



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

February 18, 2011

HONORABLE MAYOR & CITY COUNCIL MEMBERS:

City
Administrator
SCOTT
FLORY

The next meeting of the Clear Lake City Council is scheduled for Monday, February 21, 2011, 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

ITEM #6A. 12th Ave S. Outdoor Recreation Complex. At its previous meeting, the Council approved adding the proposed "Phase 2" grading and site work improvements to the scope of the overall Project. The total cost of construction to the City, for both phases of the Project combined, is \$65,934.45. Since the Project was let for bids and a contract has now been awarded under the authority of the Clear Lake Sanitary District's Equalization Basin Expansion Project, the City and District will need to enter into an Agreement, memorializing the commitments and obligations of each entity relative to the Project. Once the Agreement between the entities is approved and executed, the District will then consider approval of a construction Contract with McAninch for the work. It is anticipated that work on the Project may begin in late-April, with Phase 2 of the City component being the initial work item to be completed. The Contract requires that all work on the Project be completed in September.

TONY
NELSON
Ward 2

BEN
FURLEIGH
Ward 3

ITEM #6B. Tourist Park Improvement Project. Enclosed in your packet is a Resolution fixing the date for a Hearing and Letting and, also, a Notice of Hearing and Letting for the proposed "2011 Tourist Park Improvement Project". The proposed Project consists of paving improvements to Tourist Park Road, in conjunction with the construction of a new "paved" surface parking lot. A nominal HMA overlay to the remainder of the Tourist Park Road is also being bid as an "add alternate". There will also be storm sewer and a private sanitary sewer service lateral improvement as part of the project.

MIKE
CALLANAN
At Large

The proposed Project bid letting is March 16th, at 9:30 a.m. and the hearing on the plans & specifications and award of contract will be at the regular Council meeting on March 21st.

TERRY
UNSWORTH
At Large

The engineer's estimate of the probable cost of construction is approximately \$180,000. The City has budgeted \$210,000 for the Project to be completed in FY 11.

ITEM #6C. CDBG Sanitary Sewer Collection System Project. The Council will need to act on two (2) separate Resolutions. The first directs the Project engineer to file with the City Clerk the detailed plans & specifications and Notice to Bidders for the Project. The second Resolution establishes the date and time for a bid letting, as well as a hearing on the



plans & specifications and award of contract. The date proposed for the letting is March 16th and the date for the hearing and award of contract would be at the regular Council meeting on March 21st.

ITEM #6F. 2012 fiscal year budget proposal. The proposed City tax rate for the 2012 fiscal year, which begins July 1, 2011, is \$10.54/\$1,000 of taxable valuation. This represents an increase from the previous five (5) consecutive fiscal years, during which the tax rate remained at \$10.04/\$1,000 of taxable valuation. The increase in the tax rate for FY 12 is due exclusively to the voter-approved \$2.3 million general obligation bond issue for the new fire station. For FY 11, for cities with a population of more than 5,000, Clear Lake had the 5th lowest tax rate in Iowa; trailing only Altoona, Urbandale, Clive, and Dubuque.

The taxable valuation for FY 12 (January 1, 2010) continues the positive trend of growth in the Community. The taxable valuation for FY 12 is \$447 million. The proposed FY 12 budget reflects total expenditures among the various programs of \$14.3 million; of which \$6.7 million is directed towards operations; \$6.3 million towards capital; and \$1.3 million to debt service.

The remaining schedule for budget consideration is as follows:

February 21st	Council to adopt a “preliminary” budget and set a public hearing date for March 7th.
February 23rd	Publish notice of hearing in the newspaper.
March 7th	Conduct hearing and adopt final budget.
March 15th	Certify budget to County Auditor.

ITEM #6G. 2011 Sanitary Sewer Rehabilitation Project. On February 2nd, the City’s Public Works Director issued a Request for Proposals (RFP) for professional services for the proposed “2011 Sanitary Sewer Collection System Rehabilitation Project”. Responses from proposers were due by noon on February 16th. A total of four (4) proposals were received. The least costly proposal was submitted by Veenstra & Kimm., with a not-to-exceed total of \$6,500. Services to be performed by the consultant include: 1) preparation of plans & specifications; 2) bid services; and 3) construction administration and observation.

