

## SPECIAL COUNCIL MEETING

The Clear Lake City Council met in special session on Monday, November 25, 2013, at 5:30 p.m., in the Council Chambers, at City Hall, with Mayor Nelson P. Crabb presiding. All Council Members present. (Boehnke via telephone).

Callanan moved the agenda be approved, seconded by Nelson. Passed Unanimously.

Mayor Crabb announced that it was the time and place for the citizen's forum. There was no citizen comment.

Scott Flory, City Administrator, reviewed the proposed City Hall/Police Department Renovation Project and stated that at its previous Council meeting, the Project architect reviewed a draft of the proposed plans for the project. He advised that the Council may now consider a Resolution to set the date for a bid letting on the proposed project for January 14, 2014, at 2:00 p.m., and establishing January 20, 2014, at 6:30 p.m., as the date and time for a public hearing on the proposed plans & specifications, as well as consideration of an award of contract. He noted that the estimated cost of construction is roughly \$1.5 million and the proposed completion date is December 31, 2014. Unsworth introduced the following **Resolution** and moved its adoption, seconded by Callanan. Roll Call: Passed Unanimously. Whereupon, the Mayor declared the following duly adopted:

### RESOLUTION No. 13-75

#### A RESOLUTION FIXING THE DATE FOR A PUBLIC HEARING ON PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATE OF COST AND SETTING THE DATE FOR A BID LETTING ON THE PROPOSED 2014 CITY HALL/POLICE DEPARTMENT BUILDING RENOVATION PROJECT

Flory reviewed the proposed North Shore Drive Street Reconstruction Project and stated the Council previously set November 25<sup>th</sup> at 5:30 p.m. as the date and time for the public hearing on the proposed "Resolution of Necessity" for the project. He noted that following the public hearing the Council must then act on the proposed "Resolution of Necessity" and that the Council may vote to 1) defer action to a later date, time & place; 2) adopt the Resolution of Necessity with amendments; or 3) adopt the Resolution of Necessity without amendments.

Tim Moreau, Veenstra & Kimm, reviewed the project plans & specifications and stated that the total project cost including engineering, legal, contingency, and administrative is estimated at \$2,495,556 and that the total amount to be funded by special assessments is \$445,167.91, which is roughly 17.8% of the total cost of the project. He noted the project schedule sets a bid letting for February 18, 2014, public hearing on the plans & specifications at the February 17, 2014 meeting and award of contract at the March 3, 2014 meeting.

Mayor Crabb stated it was now the time and place for the public hearing on the Resolution of Necessity for the North Shore Drive Street Reconstruction Project.

Mike Grandon, 304 N Shore Drive, stated he is in favor of the project however he is concerned about access to his property during construction.

Robert Elsbury, 410 N Shore Drive, stated he is in favor of the project and has no issues with the Street assessment portion but objects to the assessment for the water main.

Hearing no further comment, Brant moved to close the public hearing, seconded by Callanan. Passed Unanimously.

Callanan introduced the following **Resolution** and moved its adoption, seconded by Unsworth. Roll Call: Passed Unanimously. Whereupon, the Mayor declared the following duly adopted:

### RESOLUTION No. 13-76

#### A RESOLUTION WITH RESPECT TO THE ADOPTION OF THE 'RESOLUTION OF NECESSITY' PROPOSED FOR THE N SHORE DRIVE STREET RECONSTRUCTION PROJECT

Nelson introduced the following **Resolution** and moved its adoption, seconded by Brant. Roll Call: Passed Unanimously. Whereupon, the Mayor declared the following duly adopted:

RESOLUTION No. 13-77

A RESOLUTION DIRECTING THE PREPARATION OF DETAILED PLANS & SPECIFICATIONS, FORM OF CONTRACT, AND NOTICE TO BIDDERS ON THE N SHORE DRIVE STREET RECONSTRUCTION PROJECT

Callanan introduced the following **Resolution** and moved its adoption, seconded by Nelson. Roll Call: Passed Unanimously. Whereupon, the Mayor declared the following duly adopted:

RESOLUTION No. 13-78

A RESOLUTION ORDERING BIDS; APPROVING PLANS, SPECIFICATIONS, AND FORM OF CONTRACT; NOTICE TO BIDDERS; FIXING BID SECURITY; AND ORDERING CLERK TO PUBLISH NOTICE AND FIXING A DATE FOR RECEIVING SAME; AND FOR A PUBLIC HEARING ON PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATE OF COST

Flory reviewed a proposed Voluntary Early Retirement Incentive Program and stated that the City has offered similar programs in the past. He advised that the program be offered until the end of December and the eligible employee must retire from his/her position with the City between January 1, 2014 and April 30, 2014. Nelson introduced the following **Resolution** and moved its adoption, seconded by Unsworth. Roll Call: Passed Unanimously. Whereupon, the Mayor declared the following duly adopted:

RESOLUTION No. 13-78

A RESOLUTION APPROVING A VOLUNTARY RETIREMENT INCENTIVE PROGRAM

There being no further business before the Council, Boehnke moved to adjourn at 7:02 p.m., seconded by Nelson. Passed Unanimously.

NEXT MEETING – MONDAY, DECEMBER 2, 2013

/S/ Nelson P. Crabb  
Nelson P. Crabb, Mayor

ATTEST:

/S/ Jennifer Larsen  
Jennifer Larsen, City Clerk