



CITY OF CLEAR LAKE

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Mayor
NELSON P.
CRABB

June 3, 2016

City
Administrator
SCOTT
FLORY

HONORABLE MAYOR & CITY COUNCIL MEMBERS

The next regular meeting of the Clear Lake City Council is scheduled for Monday, June 6, 2016, at 6:30 p.m., in the Council Chambers, at City Hall. Please refer to the attached agenda for the items discussed below.

COUNCIL MEMBERS

MARK
EBELING
Ward 1

ITEM #6A. **2016 Street Resurfacing Project.** Back at its March 21st meeting, the Council awarded the professional services agreement for the Project to Veenstra & Kimm. The scope of the Project entails the milling and resurfacing of approximately nine (9) segments, 23 blocks, of City streets (including one alley) with a 2" hot-mix asphalt overlay. There will also be some limited curb & gutter repairs and ADA compliant sidewalk ramps.

TONY J.
NELSON
Ward 2

At its May 2nd meeting, the Council set the date for the Project bid letting and public hearing on the plans & specifications for May 12th, at 11:00 a.m., and May 16th, at 6:30 p.m., respectively. Additionally, at the May 16th meeting, following the public hearing, the Council awarded the construction contract to Heartland Asphalt (Mason City), who submitted a base bid of \$400,393.12, which is 2.2% above the engineer's estimate of the probable cost of construction, which was \$391,903.35. Due to budget constraints, the Project alternates that were also bid as part of the Project letting were not selected.

JIM
BOEHNKE
Ward 3

MIKE
CALLANAN
At Large

GARY
HUGI
At Large

The City allocated \$416,000 for the Project in its FY 16 municipal budget. It is anticipated that construction would begin no later than May 23rd and be completed by June 30th.

The City has now received the Contract and bonds (performance, payment, & maintenance) and Certificate of Liability Insurance from the Contractor. All these documents have been reviewed by City staff and the Project consulting engineer and have been determined to be in compliance with the Project's contract documents.

ITEM #6B. **2016 Sanitary & Storm Sewer Rehabilitation Project.** For many years now, the City has aggressively pursued sanitary and storm sewer main lining projects to address structural defects and inflow/infiltration issues. The Cured-In-Place Pipe (CIPP) rehabilitation method utilized by the City allows the pipe to be rehabilitated without having to perform costly and disruptive excavation and extensive pipe replacement. The CIPP technology utilizes a trenchless construction method consisting of a resin impregnated flexible tube that creates a "jointless",



seamless, "pipe-within-a-pipe". The flexible tube is inserted and pulled through the existing pipe from manholes and is then cured, using either hot water under hydrostatic pressure or steam pressure, to expand the tube to tightly bond with the interior of the existing pipe.

The City allocated \$30,000 in FY 16 for professional consulting services and budgeted \$500,000 for construction in the FY 17 budget. The project construction budget is divided at \$250,000 for sanitary sewer rehabilitation work and \$250,000 for storm sewer rehabilitation work. The project is being funded from storm sewer and sanitary sewer user fees.

The City issued an RFP for professional consulting services on April 18th for the proposed Project. On April 27th, the City Council awarded the consulting services agreement to WHKS & Co. in the amount of \$21,600. The scope of services includes design, 40 hours of construction administration services, and 100 hours of resident review services.

There are 24 potential segments of sanitary sewer main proposed for the lining; the majority of which is 8" diameter pipe, consisting of approximately 6,200 lineal feet. Likewise, there are 8 segments of 22" diameter storm sewer proposed for lining, which equates to roughly 2,200 lineal feet. Finally, there are 9 storm sewer and 33 sanitary sewer manholes proposed for rehabilitation.

The Project schedule calls for the consultant to review the preliminary plans & specifications with the Council on June 6th and for the Council to set the date for a public hearing and bid letting for July 5th, at 6:30 p.m., and June 29th, at 11:00 a.m., respectively. The Council will also consider making an award of construction contract on July 5th. Notice of hearing and letting will be published in the newspaper on June 22nd.

