

**CITY OF STORM LAKE
REGULAR COUNCIL SESSION MEETING,
CITY HALL
COUNCIL CHAMBERS
DECEMBER 19, 2022
5:00 PM**



City of Storm Lake
PO Box 1086
Storm Lake, IA 50588
p (712) 732-8000
f (712) 732-4114

AGENDA

Access to the official meeting can also be done through the following ways:

BY TELEPHONE:

Dial: 1-312-626-6799 or toll-free: 1-888-475-4499

Zoom Meeting ID: 933-2006-3301

BY COMPUTER:

<https://zoom.us/j/93320063301>

Open the Meeting

- **Call to Order**
- **Pledge of Allegiance**
- **Proclamation**

- A. **Consideration of Changes in Agenda and Setting the Agenda**
- B. **Disclosure by City Council Members**
- C. **Hear the Public**
- D. **Consent Agenda**
 - 1. [Consent Agenda](#)
 - 2. [Buy Local Information](#)
 - 3. [SLPD City Code Enforcement Summary](#)
- E. **Unfinished Business**
 - 1. [Tax Increment Financing Revenue Update](#)
 - 2. [Motion To Untable Item to Change Family Season Pass Definition and Motion To Approve Change](#)
- F. **New Business**
 - 1. [Ordinance No. 02-O-2022-2023 Proposed Text Amendment To The Storm Lake Zoning Ordinance To Make Changes To The Gateway Overlay District](#)
 - 2. [Motion to Approve Contract with The Retail Coach](#)
 - 3. [Motion to Approve a Professional Service Agreement with Bolton & Menk for Runway 17/35 Lighting Replacement](#)
 - 4. [Work Session - Snow Removal Plan](#)

5. City Council Requested Items
 6. Fiscal Year 2024-2028 Proposed Capital Improvement Plan Work Session
- G. Adjourn

Meeting Protocol

If you wish to speak today, please:

1. To speak on an agenda item please approach the podium when that agenda item is called and upon recognition by the Mayor identify yourself by stating your name and address.
2. If your issue is not a topic on the agenda please approach the podium under the "Hear the Public" agenda item and upon recognition by the Mayor identify yourself by stating your name and address.
3. Please keep your remarks to three (3) minutes or less.
4. If you require accommodation for this meeting including but not limited to translation services, hearing assistance, or accessibility please contact the City Clerk at least four (4) hours prior to the start of the meeting.

**If you have concerns about any of the items on the consent agenda, they may be separated from the consent agenda and voted on individually.*

***Ordinances may be read at three consecutive meetings or readings may be waived and ordinances may be passed at only one or two meetings.*

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Find us on the Web at <http://www.stormlake.org>

Staff Summary

12/19/2022

Agenda Item # D.1.



City of Storm Lake
PO Box 1086
Storm Lake, IA 50588
p (712) 732-8000
f (712) 732-4114

REPORT TO: Honorable Mayor & Council

FROM: Mayra Martinez City Clerk

SUBJECT: **Consent Agenda**

BACKGROUND: The Consent Agenda Includes:

List of Bills:

- King's Pointe & Sunrise Pointe Disbursements
- Approve December 5, 2022 Special City Council Minutes
- Approve December 5, 2022 City Council Minutes
- Acknowledge November 2022 Library Minutes
- Acknowledge November 2022 Airport Minutes
- Approve New Liquor Application for Legendary Hospitality LLC dba Malarkys Pub
- Approve SGS LLC dba Carroll Refuse Service Garbage Application 2023
- Approve Buy Local Information
- Approve Storm Lake Police Department City Code Enforcement Update

FISCAL IMPACT: The City Will Pay The Following Expenditures:

- List of Bills: \$873,332.78
- King's Pointe & Sunrise Pointe Golf Course Bills: \$112,550.52

The City Will Receive The Following Income:

- Renewal Liquor License Fees: \$585.00

RECOMMENDATION: Approve Consent Agenda

ATTACHMENTS:

[12/19/022 City Expense Report.pdf](#)

[King's Pointe Claims.pdf](#)

[12/05/2022 Special City Council Minutes - Special.pdf](#)

[12/05/2022 Regular City Council Minutes.pdf](#)

[Library November 2022 Minutes.pdf](#)

[Airport November 2022 Minutes.pdf](#)

[Legendary Hospitality, LLC dba Malarkys Pub Liquor Application 2022.pdf](#)

[SGS LLC dba Carroll Refuse Service Garbage Application 2023.pdf](#)



Storm Lake, IA

My Buy Local_v1

Payment Date Range: 12/08/2022 - 12/21/2022

Vendor Name	Buy Local Info	Payable Description	Total Payments
BVC			
Mike's Electronics Inc	BVC	Well 20 Heater	1,480.16
Buena Vista County Attorney	BVC	Forf Fees- 2004 Ranger	2,499.75
Mike's Electronics Inc	BVC	Bargloff LS Services	637.50
Storm Lake Garage Door Service, LLC	BVC	Cable Repairs	86.00
Buena Vista County Recorder	BVC	November 2022 Recordings	64.00
Buena Vista County Solid Waste	BVC	Recycling	137.80
	BVC Total:	4,905.21	
Contract/Agreement			
Bolton & Menk, Inc	Contract/Agreement	Construction Services	82,382.80
I & S Group, Inc	Contract/Agreement	Well Design	34,950.00
Bolton & Menk, Inc	Contract/Agreement	Comp Plan Services	10,578.50
SCE, LLC	Contract/Agreement	Main Break- 1507 Lakeshore Dr & Memorial R	7,179.61
I & S Group, Inc	Contract/Agreement	Finalization of Downtown Master Plan	5,900.00
SCE, LLC	Contract/Agreement	Sewer Replacement	5,092.08
I & S Group, Inc	Contract/Agreement	General Engineering Services	4,818.75
SCE, LLC	Contract/Agreement	City Hall Alley Main Break	3,345.05
Bolton & Menk, Inc	Contract/Agreement	Construction Services	5,503.00
I & S Group, Inc	Contract/Agreement	Construction Admin	1,827.50
Bolton & Menk, Inc	Contract/Agreement	Construction Services	1,589.00
SCE, LLC	Contract/Agreement	Main Break Services- 1613 Rose Lane	1,356.00
I & S Group, Inc	Contract/Agreement	Construction Services	750.00
	Contract/Agreement Total:	165,272.29	
Local			
MidAmerican Energy Company	Local	Electric Services	62,043.54
Growmark, Inc	Local	Fuel	13,613.93
Storm Lake Industrial Corporation	Local	Pay Request #2 of FY2023	16,000.00
Jim Bartholomew	Local	December 2022 Airport Contract	5,957.49
Havens & Havens	Local	Legal Services	5,267.32
Alliant Energy	Local	Gas Services	4,893.29
Stanton Electric, Inc	Local	Building Lighting Repairs	8,501.46
Rebnord Technologies, Inc	Local	IT Service Agreement	3,833.33
Verizon Wireless Services LLC	Local	Cell Phone Service	3,520.01
Michael P. Reinert	Local	Thickener Tank Fabrication	1,804.50
Central Bank	Local	Services	1,753.82
Storm Lake Hydraulics Co, Inc	Local	Backhoe Repairs	1,453.28
Stanton Electric, Inc	Local	Shop Lights	1,332.55
Vanish LLC	Local	November 2022 Towing Services	1,280.00
A & A Automotive	Local	Wire Repairs & Service	1,187.30
Stille Pierce & Pertzborn	Local	Add Mower & Tahoe	999.00
Edwards Storm Lake	Local	Lower Arm Control Replacement	962.01
North Lake Truck Repair	Local	Turbo Repairs	858.07
Rebnord Technologies, Inc	Local	Keyboards and Monitors	844.75
The Storm Lake Times	Local	Publications	810.87
Larson Oil & Distributing Co, Inc	Local	Propane	1,483.65
Siouxland Certified Testing Services, Inc	Local	Testing Services- 4th Street Watermain	697.00
A & A Automotive	Local	Tire Replacement	659.17
Stanton Electric, Inc	Local	Tower Light Repairs	1,815.72
Storm Lake Ace Hardware	Local	Supplies	560.85
Havens & Havens	Local	4th Quarter Meetings 2022	500.00
Reding's Gravel & Excavating Co., Inc	Local	Rock	407.69
North Lake Truck Repair	Local	Service	1,105.42
Iowa Office Supply Inc	Local	Envelopes	260.36
US Postal Service	Local	PO Box Fee	242.00

My Buy Local_v1

Payment Date Range: 12/08/2022 - 12/21/2022

Vendor Name	Buy Local Info	Payable Description	Total Payments
Visual Edge Inc	Local	Copier Maintenance Agreement	229.29
Vetter Equipment	Local	Filter, Knob & Mirror	222.00
Wiese Plumbing & Heating, Inc	Local	Filter Replacement	207.33
Rent-All, Inc	Local	Scissorlift Rental	206.00
Thomas John Flanigan	Local	Seeding of NW LS	200.00
Iowa Office Supply Inc	Local	Office Supplies	375.46
Dianne Johnson	Local	Bd & Disp of Cats/Dogs	170.00
Wiese Plumbing & Heating, Inc	Local	Toilet Repairs	159.45
Qwest Corporation	Local	Phone Service	135.53
Visual Edge Inc	Local	Copier Maintenance Agreement	117.15
North Lake Truck Repair	Local	Hose	103.54
A & A Automotive	Local	Timing Control Valve Repairs	102.74
Michael P. Reinert	Local	Sheets for Covers	90.00
Visual Edge Inc	Local	Copier Maintenance Agreement	89.95
A & A Automotive	Local	Service P-12	262.89
North Lake Truck Repair	Local	Supplies	85.25
The Storm Lake Times	Local	FY2023 Subscript- PD #2412	76.95
Rebnord Technologies, Inc	Local	UPS	74.95
Hy-Vee, Inc	Local	Supplies	73.83
A & A Automotive	Local	Service	73.77
Stanton Electric, Inc	Local	Plug	69.54
Dennis R Julius	Local	Entrance Mat Services	67.80
Stanton Electric, Inc	Local	Circuit Replacement	62.54
A & A Automotive	Local	Service Charger	60.87
The Bridge of Storm Lake	Local	Supplies	60.34
Visual Edge Inc	Local	Copier Maintenance Agreement	57.22
A & A Automotive	Local	Serviced 2014 Chevy	112.48
Dennis R Julius	Local	Laundry Services	103.25
Rebnord Technologies, Inc	Local	Keyboard & Mouse	44.95
Vetter Equipment	Local	Supplies	44.00
Visual Edge Inc	Local	Copier Maintenance Agreement	37.28
Reding's Gravel & Excavating Co., Inc	Local	Scale Fees	36.00
A & A Automotive	Local	Tire Repairs	32.65
Iowa Office Supply Inc	Local	Office Supplies	32.46
MidAmerican Energy Company	Local	Electric Service	26.81
Culligan Water Storm Lake	Local	Water Supplies	25.50
Storm City Auto Parts, Inc	Local	Fittings, Connector, & Clip	25.12
Culligan Water Storm Lake	Local	Water Supplies	17.00
Plumbing & Heating Wholesale, Inc	Local	Couplings	8.76
Storm Lake Hydraulics Co, Inc	Local	Supplies	3.75

Local Total: 148,632.78

Non-Local

Empire Excavation	Non-Local	Pay #1 of W 6th St Utility Ext	74,427.70
Site Services, Inc	Non-Local	Demo of 604 Geisinger Road	41,950.00
Iowa Lakes Corridor Development Corp	Non-Local	FY2023 Membership	37,600.00
Midwestern Mechanical of Iowa, Inc	Non-Local	Building Repairs	37,076.78
Sioux City Fence LLC	Non-Local	WWTP Fence Replacement	24,866.14
MW Watermark, LLC	Non-Local	Cloths	8,809.46
Mississippi Lime Company	Non-Local	Lime	28,171.79
NW Iowa Planning & Development Commi	Non-Local	SHIELD Draw FY2023	3,500.00
Bend Mailing Services, LLC	Non-Local	Bill Printing Services	2,506.09
Mark A. Collins	Non-Local	FY2023 Strategic Planning	2,218.17
Electric Pump Inc	Non-Local	Fuse	2,182.40
Davis Equipment Corporation	Non-Local	Irrigation System Subscription	1,999.00
Midwestern Mechanical of Iowa, Inc	Non-Local	Equipment Repairs/Replacement	1,986.97
Builders Sharpening & Service LLC	Non-Local	Bearing, Rod & Bristles	1,734.09
Foundation Analytical Laboratory, Inc	Non-Local	Testing Services	1,532.50
Pitney Bowes Inc	Non-Local	Postage	1,515.00
UnityPoint Clinic- Occupational Medicine	Non-Local	Physical- Brown & Coleman	1,503.48
CMS Engineered Products LLC	Non-Local	Actuators	1,309.79

My Buy Local_v1

Payment Date Range: 12/08/2022 - 12/21/2022

Vendor Name	Buy Local Info	Payable Description	Total Payments
SGS, LLC	Non-Local	Garbage Services	1,290.75
ATCO Manufacturing Company	Non-Local	Supplies	946.50
Imagine the Possibilities, Inc	Non-Local	Janitorial Services	800.00
Utility Supply of America, Inc	Non-Local	Winch Cable	787.80
RJ Thomas Manufacturing Company, Inc	Non-Local	Decals- Less Tax	752.00
Iowa Dept of Justice	Non-Local	Forf Fees- 2004 Ranger	550.00
Foundation Analytical Laboratory, Inc	Non-Local	Testing Services	544.00
Swank Motion Pictures, Inc	Non-Local	License	482.00
Foundation Analytical Laboratory, Inc	Non-Local	Testing Services	422.00
W. W. Grainger, Inc	Non-Local	Filters	416.88
Ace Sign Displays	Non-Local	Patches	375.00
Cavendish Square Publishing LLC	Non-Local	Books	366.66
Trevor Kruger	Non-Local	Glass	335.84
Marcus Lumber Company Corp	Non-Local	Molasses	335.24
Central Iowa Distributing, Inc	Non-Local	Cleaning Supplies	330.00
Terry and Bob's Sign Company, LLC	Non-Local	Plaque	324.00
Tyler Business Forms	Non-Local	Tax Forms	321.67
Foundation Analytical Laboratory, Inc	Non-Local	Testing Services	319.00
Central Iowa Distributing, Inc	Non-Local	Cleaning Supplies	316.20
Iowa Dept of Justice	Non-Local	Forf Fee- 2008 BMW Sale	302.60
Iowa Department of Public Safety	Non-Local	3rd Qtr 2022 IOWA System	300.00
Heartland Backflow, Inc	Non-Local	Backflow Testing Services	300.00
Brodart Co.	Non-Local	Books	293.15
Iowa Dept of Justice	Non-Local	Forf Fee- 2001 Tahoe Sale	258.40
Barnes & Noble Booksellers, USA Inc	Non-Local	Books	254.18
Central Iowa Distributing, Inc	Non-Local	Cleaning Supplies	234.00
Schumacher Elevator Company	Non-Local	Elevator Maintenance	232.80
Midwest Breathing Air, LLC	Non-Local	Quarterly Air Testing	219.60
Foundation Analytical Laboratory, Inc	Non-Local	Testing Services	211.00
UnityPoint Clinic- Occupational Medicine	Non-Local	Testing Services	210.00
W. W. Grainger, Inc	Non-Local	Cord Reel	207.99
Ed M. Feld Equipment Company, Inc	Non-Local	Badges	191.52
ABC Pest Control, Inc	Non-Local	Quarterly Add'l Pest Control Services	190.00
National Recreation and Park Association	Non-Local	FY2023 Membership- Ripke #431147	180.00
Sioux City Mercy Medical Clinic	Non-Local	9/20/2022 Physical- Taylor	175.00
Builders Sharpening & Service LLC	Non-Local	Filters & Clamp	172.61
Language Line Services, Inc	Non-Local	Interpretation Services	164.11
St. Paul Stamp Works, Inc	Non-Local	Animal Tags	162.51
Dale Vitito	Non-Local	Uniforms	144.89
Central Iowa Distributing, Inc	Non-Local	Cleaning Supplies	144.50
Rice Signs LLC	Non-Local	Sign	140.58
Iowa Department of Natural Resources	Non-Local	FY2023 UST Renewal	130.00
ABC Pest Control, Inc	Non-Local	Pest Control Services	130.00
Intoximeters, Inc	Non-Local	Supplies	125.00
Iowa Police Chiefs Association	Non-Local	Membership- Cole	125.00
Builders Sharpening & Service LLC	Non-Local	Elements, Filters, & Switch	111.02
ABC Pest Control, Inc	Non-Local	Pest Control Services	91.00
Brodart Co.	Non-Local	Books	89.57
Salus LLC	Non-Local	November 2022 Licenses	80.00
Dale Vitito	Non-Local	Uniforms	79.79
Central Iowa Distributing, Inc	Non-Local	Cleaning Supplies	79.20
Ahlers & Cooney, P.C.	Non-Local	Labor Relations	78.00
Builders Sharpening & Service LLC	Non-Local	Switch & Harness	72.70
James M. Sweeney & Associates, Inc	Non-Local	Background Check	70.30
Central Iowa Distributing, Inc	Non-Local	Cleaning Supplies	70.20
Iowa Lakes Regional Water	Non-Local	Water Service	65.74
Ahlers & Cooney, P.C.	Non-Local	Brash LLC DA	59.50
Midwest Tape, LLC	Non-Local	DVDs	56.99
International Code Council	Non-Local	Storm Shelter Code Books	51.00
Midwest Tape, LLC	Non-Local	DVDs	46.48
Tyler Business Forms	Non-Local	Tax Forms Less Tax	34.75

My Buy Local_v1**Payment Date Range: 12/08/2022 - 12/21/2022**

Vendor Name	Buy Local Info	Payable Description	Total Payments
Ingram Library Services, Inc	Non-Local	Books	27.23
Midwest Tape, LLC	Non-Local	DVDs	26.99
Brodart Co.	Non-Local	Books	26.55
Ingram Library Services, Inc	Non-Local	Books	90.28
Baker & Taylor, Inc	Non-Local	Books	20.69
Unitypoint Health Hospitals	Non-Local	11.4.2022 Wells Add'l	20.40
Ingram Library Services, Inc	Non-Local	Books	18.67
Marcus Lumber Company Corp	Non-Local	Lock	15.99
Ingram Library Services, Inc	Non-Local	Books	26.87
UPS	Non-Local	Shipping	7.41
Non-Local Total:		291,521.66	
Payroll/Refunds			
Custodian of Petty Cash	Payroll/Refunds	Drug Buy \$\$\$	2,500.00
Scott Mack	Payroll/Refunds	Recommission of P-5	379.50
Susan Lyngaas	Payroll/Refunds	10/14/2022 ILA Conf Reimb	351.75
Custodian of Petty Cash	Payroll/Refunds	November 2022 Postage	8.15
Kathryn J McKinley	Payroll/Refunds	November 2022 Homebound Deliveries	4.69
Payroll/Refunds Total:		3,244.09	
Grand Total:		613,576.03	

King's Pointe Resort

Claims Publication

From 11/17/2022 to 11/30/2022

Vendor	Description	Amount
360 Custom Designs, LLC	Services	\$ 860.94
A-1 Preferred LLC	Services	\$ 1,659.57
AgState	Services	\$ 3,151.14
Alliant Energy	Utilities	\$ 91.40
Alpha Media	Services	\$ 400.00
Amazon Capital Services, Inc	Supplies	\$ 539.91
American Society of Composers	Services	\$ 121.06
American Travel Solutions	Services	\$ 26.80
Cintas Corporation	Supplies	\$ 2,702.63
City of Storm Lake	Utilities	\$ 72.33
COUNSEL	Services	\$ 154.54
Crescent Electric Supply Co	Supplies	\$ 927.35
Doll Distribution	Beverages	\$ 689.55
Foundation Analytical Laboratory, Inc	Testing	\$ 30.00
Grainger	Supplies	\$ 192.69
GuestSupply	Supplies	\$ 1,454.67
Hard Tops of Iowa	Supplies	\$ 1,459.00
HD Supply Facilities Maintenance LTD	Supplies	\$ 96.13
HotelEngine, Inc	Supplies	\$ 767.80
HyVee	Beverages	\$ 1,081.52
Iowa Dept of Rev	Taxes	\$ 29,799.56
Johnson Brothers	Beverages	\$ 801.20
Joyce's Greenhouse	Services	\$ 1,071.00
KAYL/KKIA	Advertising	\$ 369.00
KCAU TV	Advertising	\$ 1,500.00
KTIV	Advertising	\$ 1,365.00
Loffredo Fresh Foods Inc	Food	\$ 2,084.79
Long Lines LLC	Utilities	\$ 137.64
M3 Accounting Services Inc.	Services	\$ 673.07
Martin Brothers	Food	\$ 8,961.72
MidAmerican Energy	Utilities	\$ 9,721.14
Olsen Welding & Machine	Supplies	\$ 15.00
Party Productions Inc.	Supplies	\$ 281.10
Pepsi Beverages Company	Beverages	\$ 496.85
Pitney Bowes	Postage	\$ 142.50
Rebnord Technologies, Inc.	Services	\$ 2,973.33
Sceptre Hospitality Resources, LLC	Services	\$ 2,768.61
Shift 4	Services	\$ 596.00
Spencer Radio Group	Advertising	\$ 88.00
Steve's Window Service	Services	\$ 235.00
Storm Lake Ace Hardware	Supplies	\$ 275.22
Symmetry Energy Solutions LLC	Services	\$ 10,557.09

Sysco Iowa, Inc.	Food	\$ 5,803.81
Travel and Transport, Inc.	Services	\$ 48.96
Verizon Wireless	Utilities	\$ 271.63
Wells Fargo Financial Leasing, Inc.	Services	\$ 235.18
W-O Payroll 11/23	Payroll	\$ 74,498.17
		<u>\$ 172,249.60</u>

SPECIAL COUNCIL MEETING, CITY HALL COUNCIL CHAMBERS, CITY OF STORM LAKE, DECEMBER 5, 2022, 4:00 PM

Present: Mayor Michael Porsch, Council Members Maria Ramos, Maggie Martinez, Matt Ricklefs, Tyson Rice, and Kevin McKinney. Absent: None.

Staff Present: City Clerk Mayra Martinez

Mayor Porsch called the meeting to order at 4:00 pm.

Agenda - Moved by Council Member Ricklefs to approve setting the agenda as presented. Seconded by Council Member Martinez. Vote: All ayes. Motion carried.

Disclosure by City Council Members - None

Hear the Public - None

New Business

Closed Session - Moved by Council Member McKinney to go into closed session at 4:02 pm in reference to Iowa Code Chapter 21.5(i) to discuss the City Manager evaluation. Seconded by Council Member Rice. Roll call vote: All ayes. Motion carried.

Attendance in closed session: Mayor Michael Porsch, Council Members Rice, McKinney, Ramos, Martinez and Ricklefs and City Clerk Mayra Martinez.

Moved by Council Member McKinney to go back into open session at 4:59 pm. Seconded by Council Member Ramos. Roll call vote: All ayes. Motion carried.

City Manager Compensation - Moved by Council Member Ramos to approve an adjustment of a 4% increase to the City manager's compensation effective July 2023. Seconded by Council Member Ricklefs. Vote: All ayes. Motion carried.

