



CITY OF CLEAR LAKE

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Mayor
NELSON P.
CRABB

September 2, 2016

HONORABLE MAYOR & CITY COUNCIL MEMBERS

City
Administrator
SCOTT
FLORY

The next regular meeting of the Clear Lake City Council is scheduled for Tuesday, September 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

TONY J.
NELSON
Ward 2

JIM
BOEHNKE
Ward 3

MIKE
CALLANAN
At Large

GARY
HUGI
At Large

ITEM #6D. **Office Clerk Position description & Announcement.** The Public Works secretary has announced her retirement from the City effective September 1st. This was a part-time position. It is proposed to combine that position with the vacant City Hall Office Clerk position and make it a combined, shared, full-time position. It is anticipated that the hours would be divided 60/40 between City Hall and Public Works. Enclosed in your packet is a proposed position description and job announcement.

ITEM #6E. **Fire Department SCBA Replacement.** One of the major capital equipment purchases the Council allocated funding for in the FY 17 municipal budget was for the replacement of the Fire Department's self-contained breathing apparatus (SCBA) equipment. The SCBA's are the air packs that fire fighters wear into fires and are an integral part of firefighter safety gear. Its use is mandatory anytime a firefighter is subject to a dangerous life or health environment. The Fire Department's current SCBA inventory was purchased in 2006 and is near the end of its expected useful life and NFP A standards.

The Department is requesting approval to issue an RFP which would primarily be for the purchase of 24 air packs; 24 addition cylinders; 35 facemasks; 35 air purifier attachments; and 1 qualitative fit testing kit. The RFP deadline is September 30, 2017. The City would receive the equipment after January 1, 2017 (but prior to February 28th). The Council appropriated \$142,000 for the purchase.

Smart Quote: "Whatever you do in life, surround yourself with smart people who'll argue with you." -- John Wooden, basketball coach

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
TUESDAY, SEPTEMBER 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 – August 22, 2016.
 - B. Approval of the bills & claims.
 - C. Licenses & Permits:
 - Liquor License: Class B Wine Permit (WB) with Sunday Sales, j Avenue; Class C Liquor License (LC) (Commercial) with Sunday Sales, VFW Post 4868, (renewals).
 - Street Closing Requests: Clear Lake Chamber of Commerce, Harvest Festival, Saturday, October 1st; Clear Lake Fire Department, 9-11 Memorial Services, September 11th.
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:
 - A. Parks & Recreation Advisory Board Membership reduction:
 - **Motion** to approve “An Ordinance of the City of Clear Lake amending Section 25.02 of the Code of ordinances of the City of Clear Lake, Iowa, 2003, by reducing the number of members on the Parks & Recreation Advisory Board from seven to five” by City Council (final reading)
 - Discussion and consideration of **Motion** by City Council.

6. New Business:

A. Iowa Great Places Surf District Projects:

- Introduction by Scott Flory, City Administrator.
- Review of Project preliminary concept plans, Pat Dunn, RDG Planning & Design.
- Discussion and questions by City Council.

B. 2016 Sanitary & Storm Sewer Rehabilitation Project:

- Project update and review of Pay Estimate #1, Chase Holien, P.E., WHKS & Co.
- **Motion** to approve Pay Estimate #1 by City Council.
- Discussion and consideration of **Motion** by City Council.

C. East Main Avenue Street Reconstruction Project (2003):

- Review by Scott Flory, City Administrator.
- **Motion** to approve **Resolution #16-36**, "A Resolution regarding plat reallocation for the East Main Avenue Reconstruction - 2003 Special Assessment."
- Discussion and consideration of **Motion** by City Council.

D. Office Clerk Position Description and Job Announcement:

- Review by Scott Flory, City Administrator.
- **Motion** to approve revised Office Clerk position description by City Council."
- Discussion and consideration of **Motion** by City Council.

E. Fire Department SCBA Replacement – Request for Proposals:

- Introduction by Scott Flory, City Administrator.
- Review of RFP, Chief Doug Meyers
- **Motion** to approve and authorize the issuance of the RFP by City Council.
- Discussion and consideration of **Motion** by City Council.

7. Chief of Police's Report:

8. Mayor's Report:

- Iowa League of Cities Annual Conference & Exhibit – September 14-16, Des Moines

9. Public Works Director's Report:

- Veterans Memorial Golf Course Club House Sanitary Sewer Service Line inspection.

10. City Administrator's Report:

- Vacation Rental by Owner properties.

11. Other Business:

- 16th Ave S. Shore Stabilization Project, Jim Sholly CLEAR Project Coordinator.

12. Adjournment.

NEXT REGULAR MEETING – SEPTEMBER 19, 2016

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