.45	0.00	0.00	0.00	87,223.72
603: WATER SINKING FUND	166,865.44	104,723.76	0.00	0.00	0.00	271,589.20
604: WATER RESERVE FUND	85,604.79	9,000.00	35,478.81	0.00	0.00	59,125.98
610: SANITARY SEWER O&M FUND	153,570.91	84,325.69	101,588.53	15,325.08	0.00	151,633.15
611: SANITARY SEWER REVENUE FUND	1,598,257.96	132,426.63	125,489.69	(80.00)	4,304.58	1,605,114.90
612: SANITARY SEWER SINKING FUND	336,671.75	40,214.00	0.00	0.00	40,000.00	376,885.75
614: SANITARY SEWER IMPROVEMENT FUND	93,964.89	950.00	0.00	0.00	1,000.00	94,914.89
660: AIRPORT FUND	246,751.69	61,159.68	4,739.07	(4,129.53)	50,044.68	299,042.77
661: AIRPORT PAVEMENT REHABILITATION PROJECT	(14,700.00)	0.00	0.00	0.00	0.00	(14,700.00)
740: STORM WATER UTILITY FUND	737,571.76	16,710.73	12,577.32	(18,935.44)	(14,910.92)	722,769.73
750: EDMUNDSON GOLF COURSE FUND	51,187.42	8.34	7,464.43	7,249.65	(991.66)	50,980.98
760: RACI MAIN STREET LOAN FUND	18,749.64	166.59	0.00	0.00	2.02	18,916.23
810: COPIER/FAX REVOLVING FUND	7,806.05	1,302.04	345.59	(124.15)	1.15	8,638.35
820: EMPLOYEE HEALTH SELF-INSURANCE	795,772.88	107,413.58	128,848.75	0.00	(18,910.81)	774,337.71
830: EMPLOYEE FLEX PLAN FUND	369.28	3,053.84	2,091.26	0.00	1,000.18	1,331.86



# REVENUE REPORT

## Account Detail

For Fiscal: 2014-2015 Period Ending: 04/30/2015

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 001 - GENERAL FUND</b>					
41 - TAXES	-2,696,204.00	-1,065,490.19	-2,565,634.18	-130,569.82	95.16 %
42 - LICENSES AND PERMITS	-252,200.00	-13,877.46	-214,135.52	-38,064.48	84.91 %
43 - USE OF MONEY & PROPERTY	-4,250.00	-411.71	-3,369.37	-880.63	79.28 %
44 - INTERGOVERNMENTAL	-268,440.00	-27,115.21	-196,844.97	-71,595.03	73.33 %
45 - CHARGES FOR SERVICES	-131,240.00	-2,125.87	-80,771.20	-50,468.80	61.54 %
47 - MISCELLANEOUS REVENUES	-76,095.00	-4,045.22	-69,140.48	-6,954.52	90.86 %
48 - OTHER FINANCING SOURCES	-1,304,962.00	-116,332.92	-916,879.82	-388,082.18	70.26 %
<b>Fund 001 Total:</b>	<b>-4,733,391.00</b>	<b>-1,229,398.58</b>	<b>-4,046,775.54</b>	<b>-686,615.46</b>	<b>85.49 %</b>
<b>Fund: 002 - GENERAL FUND INSURANCE FUND</b>					
41 - TAXES	-103,281.00	-40,860.11	-98,520.25	-4,760.75	95.39 %
43 - USE OF MONEY & PROPERTY	0.00	-4.04	-4.42	4.42	
44 - INTERGOVERNMENTAL	-2,082.00	-1,040.89	-2,081.78	-0.22	99.99 %
<b>Fund 002 Total:</b>	<b>-105,363.00</b>	<b>-41,905.04</b>	<b>-100,606.45</b>	<b>-4,756.55</b>	<b>95.49 %</b>
<b>Fund: 003 - GENERAL FUND CAPITAL EQUIPMENT</b>					
43 - USE OF MONEY & PROPERTY	-230.00	-15.89	-179.53	-50.47	78.06 %
<b>Fund 003 Total:</b>	<b>-230.00</b>	<b>-15.89</b>	<b>-179.53</b>	<b>-50.47</b>	<b>78.06 %</b>
<b>Fund: 004 - LIBRARY COPIER REVOLVING FUND</b>					
43 - USE OF MONEY & PROPERTY	-6.00	-1.45	-13.07	7.07	217.83 %
47 - MISCELLANEOUS REVENUES	-6,500.00	-631.65	-5,985.74	-514.26	92.09 %
<b>Fund 004 Total:</b>	<b>-6,506.00</b>	<b>-633.10</b>	<b>-5,998.81</b>	<b>-507.19</b>	<b>92.20 %</b>
<b>Fund: 005 - GENERAL FUND BAND</b>					
41 - TAXES	-20,424.00	-8,080.37	-19,426.70	-997.30	95.12 %
43 - USE OF MONEY & PROPERTY	0.00	-0.64	-0.67	0.67	
44 - INTERGOVERNMENTAL	-412.00	-205.84	-411.68	-0.32	99.92 %
<b>Fund 005 Total:</b>	<b>-20,836.00</b>	<b>-8,286.85</b>	<b>-19,839.05</b>	<b>-996.95</b>	<b>95.22 %</b>
<b>Fund: 006 - GENERAL FUND - LOST</b>					
43 - USE OF MONEY & PROPERTY	-1,800.00	-255.67	-2,185.34	385.34	121.41 %
47 - MISCELLANEOUS REVENUES	-900,000.00	-81,906.47	-848,865.29	-51,134.71	94.32 %
<b>Fund 006 Total:</b>	<b>-901,800.00</b>	<b>-82,162.14</b>	<b>-851,050.63</b>	<b>-50,749.37</b>	<b>94.37 %</b>
<b>Fund: 007 - GENERAL FUND - UTILITY FRANCHISE FEES</b>					
42 - LICENSES AND PERMITS	-445,000.00	-126,545.78	-420,895.19	-24,104.81	94.58 %
43 - USE OF MONEY & PROPERTY	-900.00	-115.66	-982.11	82.11	109.12 %
<b>Fund 007 Total:</b>	<b>-445,900.00</b>	<b>-126,661.44</b>	<b>-421,877.30</b>	<b>-24,022.70</b>	<b>94.61 %</b>
<b>Fund: 110 - ROAD USE TAX FUND</b>					
44 - INTERGOVERNMENTAL	-1,123,688.00	-82,811.61	-1,017,012.86	-106,675.14	90.51 %
45 - CHARGES FOR SERVICES	0.00	0.00	-652.00	652.00	
47 - MISCELLANEOUS REVENUES	0.00	-499.33	-3,293.10	3,293.10	
48 - OTHER FINANCING SOURCES	0.00	0.00	-5,349.95	5,349.95	
<b>Fund 110 Total:</b>	<b>-1,123,688.00</b>	<b>-83,310.94</b>	<b>-1,026,307.91</b>	<b>-97,380.09</b>	<b>91.33 %</b>
<b>Fund: 112 - EMPLOYEE BENEFIT FUND</b>					
41 - TAXES	-1,015,627.00	-401,798.03	-967,552.77	-48,074.23	95.27 %
43 - USE OF MONEY & PROPERTY	0.00	-48.98	-277.26	277.26	
44 - INTERGOVERNMENTAL	-20,471.00	-10,235.59	-20,471.17	0.17	100.00 %
<b>Fund 112 Total:</b>	<b>-1,036,098.00</b>	<b>-412,082.60</b>	<b>-988,301.20</b>	<b>-47,796.80</b>	<b>95.39 %</b>
<b>Fund: 119 - EMERGENCY FUND</b>					
41 - TAXES	-89,683.00	-35,480.31	-84,995.32	-4,687.68	94.77 %
44 - INTERGOVERNMENTAL	-1,808.00	-903.84	-1,807.68	-0.32	99.98 %
<b>Fund 119 Total:</b>	<b>-91,491.00</b>	<b>-36,384.15</b>	<b>-86,803.00</b>	<b>-4,688.00</b>	<b>94.88 %</b>

REVENUE REPORT

For Fiscal: 2014-2015 Period Ending: 04/30/2015

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 121 - LOCAL OPTION SALES TAX FUND</b>					
41 - TAXES	-1,041,588.00	-76,940.12	-879,748.29	-161,839.71	84.46 %
<b>Fund 121 Total:</b>	<b>-1,041,588.00</b>	<b>-76,940.12</b>	<b>-879,748.29</b>	<b>-161,839.71</b>	<b>84.46 %</b>
<b>Fund: 122 - HOTEL/MOTEL TAX REVENUE FUND</b>					
41 - TAXES	-105,000.00	0.00	-97,778.65	-7,221.35	93.12 %
<b>Fund 122 Total:</b>	<b>-105,000.00</b>	<b>0.00</b>	<b>-97,778.65</b>	<b>-7,221.35</b>	<b>93.12 %</b>
<b>Fund: 127 - WEST AREA &amp; IND. PARK TIF</b>					
41 - TAXES	-29,677.00	-12,091.56	-28,732.45	-944.55	96.82 %
43 - USE OF MONEY & PROPERTY	-6.00	-4.32	-20.65	14.65	344.17 %
<b>Fund 127 Total:</b>	<b>-29,683.00</b>	<b>-12,095.88</b>	<b>-28,753.10</b>	<b>-929.90</b>	<b>96.87 %</b>
<b>Fund: 128 - TIF ADMINISTRATION FUND</b>					
48 - OTHER FINANCING SOURCES	-437.00	0.00	0.00	-437.00	0.00 %
<b>Fund 128 Total:</b>	<b>-437.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-437.00</b>	<b>0.00 %</b>
<b>Fund: 130 - WORLD FOOD PARK TIF FUND</b>					
41 - TAXES	-92,647.00	-37,667.95	-89,515.03	-3,131.97	96.62 %
43 - USE OF MONEY & PROPERTY	-12.00	-13.45	-58.18	46.18	484.83 %
<b>Fund 130 Total:</b>	<b>-92,659.00</b>	<b>-37,681.40</b>	<b>-89,573.21</b>	<b>-3,085.79</b>	<b>96.67 %</b>
<b>Fund: 140 - HOUSING FUND</b>					
43 - USE OF MONEY & PROPERTY	-550.00	-33.28	-406.35	-143.65	73.88 %
45 - CHARGES FOR SERVICES	-1,930.00	-274.00	-1,522.00	-408.00	78.86 %
47 - MISCELLANEOUS REVENUES	-59,984.00	-5,240.37	-59,239.72	-744.28	98.76 %
<b>Fund 140 Total:</b>	<b>-62,464.00</b>	<b>-5,547.65</b>	<b>-61,168.07</b>	<b>-1,295.93</b>	<b>97.93 %</b>
<b>Fund: 165 - RIEFE MEMORIAL FUND</b>					
43 - USE OF MONEY & PROPERTY	-50.00	-2.32	-30.15	-19.85	60.30 %
<b>Fund 165 Total:</b>	<b>-50.00</b>	<b>-2.32</b>	<b>-30.15</b>	<b>-19.85</b>	<b>60.30 %</b>
<b>Fund: 167 - LIBRARY MEMORIAL FUND</b>					
43 - USE OF MONEY & PROPERTY	-13,225.00	-23.37	-9,719.98	-3,505.02	73.50 %
45 - CHARGES FOR SERVICES	-64.00	-10.00	-149.66	85.66	233.84 %
47 - MISCELLANEOUS REVENUES	-39,950.00	-2,743.97	-14,802.81	-25,147.19	37.05 %
48 - OTHER FINANCING SOURCES	-959.00	-1,965.85	-3,270.80	2,311.80	341.06 %
<b>Fund 167 Total:</b>	<b>-54,198.00</b>	<b>-4,743.19</b>	<b>-27,943.25</b>	<b>-26,254.75</b>	<b>51.56 %</b>
<b>Fund: 169 - MISCELLANEOUS GIFT FUND</b>					
43 - USE OF MONEY & PROPERTY	-13.00	-1.70	-23.83	10.83	183.31 %
47 - MISCELLANEOUS REVENUES	-2,227.00	0.00	-2,227.00	0.00	
<b>Fund 169 Total:</b>	<b>-2,240.00</b>	<b>-1.70</b>	<b>-2,250.83</b>	<b>10.83</b>	<b>100.48 %</b>
<b>Fund: 172 - WOODEN PLAYGROUND MAINT FUND</b>					
43 - USE OF MONEY & PROPERTY	-3.00	-0.45	-4.51	1.51	150.33 %
<b>Fund 172 Total:</b>	<b>-3.00</b>	<b>-0.45</b>	<b>-4.51</b>	<b>1.51</b>	<b>150.33 %</b>
<b>Fund: 177 - POLICE FORFEITURE FUND</b>					
43 - USE OF MONEY & PROPERTY	-2.00	-0.21	-2.47	0.47	123.50 %
45 - CHARGES FOR SERVICES	-3,178.00	0.00	-1,178.00	-2,000.00	37.07 %
48 - OTHER FINANCING SOURCES	-2,200.00	0.00	-2,200.00	0.00	
<b>Fund 177 Total:</b>	<b>-5,380.00</b>	<b>-0.21</b>	<b>-3,380.47</b>	<b>-1,999.53</b>	<b>62.83 %</b>
<b>Fund: 178 - LIBRARY MAINTENANCE FUND</b>					
43 - USE OF MONEY & PROPERTY	-42,000.00	-1,511.99	-36,202.16	-5,797.84	86.20 %
<b>Fund 178 Total:</b>	<b>-42,000.00</b>	<b>-1,511.99</b>	<b>-36,202.16</b>	<b>-5,797.84</b>	<b>86.20 %</b>
<b>Fund: 180 - MISCELLANEOUS GRANTS FUND</b>					
43 - USE OF MONEY & PROPERTY	-16.00	-6.85	-51.67	35.67	322.94 %
44 - INTERGOVERNMENTAL	-10,917.00	0.00	-5,962.49	-4,954.51	54.62 %
47 - MISCELLANEOUS REVENUES	-27,025.00	-15,298.50	-48,296.11	21,271.11	178.71 %
48 - OTHER FINANCING SOURCES	-7,509.00	0.00	-6,458.74	-1,050.26	86.01 %
<b>Fund 180 Total:</b>	<b>-45,467.00</b>	<b>-15,305.35</b>	<b>-60,769.01</b>	<b>15,302.01</b>	<b>133.66 %</b>
<b>Fund: 181 - BROWNFIELD SITES ASSESSMENT GRANT FUND</b>					
44 - INTERGOVERNMENTAL	-150,000.00	0.00	0.00	-150,000.00	0.00 %
<b>Fund 181 Total:</b>	<b>-150,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-150,000.00</b>	<b>0.00 %</b>

REVENUE REPORT

For Fiscal: 2014-2015 Period Ending: 04/30/2015

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 199 - WFP RISE PAYMENT FUND</b>					
47 - MISCELLANEOUS REVENUES	-16,214.00	0.00	0.00	-16,214.00	0.00 %
<b>Fund 199 Total:</b>	<b>-16,214.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-16,214.00</b>	<b>0.00 %</b>
<b>Fund: 200 - DEBT SERVICE FUND</b>					
41 - TAXES	-691,389.00	-273,708.12	-659,132.02	-32,256.98	95.33 %
43 - USE OF MONEY & PROPERTY	-800.00	-109.73	-559.96	-240.04	70.00 %
44 - INTERGOVERNMENTAL	-13,779.00	-6,889.61	-13,779.21	0.21	100.00 %
46 - SPECIAL ASSESSMENTS	-9,734.00	-467.00	-11,576.00	1,842.00	118.92 %
48 - OTHER FINANCING SOURCES	-123,081.00	0.00	-2,140.72	-120,940.28	1.74 %
<b>Fund 200 Total:</b>	<b>-838,783.00</b>	<b>-281,174.46</b>	<b>-687,187.91</b>	<b>-151,595.09</b>	<b>81.93 %</b>
<b>Fund: 301 - PARK SHELTER CAPITAL IMPROVEMENT</b>					
43 - USE OF MONEY & PROPERTY	-3,614.00	-697.91	-2,583.21	-1,030.79	71.48 %
<b>Fund 301 Total:</b>	<b>-3,614.00</b>	<b>-697.91</b>	<b>-2,583.21</b>	<b>-1,030.79</b>	<b>71.48 %</b>
<b>Fund: 302 - CITY HALL IMPROVEMENTS</b>					
43 - USE OF MONEY & PROPERTY	-11.00	-2.56	-23.72	12.72	215.64 %
48 - OTHER FINANCING SOURCES	-3,500.00	0.00	-3,069.75	-430.25	87.71 %
<b>Fund 302 Total:</b>	<b>-3,511.00</b>	<b>-2.56</b>	<b>-3,093.47</b>	<b>-417.53</b>	<b>88.11 %</b>
<b>Fund: 322 - BURLINGTON ROAD RECONSTRUCTION FUND</b>					
48 - OTHER FINANCING SOURCES	-14,000.00	0.00	0.00	-14,000.00	0.00 %
<b>Fund 322 Total:</b>	<b>-14,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-14,000.00</b>	<b>0.00 %</b>
<b>Fund: 325 - PAVEMENT MANAGEMENT</b>					
48 - OTHER FINANCING SOURCES	-1,582,387.00	-867.44	-357,249.99	-1,225,137.01	22.58 %
<b>Fund 325 Total:</b>	<b>-1,582,387.00</b>	<b>-867.44</b>	<b>-357,249.99</b>	<b>-1,225,137.01</b>	<b>22.58 %</b>
<b>Fund: 326 - SIDEWALK IMPROVEMENTS PROJECT</b>					
43 - USE OF MONEY & PROPERTY	-8.00	-0.81	-11.22	3.22	140.25 %
44 - INTERGOVERNMENTAL	-185,600.00	0.00	0.00	-185,600.00	0.00 %
46 - SPECIAL ASSESSMENTS	-220.00	0.00	-220.00	0.00	
47 - MISCELLANEOUS REVENUES	-1,175.00	0.00	-5,586.00	4,411.00	475.40 %
48 - OTHER FINANCING SOURCES	-46,400.00	0.00	0.00	-46,400.00	0.00 %
<b>Fund 326 Total:</b>	<b>-233,403.00</b>	<b>-0.81</b>	<b>-5,817.22</b>	<b>-227,585.78</b>	<b>2.49 %</b>
<b>Fund: 328 - PARKING LOT IMPROVEMENTS PHASE II</b>					
43 - USE OF MONEY & PROPERTY	-35.00	-6.47	-68.69	33.69	196.26 %
<b>Fund 328 Total:</b>	<b>-35.00</b>	<b>-6.47</b>	<b>-68.69</b>	<b>33.69</b>	<b>196.26 %</b>
<b>Fund: 600 - WATER O&amp;M FUND</b>					
43 - USE OF MONEY & PROPERTY	-26,060.00	-11,182.08	-23,843.13	-2,216.87	91.49 %
45 - CHARGES FOR SERVICES	-2,150,944.00	-552,587.14	-1,651,684.23	-499,259.77	76.79 %
47 - MISCELLANEOUS REVENUES	-23,800.00	-407.31	-19,881.98	-3,918.02	83.54 %
<b>Fund 600 Total:</b>	<b>-2,200,804.00</b>	<b>-564,176.53</b>	<b>-1,695,409.34</b>	<b>-505,394.66</b>	<b>77.04 %</b>
<b>Fund: 601 - WATER CONSUMER DEPOSIT FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-8.45	-218.72	218.72	
<b>Fund 601 Total:</b>	<b>0.00</b>	<b>-8.45</b>	<b>-218.72</b>	<b>218.72</b>	
<b>Fund: 603 - WATER SINKING FUND</b>					
48 - OTHER FINANCING SOURCES	-418,882.00	-104,723.76	-314,171.28	-104,710.72	75.00 %
<b>Fund 603 Total:</b>	<b>-418,882.00</b>	<b>-104,723.76</b>	<b>-314,171.28</b>	<b>-104,710.72</b>	<b>75.00 %</b>
<b>Fund: 604 - WATER RESERVE FUND</b>					
48 - OTHER FINANCING SOURCES	-36,000.00	-9,000.00	-27,000.00	-9,000.00	75.00 %
<b>Fund 604 Total:</b>	<b>-36,000.00</b>	<b>-9,000.00</b>	<b>-27,000.00</b>	<b>-9,000.00</b>	<b>75.00 %</b>
<b>Fund: 610 - SANITARY SEWER O&amp;M FUND</b>					
48 - OTHER FINANCING SOURCES	-1,569,885.00	-84,325.69	-1,058,000.05	-511,884.95	67.39 %
<b>Fund 610 Total:</b>	<b>-1,569,885.00</b>	<b>-84,325.69</b>	<b>-1,058,000.05</b>	<b>-511,884.95</b>	<b>67.39 %</b>
<b>Fund: 611 - SANITARY SEWER REVENUE FUND</b>					
43 - USE OF MONEY & PROPERTY	-3,000.00	-304.58	-2,668.59	-331.41	88.95 %
45 - CHARGES FOR SERVICES	-1,774,300.00	-131,335.05	-1,453,589.29	-320,710.71	81.92 %
46 - SPECIAL ASSESSMENTS	-6,676.00	-787.00	-10,207.00	3,531.00	152.89 %
47 - MISCELLANEOUS REVENUES	-4,153.00	0.00	-4,292.54	139.54	103.36 %

