



# 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

March 30, 2013

HONORABLE MAYOR & CITY COUNCIL MEMBERS:

City  
Administrator  
SCOTT  
FLORY

The next meeting of the Clear Lake City Council is scheduled for Monday, **April 1, 2013**, 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. Cemetery Expansion Area Site Grading Project.** At the February 18<sup>th</sup> regular City Council meeting, the Council set the dates for both a bid letting and public hearing on the proposed project for March 13<sup>th</sup> and 18<sup>th</sup>, respectively. Notice of such was published in the newspaper, as required by law.

DANA  
BRANT  
Ward 1

The proposed Project was one of the major capital improvement projects budgeted for in FY 13. The City budgeted \$90,000 for the project. The overall site is roughly 5 acres. Over the years, the City has accumulated and stockpiled, on-site, approximately 11,000 cubic yards of excavated fill material. This was done in anticipation of the need to increase the elevation of the site for future development and expansion of the City's municipal cemetery. Essentially, there is enough excavated fill material to elevate the site approximately 18".

TONY  
NELSON  
Ward 2

JIM  
BOEHNKE  
Ward 3

Basically, the scope of work involves the removal of the existing top soil and stockpiling it on-site; distribution and grading of the on-site excavated fill material; re-distribution of the stockpiled top soil; and seeding.

MIKE  
CALLANAN  
At Large

TERRY  
UNSWORTH  
At Large

On March 13<sup>th</sup>, the Project bid letting was conducted, as advertised, and a total of 12 bids were received. The lowest responsive responsible bid was submitted by Charlson Excavating of Clear Lake, in the amount of \$37,775. The next lowest bid submitted was in the amount of \$45,620. The bids ranged to a high of \$106,000 from Vieth Construction of Cedar Falls. The engineer's final estimate of the probable cost of construction was \$75,000. The bid from Charlson Excavating is 49.6% below the estimate.



The Project is anticipated to begin in early- April. The required completion date is not later than June 7<sup>th</sup>.

ITEM #6B. **12<sup>th</sup> Ave S. Outdoor Rec Area Trail Project.** At the February 4<sup>th</sup> regular City Council meeting, the Council set the dates for both a bid letting and public hearing on the proposed project for March 13<sup>th</sup> and 18<sup>th</sup>, respectively. Notice of such was published in the newspaper, as required by law.

The proposed Project was one of the major capital improvement projects budgeted for in FY 13. The City budgeted \$100,000 for the project. Basically, the Project entails the construction of an 8' wide, 3/4 mile in length, asphalt trail that would loop around the entire site.

On March 13<sup>th</sup>, the Project bid letting was conducted, as advertised, and a total of 1 bid was received. The lowest responsive responsible bid was submitted by Heartland Asphalt of Mason City, in the amount of \$105,525.25. The engineer's final estimate of the probable cost of construction was \$99,675. The bid from Heartland Asphalt is 5.8% in excess of the estimate. The required completion date is June 7<sup>th</sup>.

ITEM #6D. **City Council compensation.** At the Council's most recent annual Strategic Planning & Goal Setting Session, interest was expressed by the elected officials in ensuring that the compensation for City Council Members was in-line with peer communities. The last time the compensation for City Council Members was adjusted was in 1999. At that time it was increased from \$25/meeting to \$50/meeting. Generally speaking, there are about 30 Council meetings in a year (regular and special).

In a survey conducted in-house by City staff, it was determined that many peer communities compensate their elected officials on an "annual" basis, as opposed to a "per meeting" basis. Because Clear Lake's population is something of an anomaly - fluctuating so much throughout the year - the best measure in determining a peer community is to look at the size of their respective tax base and

budget. Clear Lake has a tax base of more than \$800 million and a budget in excess of \$15 million.

