



CITY OF CLEAR LAKE

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Mayor
NELSON P.
CRABB

February 12, 2010

HONORABLE MAYOR & CITY COUNCIL MEMBERS:

City
Administrator
SCOTT
FLORY

The next meeting of the Clear Lake City Council is scheduled for Monday, February 15, 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

ITEM #6A. 2011 Fiscal Year Budget proposal. The proposed City tax rate for the FY 2011 municipal budget, which begins July 1, 2010, is \$10.04/\$1,000 of taxable valuation. This marks the 5th consecutive year that the City of Clear Lake will maintain that rate. For FY 10, for cities with populations of 5,000 or more, Clear Lake had the 5th lowest tax rate in Iowa; trailing only: Altoona, Urbandale, Clive, and Dubuque.

SHANE W.
COONEY
Ward 1

The "taxable" valuation for FY 11 (January 1st 2009) continues the positive trend of growth in the Community. The "taxable valuation" for FY 11 budgeting purposes is roughly \$423 million. The proposed budget reflect total expenditures among the various programs of roughly \$12.4 million; of which, \$6.5 million is directed towards operations; \$4.9 million towards capital; and \$1 million to debt service.

TONY
NELSON
Ward 2

The remaining schedule for budget consideration is as follows:

BEN
FURLEIGH
Ward 3

February 15th Council to adopt a "preliminary" budget and set public hearing date for March 1, 2010.

February 17th Publish notice of public hearing in newspaper.

MIKE
CALLANAN
At Large

March 1st Conduct public hearing and adopt final budget.

JON
MONSON
At Large

March 15th Deadline for Finance Officer to certify budget to the County Auditor.

ITEM #6B. Central Gardens Nature Education Pavilion Project. The Project bid letting was held at 2:00 p.m., in the Council Chambers, at City Hall, on Thursday, February 11, 2010. There were 11 general contractors holding plans and bids were received from 8 of them. The bid determined to be the lowest responsive responsible bid was submitted by Larson Contracting of Lake Mills, Iowa. The base bid was \$232,460 and the bid for alternate #1 (Azek beadboard siding in lieu of cedar siding) was \$2,230 for a



total bid of \$234,690. The Project architect, Bergland & Cram, estimated the Project at \$235,000.

Seven (7) of the eight (8) bids were in “excess” of the architect’s project estimate. However, the 2nd lowest bid (FNG of W. Des Moines) was within 1% of the estimate. The 4th lowest bidder (Henkel) (out of 8) was roughly 13% over the architect’s estimate.

The Council will hold the public hearing regarding the project plans & specifications, form of contract, and estimate of cost. Notice of the hearing & letting was published in the newspaper as required by law. Following the hearing, the Council may then act upon awarding the contract.

The Project construction budget, including contingency, is \$250,000. The Nature Education Pavilion Project is funded exclusively by private contributions and grant money.

ITEM #C. CDBG Disaster Recovery Grant – Sanitary Sewer. On February 10, 2010, the City’s 5-member consultant selection review committee met and conducted interviews with each of the five (5) consulting engineering firms who had submitted a response to the City’s solicitation for Statement of Qualifications for professional services for the CDBG Disaster Recovery Sanitary Sewer Improvement Project.

It is the recommendation of the selection committee that the Council enter into a Professional Services Agreement with Veenstra & Kim, of Mason City, for the Project. A copy of the proposed Professional Services Agreement is enclosed herein.

The 1st phase of the Professional Services Agreement provides for preliminary engineering analysis, evaluation, and planning necessary to finalize the design concept, location, and operating parameters. This phase also includes preparation of the necessary “IDNR Facilities Plan” for major project submittals. The total cost for this phase is a not-to-exceed \$24,000.

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)
Randy Cram (C/A only – via e-mail)
Doug Meyers, Fire Chief (C/A only – via e-mail)

TENTATIVE AGENDA
CLEAR LAKE CITY COUNCIL
CITY HALL – 15 N. 6TH STREET
MONDAY, FEBRUARY 15, 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 – February 8, 2010.
 - B. Approval of the bills & claims.
 - C. Licenses & Permits:
 - Amusement License: Rookies, Clear Lake, (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:
 - A. Zoning Regulation Amendments:

- **Ordinance #791**, “An Ordinance amending an Ordinance of the City of Clear Lake, Iowa, now known as ‘Zoning Regulations’, Chapter 165.32 (E) and 165.32 (F) to change certain maximum rear yard coverage and by changing the provisions of Section 165.35 (Q) by changing the definition of electronic sign.” (2nd reading).

6. New Business:

A. Proposed 2011 Fiscal Year Municipal Budget:

- Review of proposal, Scott Flory, City Administrator.
- Discussion by City Council.
- **Motion** to adopt a “preliminary” budget and set the date & time for a public hearing for 6:30 p.m. on March 1, 2010.

B. Central Gardens – Nature Education Pavilion Project:

- Introduction by Scott Flory, City Administrator.
- Review by Project architect, Randy Cram, Bergland & Cram.
- Public Hearing.
- **Resolution #10-12**, “A Resolution approving plans, specifications, form of contract, & estimate of cost.”
- **Resolution #10-13**, “A Resolution Making an Award of Contract.”

C. CDBG Disaster Recovery - Grant Professional Services Agreement:

- Introduction to proposal, Scott Flory, City Administrator.
- Review of proposal, Tim Moreau, P.E., Veenstra & Kimm.
- **Resolution #10-14**, “A Resolution approving the selection of an engineering firm and professional services agreement for the Clear Lake CDBG Disaster Recovery Grant Sanitary Sewer Project.”

D. Update regarding project cost estimates for Fire Station Building Project:

- Review by Project architect, Sam Bontrager, SEH.
- Discussion by City Council.

E. iCash – Electronic Payment Transaction Program:

- Review of request, Scott Flory, City Administrator.
 - **Resolution #10-15**, “Iowa Public Agency Investment Trust (IPAIT) Resolution.”

F. **Ordinance #792**, “An Ordinance amending an Ordinance of the City of Clear Lake, Iowa, known as Solid Waste Control, Chapter 105 f the Code of Ordinances of the City of Clear Lake, by changing the provisions of Section 105.05 (9) to change certain requirements for open burning variances.” (1st reading).

G. 2009 Stormwater Quality Improvement Project:

- Review of Pay Estimate #2, Joe Weigel, Public Works Director.
- Consideration of Pay Estimate #2 by City Council.

7. Chief of Police’s Report:

- Governor’s Traffic Safety Program – “Seat Belt Honor Roll”.

8. Mayor’s Report:

- RAGBRAI planning committee update.

9. Public Works Director’s Report:

- Update on demolition of 109 N. 8th Street (former Moffet’s garage)..

10. City Administrator’s Report:

- Interviews for Water Department Superintendent.

11. City Attorney’s Report:

12. Other Business:

13. Adjournment.

NEXT REGULAR MEETING – MARCH 1, 2010