## REVENUE REPORT

For Fiscal: 2014-2015 Period Ending: 04/30/2015

ObjectCa...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 611 - SANITARY SEWER REVENUE FUND</b>					
48 - OTHER FINANCING SOURCES	-169,459.00	0.00	-19,015.74	-150,443.26	11.22 %
<b>Fund 611 Total:</b>	<b>-1,957,588.00</b>	<b>-132,426.63</b>	<b>-1,489,773.16</b>	<b>-467,814.84</b>	<b>76.10 %</b>
<b>Fund: 612 - SANITARY SEWER SINKING FUND</b>					
48 - OTHER FINANCING SOURCES	-482,575.00	-40,214.00	-402,147.00	-80,428.00	83.33 %
<b>Fund 612 Total:</b>	<b>-482,575.00</b>	<b>-40,214.00</b>	<b>-402,147.00</b>	<b>-80,428.00</b>	<b>83.33 %</b>
<b>Fund: 614 - SANITARY SEWER IMPROVEMENT FUND</b>					
48 - OTHER FINANCING SOURCES	-11,400.00	-950.00	-9,500.00	-1,900.00	83.33 %
<b>Fund 614 Total:</b>	<b>-11,400.00</b>	<b>-950.00</b>	<b>-9,500.00</b>	<b>-1,900.00</b>	<b>83.33 %</b>
<b>Fund: 660 - AIRPORT FUND</b>					
43 - USE OF MONEY & PROPERTY	-206,532.00	-61,045.68	-164,387.36	-42,144.64	79.59 %
45 - CHARGES FOR SERVICES	-1,287.00	0.00	-1,287.00	0.00	
47 - MISCELLANEOUS REVENUES	-11,000.00	-114.00	-8,846.64	-2,153.36	80.42 %
<b>Fund 660 Total:</b>	<b>-218,819.00</b>	<b>-61,159.68</b>	<b>-174,521.00</b>	<b>-44,298.00</b>	<b>79.76 %</b>
<b>Fund: 661 - AIRPORT PAVEMENT REHABILITATION PROJECT</b>					
44 - INTERGOVERNMENTAL	-180,000.00	0.00	0.00	-180,000.00	0.00 %
48 - OTHER FINANCING SOURCES	-20,000.00	0.00	0.00	-20,000.00	0.00 %
<b>Fund 661 Total:</b>	<b>-200,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-200,000.00</b>	<b>0.00 %</b>
<b>Fund: 740 - STORM WATER UTILITY FUND</b>					
43 - USE OF MONEY & PROPERTY	-900.00	-89.08	-870.50	-29.50	96.72 %
45 - CHARGES FOR SERVICES	-229,000.00	-16,621.65	-189,943.30	-39,056.70	82.94 %
48 - OTHER FINANCING SOURCES	-413,500.00	0.00	0.00	-413,500.00	0.00 %
<b>Fund 740 Total:</b>	<b>-643,400.00</b>	<b>-16,710.73</b>	<b>-190,813.80</b>	<b>-452,586.20</b>	<b>29.66 %</b>
<b>Fund: 750 - EDMUNDSON GOLF COURSE FUND</b>					
43 - USE OF MONEY & PROPERTY	-8,550.00	-8.34	-95.04	-8,454.96	1.11 %
47 - MISCELLANEOUS REVENUES	-300.00	0.00	0.00	-300.00	0.00 %
<b>Fund 750 Total:</b>	<b>-8,850.00</b>	<b>-8.34</b>	<b>-95.04</b>	<b>-8,754.96</b>	<b>1.07 %</b>
<b>Fund: 760 - RACI MAIN STREET LOAN FUND</b>					
43 - USE OF MONEY & PROPERTY	-485.00	-2.02	-19.74	-465.26	4.07 %
47 - MISCELLANEOUS REVENUES	-1,490.00	-164.57	-1,481.13	-8.87	99.40 %
<b>Fund 760 Total:</b>	<b>-1,975.00</b>	<b>-166.59</b>	<b>-1,500.87</b>	<b>-474.13</b>	<b>75.99 %</b>
<b>Fund: 810 - COPIER/FAX REVOLVING FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-1.15	-9.50	9.50	
47 - MISCELLANEOUS REVENUES	0.00	-1,300.89	-6,586.12	6,586.12	
<b>Fund 810 Total:</b>	<b>0.00</b>	<b>-1,302.04</b>	<b>-6,595.62</b>	<b>6,595.62</b>	
<b>Fund: 820 - EMPLOYEE HEALTH SELF-INSURANCE</b>					
43 - USE OF MONEY & PROPERTY	0.00	-89.19	-1,071.54	1,071.54	
47 - MISCELLANEOUS REVENUES	0.00	-107,324.39	-708,347.66	708,347.66	
<b>Fund 820 Total:</b>	<b>0.00</b>	<b>-107,413.58</b>	<b>-709,419.20</b>	<b>709,419.20</b>	
<b>Fund: 830 - EMPLOYEE FLEX PLAN FUND</b>					
43 - USE OF MONEY & PROPERTY	0.00	-0.18	-3.69	3.69	
45 - CHARGES FOR SERVICES	0.00	-46.00	-466.00	466.00	
47 - MISCELLANEOUS REVENUES	0.00	-3,007.66	-33,601.68	33,601.68	
<b>Fund 830 Total:</b>	<b>0.00</b>	<b>-3,053.84</b>	<b>-34,071.37</b>	<b>34,071.37</b>	
<b>Report Total:</b>	<b>-20,538,597.00</b>	<b>-3,583,060.50</b>	<b>-16,004,578.06</b>	<b>-4,534,018.94</b>	<b>77.92 %</b>



# EXPENSE TRIAL BALANCE

## Account Detail

For Fiscal: 2014-2015 Period Ending: 04/30/2015

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 001 - GENERAL FUND</b>					
1010 - POLICE OPERATIONS	1,722,636.00	121,197.79	1,393,429.02	329,206.98	80.89 %
1030 - EMERGENCY MANAGEMENT	3,804.00	208.33	2,183.16	1,620.84	57.39 %
1050 - FIRE DEPARTMENT	965,267.00	57,915.51	709,831.33	255,435.67	73.54 %
1070 - BUILDING INSPECTIONS	146,947.00	10,361.32	121,035.81	25,911.19	82.37 %
1090 - ANIMAL CONTROL	73,000.00	0.00	21,500.00	51,500.00	29.45 %
1900 - 911 DISPATCH	156,957.00	0.00	156,968.00	-11.00	100.01 %
2010 - ROADS, BRIDGES, SIDEWALKS	20,000.00	0.00	0.00	20,000.00	0.00 %
2030 - STREET LIGHTING	94,000.00	0.00	90,640.28	3,359.72	96.43 %
2080 - AIRPORT	68,259.00	3,908.06	14,385.24	53,873.76	21.07 %
4010 - LIBRARY SERVICES	557,234.00	43,164.15	463,394.89	93,839.11	83.16 %
4030 - PARKS	185,471.00	8,529.92	131,662.23	53,808.77	70.99 %
4031 - POOL	163,404.00	691.24	89,925.33	73,478.67	55.03 %
4050 - CEMETERY	100,000.00	0.00	100,000.00	0.00	
5020 - ECONOMIC DEVELOPMENT	40,000.00	0.00	38,188.00	1,812.00	95.47 %
5040 - PLANNING & ZONING	1,950.00	106.02	1,689.67	260.33	86.65 %
6010 - CITY MANAGER	285,162.00	20,473.43	231,894.33	53,267.67	81.32 %
6011 - CITY COUNCIL & MAYOR	101,299.00	16,184.20	82,758.64	18,540.36	81.70 %
6020 - CLERK, TREAS. & FINANCIAL ADMIN	284,695.00	19,665.48	238,201.91	46,493.09	83.67 %
6040 - LEGAL SERVICES & CITY ATTORNEY	114,600.00	5,985.95	88,547.12	26,052.88	77.27 %
6050 - CITY HALL & GENERAL BUILDINGS	105,349.00	4,649.03	69,391.61	35,957.39	65.87 %
9500 - ENGINEERING (ALLOCATED)	0.00	762.85	18,556.18	-18,556.18	
<b>Fund 001 Total:</b>	<b>5,190,034.00</b>	<b>313,803.28</b>	<b>4,064,182.75</b>	<b>1,125,851.25</b>	<b>78.31 %</b>
<b>Fund: 002 - GENERAL FUND INSURANCE FUND</b>					
6060 - TORT LIABILITY	111,076.00	0.00	110,163.56	912.44	99.18 %
<b>Fund 002 Total:</b>	<b>111,076.00</b>	<b>0.00</b>	<b>110,163.56</b>	<b>912.44</b>	<b>99.18 %</b>
<b>Fund: 003 - GENERAL FUND CAPITAL EQUIPMENT</b>					
6050 - CITY HALL & GENERAL BUILDINGS	39,316.00	0.00	26,111.57	13,204.43	66.41 %
<b>Fund 003 Total:</b>	<b>39,316.00</b>	<b>0.00</b>	<b>26,111.57</b>	<b>13,204.43</b>	<b>66.41 %</b>
<b>Fund: 004 - LIBRARY COPIER REVOLVING FUND</b>					
4010 - LIBRARY SERVICES	5,300.00	769.78	4,225.54	1,074.46	79.73 %
<b>Fund 004 Total:</b>	<b>5,300.00</b>	<b>769.78</b>	<b>4,225.54</b>	<b>1,074.46</b>	<b>79.73 %</b>
<b>Fund: 005 - GENERAL FUND BAND</b>					
4020 - BAND	19,661.00	0.00	18,115.55	1,545.45	92.14 %
<b>Fund 005 Total:</b>	<b>19,661.00</b>	<b>0.00</b>	<b>18,115.55</b>	<b>1,545.45</b>	<b>92.14 %</b>
<b>Fund: 006 - GENERAL FUND - LOST</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	1,228,787.00	867.44	357,249.99	871,537.01	29.07 %
8016 - SANITARY SEWER-COLLECTION	60,000.00	0.00	0.00	60,000.00	0.00 %
8065 - STORM WATER	340,000.00	0.00	0.00	340,000.00	0.00 %
<b>Fund 006 Total:</b>	<b>1,628,787.00</b>	<b>867.44</b>	<b>357,249.99</b>	<b>1,271,537.01</b>	<b>21.93 %</b>
<b>Fund: 007 - GENERAL FUND - UTILITY FRANCHISE FEES</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	449,000.00	0.00	35,000.00	414,000.00	7.80 %
8016 - SANITARY SEWER-COLLECTION	90,500.00	0.00	0.00	90,500.00	0.00 %
8065 - STORM WATER	73,500.00	0.00	0.00	73,500.00	0.00 %
<b>Fund 007 Total:</b>	<b>613,000.00</b>	<b>0.00</b>	<b>35,000.00</b>	<b>578,000.00</b>	<b>5.71 %</b>
<b>Fund: 110 - ROAD USE TAX FUND</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	1,128,841.00	60,762.96	950,924.26	177,916.74	84.24 %
2030 - STREET LIGHTING	45,150.00	10,358.39	28,009.15	17,140.85	62.04 %
2040 - TRAFFIC CONTROL & SAFETY	33,369.00	480.41	19,786.52	13,582.48	59.30 %
2050 - SNOW REMOVAL	80,075.00	1,097.39	63,545.28	16,529.72	79.36 %
2070 - STREET CLEANING	41,864.00	2,466.36	22,975.50	18,888.50	54.88 %

## EXPENSE TRIAL BALANCE

For Fiscal: 2014-2015 Period Ending: 04/30/2015

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 110 - ROAD USE TAX FUND</b>					
2070 - STREET CLEANING	1,082,414.00	79,948.77	796,070.59	286,343.41	73.55 %
<b>Fund 110 Total:</b>	<b>1,329,299.00</b>	<b>75,165.51</b>	<b>1,085,240.71</b>	<b>244,058.29</b>	<b>81.64 %</b>
<b>Fund: 112 - EMPLOYEE BENEFIT FUND</b>					
9100 - TRANSFER OUT	1,082,414.00	79,948.77	796,070.59	286,343.41	73.55 %
<b>Fund 112 Total:</b>	<b>1,082,414.00</b>	<b>79,948.77</b>	<b>796,070.59</b>	<b>286,343.41</b>	<b>73.55 %</b>
<b>Fund: 119 - EMERGENCY FUND</b>					
9100 - TRANSFER OUT	91,491.00	36,384.15	86,803.00	4,688.00	94.88 %
<b>Fund 119 Total:</b>	<b>91,491.00</b>	<b>36,384.15</b>	<b>86,803.00</b>	<b>4,688.00</b>	<b>94.88 %</b>
<b>Fund: 121 - LOCAL OPTION SALES TAX FUND</b>					
5900 - COMMUNITY SCHOOLS	1,041,588.00	76,940.12	879,748.29	161,839.71	84.46 %
<b>Fund 121 Total:</b>	<b>1,041,588.00</b>	<b>76,940.12</b>	<b>879,748.29</b>	<b>161,839.71</b>	<b>84.46 %</b>
<b>Fund: 122 - HOTEL/MOTEL TAX REVENUE FUND</b>					
4040 - RECREATION	105,000.00	0.00	97,778.65	7,221.35	93.12 %
<b>Fund 122 Total:</b>	<b>105,000.00</b>	<b>0.00</b>	<b>97,778.65</b>	<b>7,221.35</b>	<b>93.12 %</b>
<b>Fund: 127 - WEST AREA &amp; IND. PARK TIF</b>					
5020 - ECONOMIC DEVELOPMENT	29,973.00	0.00	530.24	29,442.76	1.77 %
<b>Fund 127 Total:</b>	<b>29,973.00</b>	<b>0.00</b>	<b>530.24</b>	<b>29,442.76</b>	<b>1.77 %</b>
<b>Fund: 130 - WORLD FOOD PARK TIF FUND</b>					
5020 - ECONOMIC DEVELOPMENT	93,545.00	0.00	1,610.48	91,934.52	1.72 %
<b>Fund 130 Total:</b>	<b>93,545.00</b>	<b>0.00</b>	<b>1,610.48</b>	<b>91,934.52</b>	<b>1.72 %</b>
<b>Fund: 138 - HOUSING DONATED FUNDS</b>					
5030 - HOUSING & URBAN RENEWAL	17,370.00	0.00	0.00	17,370.00	0.00 %
<b>Fund 138 Total:</b>	<b>17,370.00</b>	<b>0.00</b>	<b>0.00</b>	<b>17,370.00</b>	<b>0.00 %</b>
<b>Fund: 140 - HOUSING FUND</b>					
5030 - HOUSING & URBAN RENEWAL	158,286.00	2,101.41	72,798.90	85,487.10	45.99 %
<b>Fund 140 Total:</b>	<b>158,286.00</b>	<b>2,101.41</b>	<b>72,798.90</b>	<b>85,487.10</b>	<b>45.99 %</b>
<b>Fund: 144 - GRANT &amp; LINCOLN SCHOOL DEVELOPME</b>					
5030 - HOUSING & URBAN RENEWAL	21,328.00	0.00	21,328.11	-0.11	100.00 %
<b>Fund 144 Total:</b>	<b>21,328.00</b>	<b>0.00</b>	<b>21,328.11</b>	<b>-0.11</b>	<b>100.00 %</b>
<b>Fund: 165 - RIEFE MEMORIAL FUND</b>					
4010 - LIBRARY SERVICES	11,620.00	0.00	11,620.00	0.00	
<b>Fund 165 Total:</b>	<b>11,620.00</b>	<b>0.00</b>	<b>11,620.00</b>	<b>0.00</b>	
<b>Fund: 167 - LIBRARY MEMORIAL FUND</b>					
4010 - LIBRARY SERVICES	68,350.00	6,606.10	33,338.11	35,011.89	48.78 %
<b>Fund 167 Total:</b>	<b>68,350.00</b>	<b>6,606.10</b>	<b>33,338.11</b>	<b>35,011.89</b>	<b>48.78 %</b>
<b>Fund: 169 - MISCELLANEOUS GIFT FUND</b>					
1010 - POLICE OPERATIONS	9,648.00	0.00	3,150.62	6,497.38	32.66 %
1050 - FIRE DEPARTMENT	7,093.00	71.50	1,237.13	5,855.87	17.44 %
4020 - BAND	7,692.00	0.00	2,276.57	5,415.43	29.60 %
4030 - PARKS	3,942.00	91.36	2,103.07	1,838.93	53.35 %
4031 - POOL	2,769.00	0.00	7.88	2,761.12	0.28 %
5030 - HOUSING & URBAN RENEWAL	4,058.00	0.00	0.00	4,058.00	0.00 %
<b>Fund 169 Total:</b>	<b>35,202.00</b>	<b>162.86</b>	<b>8,775.27</b>	<b>26,426.73</b>	<b>24.93 %</b>
<b>Fund: 172 - WOODEN PLAYGROUND MAINT FUND</b>					
4030 - PARKS	1,640.00	0.00	0.00	1,640.00	0.00 %
<b>Fund 172 Total:</b>	<b>1,640.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,640.00</b>	<b>0.00 %</b>
<b>Fund: 177 - POLICE FORFEITURE FUND</b>					
1010 - POLICE OPERATIONS	6,355.00	0.00	5,446.80	908.20	85.71 %
<b>Fund 177 Total:</b>	<b>6,355.00</b>	<b>0.00</b>	<b>5,446.80</b>	<b>908.20</b>	<b>85.71 %</b>
<b>Fund: 178 - LIBRARY MAINTENANCE FUND</b>					
4010 - LIBRARY SERVICES	42,600.00	3,939.01	16,914.52	25,685.48	39.71 %
<b>Fund 178 Total:</b>	<b>42,600.00</b>	<b>3,939.01</b>	<b>16,914.52</b>	<b>25,685.48</b>	<b>39.71 %</b>