Adjourn - Moved by Council Member Martinez to adjourn at 5:00 pm. Seconded by Council Member Rice. Vote: All ayes. Motion carried.

**CITY OF STORM LAKE CITY HALL COUNCIL CHAMBERS REGULAR COUNCIL
SESSION MEETING, DECEMBER 5, 2022, 5:00 PM**

Present: Mayor Michael Porsch, Council Members Kevin McKinney, Tyson Rice, Maria Ramos, Maggie Martinez, and Matt Ricklefs. Absent: none

Staff present: City Manager Keri Navratil, Assistant City Manager David Derragon, City Attorney Phil Havens, Police Chief Chris Cole, Fire Chief Glenn Schlessler, King's Pointe Manager Amy Von Bank, Public Works Director Matt Beckman, Building and Code Compliance Director Scott Oleson, Library Director Elizabeth Huff, Development Services Specialist Lee Dutfield, Communications Coordinator Dana Larsen, Public Services Supervisor Scott Bonebrake, Assistant Public Services Supervisor Brandon Ripke, Finance Director Brian Oakleaf, Staff Accountant Tyler Gibbins and City Clerk Mayra Martinez.

Media Present: Ryan Thompson with KAYL Radio and Tom Cullen with The Storm Lake Times Pilot.

Mayor Porsch called the meeting to order at 5:00 pm.

Pledge of Allegiance

Agenda - Moved by Council Member Martinez to approve setting the agenda as presented. Seconded by Council Member Ricklefs. Vote: All ayes. Motion carried.

Disclosure by City Council Members – None.

Hear the Public – None.

Consent Agenda - Moved by Council Member Rice to approve the List of Bills Check #'s 79215 through 79270, EFT #'s 980, 3599 through 3623, King's Pointe & Sunrise Pointe Disbursements, Approve November 14, 2022, and November 16, 2022, Special City Council Minutes, and November 21, 2022, Regular City Council Minutes, acknowledge November 2022 Library minutes, Approve Liquor Renewal Applications for Brewsters and Hy-Vee #1634 (Wine License), buy local information, and Storm Lake Police Department City Code Enforcement Update. Seconded by Council Member Ramos. Vote: All ayes. Motion carried.

Unfinished Business

Tax Increment Financing Revenue Update - Finance Director Brian Oakleaf gave a brief update regarding the tax increment financing (TIF) revenue with the County.

New Business

King's Pointe Family Season Pass Definition - King's Pointe General Manager Amy VonBank presented to the council the possibility of changing the definition for the family season pass. She researched as to why King's Pointe only allows 5 members on a season family pass for the water park. Amy said this number dates to 2009 for the family pass and they have been using this number since that date. City Manager Navratil informed the Council that King's Pointe follows the City Zoning Ordinance which establishes a family unit as the family members must be related by birth, marriage or

adoption and living together and sharing a common space. The question is do we want to remove the number of 5 family members per household and open it up to an unlimited number of family members for a season family pass. The Council requested more information before making a final decision.

Moved by Council Member McKinney to table changing the number of people included on a season family pass for King's Pointe until more information has been provided. Seconded by Council Member Rice. Vote: All ayes. Motion carried.

Storm Lake Zoning Ordinance - Mayor Porsch opened the public hearing on a proposed Text Amendment to the Storm Lake Zoning Ordinance to make changes to the Gateway Overlay District stating this was the time and place for any comments. Planning and Zoning Commissioner Andriette Wickstrom her express her concerns regarding the regulations of the size of signs and the content be concise and encourage more environmental landscaping when possible.

Hearing no additional comments from the Public or City Council, Mayor Porsch closed the public hearing.

Moved by Council Member Rice to approve the first reading of Ordinance No. 02-O-2022-2023 on a proposed Text Amendment to the Storm Lake Zoning Ordinance to make changes to the Gateway Overlay District. Seconded by Council Member Ramos. Roll call vote: All ayes. Motion carried.

2022 4th Street Watermain Improvements - Moved by Council Member Martinez to adopt Resolution No. 30-R-2022-2023 approving Change Order No. 1 of the 2022 4th Street Watermain Improvements. Seconded by Council Member Ricklefs. Roll call vote: All ayes. Motion carried.

RESOLUTION NO. 30-R-2022-2023

RESOLUTION APPROVING CHANGE ORDER NO. 1 FOR THE 2022 4th STREET WATERMAIN PROJECT

WHEREAS, the plans, specifications, form of contract, estimate of cost, and award bid were filed with the CITY for the construction of certain public improvements described in general as the 2022 4th Street Watermain Project; and

WHEREAS, the plans, specifications, form of contract and estimate of cost for said public improvements was published as required by law and approved by the City Council on April 18, 2022; and

WHEREAS, the bid for the construction of certain public improvements described in general as the 2022 4th Street Watermain Project, is hereby accepted, the same being the lowest responsible bid received for said work, as follows:

Contractor: SCE, LLC

Amount of bid: \$333,587.00

Portion of bid: All

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STORM LAKE, IOWA;

Section 1. That Change Order No. 1 for the 2022 4th Street Watermain Project is hereby approved in the amount of \$29,636.86 increasing the total contract price to \$363,223.86.

Section 2. That the substantial completion of the 2022 4th Street Watermain Project is increased by 273 days from 8-12-2022 to 5-12-2023, with final completion on June 18, 2023.

Section 3. That the Mayor and Clerk are hereby directed to execute Change Order No. 1 for the 2022 4th Street Watermain Project.

PASSED AND APPROVED this 5th day of December 2022.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Dredge Spoil Site - Moved by Council Member Ramos to approve the Dredge Spoil Site Master Plan. Seconded by Council Member Rice. Vote: All ayes. Motion carried.

City Council Requested Items – Work session was requested to review downtown parking during a snowstorm and the snow removal plan on December 19, 2022.

Budget Work session – Council and City Staff reviewed the Fiscal Year 2024-2028 Proposed Capital Improvement Plan Work Session - General Fund

Adjourn - Moved by Council Member Ramos to adjourn at 7:40 pm. Seconded by Council Member McKinney. Vote: All ayes. Motion carried.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk



Storm Lake, IA 50588
712-732-8026
www.stormlake.lib.ia.us
Or visit us on Facebook

Library Board Meeting, City of Storm Lake, November 14, 2022, 4:00 p.m.

Present: Board President Mary Kay Hudspeth, Jim Eliason, Sarah Freking, Sue Lyngaas, Barb Wells. Also present, Elizabeth Huff, Library Director and Tom Cullen, Times.

Board President Hudspeth called the meeting to order at 4:00 p.m.

Disclosures by Board Members - None

Agenda – Moved by Board Member Lyngaas to approve November 14 Agenda. Seconded by Board Member Freking. Vote all ayes. Motion carried.

Public Hearing – None

Witter Gallery Report – none

Board President, Agreement Study – Board President Hudspeth was waiting for the answers from City Hall and City Attorney to two questions from last month's meeting, (1) the word, supplant and (2) #6 cancel the agreement. The Board was allowed to ask questions. Board Member Lyngaas asked what recourse the Guild had if they needed more funds for a maintenance project such as flooring and should the Library Board add to the funds to complete the project. Board Member Eliason felt #6 terminating the agreement was harsh and the Guild should be asked for correction. Board Member Eliason felt that paragraph 2 in Background should be a numeral term of agreement however Board Member Wells said it was not a legal item but Background. Since Board Member Eliason had brought up the subject of the Library Board funding the Guild, Board President Hudspeth raised the question to the Board on what line item should be cut for Guild funding. Board Member Freking said funding within the agreement was a difficult issue since both the Guild and Library have limited means. Board President Hudspeth would seek consultation by proper channels.

Approval of Minutes – Moved by Board Member Wells to approve October Minutes. Seconded by Board Member Eliason. Vote all ayes. Motion carried. Moved by Board Member Lyngaas to approve October Special Sessions Minutes. Seconded by Board Member Wells. Vote all ayes. Motion carried.

Director's Report – Board Member Eliason asked about the Book Exchange on the Calendar. The Library Director provides youth books for circulation at the Rembrandt and Linn Grove Public Libraries. The two county libraries provide romance books for circulation at our library.

The benefits were ILL and Open Access statistics. The Friends had 3 baskets for the annual membership drive and appeal letters were being sent to the community. The Library Director will be attending FIL-ALA in Guadalajara from November 22 to December 1 with a one-day stopover in Los Angeles.

Approval of Bills – Moved by Board Member Freking to approve November Bills. Seconded by Board Member Lyngaas. Vote all ayes. Motion carried.

Approval of Friends Funds – Moved by Board Member Lyngaas to approve Friends Funds by Credit Card Transactions to be paid to the Friends. Seconded by Board Member Wells. Vote all ayes. Motion carried.

Board Member Lyngaas Report, ILA Conference – Board Member Lyngaas claimed ILA was the most fun and informative of all the conferences she had attended in the past. The main theme was inclusion and allowing as many communities as possible into the library. She attended various workshops such as censorship and intellectual freedom.

Library Board Member Requested Items – none.

Adjournment – Before adjournment Board President Hudspeth said there were numerous praises and appreciations on the civic engagement of the library on Election Day. Polling Place #2 Workers wanted to come back in the future. Moved by Board Member Lyngaas to adjourn the meeting at 4:47 pm. Seconded by Board Member Freking. Vote all ayes. Motion carried.

Elizabeth Huff, Library Director - Please note the above is an unapproved draft of minutes and will be approved by the Board of Trustees on December 12, 2022.

**Storm Lake Airport Commission
Regular Meeting, Airport Terminal
Monday, November 14, 2022, 4:00 PM**

Present: Commission Members Bob Ansorge, Cynthia Turner, Nathaniel Kitzrow. And Jason Dierking. Staff Present: Jim Bartholomew, John Bartholomew, and Tyler Gibbins.

Public Present: Ron Roetzel

Chairman Bob Ansorge called the meeting to order at 4:00 pm.

Hear the Public – No comments.

Minutes – Moved by Commissioner Dierking to approve the October 10, 2022, minutes. Seconded by Commissioner Turner. Vote All ayes. Motion carried.

Financial Report – Moved by Commissioner Turner to approve the financial reports for October 2022. Seconded by Commissioner Dierking. Vote: All ayes. Motion carried.

Fuel Report – Moved by Commissioner Dierking to approve the October 2022 Fuel Report. Seconded by Commissioner Turner. Vote: All ayes. Motion carried.

Airport Manager's Monthly Report – We removed broken sprockets and a chain on the carousal rack in hangar B. We picked up new parts for the carousal rack from Olsen Welding and finished replacing sprockets and the drive chain on the carousal rack in hangar B. We ordered and received 7,999 gallons of jet A fuel.

Courtesy Car Usage: 2 Miles: 38
Fuel Meter Reading: Jet A – 637,479
AV Gas – 156,601.5

Administration Report – Staff presented the Airport's operating budget report for the Commission to have discussions about how they plan to implement a balanced budget for the FY2024 budget year.

Engineering Services Agreement – Moved by Commissioner Turner to approve a master agreement with Bolton & Menk for Engineering Services. Seconded by Commissioner Dierking. Vote: All ayes. Motion carried.

Airport Capital Improvement Plan – Moved by Commissioner Dierking to approve the final submittal of the ACIP. Seconded by Commissioner Kitzrow. Vote: All ayes. Motion carried.

Commissioner Dierking left the meeting at 4:27 pm.

Adjourn – Moved by Commissioner Turner to adjourn the meeting at 4:44 pm. Seconded by Commissioner Kitzrow. Vote: All ayes with Commissioner Dierking absent. Motion carried.

Mayra Martinez, City Clerk



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
LEGENDARY HOSPITALITY, LLC	MALARKYS PUB			
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
147 FLINDT DR		STORM LAKE	BUENA VISTA	50588
MAILING ADDRESS	CITY	STATE	ZIP	
147 FLINDT DR	STORM LAKE	Iowa	50588	

Contact Person

NAME	PHONE	EMAIL
JOSH NIEMEIER	7127308408	legendaryhospitality@outlook.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
	Class C Retail Alcohol License	12 Month	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
----------------	-----------------	----------------------

SUB-PERMITS

Class C Retail Alcohol License

PRIVILEGES

Outdoor Service, Sunday Service



State of Iowa

Alcoholic Beverages Division

Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
JOSH NIEMEIER	ALTA	Iowa	510021522	Partner	50.00	Yes
KENNETH HACH II	ALTA	Iowa	510021615	Partner	50.00	Yes

Insurance Company Information

INSURANCE COMPANY

Midwest Family Mutual Insurance Company

POLICY EFFECTIVE DATE

Dec 15, 2022

POLICY EXPIRATION DATE

Dec 15, 2023

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE



**CITY OF STORM LAKE
APPLICATION FOR GARBAGE COLLECTION SERVICE**

Applicant's Name _____ Date of Birth _____

DBA SGS, LLC
(Legal Name of Business – Legal Description of Business)

Address 326 N Carroll St. PO Box 667 Carroll, IA 51401
(Street Name Mailing/ PO Box City, State, Zip Code)

Phone: 712-792-0101 E-mail Carrollrefuse service@gmail.com
(Business / Cell Number)

Address of Business or Base Operation 326 N Carroll St. Carroll, IA 51401

For each Vehicle to be used under this permit provide the following:

See Attached
Make / Model / VIN #/ Owner

See Attached
Make / Model / VIN #/ Owner

See Attached
Make / Model / VIN#/ Owner

See Attached Proof of proper Vehicle (as described in Section 3-1-11).

See Attached Proof of Registration and Licensed Vehicle

✓ yes Proof of General Liability Insurance **naming the City of Storm Lake, Iowa as an additional insured.** Combined Single Limit for Bodily Injury and Property Damage Liability, Automobile Liability Insurance, plus Worker's Compensation Insurance (as described in Section 3-1-5)

✓ yes License Fee: \$100.00

Garbage and yard waste collected shall be bagged in plastic bags; shredded paper collected as recyclable materials must be placed in clear or color transparent plastic bags for readily identification, and all other recyclable materials shall not be bagged. All garbage or recyclable materials stored out of doors or placed out of doors for collection, shall be stored or placed in covered cans that have a capacity of at least thirty-two (32) gallons and will be picked up every 7 days. (as described in Section 3-1-3)

All persons collecting garbage, recyclable materials and yard waste by contract or under permit shall utilize the Sanitary Disposal Project for Buena Vista County, which is the transfer station and recycling center of the Buena Vista County Solid Waste Commission, for the deposit of such collected garbage, recyclable materials and yard waste. (as described in Section 3-1-13) All persons collecting garbage, recyclable materials and yard waste must establish a collection fee to assess the persons utilizing this collection service.

[Signature]
Signature of Applicant

11/9/22
Date

Staff Summary

12/19/2022

Agenda Item # D.2.



City of Storm Lake
PO Box 1086
Storm Lake, IA 50588
p (712) 732-8000
f (712) 732-4114

REPORT TO: Honorable Mayor & Council

FROM: Mayra Martinez City Clerk

SUBJECT: Buy Local Information

BACKGROUND: Early in 2011 during a Study Session discussion Council asked staff to look at putting together some analysis information regarding the amount of purchases made locally. We have pulled that information together and a provided a summary of purchases identified in the current list of bills to be approved that are purchased locally (within the City of Storm Lake), within Buena Vista County, and outside of Buena Vista County are presented here for Council's review. This information is presented for for both the City and King's Pointe's bills. As the reader reviews the information they should note the following key notes: Costs associated with any major capital project (those bid under the State of Iowa Bid Law) are excluded from the calculation Costs associated with travel is excluded from the calculation and % Costs associated with payroll is excluded from the calculation and % In some cases there is only one vendor or an item is only available from vendors outside of the City limits and/or Buena Vista County – we have not identified these Some departments have fairly minor budgets and a major purchase can skew the % and or amount for a given review period (For Example: the Airport may have normally \$4,000 - \$6,000 in expenses until they purchase Jet Fuel or Av Gas which can be \$10,000 + and as a vendor who is not local this can skew the information for that review period) Local has been determined to be has an office front in the area and based on where the office front is located for local vs. BV County (For Example: Wal-Mart is considered local since they have a store in Storm Lake even though their headquarters is not located here) As with all analytical data it is possible to interpret the numbers in a variety of ways and as we move forward we would be happy to provide further detail and or revise the way in which we show the data. Likewise if you have any questions or concerns please don't hesitate to contact city staff.

FISCAL IMPACT:

BREAKOUT CALCULATED EXPENSES:

Buena Vista County: \$ 4,905.21

Contract/Agreement:	\$ 165,272.29
Local:	\$ 148,632.78
Non-Local:	\$ 291,521.66
<u>Payroll/Refunds/Payroll Tax & Ins:</u>	<u>\$ 263,000.84</u>
TOTAL EXPENSES:	\$ 873,332.78

RECOMMENDATION: Review Buy Local Information

ATTACHMENTS:

[12.19.2022 Project Report.pdf](#)

Summary

Project Summary							
Project Number	Project Name	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
01112-0019	WasteWater Treatment Facility Wetlan...	1,173,565.00	0.00	1,170,187.96	0.00	1,170,187.96	3,377.04
01112-0020	10th & Ontario StormWater Improvem...	1,753,734.33	0.00	1,752,412.45	0.00	1,752,412.45	1,321.88
01112-0021	4th & Oats StormWater Improvements	832,997.63	0.00	833,347.35	0.00	833,347.35	-349.72
OP1.122814	Richland Street, Phase 2 Improvements	174,107.75	174,107.75	174,095.25	0.00	174,095.25	12.50
OP1.124529	2021 Fiber Optic System Improvement	1,512,413.00	1,512,413.00	1,510,729.50	1,589.00	1,512,318.50	94.50
OP1.124889	2021 Cabin Construction	3,300.00	3,300.00	3,300.00	0.00	3,300.00	0.00
OP1.125106	BRIC	8,573,638.49	8,573,638.49	155,223.49	31,746.50	186,969.99	8,386,668.50
OP1.126252	Comprehansive Plan & Zoning Code Up...	125,880.00	125,880.00	88,354.00	10,578.50	98,932.50	26,947.50
16-19284	4th & Bartion Storm Water Improvemen...	760,113.88	0.00	757,662.80	0.00	757,662.80	2,451.08
19-22797	Memorial Lift Station Improvements	2,533,320.00	877.16	2,436,095.21	670.00	2,436,765.21	96,554.79
20-23848	Storm Lake WTP- Electrical MCC Replac...	268,494.81	0.00	285,519.75	0.00	285,519.75	-17,024.94
20-24387	Radio Park Lift Station Replacement	570,156.36	570,156.36	547,143.19	80.00	547,223.19	22,933.17
20-HSG-022	2021 Housing Sustainability Project	224,994.00	224,994.00	143,771.12	0.00	143,771.12	81,222.88
21-26215	Downtown Master Plan	113,000.00	113,000.00	91,650.00	5,900.00	97,550.00	15,450.00
22-26698	Storm Lake WTP- Well No. 21	199,028.00	199,028.00	103,999.00	11,475.00	115,474.00	83,554.00
22-26815	W 6th Street Utilities Extension	304,318.00	304,318.00	50,372.00	76,255.20	126,627.20	177,690.80
35665	1st & Mae Street	764,059.53	0.00	762,737.66	0.00	762,737.66	1,321.87
8406	7th & Geneseo St Sanitary Sewer Impro...	410,306.35	0.00	408,984.48	0.00	408,984.48	1,321.87
IA0091	SL Elevated Water Storage- Tower #5	760,100.15	760,100.15	242,088.92	10,980.00	253,068.92	507,031.23
New	Lead Service Line Replacement Prelim E...	15,500.00	15,500.00	0.00	0.00	0.00	15,500.00
New 1	Storm Lake WTP- Well #22	129,200.00	129,200.00	520.00	10,880.00	11,400.00	117,800.00
OP1.125220	4th Street Watermain Improvement Pro...	486,673.86	486,673.86	430,808.82	2,937.50	433,746.32	52,927.54
P11.112742	North Central SW Phase II	1,854,441.25	0.00	1,853,147.38	0.00	1,853,147.38	1,293.87
P11.118940	Oneida Street Reconstruction from RR t...	2,590,080.20	5,176.36	2,479,614.28	0.00	2,479,614.28	110,465.92
P11.120411	Highway 7/110 Traffic Lane/Signalization	4,661,065.85	116,526.50	4,046,486.19	50,636.30	4,097,122.49	563,943.36
P11.120478	Tulip Lane SW Improvements	443,607.50	8,369.58	440,789.42	0.00	440,789.42	2,818.08
P11.120650	2020 Expansion Blvd Improvements	1,169,938.10	1,295.79	1,168,724.60	0.00	1,168,724.60	1,213.50
P11.122266	7th Street Sewer Lining/2021 CIPP	495,443.50	495,443.50	495,094.50	0.00	495,094.50	349.00
SP21122	SL Library CDBG- COVID (CV) Grant	679,480.00	679,480.00	144,024.37	0.00	144,024.37	535,455.63
TS1.119823	Runway 13/31 & Taxiway Lighting	459,190.70	0.00	459,190.70	0.00	459,190.70	0.00
Report Total:		34,042,148.24	14,499,478.50	23,036,074.39	213,728.00	23,249,802.39	10,792,345.85

Group Summary						
Group	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
Airport Projects	459,190.70	0.00	459,190.70	0.00	459,190.70	0.00
ARPA Project	760,100.15	760,100.15	242,088.92	10,980.00	253,068.92	507,031.23
Building Resilient Infrastructure and Co...	8,573,638.49	8,573,638.49	155,223.49	31,746.50	186,969.99	8,386,668.50
Economic Development	771,492.00	771,492.00	377,447.12	92,733.70	470,180.82	301,311.18
Library Project	679,480.00	679,480.00	144,024.37	0.00	144,024.37	535,455.63

Staff Summary

12/19/2022

Agenda Item # D.3.



City of Storm Lake
PO Box 1086
Storm Lake, IA 50588
p (712) 732-8000
f (712) 732-4114

REPORT TO: Honorable Mayor & Council
FROM: Chris Cole Police Chief
SUBJECT: SLPD City Code Enforcement Summary
BACKGROUND: 11/30/2022 TO 12/13/2022

White Summons – 101

CCE

Accumulate Junk – 21

Accumulate Trash – 4

Junk Vehicle – 4

Accumulate bags of leaves - 9

Parking Restricted to hard surfaces – 5

Snow Removal – 7

Total: 50

Citations – 0

FISCAL IMPACT: None

RECOMMENDATION: None

ATTACHMENTS:

Staff Summary

12/19/2022

Agenda Item # E.1.



City of Storm Lake
PO Box 1086
Storm Lake, IA 50588
p (712) 732-8000
f (712) 732-4114

REPORT TO: Honorable Mayor & Council

FROM: Brian Oakleaf Finance Director

SUBJECT: Tax Increment Financing Revenue Update

BACKGROUND: We have not received a reconciliation of included parcels. Staff Accountant Gibbins manually listed all affected parcels and requested a comparative list from the County. We believe they are still working on it.

The County has reached out to Simmering Cory for information on the original work that was done when the Industrial Park Amendments were completed. We believe they have received all the relevant information that certifies the proper creation of the Areas.

While additional information continues to come in, we do not have any other substantial updates.

FISCAL IMPACT: I would like to take a quick look at the process of distribution to taxing entities and give a more detailed answer to where the funds went.

RECOMMENDATION: Review and discuss updated information.

