



CITY OF CLEAR LAKE

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Mayor
NELSON P.
CRABB

May 3, 2013

City
Administrator
SCOTT
FLORY

HONORABLE MAYOR & CITY COUNCIL MEMBERS:

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

DANA
BRANT
Ward 1

TONY J.
NELSON
Ward 2

JIM
BOEHNKE
Ward 3

MIKE
CALLANAN
At Large

TERRY
UNSWORTH
At Large

ITEM #6B. **S. 20th Street Intersections, Stormwater, & Sidewalk Improvement Project.** At its April 15th regular meeting, the Council awarded the construction contract to Yohn Excavating (Clear Lake). The amount of the contract is \$279,922.75. The City has now received the partially-executed contract, bonds (performance, payment, & maintenance), and certificate of liability insurance from the contractor. All these documents have been reviewed by City staff and the Project consultant and have been determined to be in compliance with the Project's specifications. The Project substantial completion date is August 16, 2013.

ITEM #6D. **Professional Service Agreement – City's Annual Audit.** The City has utilized McGladrey & Pullen, LLP Certified Public Accountants as its independent auditor for over 25 years. While McGladrey performed the duties of their contract well and the City has been satisfied with their work, the City Council expressed its desire during the annual Strategic Planning & Goal Setting session that the City consider issuing a Request for Proposals (RFP) for audit services on a multi-year basis (i.e., 5 years).

At its regular meeting on March 4th, the Council authorized the issuance of a competitive RFP process and invited bids from several qualifying Certified Public Accounting firms. The City received back three (3) proposals in response to its solicitation and a work committee comprised of the Mayor, a City Council Member, City Administrator, & Finance Officer conducted in-person interviews on April 22nd. The firm selected by the work group to have submitted the most competitive proposal was the Certified Public Accounting firm of Bohnsack & Frommelt, LLP.

Bohnsack & Frommelt, LLP. works almost exclusively with other municipalities and governmental entities, primarily in Iowa and Illinois. Their partners experience in providing audit services includes: Clear Lake, IA; W. Des Moines, IA; Dubuque, IA; Milan, IL; Aledo, IL; and Rock



Island, IL to name a few. Their offices are located in Taylor Ridge, IL and Overland Park, KS. The firm also makes a conscious effort to limit its practice in other areas and focus on municipal audits. Their audit strategy is tailored to municipalities and is different from the traditional approach adapted from commercial clients by general practice accounting firms.

Upon completion of the annual audit, in December, Bohnsack & Frommelt, LLP will present their findings and conclusions to the City Council in the form of an Audit Report and make themselves available to respond to questions and address issues included in the Report. The proposal from Bohnsack & Frommelt was the least costly financially by roughly \$14,000 cumulatively over the 5-year term of the Agreement.

ITEM #6E. **Pine Brooke 3rd Residential Subdivision**. The developer (Joshua Inc.) has submitted and requests Final Plat approval for Pine Brooke 3rd Residential Subdivision. The subdivision is located just north of 10th Ave N., between Buddy Holly Place and Pine Brooke Drive. The development contains nine (9) residential building lots on a roughly 2.6 acre site. The lots are all zoned RM-12 (low-density multi-family residential).

The Planning & Zoning Commission and City Council each approved the preliminary plat for Pine Brooke 3rd Addition on April 24, and May 7, 2012, respectively. On February 12, 2013, the Planning & Zoning Commission approved the Final Plat for Pine Brooke 3rd Addition.

Enclosed in your packet is a Resolution approving the Final Plat for Pine Brooke 3rd Addition. The developer has filed with the City, security in the amount equal to the estimated cost of constructing the remaining infrastructure improvements. Once those remaining work items have been completed, the City Council, at that time, may consider a Resolution to accept the public improvements and release the improvement security.