The following are comparable communities and what they compensate their City Council members:

City	tax base	budget	compensation
1. Oskaloosa	\$497,000,000	\$15.9M	\$100/meeting
2. Boone	\$609,210,191	\$19.5M	\$2,700/year
3. Ft. Madison	\$404,550,191	\$8M	\$3,000/year
4. Keokuk	\$513,355,921	\$25M	\$2,400/year
5. Carroll	\$646,979,868	\$17.5M	\$2,400/year
6. LeMars	\$695,586,087	\$17.5M	\$6,000/year
7. Norwalk	\$577,743,967	\$12.6M	\$2,500/year
8. Pleasant Hill	\$1.020B	\$20M	\$3,000/year
9. Mt. Pleasant	\$405,479,979	\$11.4M	\$2,400/year

Among this group of 9 cities, Clear Lake has the second highest tax base and the 6<sup>th</sup> largest budget. A total of 27 cities were queried, but these are the most relevant.

It should be noted that, by law, no increase in compensation can occur until January 1, 2014, following the upcoming November, 2013 regular municipal election. Enclosed in your packet is an Ordinance setting the compensation for City Council Members at \$2,500/year.

Scott Flory  
City Administrator

SmartQuote: "If we were all given by magic the power to read each other's thoughts, I suppose the first effect would be to dissolve all friendships."  
-- Bertrand Russell, British philosopher, mathematician, and historian

TENTATIVE AGENDA  
CLEAR LAKE CITY COUNCIL

CITY HALL – 15 N. 6<sup>TH</sup> STREET  
MONDAY, APRIL 1, 2013  
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 18, 2013.
  - B. Approval of the bills & claims.
  - C. Licenses & Permits:
    - **Liquor License:** Class B Wine Permit (Carryout Wine) & Class B Beer Permit (BC) with Sunday Sales, *Pitstop Convenience Store*; Class B Wine Permit (Carryout Wine), Class C Beer Permit (Carryout Beer), & Class E Liquor License (LE) with Sunday Sales, *Lake Liquors Wine & Spirits*; Class B Liquor License (LB) (Hotel/Motel) with Catering Privilege & Sunday Sales, *Best Western Holiday Lodge*; (renewals).
    - **Tree Trimmer's License:** S&S Malek Brothers, Garner, (renewal).
    - **Excavator's License:** JIREH, LLC, 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:
6. New Business:
  - A. Future Cemetery Expansion Area & Site Grading Project:
    - Review by Scott Flory, City Administrator.
    - **Motion** to approve **Resolution #13-30**, A "Resolution approving Contract & bonds."
    - Discussion and consideration of **Motion** by City Council.

B. 12<sup>th</sup> Avenue S. Outdoor Recreation Area Trail Project:

- Review by Scott Flory, City Administrator.
- **Motion** to approve **Resolution #13-31**, A “Resolution Approving Contract & bonds.”
- Discussion and consideration of **Motion** by City Council.
- **Motion** to approve **Resolution #13-32**, A “Resolution authorizing the reimbursement of funds from the General Fund from the proceeds of the Tax Increment Fund for purposes of the 12<sup>th</sup> Ave S. Outdoor Recreation Area Trail Capital Improvement Project incident and related to this Resolution.”
- Discussion and consideration of **Motion** by City Council.

C. Preliminary Engineering Report for the proposed Northwest Water Tower Project:

- Introduction by Scott Flory, City Administrator.
- Review of Preliminary Engineering Report, Tim Moreau, P.E., Veenstra & Kimm.
- **Motion** to approve Preliminary Engineering Report and authorize submittal to the Iowa DNR.”
- Discussion and consideration of **Motion** by City Council.

D. City Council compensation for the term(s) beginning January 1, 2014 and forward:

- Review of proposal, Scott Flory, City Administrator.
- Opportunity for public comment.
- **Motion** to approve **Ordinance #807** (1<sup>st</sup> reading) by 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 pre-construction conference: HWY 18 (N. 3<sup>rd</sup> St W. – N. 9<sup>th</sup> St W.) Water Main Improvement Project.

10. City Administrator’s Report:

11. City Attorney’s Report:

12. Other Business:

13. Adjournment.

NEXT REGULAR MEETING – APRIL 15, 2013