

Mayor  
NELSON P.  
CRABB

February 13, 2015

City  
Administrator  
SCOTT  
FLORY

HONORABLE MAYOR & CITY COUNCIL MEMBERS:

The next meeting of the Clear Lake City Council is scheduled for Monday, **February 16, 2015**, at 6:30 p.m., in the Council Chambers, at the Clear Lake City Hall. Please refer to the enclosed agenda for the items discussed below.

#### COUNCIL MEMBERS

DANA  
BRANT  
Ward 1

TONY J.  
NELSON  
Ward 2

JIM  
BOEHNKE  
Ward 3

MIKE  
CALLANAN  
At Large

GARY  
HUGI  
At Large

ITEM #6A. **2015 Sewer Rehabilitation Project.** One of the major capital improvement projects for FY 15 involves the rehabilitation of approximately 5,300 LF of sewer pipe, with point repairs and manholes, using the Cured-In-Place Pipe Technology. This "trenchless" method allows the pipe to be rehabilitated in place without having to perform excavation and pipe replacement. The CIPP is a jointless, seamless, pipe-within-a-pipe, consisting of a resin-impregnated flexible tube. The flexible tube is inserted and pulled through the existing pipe from manholes and is then cured, using either hot water or steam pressure to expand the tube to tightly bond with the interior of the existing pipe.

The Project was reviewed by the Council on January 5<sup>th</sup> and on January 19<sup>th</sup>. At the meeting on the 19<sup>th</sup>, the Council set the date for the Project bid letting and public hearing on the proposed plans & specifications. The bid letting was conducted on February 11<sup>th</sup> and there were a total of three (3) bids opened and publicly read. The lowest responsive, responsible, bid was submitted by Visu-Sewer (Pewaukee, WI) in the amount of \$232,074.30 (base bid). The engineer's opinion of the probable cost of construction was \$292,873, making the base bid of Visu-Sewer 20.8% below estimate. The next lowest bid based bid was submitted by Municipal Pipe & Tool (Hudson, IA). However, the bid from Municipal was not responsive as to the completeness of its bid proposal and, as such, should be disqualified from consideration for award of contract.

There was an "alternate" bid item as well. The alternate bid item was for lining a 24" diameter line that runs below ground across US HWY 18. The bid submitted for this work by Visu-Sewer was \$28,751.25, which is 1.9% below the engineer's estimate of the probable cost of construction. This work will be funded entirely by the Iowa DOT and the City will receive reimbursement from them upon project completion.

The City budgeted \$300,000 for the project, excluding Alternate #1. Visu-Sewer has done work in the City previously and performed at a more than acceptable level.



**ITEM #6B. Northern Natural Gas Border Station Improvement.** Northern natural gas Company owns and operates the border station located at the intersection of 14<sup>th</sup> Ave N. and Buddy Holly Place. The Company is proposing to make some modifications to its facilities at this location. As a result of the proposed improvements, the Company has inquired with the City about the possibility that some of its equipment may encroach into the City's right-of-way adjacent to Buddy Holly Place. The City has an extraordinarily wide ROW in this location. The intrusion into the ROW would be minimal, but the Company would like to be able to access their equipment for service related purposes, if and when necessary and simply wants to ensure it has legal authority to do so within the City's ROW.

At the previous City Council meeting, the Council gave its consent to initiate the process to vacate and sell a portion of its ROW to Northern Natural Gas Company. The next step in the process involves setting the proposal for a public hearing. It is proposed that a public hearing date be set and that notice be published in the newspaper.

**ITEM #6D. FY 16 Municipal Budget Proposal.** The proposed tax rate for the City of Clear Lake for the 2016 fiscal year, which begins July 1, 2015, and ends June 30, 2016, is \$10.54/\$1,000 of taxable valuation. This marks the 5<sup>th</sup> consecutive year that the tax rate has remained unchanged, since the \$0.50/\$1,000 of taxable valuation rate increase in FY 12 made necessary as the result of the voter-approved \$2.3 million general obligation bond referendum for the fire station building project. Prior to FY 12, the City's portion of the tax rate had remained at \$10.04/\$1,000 for five (5) consecutive fiscal years. Once again, Clear Lake will feature one of the lowest tax rates in Iowa for cities with a population of more than 4,000.

The taxable valuation for FY 16 (1/1/14) continues the positive trend of growth in the Community. The taxable valuation for FY 16 is \$520,347,335, which is a 3.7% increase (\$18,537,159) from FY 15. This despite a commercial and industrial property tax rollback that is, for FY 16 purposes, set at 90% of assessed value. The residential rollback for FY 16 is set at 55.73%, up from FY 15 rate of 54.40%.