Scott Flory
City Administrator

Smart Quote: "*Three grand essentials to happiness in this life are something to do, something to love, and something to hope for.*" – Joseph Addison, British essayist, poet, playwright, and politician

TENTATIVE AGENDA
CLEAR LAKE CITY COUNCIL
CITY HALL – 15 N. 6TH STREET
MONDAY, MAY 6, 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 – April 15, 2013.
 - B. Approval of the bills & claims.
 - C. Licenses & Permits:
 - **Liquor License**: Class C Liquor License (LC) (Commercial), **MNG Restaurant Corp dba The Island**; Class C Liquor License (LC) (Commercial with Outdoor Service and Sunday Sales, **Rumorz**; Class B Wine Permit with Sunday Sales, **Weathered Elements**; Class C Liquor License (LC) (Commercial) with Outdoor Service and Sunday Sales, **Ge-Jo's by the Lake**; (renewals).
 - **Excavator's License**: **Jennings Excavating**, Clear Lake; **Dean Snyder Construction**, Clear Lake; **Mort's Inc**, Latimer, (renewals) and **West Union Trenching**, West Union, (new).
 - **Peddler's License**: **Perry's Sweet Treats**, Clear Lake, (renewal).
 - **Tree Trimmer's License**: **Rolling Excavating**, Bancroft, (new).
 - **Cigarette Permit**: **Kum & Go #301**, **Kum & Go #302**, and **Fareway**, (renewals).
 - **Amusement License**: **Lake Front Tap**, (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:
 - A. City Council compensation for the term(s) beginning January 1, 2014 and forward:
 - **Motion** to approve **Ordinance #807** (final reading) by City Council.
 - Discussion and consideration of **Motion** by City Council.

6. New Business:

A. Proposed Ordinance prohibiting the feeding of waterfowl at or within 300' of any City-owned and/or maintained park or other recreation area(s):

- Review by Scott Flory, City Administrator.
- Opportunity for public comment.
- **Motion** to approve Ordinance #808, "An Ordinance prohibiting the feeding of waterfowl at or within 300' of any City-owned and/or maintained park or other recreation area(s) (including City Beach and the N. Lakeview Dr, between Main Ave and 4th Ave N.) within the City of Clear Lake, Iowa, and amending the Code of Ordinances of the City of Clear Lake, Iowa, 2003." (1st reading)
- Discussion and consideration of **Motion** by City Council.

B. S. 20th Street Intersection(s), Stormwater, & Sidewalk Improvement Project:

- Introduction by Scott Flory, City Administrator.
- **Motion** to approve **Resolution #13-35**, A "Resolution approving Contract & bonds."
- Discussion and consideration of **Motion** by City Council.

C. Annual Report from Alliant Energy:

- Presentation by Jim Collins, Key Account Manager
- Discussion and questions by City Council.

D. Professional Audit Services Agreement between the City of Clear Lake and Bohnsack & Frommelt, LLP for the annual City audit for the 5 fiscal years ending June 30, 2013 through June 30, 2017:

- Review of request, Scott Flory, City Administrator.
- **Motion** to approve **Resolution #13-36**, A "Resolution of the City Council of the City of Clear Lake, Iowa, approving a Professional Audit Services Agreement between the City of Clear Lake and Bohnsack & Frommelt, LLP, and authorizing the City Administrator and City Clerk to execute the Agreement."
- Discussion and questions by City Council.

E. Pine Brooke 3rd Residential Subdivision:

- Introduction by Scott Flory, City Administrator.
- Review of proposal, John Marino, Building Official.
- **Motion** to approve **Resolution #13-37**, A "Resolution approving the Final Plat for Pine Brooke 3rd Residential Subdivision, accepting the improvement security, and authorizing the Mayor and Clerk to execute the same."

- Discussion and consideration of **Motion** by City Council.

F. Professional Service Agreement RDG – Water Tower Site & N. Lakeview Drive (Main Ave – 1st Ave N.):

- Introduction by Scott Flory, City Administrator.
- Review of proposal, Cory Scott, RDG.
- **Motion** to approve Professional Services Agreement 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:

- A. Update regarding repairs/rebuild of Well #1's pump.
- B. US HWY 18 Water Main Improvement Project (N. 3rd to N. 9th St. W.).

10. City Administrator's Report:

- A. Request from Lake Theater.
- B. Position Vacancy Announcement – Water Treatment Plant/Public Works Operator & Code Enforcement Officer.

11. City Attorney's Report:

12. Other Business:

13. Adjournment.

NEXT REGULAR MEETING – MAY 20, 2013