The proposed Project consists of the rehabilitation of approximately 5,532 LF of 8” vitrified clay pipe (VCP) and 695 LF of 10” VCP. The rehabilitation work entails the installation of an interior pipe liner in the identified sewer segments. Manhole rehabilitation is not part of the project. Eight (8) priority areas for the Project have been identified by the City. It is anticipated that the bid documents may have to provide for the lower ranking priority areas to be bid as “alternates” in order to stay within the Project budget. These priority areas are identified on the enclosed map. The City has budgeted \$150,000 for the total project

The Project schedule anticipates a bid letting of April 14th, with a “Notice to Proceed” being issued in early-May. The Project completion date was originally suggested to be by June 30th, but the City may, after evaluating that matter with the consultant, want to provide for the flexibility of a broader construction window for the Contractor, in order to ensure more competitive construction bidding.

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

Scott Flory
City Administrator

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)
Gary Bright, Director, CL Chamber (C/A only – via e-mail)
Tim Moreau, P.E., (C/A only – via e-mail)
Mike Danburg, P.E., (C/A only – via e-mail)

TENTATIVE AGENDA
CLEAR LAKE CITY COUNCIL
CITY HALL – 15 N. 6TH STREET
MONDAY, FEBRUARY 21, 2011
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 7th (regular meeting & workshop), 2011.

B. Approval of the bills & claims.

C. Licenses & Permits:

- Excavator's License: A Plus Skidloader Services, LLC, Boone, (new).

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. 12th Avenue S. Outdoor Recreation Complex Grading Improvements:

- Review of proposal, Scott Flory, City Administrator.
- **Motion** to approve **Resolution #11-13**, "A Resolution of the City of Clear Lake, Iowa, approving an Agreement under Code Chapter 28E with the Clear Lake Sanitary District for Equalization Basin Expansion Project."
- Discussion and consideration of **Motion** by City Council.

B. 2011 Tourist Park Improvement Project:

- Review by Scott Flory, City Administrator.
- **Motion** to approve **Resolution #11-14**, "A Resolution fixing the date for a public hearing on plans, specifications, form of contract, & estimate of cost and setting the date for a bid letting on the proposed 2011 Tourist Park Improvement Project."

- Discussion and consideration of **Motion** by City Council.

C. CDBG Sanitary Sewer Collection System Improvement Project – Contract #1:

- Review by Scott Flory, City Administrator.
- **Motion** to approve **Resolution #11-15**, “A Resolution directing preparation of detailed plans & specifications, form of contract, and notices.”
- Discussion and consideration of **Motion** by City Council.
- **Motion** to approve **Resolution #11-16**, “A Resolution ordering bids, approving plans & specifications, form of contract, notice to bidders, fixing amount of bid security, and ordering Clerk to publish notice and fixing a date for receiving same and for a public hearing on plans & specifications, form of contract, and estimate of costs.”
- Discussion and consideration of **Motion** by City Council.

D. All Veterans Social Center of Clear Lake (2000 N. Shore Drive):

- Review of proposal, Scott Flory, City Administrator.
- Public Hearing.
- **Motion** to approve **Resolution #11-19**, “A Resolution authorizing the Mayor, City Attorney, and City Clerk, on behalf of the City of Clear Lake, Iowa, to accept the conveyance of real property located at 2000 North Shore Drive from the Clear Lake All Veterans Social Center.”
- Discussion and consideration of **Motion** by City Council.

E. Early Retirement Incentive Program:

- Review by Scott Flory, City Administrator.
- **Motion** to approve **Resolution #11-17**, “A Resolution to offer retirement incentive to City employees – June 1, 2011 to June 30, 2012.”
- Discussion and consideration of **Motion** by City Council.

F. 2012 Fiscal Year Municipal Budget proposal:

- Review of proposal, Scott Flory, City Administrator.
- **Motion** to adopt a “preliminary” budget and set the date and time for a public hearing for March 7, 2011 (6:30 p.m.).
- Discussion and consideration of **Motion** by City Council.

G. 2011 Sanitary Sewer Collection System Rehabilitation Project::

- Review by Joe Weigel, Public Works Director.
- **Motion** to approve **Resolution #11-18**, “A Resolution approving an Agreement for professional services with Veenstra & Kimm.”
- Discussion and consideration of **Motion** by City Council.

H. North Iowa Corridor EDC Quarterly Report:

- Update on organizational activities, David Underwood, Interim Executive Director.
- Discussion by City Council.

7. Chief of Police’s Report:

8. Mayor’s Report:

9. Public Works Director’s Report:

- Review of Request for Proposal (RFP) for “19 S. 3rd Street Building Demolition & Parking Lot Improvement Project”.

10. City Administrator’s Report:

- Phase 1 Environmental Site Assessment and Asbestos Demolition Survey for 19 S. 3rd Street (a/k/a: former Antique Alley location).

11. City Attorney’s Report:

12. Other Business:

13. Adjournment.

NEXT REGULAR MEETING – MARCH 7, 2011