The proposed FY 16 budget reflects total expenditures among the various programs of \$12,141,766; of which \$7.2 million is directed towards operations & maintenance; \$3.85 million towards capital; and \$1.1 million towards debt service. Projected ending cash balance for June 30, 2016 in the General Fund is \$2.5 million, which is 45% of the General Fund operating budget. The debt capacity of the City for FY 16 is \$42.4 million and the City currently has used only \$3.6 million, or 9%, of its General Obligation debt borrowing capacity.

The remaining schedule for budget consideration is as follows:

- |                           |   |
|---------------------------|---|
| February 16 <sup>th</sup> | City Council adopts a "preliminary" budget and sets a public hearing date for March 2 <sup>nd</sup> . |
| February 18 <sup>th</sup> | Notice of public hearing is published in the newspaper.   |
| March 2 <sup>nd</sup>     | Conduct public hearing and adopt a final budget.  |
| March 15 <sup>th</sup>    | Certify budget to County Auditor.   |

**Smart Quote: "You always have two choices: Your commitment versus your fear." -- Sammy Davis Jr., American entertainer**

Scott Flory  
City Administrator

PUBLIC NOTICE IS HEREBY GIVEN that the following governmental body will meet at the date, time, and place herein set out. The tentative agenda for said meeting is as follows:

TENTATIVE AGENDA  
CLEAR LAKE CITY COUNCIL  
CITY HALL – 15 N. 6<sup>TH</sup> STREET  
MONDAY, FEBRUARY 16, 2015  
**6:30 P.M.**

1. Call to Order and Pledge of Allegiance led by Mayor Nelson P. Crabb.
2. Approval of Agenda.
3. Consent Agenda:
  - A. Minutes – February 2, 2015
  - B. Approval of the bills & claims.
  - C. Licenses & Permits:
    - Excavator's License: A Plus Skidloader Services, Boone, (renewal).
    - Liquor License: Class C Liquor License with Sunday Sales, North Iowa Cultural Center & Museum; Class B Wine Permit, Class C Beer Permit, Class E Liquor License with Sunday Sales, Clear Lake Payless Foods; Class C Liquor License with Outdoor Service & Sunday Sales, Veterans Memorial Golf Club; Class B Liquor License with Catering Privilege, Outdoor Service & Sunday Sales, Best Western Holiday Motor Lodge, (renewals).
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. 2015 Sanitary Sewer Rehabilitation Improvement Project:
    - Introduction by Scott Flory, City Administrator.
    - Review of bid letting and recommendation concerning award of contract, Jason Petersburg, P.E., Veenstra & Kimm.
    - Mayor opens Public Hearing.
    - **Motion** to close public hearing.
    - Discussion and consideration of **Motion** by City Council.

- **Motion to approve Resolution #15-02, A Resolution approving the plans, specifications, form of contract, and estimate of cost for the 2015 Sewer Rehabilitation Improvement Project.”**
- Discussion and consideration of **Motion** by City Council.
- **Motion to approve Resolution #15-03, A Resolution making an Award of Contract.”**
- Discussion and consideration of **Motion** by City Council.

B. Northern Natural Gas Company Town Border Station Improvement Project:

- Review by Scott Flory, City Administrator.
- **Motion to approve Resolution #15-04, A Resolution initiating procedures for the vacation and sale of a portion of excess right-of-way and setting the date for a hearing when the issue of vacation and sale will be heard and determined by the City.”**
- Discussion and consideration of **Motion** by City Council.

C. City Hall/Police Department Renovation Project:

- Review of Pay Estimate #12, Scott Flory, City Administrator.
- **Motion to approve Pay Estimate #12 by the City Council.**
- Discussion and consideration of **Motion** by City Council.

D. FY 16 Municipal Budget proposal:

- Review of “preliminary” FY 16 budget proposal by Scott Flory, City Administrator.
- **Motion to adopt a “preliminary” budget and set March 2, 2015, at 6:30 p.m., as the date and time for a public hearing thereon.”**
- Discussion and consideration of **Motion** by City Council.

E. Request from Clear Lake Fire Department:

- Review of request, Lieutenant Jim Finstad.
- Discussion and consideration by City Council.

7. Chief of Police’s Report:

8. Mayor’s Report:

9. Public Works Director’s Report:

- Review of competitive quotes for the N. Shore Drive Street Lighting Project.

10. City Administrator's Report:

- Confirmation announcement – Project Windmill Realty LLC – February 19, 2015, 8:35 a.m., Council Chambers, City Hall.

11. City Attorney's Report:

12. Other Business:

13. Adjournment.

NEXT REGULAR MEETING – MARCH 2, 2015

This notice is given pursuant to Chapter 21.4(1) of the Code of Iowa and the local rules of said governmental body.