ATTACHMENTS:

- 1 Actual Miscalculation.pdf
- 2 Correct Regular.pdf
- 3 Correct TIF.pdf

Actual Miscalculation Applied to Regular Tax Rolls

\$319,564.00

\$137,206.68 SLCSD \$89,800 Operating \$14,449 Management \$2,089 B PEEL \$8,483 V PEEL \$15,541 Debt \$6,844 Other	\$108,714.46 Storm Lake \$64,721 General Fund \$4,030 Tort Insurance \$2,157 Emergency \$15,439 Debt \$22,367 Benefits	\$52,496.12 County \$27,966 General \$18,377 Support \$6,153 Debt \$0 MH-DD	\$9,929.76 ICCC \$1,618 General Fund \$20 Unemployment \$659 Tort Insurance \$1,302 Insurance \$1,622 Early Retirement \$719 Equipment \$1,618 Plant \$2,371 Debt	\$4,509.68 Assessor	\$3,180.50 BVRMC	\$1,965.59 Cemetary	\$1,542.03 Ag Extention	\$19.18 State BC/TB
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Correct Calculation Applied to Regular Tax Rolls (Year)

\$8,890.00

\$3,786.97 SLCSD	\$3,029.74 Storm Lake	\$1,534.17 County	\$240.82 ICCC	\$120.17 Assessor	\$87.78 BVRMC	\$54.25 Cemetary	\$35.53 Ag Extention	\$0.06 State BC/TB
\$2,479 Operating	\$1,804 General Fund	\$817 General	\$39 General Fund					
\$399 Management	\$112 Tort Insurance	\$537 Support	\$0 Unemployment					
\$58 B PPEL	\$60 Emergency	\$180 Debt	\$16 Tort Insurance					
\$236 V PPEL	\$430 Debt	\$0 MH-DD	\$32 Insurance					
\$433 Debt	\$623 Benefits		\$39 Early Retirement					
\$182 Other			\$17 Equipment					
			\$39 Plant					
			\$57 Debt					

Correct Calculation Applied to TIF District (Year)

\$310,674.00

\$262,712.50

TIF

\$2,785.59

City Debt

\$4,840.37

SLCSD ISL

\$12,975.40

SLCSD PPEL

\$19,071.89

SLCSD Debt

\$5,983.06

County Debt

\$2,305.19

ICCC Debt

Staff Summary

12/19/2022

Agenda Item # E.2.



City of Storm Lake
PO Box 1086
Storm Lake, IA 50588
p (712) 732-8000
f (712) 732-4114

REPORT TO: Honorable Mayor & Council

FROM: Mayra Martinez City Clerk

SUBJECT: **Motion To Untable Item to Change Family Season Pass Definition and Motion To Approve Change**

BACKGROUND: Waterpark family season passes allow up to 5 individuals per household with family season pass add on for additional family members in the household for \$55.

FISCAL IMPACT: Unknown

RECOMMENDATION: The Zoning Ordinance defines a family as two or more persons (one of whom is the householder) related by birth, marriage, or adoption living together and sharing common living, sleeping, cooking, and eating facilities withing an individual housing unit.

ATTACHMENTS:

Staff Summary

12/19/2022

Agenda Item # F.1.



City of Storm Lake
PO Box 1086
Storm Lake, IA 50588
p (712) 732-8000
f (712) 732-4114

REPORT TO: Honorable Mayor & Council

FROM: Scott Olesen

SUBJECT: **Ordinance No. 02-O-2022-2023 Proposed Text Amendment To The Storm Lake Zoning Ordinance To Make Changes To The Gateway Overlay District**

BACKGROUND: Article V of the Storm Lake Zoning Ordinance was put into the Zoning Ordinance as an "overlay district", which provides an additional set of regulations in addition to the "base district" regulations to achieve a specific purpose. In this case, the intent was to promote compatibility of future development near Kings Pointe. The regulations have not been significantly modified in nearly 10 years. Revisiting these regulations allows for consideration of the success that that current rules have had in development in the district and to modify the regulations such that development is encouraged but still maintain the original intent for compatibility.

The attached proposed text amendment seeks to address items that go beyond the original intent of the district to provide compatibility with the Kings Pointe. Additionally, there are items in the existing overlay regulations that are duplications of regulations covered in others portions of the Zoning Ordinance such as landscaping and items that are not compatible with newer adopted regulations such as the Post Construction Storm Water Control Ordinance, which was not in effect at the time of the original document.

The Planning and Zoning Commission reviewed the request for text changes at their November 29th, 2022, meeting and approved the request with a vote of 3-1 in favor of approval.

COMPREHENSIVE PLAN RELATIONSHIP The Storm Lake Comprehensive Plan in Chapter Four "Community Development and Land Use" lists on page 4-23, Goal 1, item 10: "Establish zoning categories and regulations that encourage desired forms of development while maintaining community standards."

Chapter Six "Economic Development" of the Comprehensive Plan on page 6-5, bullet two states: "Growth (edge development vs. redevelopment) Storm Lake will continue to grow in the future.....New development on the edge (of the community) is an easier path to take (financially and physically); however, it requires adding or extending infrastructure and requires conversion of ag land into urban uses. Redevelopment carries challenges and complexities that are sometimes of such a magnitude that development follows a path of least resistance and locates on the edge of the community...."

From the Comprehensive Plan perspective, there should be rules and guidelines in place to guide the type development that is desired and compatible with the area it is located, but not to the point where development is driven to new undeveloped areas. The proposed changes to the ordinance will make development easier while still retaining the regulations to provide compatibility of future development.

FISCAL IMPACT:

Cost of mailings and legal fees of approximately \$1,200.

RECOMMENDATION:

Review and approve the requested text amendment on the:~~First Reading on December 5th, 2022~~

Second

Reading on December 19th, 2022

Third

Reading on January 3rd, 2023

ATTACHMENTS:

[11292022 - Public Hearing Notice - Text Amendment to Article V - Gateway District.pdf](#)

[Map With Key.pdf](#)

[Article 5 - Special and Overlay Districts_201404151521047913.pdf](#)

[Ordinance No. 02-O-2022-2023 Amending Storm Lake Zoning Ordinance-Article FIVE-Olesen drafted; Havens revised.pdf](#)



Proud

City of Storm Lake

PO Box 1086

Storm Lake, IA 50588

P (712)-732-8000

F (712)-732-4114

**NOTICE OF PUBLIC HEARING FOR PUBLICATION
CITY OF STORM LAKE
PLANNING AND ZONING COMMISSION File number 2022-6**

Tuesday, November 29, 2022, at 5:15 p.m.

And

CITY COUNCIL MEETING

Monday, December 5, 2022, at 5:00 p.m.

A petition for a Text Amendment to Article V of the Zoning Ordinance of the City of Storm Lake, a part of the Storm Lake Municipal Code, to clarify and modify certain regulations pertaining to the gateway district has been filed by the City of Storm Lake.

A public hearing will be held by the Planning and Zoning Commission on November 29, 2022, at 5:15 P.M. at which time you may appear if you so desire, either in person or by agent or attorney, in opposition to or support of the proposed Text Amendment to Article V of the Zoning Ordinance of the City of Storm Lake, a part of the Storm Lake Municipal Code, to clarify and modify certain regulations pertaining to the gateway district. **You may attend in person at City Hall, 620 Erie Street, Storm Lake, Iowa, by Telephone: Dial: 1-312-626-6799 or tollfree: 1-888-475-4499– Zoom Meeting ID: 884 9661 3217, or by Computer: <https://us06web.zoom.us/j/88496613217>**

Following the hearing the Commission will make a recommendation to the City Council relative to the application.

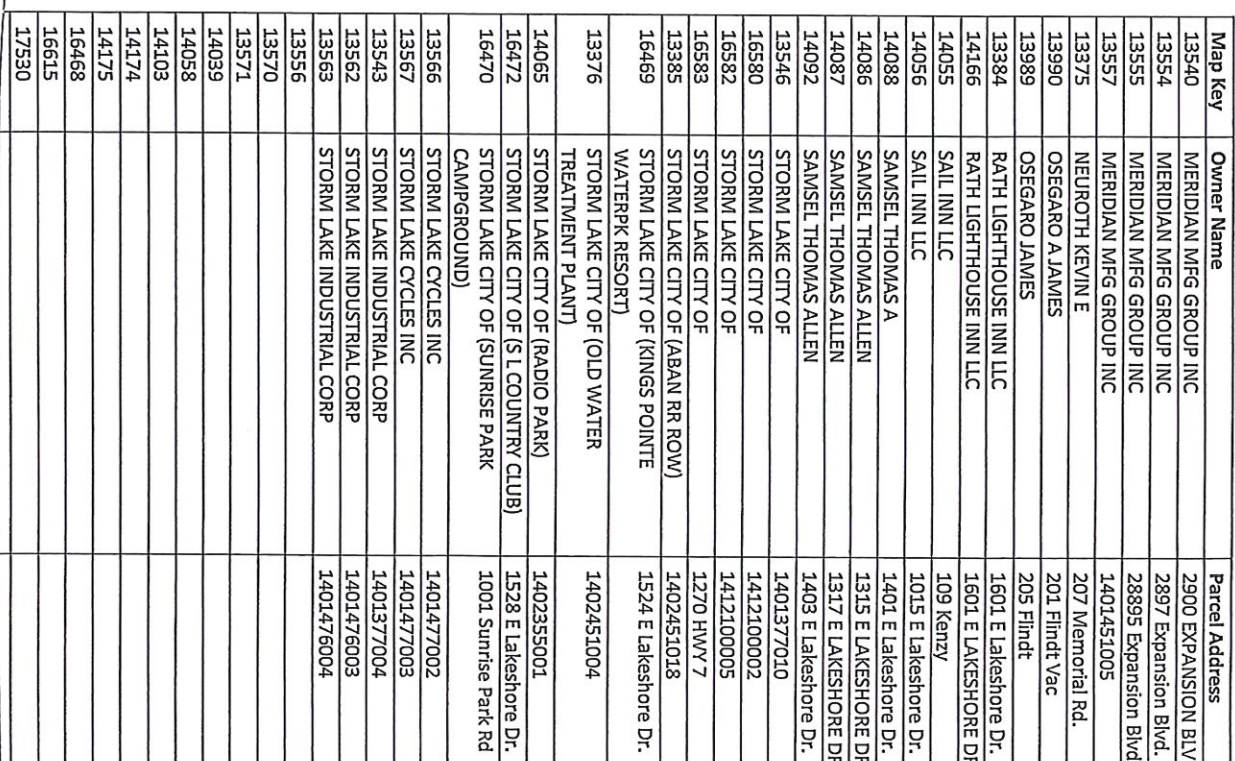
The City Council will meet Monday, December 5, 2022, at 5:00 P.M. and will consider the enactment of an ordinance to amend Article V of the Zoning Ordinance as proposed. You may attend in person at City Hall, 620 Erie Street, Storm Lake, Iowa, by Telephone Dial: 1-312-626-6799 or toll-free: 1-888-475-4499 Zoom Meeting ID: 933-2006-3301, or by Computer: <https://us06web.zoom.us/j/93320063301>

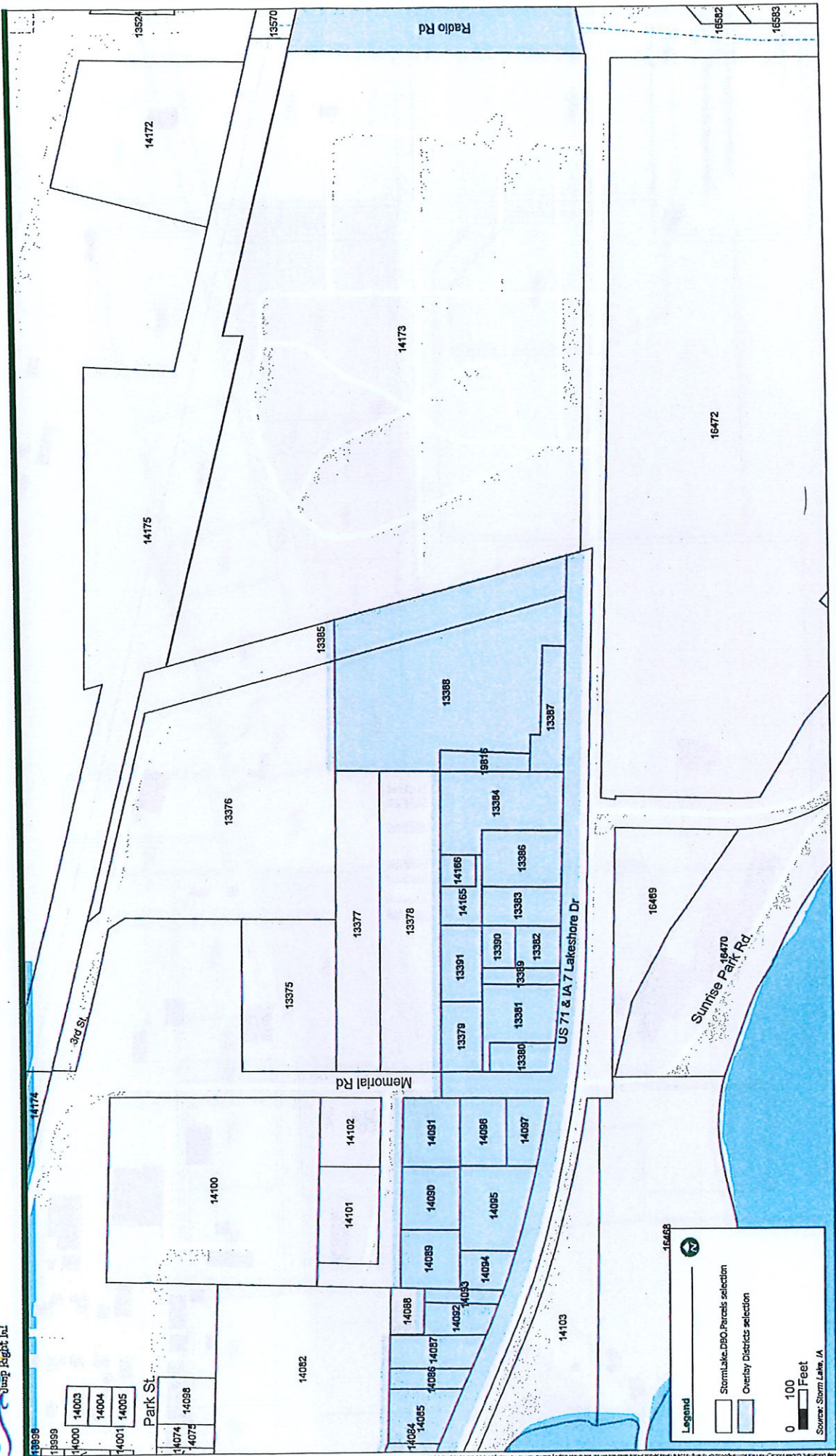
Respectfully submitted,

Scott Olesen
Zoning Administrator

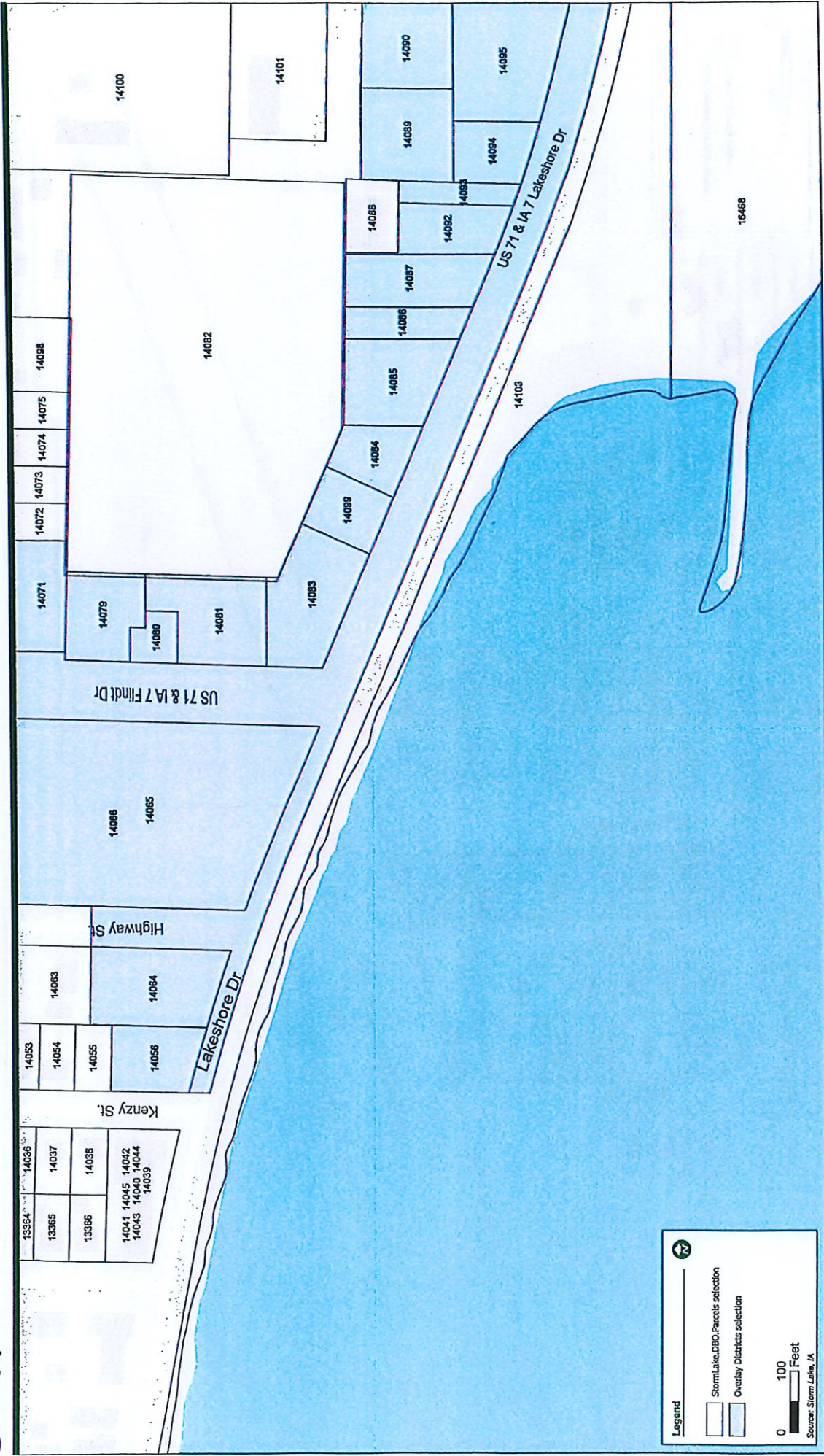
Map Key	Owner Name	Parcel Address
13997	ABELS GORDON B REV LIVING TRST	218 PHILLIPS
13988	ALADRO-VALDES HUMBERTO	216 Dorinda
13529	ALLBEE STEVEN	115 MC KENNA
17499	ARGOTSINGER TERRY A	901 W 5TH
14075	ARREGUIN MANUEL	1314 Park
13569	AVERY BROS SIGN CO	HWY 71
13537	BARNETT GENE D	1219 HWY 7
13970	BAUTISTA VICTOR	1111 Park
14084	BEAL ROBERT G	1309 E. LAKESHORE DR
14099	BELLINGHAUSEN ROGER	502 LAKESHORE DR
14050	BENCOMO-GOMEZ DELVIS LUIS	131 KENZY
13378	BENZ THAYNE	121 Memorial Rd
14098	BOUROMMAVONG KETNARINE	1404 PARK
14083	BREW OIL LLC	1201 E Lakeshore Dr.
13528	BREYFOGLE CECILE C REV TRUST	121 MC KENNA DR
14073	CALDERON RAMON ARTURO	1308 PARK
13532	CARLSON CURT R	126 MC KENNA DR
13965	CASTILLO ANGELA AVELAR	137 HIGHWAY
13973	CATARINO MARTIN LIZARDO	1112 E 1ST
13545	CEMSTONE CONCRETE MATERIALS LLC	2226 EXPANSION
14052	CHANTHAVONG HATSACHAK	121 KENZY
14074	CHINCHILLA-CARDONA JOSE RODRIGO	1310 PARK ST
13391	COLUMBUS CLUB ASSOCIATION OF STORM LAKE	1507 E Lakeshore Dr.
13526	COMMUNITY FIRST BROADCASTING LLC	6090 Radio Rd
13993	COMPARAN LUIS	217 DORINDA
19686	CONNELL C RICHARD TRUST	1412201003
13966	CORTES-SANDOVAL MIGUEL	1104 E 1st
14060	DAVID P JENNETT LAW OFFICE	130 Highway
13549	DE WALL ENDEAVORS LLC	1237 HWY 71
13535	DERP RAY L	110 MC KENNA DR
13524	FURST MC NESS CO	2000 Expansion Blvd.
14038	GARCIA-BURCIAGA JOSE CRUZ	108 KENZY
13365	GARCIA-OCUEGUERA JOSE	111 MAE
14165	GODFREDSON LARRY	1402451026
14003	GONZALEZ JOSE A VENEGAS	209 PHILLIPS
13527	GONZALEZ-ESCOBAR MISAEAL JUNIOR	125 MC KENNA DR
13550	GOODMAN CLASSIC INC	1247 HWY 71
13380	GRAND CENTRAL COFFEE STATION LLC	1501 E Lakeshore Dr.
14004	GUTIERREZ-MARQUEZ SALVADOR	205 PHILLIPS
14102	HADENFELDT BARBARA	114 Memorial Rd
14063	HEARTLAND PROPERTIES OF IOWA LLC	120 Highway
13382	HEITMAN DANIEL S	1515 E Lakeshore Dr.
13962	HENSON BEVERLY J	1105 E 1ST
14176	HILLSHIRE BRANDS COMPANY THE	307 Flindt Dr.
13366	HOFFARD MICHAEL L	109 MAE
14071	IORDANOU CHRISTOS N	135 Flindt
14100	IOWA STATE OF	1601 Park
14066	IOWA STATE OF (STATE RADIO)	1103 E Lakeshore Dr
14072	IRAHETA JOSE A	1304 Park
14044	JACKSON BARBARA K	901 E LAKESHORE DR #1
13968	JACUINDE MANUEL	1101 PARK
14080	JUNGOHAN CORY J	125 Flindt
13992	KEENAN MICHAEL J	1300 E 3rd St.
14043	KELLEY JOSEPH L & SHIRLEY M FAMILY TRUST	903 E LAKESHORE DR #4
14005	KEOOUNKHAM VILAY	1401 PARK ST
13964	KEOPHANYA JOHN	1113 E 1ST
13364	KNOKE DOUGLAS	115 MAE
13971	KONGMANICHANH KHAMLAE	1115 PARK
13998	LARA DARLENE D	216 PHILLIPS
13387	LAVEN WILLIAM J	1701 E Lakeshore Dr.
13999	LONGORIA MARIA D RAMOS	214 PHILLIPS
14048	LOPEZ JOSE ISABEL	137 KENZY
14059	LOR ONG	134 Highway
13525	MANGOLD BRENT L	2004 Expansion Blvd.
14036	MATOS-PEREZ JUAN	116 KENZY
16587	MEAD STEVEN J	1270 HWY 7
14082	MEMORIAL PARK BALL DIAMOND	1402376014
13559	MERIDIAN MFG GROUP INC	2900 Expansion Blvd.
14095	MEYLOE LEE & LAURIE REV TRUST	1411 E LAKESHORE DR
14054	MILLS SHEILA A	113 Kenzy
13363	MORALES SALOME	119 MAE
14049	MOUNTHEP SOUNY	133 KENZY

