"Sailing Ahead" With the City of
CLEAR LAKE
"Where People Make the Difference"

CITY OF CLEAR LAKE

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Mayor
NELSON P. CRABB

City Administrator
SCOTT FLORY

COUNCIL MEMBERS

DANA BRANT
Ward 1

TONY J. NELSON
Ward 2

JIM BOEHNKE
Ward 3

MIKE CALLANAN
At Large

GARY HUGI
At Large

October 30, 2015

HONORABLE MAYOR & CITY COUNCIL MEMBERS

The next regular meeting of the Clear Lake City Council is scheduled for Monday, November 2, 2015, at 6:30 p.m., in the Council Chambers, at City Hall. Please refer to the attached agenda for the items discussed below.

ITEM #6A. **Water Treatment Plant Chemical Storage Evaluation Report**. At its regular meeting on August 3, 2015, the Council approved a professional services agreement to conduct an independent evaluation of the City's existing practices, equipment, and conditions relative to chlorine storage and make recommendations for improvements at the Water Treatment Plant. This was determined by the City to be an appropriate response to the chlorine leak experienced at the Water Treatment Plant on July 17, 2015. It should be noted, that was the first leak that had occurred at the Plant in more than 40 years, if ever. The source of the leak was later identified to be a gasket that connects a valve from the cylinders to the feed system. The Plant was operated normally, via automation, throughout this time, however.

The consultant has completed the evaluation and prepared the report and will present the findings, conclusions, and recommendations to the City Council.

ITEM #6C. **Social Security# Confidentiality & Utility Services Privacy Policy**. The City's utility billing department requests customer's social security numbers when new accounts are established with the City. The purpose for this is primarily related to debt collection on delinquencies. The City's utility billing clerk contacted many Iowa cities and, while most did request customer's social security #'s, none had a formal policy adopted by their governing board related to the request. The City recently had a customer request to examine the City's policy related to the request for their social security #. After discussing the matter internally, staff believed that it is appropriate to draft a proposed policy related to the use of a customer's social security # and present that to Council for consideration.

ITEM #6D. **Early Retirement Incentive Program – Post Retirement Sick Leave Conversion Credit**. The City has offered early retirement incentive programs in previous years, but had not anticipated offering a similar program in the foreseeable future. However, recently at least two City employees have indicated interest in retiring this year, if they were able to receive some form of an early retirement incentive from the City. The proposed "2015 Early Retirement Incentive Program" is a different iteration from previous offerings approved by the Coucnil. This

opportunity would enable eligible employees to convert their accumulated sick leave hours to a "dollar-based credit" to pay future premiums for health insurance coverage under the City's group health insurance program. The City allows employees to carry a maximum of 800 hours of sick leave (848 public safety personnel).

Interested employees would have to provide written notice of their intent to retire by 11/30/15 and then retire by 12/31/15. In order to be eligible, the employee must meet one of the following criteria:

a. terminates employment at age 60 or older and has 15 years or more of employment with the City of Clear Lake; or
b. terminates employment at age 60 or older because of their, or their spouse/domestic partner's, serious health/medical issue that is covered under the Family and Medical Leave Act and has at least 10 years or more employment with the City of Clear Lake and has been an IPERS covered employee for at least 15 years; or
c. terminates employment at age 55 or older and has at least 10 years or more employment with the City of Clear Lake and is qualified to receive Social Security disability payments.

ITEM #6E. **S. 3rd Street Property**. At its previous meeting, the Council set the date for a public hearing on the proposal to sell the property it owns at 1123 S. 3rd Street (including south ½ of 1119 S. 3rd Street). The property is generally 84' wide x 128' deep and is located at the intersection of 12th Ave S. and S. 3rd street.

The highest proposal offer was submitted by Jim & Judy Hilgendorf (2508 N. Shore Drive – Clear Lake) in the amount of $40,100. The purchaser proposes to construct a twin home on the site.

The Council must conduct a public hearing on the proposal to dispose of its interest by sale in the real estate. Public notice of the hearing was published in the Clear Lake Mirror reporter on October 21st. Back in May of 2014, the City sold the north half of the 3 lots it had previously acquired to Opportunity Village for $40,000.

