



# CITY OF CLEAR LAKE

15 North 6th Street • P.O. Box 185 • Clear Lake, IA 50428  
Phone (641) 357-5267 • Fax (641) 357-8711

Mayor  
NELSON P.  
CRABB

April 1, 2010

HONORABLE MAYOR & CITY COUNCIL MEMBERS:

City  
Administrator  
SCOTT  
FLORY

The next meeting of the Clear Lake City Council is scheduled for Monday, April 5, 2010, at 6:30 p.m., in the Council Chambers, at City Hall. Please refer to the enclosed agenda for the items discussed below.

COUNCIL MEMBERS

SHANE W.  
COONEY  
Ward 1

TONY  
NELSON  
Ward 2

BEN  
FURLEIGH  
Ward 3

MIKE  
CALLANAN  
At Large

JON  
MONSON  
At Large

ITEM #6A. Bond Refunding. Based on favorable interest rates, the City is in a position to advance refund certain maturities of three (3) series of General Obligation (G.O.) bonds/notes and realize positive economic annual debt service savings by refunding previously issued bonds/notes. The proposed refunding is for the General Obligation Library Notes, Series 2001; General Obligation Street Improvement Notes, Series 2002; and General Obligation Corporate Purpose Bonds, Series 2005A in the amount of approximately \$1.175 million, which represents all the remaining maturities of the Series 2001, Series 2002, and Series 2005 bonds/notes less the June 1, 2010 maturities. Based upon anticipated current market rates, the refunding will generate a savings in interest costs of approximately \$55,000 to \$60,000. The City will work with its financial advisor to refine the refunding structure up to the time of pricing.

City staff issued a Request for Proposals (RFP) for Professional Financial Advisory Services to assist the City with the refunding proposal. A total of three (3) proposals were submitted from public financial advisory firms. The proposals were scored on the basis of cost (25%), qualifications/experience (65%); and adherence to the RFP (15%). The firm that received the highest score was Ruan Securities, Des Moines, IA. The total cost for financial advisory services is \$6.35/\$1,000. Based upon the size of this issue the cost will be approximately \$7,270.75.

The advanced refunding of these bonds/notes was provided for in the Resolution(s) authorizing their issuance. The City is required to give the bond/note holders 30 days advance notice of its intention to call the bonds/notes. Therefore, the sale of the Refunding bonds/notes will be via negotiated sale. Additionally, the added costs associated with a public sale would reduce the net interest savings to the City. Other costs associated with the proposal will include issuance costs, such as bond counsel fees and underwriter's discount.

ITEM #6C. 2nd Avenue N. Street Improvement Project. One of the major public works improvement projects for FY 11 is the reconstruction of 2nd Avenue N., between N. 6th Street and N. 8th Street. The preliminary design plans & specifications for the



reconstruction project will be reviewed with the Council by the Project engineer. Also, the tentative Project schedule for special assessment, bidding, and construction will be reviewed.

The proposed Project schedule calls for the Council to initiate the special assessment process at its April 19th meeting. The hearing on the Resolution of Necessity would be held at the Council's regular meeting on May 17th. It is anticipated that the bid opening would be held on June 16th and that the Council would act on the bids and award the contract at its regular meeting on June 21st. Construction of the underground utilities would commence on or about August 16th and be complete by October 29th. Grading and paving would commence in May of 2011 and be completed by mid-June, 2011.

The Project generally consists of pavement removals and excavation; upgrade and replacement of the existing water main to an 8" main; sanitary sewer manhole replacements; new sanitary sewer and water service lateral replacements, where necessary; storm sewer and intake improvements; sub-drain; defective sidewalk replacement; ADA sidewalk ramps; driveway approaches; and either PCC or ACC paving.

The engineer's opinion of the probable cost of construction is \$580,000, including legal, engineering, & administrative costs. Roughly \$137,000 would be funded from special assessments. The balance would be funded from a variety of revenue sources, including: TIF, General Fund; and utility revenues.

ITEM #6D. Surf District – North Shore Drive Streetscape Enhancements. Enclosed in your packet is a Resolution of support for an application to the DOT's STP Transportation Enhancement Program for streetscape enhancements to the north side of the 400 block of North Shore Drive - the area between Buddy Holly Place and 7th Avenue N. For this area of the State, the STP Transportation Enhancement Program is administered and coordinated through the North Iowa Area Council of Governments (NIACOG). The funding, if approved, does not allow engineering as a reimbursable expense and is for Federal fiscal year 2011, which begins October 1, 2010.

The proposed project seeks federal funding reimbursement for improvements that would include brick paver sidewalks, pedestrian lighting, sub-drain, storm sewer, tree plantings, driveway approaches, ADA compliant sidewalk ramps, and street furniture. These enhancements were identified in the "Surf District Schematic Redevelopment Plan" adopted by the Council in February of 2009. The proposed streetscape enhancements will complement the present and future improvement projects in the Surf District.