## EXPENSE TRIAL BALANCE

For Fiscal: 2014-2015 Period Ending: 04/30/2015

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 180 - MISCELLANEOUS GRANTS FUND</b>					
1010 - POLICE OPERATIONS	18,623.00	120.00	11,553.18	7,069.82	62.04 %
2900 - OTHER PUBLIC WORKS	5,000.00	0.00	5,000.00	0.00	
4030 - PARKS	26,300.00	-12,114.37	3,274.13	23,025.87	12.45 %
4040 - RECREATION	17,975.00	13,188.50	15,588.50	2,386.50	86.72 %
<b>Fund 180 Total:</b>	<b>67,898.00</b>	<b>1,194.13</b>	<b>35,415.81</b>	<b>32,482.19</b>	<b>52.16 %</b>
<b>Fund: 181 - BROWNFIELD SITES ASSESSMENT GRANT FUND</b>					
2900 - OTHER PUBLIC WORKS	150,000.00	15,738.30	15,738.30	134,261.70	10.49 %
<b>Fund 181 Total:</b>	<b>150,000.00</b>	<b>15,738.30</b>	<b>15,738.30</b>	<b>134,261.70</b>	<b>10.49 %</b>
<b>Fund: 199 - WFP RISE PAYMENT FUND</b>					
5020 - ECONOMIC DEVELOPMENT	16,216.00	0.00	16,216.00	0.00	
<b>Fund 199 Total:</b>	<b>16,216.00</b>	<b>0.00</b>	<b>16,216.00</b>	<b>0.00</b>	
<b>Fund: 200 - DEBT SERVICE FUND</b>					
7010 - DEBT SERVICE	862,471.00	0.00	61,235.00	801,236.00	7.10 %
<b>Fund 200 Total:</b>	<b>862,471.00</b>	<b>0.00</b>	<b>61,235.00</b>	<b>801,236.00</b>	<b>7.10 %</b>
<b>Fund: 301 - PARK SHELTER CAPITAL IMPROVEMENT</b>					
4030 - PARKS	16,825.00	105.20	665.39	16,159.61	3.95 %
<b>Fund 301 Total:</b>	<b>16,825.00</b>	<b>105.20</b>	<b>665.39</b>	<b>16,159.61</b>	<b>3.95 %</b>
<b>Fund: 302 - CITY HALL IMPROVEMENTS</b>					
6050 - CITY HALL & GENERAL BUILDINGS	9,700.00	8.27	133.81	9,566.19	1.38 %
<b>Fund 302 Total:</b>	<b>9,700.00</b>	<b>8.27</b>	<b>133.81</b>	<b>9,566.19</b>	<b>1.38 %</b>
<b>Fund: 322 - BURLINGTON ROAD RECONSTRUCTION FUND</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	14,000.00	0.00	0.00	14,000.00	0.00 %
<b>Fund 322 Total:</b>	<b>14,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>14,000.00</b>	<b>0.00 %</b>
<b>Fund: 325 - PAVEMENT MANAGEMENT</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	1,582,387.00	1,134.80	358,384.79	1,224,002.21	22.65 %
<b>Fund 325 Total:</b>	<b>1,582,387.00</b>	<b>1,134.80</b>	<b>358,384.79</b>	<b>1,224,002.21</b>	<b>22.65 %</b>
<b>Fund: 326 - SIDEWALK IMPROVEMENTS PROJECT</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	245,286.00	0.00	13,769.74	231,516.26	5.61 %
<b>Fund 326 Total:</b>	<b>245,286.00</b>	<b>0.00</b>	<b>13,769.74</b>	<b>231,516.26</b>	<b>5.61 %</b>
<b>Fund: 328 - PARKING LOT IMPROVEMENTS PHASE II</b>					
2010 - ROADS, BRIDGES, SIDEWALKS	2,032.00	0.00	4,064.00	-2,032.00	200.00 %
<b>Fund 328 Total:</b>	<b>2,032.00</b>	<b>0.00</b>	<b>4,064.00</b>	<b>-2,032.00</b>	<b>200.00 %</b>
<b>Fund: 600 - WATER O&amp;M FUND</b>					
8000 - WATER PLANT OPERATIONS	537,170.00	120,047.85	318,549.02	218,620.98	59.30 %
8001 - WATER DISTRIBUTION	1,076,220.00	202,560.63	688,151.12	388,068.88	63.94 %
8006 - WATER OFFICE	735,997.00	143,496.85	490,751.73	245,245.27	66.68 %
<b>Fund 600 Total:</b>	<b>2,349,387.00</b>	<b>466,105.33</b>	<b>1,497,451.87</b>	<b>851,935.13</b>	<b>63.74 %</b>
<b>Fund: 603 - WATER SINKING FUND</b>					
8001 - WATER DISTRIBUTION	418,895.00	0.00	77,490.00	341,405.00	18.50 %
<b>Fund 603 Total:</b>	<b>418,895.00</b>	<b>0.00</b>	<b>77,490.00</b>	<b>341,405.00</b>	<b>18.50 %</b>
<b>Fund: 604 - WATER RESERVE FUND</b>					
8001 - WATER DISTRIBUTION	100,000.00	35,478.81	72,686.98	27,313.02	72.69 %
<b>Fund 604 Total:</b>	<b>100,000.00</b>	<b>35,478.81</b>	<b>72,686.98</b>	<b>27,313.02</b>	<b>72.69 %</b>
<b>Fund: 610 - SANITARY SEWER O&amp;M FUND</b>					
8015 - SANITARY SEWER-TREATMENT	741,194.00	68,685.82	590,331.01	150,862.99	79.65 %
8016 - SANITARY SEWER-COLLECTION	828,691.00	32,902.71	386,928.57	441,762.43	46.69 %
<b>Fund 610 Total:</b>	<b>1,569,885.00</b>	<b>101,588.53</b>	<b>977,259.58</b>	<b>592,625.42</b>	<b>62.25 %</b>
<b>Fund: 611 - SANITARY SEWER REVENUE FUND</b>					
8015 - SANITARY SEWER-TREATMENT	2,063,860.00	125,489.69	1,469,647.05	594,212.95	71.21 %
<b>Fund 611 Total:</b>	<b>2,063,860.00</b>	<b>125,489.69</b>	<b>1,469,647.05</b>	<b>594,212.95</b>	<b>71.21 %</b>
<b>Fund: 612 - SANITARY SEWER SINKING FUND</b>					
8015 - SANITARY SEWER-TREATMENT	482,575.00	0.00	25,261.25	457,313.75	5.23 %
<b>Fund 612 Total:</b>	<b>482,575.00</b>	<b>0.00</b>	<b>25,261.25</b>	<b>457,313.75</b>	<b>5.23 %</b>

## EXPENSE TRIAL BALANCE

For Fiscal: 2014-2015 Period Ending: 04/30/2015

Activit...	Total Budget	Period Activity	Fiscal Activity	Budget Remaining	Actual %
<b>Fund: 618 - IDOT SEWER EXTENSION PROJECT</b>					
8016 - SANITARY SEWER-COLLECTION	45,075.00	0.00	45,075.48	-0.48	100.00 %
<b>Fund 618 Total:</b>	<b>45,075.00</b>	<b>0.00</b>	<b>45,075.48</b>	<b>-0.48</b>	<b>100.00 %</b>
<b>Fund: 660 - AIRPORT FUND</b>					
8035 - AIRPORT	272,190.00	4,739.07	189,025.52	83,164.48	69.45 %
<b>Fund 660 Total:</b>	<b>272,190.00</b>	<b>4,739.07</b>	<b>189,025.52</b>	<b>83,164.48</b>	<b>69.45 %</b>
<b>Fund: 661 - AIRPORT PAVEMENT REHABILITATION PROJECT</b>					
8035 - AIRPORT	200,000.00	0.00	14,700.00	185,300.00	7.35 %
<b>Fund 661 Total:</b>	<b>200,000.00</b>	<b>0.00</b>	<b>14,700.00</b>	<b>185,300.00</b>	<b>7.35 %</b>
<b>Fund: 740 - STORM WATER UTILITY FUND</b>					
8065 - STORM WATER	561,474.00	12,577.32	166,069.93	395,404.07	29.58 %
<b>Fund 740 Total:</b>	<b>561,474.00</b>	<b>12,577.32</b>	<b>166,069.93</b>	<b>395,404.07</b>	<b>29.58 %</b>
<b>Fund: 750 - EDMUNDSON GOLF COURSE FUND</b>					
8070 - GOLF GREENS MAINTENANCE	7,000.00	0.00	540.00	6,460.00	7.71 %
8071 - GOLF PRO SHOP	13,275.00	7,464.43	19,169.75	-5,894.75	144.40 %
<b>Fund 750 Total:</b>	<b>20,275.00</b>	<b>7,464.43</b>	<b>19,709.75</b>	<b>565.25</b>	<b>97.21 %</b>
<b>Fund: 760 - RACI MAIN STREET LOAN FUND</b>					
8060 - HOUSING & URBAN RENEWAL	10,682.00	0.00	0.00	10,682.00	0.00 %
<b>Fund 760 Total:</b>	<b>10,682.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,682.00</b>	<b>0.00 %</b>
<b>Fund: 810 - COPIER/FAX REVOLVING FUND</b>					
9310 - COPIER REVOLVING	0.00	345.59	3,989.28	-3,989.28	
<b>Fund 810 Total:</b>	<b>0.00</b>	<b>345.59</b>	<b>3,989.28</b>	<b>-3,989.28</b>	
<b>Fund: 820 - EMPLOYEE HEALTH SELF-INSURANCE</b>					
9320 - EMPLOYEE HEALTH SELF-INSURANCE	0.00	128,848.75	872,732.00	-872,732.00	
<b>Fund 820 Total:</b>	<b>0.00</b>	<b>128,848.75</b>	<b>872,732.00</b>	<b>-872,732.00</b>	
<b>Fund: 830 - EMPLOYEE FLEX PLAN FUND</b>					
9330 - EMPLOYEE FLEX PLAN	0.00	2,091.26	36,971.60	-36,971.60	
<b>Fund 830 Total:</b>	<b>0.00</b>	<b>2,091.26</b>	<b>36,971.60</b>	<b>-36,971.60</b>	
<b>Report Total:</b>	<b>22,804,348.00</b>	<b>1,499,597.91</b>	<b>13,706,745.76</b>	<b>9,097,602.24</b>	<b>60.11 %</b>



City Council Communication  
Meeting Date: May 18, 2015  
Requested By: City Manager Department

**Item Title: CONSENT AGENDA**

Consider appointment to the Historic Preservation Commission.

**Explanation:**

There are two vacancies on the Historic Preservation Commission for unexpired terms; one for an unexpired term that ends December 31, 2015 and one for an unexpired term that ends December 31, 2016. The city has received an application from Linda Howard. This is a seven member board. Currently two males and three females serve on the Historic Preservation Commission with two vacancies. Appointments to the commission are made by the City Council.

Recommended Action: Appoint Linda Howard to the Historic Preservation Commission to a term that ends December 31, 2015.

**Budget Consideration:**

Not applicable.

**Attachments:**

Application from Linda Howard.



**BOARD, COMMITTEE AND COMMISSION APPLICATION**

(Applicants must be registered voters in Oskaloosa with the exception of rural Library Board members)

NAME: LINDA HOWARD DATE: April 20, 2015

ADDRESS: 1014 C Ave. East, Oskaloosa

PHONE NO. (Day) 641-660-9434 (Evening) same

BOARD OR COMMISSION APPLYING FOR: HISTORIC Preservation Commission

WOULD YOU LIKE TO BE INTERVIEWED FOR THIS POSITION?  Yes  No

WHY INTERESTED: \_\_\_\_\_

Oskaloosa has many beautiful historic buildings. I would like to be involved in upgrading some and preserving others.

EXPERIENCE BENEFICIAL TO BOARD OR COMMISSION: \_\_\_\_\_

President of HPC in Centerville for 10 years. Worked at Dept. of Cultural Affairs on the Great Places Grants. Wrote and received 2 Historic Site Grants, 2 CLG grants, and 3 HRDP grants.

OTHER CIVIC EXPERIENCE: \_\_\_\_\_

Have become an active member of Main Street's Economic Restructuring Committee.

PLEASE RETURN TO THE CITY CLERK'S OFFICE



City Council Communication  
Meeting Date: May 18, 2015  
Requested By: City Manager's Office

**Item Title: CONSENT AGENDA**

Consider a resolution providing for the financial support of the Area 15 Regional Planning Commission for Fiscal Year 2016.

**Explanation:**

The City of Oskaloosa has been a member of the Regional Planning Commission for several years. The city has a representative on the transportation and TAC committees of the RPC. The cost of membership is based on population. At \$.44 per capita, the city's contribution amounts to \$5,043.72. The attached resolution is for the period from July 1, 2015 through June 30, 2016.

Staff recommends approval of this item as presented.

**Budget Consideration:**

The annual membership dues for the Area 15 Regional Planning Commission have been specifically included in the FY 2016 City Council adopted budget in the amount of \$4,930.00.

**Attachments:**

Letter from Chris Bowers, Executive Director  
Resolution of Financial Commitment

December 4, 2014

Greetings!

2015 is upon us and Area 15 Regional Planning Commission is excited to begin its annual membership drive! As you begin your budget process for FY15-16 I hope you will continue your active membership and support of the RPC. Your membership provides you with access to all of the programs, services and professional staff of the RPC.

The past year has been a very successful and busy year for your Economic Development District (EDD)/Council of Governments (COG). With 53 out of 56 jurisdictions contributing financial backing for FY14-15, your support has been tremendous! The RPC staff helped many of our communities and citizens with planning, housing, community and economic development projects. Often this work resulted in our staff preparing applications to help fund these projects. The success of our work is one of the best benefits of RPC membership (see report below):

**Report on Grant Applications/Projects:**

Total Submitted	\$ 5,834,186
<b>TOTAL FUNDED</b>	<b>\$ 3,021,527</b>
<b>PENDING</b>	<b>\$ 1,473,849</b>

The RPC was successful in securing awards of over \$3 million in FY13-14! This represents a return of \$69 in Federal/State funds for every \$1.00 of membership dues invested in FY13-14. Of greater significant, \$1.47 million in project applications are still pending!

I wish to thank you, our public officials, as well as the economic development professionals and regional partners who have assisted us in pursuing these community and economic development opportunities over the past year. Please consider and return the enclosed Resolution for your FY15-16 RPC membership to us as soon as possible!

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

Sincerely,



Chris Bowers  
Executive Director

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

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

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

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

WHEREAS, the governing body of the City of Oskaloosa, Iowa is a part of the Area 15 Regional Planning Commission and has agreed to contribute \$.44 per capita, for a total amount equal to \$5,043.72 to cover financial operating costs of the Area 15 Regional Planning Commission from July 1, 2015 through June 30, 2016.

PASSED AND APPROVED the 18th day of May 2015.

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

ATTEST:

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



City Council Communication  
Meeting Date: May 18, 2015  
Requested By: City Clerk/Finance

**Item Title:**

Consider a resolution scheduling a public hearing for June 15, 2015 to consider levying a special assessment against private property for cleaning up a property at 913 South E Street, Oskaloosa, Iowa, in accordance with Oskaloosa City Code §8.08.080, and direct notice to the owners of the property to be assessed.

**Explanation:**

This resolution schedules a public hearing for June 15, 2015 for levying a special assessment against private property for city clean up. A notice will be published in the Oskaloosa Herald and certified notices will be sent to the property owner.

**Budget Consideration:**

\$291 Revenue to the General Fund to offset expenses related to the clean-up.

**Attachments:**

Resolution

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

RESOLUTION SCHEDULING A TIME FOR HEARING FOR CONSIDERING THE  
MATTER OF LEVYING A SPECIAL ASSESSMENT AGAINST PRIVATE PROPERTY F  
OR CITY CLEAN UP OF A PREMISES AND DIRECTING NOTICE TO THE OWNER  
TO BE ASSESSED

WHEREAS, The City has authority under City Ordinance to abate a nuisance and assess the costs of abatement to the County Treasurer for collection in the same manner as property taxes under Oskaloosa City Code section 8.08.080; and

WHEREAS, the City of Oskaloosa did notify Gary Mitchell and the Richard E/Shirley J Northup Trust to immediately remove accumulated solid waste from the property at 913 South E Street; and

WHEREAS, in accordance with Iowa Code Chapter 364.12 if a property owner does not perform an action required within a reasonable time after notice, a city may perform the required action and assess the costs against property for collection in the same manner as property tax; and

WHEREAS, the City has caused a nuisance to be abated and wishes to assess the costs thereof for collection at the property owned by Gary Mitchell and the Richard E/Shirley J Northup Trust, 913 South E Street, legally described as:

Lot 17 Greens SD Lot 5 SE NW.

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

SECTION 1. That the City Council of the City of Oskaloosa, Iowa, shall conduct a public hearing on June 15, 2015 at 6:00 p.m. in the City Council Chambers, City Hall, 220 South Market Street, Oskaloosa, Iowa, on the matter of levying a special assessment against the property owned by Gary Mitchell and Richard E/Shirley J Northup Trust, 913 South E Street, for city abatement of a nuisance thereat, at which time the Council shall consider and dispose of any objections made thereto; after which time the City Council shall by resolution levy such assessment as may be appropriate against said property.

SECTION 2. That the City Clerk is hereby directed to give notice of said hearing by publication prior to the date of the hearing and sending notice of the hearing to the property owner by certified mail.

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

PASSED AND APPROVED this 18<sup>th</sup> day of May, 2015.

(Signatures to follow)

---

David Krutzfeldt, Mayor

ATTEST:

---

Amy Miller, City Clerk



03/13/2015 09:53



03/18/2015 10:58



City Council Communication  
Meeting Date: May 18, 2015  
Requested By: Public Works Dept.

**Item Title: CONSENT AGENDA**

Consider a resolution scheduling a public hearing on vacation and sale of public alleys adjacent to properties owned by Central Reformed Church located at 815 2nd Avenue East.

**Explanation:**

Representatives from Central Reformed Church located at 815 2<sup>nd</sup> Avenue East have submitted an alley vacation request to the public works department. This request has been made in anticipation of future church building expansion and parking improvements, and includes portions of three (3) different public alleys. All of the requested alleys are located in an R-2 (Urban Family Residential) District, and Central Reformed Church owns the properties on both sides of these public alleys.

The descriptions of each alley portion included in this vacate request is as follows:

- The (256.5 X 16.5) foot east-west alley lying between and adjacent to 815 2<sup>nd</sup> Avenue East & 802 1<sup>st</sup> Avenue East.
- The (136.5 X 16.5) foot portion of the east-west alley lying adjacent to 810 & 814 2<sup>nd</sup> Avenue East.
- The (120 X 16.5) foot portion of the north-south alley lying adjacent to 810 2<sup>nd</sup> Avenue East.

At their May 11, 2015 meeting the Planning and Zoning Commission voted 6 to 0 in favor of this alley vacation request. Staff recommends approval of these alley vacates along with any required utility access easements and/or utility relocations.

**Recommended Action:**

Staff recommends approving the resolution scheduling a public hearing for June 1, 2015

**Budget Consideration:**

Public alleys are sold for \$0.50/square foot, therefore total revenue of (8,464.5 square feet X \$0.50/square foot) = \$4,232.25 will be received in addition to the \$100 alley vacate application fee.

**Attachments:**

Resolution, Location Map, and Alley Vacate Application.

