



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

January 15, 2010

HONORABLE MAYOR & CITY COUNCIL MEMBERS:

City
Administrator
SCOTT
FLORY

The next meeting of the Clear Lake City Council is scheduled for Monday, January 18, 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. Proposal for CDBG administration services. City staff solicited proposals for CDBG administration services. Request for proposals were sent to four different firms. Responses were received from two of the four firms. The lowest cost proposal was submitted by Simmering-Cory of Clear Lake in the amount of \$16,000. The other proposal was from NIACOG in the amount of \$26,780. Simmering-Cory is the firm that, at no cost, helped the City with the submittal of the grant application for the project. Funds for grant administration were included in the Project grant application request.

SHANE W.
COONEY
Ward 1

ITEM #6C. 2010 Water System Distribution Improvement Project. Enclosed in your packet is a Resolution fixing the date, time, and place for a public hearing and bid letting on the 2010 Water System Distribution Improvement Project. It is proposed that the bid letting be held at 11:00 a.m. on February 24, 2010, at City Hall. The hearing on the plans, specifications, form of contract, & estimate of cost, as well an award of contract, will occur at the Council's March 1st meeting.

TONY
NELSON
Ward 2

ITEM #6D. Central Gardens – NEP Project. Enclosed in your packet is a Resolution fixing the date, time, and place for a public hearing and bid letting on the Central Gardens of North Iowa Nature Education Pavilion Project. It is proposed that the bid letting be held at 2:00 p.m. on February 11, 2010, at City Hall. The hearing on the plans, specifications, form of contract, & estimate of cost, as well an award of contract, will occur at the Council's February 15th meeting.

BEN
FURLEIGH
Ward 3

MIKE
CALLANAN
At Large

ITEM #6E. South Shore Drive Project - Phase 2. The Project engineer has now filed the Certificate of Completion, with the total cost of completed work. The City Council may not act upon the final assessment proceedings. The Council will consider a series of Resolutions – 1) Accepting the Work; 2) Ordering preparation of the final plat and schedule of assessments; and 3) Adopting and levying final schedule of assessments and providing for the payment thereof. Following Council approval of these Resolutions, the City Clerk will certify the final plat & schedule to the County Treasurer (1/22/10) and will publish notice of said certification once each week, for two consecutive weeks (1/27/10) and (2/3/10), in the newspaper. Notices to property owners who are subject to

JON
MONSON
At Large



the assessments will be sent by ordinary mail on 1/25/10, in accordance with Section 384.60 of the Code of Iowa. It is anticipated that the City Clerk will certify the collection of assessments to the County Treasurer on March 5, 2010.

The final construction cost was \$1,364,113.07. This is roughly 10% more than the original bid price of \$1,234,443.52. The increase was due primarily to sub-grade repair (\$63,000) and the addition of the “on-street parking bump outs”.

The “final” assessments for the project totaled \$538,495.65. This translates to an approximately 33% reduction from the “preliminary” assessments, which were \$800,363.94. This translates to a roughly 60/40 project split or cost share between non-assessment and assessment revenues.

Strikingly similar, South Shore Drive - Phase 1, completed in 2002, was as follows: final construction cost of \$1,394,359.16 and final assessments of \$568,471.01 – a 59/41 cost share between non-assessment and assessment revenues.

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, Bergland & Cram (C/A only – via e-mail)

TENTATIVE AGENDA
CLEAR LAKE CITY COUNCIL
CITY HALL – 15 N. 6TH STREET
MONDAY, JANUARY 18, 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 – January 4, 2010.
 - B. Approval of the bills & claims.
 - C. Licenses & Permits:
 - Tree Trimmer's License: *Jim's Tree Service, Ventura, (renewal).*
 - Excavator's License: *Charlson Excavating, Clear Lake; Rognes Brothers, Lake Mills; Groves Contracting, Forest City, (renewals).*
 - Tax Abatement Application: *Jasper W. Boyd, Jr., 500 Pine Brooke Drive, Clear Lake.*
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. CDBG Disaster Recovery – Sanitary Sewer Improvement Project:
 - Review of proposal, Scott Flory, City Administrator.
 - **Resolution #10-02**, "A Resolution authorizing the Mayor to enter into an Agreement to provide grant administration services for the CDBG Disaster Recovery – Sanitary Sewer System Improvement Project."
 - B. North Shore Drive Lift Station Improvement Project:
 - Review of Change Order #1, Joe Weigel, Public Works Director.
 - Consideration of Change Order #1, by City Council.

C. 2010 Water Distribution System Improvement Project:

- Introduction to proposal, Scott Flory, City Administrator.
- Review of proposed plans & specifications, Tim Moreau, P.E., Veenstra & Kimm.
- **Resolution #10-03**, “A Resolution setting the date for a hearing & letting for the 2010 Water Distribution System Improvement Project.”

D. Central Gardens of North Iowa Nature Education Pavilion Project:

- Introduction to proposal, Scott Flory, City Administrator.
- Review of proposed plans & specifications, Randy Cram, Bergland & Cram.
- **Resolution #10-04**, “A Resolution setting the date for a hearing & letting for the Central Gardens of North Iowa Nature Education Pavilion Project.”

E. South Shore Drive Street Reconstruction Improvement Project:

- Review of proposal, Scott Flory, City Administrator.
- Review of Pay Estimate #8 (final) and Change Orders #4-7, Joe Weigel, Public Works Director.
- Consideration of Pay Estimate #8 (final) and Change Orders #4-7, by City Council.
- **Resolution #10-05**, “A Resolution accepting the work.”
- **Resolution #10-06**, “A Resolution ordering preparation of the final plat and schedule of assessments.”
- **Resolution #10-07**, “A Resolution adopting and levying final schedule of assessments.”

F. Chamber of Commerce hotel/motel tax usage report:

- Review by Gary Bright, Executive Director.
- Discussion by City Council.

7. Chief of Police’s Report:

8. Mayor’s Report:

9. Public Works Director’s Report:

10. City Administrator's Report:

- Position announcement for Water Department Superintendent.
- Update on demolition of 109 N. 8th Street.
- FY 11 Property Tax Valuation.

11. City Attorney's Report:

12. Other Business:

13. Adjournment.

NEXT REGULAR MEETING – FEBRUARY 1, 2010