



# CITY OF CLEAR LAKE

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Mayor  
NELSON P.  
CRABB

June 3, 2011

HONORABLE MAYOR & CITY COUNCIL MEMBERS:

City  
Administrator  
SCOTT  
FLORY

The next meeting of the Clear Lake City Council is scheduled for Monday, June 6, 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

ITEM #6C. 19 S. 3rd Street Building Demolition & Site Grading Project. Charlson Excavating has now completed work on the 19 S. 3rd Street Demolition & Site Grading Project. All work has been completed in compliance with the Project plans & specifications. Yaggy Colby Associates has filed the "Certificate of Completion" with the City. It is, therefore, recommended that the Council adopt the enclosed Resolution "Accepting the Work" and approve Pay Estimate #1 (final). The construction contract was for \$39,824.80 and the Project was completed for \$37,458.04, which is roughly 5.9% below the contract amount.

SHANE W.  
COONEY  
Ward 1

ITEM #6D City Web Site Enhancement Project. Enclosed in your packet is a proposed "Website Development Project Agreement" to overhaul the City's web site. Following interviews with 3 different firms specializing in municipal web site development, the Project work group (Council Members Furleigh and Nelson, Mayor Crabb, City Clerk Jennifer Larsen, and City Administrator Scott Flory) is recommending that the Council approve a "Web Site Development Project Agreement" with Municipal CMS of Smithville, MO. Municipal CMS was the least costly of the 3 firms interviewed by the work group and offered the timeliest completion. The City of Mason City very recently utilized Municipal CMS to overhaul its City web site. In checking with officials in Mason City and other communities that have utilized Municipal CMS, very positive experiences were reported.

TONY  
NELSON  
Ward 2

BEN  
FURLEIGH  
Ward 3

MIKE  
CALLANAN  
At Large

The total cost of the web site enhancement project is \$8,000. There will be annual hosting, maintenance, and support fees of \$1,800, as well. As a comparison, Mason City's Project cost \$15,000. The City's web site has not been enhanced since it was initially designed in 2002 and has many limitations. It is anticipated that the Project will be completed in approximately 8 weeks.

TERRY  
UNSWORTH  
At Large

ITEM #6F 2011 Street Resurfacing Project. The Council will consider a Resolution to set the date for a Project bid letting (June 16th at 10:00 a.m.) and a public hearing and award of contract (June 20th at 6:30 p.m.). The Project entails approximately 25 blocks of HMA (hot-mix asphalt) resurfacing on various city streets, which are identified on the enclosed



map. A number of the segments identified for resurfacing were “carryovers” from an existing list from the 2009 project, which was scaled back to stay within budget constraints.

The Project generally consists of milling and a 2” thick, maintenance-level, HMA resurfacing for the width of the street. There will also be limited curb & gutter replacement and, in some segments, sub-drain work. Additionally, ADA compliant sidewalk ramps will be constructed at the intersections.

The City budgeted \$425,000 for the Project. Funding is being allocated from the Road Use Tax Fund.

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)  
Jason Petersburg, P.E., Veenstra & Kimm (C/A only – via e-mail)  
Mike Danburg, P.E., Yaggy Colby (C/A only – via e-mail)

TENTATIVE AGENDA  
CLEAR LAKE CITY COUNCIL  
CITY HALL – 15 N. 6<sup>TH</sup> STREET  
MONDAY, JUNE 6, 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 – May 16, 2011.
- B. Approval of the bills & claims.
- C. Licenses & Permits:

- **Liquor License:** Class C Liquor License (LC) (Commercial) with Outdoor Service and Sunday Sales, Ge-Jo's by the Lake, (renewal).
- **Cigarette Permits:** Fareway Stores, (renewal).
- **Fireworks Permit:** Clear Lake Area Chamber of Commerce, 4<sup>th</sup> of July Celebration.
- **Amusement License:** Clear Lake Area Chamber of Commerce, 4<sup>th</sup> of July Celebration.
- **Tree Trimmer's License:** Barkema Tree Service, Belmond, (renewal).
- **Street Closing Request:** Clear Lake Area Chamber of Commerce, Thursday's on Main; Clear Lake Area Chamber of Commerce, 4<sup>th</sup> of July Celebration.