ITEM #6C. W. 7th Ave N. Watermain Improvement Project. At its regular meeting on February 2, 2015, the Council approved a professional service agreement with Veenstra & Kimm, in an amount not to exceed \$41,400, for design, bid, and construction services for the Project. The re-construction of the watermain on W. 7th Ave N., between 19th St. W. and N. Shore Drive, was one of the major capital improvement projects for FY 16. The Project entailed the construction of 2700 lineal feet of new 12" diameter PVC water main. This particular segment of watermain had previously consisted of 6" and 8" cast iron material. The City had experienced a high frequency of breaks in the main on this segment of the distribution system over the past 20 years. This segment is critical to the distribution system as it provides a secondary feed to the City's Northwest Water Tower from the Water Treatment Plant. In situations where service to the tower is interrupted from the main feed located along US HWY 18, this segment ensure the City's ability to operate the tower effectively.

The Council awarded the Project to Charlson Excavating (Clear Lake). Charlson submitted the lowest responsive responsible bid in the amount of \$424,000, which was 8.9% more than the engineer's opinion of the probable cost of construction (\$389,299). Construction on the Project began in August, 2015 and was substantially completed prior to the Winter. The Project engineer filed the "Certificate of Completion" with the City Clerk on May 25th, indicating that all work has been completed in compliance with the Project plans and specifications previously approved by the Council.

There were no change orders on the Project. The final value of construction work completed on the Project in FY 16 was \$404,703.18. This is approximately \$19,000 (4%) less than the original construction contract amount. Total indirect costs on the Project (engineering, legal, & administrative), between FY 15 & FY 16, were approximately \$50,000. The City allocated \$455,000 in the amended FY 16 budget for the Project.

ITEM #6D. N. Shore Drive Street Reconstruction Improvement Project. At its regular meeting on March 3, 2014, the Council awarded the construction contract to Wicks Construction (Decorah). The amount of the construction contract was \$2,331,187.78. Construction of the underground infrastructure improvements were completed in fall/winter 2014. Completion of the paving and "above-grade" improvements were completed in the summer of 2015.

There were a variety of change orders on the Project, most of which were for quantity adjustments and the end result was a decrease of \$3,610.31 in cost to the Project. The final value of construction work completed on the Project was \$2,275,375.97. This is approximately \$56,000 (2.4%) less than the original construction contract amount. Total indirect costs on the Project (engineering, legal, & administrative) were \$284,143. The City did also purchase the decorative street lights separately at a cost of \$68,000.

The project engineer has now filed the "Certificate of Completion" with the City Clerk (May 31st), indicating that all work has been completed in compliance with the Project plans and specifications previously approved by the Council. Consequently, the Council may now initiate the final steps in the special assessment process.

It is anticipated that the Project engineer will file the "Final Plat & Schedule of Assessments" with the City Clerk on or about June 15, 2016. At its regular meeting on June 20th, the Council will then consider a resolution adopting the Final Plat & Schedule of Assessments. On June 23rd, the City Clerk will then file the Final Plat & Schedule of Assessments with the County Treasurer. Public notice will then be published in the newspaper, as required by law, on June 29th (1st notice) and July 6th (2nd notice). Notices to affected property owners will then be sent via regular mail on June 29th. Certification of final collection of assessments will be made to the County Treasurer by August 5th.

Smart Quote: *"Experience is a hard teacher because she gives the test first, the lesson afterwards" – Vern Law, baseball player*

Scott Flory
City Administrator

PUBLIC NOTICE IS HEREBY GIVEN that the following governmental body will meet at the date, time, and place herein set out. The tentative agenda for said meeting is as follows:

TENTATIVE AGENDA
CLEAR LAKE CITY COUNCIL
CITY HALL – 15 N. 6TH STREET
MONDAY, JUNE 6, 2016
6:30 P.M.

1. Call to Order and Pledge of Allegiance led by Mayor Nelson P. Crabb.
2. Approval of Agenda.
3. Consent Agenda:
 - A. Minutes – May 16, 2016.
 - B. Approval of the bills & claims.
 - C. Licenses & Permits:
 - **Liquor License**: Class C Liquor License (LC) (Commercial) with Outdoor Service & Sunday Sales, **Lake Front Tap**; Class E Liquor License, Class B Wine Permit, Class C Beer Permit with Sunday Sales, **Kum & Go #302**; Class C Beer Permit & Class B Native Wine Permit, **Louie's Custom Meat**; Class E Liquor License, Class B Wine Permit, Class C Beer Permit with Sunday Sales; **Kum & Go #301**, (renewals); Class B Beer (Includes Wine Coolers) with Outdoor Service, **North Iowa Spin for Bicycle Blues & BBQ Beer Craft Tent**, (new).
 - **Excavator's License**: **Jensen Excavating**, Story City, (new).
 - **Transient Merchants License**: **Regatta's Shave Shack dba Tropical Sno**, (renewal).
 - **Peddler's License**: **Perry's Sweet Treats**, (renewal).
 - **Cigarette Permits**: **Fareway Stores #705**; **Casey's #1896**; **Casey's #1427**; **Pilot Travel Center #407**; **Clear Lake Payless Foods**, (renewals).
 - **Street Closing Requests**: **Clear Lake Area Chamber of Commerce 4th of July Celebration**, June 30th – July 5th; **North Iowa Spin Bicycle, Blues & BBQ Festival**, July 8th – July 10th.
4. Citizens opportunity to address the Council on items not on the agenda:
 - In conformance with the City Council's Rules of Procedure, no action can occur on items presented during the Citizens forum.
 - Please walk to the lectern, state your name (spell last name), address, and subject of your discussion.
 - Speakers are limited to a maximum of five (5) minutes per person.
5. Unfinished Business:

