



CITY OF CLEAR LAKE

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Mayor
NELSON P.
CRABB

January 30, 2015

HONORABLE MAYOR & CITY COUNCIL MEMBERS:

City
Administrator
SCOTT
FLORY

The next meeting of the Clear Lake City Council is scheduled for Monday, **February 2, 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. W. 7th Ave N. Watermain Project. One of the major capital improvement projects the City anticipates for FY 16 is the reconstruction of the City's water main on W. 7th Ave N., between 19th St. W. and N. Shore Drive. The existing water main in this segment is a combination of 8" and 6" cast iron material. The City has experienced a high volume of water main breaks on this segment of the distribution system over the last twenty years. It should be noted, that this segment is also part of the secondary feed to the north/northwest water tower from the water treatment plant. In situations where service is interrupted from the primary feed on US HWY 18, this segment reduces the ability to operate the tower effectively.

The proposed project consists of constructing a new 12" diameter PVC water main. The project is roughly 2700 LF in length. The estimate of the probable cost of construction is approximately \$330,000. The Council has tentatively appropriated \$380,000 as a project budget, with engineering design in the FY 15 budget and construction in FY 16. The anticipated date of the bid letting is July 1, 2015 and construction completion by October 30, 2015.

Enclosed in the Council packet is a professional services proposal from Veenstra & Kimm for design, bid, and construction related service for the proposed Project. The total compensation is a not to exceed \$41,400.

ITEM #6B. Northern Natural Gas Border Station Improvement. Northern natural gas Company owns and operates the border station located at the intersection of 14th 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. The Council could consider a sale of a portion of its ROW, granting an easement in perpetuity, or a ROW encroachment permit, if it is so inclined.



ITEM #6C. **Building & Zoning Official Job Description**. Enclosed in the packet is a revised job description for the building official position. The description was last previously approved in 2000. There are many revisions proposed, including changing the title of the position from "Building Official" to "Building & Zoning Official". The City current building official has announced that he will retire in April, 2015, after more than 30 years with the City. A position announcement was published in the newspaper on January 28, 2015.

ITEM #6D. **N. Shore Drive Project Street Lighting**. The City staff and consulting engineer is getting ready to seek competitive quotes from the various street lighting distributors for the fixture for the N. Shore Drive Street Reconstruction Project. The N. Shore Drive Street Reconstruction project included cost for wiring and fixture foundations, but not the actual fixture itself. The City, of course, budgeted for the fixtures, but to be purchased and installed by the City independently of the construction contract. Prior to seeking quotes, the consultant will review the proposed fixture for a final time with the Council.

Smart Quote: "We delight in the beauty of the butterfly, but rarely admit the changes it has gone through to achieve that beauty." -- Maya Angelou, American writer

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. 6TH STREET
MONDAY, FEBRUARY 2, 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 – January 19, 2015; January 23 & 29, 2015 (workshops)
 - B. Approval of the bills & claims.
 - C. Licenses & Permits:
 - **Liquor License**: Class B Native Wine Permit (WBN) with Sunday Sales, Lake Coffee & Ice Cream, (renewal).
 - **Street Closing Request**: Clear Lake Farmer's Market, 2nd Avenue N from N 8th Street to N 9th Street, Saturday, May 23rd through Saturday, October 17th.
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. W. 7th Avenue N. Water Main Improvement Project:
 - Introduction by Scott Flory, City Administrator.
 - Review of professional services agreement, Jason Petersburg, P.E., Veenstra & Kimm.
 - **Motion** to approve Engineering Services Agreement by City Council.
 - Discussion and consideration of **Motion** by City Council.

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

- Introduction by Scott Flory, City Administrator
- Review of request, Tony Stucchi, Northern Natural Gas Company.
- Discussion and consideration by City Council.

C. Modifications to Building & Zoning Official Job Description:

- Introduction by Scott Flory, City Administrator.
- **Motion** to approve revised job description by City Council.
- Discussion and consideration of **Motion** by City Council.

D. North Shore Drive Project - Street Lighting fixtures:

- Introduction by Scott Flory, City Administrator.
- Review of proposed street light fixture, Jason Petersburg, P.E., Veenstra & Kimm.
- Questions and discussion by City Council.

E. FY 16 Municipal Budget proposal:

- Review of “preliminary” FY 16 municipal budget proposal by Scott Flory, City Administrator.
- Questions and 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:

- Update City Hall/Police Department Renovation Project.

11. City Attorney’s Report:

12. Other Business:

13. Adjournment.

NEXT REGULAR MEETING – FEBRUARY 16, 2015

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