



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

**Call to Order and Roll Call - Monday, December 5, 2022, 6:00 P.M.**

**1. Invocation: Fellowship Bible Church**

**2. Pledge of Allegiance**

**3. Roll Call**

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

\_\_\_ Almond, \_\_\_Burnett, \_\_\_Caligiuri, \_\_\_ Comfort, \_\_\_Drost, \_\_\_ Hermsen, \_\_\_Ossian

**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 speak before the Mayor and City Council and asked to keep statements brief. Time shall be limited to no more than three (3) 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.

For those wishing to provide comment during the meeting, the Mayor will call for public comment.

**5. Employee Longevity Recognition**

Years of Service Awards:

**30 Years:** Amy Miller

**10 Years:** Ron Kauffman

**6. 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.

**A. Consider approval of Council Agenda and Minutes, subject to corrections (Consent Agenda)**

Consider approval of Council Agenda and Minutes, subject to corrections.  
(Consent Agenda)

1. December 5, 2022 City Council Agenda
2. November 21, 2022 City Council Regular Meeting Minutes

Documents:

[City Council Minutes November 21 2022.docx](#)

**B. Consider a motion to receive and file reports and communications from advisory and operating boards and commissions (Consent Agenda)**

Documents:

[MIN 20221107 Airport Commission Meeting Minutes.pdf](#)  
[MIN 20221101 Civil Service Minutes.pdf](#)

**C. Consider payment of claims for November 2022. (Consent Agenda)**

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM\\_20221205 Claims List.docx](#)  
[COUNCIL CLAIMS LIST 11282022.pdf](#)  
[MANUAL CHECK REPORT 11282022.pdf](#)

**D. Consider approval of a liquor license application. (Consent Agenda)**

Who is submitting this item. City Clerk/Finance Department

Documents:

[Comm\\_20221205 Liquor Licenses.docx](#)

**E. Consider approval of Pay Application No. 2 in the amount of \$8,945 to Josiah Updegraff for the Edmundson Park – Masonry Work Project.**

Who is submitting this item. Public Works

Documents:

**F. Consider approval of payments of \$2,588.10 to Area 15 Regional Planning Commission, \$2,240.00 to Curtis Architecture, and \$21,006.48 to Christner Contracting, Inc. (CCI), totaling \$25,834.58, for work completed on the Façade Improvement Project Phase III. (Consent Agenda)**

Who is submitting this Development Services Department  
item.

Documents:

[COM 20221205 Facade3 Dec 2022 payments.pdf](#)  
[20DTR004 - Draw 22R.pdf](#)  
[Curtis invoice.pdf](#)  
[Progress Report 15 - 202212.pdf](#)

**G. Consider a motion appointing a representative to the Historic Preservation Commission (Consent Agenda)**

Who is submitting this City Manager's Office  
item.

Documents:

[COM 20221205 Historic Preservation Commission.docx](#)  
[Carmichael Daniel Historic Preservation 2022.pdf](#)

**H. Consider a motion appointing a representative to the Planning and Zoning Commission (Consent Agenda)**

Who is submitting this City Manager's Office  
item.

Documents:

[COM 20221205 Planning and Zoning Appointment.docx](#)  
[Hunolt Jeremy Planning and Zoning 2022.pdf](#)

**I. Consider a motion authorizing participation in the 5-2-1-0 Healthy Choices Count grant submittal, and acceptance and appropriation of funds if awarded. (Consent Agenda)**

Who is submitting this City Manager's Office  
item.

Documents:

[COM 20221205 5-2-1-0 Grant.docx](#)  
[RES 20221205 Healthy Choices Grant.docx](#)

**J. Consider a resolution adopting a revised fee schedule for the city of Oskaloosa. (Consent Agenda)**

Who is submitting this City Manager's Office  
item.