Smart Quote: *"People won't have time for you if you are always angry or complaining."* – Stephen Hawking, Theoretical Physicist

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, NOVEMBER 2, 2015
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 – October 19, 2015.
   B. Approval of the bills & claims.
   C. Licenses & Permits:
      - Liquor License: Class C Liquor License (LC) (Commercial) with Sunday Sales, Bikerz; Class C Liquor License (LC) (Commercial) with Outdoor Service & Sunday Sales, SIPS; (renewals).
      - Excavator's License: Barker Lemar & Associates, Mitchellville, (new).
      - Tax Abatement Application: Bobbie Jo Engebretson & Lisa Floy, 1012 Pine Brooke Court.

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. Water Treatment Plant Chemical Storage Evaluation Report:

      - Introduction by Scott Flory, City Administrator.
      - Review of report and findings, conclusions, and recommendations, Jason Petersburg, P.E., Veenstra & Kimm.
      - Questions and discussion by City Council.

B. Annual Appropriation Development Agreements:

- Review by Scott Flory, City Administrator.
- **Motion** to approve **Resolution #15-52**, "Resolution obligating funds from the Clear Lake Consolidated Urban Renewal Area Tax Fund for the appropriation of payment of annual appropriation tax increment financed obligations which shall become due in the next succeeding fiscal year (Wess Inc.).
- Discussion and consideration of **Motion** by City Council.
- **Motion** to approve **Resolution #15-53**, "Resolution obligating funds from the Clear Lake Consolidated Urban Renewal Area Tax Fund for the appropriation of payment of annual appropriation tax increment financed obligations which shall become due in the next succeeding fiscal year (Titan Pro SCI).
- Discussion and consideration of **Motion** by City Council.
- **Motion** to approve **Resolution #15-54**, "Resolution obligating funds from the Clear Lake Consolidated Urban Renewal Area Tax Fund for the appropriation of payment of annual appropriation tax increment financed obligations which shall become due in the next succeeding fiscal year (North Iowa Cultural Center & Museum).
- Discussion and consideration of **Motion** by City Council.
- **Motion** to approve **Resolution #15-55**, "Resolution obligating funds from the Clear Lake Consolidated Urban Renewal Area Tax Fund for the appropriation of payment of annual appropriation tax increment financed obligations which shall become due in the next succeeding fiscal year (Snyder Construction Partnership).
- Discussion and consideration of **Motion** by City Council.

C. Social Security Number Confidentiality & Utility Services Privacy Policy:

- Review by Scott Flory, City Administrator.
- **Motion** to approve **Resolution #15-56**, "Resolution approving and adopting a Social Security# Confidentiality & Utility Services Privacy Policy for the City of Clear Lake, Iowa, by the City Council.
- Discussion and consideration of **Motion** by City Council.

D. 2015 Early Retirement Incentive Program:

- Review by Scott Flory, City Administrator.
- **Motion** to approve **Resolution #15-57**, "Resolution approving an Early Retirement Incentive Program, 2015" by City Council.
- Discussion and consideration of **Motion** by City Council.

E. Proposal to sell City-owned property locally known as: 1123 (including S ½ of 1119) S. 3rd Street:

- Review by Scott Flory, City Administrator.
- Opening of the public hearing by Mayor Crabb.
- **Motion** to close public hearing by City Council.
- Discussion and consideration of **Motion** by City Council.
- **Motion** to approve **Resolution #15-58**, "Resolution authorizing the sale and disposal of the City's interest in certain real property owned by the City of Clear Lake, Iowa, locally known as: 1123 (including S ½ of 1119) S. 3rd Street, Clear Lake, Iowa."
- Discussion and consideration of **Motion** by City Council.

F. Presentation from the Association for the Preservation of Clear Lake:

- Introduction by Scott Flory, City Administrator.
- Review and update by Deb Tesar, Association for the Preservation of Clear Lake
- Questions and discussion by City Council.

G. Eagle Avenue Properties 1st Subdivision – Utility Easement Vacation:

- Review by Scott Flory, City Administrator.
- **Motion** to approve **Resolution #15-59**, "Resolution of intention to vacate a public utility easement and setting a public hearing date."
- Discussion and consideration of **Motion** by City Council.

7. Chief of Police's Report:

8. Mayor's Report:

- Reminder of Municipal election November 2nd and voting locations.

9. Public Works Director's Report:

- Project update: W. 7th Avenue N. Watermain Improvement Project; Water Treatment Plant High Service Pump(s) Replacement Project; and N. Shore Drive Street Tree Planting.
- Pre-construction conference: 2015 Buddy Holly Place Storm Sewer Extension Project.

10. City Administrator's Report:

11. Other Business:

12. Adjournment.

NEXT REGULAR MEETING – NOVEMBER 16, 2015

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