Map Key	Owner Name	Parcel Address
13377	NEUROTH KEVIN E	1402451005
14001	NHEK LEE	1305 Park
13991	OSEGARO JAMES	201 Flindt Vac
13972	PAENGVAEN KONGMY	1117 PARK
14000	PARKHURST DONALD D	210 Phillips
14041	PARSON MARY B	903 E LAKESHORE #2
13534	PHOMPHAENG THINH	116 MC KENNA DR
13969	PINEDA REGINALDA	1105 PARK
14045	PROCZAK HELEN	901 E LAKESHORE DR #2
14047	PYLE FAMILY CORPORATION	903 E Lakeshore Apt. #1
19816	RATH LIGHTHOUSE INN LLC	1601 E LAKESHORE DR
13536	RATH MARTIN R	106 MC KENNA DR
13538	REAGAN OUTDOOR ADVERTISING	1401353901
14085	REDIG MELVIN A	1311 E LAKESHORE DR
14040	REED ROBERT	
14081	REINERT MICHAEL P	123 Flindt
13960	REYES VICTOR	1106 E 3rd
14062	RIOS CARLOS HERNANDEZ	126 Highway
14051	ROBINSON LEROY E	813 FLINDT DR
14053	RODRIGUEZ ALVARO E	117 KENZY
14034	RODRIGUEZ-HERNANDEZ JUAN CARLOS	124 KENZY
13963	ROSALES MARTIN NAVARRO	1109 E 1ST
14064	SAIL INN LLC	1015 E LAKESHORE DR
13996	SALAS VERONICA	1301 PARK
14093	SAMSEL THOMAS ALLEN	1319 E Lakeshore Dr.
13565	SCHULTZ LARRY J	3040 Expansion Blvd.
17496	SKIBSTED DAVID A REV TRUST & SKIBSTED CONSTANCE M REV TRUST	1411 610TH ST
14096	STARK MICHAEL	108 Memorial Rd
16590	STORM LAKE CITY OF (LIGHTHOUSE)	1295 HWY 7
14173	STORM LAKE CITY OF HAYES TOWNSHIP	1402477003
14097	STORM LAKE CYCLES INC	3040 EXPANSION
13544	STORM LAKE HYDRAULICS COMPANY	2400 EXPANSION
13568	STORM LAKE INDUSTRIAL CORP	1401477004
14042	STRAIT LEO W	903 E LAKESHORE DR #2
13362	THAMMAKOD KHAMBAY	123 MAE
13967	THONGSY BOONSONG	1108 E 1ST
13995	TORRES JAVIER	205 DORINDA
13994	TORRES-GARCIA JORGE A	211 DORINDA
13560	TRANS AGRA INTERNATIONAL INC	101 Gilbert Rd
14172	TRANSCREDIT L C	1916 Expansion Blvd
13548	TSCHESTER AND TSCHESTER	1235 HWY 71
13547	TSCHESTER LYNAL K	1223 HWY 71
13916	TYSON FRESH MEATS INC	1009 Richland
14057	VANG THAI	136 Highway
14035	VAZQUEZ VIVIANA	120 KENZY
14037	VEGAS-HERNANDEZ MARIOYSIS	112 KENZY
13561	VERIZON WIRELESS	3041 Expansion
16589	VETTER GLEN	1412226005
17490	WILLIAMS DAVID LIFE ESTATE	1335 610TH ST
13531	WILSON CAROLYN E	103 MC KENNA DR.
13530	WOLTERMAN MARY M LIFE USE	111 MC KENNA
13986	ALADRO-VALDES HUMBERTO	1402328001
13987	ALADRO-VALDES HUMBERTO	216 Dorinda
13551	AVERY BROS SIGN CO	1401378903
13533	CARLSON CURT R	126 MC KENNA DR
13389	COLUMBUS CLUB	1507 E Lakeshore Dr.
13381	COLUMBUS CLUB ASSOCIATION	1507 E Lakeshore Dr.
13379	COLUMBUS CLUB ASSOCIATION OF STORM LAKE	1507 E LAKESHORE DR
13383	GODFREDSON LARRY	1519 E Lakeshore Dr.
13386	GODFREDSON LARRY	1523 E Lakeshore
13390	GODFREDSON LARRY	1402451023
14089	HADENFELDT ADAH	1405 E Lakeshore Dr.
14091	HADENFELDT ADAH	110 Memorial Rd.
14094	HADENFELDT ADAH	1405 E Lakeshore Dr.
14090	HADENFELDT ADAH V	1405 E Lakeshore Dr.
14101	HADENFELDT BARBARA	201 Marshal Rd.
13978	HILLSHIRE BRANDS COMPANY THE	307 Flindt Dr.
13979	HILLSHIRE BRANDS COMPANY THE	307 Flindt Dr.
14079	IORDANOU CHRISTOS N	147 FLINDT DR
13539	MERIDIAN MFG GROUP INC	2900 EXPANSION BLVD











SPECIAL AND OVERLAY DISTRICTS

5

ARTICLE FIVE – SPECIAL AND OVERLAY DISTRICTS

501 General Purpose

Special Districts provide for base districts that allow multiple land uses and flexible development, with the requirement that in some cases applicants submit a specific guiding plan for the area. Overlay Districts are used in combination with base districts to modify or expand base district regulations. Overlay Districts are adapted to special needs of different parts of the City of Storm Lake.

Special and Overlay Districts are designed to achieve the following objectives:

- a. To recognize special conditions in specific parts of the City, which require specific regulations.
- b. To provide flexibility in development and to encourage innovative design through comprehensively planned projects.
- c. To implement the vision, guiding principles, and policies as established in the currently effective Comprehensive Plan for the City of Storm Lake.

MU MIXED USE DISTRICT

502 MU District Purpose

The MU Mixed Use District is intended to accommodate projects which combine several compatible land uses into an integrated development. The MU District may also be used to pre-designate parts of the city which are appropriate for a mixture of residential, commercial, office, and accessory uses. The District permits mixing residential areas with workplaces and services. Development in the MU District must accommodate transportation systems, pedestrian and bicycle movement, and surrounding environments. All projects developed in a MU District are subject to a Conditional Use Permit process.

503 MU District Permitted Uses

Each ordinance establishing a MU District establishes the use types permitted within its boundaries.

SPECIAL AND OVERLAY DISTRICTS

504 MU District Site Development Regulations

- a. The minimum area of any MU District is 2.75 acres.
- b. Prior to the issuance of any building permits or other authorization, all projects in the MU District shall receive approval by the City Council, following a recommendation by the Planning and Zoning Commission. This approval may be granted for a specific plan for the development of a MU District in lieu of a plan for individual projects, provided that any subsequent developments are consistent with the specific plan.
- c. Applications for approval must contain at a minimum the following information:
 1. A detailed site map, including:
 - (a) a boundary survey
 - (b) site dimensions
 - (c) contour lines at no greater than two foot intervals
 - (d) adjacent public rights of way, transportation routes, and pedestrian or bicycle systems
 - (e) description of adjacent land uses
 - (f) utility service to the site and easements through the site
 - (g) description of other site features, including drainage, soils, environmental issues, or other considerations that may affect development
 2. A development plan, including:
 - (a) a site layout, including the location of proposed buildings, parking, open space, and other facilities
 - (b) location, capacity, and conceptual design of parking facilities
 - (c) description of the use of individual buildings
 - (d) description of all use types to be included in the project or area, and maximum floor area devoted to each general use
 - (e) maximum height of buildings
 - (f) schematic location and design of open space on the site, including a landscaping plan
 - (g) vehicular and pedestrian circulation plan, including relationship to external transportation systems
 - (h) schematic building elevations and sections if required to describe the project
 - (i) grading plans
 - (j) proposed sewer and utility improvements
 - (k) location, sizes, and types of all proposed signage
 3. Specific proposed development regulations for the project, including:
 - (a) the specific use types permitted within the proposed district
 - (b) maximum floor area ratios
 - (c) front, side, and rear yard setbacks
 - (d) maximum height
 - (e) maximum building and impervious coverage
 - (f) design standards applicable to the project
 4. A traffic impact analysis, if required by the City
 5. A storm sewer and runoff control plan for the project

SPECIAL AND OVERLAY DISTRICTS

505 MU District Amendments

The Zoning Administrator is authorized at his/her discretion to approve amendments to an approved development plan, provided that:

- a. A written request is filed with the Zoning Administrator, along with information specifying the exact nature of the proposed amendment.
- b. The amendment is consistent with the provisions of this section.
- c. The amendment does not alter the approved site regulations of the development plan and does not materially alter other aspects of the plan, including traffic circulation, mixture of use types, and physical design.
- d. Any amendment not conforming to these provisions shall be submitted to the Planning and Zoning Commission and City Council for action.

506-9 Reserved

PUD PLANNED UNIT DEVELOPMENT DISTRICT

510 PUD District Purpose

The PUD Planned Unit Development Overlay District is intended to provide flexibility in the design of planned projects; to permit innovation in project design that incorporates open space and other amenities; and to insure compatibility of developments with the surrounding urban environment. The PUD District may be used in combination with any base district specified in this Ordinance. The PUD District, which is adopted by the City Council with the recommendation of the Planning and Zoning Commission, assures specific development standards for each designated project.

511 PUD District Permitted Uses

Uses permitted in a PUD Overlay District are those permitted in the underlying base district. A PUD also may be combined with a MU Mixed Use District to allow a combination of use types not anticipated by conventional base districts.

512 PUD District Site Development Regulations

Site Development Regulations are developed individually for each Planned Unit Development

SPECIAL AND OVERLAY DISTRICTS

District but must comply with minimum or maximum standards established for the base district, with the following exceptions:

- a. The minimum site area for application of a PUD overlay district shall be 2.75 acres.
- b. Lot area and lot width are not restricted, provided that the maximum density allowed for each base district is not exceeded. Maximum density shall be determined by preparing a yield plan. A yield plan shall consist of a feasible development concept that applies the base regulations of the applicable base zoning district.
- c. Residential use types may be combined within a PUD district provided that the development as a whole complies with the maximum density permitted under the base zoning district.
- d. Density Bonuses shall be considered through the PUD process for projects that achieve desirable community goals and policies established in the Comprehensive Plan. Bonuses shall be awarded based on the total number of units allowed as demonstrated in the yield plan rounded down to a whole number. (i.e. A yield plan that results in a total of 20 to 29 units with a density bonus of 10% would yield two additional bonus units.) Bonuses shall be awarded as follows:
 1. A 20% bonus for the preservation of contiguous open space. The open space preserved must be equal to or greater than 20% of the net developable project area. Open space areas shall include natural features, drainage corridors and buffers, woodlands, trail corridors, or other lands acceptable to the City. Open space shall NOT include remnant open space areas that are left over from irregular sized development parcels, required park dedication or undevelopable land areas such as floodways or wetlands. Allowable open space uses include:
 - (a) Open fields (not used for commercial crop production)
 - (b) Nature preserves/habitat
 - (c) Park
 - (d) Community Gardens
 - (e) Buffers to wetlands or drainage corridors
 - (f) Public service needs (well field, emergency management systems, etc...)
 2. A 10% bonus for preservation and interpretation of important historical/cultural resources. To achieve the bonus, applicants must integrate historical/cultural interpretive elements into development projects. This may be done through development signage or monuments, preservation of historic structures, public art, interpretive plaques or other approved method.
 3. A 20% bonus for integration of alternative stormwater management practices that incorporate educational interpretation, rainwater reuse/recycling rainwater treatment and groundwater recharge.
 4. A 10% bonus for incorporation of alternative energy systems that are applied across the entire development project including such strategies as solar power, wind power, closed loop system geothermal, or other system as approved by the City.

SPECIAL AND OVERLAY DISTRICTS

5. A 20% bonus for incorporation of mixed income housing development. A development project that includes a ratio of between 1 housing unit of affordable housing (affordable to residents whose household income is at or below 80% of the Buena Vista County Household Median Income) for every 5 to 7 units of market rate housing.

A long term maintenance plan that establishes a sustainable program for care and funding of the additional site feature as defined in 512(d)(2) shall be included in the PUD developer's agreement and shall be agreed to by the applicant and the City. Ownership and or preservation of land areas through application of density bonuses shall be agreed to within the PUD developer's agreement.

- e. Maximum building coverage shall be the smaller of the allowed building coverage in the base district, or 60 percent.
- f. A maximum cumulative density bonus for any development proposal or project shall not exceed 30%.

513 PUD District Access to Public Streets

Each PUD District must abut a public street for at least 50 feet and gain access from that street.

514 PUD District Application Process

- a. Development Agreement

The application for a Planned Unit Development District shall include a Development Agreement containing the following information:

1. A tract map, showing site boundaries, street lines, lot lines, easements, and proposed dedications or vacations.
2. A land use plan designating specific uses for the site and establishing site development regulations, including setback height, building coverage, impervious coverage, density, and floor area ratio requirements.
3. A site development and landscaping plan, showing building locations, or building envelopes; site improvements; public or common open spaces; community facilities; significant visual features; and typical landscape plans.
4. A circulation plan, including location of existing and proposed vehicular and pedestrian, facilities and location and general design of parking and loading facilities.
5. Schematic architectural plans and elevations sufficient to indicate a building height, bulk, materials, and general architectural design.

SPECIAL AND OVERLAY DISTRICTS

6. A statistical summary of the project, including gross site area, net site area, number of housing units by type, gross floor area of other uses, total amount of parking, and building and impervious surface percentages.
7. A storm sewer and runoff control plan for the project.
8. A site civil engineering plan showing adequate provisions for municipal sanitary sewer connections and municipal potable water system connections.
9. A utility plan showing all other private utility locations including such items as gas, electric, cable and phone.
10. A phasing plan establishing a logical sequence of development activities and associated timeline.
11. A written report that establishes:
 - (a) Purpose of the PUD and consistency with the current Comprehensive Plan;
 - (b) development regulations that differ from standard regulations including lot sizes, lot dimensions, setbacks, site coverage, bulk standards, parking, and other site development regulations;
 - (c) developer covenants that establish management and maintenance commitments to common and open space areas, development of homeowners associations, commitments to infrastructure improvement completion;
 - (d) provision of density bonuses and adherence to density bonus criteria

Collectively, the information outlined in items 1 through 10 shall constitute the Development Agreement. This agreement shall be drafted in a form suitable to the City Attorney and shall be adopted by ordinance and used to implement individual development applications. The zoning administrator may waive requirements for information or may request additional information if deemed appropriate and necessary in order to fully evaluate the proposed projects' suitability and impacts. This agreement would be fully executed by the developer and the city and recorded with the Buena Vista County Recorder and the City Clerk.

515 PUD District Adoption of District

- a. The Planning and Zoning Commission and City Council shall review and evaluate each Planned Unit Development application. The City may impose reasonable conditions, as deemed necessary to ensure that a PUD shall be compatible with adjacent land uses, will not overburden public services and facilities and will not be detrimental to public health, safety and welfare.
- b. The Planning and Zoning Commission, after proper notice, shall hold a public hearing and act upon each application.
- c. The Planning and Zoning Commission may recommend amendments to PUD district applications.

SPECIAL AND OVERLAY DISTRICTS

- d. The recommendation with appropriate findings of the Planning and Zoning Commission shall be transmitted to the City Council for final action.
- e. An Ordinance adopting a Planned Unit Development Overlay Zoning District shall require a favorable simple majority of the City Council for approval.
- f. Upon approval by the City Council, the Development Plan shall become a part of the Ordinance creating or amending the PUD District. All approved plans shall be filed with the City Clerk and recorded at the Buena Vista County Recorder's office.

516 PUD District Amendment Procedure

Major amendments to the Development Plan must be approved according to the same procedure set forth in Section 515.

517 Termination of PUD District

If no substantial development has taken place in a Planned Unit Development District for three years following approval of the District, the Planning and Zoning Commission shall reconsider the zoning of the property and may, on its own motion, initiate an application for rezoning the property reverting it back to the zoning designation that existed prior to the PUD District Application.

518-9 Reserved

HD HISTORIC DISTRICT

520 HD District Purpose

The HD Historic Overlay District enables the adoption of special performance and development standards in combination with site development regulations of a base district for areas of special historical or architectural significance within the City of Storm Lake. The District recognizes the importance of historically and architecturally significant districts to the character of Storm Lake and provides for their conservation.

SPECIAL AND OVERLAY DISTRICTS

521 HD District Procedure for Adoption

- a. Proposal: The creation of an HD Historic Overlay District may be initiated by the Planning and Zoning Commission; the City Council; or by petition of the owner or owners of 51% of the property area within the proposed district.
- b. Requirements for Application: An application for the creation of an HD Overlay District must include:
 - 1. A statement describing the proposed district's special historical or architectural characteristics and stating the reasons for proposal of the district
 - 2. A map indicating the boundaries of the proposed HD Overlay District, specifying the base district(s) included within these boundaries.
 - 3. An inventory of the buildings or historically important sites located within the boundaries of the proposed district.
 - 4. Supplemental site development regulations, design criteria, and performance standards that apply to the proposed district.

522 HD District Adoption of District

- a. The Planning and Zoning Commission and City Council shall review and evaluate each HD Overlay District application.
- b. The Planning and Zoning Commission, after proper notice, shall hold a public hearing and act upon each application.
- c. The Planning and Zoning Commission may recommend amendments to HD district applications.
- d. The recommendation of the Planning and Zoning Commission shall be transmitted to the City Council for final action.
- e. The Ordinance adopting the HD District shall include a statement of purpose, a description of district boundaries, and a list of supplemental site development regulations and performance standards.
- f. An Ordinance adopting an HD Overlay District shall require a favorable vote of a simple majority of the City Council for approval.
- g. Upon approval by the City Council, each HD Overlay District shall be shown on the Zoning Map, identified sequentially by order of enactment and referenced to the enacting Ordinance.
- h. Any protest against an HD Overlay District shall be made and filed as provided by Iowa State Statutes.

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523 HD District Developments and Building Permits within an HD District

- a. All plans for development within an HD District shall be reviewed by the Storm Lake Design Review Board. This Board shall be composed of seven members, ideally composed of one architect, one historian, one artist, and four members of the community at large. The Design Review Board shall be recommended by the Mayor and approved by the City Council.
- b. Prior to the issuance of any building permits or other authorization for development, all projects requiring a building or development in the HD District shall be reviewed by the Design Review Board in a public hearing following proper notice, for consistency with the design criteria of the HD District and determined to be consistent with the regulations of the district. The City shall not issue a building permit, certificate of occupancy, or other permit for a building, structure, or use within an HD District unless it is in compliance with the approved site development regulations for the HD District, or any approved amendments.
- c. A denial of a project in an HD District by the Design Review Board may be appealed to the Board of Adjustment.

524-529 Reserved

IR INDUSTRIAL REUSE DISTRICT

530 IR District Purpose

The IR Industrial Reuse Overlay District enables the reuse of large commercial buildings within selected commercial areas for high quality industrial uses, which have extremely limited external effects on neighboring properties. The District is intended to assure that all major building resources in Storm Lake are put into productive use that strengthens the economy of the community and the region. However, it also provides regulations, which control the effects of such developments on neighboring properties.

531 IR District Procedure for Adoption

- a. Proposal: The creation of an IR Industrial Reuse Overlay District may be initiated by the Planning and Zoning Commission or the City Council. The IR District may be used only in combination with a CC Community Commercial zoning district.
- b. Requirements for Application: An application for the creation of an IR Overlay District must include:
 1. A map indicating the boundaries of the proposed IR Overlay District, specifying the base district(s) included within these boundaries.

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2. An inventory of the buildings located within the boundaries of the proposed district.

532 IR District Adoption of District

- a. The Planning and Zoning Commission and City Council shall review and evaluate each IR Overlay District application.
- b. The Planning and Zoning Commission, after proper notice, shall hold a public hearing and act upon each application.
- c. The Planning and Zoning Commission may recommend amendments to IR district applications.
- d. The recommendation with appropriate findings of the Planning and Zoning Commission shall be transmitted to the City Council for final action.
- e. The Ordinance adopting the IR District shall include a statement of purpose, a description of district boundaries, and a list of supplemental site development regulations and performance standards.
- f. An Ordinance adopting an IR Overlay District shall require a favorable vote of a simple majority of the City Council for approval.
- g. Upon approval by the City Council, each IR Overlay District shall be shown on the Zoning Map, identified sequentially by order of enactment and referenced to the enacting Ordinance.

533 IR District Development Standards within an IR Overlay District

- a. Within an IR Industrial Reuse Overlay District, a building with a gross floor area of 20,000 square feet or above may be used for the following use types in addition to those permitted by the base district:
 - Custom Manufacturing
 - Light Industry
 - Warehousing
- b. All development within an IR Overlay District is governed by the site development regulations for the base district. In addition, any use of buildings for industrial use types must comply with the following additional site development regulations:
 1. No outdoor storage of any type may occur on the site. All storage must be located within enclosed structures.
 2. Mandatory buffer yards shall be provided between industrial use types and other land uses. A minimum buffer yard of 50-feet shall be provided between an industrial use type and neighboring residential or agricultural land uses. A minimum buffer

SPECIAL AND OVERLAY DISTRICTS

yard of 20-feet shall be provided between an industrial use type and any other neighboring use. Landscaping of buffer yards shall be implemented as required by Article 8 of this Ordinance.

3. No measurable environmental effects shall exist at the property lines of the proposed industrial use. These include odors, noise, industrial emissions, or glare.
4. The City Council may establish additional site development regulations to govern development within an IR Industrial Reuse Overlay District.

534 IR District Building Permits

- a. The Zoning Administrator shall review all building or development permits within an IR Overlay District. Building or other development permits issued by the City in an IR District shall be consistent with the regulations adopted for the IR Overlay District.
- b. Any denial of a building or development permit by the Zoning Administrator may be appealed to the Board of Adjustment.

535-539 Reserved

GD GATEWAY DISTRICT

540 Gateway Overlay District Purpose

Gateway corridors form the “front door” to the community and create an image and identity for the city. Development within gateway corridors provide first impressions when entering the city and last impressions when leaving the City. Consistent with the vision, guiding principles and policies of the Comprehensive Plan, the gateway overlay district is intended to establish a standard for site and building development on highly visible gateway corridors. As a whole, the massing and details of the buildings and site landscaping amenities shall be the dominant visible features from the street, and not parking. The standards shall apply to all properties that fall within the gateway district overlay. All other standards within the zoning code apply; however, where there is a conflict between the zoning ordinance and these special requirements, these special requirements shall take precedence.

541 Permitted Uses

Permitted uses within the GD overlay district shall be governed by the underlying base zoning district.