Documents:

[COM 20221205 Revised Fee Schedule.docx](#)  
[RES 20221121 Fee Schedule Amendment.doc](#)  
[2023 Fee Schedule Updates.docx](#)

**K. Consider a resolution adopting the proposed FY2023 Budget Amendment (#2) and setting the date for a public hearing on December 19, 2022. (Consent Agenda)**

Who is submitting this City Clerk/Finance Department  
item.

Documents:

[COM\\_20221205 Schedule PH Budget Amendment.docx](#)  
[RES\\_20221205 Schedule PH Budget Amendment and Budget Resolution.doc](#)  
[Notice of Public Hearing.pdf](#)

**L. Consider an ordinance amending Chapter 10.52 of the Oskaloosa Municipal Code for a three-hour parking restriction in the vicinity of High Avenue and G Street – 3rd Reading.**

Who is submitting this Public Works  
item.

Documents:

[COM\\_20221205 High Ave and G St Parking.docx](#)  
[ORD\\_20221205\\_High Ave and G St Parking.docx](#)  
[High Ave and G St Parking Restrictions.pdf](#)

**M. ----- End of Consent Agenda -----**

**7. Announcement of Vacancies**

Applicants must reside in Oskaloosa and be 18 years of age unless specific specifications are stated.

- **Airport Commission**: One vacancy for a term ending December 2027
- **Building Code Board of Appeals**: One vacancy for a regular member and one for an ex officio member
- **Historic Preservation Commission**: One vacancy for a term ending December 2023

## 8. Regular Agenda

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

### A. Presentation and discussion on the FY2022 Audit.

Who is submitting this item. City Clerk/Finance Department

Documents:

[COM\\_20221205 Audit Presentation.docx](#)  
[2022 FS.pdf](#)

### B. Consider an ordinance amending Chapter 10.48 of the Oskaloosa Municipal Code for no-parking restrictions on South B Street – 1st Reading.

Who is submitting this item. Public Works

Documents:

[COM\\_20221205 South B Street Parking.docx](#)  
[ORD\\_20221205\\_South B Street Parking.docx](#)  
[South B Street Parking Restrictions REDUCED.pdf](#)

### C. Consider an ordinance amending Chapter 10.48 of the Oskaloosa Municipal Code for no-parking restrictions on North A Street and North B Street – 1st Reading.

Who is submitting this item. Public Works

Documents:

[COM\\_20221205 A and B Street Parking.docx](#)  
[ORD\\_20221205\\_A and B Street Parking.docx](#)  
[North A and B Street Parking Restrictions REDUCED.pdf](#)  
[Parking survey responses.pdf](#)

### D. Consider an ordinance amending Chapter 13.08 of the Oskaloosa Municipal Code for the public sewer system – 2nd Reading

Who is submitting this item. Public Works

Documents:

[COM\\_20221205\\_Sewer Ordinance Updates.docx](#)  
[ORD\\_20221205\\_Sewer Ordinance Update.docx](#)  
[Oskaloosa Sewer Code - Recommended Revisions 2022-11-09 v2 \(track changes\).pdf](#)

**9. Report on items from City staff**

This item is reserved to receive reports from the following:

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

**10. City Council Information**

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

**11. CLOSED SESSION Litigation: Consider holding a closed session under Iowa Code Section 21.5.1.c. to discuss strategy with legal counsel on a matter presently in litigation or in which litigation is imminent, where disclosure would be likely to prejudice or disadvantage the city's position.**

Acting pursuant to the requirements of the Iowa Public Information Board, I, Mayor David Krutzfeldt, would state and indicate that the closed session to follow is to discuss strategy in a pending matter with David D. Dixon, the city attorney and legal counsel for the city of Oskaloosa, Iowa, acting pursuant to the contract existing between the parties.

**12. OPEN SESSION Action: Consider a motion to take action on any item discussed in Closed Session after the Closed Session.**

This item is reserved for the City Council to take possible action regarding discussion related to contract matters for the Early Childhood Education and Recreation Center project.

**13. Adjournment**

If you require special accommodations, please contact the city manager's office at least 24 hour prior to the meeting at 641.673.9431.