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

RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING TO CONSIDER AN ORDINANCE TO  
VACATE PUBLIC ALLEYS, AND FOR THE SALE OF SAID PUBLIC ALLEY RIGHT-OF WAYS TO  
CENTRAL REFORMED CHURCH

WHEREAS, a request has been made and the City wishes to consider the vacation and sale of public alleys with the following legal descriptions:

The 256.5 foot by 16.5 foot east-west alley lying between the East line of South 7<sup>th</sup> Street and the West line of South 8<sup>th</sup> Street in Block 1 of Hetherington's Addition; and

The 120 foot by 16.5 foot section of the north-south alley lying adjacent to Lot 2 of Block 4 of Hetherington's Addition; and

The 136.5 foot by 16.5 foot section of the east-west alley lying adjacent to Lots 1 and 2 and the 16.5 foot north-south public alley of Block 4 of Hetherington's Addition;

all in the City of Oskaloosa, Mahaska County, Iowa

WHEREAS, said requests have been reviewed by the Planning and Zoning Commission and recommended for approval; and,

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

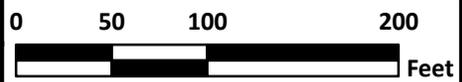
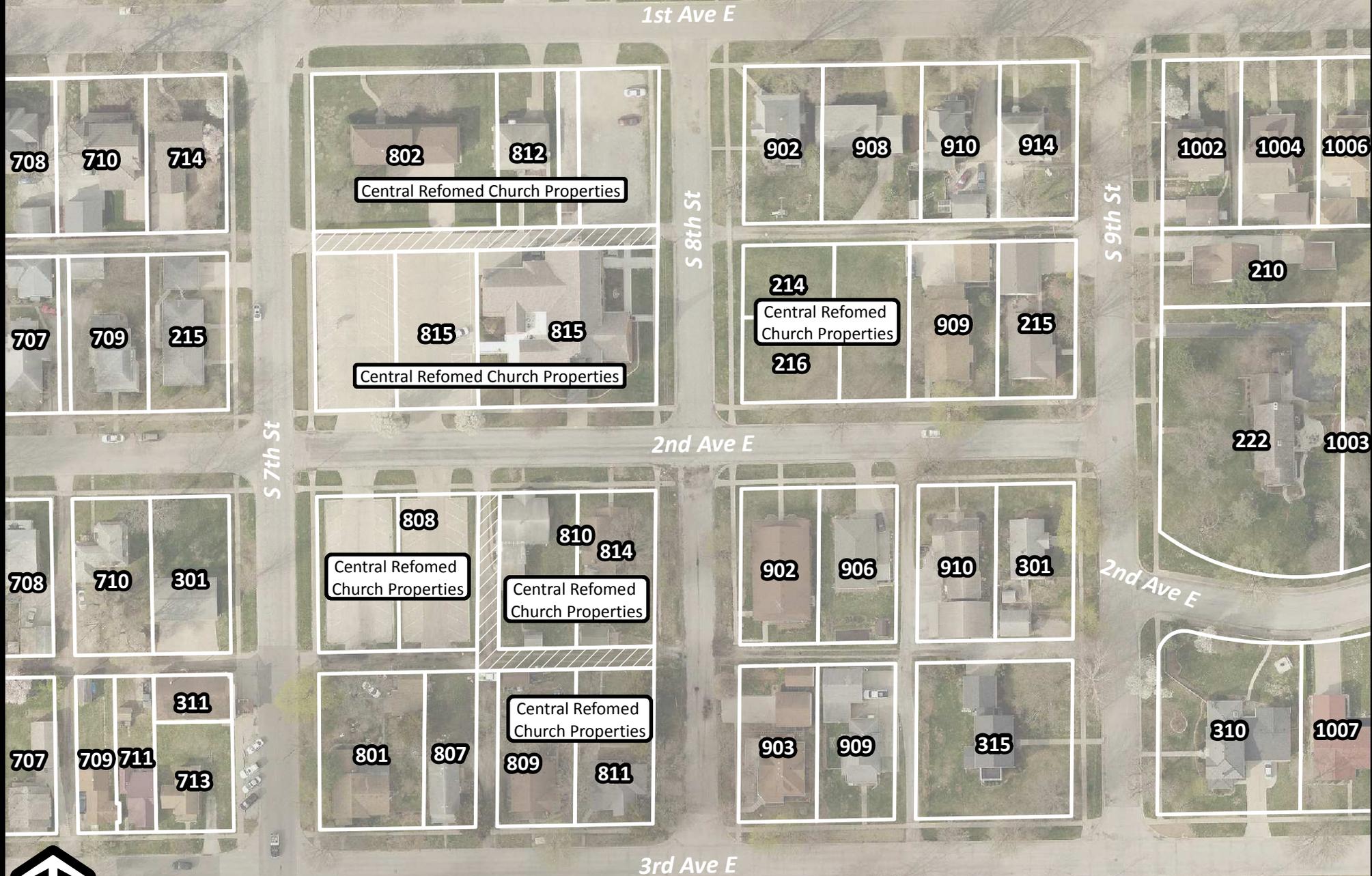
NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa, that a public hearing shall be conducted on June 1, 2015 at 6:00 p.m. in the City Council Chambers, City Hall, Oskaloosa, Iowa, at which time persons may appear and speak for or against the vacations as legally described in the preamble hereof.

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

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

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

# Alley Vacate Request for 815 2nd Avenue East (Central Reformed Church)



Date Created: 5-6-15

 ALLEY VACATE REQUEST AREA

ALLEY VACATION REQUEST  
City of Oskaloosa, Iowa

Policy for sale of alleys:

Policy Adopted: 2/18/2003

1. The property owner requesting the vacation of the alley will pay the \$100.00 application fee and the purchase price of one-half of the alley at the time of the request. If the alley vacation and sale is not approved, the amount of the purchase will be refunded. Other property owners adjacent to the alley that wish to purchase their half will have 30 days after the third reading of the ordinance to purchase their portion. After the 30 days it could be sold to other adjoining property owners.
2. Alleys sold within a residentially zoned area will be sold at the residential rate (\$.50/SF), and alleys located in commercially or industrially zoned areas will be sold at commercial rates (\$1.00/SF).

Date of Request: April 27, 2015

Property Owner Name: Central Reformed Church

Address: 815 Second Avenue East  
Oskaloosa, Iowa 52577

Phone: (641)673-3843

Description of alley requested for vacation: See attached.

Reason for requesting alley vacation: Parking lot and driveway improvements.

Signature *Greg V. Steh* Rep Central Reformed Church

OFFICE USE:

Application Fee Paid waived

Amount Paid For 1/2 of Alley: \$ 251.50 (251.5 X 11.5 X \$ .50 /SF)

Vacation Approved \_\_\_\_\_ Denied \_\_\_\_\_ Refund Payment \_\_\_\_\_



## City Council Communication

Meeting Date: May 18, 2015

Requested By: Public Works Dept.

**Item Title: CONSENT AGENDA**

Consider a resolution to authorize temporary street closure on High Avenue East from South Market Street to South 1<sup>st</sup> Street on May 29, 2015 from 4:00 P.M to 9:00 P.M. for a Friday after Five event.

**Explanation:**

At their meeting on April 6, 2015, the City Council approved the street closure requests for Friday After Five events on South 1<sup>st</sup> Street from High Avenue East to 1<sup>st</sup> Avenue East. The Oskaloosa Area Chamber & Development Group (OACDG) is extending their previous request for street closure by adding another location on High Avenue East from Market Street to South 1<sup>st</sup> Street. This proposed street closure is scheduled for May 29, 2015 during the Friday after Five event for the Community 1<sup>st</sup> Credit Union Children's Train.

**Budget Consideration:**

N/A

**Attachments:**

Resolution and request letter from OACDG.

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

A RESOLUTION AUTHORIZING THE TEMPORARY CLOSURE OF HIGH AVENUE EAST FROM SOUTH 1<sup>ST</sup> STREET TO SOUTH MARKET STREET TO ALLOW FOR FRIDAY AFTER FIVE EVENT

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

WHEREAS, Iowa Code Section 364. 12 (2) states that "a city shall keep all public grounds, streets, sidewalks, alleys, bridges, culverts, overpasses, underpasses, grade crossing separations and approaches, public ways, squares, and commons open, in repair, and free from nuisance, with the following exceptions "; and

WHEREAS, Iowa Code Section 364. 12 (2) (a) states that "Public ways and grounds may be temporarily closed by resolution "; and

WHEREAS, High Avenue East is a public street that will require a temporary street closure; and

WHEREAS, members of the Oskaloosa Area Chamber & Development have requested temporary closure of High Avenue East from South 1<sup>st</sup> Street to South Market Street for Friday after Five activity; and

WHEREAS, members of the Oskaloosa Area Chamber & Development Group are requesting temporary street closure of the aforementioned street on May 29, 2015 from 4:00 PM to 9:00 PM; and

WHEREAS, members of the Oskaloosa Area Chamber & Development will be responsible for traffic control, cleanup, and notifying the affected residents;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa, that Oskaloosa Area Chamber & Development Group is authorized to temporarily close the aforementioned requested street, subject to certain terms and conditions.

PASSED AND APPROVED THIS \_\_\_\_\_ day of May, 2015.

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

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



**MEMO**

DATE: May 11, 2015  
TO: City of Oskaloosa  
FROM: Valinn McReynolds, OACDG  
RE: Friday after Five May 29, 2015

**Friday after Five – Friday May 29, 2015**

Oskaloosa Area Chamber and Development Group would like to request that High Avenue East between 1<sup>st</sup> and Market be closed from 4:00 pm to 9:00pm on May 29, 2015 during Friday after Five for Community 1<sup>st</sup> Credit Union Children's Train.

I hope this request I have submitted meets with your approval. Should you have any questions about this event, please feel free to contact me.

Thank you.

Valinn McReynolds  
Chamber Director  
O:641.672.2591  
C:641.638.0821  
[vmcreynolds@oacdg.org](mailto:vmcreynolds@oacdg.org)



City Council Communication  
Meeting Date: May 18, 2015  
Requested By: Public Works Dept.

**Item Title: CONSENT AGENDA**

Consider a resolution authorizing temporary closure of a street, parking prohibition and closure of a public parking lot for the Oskaloosa Farmers Market.

**Explanation:**

Blaine Vos, Market Manager for the Oskaloosa Farmers Market, has applied for a temporary street closure and parking prohibition on South 1<sup>st</sup> Street between High Avenue East and the east-west public alley south of the Mahaska County Courthouse. The street closure will be in effect every Tuesday evening from 1:00 PM to 7:00 PM and every Saturday morning from 7:00 AM to 12:00 noon except for Saturday, July 25, 2015, beginning Tuesday, May 26, 2015 and ending Saturday, October 17, 2015.

Since the above mentioned location has a conflict with the Rolling Oldies event on Saturday, July 25, 2015, the market manager is requesting to authorize a public parking lot closure at the northwest corner of 2<sup>nd</sup> Avenue East and South 1<sup>st</sup> Street (parking lot behind City Hall) on July 25, 2015, from 7:00 AM to 12:00 noon. This would allow the farmers market event to be held on that day at the public parking lot behind City Hall.

The farmers market is requesting approval of these parking prohibitions, temporary street closures and parking lot closures for the safety of the vendors and customers. The Oskaloosa Public Works Department generally provides the signs and barricades for similar events. However, the Oskaloosa Farmers Market will be responsible for cleanup and all signs (detour and road closure signs) and barricades that cannot be provided by Public Works Department. It is the responsibility of the farmers market to allow access to the hazmat trailer and city equipment located in the public parking lot. The market manager is also requesting waiver of the \$25.00 street closure permit fee.

**Recommended Action:**

Approve the resolution for parking prohibition, temporary road closure and parking lot closure as presented.

**Budget Consideration:**

If the Council does not waive the street closure permit fee, there is revenue of \$25.00.

**Attachments:**

Resolution and Farmers Market application

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

A RESOLUTION PROHIBITING PARKING, AUTHORIZING THE TEMPORARY STREET CLOSURE OF SOUTH 1<sup>ST</sup> STREET FROM HIGH AVENUE EAST TO THE EAST-WEST PUBLIC ALLEY ADJACENT TO 106 SOUTH 1<sup>ST</sup> STREET, AND AUTHORIZING THE CLOSURE OF A PUBLIC PARKING LOT AT THE NORTHWEST CORNER OF THE 2<sup>ND</sup> AVENUE EAST AND SOUTH 1<sup>ST</sup> STREET INTERSECTION TO ALLOW FOR THE OSKALOOSA FARMERS MARKET

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

WHEREAS, Iowa Code Section 364. 12 (2) states that " a city shall keep all public grounds, streets, sidewalks, alleys, bridges, culverts, overpasses, underpasses, grade crossing separations and approaches, public ways, squares, and commons open, in repair, and free from nuisance, with the following exceptions "; and

WHEREAS, Iowa Code Section 364. 12 (2) (a) states that "Public ways and grounds may be temporarily closed by resolution "; and

WHEREAS, members of the Oskaloosa Farmers Market have requested a parking prohibition and temporary street closures on South 1<sup>st</sup> Street, from High Avenue East to the east-west public alley adjacent to 106 South 1<sup>st</sup> Street, for farmers market activities between May 26, 2015 and October 17, 2015, except July 25, 2015, on Tuesday evenings from 1:00 PM to 7:00 PM and Saturday mornings from 7:00 AM-12:00 Noon; and

WHEREAS, the Oskaloosa Farmers Market have requested a parking prohibition and temporary closure of a public parking lot located at the northwest corner of 2<sup>nd</sup> Avenue East and South 1<sup>st</sup> Street (parking lot behind City Hall) on July 25, 2015 from 7:00 AM to 12:00 Noon.

WHEREAS, members of the Oskaloosa Farmers Market will be responsible for all traffic control and cleanup; and

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa that Oskaloosa Farmers Market, is authorized to prohibit parking and temporarily close the aforementioned requested street and public parking lot, subject to certain terms and conditions

PASSED AND APPROVED THIS \_\_\_\_\_ day of May, 2015.

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David Krutzfeldt, Mayor

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



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

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

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

Name of Organization/Sponsor/ Oskaloosa Farmers Market

Market Manager Blaine Vos

Address 2346 Patriot Avenue City Oskaloosa State IA Zip 52577

Cell Phone 641-777-2857 Alternate Phone 641-295-2996

E-mail bnjvos@yahoo.com

Contact Person Same Cell Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Alternate Contact Juli Veldhuizen Cell Phone 641-670-0148

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

From (Street) To (Street) Times

1. High Avenue East to Alley Entrance South of Courthouse-Tuesdays from 1:00-7:00 p.m.

2. High Avenue East to Alley Entrance South of Courthouse-Saturdays from 7:00 a.m.-12:00 noon

3. CITY HALL PARKING LOT ON JULY 28; 7:00am-12NOON

4. \_\_\_\_\_

5. \_\_\_\_\_



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

Businesses Fronting the Market\*

## Mahaska County Court House

Date(s) of Market May 26 - October 17, 2015

Hours of Market Tuesdays - 4:00-6:30p.m. and Saturdays- 8:30-11:00 a.m.

Number of Vendors 6

Estimated Attendance 96

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

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

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

The applicant hereby waives any and all claims which the applicant may have as a result of this event against the City of Oskaloosa, Iowa, its Police Department, its officers, agents or employees.

In the event that an organization is the applicant, I have the legal authority to represent the applicant, and I have read the foregoing waiver, understand its terms, and freely and voluntarily sign it.

Signature of Applicant Bee Vor Date 04/26/2015

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



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

Additional Instructions:

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

OSKALOOSA OFFICE STAFF ONLY

Date \_\_\_\_\_ Permit \_\_\_\_\_ Receipt # \_\_\_\_\_ Check # \_\_\_\_\_

Oskaloosa City Council  
220 South Market Street  
Oskaloosa IA 52577

04/26/2015

Oskaloosa Farmers Market (OFM) requests Farmers/Public Market Street Use of the South 1<sup>st</sup> Street fronting the Courthouse during market season on Tuesdays, 1:00-7:00 p.m. and Saturdays, 7:00-12:00 noon. OFM requests the waiver of Street Closure Permit Fee and use of City barricades and signage indicating Road Closure and Exit To Alley.

OFM representatives have discussed the impact of closing the north half of the street with representatives of MidWest One Bank, the County Supervisors, and Oskaloosa Area Chamber and Development Group Special Events. All entities value the community and economic development represented by a thriving farmers market. Reduced parking, particularly Tuesday afternoons, is a concern to all. Using the street during market hours represents a shift towards a larger market. OFM makes the current request in order to minimize inconvenience and maximize market stability, safety, and interaction between consumers and local producers.

Thank you for your consideration of this request.



Blaine Vos, President  
Oskaloosa Farmers Market  
2346 Patriot Avenue  
Oskaloosa, IA 52577  
641-777-2857  
bnjvos@yahoo.com

Print

**Oskaloosa Iowa** [www.TripAdvisor.com/Oskaloosa](http://www.TripAdvisor.com/Oskaloosa) What's the #1 Hotel in Oskaloosa? See Deals for Oskaloosa Hotels!

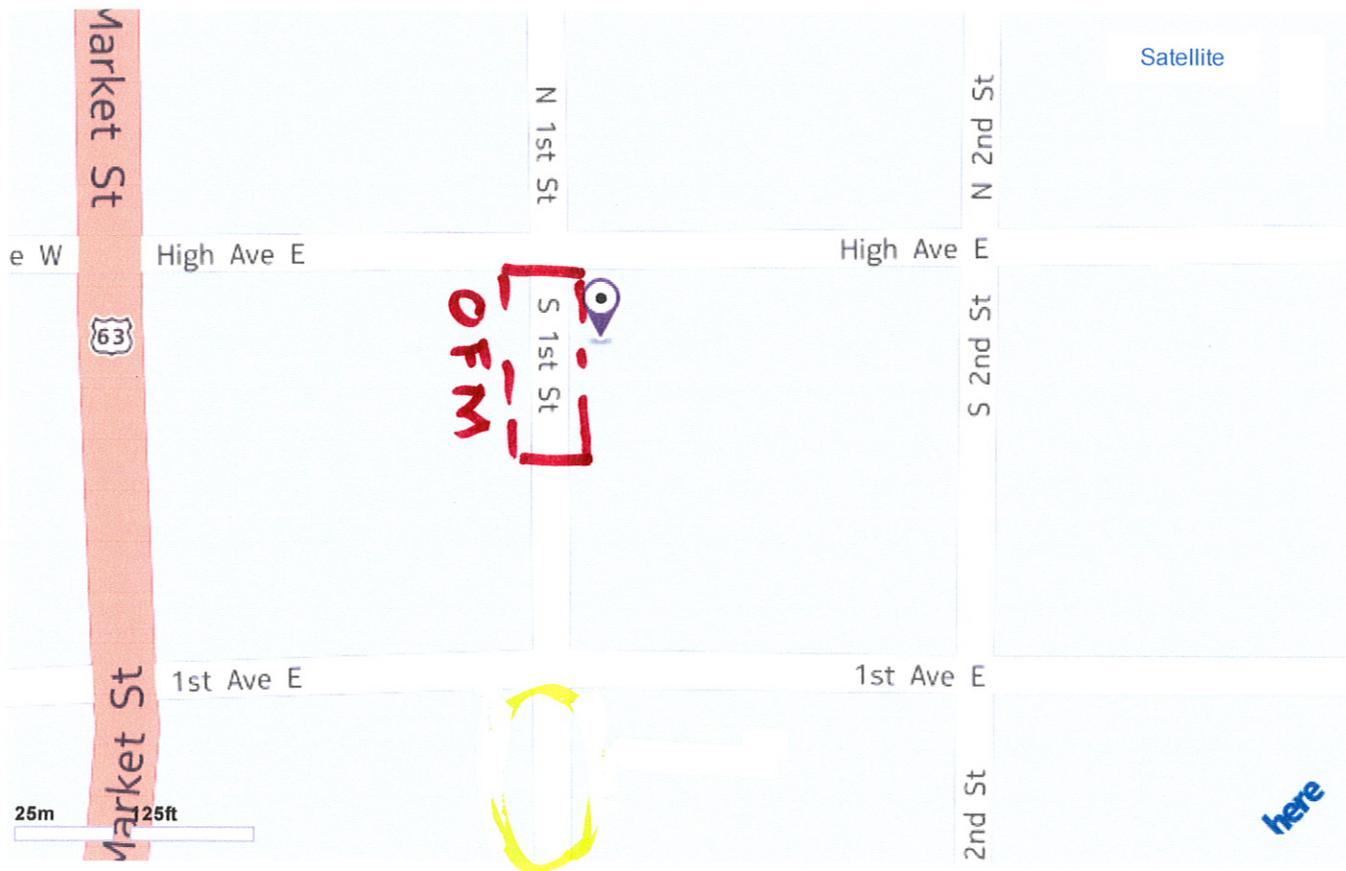
Ad



106 S 1st St, Oskaloosa, IA 52577-3126

Enter notes here

255



When using any driving directions or map, it is a good idea to double check and make sure the road still exists, watch out for construction, and follow all traffic safety precautions. This is only to be used as an aid in planning

**Hope C** <oskyhope@gmail.com>  
to Mike

May 5 (4 days ago)

Hi Mike,

We have been discussing market location this winter.