6. New Business:

A. 2016 Street Resurfacing Project:

- Review by Scott Flory, City Administrator.
- Update and review of Project pre-construction conference, Joe Weigel, Public Works Director.
- **Motion** to approve **Resolution #16-14**, A “Resolution approving Contract & bonds.”
- Discussion and consideration of **Motion** by City Council.

B. 2016 Sanitary & Storm Sewer Rehabilitation Project:

- Introduction by Scott Flory, City Administrator.
- Review of preliminary plans and specifications, Chase Holien, P.E., WHKS & Co.
- **Motion** to approve **Resolution #16-15**, A “Resolution fixing the date for a public hearing on plans, specifications, form of contract, and estimate of cost, and setting the date for a bid letting on the proposed ‘2016 Sanitary & Storm Sewer Rehabilitation Project’”.
- Discussion and consideration of **Motion** by City Council.

C. W. 7th Avenue N. Watermain Improvement Project:

- Introduction by Scott Flory, City Administrator.
- Project update and review of Pay Estimate #5 (final), Jason Petersburg, P.E., Veenstra & Kimm.
- **Motion** to approve Pay Estimate #5 (final) by City Council.
- Discussion and consideration of **Motion** by City Council.
- **Motion** to approve **Resolution #16-16**, A “Resolution Accepting the Work - W. 7th Avenue N. Watermain Improvement Project by City Council.
- Discussion and consideration of **Motion** by City Council.

D. North Shore Drive Street Reconstruction Improvement Project:

- Introduction by Scott Flory, City Administrator.
- Review of Pay Estimates #10 and #11 (final), Jason Petersburg, P.E., Veenstra & Kimm.
- Presentation of “Award of Excellence” in concrete paving design from the Iowa Concrete Paving Association, John Cunningham, Vice-President.
- **Motion** to approve Pay Estimates #10 and #11 (final) by City Council.
- Discussion and consideration of **Motion** by City Council.

- **Motion** to approve **Resolution #16-17**, A “Resolution Accepting the Work – N. Shore Drive Street Reconstruction Improvement Project by City Council.
- Discussion and consideration of **Motion** by City Council.
- **Motion** to approve **Resolution #16-18**, A “Resolution setting the amount of the Project costs to be assessed and ordering preparation of ‘Final Plat & Schedule of Assessments’ by City Council.
- Discussion and consideration of **Motion** by City Council.

E. Request for an alley vacation & disposal 400 block S. 9th street:

- Review of request by Scott Flory, City Administrator.
- **Motion** to refer proposal to the City’s Planning & Zoning Commission for study and recommendation by City Council.
- Discussion and consideration of **Motion** by City Council.
- **Motion** to approve **Resolution #16-19**, A “Resolution proposing the vacation of certain City alley right-of-way and disposal of the City’s interest therein to adjacent property owners in Block 1 Anderson & Christensen Addition, City of Clear Lake, Iowa.”
- Discussion and consideration of **Motion** by City Council.

7. Chief of Police’s Report:

- Update regarding position vacancies (dispatch and patrol officer).
- Update regarding Police Captain Position selection process.

8. Mayor’s Report:

- Change date of July 4th City Council meeting to July 5th, at 6:30 p.m.

9. Public Works Director’s Report:

- 12th Ave S. Bridge Reconstruction Project update.

10. City Administrator’s Report:

11. Other Business:

12. Adjournment.

NEXT REGULAR MEETING – JUNE 20, 2016

This notice is given pursuant to Chapter 21.4(1) of the Code of Iowa and the local rules of said governmental body.