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542 District Applicability

Regulations for properties included within the Gateway Overlay District shall apply as follows:

- a. New Construction (including new construction that is a result of redevelopment)
- b. Additions to existing buildings. When one or both of the following conditions apply, the entire building and site must comply with the Site Development, Building, and Signage Regulations in sections 543, 544, and 545 below:
 1. An addition to an existing building, which exceeds 25% of the gross square footage of the building
 2. When the estimated improvement costs (not including site work) exceeds 50% of the assessed value of the buildings current value
- c. Any change from a permitted use in the underlying zoning district to a conditional use in the underlying zoning district
- d. Any rezoning of the base district

543 Site Development Regulations

The following site development regulations shall apply:

- a. Building Orientation
 1. New buildings shall be oriented with the front primary entry of the building facing towards an arterial street.
 2. For new buildings, a minimum of 25% of the lot frontage facing the primary arterial street shall consist of building frontage (this may include a patio or deck area that is connected to or part of the primary use of the building).
 3. Buildings shall be set back a minimum of 10 feet and a maximum of 20 feet from the front property line. The setback area shall be used for landscape areas, front entry enhancements, or for plaza space.
- b. Parking Location and Orientation
 1. Parking lots are encouraged to be located to the rear of the building. No more than 25% of the lot frontage can be utilized for surface parking area..
 2. Parking that is located in the front yard area shall be oriented to prevent headlight glare on to the principle arterial street.
 3. Parking that is located in the front yard area shall be screened from the principal arterial street through the use of landscaping or berming. Decorative see through fence materials no more than 3 ½ feet in height may be used to screen parking areas.

SPECIAL AND OVERLAY DISTRICTS

4. Parking lots over 30 spaces or 10,000 square feet in area shall provide shade trees within planting islands. The island shall be a minimum 8' wide and 18' long. One island shall be provided for every 30 parking spaces. Grass, ground cover or shrubs shall also be planted within the island with the trees. The islands may be curbed and raised or sunken and utilized as a storm water management system.
 5. Shared parking between adjacent uses is encouraged. A reduction in required parking spaces will be granted provided the applicant can demonstrate peak parking demands do not exceed total available parking spaces and proof of parking can demonstrate the ability to add parking should it be necessary. A shared parking agreement is required between property owners to be recorded with the Buena Vista County Recorder and the City Clerk.
 6. Pedestrian ways (sidewalks, plazas, trails) shall be installed that connect building entrances and parking areas to existing or planned trails/sidewalks along public street rights of way. Clearly marked pedestrian lanes shall be provided through parking areas greater than 50 cars and at key crossings site entry drives. Sidewalks that connect the right of way to the building entrance shall be a minimum of 8 feet wide.
- c. Utilities/Access/Infrastructure
1. Newly installed utility services, and service revisions necessitated by exterior alterations, shall be underground.
 2. Utility service boxes shall be located in rear yards where possible or side yards as an alternative. If located near the front of the lot boxes shall be screened with landscaping and be designed to minimize their visual effect on the site.
 3. On site stormwater management shall be shared between lots or to rear lots except where such features are manicured landscape amenity features, a maintained rainwater garden or functional aesthetic/art elements.
 4. Access to sites in the gateway overlay districts shall be limited to one access on to the primary arterial street per existing lot for office or retail properties with less than 15,000 gross square feet. All other uses are limited to no more than two curb cuts on to the primary arterial. Driveway curb cuts shall be designed to a minimum width necessary to facilitate safe and efficient vehicular access consistent with the present or proposed use.
 5. Where possible, consolidation of individual driveways is encouraged through shared driveway arrangements.
 6. Provide pedestrian scale (16' maximum height) lighting along walkways into and out of parking lots to strengthen the sight line of the route of travel and increase security for nighttime use. This lighting shall be in addition to vehicular scale (20' plus height) parking lot lighting.
 7. Refuse and waste removal areas, service yards, storage yards, and exterior work areas shall be screened from view from public ways, using materials as stated in

SPECIAL AND OVERLAY DISTRICTS

criteria for equipment screening.

d. Site Landscaping

1. A minimum of one tree must be planted and maintained for each 500 square feet of pervious area.
2. A minimum of one shrub shall be planted and maintained for each 150 square feet of pervious area. All required shrubs shall be planted in the front yard setback or front yard and street side yard if both exist.
3. Herbaceous non-woody plant material may be substituted for the required shrubs at a rate of 4 herbaceous plants for 1 shrub. No more than 50% of the shrubs required can be substituted with herbaceous non-woody plant material. Plant material shall be selected for interest in its structure, texture, and color and for its ultimate growth. Plants chosen shall be indigenous to the area and hardy, harmonious to the design, and of good appearance.
4. Parking areas and traffic ways shall be enhanced with landscaped spaces containing trees or tree groupings.
5. Screening of service yards and other places that tend to be unsightly shall be accomplished by use of walls, fencing, planting, or combinations of those. Screening shall be equally effective in winter and summer.

544 Building Regulations

The following building regulations shall apply to all new development or redevelopment within the district and to any existing legal non-conforming use that change to a conforming use:

- a. Mechanical equipment or other utility hardware on roof, ground, or buildings shall be screened from public view with materials harmonious with the building, or they shall be so located as not to be visible from any public ways.
- b. Exterior lighting shall be part of the architectural concept. Fixtures, standards, and all exposed accessories shall be harmonious with building's design.
- c. Separate entries for each unit are encouraged with clustering four or less entries is allowable with appropriate architectural application, such as an interior breezeway or exterior courtyard. Facade details that reflect the buildings architectural style shall be used on all exposed building elevations, not just the street facing or entry facade.
- d. Building volume and mass are partially defined by facade treatment. Facades shall be designed to be proportional to the overall building and reflect the architectural style. Building volumes shall be reduced through wall offsets or projections. Such variations shall be designed so that there is no more than 25 linear feet of unvaried facade.
- e. Monotonous, uninterrupted expanses of wall shall be avoided. Recesses, projections, columns, openings, ornamentation, materials and colors shall be used to add texture and detail. Blank walls shall not normally exceed 10 feet of lineal frontage along primary

SPECIAL AND OVERLAY DISTRICTS

arterial corridor and 25 feet along any side street.

- f. Entries and windows shall contribute to the volume, mass, proportion and texture of the building. They shall be designed as an integral part of the overall building design and shall reflect the building's architectural style.
- g. Street fronting windows shall be at least 12 inches and no more than 30 inches above the sidewalk level.
- h. Individual business entries shall be readily identifiable from the public right of way with primary building entries fronting on the primary arterial street. Entries can be articulated with recesses, projections, porches and other distinctive elements.
- i. Exterior wall materials shall be brick, stone, stucco or other high quality materials. Plywood, plastic, aluminum, vinyl siding and similar materials are not permitted. Exterior Insulation Finish System (EIFS) (commonly known by brand name "Dryvit" or similar) is allowed only if the final finish and connections appear as natural stucco. EIFS shall not be utilized in the lower 7' of the façade.
- j. Masonry shall be utilized on a minimum of 25% of each exterior surface except for the rear of the building.
- k. The selected material and color palette shall be used on all exposed sides of a building.
- l. Materials shall be high quality and durable.

545 Signage Regulations

The following signage regulations shall apply to all new development or redevelopment within the district and to any existing legal non-conforming sign that changes to a conforming sign:

- a. Every building or commercial complex shall incorporate sign design into the overall project design plan. Sign design, materials and illumination shall complement the building scale, proportions, architectural style, materials and colors.
- b. Where more than one sign is allowed, all signs shall be designed using the same construction methods and materials, colors, lettering and logo styles.
- c. The location and size of signs shall clearly relate to the architecture of that particular structure. Signs shall not cover windows, roof shapes or dominate trim. Roof and wall signs that extend above roof lines are prohibited.
- d. Wall and fascia signs shall be located to indicate building entries without dominating the facade.
- e. Freestanding pole and pylon signs are prohibited. Low profile monument signs are to be allowed. Monument signs may be placed in the 10' front yard setback. Low profile monument signs shall be placed so as not to obstruct vision or create a traffic hazard.

SPECIAL AND OVERLAY DISTRICTS

- f. Low profile monument signs shall incorporate the architectural character and materials of the building.
- g. A single, low profile monument sign may incorporate the addresses and business names for multiple tenants of a building or complex. All tenant signs shall be of a uniform size, color and style when combined in a single sign format.
- h. A freestanding monument sign may not exceed 25 Square feet per side and not exceed 4'-6" in height.
- i. Projecting signs are allowed on storefronts up to a height of 14 feet, with maximum projection of 4 feet from the face of the building. Clearance of at least 8 feet must be maintained to the sidewalk. The overall size of the sign shall not exceed 10 square feet.
- j. The total area of all signs on a building should be limited to a size equal to one square foot per frontage foot of building face, with a minimum allowance of 25 square feet regardless of front footage. When the ground floor of a building is occupied by more than one tenant, each shall be entitled to a pro-rata share footage based on the frontage used by that tenant with each tenant being entitled to a minimum of 25 square feet regardless of each tenant's front footage.
- k. Sign should be located directly above the business entrance or to the sides of the entrance at eye level, so that they are visible below the foliage of street trees for the amenity and convenience of the pedestrian. Sign may be located centered on the building frontage if the main entrance is off set to a side.
- l. The size of signs shall be appropriate to viewing distance. Pedestrian oriented signs shall be smaller than vehicle oriented signs, however all signs shall be in scale with the streetscape/pedestrian movements.
- m. The maximum number of permanent signs per business shall be two different types of signs, such as a wall sign, a projecting sign or a permanent banner. Otherwise only one sign per business is allowed.
- n. Additional or larger signs may be allowed for large scale projects provided that the function and design is justified through a comprehensive sign plan for the project and approved by the City. Justification for additional signs shall be based on functional needs, such as multiple entrances or uses within a development. Larger signs shall be justified by specific site conditions or appropriate proportional scale to the overall building.
- o. Internally illuminated plastic signs are prohibited. Individually illuminated sign letters within an allowable wall sign area may be used, provided the entire sign and background are not internally illuminated.
- p. Additional signs are allowed for businesses that provide pedestrian access to sales and service areas through the rear of buildings. For such businesses, rear access signage shall be equal to allowable signage for front facades.
- q. Window graphics shall be applied so that they do not obscure visibility into a shop. No more than 25% of an area of any one window shall be used for a sign. Such signage shall be designed to complement the other signs and the design of the storefront.

SPECIAL AND OVERLAY DISTRICTS

- r. Window graphics are recommended to be painted or applied vinyl letters on glass or a clear acrylic panel behind the windows. These types of window graphics are permanent signs, and their area must be counted in the overall allowable area for signs.
- s. Banners and cloth signs shall be used primarily for special, festive occasions. If such signs are used on a permanent basis, a condition of their initial approval is agreement to replace them when they begin to show wear. A banner shall be considered a permanent sign if it displays content or identification of any kind that relates to the business or service establishment of the building to which the banner is attached.

546 Development Review

Development projects submitted to the city within the Gateway District Overlay shall be administratively reviewed by the zoning and building official for compliance with the regulations of the Gateway Overlay District. The zoning official may choose to engage the Design Review Architect as assigned by the City of Storm Lake to suggest enhancements and review the development plans for compliance with this article.

Site plans and building plans shall be submitted and reviewed consistent with the procedures outlined in Article 12.

547-549 Reserved

AH AIRPORT HEIGHT ZONING DISTRICT

550 Airport Height Zoning

This Article shall be known and cited as “The Storm Lake Municipal Airport Height Zoning District.”

- a. Definitions: As used in this Article, unless the context otherwise requires:
 - 1. “AIRPORT”: The Storm Lake Municipal Airport.
 - 2. “AIRPORT ELEVATION”: The highest point of an airport’s usable landing area measured in feet above mean sea level, which elevation is established to be one thousand four hundred eighty-seven and one-half feet (1,487.5’).
 - 3. “AIRPORT HAZARD”: Any structure or tree or use of land which would exceed the Federal obstruction standards as contained in fourteen (14) Code of Federal Regulations sections seventy-seven point twenty-one (77.21), seventy-seven point twenty-three (77.23) and seventy-seven point twenty-five (77.25) latest revisions, and which obstruct the airspace required for flight of aircraft and landing or takeoff at an airport or is otherwise hazardous to such landing or taking off of aircraft.

SPECIAL AND OVERLAY DISTRICTS

4. “RUNWAY OBSTACLE FREE ZONE”: A surface longitudinally centered on a runway. When the runway has a specially prepared hard surface, the runway obstacle free zone extends two hundred feet (200') beyond each end of that runway. The width of the runway obstacle free zone of a runway will be that width prescribed in part 77 of the Federal Aviation Regulations (FAR) for the most precise approach existing or planned for either end of that runway. The elevation of any point of the runway obstacle free zone is the same as the elevation of the nearest point of the runway centerline.
5. “AIRSPACE HEIGHT”: For the purpose of determining the height limits in all zones set forth in this Article and shown on the Storm Lake Municipal Airport Height Zoning Map, the datum shall be mean sea level elevation unless otherwise specified.
6. “CONTROL ZONE”: Airspace extending upward from the surface of the earth which may include one or more airports and is normally a circular area of five (5) statute miles in radius, with extensions where necessary to include instrument approach and departure paths.
7. “INSTRUMENT RUNWAY”: A runway having an existing instrument approach procedure utilized air navigation facilities or area type navigation equipment, for which an instrument approach procedure has been approved or planned.
8. “MINIMUM DESCENT ALTITUDE”: The lowest altitude, expressed in feet above mean sea level, to which descent is authorized on final approach or during circle to land maneuvering in execution of a standard instrument approach procedure, where no electronic glide slope is provided.
9. “MINIMUM ENROUTE ALTITUDE”: The altitude in effect between fixes which assured acceptable navigational signal coverage and meets obstruction clearance requirements between those fixes.
10. “MINIMUM OBSTRUCTION CLEARANCE ALTITUDE”: The specified altitude in effect between radio fixes or VOR airways, off-airway routes, or route segments which meets obstruction clearance requirements for the entire route segment and which assures acceptable navigational signal coverage only within twenty-two (22) miles of a VOR.
11. “RUNWAY”: A defined area on an airport prepared for landing and takeoff of aircraft along its length.
12. “VISUAL RUNWAY”: A runway intended solely for the operation of aircraft using visual approach procedures with no straight-in instrument approach procedure and no instrument designation indicated on a FAA approved airport layout plan, a military services approved military airport layout plan, or by any planning document submitted to the FAA by competent authority.

b. Airport Zones and Airspace Limitations

In order to carry out the provisions of this Section, there are hereby created and established certain zones which are depicted on the Storm Lake Municipal Airport Height Zoning Map.

SPECIAL AND OVERLAY DISTRICTS

A structure located in more than one zone of the following zones is considered to be only in the zone with the more restrictive height limitation. The various zones are hereby established and defined as follows:

1. Horizontal Zone:

Airport Height Zone: The land lying under a horizontal plane one hundred fifty feet (150') above the established airport elevation, the perimeter of which is constructed by: Swinging arcs of ten thousand feet (10,000') radii from the center of each end of the primary surface of runways seventeen (17) and thirty-five (35), and connecting the adjacent arcs by lines tangent to those arcs. No structure shall exceed one hundred fifty feet (150') above the established airport elevation in the horizontal zone, as depicted on the Storm Lake Municipal Airport Height Zoning Map.

2. Conical Zone:

The land lying under a surface extending outward and upward from the periphery of the horizontal surface at a slope of twenty (20) to one (1) for a horizontal distance of four thousand feet (4,000'). No structure shall penetrate the conical surface in the conical zone, as depicted on the Storm Lake Municipal Airport Height Zoning Map.

3. Approach Zone:

The landing lying under a surface longitudinally centered on the extended runway centerline and extending outward and upward from each end of the primary surface. (Note: An approach surface is applied to each end of each runway based upon the type of approach available or planned for that runway end).

(a) The inner edge of the approach surface is:

- 1) Two hundred fifty feet (250') wide for runways six (6) and twenty-four (24).
- 2) Five hundred feet (500') wide for runways thirteen (13), thirty-one (31), seventeen (17) and thirty-five (35).

(b) The outer edge of the approach zone is:

- 1) One thousand two hundred fifty feet (1,250') for runways six (6) and twenty-four (24).
- 2) One thousand five hundred feet (1,500') for runway thirteen (13).
- 3) Two thousand feet (2,000') for runway thirty-one (31).
- 4) Three thousand five hundred feet (3,500') for runways seventeen (17) and thirty-five (35).

(c) The approach zone extends for a horizontal distance of:

- 1) Five thousand feet (5,000') at a slope of twenty (20) to one (1) for runways thirteen (13), thirty-one (31), six (6) and twenty-four (24).
- 2) Ten thousand feet (10,000') at a slope of thirty-four (34) to one (1) for runways seventeen (17) and thirty-five (35).

No structure shall exceed the approach surface to any runway, as depicted on the Storm Lake Municipal Height Zoning Map.

SPECIAL AND OVERLAY DISTRICTS

4. Transitional Zone:

The land lying under those surfaces extending outward and upward at right angles to the runway centerline and the runway centerline extended at a slope of seven (7) to one (1) from the sides of the primary surface and from the sides of the approach surfaces.

No structure shall exceed the approach surface to any runway, as depicted on the Storm Lake Municipal Airport Height Zoning Map.

5. No structure shall be erected in Buena Vista County that raises the published minimum descent altitude for an instrument approach to any runway, nor shall any structure be erected that causes the minimum obstruction clearance altitude or minimum enroute altitude to be increased on any Federal airway in Buena Vista County.

c. Use Restrictions

Notwithstanding any other provisions of Section 550, no use may be made of land or water within the City of Storm Lake, Buena Vista County, or Sac County in such a manner as to interfere with the operation of any airborne aircraft. The following special requirements shall apply to each permitted use:

1. All lights or illumination used in conjunction with street, parking signs or uses of land and structures shall be arranged and operated in such a manner that it is not misleading or dangerous to aircraft operating from the Storm Lake Municipal Airport or in the vicinity thereof.
2. No operations from any use shall produce smoke, glare or other visual hazards within three (3) statute miles of any usable runway of the Storm Lake Municipal Airport.
3. No operations from any use in the City of Storm Lake, Buena Vista County or Sac County, shall produce electronic interference with navigation signals or radio communication between the airport and aircraft.

d. Lighting

1. Notwithstanding the provisions of Section 550 the owner of any structure over two hundred feet (200') above the ground level must install on the structure lighting in accordance with Federal Aviation Administration (FAA), Advisory Circular 70-7460-1K and amendments. Additionally, any structure, constructed after the effective date of this Chapter and exceeding nine hundred forty-nine feet (949') above ground level, must install on that structure high intensity white obstruction lights in accordance with Chapter 7 of the FAA Advisory Circular 70-7460-1K and amendments.
2. Any permit or variance granted may be so conditioned as to require the owner of the structure or growth in question to permit the City of Storm Lake, Buena Vista County, or Sac County, at its own expense to install, operate and maintain thereto such markers or lights as may be necessary to indicate to pilots the presence of an airspace hazard.

SPECIAL AND OVERLAY DISTRICTS

e. Variances

Any person desiring to erect or increase the height of any structure, or to permit the growth of any tree, or otherwise use his property in violation of any Section of this Chapter, may apply to the Airport Board of Adjustment for variance from such regulations. No application for variance to the requirements of this Chapter may be considered by the Board of Adjustment unless a copy of the application has been submitted to the Storm Lake Airport Commission for its opinion as to the aeronautical effects of such a variance. If the Storm Lake Airport Commission does not respond to the Board of Adjustment within fifteen (15) days from receipt of the copy of application, the Board may make its decision to grant or deny the variance.

f. Airport Board of Adjustment

1. There is hereby created a Board of Adjustment to have and exercise the following powers:
 - (a) To hear and decide appeals from any order, requirement, decision, or determination made by the Airport Zoning Board in the enforcement of this Article;
 - (b) To hear and decide special exceptions to the terms of this Article upon which such Board of Adjustments under such regulations may be required to pass; and
 - (c) To hear and decide specific variances.
2. The Airport Board of Adjustment shall consist of seven (7) members appointed pursuant to the provisions of Section 329.12, Code of Iowa, and each shall serve for a term of five (5) years and until his/her successor is duly appointed and qualified.
3. The Airport Board of Adjustment shall adopt rules for its governance and in harmony with the provisions of this Article. Meetings of the Board shall be held at the call of the chairman and at such other times as the Board of Adjustment may determine. The chairman, or in his/her absence the acting chairman, may administer oaths and compel the attendance of witnesses. All meetings of the Board of Adjustment shall be open to the public. The Board of Adjustment shall keep minutes of its proceedings, showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall immediately be filed in the office of the Storm Lake City Zoning Administrator, and on due cause shown.
4. The Airport Board of Adjustment shall have the powers established in Iowa Code, Section 414.12.
5. The concurring vote of a majority of the members of the Airport Board of Adjustment shall be sufficient to reverse any order, requirement, decision or determination of any administrative official or to decide in favor of the applicant on any matter upon which it is required to pass under this Article, or to effect variations of this Article.

SPECIAL AND OVERLAY DISTRICTS

g. Judicial Review

Any person aggrieved, or any taxpayer affected, by decision of the Board of Adjustment, may appeal to the court as provided in Iowa Code, Section 414.15.

h. Administrative Agency

It shall be the duty of the Storm Lake City Zoning Administrator to administer the regulations prescribed herein. Applications for permits and variances shall be made to the Storm Lake City Zoning Administrator upon a form furnished by him/her. Applications required by this Article to be submitted to the Administrative Agency shall be promptly considered and granted or denied. Application for action by the Board of Adjustment shall be forthwith transmitted by the Storm Lake City Zoning Administrator.

i. Municipal Infraction

A violation of any of the provisions of this Article shall constitute a Municipal infraction subject to the penalties and alternative relief authorized by Title 1, Chapter 20 of the City Code of the City of Storm Lake, Iowa and by [Section 364.22 of the Code of Iowa](#).

ORDINANCE NO. 02-O-2022-2023

ORDINANCE AMENDING ARTICLE V OF THE ZONING ORDINANCE OF THE CITY OF STORM LAKE, A PART OF THE STORM LAKE MUNICIPAL CODE, TO CLARIFY AND MODIFY CERTAIN REGULATIONS PERTAINING TO THE GATEWAY DISTRICT

WHEREAS, the City Staff has submitted proposed changes to the text of Article Five of the Storm Lake Zoning Ordinance and Subdivision Regulations to clarify and make less restrictive certain regulations pertaining to the Gateway District in the City of Storm Lake;

WHEREAS, the City's Planning and Zoning Commission has reviewed and recommended approval of the proposed changes to the text of Article V of the Zoning Ordinance.