The vendors voted to keep both Tuesday afternoon, 4:00-6:30, and Saturdays, 8:30-11:00, on the east side of the city square, South 1st Street.

I have discussed the option of street closure with the city, full block (High Avenue East to 1st Avenue East) ,and half-block (either in front of MidwestOne or the courthouses) leaving the alley open for traffic.

Before I submit the permit request I need feed back from the county. Since you've been pretty prompt in communicating, I thought I'd start by asking you for direction on approaching the matter of street closure. MidwestOne reps weren't too keen on having their main entrance blocked. The vendors want the shade on that end Saturday morning.

At any rate, is there a forum or format for us to get feedback from the county on this question? I think half a block is plenty, but the closure request would be 1:00-7:00 on Tuesdays and 7:00-1:00 on Saturdays.

This goes to the city council May 18. The permit folks would like a final draft to review May 11. First market day is May 26.

Thanks for your consideration,

**Mike Vander Molen** <vandermolen@mahaskacounty.org>  
to Troy, me

May 6 (3 days ago)

Blayne,

What I can do is put this topic on our agenda for our next meeting to discuss as a Board. Our next meeting is Monday the 18<sup>th</sup> at 9:00 am.

Would that work?

Best regards,

Mike





City Council Communication  
Meeting Date: May 18, 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: May 18, 2015  
Requested By: Public Works Dept.

**Item Title: PUBLIC HEARING**

Consider a resolution approving the voluntary annexation of properties owned by the City of Oskaloosa and generally located north of Carbonado Road. **(PUBLIC HEARING)**

**Explanation:**

The City of Oskaloosa has requested an 80/20 Iowa DOT matching fund grant for the reconstruction of the bridge on the access drive from 235<sup>th</sup> Street to the Northeast Wastewater Treatment Plant. The bridge spans Spring Creek and was inspected and rated by Calhoun-Burns & Associates in 2014. Overall, the bridge was found to be in poor condition with an estimated remaining life of 2 years. The estimated total cost to reconstruct the bridge is \$804,200. The City's 20% match has been budgeted for FY2016 (\$79,946) and FY2017 (\$100,000).

In order to qualify for the grant, the bridge must be located within city limits and be part of a public street. Currently, the Northeast Wastewater Treatment Plant and its access drive are not within city limits. Therefore, the City of Oskaloosa has applied for the voluntary annexation of three City owned parcels and the adjacent 235<sup>th</sup> Street right-of-way. The parcels contain the Northeast Wastewater Treatment Plant, the Stephen Memorial Animal Shelter, and the access drive from 235<sup>th</sup> Street. The proposed annexation is approximately 25.2 acres in total area. After annexation, the bridge and access drive will be dedicated as a public street. Upon approval, the annexation will be zoned R-R (Rural Residential). The existing public facility land uses of a wastewater treatment plant and animal shelter are permitted in an R-R District either conditionally or with a special use permit.

As required by Iowa State Code, notice of this annexation was sent out to public utilities, the Mahaska County Board of Supervisors, the Regional Planning Authority, and other cities within 2 miles (Beacon and University Park). In addition, a public notice was published in the Oskaloosa Herald. As of May 12, 2015 staff had not received objections to this annexation.

Staff recommends approval of the resolution approving the voluntary annexation of said properties into the City of Oskaloosa.

**Budget Consideration:** None

**Attachments:**

Resolution, Location & Zoning Maps, Legal Description and Voluntary Annexation Applications

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

RESOLUTION APPROVING THE VOLUNTARY ANNEXATION OF PROPERTIES OWNED BY THE CITY OF OSKALOOSA AND GENERALLY LOCATED NORTH OF CARBONADO ROAD

WHEREAS, the voluntary annexation of three (3) parcels has been requested by the City of Oskaloosa and legally described as follows:

The East 15 acres of the South half of the SE  $\frac{1}{4}$  of the NE  $\frac{1}{4}$  of Section 7, more particularly described as follows: Commencing at the SE corner of the NE  $\frac{1}{4}$  of Section 7, Township 75 North, Range 15 West; thence North 660.95 feet along the East line of Section 7, thence West 990.31 feet, thence South 660.98 feet, thence East 990.23 feet along the South line of the NE  $\frac{1}{4}$  of Section 7 to the point of beginning, and;

Lots 1, 3, and 4 of the Subdivision of the NE  $\frac{1}{4}$  of the SE  $\frac{1}{4}$  of Section 7, except a part of said Lot 3 more particularly described as follows: Commencing at the Southwest corner of said Lot 3, thence S 89° 26' 30" E 56.0 feet, thence N 12° 01' 00" E 90.6 feet, thence N 12° 27' 50" W 91.0 feet, thence N 20° 07' 55" W 127.0 feet, thence West to the West line of said Lot 3, thence South along said West line to the point of beginning, all in Township 75 North, Range 15 West, Mahaska County, Iowa, and;

WHEREAS, the City of Oskaloosa, Iowa, has determined it is in the best interest of the City to accept the voluntary annexation of said properties, and;

WHEREAS, certified notice concerning the proposed voluntary annexation was sent to the Mahaska County Board of Supervisors, the City of Beacon, the Region 15 Planning Agency, the City of University Park, and all public utilities.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oskaloosa, Iowa, that the above described properties be annexed into the corporate limits of the City of Oskaloosa, Iowa.

BE IT FURTHER RESOLVED, that the Mayor of the City of Oskaloosa, Iowa, and the officers of the City are hereby authorized to execute all necessary agreements and take action as is necessary to accomplish the above described annexation, and that the Mayor of the City of Oskaloosa, Iowa, is hereby authorized to sign said resolution on behalf of the City of Oskaloosa, Iowa, and;

BE IT FURTHER RESOLVED, that the Public Works Director hereby assigns said annexed property to Ward 4, Precinct 10, and shall notify the Mahaska County Election Commissioner of the same, and;

BE IT FURTHER RESOLVED, that said property shall be zoned R-R (Rural Residential) upon approval of this resolution, and;

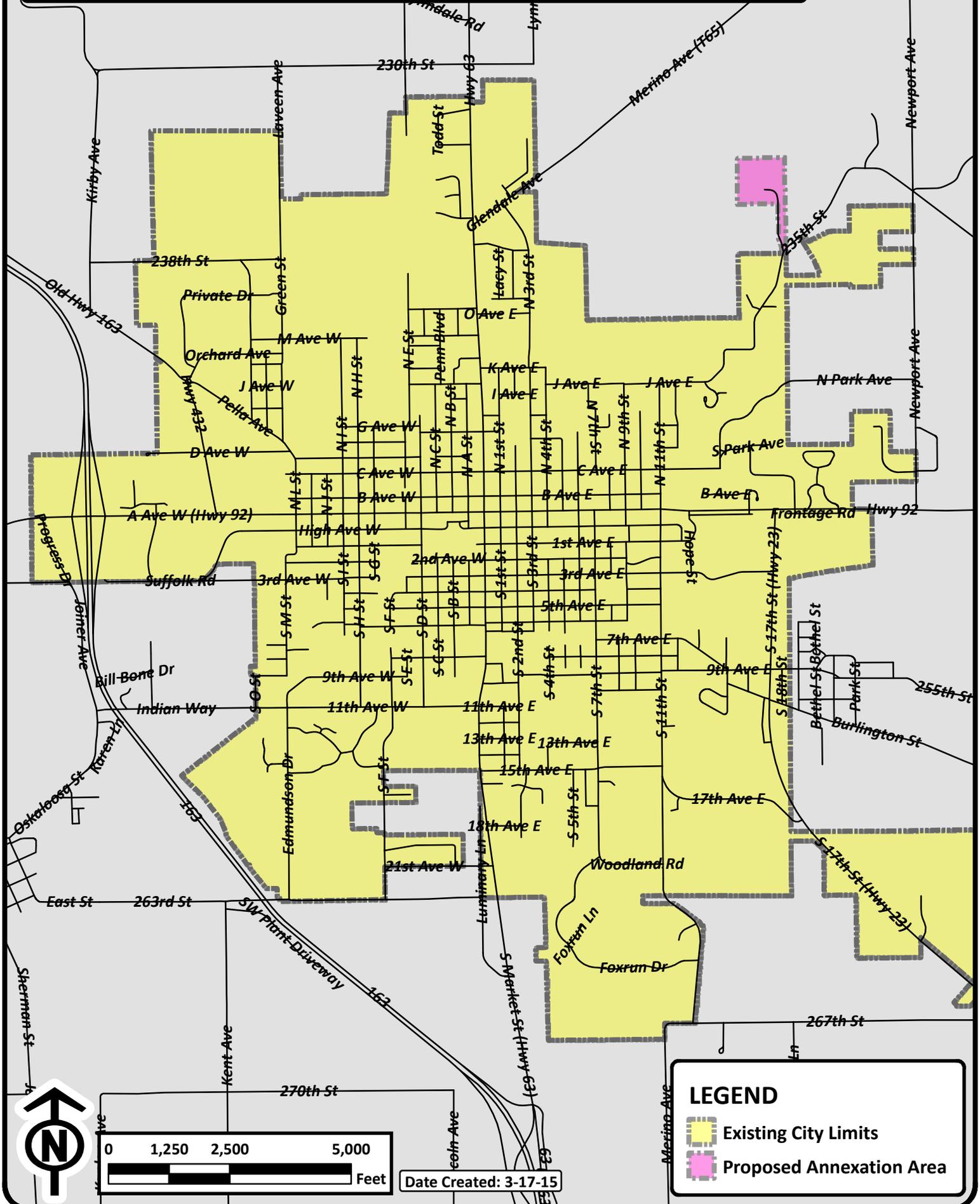
BE IT FURTHER RESOLVED, that all resolutions and parts thereof in conflict herewith are repealed upon adoption of this resolution.

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

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

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

# CITY OF OSKALOOSA PROPOSED ANNEXATION



## LEGEND

-  Existing City Limits
-  Proposed Annexation Area

0 1,250 2,500 5,000  
Feet

Date Created: 3-17-15

# CITY OF OSKALOOSA PROPOSED ANNEXATION

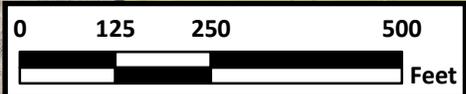
City of Oskaloosa Property  
Parcel #1107200006

City of Oskaloosa Property  
Parcel #1107426002

NE Plant Driveway  
City of Oskaloosa Property  
Parcel #1107426007

235th St

Carbonado Rd

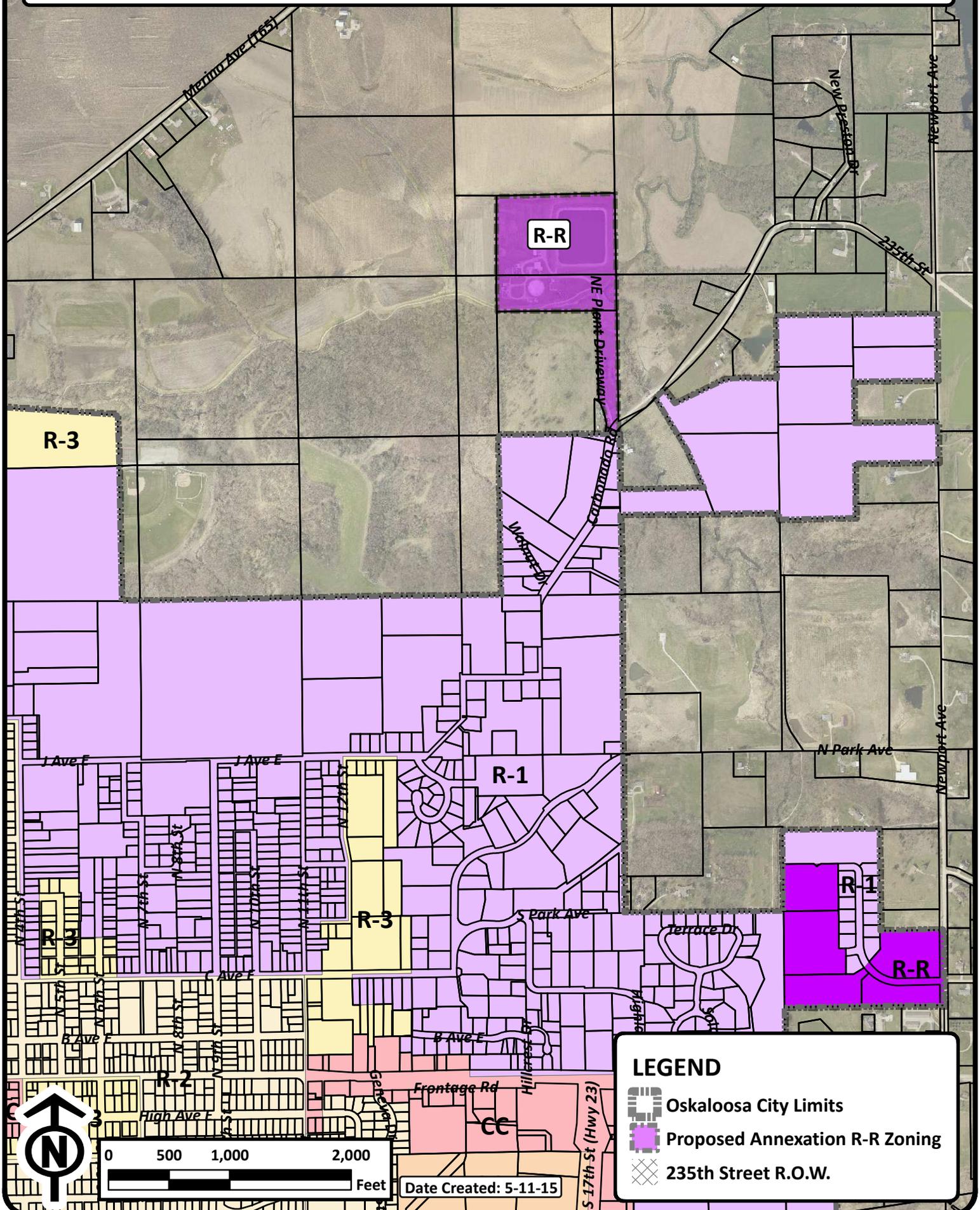


Date Created: 3-17-15

## LEGEND

-  Existing City Limits
-  Proposed Annexation Area
-  235th Street R.O.W.

# CITY OF OSKALOOSA PROPOSED ANNEXATION ZONING



**Oskaloosa Voluntary Annexation Legal Description:**

The East 15 acres of the South half of the SE  $\frac{1}{4}$  of the NE  $\frac{1}{4}$  of Section 7, more particularly described as follows: Commencing at the SE corner of the NE  $\frac{1}{4}$  of Section 7, Township 75 North, Range 15 West; thence North 660.95 feet along the East line of Section 7, thence West 990.31 feet, thence South 660.98 feet, thence East 990.23 feet along the South line of the NE  $\frac{1}{4}$  of Section 7 to the point of beginning, and;

Lots 1, 3, and 4 of the Subdivision of the NE  $\frac{1}{4}$  of the SE  $\frac{1}{4}$  of Section 7, except a part of said Lot 3 more particularly described as follows: Commencing at the Southwest corner of said Lot 3, thence S 89° 26' 30" E 56.0 feet, thence N 12° 01' 00" E 90.6 feet, thence N 12° 27' 50" W 91.0 feet, thence N 20° 07' 55" W 127.0 feet, thence West to the West line of said Lot 3, thence South along said West line to the point of beginning, all in Township 75 North, Range 15 West, Mahaska County, Iowa.



Oskaloosa Public Works Department  
 804 South D Street, Oskaloosa, IA 52577  
 Phone: 641-673-7472 Fax: 641-673-3733

## VOLUNTARY ANNEXATION APPLICATION

**Please submit the following parcel information: (Type or print clearly)**

Property Address (if applicable): 2295 235 <sup>th</sup> Street	Parcel ID Number: 1107200006
General Location: Northeast edge of the City of Oskaloosa	
Total Acres: 15.0	Population: 0
Legal Description: The East 15 acres of the South half of the SE ¼ of the NE ¼ of Section 7, more particularly described as follows: Commencing at the SE corner of the NE ¼ of Section 7, Township 75 North, Range 15 West; thence North 660.95 feet along the East line of Section 7, thence West 990.31 feet, thence South 660.98 feet, thence East 990.23 feet along the South line of the NE ¼ of Section 7 to the point of beginning, all in Township 75 North, Range 15 West, Mahaska County, Iowa.	
Owner of Record: City of Oskaloosa	
Owner Address: 220 South Market Street Oskaloosa, IA 52577	Owner Phone Number: 641-673-9431
Authorized Agent:	
Agent Address:	Agent Phone Number:
Please indicate if the property is involved in any of the following: <input type="checkbox"/> Bankruptcy <input type="checkbox"/> Contract <input type="checkbox"/> Civil Suit <input type="checkbox"/> Foreclosure	
Existing Land Uses:  Wastewater Treatment Facility and Animal Shelter	
Proposed Land Uses:  Same as existing	
Adjacent Zoning:  County	
Completed By: Nathan Willey	Date Submitted: 4-10-15



Oskaloosa Public Works Department  
 804 South D Street, Oskaloosa, IA 52577  
 Phone: 641-673-7472 Fax: 641-673-3733

## VOLUNTARY ANNEXATION APPLICATION

**Please submit the following parcel information: (Type or print clearly)**

Property Address (if applicable):	Parcel ID Number: 1107426002
General Location: Northeast edge of the City of Oskaloosa	
Total Acres: 6.7	Population: 0
Legal Description:  Lot 1 of the NE ¼ of the SE ¼ of Section 7, Township 75 North, Range 15 West in Mahaska County, Iowa	
Owner of Record: City of Oskaloosa	
Owner Address: 220 South Market Street Oskaloosa, IA 52577	Owner Phone Number:  641-673-9431
Authorized Agent:	
Agent Address:	Agent Phone Number:
Please indicate if the property is involved in any of the following: <input type="checkbox"/> Bankruptcy <input type="checkbox"/> Contract <input type="checkbox"/> Civil Suit <input type="checkbox"/> Foreclosure	
Existing Land Uses:  Wastewater Treatment Facility, access drive, recreational trail	
Proposed Land Uses:  Same as existing	
Adjacent Zoning:  County	
Completed By: Nathan Willey	Date Submitted: 4-10-15



Oskaloosa Public Works Department  
 804 South D Street, Oskaloosa, IA 52577  
 Phone: 641-673-7472 Fax: 641-673-3733

## VOLUNTARY ANNEXATION APPLICATION

**Please submit the following parcel information: (Type or print clearly)**

Property Address (if applicable):	Parcel ID Number: 1107426007
General Location: Northeast edge of the City of Oskaloosa	
Total Acres: 3.3	Population: 0
Legal Description: Lots 3 and 4 of the NE ¼ of the SE ¼ of Section 7, except a part of said Lot 3 more particularly described as follows: Commencing at the Southwest corner of said Lot 3, thence S 89° 26' 30" E 56.0 feet, thence N 12° 01" 00" E 90.6 feet, thence N 12° 27' 50" W 91.0 feet, thence N 20° 07' 55" W 127.0 feet, thence West to the West line of said Lot 3, thence South along said West line to the point of beginning, all in Township 75 North, Range 15 West, Mahaska County, Iowa.	
Owner of Record: City of Oskaloosa	
Owner Address: 220 South Market Street Oskaloosa, IA 52577	Owner Phone Number:  641-673-9431
Authorized Agent:	
Agent Address:	Agent Phone Number:
Please indicate if the property is involved in any of the following: <input type="checkbox"/> Bankruptcy <input type="checkbox"/> Contract <input type="checkbox"/> Civil Suit <input type="checkbox"/> Foreclosure	
Existing Land Uses:  Access drive, pastureland	
Proposed Land Uses:  Same as existing	
Adjacent Zoning:  R-1 (Single Family Residential)	
Completed By: Nathan Willey	Date Submitted: 4-10-15



City Council Communication  
Meeting Date: May 18, 2015  
Requested By: City Manager

**Item Title:**

Discussion and possible action on a report from the city manager regarding the feasibility of extending sidewalks on Highway 92 West.