The estimated cost of construction is \$200,000. The City of Clear Lake will be required to pay not less than 20% of the cost of construction, plus engineering fees.

ITEM #6E. Cemetery Columbarium Purchase & Installation Project. Presented for the City Council's consideration is a request to approve the purchase and installation of a columbarium unit and three (3) granite benches for the City of Clear Lake Cemetery. Three quotes were received for the columbarium and granite benches, with the lowest cost quote proposal being from Memorial Park Cemetery (Mason City) in the amount of \$31,924, delivered. There was \$40,000 budgeted in FY 10 for this project. The total cost of the project is anticipated to be roughly \$37,000, with associated concrete work and landscaping included, which will be roughly \$3,000 under budget. Memorial Park has advised that there is a 10-week anticipated delivery wait period.

Please feel free to contact me if you have questions about any of the agenda items.

Scott Flory  
City Administrator of Clear Lake

Cc: Jennifer Larsen, City Clerk (with attachments)  
Joe Weigel, Public Works Director (with attachments)  
Linda Nelson, Finance Officer (with attachments)  
Greg Peterson, Chief of Police (with attachments)  
Charlie Biebesheimer, City Attorney (with attachments)  
Gregg Gillman, Director NCIGP (C/A only – via e-mail)  
Gary Bright, Director CL Chamber (C/A only – via e-mail)

TENTATIVE AGENDA  
CLEAR LAKE CITY COUNCIL  
CITY HALL – 15 N. 6<sup>TH</sup> STREET  
MONDAY, APRIL 5, 2010  
CITY HALL – COUNCIL CHAMBERS  
**6:30 P.M.**

1. Call To Order by Mayor Nelson P. Crabb.

2. Approval of Agenda.

3. Consent Agenda:

A. Minutes – March 15, 2010.

B. Approval of the bills & claims.

C. Licenses & Permits:

- Liquor License: Special Class C Liquor License (BW) (Beer/Wine), Shao Ting Guo, (renewal).
- Excavator's License: Mort's Inc., Latimer; Dean Snyder Construction, Clear Lake; Jennings Excavating, Clear Lake, (renewals).
- Peddler's License: Perry's Sweet Treats, Clear Lake, (new).
- Transient Merchant License: Krieger's Greenhouse, Mason City, (renewal).

4. Citizen's 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. General Obligation Refunding Loan Agreement -\$1.175 million:

- Review of proposal, Scott Flory, City Administrator.
- Discussion and consideration of proposal by City Council.
- **Resolution #10-24**, "A Resolution to fix a date for a public hearing on a loan agreement in a principal amount not to exceed \$1,175,000."
- **Motion** to approve the proposal from Ruan Securities for Professional Financial Advisory and Underwriting Services.

B. North Shore Drive Lift Station Improvement Project:

- Update regarding the status of the improvement project and review of Pay Application #2.
- Discussion and consideration of Pay Application #2 by City Council.
- **Motion** to approve Pay Application #2.

C. 2<sup>nd</sup> Avenue N. Street Reconstruction Improvement Project (N. 6<sup>th</sup> Street to N. 8<sup>th</sup> Street):

- Introduction by Scott Flory, City Administrator.
- Review of proposed preliminary plans and specifications, Mike Danburg, P.E., Yaggy Colby & Associates.
- Discussion by City Council.

D. Surf District - North Shore Drive Streetscape Improvements Transportation Enhancement Grant Application:

- Introduction by Scott Flory, City Administrator.
- Review of proposed project concept plan and application, Jason Petersburg, P.E., Veenstra & Kimm.
- Discussion by City Council.
- **Resolution #10-25**, “A Resolution endorsing a Transportation Enhancement Grant Application for the Surf District – North Shore Drive Streetscape Improvement Project.”

E. Clear Lake Cemetery Columbarium Purchase and Installation Project:

- Review of proposal and bid summary, Joe Weigel, Public Works Director.
- Discussion by City Council.
- **Motion** to authorize the purchase and installation of a columbarium for the City of Clear Lake Cemetery.

7. Chief of Police’s Report:

8. Mayor’s Report:

- Meeting with Chamber officials regarding hotel/motel tax proceeds.
- RAGBRAI Committee update.

9. Public Works Director's Report:

- Update on demolition of 109 N. 8<sup>th</sup> Street (former Moffet's garage) and adjacent property site preparation.
- Review of Pre-construction conference for the Surf District Park Project (3/23/10).
- Review of Pre-construction conference for the 2010 Water Distribution System Improvement Project (3/18/10).

10. City Administrator's Report:

- EECBG Award for Traffic Signal Intersection Street Lighting Project
- Electronic payment transaction processing for City charges & services.

11. City Attorney's Report:

12. Other Business:

13. Adjournment.

NEXT REGULAR MEETING – APRIL 19, 2010