WHEREAS, the proposed changes are consistent and in accordance with the comprehensive plan adopted by the City in Resolution No. 94-R-2012-2013 on February 18, 2013;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Storm Lake, Iowa, as follows:

Section 1. AMENDMENTS. Article V of The Zoning Ordinance of the City of Storm Lake, entitled "Special and Overlay Districts," is amended as follows:

- a. In Section 540, by deleting the sentence, "As a whole, the massing and details of the buildings and site landscaping material shall be the dominate visible features from the street, and not the parking."
- b. In Section 542, subsection (a), by deleting the phrase, "(including construction that is a result of new development)".
- c. In Section 542, by deleting subsections (c) and (d).
- d. In Section 543, subsection (a), by deleting paragraphs 1 and 2; re-numbering paragraph 3 as paragraph 1; and changing newly re-numbered paragraph 1 to read: "Buildings shall be set back a minimum of 10 feet from the front property line. The setback area shall be used for landscape areas, front entry enhancements, plaza space, or parking space."
- e. In Section 543, subsection (b), paragraph 1, by changing "25%" to "50%"; and by deleting the second period of the two periods at the end of the paragraph.
- f. In Section 543, subsection (b), by deleting paragraph 2; and re-numbering

paragraphs 3 through 6 as paragraphs 2 through 5, respectively.

g. In Section 543, subsection (c), by deleting paragraph 3; changing paragraph 4 to read: “Access to sites in the gateway overlay districts shall be limited to two accesses on to the primary arterial street.”; changing paragraph 6 to read: “Provide lighting along walkways into and out of parking lots to strengthen the sight line of the route of travel and increase security for nighttime use. This lighting shall be in addition to parking lot lighting.”; in Paragraph 7, by inserting, “storage buildings,” immediately after, “storage yards,”; and by re-numbering Paragraphs 4 through 7, as so amended, to be Paragraphs 3 through 6.

h. In Section 543, subsection (d), by deleting paragraphs 1, 2, and 3; in paragraph 5, by inserting, “storage buildings,” after “service yards”; and by re-numbering paragraphs 4 and 5, as amended, to be paragraphs 1 and 2 respectively.

i. In Section 544, by changing the first partial sentence preceding subsections (a) through (l) to read: “The following building regulations shall apply to all new development:”

j. In Section 544, subsection (d), by deleting the last sentence.

k. In Section 544, subsection (e), by deleting the last sentence.

l. By changing Section 544, subsection (g) to read: “Street fronting windows shall be no more than 48 inches above the sidewalk level.”

m. By changing Section 545, subsection (a) to read: “Every building or commercial complex shall incorporate sign design into the overall project design plan.”

n. By changing Section 545, subsection (e) to read: “Freestanding pole and pylon signs are prohibited. Monument signs are to be allowed. Monument signs may be placed in the ten-foot front yard setback. Monument signs shall be placed so as not to obstruct vision or create a traffic hazard.”

o. By changing Section 545, subsection (h) to read: “A freestanding monument sign may not exceed 140 square feet per side and not exceed 14 feet in height. Allowable monument sign area is based on 2 square feet of sign area per lineal foot of lot frontage.

p. In Section 545, subsection (j), by changing “one” to “two” and “25” to “50” in the first sentence and “25” to “50” in the last sentence.

q. In Section 545, by deleting subsections (k), (m), and (r) and re-lettering the

remaining subsections after subsection (j) as (k) through (p).

Section 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

Section 3. EFFECTIVE DATE. This ordinance shall be in full force and effect from and after its passage and publication as provided by law.

PASSED AND APPROVED this _____ day of _____, 2022.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Staff Summary

12/19/2022

Agenda Item # F.2.



City of Storm Lake
PO Box 1086
Storm Lake, IA 50588
p (712) 732-8000
f (712) 732-4114

REPORT TO: Honorable Mayor & Council

FROM: Lee Dutfield Development Services Sepcialist

SUBJECT: **Motion to Approve Contract with The Retail Coach**

BACKGROUND: For more than 20 years, The Retail Coach has been the premier national retail recruitment partner for municipalities, economic development organizations, and development firms. The Retail Coach has worked more than 650 assignments in more than 40 states with proven success for client communities in Iowa and a 90% repeat client rate. The services include in their proposed contract for The City of Storm Lake are as follows:

- Analyzing the Storm Lake Retail Market
- Determining Retail Opportunities
- Identifying Development & Redevelopment Opportunities
- Identifying Retailers & Development for Recruitment
- Marketing & Branding
- Actively Recruiting Retailers & Developers
- Ongoing Retail Recruitment & Coaching

Entering into this contract now allows for The Retail Coach to immediately begin research, data collection, market analysis and identify sites to recruit targeted retailers through outreach and retail conference representation. This is beneficial because it will coincide with retailers and developers plans for the upcoming year.

FISCAL IMPACT: \$25,000 will be moved to Fiscal 2023. If approved this will be completed in the budget amendment process. Please note that we are currently under 50% of the budget for Economic Development so movement of funds may not be necessary.

RECOMMENDATION: Staff recommends entering into the contract with The Retail Coach for their Retail Market Analysis and Recruitment Services.

ATTACHMENTS:

[Retail Coach Proposal_StormLakeIA_October2022.pdf](#)

[The Retail Coach Contract PSA StormLakeIA.pdf](#)

OCTOBER 2022



Retail Market Analysis & Recruitment Services

Proposal for:

City of Storm Lake, Iowa

Submitted by:



TheRetailCoach.net | Austin, TX & Tupelo, MS | (800) 851-0962





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Bringing the Right Retail Mix to Storm Lake

The Retail Coach is submitting this proposal for Retail Market Analysis & Recruitment Services for the City of Storm Lake.

Our goal is not only to aid the City in preparing and executing a Retail Market Analysis and comprehensive Recruitment Strategy, but to also assist the City in its efforts to capture sales tax leakage and further improve quality of life for residents by bringing in new retail, restaurant, entertainment, and service options.

The most important aspect of any Retail Market Analysis is its ultimate application and resulting impacts. Our approach has always been action-oriented to ensure that market reports are not placed on a shelf to collect dust. Working with all project team members, local stakeholders, and public officials is a critical component in which The Retail Coach is experienced and well-equipped to execute.

Goals & Objectives:

- Research and analyze the Storm Lake retail market to identify retail gaps and growth opportunities.
- Determine Storm Lake's unique, viable retail market potential.
- Identify key retail and restaurant targets that align with the City's vision for growth.
- Recruit targeted retailers and restaurants through proactive outreach efforts and retail conference representation.
- Act as an extension of City staff to provide recruitment services and coaching for retail economic development initiatives.



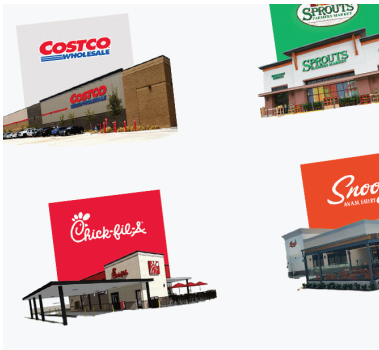
We Recruit Retail.

For more than 20 years, The Retail Coach has been the premier national retail recruitment partner for municipalities, economic development organizations, and development firms.

We are the nation's leading retail recruitment, market analysis, and development firm. Our approach combines **strategy, technology, and creative marketing** to execute high-impact retail recruitment strategies for local governments, chambers of commerce, and economic development organizations.

Having worked more than 650 assignments in more than 40 states, our recruitment approach is simple - **do what you say you are going to do, do it at the highest level possible, and constantly communicate findings and results to our clients.** This approach has proven successful, leading to multiple assignments with more than 90% of our clients.

PROVEN SUCCESS FOR CLIENT COMMUNITIES



6 Million +

**SQUARE FEET OF
NEW RETAIL RECRUITED**

We have recruited more than 6 million square feet of new retail to client communities in the past 5 years.



\$600 Million

**IN NEW SALES TAX
GENERATED**

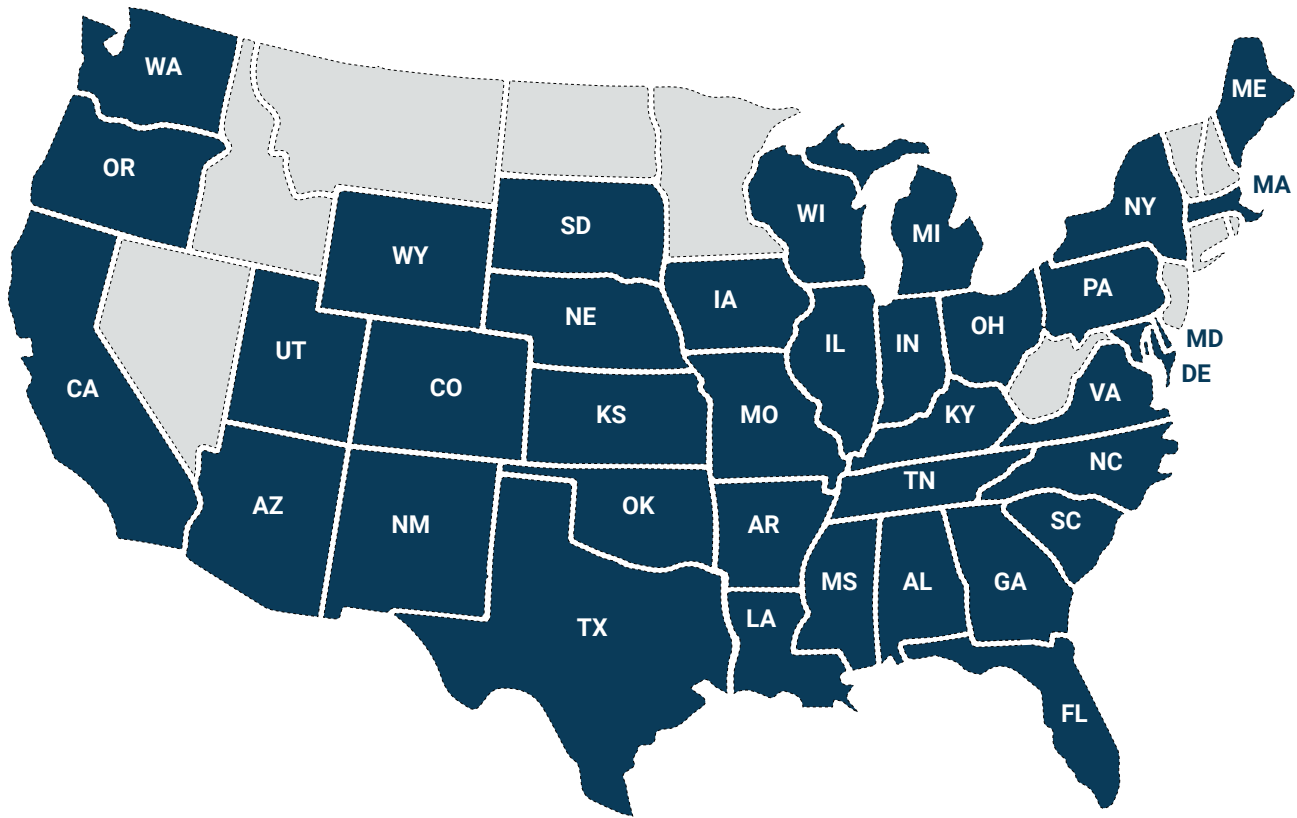
Our work has generated more than \$600 Million in sales tax for our client communities in the past 5 years.



90%

**REPEAT CLIENT
RATE**

90% of our clients choose to continue working with us after the initial contract.



We Have Served More than 650 Client Communities Across 40 states.

National Expertise. Local Focus.

Our work throughout the country allows our team to stay current on retail trends and deepen our relationships with national and regional brands.

These relationships create unique opportunities for our client communities. When brands begin planning to expand into new markets, we are often one of the first to know and retailers/brokers will often look to our client list or ask our team for prospective markets to consider.

650+
COMMUNITIES
SERVED

40
STATES WE'VE
WORKED IN

90%
REPEAT CLIENT
RATE

More Than 6 Million SF of New Retail Recruited in the Last 5 Years

Our proven Retail 360® Process has been instrumental in recruiting new retailers and developers to our client communities.

RECENT RECRUITMENT SUCCESSES



McKinney, TX



Los Angeles County, CA



Lancaster, CA & Pella, IA



Laguna Niguel, CA



Spencer, IA

PLUS HUNDREDS MORE THROUGHOUT THE COUNTRY





An Entire Team Dedicated to Growing Retail in Storm Lake

What Makes Us Different?

Experienced & Connected

We pioneered the retail recruitment industry more than 20 years ago and leverage more than two decades of experience and relationships to help drive retail growth in your community.

Our Team is Your Team

We take a partnership approach and become an extension of your team. Our clients are invited to participate in the recruitment process, allowing you to learn and expand your network.

Full Transparency

We track recruitment activity and prospect feedback in your custom retail recruitment dashboard and host monthly calls with your team to keep you updated on progress.

We are Consultants. Not Brokers.

We pride ourselves on being consultants, not brokers.

We only do what is in the best interest of our client communities and their future growth. We don't take shortcuts or go with the path of least resistance to fill retail spaces.

RECOGNIZED AS LEADING INDUSTRY EXPERTS AND FEATURED PRESENTERS FOR:





OUR TEAM

Your Project Team

PROJECT LEAD



Austin Farmer
Project Director

Austin manages The Retail Coach's projects in Iowa and will be the primary point of contact. He is located in our Austin, TX office and will be your project lead for the entirety of The Retail Coach's work for Storm Lake.

LEADERSHIP & PROJECT STRATEGY



Kelly Cofer
Founder & CEO



Aaron Farmer
President

With more than 50 combined years of retail development experience, Kelly and Aaron play an integral role in every project for The Retail Coach. This includes in-depth market analyses, recruitment strategies, and development plans for our clients.

RETAILER RECRUITMENT



Cary Everitt
Recruitment Specialist



Caroline Harrellson
Recruitment Specialist

Cary and Caroline manage our relationships with national and regional retailers, brokers, site selectors, and developers. They execute our recruitment process, including the site submission process and capturing retailer feedback.

DATA & MARKET RESEARCH



Matthew Lautensack
Director of Data/Research

Matthew uses cutting-edge, GPS-based market data to pinpoint true opportunity in retail markets. He provides the latest retail trade area data and prepares our clients' market reports, data sets, and assists with GIS mapping.

ADMINISTRATIVE SUPPORT



Nancy Dees
Director of Finance



Rylee Lefever
Marketing Manager

Nancy and Rylee support all projects by managing client invoicing and contract needs as well as marketing, promotional, and graphic design support.

RELEVANT REGIONAL EXPERIENCE

Ankeny, IA Fort Dodge, IA
Atlantic, IA Grimes, IA
Carroll, IA Pella, IA
Council Bluffs, IA Spencer, IA



Austin Farmer | Project Director

Austin manages all of The Retail Coach's projects in Iowa and will be the primary point of contact for this project.

Prior to joining The Retail Coach, Austin founded Catalyst Growth Partners, a strategic marketing firm specializing in supporting high growth companies, and served as Vice President of Global Marketing and Sales for an international tax advisory firm where he led domestic and international marketing initiatives and oversaw international market development.

Austin started his career in marketing and digital strategy at GameStop, the world's largest video game and consumer electronics retailer. Since, he has held leadership positions in the economic development, financial services, and non-profit industries. A graduate of Texas A&M University, Austin received a bachelors degree in Marketing with a concentration in Entrepreneurial Leadership and was a member of the distinguished Mays Fellows Program.



Kelly Cofer | Founder & CEO

C. Kelly Cofer leads The Retail Coach with more than 30 years of experience in all aspects of retail real estate and economic development.

Kelly's professional background encompasses market research and site selection, advisory and leasing services, and property brokerage and development for leading national retailers and restaurants in more than 150 cities throughout the United States.

He has earned the prestigious Certified Commercial Investment Member (CCIM) designation from the Chicago-based Commercial Investment Real Estate Institute and attended the Economic Development Institute at the University of Oklahoma. Kelly holds a Bachelor of Science degree from Texas A&M University in College Station.



Cary Everitt | Retail Recruitment Specialist

Cary manages The Retail Coach's relationships with retailers, site selectors, and key decision makers for retailers, restaurants, hotels, and developers.

He works with your Project Director to ensure that we are presenting the best information possible when recruiting for client communities and follows up with prospects to make sure that your community is staying at the top of mind as brands look for new markets.

Mr. Everitt works throughout projects to provide monthly updates on recruitment activity and communicates feedback received throughout the process.



Scope of Work & Deliverables

1: Retail Market Analysis

- Competing Communities Analysis
- Custom Retail Trade Area Map
- Retail Trade Area Demographic Profile
- Retail Trade Area Psychographic Profile
- City Demographic Profile
- Discussions with Key Community and Business Stakeholders

2: Determining Retail Opportunities

- Retail Demand Analysis
- Retail Void Analyses for Key Vacancies and Available Retail Sites

3: Identifying Development & Redevelopment Opportunities

- Analysis of up to Ten (10) Development / Redevelopment Sites
- Up to Twenty (20) Retail Site Profiles for Available Retail Sites

4: Identifying Retailers & Developers for Recruitment

- Target List of up to Thirty-Five (35) Retailers and Restaurants with Contact Information
- Target List of up to Ten (10) Developers with Contact Information

5: Marketing & Branding

- Retail Market Profile
- Retail Market Flyer
- Up to Thirty-Five (35) Customized Retailer Feasibility Packages
- Developer Opportunity Package
- Online Retail Dashboard (Retail 360® Website)
- Interactive Site Mapping (Up to 5 Sites)

6: Recruitment of Retailers & Developers

- Retail Recruitment Plan
- Retailer & Developer Recruitment Status Dashboard
- Monthly Recruitment Updates from Retail Coach Project Team

7: Downtown Retail Focus

- Discussions with Key Downtown Stakeholders and Business Owners
- Downtown Workshop
- Recruitment of Retailers & Developers

8: Ongoing Recruitment & Coaching

- Ongoing Coaching and Support from The Retail Coach Team
- Representation of the City at Regional and National Retail Industry Events



Retail Recruitment is a Process, Not an Event.

Through our proprietary Retail 360® Process, we offer a dynamic system of products and services that enable communities to expand their retail base and generate additional sales tax revenue.



Our Retail 360® Process identifies strengths, weaknesses, opportunities, and threats to your community's ability to attract retail and highlights your community's advantage over competing cities. Through our multi-phase approach to recruiting new retailers, we are able to help communities build a long-term retail economic development plan.

Market-Based Solutions

We understand that every client community has its own unique set of development needs.

That's why we work with our clients to determine those needs and offer custom, tailored, data-driven solutions.

On-The-Ground Analysis

Just as each client has their own set of needs, we know that each client has a unique position in the marketplace as it competes to recruit new retailers.

We spend time in your community with leaders and stakeholders, which enables us to determine your market position and identify retailers that fit your community.

Action Plan for Growth

We analyze, recommend, and execute aggressive strategies for pursuing the ideal retailers, as well as coaching our clients through the recruitment and development process.

This partnership typically produces best results when, together, we derive short-term and long-term strategies based on market data and opportunities.

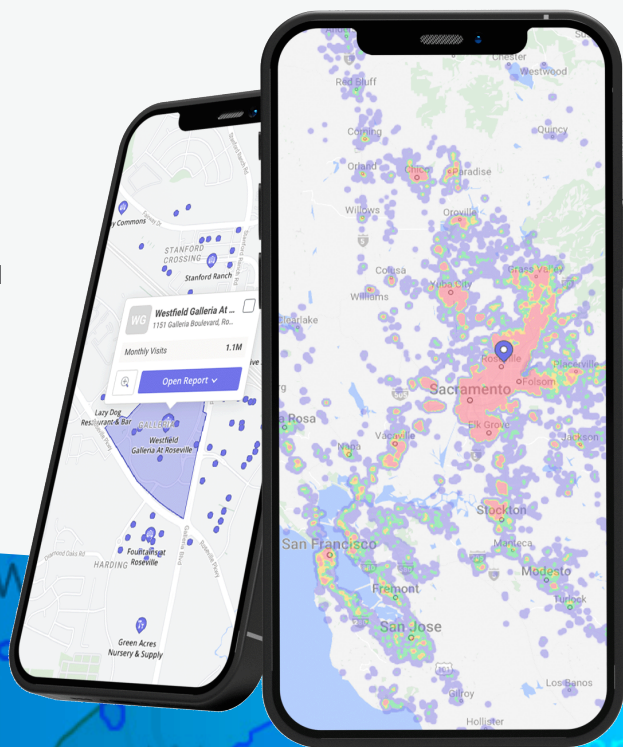


Understanding the Storm Lake Market Through High Impact Mobile Data Analysis

We will perform extensive market research and analysis to evaluate the area and the Storm Lake retail market.

Understanding your true customer base is critical to quantifying the demand for new retail and restaurant development.

We use real data collected from actual customers in your community to analyze trade area boundaries, competitive markets, and leakage. This high confidence data allows our team to **tell your community's story** and show potential investors why they need to be in your market.



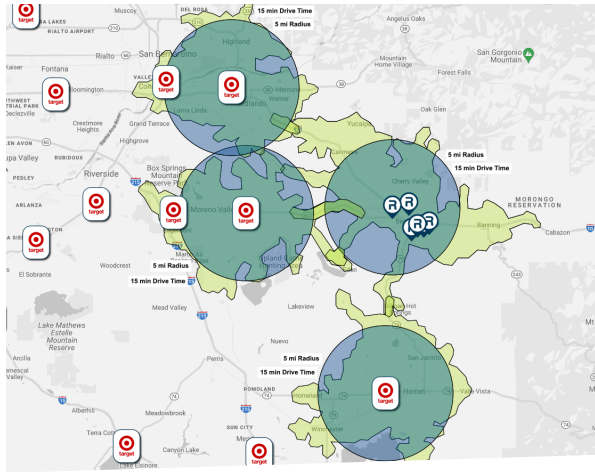
If you aren't currently leveraging consumer mobile data, you are drastically underselling your retail market and opportunity.

Kelly Cofer

Retail Coach Founder & CEO



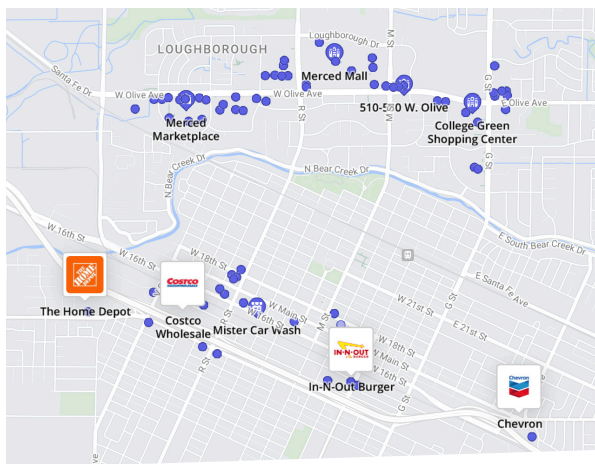
Retail Market Analysis



Competing Community Analysis

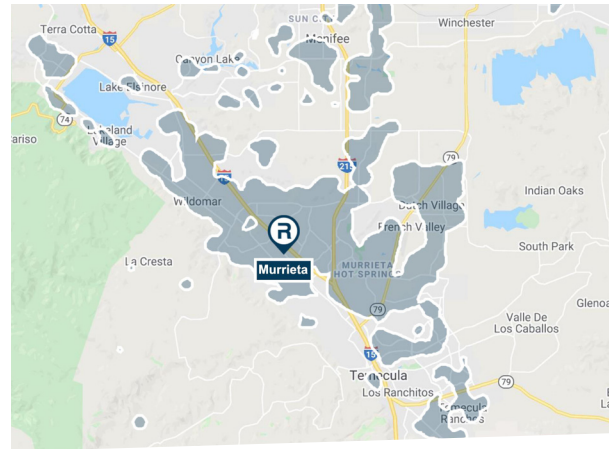
A community must have a clear understanding of the competitive nature of retail recruitment.

We will look at competing communities to identify a competitive advantage via economic and market forces that have a direct impact on retail recruitment and development in Storm Lake.



Identification of Ancillary Issues Impacting Retail

We will work with the City to identify other root-cause issues of the local economy, and include recommendations for the City to improve opportunities.