**Explanation:**

At the May 4, 2015 city council meeting the city council approved a motion directing the city manager to investigate the cost and feasibility associated with extending sidewalks on Highway 92 (A Avenue West) west to the area in proximity to Wal-Mart and the Gateway Church of the Nazarene.

Attached are preliminary cost estimates prepared by Garden & Associates. The estimates are to extend sidewalks on the north side of Highway 92 from the Bethel Baptist Church to Wal-mart, extend sidewalks on the south side of Highway 92 from the east side of the Bank Iowa property to the trailhead and for a sidewalk on the south side of Highway 92 from the trailhead to Gateway Drive.

The costs presented require further refinement if the city council determines this project is now a priority for staff to complete.

Staff recommends the city council receive the information and direct staff to include route and cost estimate in the recently adopted Oskaloosa Active Transportation Plan. Staff recommends this portion of sidewalk work be included as a "priority two" projects.

**Budget Consideration:**

No direct financial impact is anticipated to occur with the discussion and recommendation associated with this item. In the event the city council directs staff to pursue design or construction for portions of the sidewalks included in this item, those costs are not specifically included in the FY2015 or FY2016 council approved budget.

**Attachments:**

Highway 92 West Sidewalk Estimates, Map

**PRELIMINARY COST ESTIMATE  
A AVENUE WEST (HIGHWAY 92) SIDEWALK IMPROVEMENTS  
OSKALOOSA, IOWA**

12-May-15

**NORTH SIDE FROM BETHEL BAPTIST CHURCH TO WALMART**

Item	Item Description	Unit	Estimated Quantity	Unit Price	Extended Price
1	5' Wide by 5" Thick P.C. Concrete Sidewalk (Includes grading and subbase)	LF	2,400	\$40.00	\$96,000.00
2	2.5' Wide P.C. Concrete Curb and Gutter Section (Includes grading and subbase)	LF	600	\$50.00	\$30,000.00
3	Imported Fill to Shape/Fill Ditches	CY	2,000	\$10.00	\$20,000.00
4	Storm Sewer Pipe	LF	700	\$60.00	\$42,000.00
5	Storm Sewer Intakes	EA	4	\$5,000.00	\$20,000.00
6	Retaining Wall (Cast in place concrete; average height: 6')	LF	500	\$300.00	\$150,000.00
7	Vinyl Coated Chain Link Fence (along top of retaining wall)	LF	500	\$25.00	\$12,500.00
8	Miscellaneous Construction (Contintgency)	LS	XXXX	10%	\$37,100.00
<b>ESTIMATED SOFT CONSTRUCTION COST</b>					<b>\$407,600.00</b>
<b>ENGINEERING, LEGAL, EASEMENTS, PERMITS (25%)</b>					<b>\$101,900.00</b>
<b>TOTAL</b>					<b>\$509,500.00</b>

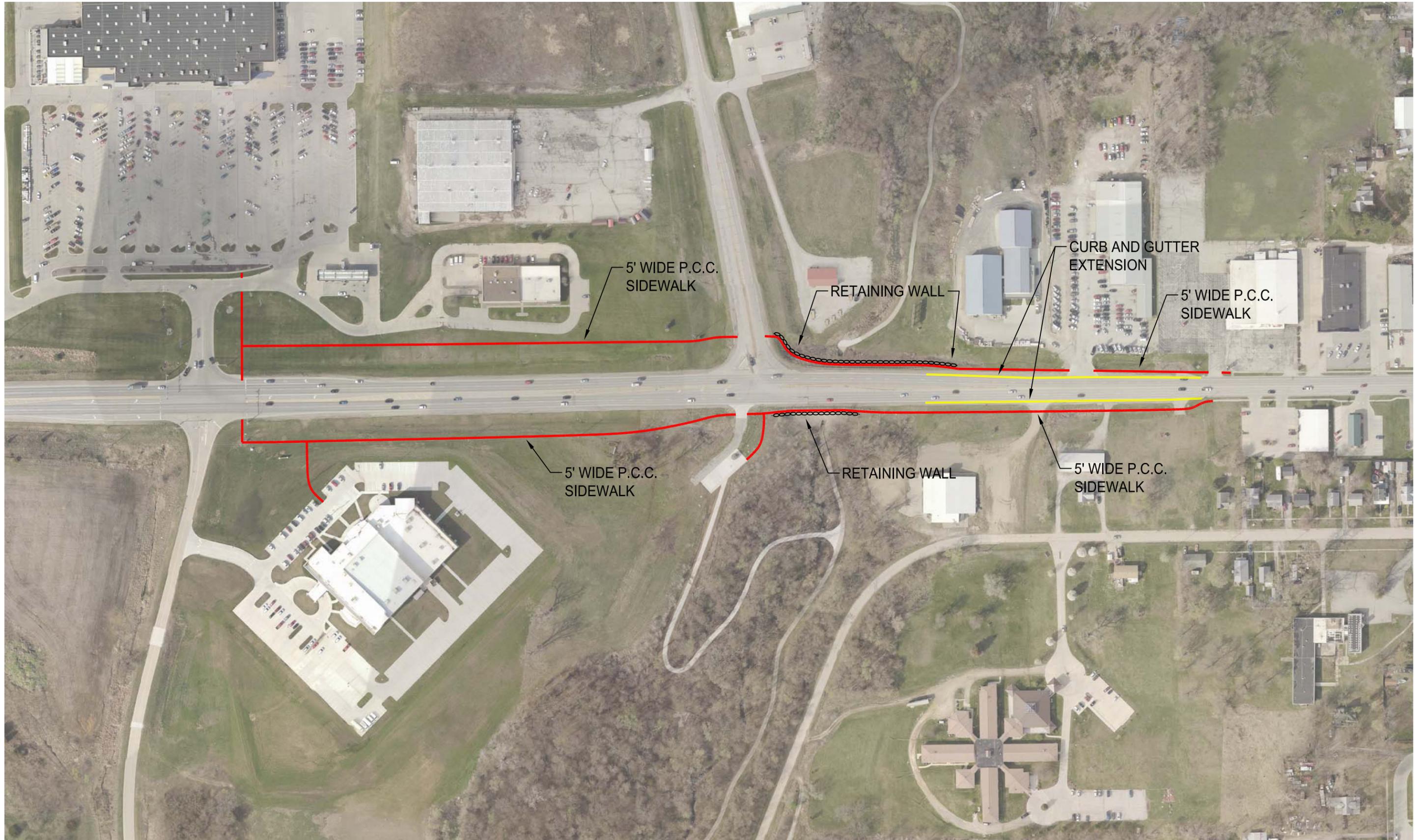
**SOUTH SIDE FROM EAST SIDE OF BANK IOWA PROPERTY TO TRAILHEAD**

Item	Item Description	Unit	Estimated Quantity	Unit Price	Extended Price
1	5' Wide by 5" Thick P.C. Concrete Sidewalk (Includes grading and subbase)	LF	1,200	\$40.00	\$48,000.00
2	2.5' Wide P.C. Concrete Curb and Gutter Section (Includes grading and subbase)	LF	600	\$50.00	\$30,000.00
3	Imported Fill to Shape/Fill Ditches	CY	2,000	\$10.00	\$20,000.00
4	Storm Sewer Pipe	LF	700	\$60.00	\$42,000.00
5	Storm Sewer Intakes	EA	4	\$5,000.00	\$20,000.00
6	Retaining Wall (Cast in place concrete; average height: 6')	LF	250	\$300.00	\$75,000.00
7	Vinyl Coated Chain Link Fence (along top of retaining wall)	LF	250	\$25.00	\$6,250.00
8	Miscellaneous Construction (Contintgency)	LS	XXXX	10%	\$24,100.00
<b>ESTIMATED SOFT CONSTRUCTION COST</b>					<b>\$265,350.00</b>
<b>ENGINEERING, LEGAL, EASEMENTS, PERMITS (25%)</b>					<b>\$66,300.00</b>
<b>TOTAL</b>					<b>\$331,650.00</b>

**SOUTH SIDE FROM TRAILHEAD TO GATEWAY DRIVE**

Item	Item Description	Unit	Estimated Quantity	Unit Price	Extended Price
1	5' Wide by 5" Thick P.C. Concrete Sidewalk (Includes grading and subbase)	LF	1,300	\$40.00	\$52,000.00
2	Miscellaneous Construction (Contintgency)	LS	XXXX	10%	\$5,200.00
<b>ESTIMATED SOFT CONSTRUCTION COST</b>					<b>\$57,200.00</b>
<b>ENGINEERING, LEGAL, EASEMENTS, PERMITS (25%)</b>					<b>\$14,300.00</b>
<b>TOTAL</b>					<b>\$71,500.00</b>

**TOTAL - ALL PROJECTS \$912,650.00**



5' WIDE P.C.C. SIDEWALK

RETAINING WALL

CURB AND GUTTER EXTENSION

5' WIDE P.C.C. SIDEWALK

5' WIDE P.C.C. SIDEWALK

RETAINING WALL

5' WIDE P.C.C. SIDEWALK



City Council Communication  
Meeting Date: May 18, 2015  
Requested By: City Manager's Office

**Item Title:**

Consider a motion directing the city manager to enter into an agreement between JC Penney Corporation, Inc., Penn Central Mall, LLC and the city of Oskaloosa.

**Explanation:**

During the January 6, 2014 council meeting staff was authorized to complete a transaction between the city and 4G Properties (Hardee's) for the purpose of buying the existing Hardee's location and selling a portion of city-owned parking lot at Penn Central Mall. The deal points from the agreement between 4G and the city are included with this item for reference.

Since council approved the agreement with 4G Properties, the city and 4G Properties discovered that JC Penney has a legal easement over the city-owned property that was being acquired by 4G Properties. The legal easement provides JC Penney with the right to approve or deny any proposed alterations that might occur on the city-owned parking lots at Penn Central Mall, including the sale and development of a new Hardee's.

Staff has spent numerous hours attempting to negotiate with JC Penney and receive their approval for the development of the new Hardee's site that was previously approved by the city council. The negotiations between the parties have led to several iterations of a future parking lot design plan that incorporates the new Hardee's site and better facilitates parking and pedestrian activity in the Penn Central Mall parking area (attached). The discussions have also led to the relocation and expansion of the current Penn Central Mall dynamic messaging board.

According to the attached letter received on April 16, 2015 from JC Penney, it appears they are ready to approve the future development of the Hardee's site as shown in the future parking lot design plan, as long as the stipulations outlined in the attached document are satisfied.

Staff is interested in sharing this new information with the city council at this time. Staff is also requesting permission to execute an agreement between JC Penney Corporation, Inc., Penn Central Mall, LLC and the city as generally outlined in the attached agreement.

**Budget Consideration:**

The agreement between the city, JC Penney and Penn Central Mall, as included with this item, could have a range of financial impacts, including \$20,000 for “new store signage and other expenses” to be paid to JC Penney. The financial impacts of this item are anticipated to be offset by the sale of city-owned parking lot to 4G Properties if the previously approved land exchange proceeds.

**Attachments:**

Approval Letter from JC Penney Corporation, Inc.

2013 deal point summary sheet between Hardee’s and the city of Oskaloosa, Iowa



6501 Legacy Drive  
**MS 1106**  
Plano, TX 75024  
972-431-6785  
[@jcp.com](mailto:jcp.com)

April \_\_\_\_\_, 2015

***Via CMRRR***

Penn Central Mall, LLC  
Attn: Mall Manager  
200 High Ave. West  
Oskaloosa, IA 52577

***Via CMRRR***

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

RE: Oskaloosa, IA; JC Penney Store # 2189; Penn Central Mall  
Lease dated as of April 1, 1985 now by and between JC Penney Corporation, Inc. and Penn Central Mall, LLC (as supplemented and amended, the "Lease")  
Proposed Hardee's

Ladies and Gentlemen,

We have received your request for JC Penney's approval to permit the Hardee's at the Shopping Center. Capitalized terms not defined herein will have the meanings ascribed thereto in the Lease.

This letter will serve as JC Penney's approval for you to proceed in accordance with your request dated January 19, 2015 and with the accompanying Site Plan dated January 15, 2015 (and attached hereto as Schedule 1), provided that:

1. All costs to build, operate and maintain such improvements shall not be passed through to Tenant;
2. The Hardee's building will not exceed \_\_\_\_\_ square feet and will not exceed \_\_\_\_ feet in height;
3. The parking ratio at the Shopping Center after the construction of the Hardee's will be no less than \_\_\_\_\_ parking spaces per 1,000 square feet of floor area in the Shopping Center. The drive through lane(s) serving the Hardees will be configured and managed such that no overflow or backup

therefrom will block traffic flow or access to the Shopping Center or the JC Penney store;

4. Once commenced, all construction in the parking area will be completed in a timely manner and will not occur during the period of any November and the next succeeding January . At no time during construction will access to Tenant's store entrances or loading dock be obstructed;
5. A new pylon sign will be constructed by Landlord on or before \_\_\_\_\_, 2015, as shown on Schedule 2 attached hereto, in the location shown on Schedule 1 attached hereto, which will have Tenant's signage in the top tenant space on both sides;
6. Landlord will pay to Tenant \$20,000 on or before \_\_\_\_\_, 2015 for new store signage and other expenses; and
7. All construction on the Hardee's will be performed promptly, in a good and workmanlike manner and in compliance with the Lease and all applicable laws and regulations, and will be performed so as to minimize disruption with the operation of the Shopping Center and the JC Penney store located therein. Landlord will indemnify and hold Tenant harmless for any and all injury or damage caused to Tenant in relation to the construction of the Hardee's, including, but not limited to any disruption of utilities to the JC Penney store.

This is a partial site plan approval, specific to the proposed Hardee's. It will not operate to substitute any previously approved plans. JC Penney's approval in this one instance to the proposed site plan change will not be deemed to render unnecessary consent to or approval of any other change made to the site plan, common facilities or any other existing improvements constructed on the shopping center site.

This letter agreement may be executed in multiple counterparts, all of which together will constitute one instrument. Faxed or scanned and emailed pdf documents will be valid as ink-signed originals. The undersigned each represents that the party signing this agreement on behalf of said party has the authority to bind said party hereto.

Please contact me if you have any questions.

Sincerely,

\_\_\_\_\_  
JC Penney Corporation, Inc.

Phone: \_\_\_\_\_

Please sign below to acknowledge your acceptance of the terms and conditions hereof.

Penn Central Mall, LLC,  
An Iowa limited liability company

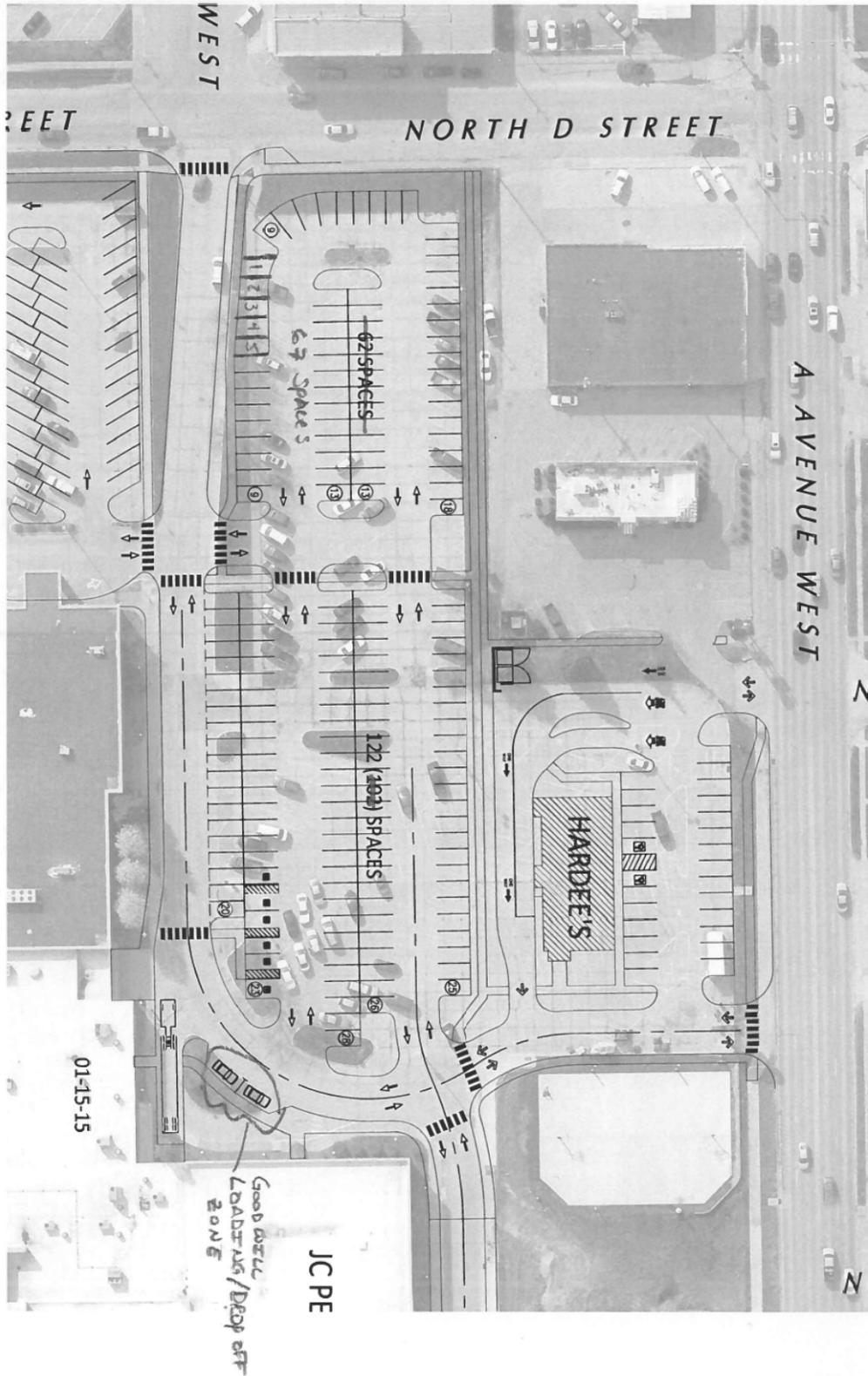
By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