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. 2<sup>nd</sup> Avenue N. Street Reconstruction Project:

- Update regarding construction of the improvements and review of Pay Estimate #3, Mike Danburg, P.E., Yaggy Colby Associates.
- **Motion** to approve Pay Estimate # by City Council.
- Discussion and consideration of **Motion** by City Council.

B. Tourist Park Improvement Project:

- Update regarding construction of the improvements and review of Pay Estimate #1, Mike Danburg, P.E., Yaggy Colby Associates.
- **Motion** to approve Pay Estimate #1 by City Council.
- Discussion and consideration of **Motion** by City Council.

C. 19 S. 3<sup>rd</sup> Street Building Demolition & Site Grading Project:

- Update regarding construction of the improvements and review of Pay Estimate #1, Mike Danburg, P.E., Yaggy Colby Associates.
- **Motion** to approve Pay Estimate #1 by City Council.
- Discussion and consideration of **Motion** by City Council.
- **Resolution #11-44**, “A Resolution accepting the work.”
- **Motion** to approve **Resolution #11-44** by City Council.
- Discussion and consideration of **Motion** by City Council.

D. 2011 City of Clear Lake Web Site Enhancement Project:

- Review of proposal, Scott Flory, City Administrator.
- **Motion** to approve “Web Site Development Agreement” with Municipal CMS of Smithville, MO.
- Discussion and consideration of **Motion** by City Council.

E. Employee Wage & Salary Resolution for FY 12:

- Review of proposal, Scott Flory, City Administrator.
- **Motion** to approve **Resolution #11-45**, “A Resolution setting salaries for appointed officers and employees of the City of Clear Lake for the 2012 fiscal year” by City Council.
- Discussion and consideration of **Motion** by City Council.

F. 2011 Street Resurfacing/Overlay Maintenance Project:

- Introduction by Scott Flory, City Administrator.
- Review of proposed plans, specifications, form of contract, & estimate of cost, Jason Petersburg, P.E., Veenstra & Kimm.
- **Motion** to approve **Resolution #11-46**, “A Resolution fixing the date for a public hearing and bid letting for the 2011 Street Resurfacing Project.”
- Discussion and consideration of **Motion** by City Council.

G. Billings Subdivision – Cerro Gordo County:

- Review of proposal and recommendation from Planning & Zoning Commission, John Marino, Building Official.

- **Motion** to approve **Resolution #11-47**, “A Resolution approving Billings Subdivision of Cerro Gordo County.”
- Discussion and consideration of **Motion** by City Council.

H. Bicycle, Blues, & BBQ Weekend – North Iowa Spin Event(s):

- Review of street closing(s) request, Greg Peterson, Chief of Police.
- **Motion** to approve **Resolution #11-48** “A Resolution approving street closing request for competitive cycling criterium.”
- Discussion and consideration of **Motion** by City Council.
- **Motion** to approve **Resolution #11-49** “A Resolution approving street closing request for competitive cycling road race.”
- Discussion and consideration of **Motion** by City Council.

I. Fire Station Building Improvement Project:

- Update regarding construction of the improvements and review of Pay Application #7, Stan Owens, Project Architect, SEH, Inc.
- **Motion** to approve Pay Application #7 by the City Council.
- Discussion and consideration of **Motion** by City Council.

7. Chief of Police’s Report:

8. Mayor’s Report:

9. Public Works Director’s Report:

- Update regarding Grove’s Residential Subdivision.
- Update regarding 12<sup>th</sup> Avenue S. Recreation Area Site Grading Project.
- Update regarding the CDBG Sanitary Sewer Project (Phase 1).

10. City Administrator’s Report:

11. City Attorney’s Report:

12. Other Business:

- Citizen request for a Yield sign on 8<sup>th</sup> Avenue N. at the N. 7<sup>th</sup> Street intersection (westbound only) – Council Member Ben Furleigh.

- Report to the City Council from the Veteran's Memorial Golf Club Foundation Inc., Tom Lovell, President.

13. Adjournment.

NEXT REGULAR MEETING – JUNE 20, 2011