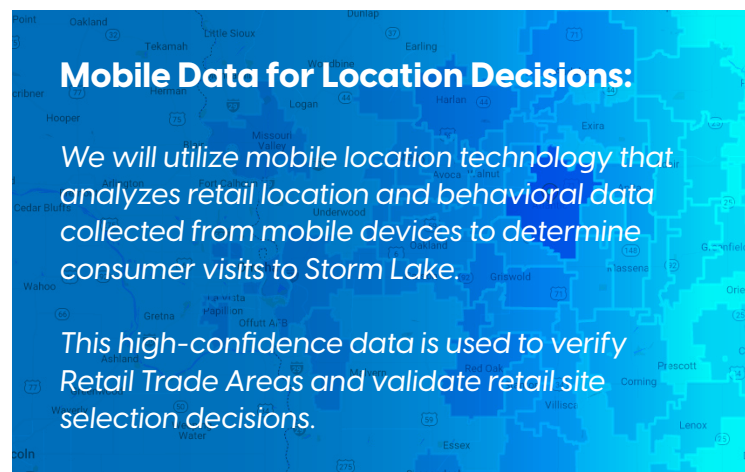


Custom Retail Trade Area Analysis

The Retail Trade Area is the geographical area from which the community's retailers derive a majority of their business. It is the foundational piece of the retail plan and its accuracy is critical.

We utilize retail trade area data when communicating with retailers and developers to ensure that the community fully leverages the amount of shoppers coming into the community.

We will hand draw Retail Trade Areas for Storm Lake based on cell phone/GPS data from shoppers as well as on-the-ground analysis from The Retail Coach Team.





Retail Market Analysis

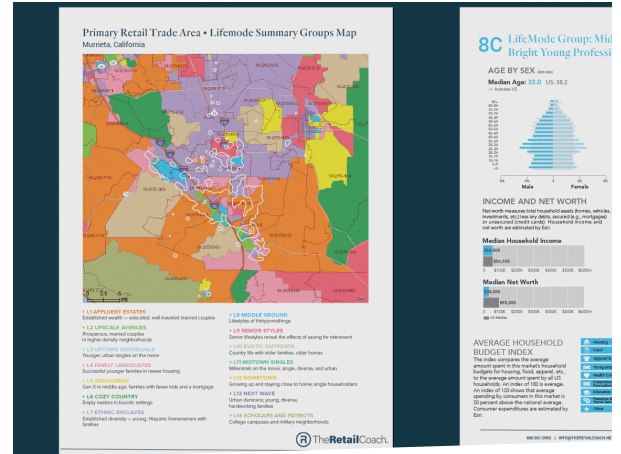


Demographic Profiling

A community must be able to instantaneously provide information and data sets sought by retailers during the site selection and site evaluation process. The data must be accurate, current, and readily available.

Our demographic profiles include population and projected population growth, ethnicities, average and median household incomes, median age, households and household growth, and educational attainment.

We will create comprehensive 2022 Census, 2022, and 2026 Demographic Profiles for the Retail Trade Area and Storm Lake community.



Psychographic Profiling

As retail site selection has evolved from an art to a science, psychographic lifestyle segmentation has become an essential element of retailers' preferred location criteria. Understanding a consumer's propensity to purchase certain retail goods and services—as well as specific retail brands—is valuable to national, regional, and independent retailers. Knowing the retail sectors and products that consumers demand removes a great deal of risk for an independent business.

Based on the market segmentation system developed by ESRI, we will develop a Tapestry Segmentation Profile of the households in the Retail Trade Area.

This is done by using the most advanced socioeconomic and demographic data to measure consumer attitudes, values, lifestyles, and purchasing behaviors to understand the sectors and brands of retailers that may be of interest.



Retail Market Analysis



Stakeholder Discussions

Buy-in from key community leaders and stakeholders is crucial to the retail plan. Our belief is that, "if they are not in on it and up on it - they will be down on it." One of our first meetings will be with independent businesses who may see our work as threatening. Our goal is not only to obtain buy-in, but to assist in finding prospects for available spaces and help fill vacancies.

We will work to obtain plan buy-in from public and private stakeholders through a series of group and individual meetings. Stakeholders may include City Staff and representatives, community leaders, real estate brokers, retail developers, property owners, and owners of independent businesses.



Determining Retail Opportunities



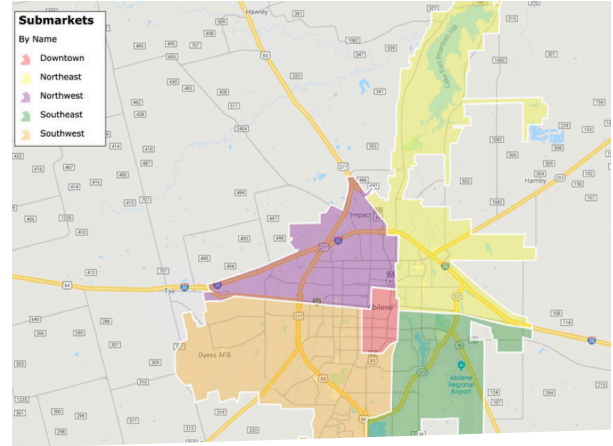
Retail Demand Analysis

A community is able to quantify its retail demand through a Retail Demand Analysis, which provides a summary of the primary projected retail demand growth – or opportunities – for 68 retail sectors. The analysis is ultimately used to identify recruitment targets for the community.

The Retail Demand Analysis will:

- Identify retail demand growth opportunities for more than 68 retail sectors
- Distinguish retail sectors with the highest prospect for success and qualify their potential

We will determine the level of retail demand for the designated Retail Trade Area and use projected demand to help identify opportunity areas and prioritize market segments for recruitment.



Submarket Analysis

Every community has multiple retail submarkets. Having a strong understanding of your community's submarkets and what drives retail in each submarket is vital to overall retail recruitment success.

We will provide a Submarket Analysis highlighting at least three (3) key areas of focus for retail growth, development, or redevelopment.



Development & Redevelopment Opportunities



Identifying & Marketing Available Sites

Retailers are interested not only in the market data on your community, but also in evaluating all available property vacancies and sites that fit their location preferences. A community must create and maintain a database of prime available properties along with accurate and current marketing information. Successful retail recruitment begins to happen with the introduction of available sites.

We will identify priority retail vacancies and development/redevelopment sites to market. Factors influencing site selection for priority sites will include:

- Retail Trade Area Population
- Traffic Counts & Traffic Patterns
- Site-Line Visibility from Primary & Secondary Arteries
- Ingress/Egress
- Adequate Parking
- Site Characteristics
- Topography & Proximity to Retail Clusters



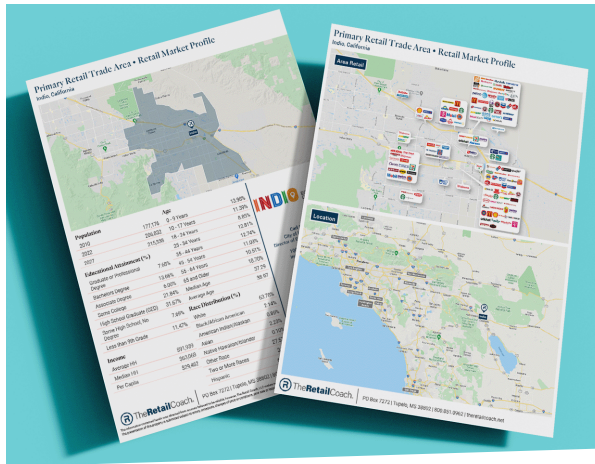
Retail Site Profiles

A critical step in attracting retail is providing accurate and current information on each identified vacancy and site.

We will create a Retail Site Profile for each identified vacancy and site with current site-specific information, including:

- Location
- Aerial Photography
- Site Plan
- Demographic Profile
- Property Size & Dimensions
- Traffic Counts
- Appropriate Contact Information

Marketing & Branding



Retail Market Profile

To attract targeted retailers, the most critical step is to provide accurate and current community data and site-specific information on available vacancies and sites. It is important that this marketing information positively reflects the community's attributes and brand to corporate site selectors, real estate brokers, and developers, because it is essential in making initial decisions about locating in the community.

We will develop a Retail Market Profile tailored to the specific needs of targeted retailers' essential site selection and location criteria for Storm Lake.

The profile serves as a community introduction, and includes:

- Retail Trade Area Map
- Location Map
- Traffic Count Map
- Demographic Profile Summary
- Appropriate Logo and Contact Information



Retailer-Specific Feasibility Packages

Unlike the more general Retail Market Profile, a Retailer Feasibility Package is developed to send specifically to the real estate department or broker for individual retailers.

We will create retailer-specific feasibility packages to address essential location criteria. These feasibility packages will include:

- Community Overview & Demographic Profile
- Retail Site Profiles
- Location Map
- Retail Trade Area Map
- Existing Retailer Map
- Retail Location Map
- Retail Trade Area Demographic & Psychographic Profiles
- Retail Trade Area Demand Analysis Summary
- Area Traffic Generators
- Appropriate Logo and Contact Information



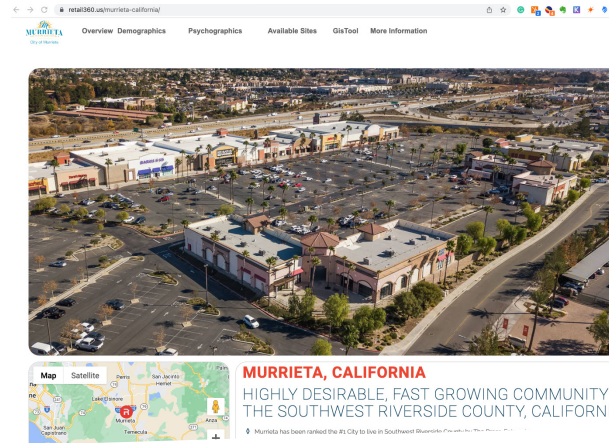
Marketing & Branding



Developer Opportunity Package

Our team creates a Developer Opportunity Package to send specifically to retail developers active in the community and/or region to spark their interest in retail opportunities.

We will create a Developer Opportunity Package to highlight development and redevelopment opportunities in Storm Lake.



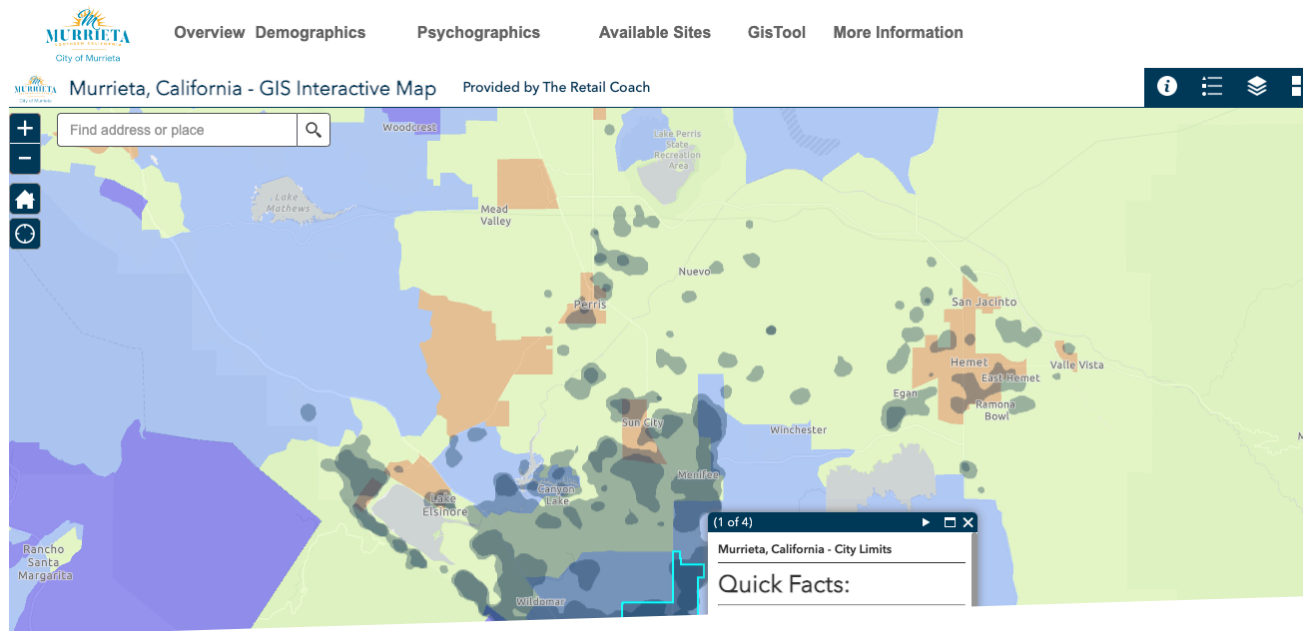
Online Retail Dashboard

Being able to quickly and easily access and share retail opportunity information greatly increases a community's opportunity for success. To assist with this, we develop a custom online retail dashboard that can be accessed online anytime through a branded Retail 360® link.

We will create a Retail 360® Retail Dashboard for Storm Lake, which will be available for visual presentation and easy downloading of all data sets and marketing information. With a few clicks, retailers, brokers and developers can learn about your community's retail potential like never before.



Marketing & Branding



Interactive Site Mapping

Retail site selectors do much of their research while in hotel rooms and in airports, so a visual GIS platform that streamlines data and sites into one interactive and centralized location is a powerful tool.

We will develop a concise, easy-to-access, interactive site mapping platform for Storm Lake, along with the preloaded prime vacancies and development/redevelopment sites that we will be marketing.

Data can be presented by demographic, socioeconomic, psychographic, and retail spending layers that are detailed down to the block level, to meet the needs of each individual user – whether they be a retailer, developer, or even a local entrepreneur.



Recruiting Retailers & Developers

Recruitment of Retailers

The Retail Coach is the first national retail recruitment firm to introduce retailer and developer recruitment specifically for communities. Twenty years and 650 projects later, the recruitment of retailers remains one of the primary metrics of success. Today, our experience has proven that a community must move beyond just gathering data sets, and proactively recruit retail.

We will actively recruit retailers on Storm Lake's behalf. Our retailer recruitment process includes:

1. Introductory emails and retail market profile are sent to each targeted retailer
2. Personal phone calls are placed to measure interest level
3. Personal emails and retailer feasibility packages are sent to each targeted retailer
4. Personal emails and retail site profiles for prime vacancies are sent to the appropriate targeted retailers
5. Personal emails are sent to inform targeted retailers of significant market changes
6. Personal emails are sent to decision makers once per quarter to continue seeking responses regarding their interest level in the community
7. A retailer status report is provided with each retailer's complete contact information and comments resulting from recruitment activities

Recruitment of Developers

Much of our recruitment success comes from having established a network of national retail developers over the past 18 years. Oftentimes, a retailer may have interest in a community, only to find that suitable "for lease" properties do not exist.

We will actively recruit developers on Storm Lake's behalf. Our developer recruitment process includes:

1. Introductory emails and opportunity packages are sent to developers
2. Personal phone calls are placed to measure interest level
3. Personal emails are sent to inform developers of the status of interested retailers, and any significant market changes
4. A developer status report is provided with each developer's complete contact information and comments resulting from recruitment activities



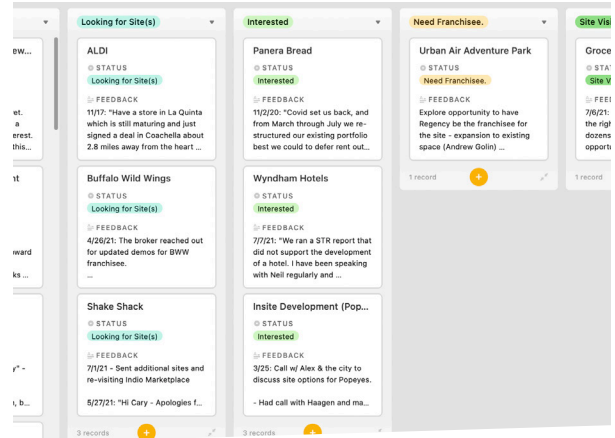
Recruiting Retailers & Developers



Retail Conferences

We help communities connect with retailers and developers at retail conferences such as the annual ICSC Recon Conference and other regional events.

We will assist in marketing Storm Lake, and its vacancies and sites, to retailers, developers, and brokers at retail industry conferences.



Retail Recruitment Dashboard

As part of our recruitment process, we provide access to a real-time recruitment dashboard where City staff can see which retailers are being recruited, the latest touch points with each, and contacts we are actively communicating with along with their interest level in the community.

Once recruitment has begun, we will set up a recurring monthly meeting with staff to review ongoing recruitment activity, feedback received from prospects, and any additional next steps or follow up items needed to advance recruitment with interested retailers.



Ongoing Retail Coaching



Retail Coaching

We partner with communities on a long-term basis and are available when clients have questions, new ideas, or need access to GIS mapping and current data statistics. We are also available if clients need to brainstorm opportunities as the community grows and develops.

We will provide ongoing coaching and support for retail recruitment activities for Storm Lake.



Retail Market Analysis & Recruitment Services

\$35,000

Plus up to \$5,000 in reimbursable expenses.

Not to Exceed Price: \$40,000

Includes:

- Analyzing the Storm Lake Retail Market
- Determining Retail Opportunities
- Identifying Development & Redevelopment Opportunities
- Identifying Retailers & Developers for Recruitment
- Marketing & Branding
- Actively Recruiting Retailers & Developers
- Ongoing Retail Recruitment & Coaching

Work Fees:

The total fee for completion of this work is **\$35,000** payable in three (3) installments:

- **\$12,500** upon execution of contract;
- **\$12,500** at 90 days following execution of contract
- **\$10,000** at 180 days following execution of contract

Work fees are payable within 30 days of receiving invoice.

Reimbursable Project Expenses:

It is estimated that reimbursable expenses will not exceed **\$5,000**.

Reimbursable expenses include:

1. All travel costs;
2. Cost of special renderings and maps, if any;
3. Cost of copies for reports and maps/drawings; and
4. Cost of shipping expenses, if any

Project expenses are payable within 30 days of receiving expense invoice.

Optional Contract Extension:

If City elects to extend the agreement, the additional fee shall be **\$25,000** for each additional 12 month period of data updates, recruitment, and coaching.



Project Timeline

Execution of Agreement

30-45 Days from Kick-Off

60-90 Days from Kick-Off

Remainder of Agreement



Kick-Off Meeting

Project kick-off call with key staff and stakeholders.

- Review timeline, goals, and objectives with project team
- Discuss priority sites and key areas of focus

Research & Market Analysis

On-the-ground market analysis and consumer data collection.

- Retail Market Analysis
- Demographics & Psychographics
- Primary & Secondary Retail Trade Areas
- Retail Demand Analysis
- Retailer Match List

Marketing & Branded Reports

Development of key marketing materials used to promote the community.

- Retailer & Developer Feasibility Packages
- Retail Market Profile
- Retail Site Profiles

Recruitment & Ongoing Support

Active recruitment of retailers and developers through the remainder of the agreement.

- Recruitment Status Dashboard
- Monthly Recruitment Update Meetings
- Representation at National & Regional Retail Conferences

Project Reporting

We will provide written or electronic projects on a bi-monthly basis and hold monthly recruitment updates with City staff once recruitment has begun.

Community Trips

We will make at least two (2) trips to Storm Lake during the project.

Project Timeline

We are available to begin work immediately upon agreement of terms with a project duration of 12 calendar months.



Client Testimonials & References

"The Retail Coach is hands-down one of the best consultant teams of any kind that our team has had the pleasure of working with. Their extensive expertise and nationwide connections with site selectors, developers, and major chains have opened up new doors for us, allowing us to take our recruitment efforts to the next level and collaborate with brands that hadn't previously considered our market. They work as an extension of our staff, anticipating needs and freeing up in-house staff time. I can't recommend The Retail Coach highly enough."

Shannon Landauer, CEcD

President & CEO

Iowa Lakes Corridor Development Corporation



"The Retail Coach has been a great partner and has helped attract the right tenants to our retail projects. Not only for new developments or existing sites, but also as a part of the core team working on the Crossroads Mall redevelopment in Fort Dodge. They were able to make valuable connections to the right decision makers for both national and regional retailers."

Partner & Chief Executive Officer

ATI Realty

Ankeny, Iowa



"The Retail Coach is the perfect solution for our needs. They provide high-quality data that helps us sell our market to retailers and helps supplement our economic development team. They truly are an extension of our team and have helped us land retailers that we've been trying to get to the market for years. They are also very responsive and help us get the data we need quickly."

Scott Agajanian

Deputy Director of Economic Development

City of Murrieta, California



PROFESSIONAL SERVICES AGREEMENT

This Agreement for Professional Services (“Agreement”) is made by and between the City of Storm Lake, Iowa (“City”) and The Retail Coach, LLC, a Mississippi limited liability company (“Professional”) (each a “Party” and collectively the “Parties”), acting by and through their authorized representatives.

RECITALS:

WHEREAS, City desires to engage the services of the Professional as an independent contractor, and not as an employee, to provide the services described in Exhibit “A” (the “Scope of Services”) to assist City in creating a Retail Market Analysis & Recruitment Services (the “Project”); and

WHEREAS, the Professional desires to render professional services for City on the terms and conditions set forth in this Agreement;

NOW THEREFORE, in exchange for the mutual covenants set forth herein, and other valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the Parties agree as follows:

Article I Term

1.1 This Agreement shall commence on the last date of execution hereof (“Effective Date”) and continue until completion of the services, unless sooner terminated as provided herein.

1.2 Either Party may terminate this Agreement by giving thirty (30) days prior written notice to the other Party. In the event of such termination the Professional shall deliver to City all finished and unfinished documents, data, studies, surveys, drawings, maps, reports, photographs or other items prepared by the Professional in connection with this Agreement. Professional shall be entitled to compensation for any services completed to the reasonable satisfaction of the City in accordance with this Agreement prior to such termination.

Article II Scope of Service

2.1 The Professional shall perform the services in connection with the Project as set forth in the Scope of Services.

2.2 The Parties acknowledge and agree that any and all opinions provided by the Professional in connection with the Scope of Services represent the professional judgment of the Professional, in accordance with the professional standard of care applicable by law to the services performed hereunder.

Article III Schedule of Work

The Professional agrees to complete the required services in accordance with the Scope of Services outlined in Exhibit “A”.

Article IV Compensation and Method of Payment

4.1 Professional will be compensated in accordance with the payment schedule and amounts set forth in the Scope of Services, not to exceed a total amount of \$40,000.

Article V Devotion of Time; Personnel; and Equipment

5.1 The Professional shall devote such time as reasonably necessary for the satisfactory performance of the services under this Agreement. Should City require additional services not included under this Agreement, the Professional shall make reasonable effort to provide such additional services within the time schedule without decreasing the effectiveness of the performance of services required under this Agreement, and shall be compensated for such additional services as agreed between the Parties.

5.2 The Professional shall furnish the facilities, equipment and personnel necessary to perform the services required under this Agreement unless otherwise provided herein.

Article VI Miscellaneous

6.1 Entire Agreement. This Agreement constitutes the sole and only agreement between the Parties and supersedes any prior understandings written or oral agreements between the Parties with respect to this subject matter.

6.2 Assignment. The Professional may not assign this Agreement without the prior written consent of City. In the event of an assignment by the Professional to which the City has consented, the assignee shall agree in writing with City to personally assume, perform, and be bound by all the covenants, and obligations contained in this Agreement.