City of Oskaloosa, Iowa

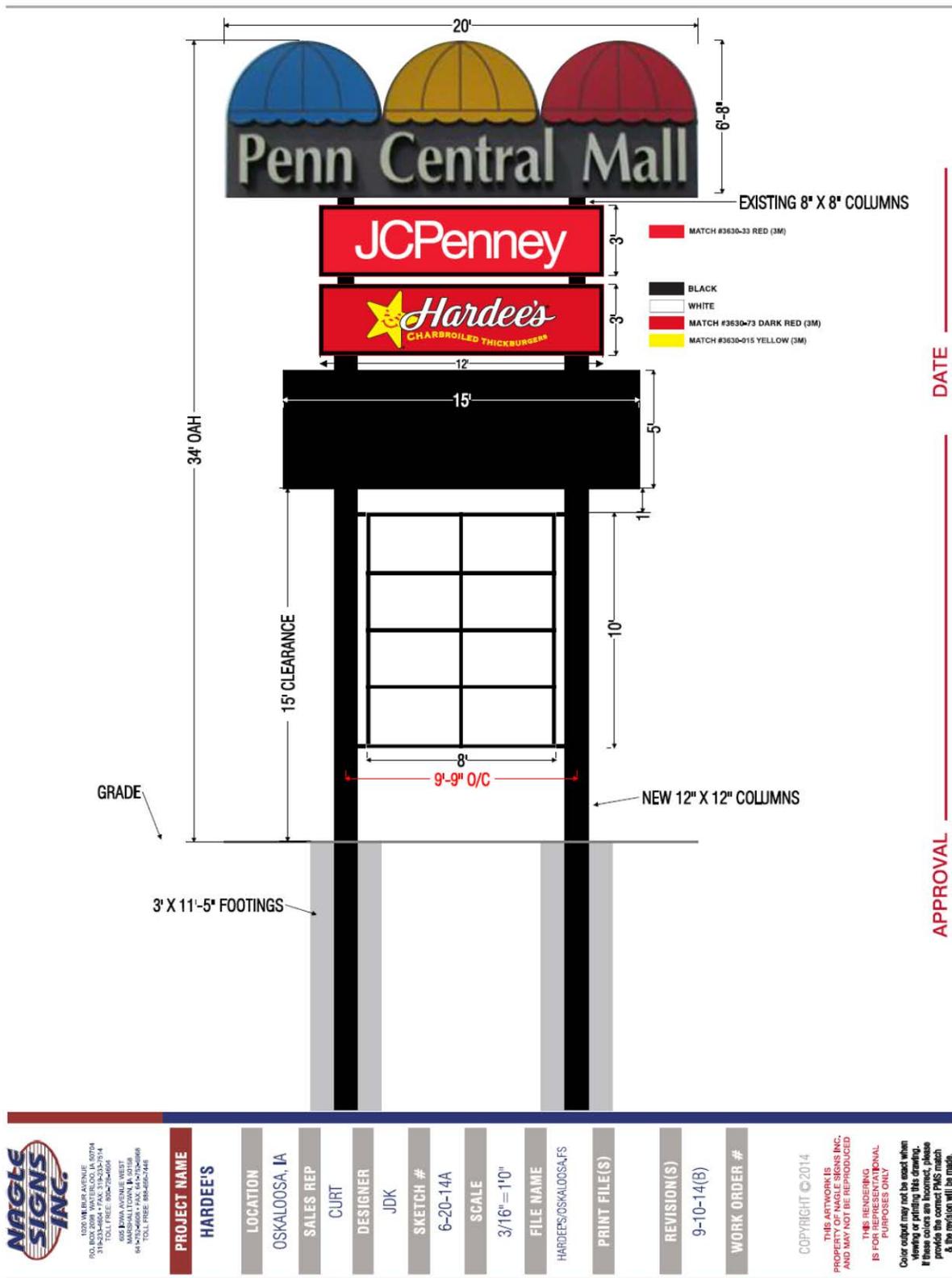
By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

cc: Cristina Hendrick Stroh

Schedule 1  
Partial Site Plan  
[need to show location of pylon sign]



Schedule 2  
Pylon Sign



	<b>PROJECT NAME</b> HARDEE'S	<b>LOCATION</b> OSKALOOSA, IA	<b>SALES REP</b> CURT	<b>DESIGNER</b> JDK	<b>SKETCH #</b> 6-20-14A	<b>SCALE</b> 3/16" = 1'0"	<b>FILE NAME</b> HARDEES/OSKALOOSA.FS	<b>PRINT FILE(S)</b>	<b>REVISION(S)</b> 9-10-14(B)	<b>WORK ORDER #</b>	COPYRIGHT © 2014 THIS ARTWORK IS PROPERTY OF NAGLE SIGNS INC. AND MAY NOT BE REPRODUCED THIS RENDERING IS FOR REPRESENTATIONAL PURPOSES ONLY Color output may not be exact when viewing or printing this drawing. If these colors are incorrect, please provide the correct PMS match & the revision will be made.
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## **2013 Deal Point Summary: Hardee's Purchase and Sales Agreements**

- City will sell 0.72 acres of city owned parking lot and purchase 0.33 acres known as "Hardee's"
  - City's property sold to 4G at \$275,000, city purchases 4G property for \$195,000
  - City nets \$100,000 in the transaction; \$80,000 for land, \$20,000 for demolition
  - Both entities responsible for future development costs
  - Agreement restricts future construction of restaurant that sells hamburgers or has a drive through window; 25 year restriction
  
- City pays for demolition of existing Hardee's building
  - Cost to be determined
  - Estimate at least \$20,000
  
- City pays for future redevelopment of existing Hardee's site
  - Cost to be determined
  - Will fluctuate based upon city council's desired redevelopment plan
  
- City pays for ALTA surveys, legals and ½ of closing costs
  - Cost to be determined
  - City has already paid for creating new plat of survey (approx. \$2,000)
  
- Hardee's to construct a new building within one year of closing
  - Owners anticipate 4-12 month construction timeframe
  - Conceptual site plan has been provided to the city, PCM and Hy-Vee
  
- During construction Hardee's will lease the existing building back from the city at a cost of \$4,200 per month
  - First 4 months of lease payments are abated, as to induce a quick construction schedule
  - Taxes on the property paid last year: \$14,146 annually, \$1,178/month
  - After 12 months, Hardee's to pay rent amount as well as associated property taxes
  
- Hardee's to pay the city \$20,000 for costs associated with the demolition of the existing facility
  - Payable upon the Lease termination date
  
- Hardee's to provide access easement to and from Penn Central Mall (PCM) parking lot and maintain access for KFC generally at the existing location
  - Two driveway locations from A Avenue West to be supported by city
  - DOT provides final approval on driveway access
  
- Hardee's shall move the existing PCM sign and raise the sign to facilitate co-location
  - Concept plan will need to be worked out with PCM, but have their support



City Council Communication  
Meeting Date: May 18, 2015  
Requested By: City Manager's Office

**Item Title:**

Consider a motion to receive and file the city manager's project list for May 2015.

**Explanation:**

At least annually, the city manager and city council review the attached goals and tasks worksheet together to ensure staff and financial resources are being appropriately directed to the city council's liking. The project list has been updated for May 2015 and is included for discussion among the city council and the city manager as needed.

**Budget Consideration:**

There is no specific fiscal impact associated with the presentation of this item, however the discussion that occurs and resulting direction provided to the city manager could lead to operational and capital financial impacts for the organization.

**Attachments:**

May 2015 goals and task list

INFRASTRUCTURE DEVELOPMENT & MAINTENANCE		ITEM DESCRIPTION AND STATUS
a.	<b>1st Avenue East Curb Replacement Project</b>	<i>Project complete - \$129,258 (city \$86,968, private \$42,290).</i> The scope of this project included constructing new 10 foot wide sidewalk, curb and gutter, composite pavement, storm water improvements, and ADA accessible ramps. In addition, new street lights were installed, and any vaults or voids which existed underneath the sidewalk were filled in.
b.	<b>3rd Avenue East Reconstruction Project</b>	Project awarded to Cornerstone Excavating Inc. on February 17, 2015 for \$1,656,741.80. Construction began on April 13, 2015 on the storm sewer from Rock Island Avenue to 3rd Avenue East. Sewer and water main improvements will be completed prior to street reconstruction later this summer. This project is scheduled for 150 working days.
c.	<b>B Avenue East Rehabilitation</b>	Rehab of 900' of pavement, curb, gutter and sidewalk ramps on B Avenue from Market Street to North 3rd Street. This is an asphalt overlay project.
d.	<b>Burlington Road Reconstruction</b>	Joint project with University Park whereby they manage the project on behalf of the city due to the majority of the work occurring in UP. Funding for this project is 80/20 due to the use of Surface Transportation Program (STP) funds. A draft 28E Agreement was delivered to UP in November 2014 and again in April 2015 (via Garden & Associates) for their consideration, however no response has been received to date.
e.	<b>C Avenue East and North 3rd Street Rehabilitation Project</b>	<i>Project complete - \$726,826.</i> The scope of this project included milling the existing pavement, asphalt overlay, concrete pavement reconstruction, full depth concrete patching, repairing concrete curb & gutter sections, ADA accessible sidewalk and ramp reconstruction, and alley and driveway approach improvements
f.	<b>D Ave to Santa Clara &amp; N. 3rd St to Trail Sidewalk Improvements (SRTS Plan)</b>	This project has not yet been awarded. The total phase I project cost is estimated at \$232,000 (with 80/20 funding). Construction activity is anticipated to begin in the Summer of 2015 or Spring of 2016. The scope of this project includes all work associated with constructing approximately 4,000 feet of new ADA accessible sidewalk and ramps. The work could include storm water improvements and re-grading. This project is in the design phase, so it has not yet been determined how long the construction activity is anticipated to last. A public meeting will be scheduled once the project timeline and details become clearer.
g.	<b>E Avenue East and North 12th Street Reconstruction Project</b>	Project awarded to Blommers Construction in the amount of \$380,000. Construction can start at any point now, but cannot be later than August 10, 2015. Construction activity is estimated to last 50 working days with substantial completion expected on October 30, 2015; seeding in Spring of 2016. The scope of this project includes reconstruction of E Avenue East and North 12th to concrete. This improvement is necessary due to the increased traffic flow at MHP.
h.	<b>11th Street Rehabilitation - Market St to 15th Ave East</b>	Project awarded to Norris Asphalt Paving Company in the amount of \$696,087. The scope includes a 2.5" asphalt overlay, full depth concrete and asphalt patching, new concrete curb and gutter, concrete and asphalt street approaches, storm water intake improvements, ADA accessible sidewalk and ramps, and driveway pavement replacement. On August 4, 2014 the project was awarded to Norris Asphalt Paving Company. The project began on August 27, 2014, was temporarily suspended on December 18, 2014, and commenced again on March 25, 2015. Construction activity was expected to last approximately 70 working days however as of April 24th, 86 working days have been used. Liquidated damages will be assessed to the contractor for these delays.
i.	<b>City Owned (mall) Parking Lot Maintenance Plan</b>	Reconfiguration of the mall parking lot has been conceptually completed. Phase I Parking lot reconstruction near Hardees, Matthew's Carpert and Urban Park completed summer 2011. East Mall improvements completed in June 2013. Hardees purchase agreement approved by City Council on January 6, 2014 and is awaiting approval from Hy-Vee, PCM and JCPennys. Hy-Vee lot needs to be paved or reconstructed in the very near future. Project is still pending.

j.	<b>I &amp; I Reduction Program</b>	DNR has mandated no additional bypasses should occur within the system. City must systematically identify problem areas for inflow and infiltration citywide and correct those problems. Plan submitted by April 1, 2015 to DNR. Garden & Associates retained for approx. \$110,000. Projects to correct I & I will be a mix of private and public improvements that require staff inspections as well as significant capital investment for the public projects. This will result in large rate increases for the ratepayers.
k.	<b>Northeast Bridge Reconstruction</b>	Design and construction costs for the replacement of the NE bridge that serves the NE treatment facility and the animal shelter on Carbonado Road. Project is estimated to cost \$900,000. The Iowa DOT informed city staff in December that 80% of the project cost would be available to the city. Although this project was not on the city's current capital improvement plan, the introduction of 80/20 funding makes this project much more financially feasible and will result in the replacement of the bridge in lieu of short-term repairs to extend the life of the bridge.
l.	<b>Public Works - Street Shop Relocation</b>	This project funding has been reallocated for other purposes and is no longer designated for this use. Funds authorized in FY2015 for building needs assessment for a public works building improvement. Staff recommends a needs assessment be completed in FY2017 to determine scope of work for new building.
m.	<b>Regional Airport Project</b>	SCRAA Board responsible for project implementation. Cities responsible for annual and capital budgets and expenditures. Phase I estimated at \$30 million. Initial study work in the amount of approx. \$500,000. Site A is the preferred location for the project. ALP completed; Airport Master Plan completed; Environmental Assessment underway and expected to be complete by January 2016; Land Acquisition March 2016; Facility open 2021.
n.	<b>Sheriff Avenue Design</b>	Design costs for Sheriff Drive reconstruction project from Market Street to North 3rd Street are included in FY2016. Reconstruction of the road is scheduled to occur in FY2017 pending funding availability.
o.	<b>Sanitary Sewer Replacement Project - South L and M; Penn Boulevard</b>	This project includes the design of two failed sections of the sanitary sewer system. The South L and M street and the Penn Boulevard projects will be designed in FY2015, with construction occurring in FY2016. The L and M project is a replacement of failed infrastructure that will serve the new Reserves at Ironwood apartment complex and regulate bypasses on 3rd Avenue West. The work on Penn Boulevard is so expansive that it will need to be broken into at least three phases. Phase one reconstruction will occur in FY2016.
**	<b>Stormwater System Master Plan</b>	The city's current stormwater master plan was finalized in the early 1980s and needs to be updated. This project should coincide with enhancing the city's electronic asset management project.
**	<b>Sanitary Sewer System Master Plan</b>	The city has completed various collection system analysis over the years. These reports are still being utilized by staff to complete CIP projects. The collection system master plan should also address inflow and infiltration issues documented citywide. This project should coincide with enhancing the city's electronic asset management project.
**	<b>Infrastructure Mapping</b>	The city's current mapping of infrastructure is out of date. Documentation that exists today is not entirely reliable and many of the tenured staff have memorized locations of infrastructure in the field. This is not an optimal set up as coordination of projects and maintenance of assets is planned in advance. Staff would like to pursue an asset management system update that includes mapping all infrastructure.
**	<b>Sewer Treatment Plant Improvements</b>	Staff recommends the city hire an engineering firm to perform a sewer treatment plant evaluation and outline needed improvements for the next 10 years. The scope of this item could fluctuate based upon changing treatment standards being enforced by the DNR, however in the interim a basic maintenance plan/program needs to be established and followed.

**	<b>Lacey Complex Road Improvement Projects</b>	Staff has identified approximately \$3 million in road improvements within the Lacey Complex that could be considered for upgrades from gravel to concrete with curb and gutter. A number of these roads/drives are internal to the complex itself. 238th Steet, the only city road at the facility is estimated to cost \$1 million to complete.
<b>COMMUNITY PLANNING &amp; ECONOMIC DEVELOPMENT</b>		<b>ITEM DESCRIPTION AND STATUS</b>
a.	<b>A Avenue and Market Street Corridor Improvements</b>	Staff is presently in discussions with the architectural firm RDG for the development of a corridor improvement program. This includes entry monuments, lighting and wayfinding projects. A cost for design has not been negotiated, nor has funding been authorized for such services. The council also directed the city manager to place a property acquisition program for the corridor on hold as of January 2015 due to fiscal constraints in the General Fund. The city has purchased and demolished three properties since FY2013. City management is continuing to file under 657A of the Iowa Code for "abandoned" properties as an alternative method for some problem properties. These properties will be either demolished or sold to people interested in correcting building code deficiencies identified by staff. Staff is still actively pursuing building and nuisance enforcement along the corridor on a regular basis.
b.	<b>Annexation Planning, 2-mile Zoning and Infrastructure Extension Studies</b>	Staff recommends the city council, and specifically the Planning & Zoning Commission review the potential of annexing and extending city services to fringe developments around Oskaloosa if staff resources are available.
c.	<b>Blue Zones Project</b>	This item includes several subsections of planning and policy work to be completed by the city and staff. The BZ blueprint includes items that can be addressed in short, medium and long term intervals. Short term is within the first 100 days. City is a designated BZ worksite. The city policy group recently met its point requirements with passage of the Active Transportation Plan, that completes the COMMUNITY'S needed points to become a Designated Blue Zones Community. Additional items are expected to arise in the future as the BZ effort is sustained locally.
d.	<b>Brownfields EPA Site Assessment Grant</b>	Oskaloosa was the only Midwest Region recipient of a \$400,000 grant to identify potential brownfields sites in Oskaloosa. This item is being promoted as a tool for economic development because it helps identify potentially contaminated sites and creates an opportunity for mitigation prior to development occurring. A total of 18 sites will have Phase I EA completed and a total of 10 will have a Phase II EA completed. Public Works is in the process of implementing this grant with HR Green as the city's consultant.
e.	<b>Downtown Façade Program CDBG Downtown Revitalization Fund</b>	Staff is presently working with Main Street Oskaloosa to put together a \$500,000 CDBG Downtown Revitalization Fund grant application for 2016. Staff is targeting 15-20 properties to participate in this program. The city's expected match is approximately \$150,000 which is recommended to come from the city's TIF district.
f.	<b>Housing Improvement Initiative</b>	This item was identified by city council as a priority. City management is working with MCDG's housing task force to develop recommended policy initiatives and best practices for the city council's consideration. Possible options include using city property for housing development, continued code enforcement efforts, rental inspection, expansion of existing OHTF programs, CDBG projects.
g.	<b>Northwest Planning Study</b>	A proposed \$25,000 planning study to evaluate and recommend land use and development pattern/zoning in the northwest part of Oskaloosa near the proposed U.S. 63 bypass project as well as the proposed regional airport project. This project could be jointly funded with Mahaska County. May 4, 2015 council approved a resolution directing city manager to apply for a DOT grant to fund this study 70/30. City's share is estimated at \$7,500 - the county has not been asked to contribute.

h.	<b>US 63 and SE Connector Improvements</b>	NW Bypass study underway and to be completed within two years by DOT. Construction to follow shortly thereafter if funding available and transfer of jurisdiction in place. SE Connector also being picked up by DOT for further study and will kick off after NW Bypass study completed; this should also be an 18-24 month project.
**	<b>Annual City Council Strategic Planning</b>	Initially this project was placed on hold until economic development group could reorganize and select a new Executive Director and complete its own planning process. Staff recommended the city and economic development strategic sessions work in-concert with one another beginning in June 2014. City's process didn't see much buy-in. Informal council conversation identified the following priorities: Improve Infrastructure, Improve/Address Housing Needs and Improve Corridors A Avenue and Market Street.
**	<b>Comprehensive Plan Update</b>	Staff can review the 2001 report with the City Council and/or Planning & Zoning Commission. The 2001 Plan includes an implementation plan which should be reviewed prior to commencing an update. In 2011 City Council requested to review the Comp Plan during work sessions and see if the Plan is still workable - readopt sections as necessary.
**	<b>Downtown Residential Over Retail Redevelopment Grant</b>	

<b>COMMUNITY PARTNERING AND CIVIC ENGAGEMENT</b>		<b>ITEM DESCRIPTION AND STATUS</b>
a.	<b>Identify and Examine Areas to Share Resources</b>	Includes: IT, Public Works, Equipment, Office Space - consider the use of a 3rd party consultant to perform review (i.e. ICMA, PFM, etc.).
b.	<b>Forest Cemetery Financing Plan</b>	City Council has approved a 28E Agreement with Forest for FY2014 and FY2015 for a total of \$200,000, with an additional \$50,000 included in the FY2016 budget. A new 28E Agreement will be presented to city council for the FY2016 funding in June. A plan is expected to be developed and proposed to City Council that will ease the amount of financial contribution needed for the facility.
c.	<b>Transit Service (fixed bus route)</b>	A two year pilot program is presently operating that delivers three day a week bus route service within the community - M/W/F 9-5:30. Federal, State and private funds are being sought for the program in lieu of city tax payer support during this pilot program period.
d.	<b>Community Branding Project</b>	The city contributed \$10,000 to help Main Street Oskaloosa receive a grant to bring in Roger Brooks for a community branding exercise. This project is a work in progress with the new brand "Simply Brilliant" being rolled out at the end of February 2015. No specific financial impact has been determined for this branding effort, however city council should be ready to embrace the need to make significant investments to assist with the project for it to be widely successful in an amount exceeding \$8 million.
**	<b>YMCA Community Survey Project</b>	Council provided city manager with direction to provide \$15,000 contribution for the childcare and recreation needs assessment.

<b>PUBLIC SAFETY &amp; AWARENESS</b>		<b>ITEM DESCRIPTION AND STATUS</b>
a.	<b>Building Code and Nuisance Enforcement Program</b>	This item is an ongoing operational item will require regular updating and reporting. Staff is proactively pursuing building and nuisance issues citywide. City management is working with MCDG's housing task force to develop recommended policy initiatives and best practices for the city's consideration.
b.	<b>Emerald Ash Borer Plan</b>	Staff is presently developing a plan and response to the impending issues and concerns with the EAB. A grant from the DNR/US Forrestry was received by the city. An initial EAB plan was presented to City Council in FY2015. Additional funds will be required to accomplish any plan outlined to address the EAB threat to Oskaloosa and the FY2016 budget includes \$15,000 for such purposes.
c.	<b>Fire Station No.1 Project</b>	November 2014 voters approved ballot measure with 68% "yes" votes. The vote authorizes the city council to issue \$3.195 million for the project. Design continues and is expected to be completed by late summer/fall. Bids and construction to commence fall 2015. A project update in the form of an open house is scheduled from May 18, 2015.
d.	<b>Municipal Code Update</b>	Project and scope to be determined as time and resources allow. The current municipal code must be updated within the next two years. The FY2016 budget includes funding to complete phase I of this project in the amount of \$10,000.

**	<b>Residential Rental Inspection Program</b>	Model program to maintain the public's safety and to enhance the level of residential rental properties within Oskaloosa. This project put on hold due to the lack of interest and champion by City Council to move this ahead. International Property Maintenance Code (IPMC) should still be adopted even if a rental inspection program is not pursued.
**	<b>Single Hauler Contract and Code Updates</b>	Study options to improve sanitation services required in Oskaloosa. Iowa students completed report with two primary recommendations: 1. mandate sanitation service, 2. mandate use of containers. Report is available on city website. Code changes were presented to City Council, however no action was taken.
<b>FISCAL &amp; HUMAN RESOURCE MANAGEMENT</b>		<b>ITEM DESCRIPTION AND STATUS</b>
a.	<b>Franchise Fee Review - Gas &amp; Electric</b>	Former rate was .2%. Law allows an increase up to 5%. City Council approved third reading of 3% for residential and commercial and 1.5% for industrial at the 10-03-2011 city council meeting. Estimated income was \$400,000 annually. Higher fees became effective Jan. 1, 2012. Most recent attempt to increase fees, 2014, failed to be passed due to industrial user opposition. 2014 approved uses expanded to include public safety.
b.	<b>Information Technology Plan</b>	Permit tracking software and mobile inspections are installed and being used by the building department and code enforcement program. Financial management system is installed and rolled out citywide. Purchasing module will be implemented citywide during FY2014/FY2015. A technology plan has been developed and will guide the city's future IT investments.
c.	<b>Shared Services Analysis with the City and Oskaloosa Water</b>	See item "e" of this section as these two items have converged into one effort to have water and wastewater work together.
d.	<b>Succession Planning</b>	Review existing staffing and projected retirements across the organization. Identify where cross training can occur. Seek to digitize information that is known by long tenured staff as "common knowledge" through asset mapping or other methods.
e.	<b>Wastewater Operational Evaluation</b>	This is an organizational review and philosophical discussion about the services the city does and does not provide on its own. In this instance the city is faced with changes in personnel at the wastewater department as well as increased DNR regulations and other operational challenges. City Management has sought a proposal from PeopleService Inc. to partner with the city and provide operational assistance to the city for comparable costs, however that was declined by the city council. In lieu of the contract, council has directed staff to pursue further conversations about the water department managing the wastewater department operations. The conversations continue to progress and a proposal to council is expected in May or June of 2015.
**	<b>Local Options Sales Tax Voter Extension Proposal</b>	The current voter approved local option sales tax expires December 31, 2016. This funding source generates approximately \$1.0 million in revenue and is presently the primary source to pay for infrastructure improvements within the capital improvement program.
**	<b>Classification and Compensation Study with Job Description Update</b>	Not funded in FY2012-FY2015 but this needs to be considered within the next 1-2 years.
**	<b>Financial Prioritization Exercise and Analysis</b>	This item is a financial planning tool to be used in the allocation of resources during upcoming budget meetings. Staff is anticipated to work on zero cost increase budgets as well as targeted reduction in order to accommodate property tax reform and slowing assessed value growth. The timing of this exercise and analysis was Sept/Oct 2014.
**	<b>Hotel/Motel Tax Increase Proposal</b>	Interest has been expressed that staff should further evaluate the impacts of an increase to the existing hotel/motel tax. Funds from a proposed increase would need to have a specific and designated use as well as voter approval.



City Council Communication  
Meeting Date: May 18, 2015  
Requested By: Council Appointed Staff

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

- a) City Manager.
  - i. Offer received on city-owned property.
- b) City Clerk.
- c) City Attorney.

**Explanation:**

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

**Budget Consideration:**

Not applicable, report(s) only.

**Attachments:**

None.



## City Council Communication

Meeting Date: May 18, 2015

Requested By: Mayor & City Council

**Item Title: City Council Information**

**Explanation:**

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

**Budget Consideration:**

Not applicable, report(s) only.

**Attachments:**

None.



## City Council Communication

Meeting Date: May 18, 2015

Requested By: CITY COUNCIL

**Item Title: CLOSED SESSIONS**

Consider holding a closed session under Iowa Code Section 21.5.1.i. to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session and reconvene in open session to consider approval of contract.

**Explanation:**

City Manager Michael Schrock has been employed by the city since June 15, 2009. Now is the time for the annual evaluation of City Manager Michael Schrock.

Staff recommends City Council hold a closed session to evaluate City Manager Michael Schrock.

**Budget Consideration:**

Not applicable.

**Attachments:**

None.



## City Council Communication

Meeting Date: May 18, 2015

Requested By: CITY COUNCIL

**Item Title: OPEN SESSION ACTION**

Consider a motion to approve or modify the contract of City Manager Michael Schrock Jr.

**Explanation:**

Depending on the outcome of the closed session discussion of the contract with City Manager Michael Schrock Jr., the City Council may consider a motion to approve or modify the city manager's contract.

Action associated with this item depends on the discussion of the City Council.

**Budget Consideration:**

To be determined.

**Attachments:**

Schrock Employment Agreement.

**Employment Agreement  
Between the City of Oskaloosa, Iowa  
and Michael J. Schrock, Jr.**

THIS AGREEMENT is made and entered into this 23<sup>rd</sup> day of June, 2014 by and between the City of Oskaloosa Iowa, a municipal corporation hereinafter called "Employer," as party of the first part, and Michael J. Schrock, Jr., herein called "Employee", as party of the second part.

WITNESSETH:

NOW WHEREAS, Employer desires to employ the services of said Michael J. Schrock, Jr. as City Manager of the City of Oskaloosa as provided by City Code Chapter 2.16 and Home Rule Charter – Article IV.;

AND WHEREAS, it is the desire of the governing board, hereinafter called "Council," to provide certain benefits, to establish certain conditions of employment, and to set working conditions of said Employee;

AND WHEREAS, Employee desires to accept employment as City Manager of said Oskaloosa;

AND WHEREAS, the parties acknowledge that Employee is or will become a member of the International City/County Management City Association (ICMA) and that Employee is subject to the ICMA Code of Ethics;

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

Section 1: Duties

Employer hereby agrees to employ said Michael J. Schrock, Jr. as City Manager of said Employer to perform the functions and duties specified in Chapter 2.16 of the City Code and Article IV of the Home Rule Charter and to perform other legally permissible and proper duties and functions as the Council shall from time to time assign.

Section 2: Term

- A. Employee agrees to remain in the exclusive employ of Employer until June 15, 2018, and neither to accept other employment nor to become employed by any other employer until said termination date, unless said termination date is affected as hereinafter provided.
- B. In the event written notice is not given by either party to this agreement to the other 120 days prior to the termination date as hereinabove provided, this agreement shall be extended on the same terms and conditions as herein provided, all for an additional period of two years. Said agreement shall

continue thereafter for two-year periods unless either party hereto gives 120 days written notice to the other party that the party does not wish to extend this agreement for an additional two-year term.

- C. Nothing in this agreement shall prevent, limit or otherwise interfere with the right of the Council to terminate the services of Employee at any time, subject only to the provisions set forth in Section 4, paragraphs A and B, of this agreement.
- D. Nothing in this agreement shall prevent, limit or otherwise interfere with the right of the Employee to resign at any time from his position with Employer, subject only to the provision set forth in Section 5 of this agreement.

### Section 3: Suspension

Employer may suspend the Employee with full pay and benefits at any time during the term of this agreement, but only if at a public meeting.

### Section 4: Termination and Severance Pay

- A. Termination occurs when four Council Members vote to terminate the employee's employment agreement at a duly authorized public meeting. City Code Chapter 2.16.
- B. In the event Employee is terminated by the Council before expiration of the aforesaid term of employment and during such time that Employee is willing and able to perform his/her duties under this agreement, then in that event Employer agrees to pay Employee a lump sum cash payment equal to nine months' aggregate salary and benefits. Employee shall also be compensated for all accrued vacation and holidays. In the event Employee is terminated herein for an illegal act, employer shall have no obligation to pay the aggregate severance sum designated in this section 4.
- C. In the event Employer at any time during the term of this agreement reduces the salary or other financial benefits of Employee in a greater percentage than an applicable across-the-board reduction for all employees of Employer, or in the event Employer refuses, following written notice, to comply with any other provision benefiting Employee herein, or the Employee resigns following a suggestion, whether formal or informal, by a majority of the Council that he resign, then, in that event Employee may, at his option, (for purposes of receiving severance pay) be deemed to be "terminated" at the date of such reduction or such refusal to comply within the meaning and context of the herein severance pay provision.
- D. Except as stated in this paragraph, the City Council may not terminate the services of the Employee within six months following the seating of new council members. During this period, termination may occur for an illegal act. For the entire Section four of this agreement, "illegal act" shall mean being charged and/or convicted of a crime other than a simple misdemeanor, unless the simple misdemeanor involved dishonesty or moral turpitude.

## Section 5: Resignation

In the event Employee voluntarily resigns his position with Employer before expiration of the aforesaid term of his employment, then Employee shall give Employer 30 days notice in advance, unless the parties agree otherwise. Employee shall not utilize more than 5 days leave (as designated in this agreement) during this notice period.

## Section 6: Disability

If Employee is permanently disabled or is otherwise unable to perform his duties with reasonable accommodation because of sickness, accident, injury, mental incapacity or health for a period of four successive weeks beyond any accrued sick leave, an impartial board of three members agreed upon by the Employee and the city will be utilized to determine if an Employee is unable to discharge his duties due to any type of disability or inability to perform up to normal standards of city management. Employee or his representative and employer shall appoint one board member each. The two members shall then agree upon a third member for fulfillment of this section. If Employee is determined unable to perform his duties, Employer shall have the option to terminate this agreement, subject to the severance pay requirements of Section 4, paragraph A.

## Section 7: Salary

Employer agrees to pay Employee for his services rendered pursuant hereto an annual base salary of \$117,660.00 payable in installments at the same time as other management employees of the Employer are paid. In addition, Employer agrees to increase said base salary and/or benefits of Employee in such amounts and to such extent as the Council may determine that it is desirable to do so on the basis of an annual salary review of said Employee as outlined within this agreement.

## Section 8: Performance Evaluation

- A. The Council shall review and evaluate the performance of the Employee at least once annually in June. Said review and evaluation shall be in accordance with specific criteria developed jointly by Employer and Employee. Said criteria may be added to or deleted from as the Council may from time to time determine in consultation with the Employee. Further, the Council shall provide the Employee with a summary written statement of its findings and provide an adequate opportunity for the Employee to discuss his evaluation with the Council.
- B. Annually, the Council and Employee shall define such goals and performance objectives that they determine necessary for the proper operation of the City and in the attainment of the Council's policy objectives and shall further establish a relative priority among those various goals and objectives, said goals and objectives to be reduced to writing. They shall generally be attainable within the time limitations as specified and their annual operating and capital budgets and appropriations provided.

- C. In effecting the provisions of this Section, the Council and Employee mutually agree to abide by the provisions of applicable law.
- D. After the Employee is employed for six months, and annually in June after that, the Council will meet with the Employee in session to evaluate the Employee's performance. Evaluations shall relate to the achievement of mutually defined goals and objectives.
- E. The City Manager, Council, and Mayor will bring any perceived problems or inadequacies to the attention of the other and will exercise a good faith effort to mutually resolve such perceived problems or inadequacies.
- F. For each year wherein Employee exceeds a 4.0 rating on the annual performance evaluation by the City Council, Employee shall be eligible for a "performance bonus" to be paid to Employee in an amount to be fixed and determined by the Council in the exercise of its discretion. For the fiscal year ending June 30, 2014 Employee shall be paid a lump sum \$4,000.00 performance bonus in recognition of outstanding job performance as City Manager for the preceding year.

#### Section 9: Hours of Work

It is recognized that Employee must devote a great deal of time outside the normal office hours to business of the Employer, and to that end Employee will be allowed to take time off as he shall deem appropriate during said normal office hours.

#### Section 10: Outside Activities

Employee may not engage in teaching, consulting, or other non-Employer-connected business that exceeds 10 hours per month without the prior approval of the Council.

#### Section 11: Automobile

Employer shall provide City Manager a monthly vehicle allowance of 300.00 for use of his private vehicle. Additional mileage reimbursement may be paid for travel outside of Iowa or extraordinary additional amounts of travel within the state. This reimbursement is subject to prior Council approval. The Employee shall provide all expense, including insurance for the use of his vehicle. The City Manager shall not have the use of a city vehicle.

#### Section 12: Vacation, Sick, and Military Leave

- A. Employee shall accrue 20 days of vacation leave per year.
- B. Due to the nature of the City Manager position, from time to time the City Manager may not be able to exhaust all sick or vacation leave, and accordingly the City Manager may carry forward vacation and sick leave. The foregoing notwithstanding, the City Manager may not carry forward more than one year's

worth of allowed vacation days per year, and upon separation from service, carry forward vacation and vacation accrual payout shall not exceed a maximum of twelve weeks total.

#### Section 13: Health and Life Insurance

- A. Employer agrees to enroll employee, his spouse, and all dependants of employee into the City's medical insurance plan.
- B. Employer agrees, to provide life and disability insurance as provided to all department heads as stated in the city personnel policy.
- C. Employee agrees, if requested by the City Council, to submit once per calendar year to a complete physical examination by a qualified physician selected by the Employer, the cost of which shall be paid by the Employer.

#### Section 14: Retirement

Employer agrees to execute all necessary agreements provided by ICMA Retirement Corporation [ICMA-RC] for Employer's participation in said ICMA-RC retirement plan and, in addition to the base salary paid by the Employer to Employee, Employer agrees to pay an amount equal to Employer's IPERS contribution for department heads plus an additional 5.95% of Employee's salary into the ICMA-RC on Employee's behalf, and to transfer ownership to succeeding employers upon Employee's resignation or termination. The parties shall fully disclose to each other the financial impact of any amendment to the terms of Employee's retirement benefit. Employee solely shall determine his amount of contributions on an annual basis.

8.93%  
+ 5.95%  

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14.88%

#### Section 15: Dues and Subscriptions

Employer agrees to budget for and to pay for professional dues and subscriptions of Employee necessary for his continuation and full participation in national, regional, state, and local Oskaloosa organizations necessary and desirable for his continued professional participation, growth, and advancement, and for the good of the Employer, as approved by Employer.

#### Section 16: Professional Development

- A. Employer hereby agrees to budget for and to pay for travel and 100% of subsistence expenses of Employee for professional and official travel, meetings, and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official functions for Employer, including but not limited to the ICMA Annual Conference, Iowa League of Cities and IACMA Conference. Expense for other national, regional, state, and local governmental groups and committees thereof which Employee serves as a member shall be paid if prior approval has been granted by the City Council.

- B. Employer also agrees to budget for and to pay for travel and 100% of subsistence expenses of Employee for short courses, institutes, and seminars that are necessary for his professional development and for the good of the Employer, with prior approval of the City Council.

#### Section 17: Indemnification

In addition to that required under state and local law, Employer shall defend, save harmless, and indemnify Employee against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as City Manager. Employer will pay the amount of any settlement or judgment rendered thereon. This paragraph shall not apply to willful or wanton acts, or intentional tortious or criminal acts of the Employee.

#### Section 18: Bonding

Employer shall bear the full cost of any fidelity or other bonds required of the Employee under any law or ordinance. If Employee is not bondable this agreement is null and void or will be considered cause for termination.

#### Section 19: Other Terms and Conditions of Employment

- A. The Council, in consultation with the Employee, shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this agreement, the Oskaloosa charter or any other law.
- B. All provisions of the Oskaloosa charter and code, and regulations and rules of the Employer relating to vacation and sick leave, retirement and pension system contributions, holidays, and other benefits and working conditions as they now exist or hereafter may be amended, also shall apply to Employee as they would to other employees of Employer, in addition to said benefits enumerated specifically for the benefit of Employee except as herein provided.
- C. With the exception of the benefits credited in Section 13 of this agreement, Employee shall be entitled to receive the same vacation and sick leave benefits as are accorded department heads, including provisions governing accrual and payment therefore on termination of employment, unless otherwise stated within this agreement.

#### Section 20: Representation of Employer

Employer represents that it has the legal authority to enter into and be bound by the terms of this agreement.

#### Section 21: Severability

If any provision, or any portion thereof, contained in this agreement is held unconstitutional, invalid or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

#### Section 22: Notices

Notices required pursuant to this agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

#### Section 23: General Provisions

- A. The text herein shall constitute the entire agreement between the parties.
- B. This Agreement shall not be changed unless the change is reduced to writing and signed by both parties.
- C. The laws of the State of Iowa shall govern this agreement and any actions thereunder shall be brought solely in Mahaska County Iowa.
- D. This agreement shall be binding upon and inure to the benefit of the heirs at law and executors of Employee.
- E. This agreement shall become effective commencing June 15, 2014.

IN WITNESS WHEREOF, the City Council has caused this agreement to be signed and executed in its behalf by its Mayor, and duly attested by its City Clerk, and the Employee has signed and executed this agreement, both in duplicate, the day and year first above written.

CITY OF OSKALOOSA IOWA,

By: David Krutzfeldt

DAVID KRUTZFELDT, Mayor

MICHAEL J. SCHROCK, Jr.

Michael J. Schrock Jr.