6.3 Successors and Assigns. Subject to the provisions regarding assignment, this Agreement shall be binding on and inure to the benefit of the Parties to it and their respective heirs, executors, administrators, legal representatives, successors and assigns.

6.4 Governing Law. The laws of the State of Iowa shall govern this Agreement.

6.5 Amendments. This Agreement may be amended by the mutual written agreement of the Parties.

6.6 Severability. In the event any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions, and the Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

6.7 Independent Contractor. It is understood and agreed by and between the Parties that the Professional, in satisfying the conditions of this Agreement, is acting independently, and that City assumes no responsibility or liabilities to any third party in connection with these actions. All services to be performed by Professional pursuant to this Agreement shall be in the capacity of an independent contractor, and not as an agent or employee of City. Professional shall supervise the performance of its services and shall be entitled to control the manner and means by which its services are to be performed, subject to the terms of this Agreement.

6.8 Notice. Any notice required or permitted to be delivered hereunder may be sent by first class mail, overnight courier or by confirmed telefax or facsimile to the address specified below, or to such other Party or address as either Party may designate in writing, and shall be deemed received three (3) days after delivery set forth herein:

If intended for City:

Attn: Lee Dutfield
City of Storm Lake
620 Erie St
Storm Lake, IA 50588

If intended for Professional:

Attn: C. Kelly Cofer
The Retail Coach, LLC
PO Box 7272
Tupelo, MS 38802

6.9 Insurance.

- (6) Professional shall during the term hereof maintain in full force and effect the following insurance: (i) a comprehensive general liability policy of insurance for bodily injury, death and property damage insuring against all claims, demands or actions relating to the Professional's performance of services pursuant to this

Agreement with a minimum combined single limit of not less than \$1,000,000.00 per occurrence for injury to persons (including death), and for property damage; (ii) statutory Worker's Compensation Insurance at the statutory limits and Employers Liability covering all of Professional's employees involved in the provision of services under this Agreement with policy limit of not less than \$500,000.00; and (iii) Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limit of not less than \$1,000,000.00 per claim and \$1,000,000.00 in the aggregate.

- (b) All policies of insurance shall be endorsed and contain the following provisions: (1) name City, its officers, and employees as additional insureds as to all applicable coverage with the exception of Workers Compensation Insurance and Professional Liability; and (2) provide for at least thirty (30) days prior written notice to the City for cancellation of the insurance; (3) provide for a waiver of subrogation against the City for injuries, including death, property damage, or any other loss to the extent the same is covered by the proceeds of insurance, except for Professional Liability Insurance. The Professional shall provide written notice to the City of any material change of or to the insurance required herein.
- © A certificate of insurance and copies of the policy endorsements evidencing the required insurance shall be submitted prior to commencement of services and upon request by City.

6.10 Indemnification. CITY OF STORM LAKE SHALL NOT BE LIABLE FOR ANY LOSS, DAMAGE, OR INJURY OF ANY KIND OR CHARACTER TO ANY PERSON OR PROPERTY ARISING FROM THE SERVICES OF THE PROFESSIONAL PURSUANT TO THIS AGREEMENT. PROFESSIONAL HEREBY WAIVES ALL CLAIMS AGAINST CITY, ITS OFFICERS, AGENTS AND EMPLOYEES (COLLECTIVELY REFERRED TO IN THIS SECTION AS "CITY") FOR DAMAGE TO ANY PROPERTY OR INJURY TO, OR DEATH OF, ANY PERSON ARISING AT ANY TIME AND FROM ANY CAUSE OTHER THAN THE NEGLIGENCE OR WILLFUL MISCONDUCT OF CITY OR BREACH OF CITY'S OBLIGATIONS HEREUNDER. PROFESSIONAL AGREES TO INDEMNIFY AND SAVE HARMLESS CITY FROM AND AGAINST ANY AND ALL LIABILITIES, DAMAGES, CLAIMS, SUITS, COSTS (INCLUDING COURT COSTS, ATTORNEYS' FEES AND COSTS OF INVESTIGATION) AND ACTIONS OF ANY KIND BY REASON OF INJURY TO OR DEATH OF ANY PERSON OR DAMAGE TO OR LOSS OF PROPERTY TO THE EXTENT CAUSED BY THE PROFESSIONAL'S NEGLIGENT PERFORMANCE OF SERVICES UNDER THIS AGREEMENT OR BY REASON OF ANY NEGLIGENT ACT OR OMISSION ON THE PART OF PROFESSIONAL, ITS OFFICERS, DIRECTORS, SERVANTS, EMPLOYEES, REPRESENTATIVES, CONSULTANTS, LICENSEES, SUCCESSORS OR PERMITTED ASSIGNS (EXCEPT WHEN SUCH LIABILITY, CLAIMS, SUITS, COSTS, INJURIES, DEATHS OR DAMAGES ARISE FROM OR ARE ATTRIBUTED TO NEGLIGENCE OF THE CITY, IN WHOLE OR IN PART, IN WHICH CASE PROFESSIONAL SHALL INDEMNIFY CITY ONLY TO THE EXTENT OR PROPORTION OF NEGLIGENCE ATTRIBUTED TO PROFESSIONAL AS DETERMINED BY A COURT OR OTHER FORUM

OF COMPETENT JURISDICTION). THE PROFESSIONAL'S OBLIGATIONS UNDER THIS SECTION SHALL NOT BE LIMITED TO THE LIMITS OF COVERAGE OF INSURANCE MAINTAINED OR REQUIRED TO BE MAINTAINED BY PROFESSIONAL UNDER THIS AGREEMENT. THIS PROVISION SHALL SURVIVE THE TERMINATION OF THIS AGREEMENT.

6.11 Counterparts. This Agreement may be executed by the Parties hereto in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument. Each counterpart may consist of any number of copies hereof each signed by less than all, but together signed by all of the Parties hereto.

6.12 Exhibits. The exhibits attached hereto are incorporated herein and made a part hereof for all purposes.

[Signature Page to Follow]

EXECUTED this _____ day of _____, 2022.

City of Storm Lake

By: _____

Name: _____

Title: _____

EXECUTED this 19th day of December, 2022.

The Retail Coach, LLC

By: 

Name: Aaron Farmer

Title: President

Exhibit A – Scope of Services



Scope of Work & Deliverables

1: Retail Market Analysis

- Competing Communities Analysis
- Custom Retail Trade Area Map
- Retail Trade Area Demographic Profile
- Retail Trade Area Psychographic Profile
- City Demographic Profile
- Discussions with Key Community and Business Stakeholders

2: Determining Retail Opportunities

- Retail Demand Analysis
- Retail Void Analyses for Key Vacancies and Available Retail Sites

3: Identifying Development & Redevelopment Opportunities

- Analysis of up to Ten (10) Development / Redevelopment Sites
- Up to Twenty (20) Retail Site Profiles for Available Retail Sites

4: Identifying Retailers & Developers for Recruitment

- Target List of up to Thirty-Five (35) Retailers and Restaurants with Contact Information
- Target List of up to Ten (10) Developers with Contact Information

5: Marketing & Branding

- Retail Market Profile
- Retail Market Flyer
- Up to Thirty-Five (35) Customized Retailer Feasibility Packages
- Developer Opportunity Package
- Online Retail Dashboard (Retail 360® Website)
- Interactive Site Mapping (Up to 5 Sites)

6: Recruitment of Retailers & Developers

- Retail Recruitment Plan
- Retailer & Developer Recruitment Status Dashboard
- Monthly Recruitment Updates from Retail Coach Project Team

7: Downtown Retail Focus

- Discussions with Key Downtown Stakeholders and Business Owners
- Downtown Workshop
- Recruitment of Retailers & Developers

8: Ongoing Recruitment & Coaching

- Ongoing Coaching and Support from The Retail Coach Team
- Representation of the City at Regional and National Retail Industry Events



Retail Market Analysis & Recruitment Services

\$35,000

Plus up to \$5,000 in reimbursable expenses.

Not to Exceed Price: \$40,000

Includes:

- Analyzing the Storm Lake Retail Market
- Determining Retail Opportunities
- Identifying Development & Redevelopment Opportunities
- Identifying Retailers & Developers for Recruitment
- Marketing & Branding
- Actively Recruiting Retailers & Developers
- Ongoing Retail Recruitment & Coaching

Work Fees:

The total fee for completion of this work is **\$35,000** payable in three (3) installments:

- **\$12,500** upon execution of contract;
- **\$12,500** at 90 days following execution of contract
- **\$10,000** at 180 days following execution of contract

Work fees are payable within 30 days of receiving invoice.

Reimbursable Project Expenses:

It is estimated that reimbursable expenses will not exceed **\$5,000**.

Reimbursable expenses include:

1. All travel costs;
2. Cost of special renderings and maps, if any;
3. Cost of copies for reports and maps/drawings; and
4. Cost of shipping expenses, if any

Project expenses are payable within 30 days of receiving expense invoice.

Optional Contract Extension:

If City elects to extend the agreement, the additional fee shall be **\$25,000** for each additional 12 month period of data updates, recruitment, and coaching.

Staff Summary

12/19/2022

Agenda Item # F.3.



City of Storm Lake
PO Box 1086
Storm Lake, IA 50588
p (712) 732-8000
f (712) 732-4114

REPORT TO: Honorable Mayor & Council

FROM: Tyler Gibbins Staff Accountant

SUBJECT: **Motion to Approve a Professional Service Agreement with Bolton & Menk for Runway 17/35 Lighting Replacement**

BACKGROUND: Lighting at airports are one of the most important safety features of an airport. This project will replace the existing runway lighting system for Runway 17/35 with a new MIRL system. The existing lighting system is past its useful life and is becoming increasingly difficult to maintain and keep operational. As the airport's primary runway, this will increase airport safety.

City City of Storm Lake and Storm Lake Airport Commission recently approved the 5 year professional service contract for the airport with Bolton & Menk of which, this project was outlined. This work order, as an extension of the 5 year professional service agreement, will include the design services and construction administration of the project in the amount not to exceed \$99,900.

FISCAL IMPACT: This project is funded 90% by the FAA with a 10% local match not to exceed \$99,900.

RECOMMENDATION: Review and approve the Professional Service Agreement with Bolton & Menk for the Runway 17/35 Lighting Replacement.

ATTACHMENTS:
[SLB-Runway 17-35 Edge Lighting-WO #4.pdf](#)

PROJECT UNDERSTANDING

This project will replace the existing runway lighting system for Runway 17/35 with a new MIRL system. The existing lighting system is past its useful life and is becoming increasingly difficult to maintain and keep operational. As the airport's primary runway, this will increase airport safety.

I.A. BASIC SERVICES

For purposes of this Work Order, the Basic Services to be provided by the CONSULTANT are as follows:

1. DESIGN & BIDDING SERVICES**1.1. Project Scoping**

Consultant shall confer with the Sponsor on, and ascertain, project requirements, finances, schedules, and other pertinent matters and shall meet with FAA if needed and other concerned agencies and parties on matters affecting the project and shall arrive at a mutual understanding of such matters with the Sponsor. Meetings with the Sponsor shall also determine the need for topographical surveying and pavement/geotechnical testing. It is anticipated that there will be a maximum of Three (3) meetings with the Sponsor and/or the FAA, to review project eligibility and project limits. The consultant will prepare and distribute meeting minutes to all attendees.

1.2. Project Meetings and Coordination with Sponsor, FAA, etc. Consultant shall coordinate with the subconsultants, sponsor, FAA and other applicable agencies to complete the work.

- 1.2.1. The task includes one meeting at the Airport, attended by the Project Manager. The Consultant will prepare for and conduct up to two (2) meeting at the Airport Sponsor to present the findings of the design phase and any alternatives and recommendations for the project. The result of the meeting(s) will be an agreed upon project design parameters to proceed forward with final construction documents.
- 1.2.2. Coordination with FAA, Local agencies, subconsultants, etc. The Consultant shall coordinate the project parameters and criteria with the project stakeholders including the FAA, Sponsor, and Project Manager.
- 1.2.3. This task includes one progress meeting per week will be held, one-hour in duration, with all design team members through the duration of the design phase.
- 1.2.4. The consultant will prepare and distribute meeting minutes to all attendees.

1.3. Topographical Surveying

- 1.3.1. Coordination to collect existing data and locate utilities. This task includes data collection, as-built plan set review, and research of available existing survey information to gather information on existing topography and utilities. This also includes coordination for field utility locates with the Sponsor, FAA, and IDOT.

- 1.3.2. Survey control. Survey control will be established and used for design surveys. The Consultant will provide a drawing showing the location of the existing or established control for the project and perform necessary bench loop and traverse procedures to verify accuracy of vertical and horizontal control points. One trip will be required for a two-person survey crew to establish survey control for the project.
- 1.3.3. Field work. Survey work will include all utilities; pavement center, edges, and intermediate shots; ground shots; lights; signs; drainage structures; and electrical duct markers and hand holes. It is anticipated that the field work will require five trips to the airport by a two-person survey crew.
- 1.3.4. Convert survey data for design software. This work includes analyzing the topographical surveying data and preparing the data for use with computer modeling. Included are the following separate tasks:
 - Establish design coordinate plan with Sponsor/State to be used for CADD drawings
 - Input raw survey data into the computer program to sort data into company standard layers for efficient analyzing
 - Verify survey data from previous project with latest field survey
 - Sort all data points by layers and description for computer modeling
 - Verify surveyor horizontal and vertical control
 - Prepare digital terrain model (DTM) of existing ground contours, pavement edges, roadways, electrical equipment, drainage features, buildings, fences and other miscellaneous entities
 - Generate three-dimensional contour model from the DTM.
 - Prepare and process data for pavement profiles, grading and/or paving cross sections, and drainage features

1.4. Geotechnical Investigation **(Not Required for this Project)**

1.5. Project Layout Sheet

Consultant shall complete a project layout sheet that will depict the proposed improvements. Improvements depicted include location of edge lights and signage. In addition, an evaluation will also be done of the rotating beacon to determine its age and condition. A submittal to FAA will be made of the project layout and beacon assessment via e-mail.

1.6. FAA Pavement Design Report and Form 5100 **(Not Required for this Project)**

1.7. Construction Safety and Phasing Plan (CSPP)

Consultant will complete FAA Form 7460-1 and the Construction Safety and Phasing Plan (CSPP), for FAA's Obstruction Evaluation / Airport Airspace Analysis (OE/AAA) website portal. A draft of the CSPP will be submitted with the 90% submittal. Any comments, if any, received at the time of the 90% submittal will be incorporated into the CSPP to become the final CSPP. FAA will upload the data to the OE/AAE website. The 7460 form and CSPP will be prepared according to current FAA Guidelines.

1.8. Modification of Airport Design Standards

As needed, the Consultant will prepare a Request for Modification of Federal Construction Standards if found to be necessary for the project. The Mod to Standards will discuss modifications required under the Bid Packages. The Mod to Standards will be submitted to the Sponsor for acceptance. This document will be forwarded to the FAA for approval along with final plans, contract documents, specifications and the Pavement Design Report (if required).

1.9. Prepare Preliminary Plans, Specifications, Cost Estimate, and Project Budget

Preliminary plans will be prepared for the Project. The plan sheets will be limited to those sheets necessary to carry-out the construction of the proposed project: Reconstruct South Apron. The following list of drawings will be used as a guideline. Additional drawings may be added during the design phase, if required.

General:

- Title Sheet
- Legend Sheet
- General Notes
- Quantities & Estimate Reference Information
- Construction Safety & Phasing Plan

Civil:

- Existing Conditions Plan

Electrical:

- Electrical Removals Plan
- Electrical Site Plan
- Electrical Details
- Lighting Layout Plan

1.9.1. Prepare Preliminary Specifications

1.9.2. The Consultant will assemble the technical specifications necessary for the intended work. Standard FAA specifications will be utilized where possible. Additional specifications will be prepared to address work items or materials that are not covered by the FAA specifications.

1.9.3. Prepare preliminary technical specifications

1.9.4. This work includes the preparation of standard and supplemental specifications, necessary to establish the construction requirements of the project. Standard

specifications will be assembled and reviewed for relevancy to the project. In addition, supplement specifications will be included, where deemed necessary.

1.9.5. Prepare preliminary contract documents

The Consultant will prepare the preliminary contract documents including invitation for bids, instruction to bidders, proposal, equal employment opportunity clauses, construction contract agreement, performance bond, payment bond, Federal Requirements, Preliminary Bid Schedule, Wage Rates, and general provisions. Preparation will include establishing the location for the bid opening, dates for advertisement, and description of the work schedule. Preliminary contract documents will be prepared as early as possible during the design phase and submitted to the Owner for review by the Owner. Also review and incorporate the Sponsor's general provisions and contract clauses, as required.

1.9.6. Prepare preliminary special provisions

The Consultant will prepare Special Provisions to address, or expand on, conditions that require additional clarification.

1.9.7. 30% Review Set **(Not Required for this Project)**

1.9.8. 90% Review Set

Following the completion of the 30% review plans, engineers report and specifications, the Engineer will submit a set of 90% drawings, engineers report and specifications to the Sponsor for their review. Engineers report will follow the FAA Central Region Airports Division Engineers Report, dated 2021-08-10, prepared by Brian Tompkins. The project will be reviewed with the FAA to obtain their concurrence with the 90% preliminary design.

1.9.9. Prepare Preliminary Cost Estimate

Calculate estimated preliminary quantities for the various work items. Quantities will be consistent with the specifications and acceptable quantity calculation practices. Consultant will then use recent bid prices and industry standards to prepare preliminary cost estimate.

1.10. Prepare Final Plans, Specifications, Cost Estimate, and Project Budget

1.10.1. A final set of plans, specifications and contract documents will be prepared which incorporates revisions, modifications and corrections determined during the Sponsor's review of the 90% submittal.

1.10.2. Prepare Final Cost Estimate

Using the final quantities calculated following the completion of the plans and specifications, the Consultant will prepare the construction cost estimate. The estimate will be based on information obtained from previous projects, contractors, material suppliers, and other databases available.

1.11. Prepare Disadvantaged Business Plan (DBE)

DBE Plan Update: This is applicable for project(s) that fall within a grant year which in Airport uses at least \$250,000 in Federal funds for services that can be completed by Disadvantaged Business Enterprise (DBE) firms. Total DBE eligible costs (prime contracts) estimated to be completed is expected to exceed \$250,000 with this project, thus an updated project-specific DBE goal is required.

The CONSULTANT will update the Disadvantaged Business Enterprise (DBE) program in accordance with 49 CFR Part 26 Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs. Specific tasks will include:

- The CONSULTANT will review the methodology for evaluating the availability of DBE businesses to provide services and products for airport projects for the next three (3) Federal fiscal years.
- The CONSULTANT will review the airport's service area by analyzing the utilization of DBE businesses on previous airport projects.
- The CONSULTANT will prepare a legal advertisement describing the revised DBE utilization goal and methodology.
- The CONSULTANT will deliver the advertisement to the CLIENT to publish in one (1) newspaper as a public notice to provide a public comment period.
- The CONSULTANT will submit the DBE program to the FAA Office of Civil Rights for review and comments.

The CONSULTANT will complete one (1) annual report to FAA Office of Civil Rights as required to report actual DBE accomplishments on the project.

1.12. Prepare Advertisement for Bids and Bid Documents

Consultant shall prepare, reproduce and distribute a total of 10 sets of bidding documents for the project. Consultant will submit a copy to the Sponsor for distribution to the local and selected publications of the pending project. The Sponsor shall pay for the associated cost of advertising. In addition, electronic copies of the bid documents will be made available for download through the Quest Construction Document Network website (QuestCDN). The consultant will also keep a current list of plan holders and distribute this to interested parties upon request. This task includes coordination required to facilitate these requests.

1.13. Respond to Bidders Questions

During the bidding process, the Consultant will be available to clarify bidding issues with contractors and suppliers, and for consultation with the various entities associated with the project. This item also includes contacting bidders to generate interest in the project.

1.14. Prepare and Distribute Addendums

Consultant shall issue addenda as appropriate to interpret, clarify, or change the bidding documents as required by the Sponsor or the FAA. Addenda will be made available to the plan holders either through mail, electronic mail, hand delivering or via facsimile transmission. Any addenda that are generated as a sole result of the Sponsors error or

omission will be considered as extra services and the Consultant shall be reimbursed for this effort as an amendment to this contract.

1.15. Bid Opening

The Consultant will attend the bid opening.

1.16. Bid Review and Bid Tabulation

Consultant shall advise Board as to the acceptability of any subcontractors, suppliers, and other persons and organizations proposed by the bidders and as to the acceptability of substitute materials and equipment proposed by bidders. The Consultant shall prepare a spreadsheet that includes all bid items for the purpose evaluating the lowest bidder. The Consultant shall input the as-bid unit prices into the spreadsheet and to verify mathematical computations of the bids. The Consultant will then provide recommendations to the Sponsor as to the name of the Apparent Low Bidder.

1.17. Prepare Recommendation for Award

The Consultant will prepare a recommendation of award for the Sponsor to accept or reject the bids as submitted. If rejection is recommended, the Consultant will supply an explanation for their recommendation and possible alternative actions the Sponsor can pursue to complete the project. Once the Contract Award is made the Consultant will distribute the bid tabulations on request of the Sponsor.

1.18. Prepare Grant Application

The Application may be prepared after the project design has been completed and the bids accepted or the FAA may require the Application to be completed early during the design phase. Preparation of the Application will include the following:

- SF-424
- Prepare FAA Form 5100-100 including Program Narrative, discussing the Purpose and Need of the Work and the Method of Accomplishment
- Sponsor Certification (total of six)

The Consultant will submit the Application to the Sponsor for approval and signatures. After obtaining the necessary signatures, the Sponsor will forward the signed Application to the FAA for further processing.

1.19. Environmental Review, CATEX (**Not Required for this Project**)

An environmental review is required and was conducted for this project. From the FAA's Go Letter: "The FAA determined the proposed project is environmentally Categorically Excluded (CATEX) per paragraph(s) 5-6.3.b and 5-6.3.g of FAA Order 1050.1F as it relates to the National Environmental Policy Act (NEPA). No further environmental documentation for this project is needed."

2. CONSTRUCTION ADMINISTRATION

2.1. Pre-Construction Meeting

Consultant will arrange for and conduct the pre-construction meeting. The Project Manager and the Resident Engineer will establish this meeting to review Local, Federal Aviation Administration (FAA) and project specific requirements prior to commencing construction. The meeting will be conducted at the Airport and will include the Sponsor/Owner, IDOT (if available), Subconsultants, FAA ADO (if available), Contractor, Subcontractors, and utility companies. This task will include:

- Scheduling the meeting, sending invitations, providing meeting materials and pre-meeting exhibit and material preparation.
- Obtain and review the project construction schedules from the contractor or contractors prior to presentation at the preconstruction meeting. The Owner should be provided copies of all construction schedules.
- Prior to preconstruction meeting, furnish the name of the Project Engineer with qualifications for approval by the Owner. Project Engineer means Engineer as defined in Section 10 (Section 10-18) of the General Provisions of the construction documents.
- Preside at the preconstruction meeting, prepare a detailed record of the meeting. Meeting minutes will be submitted to the Owner and all participants.
- Provide Contractor with a list of required submittals to be provided by Contractor and discussed at the meeting.
- Provide Contractor with additional copies of Construction Documents and digital data (Project Drawings) as requested.

2.2. Initial Construction Layout

The construction control/verification survey subtask will include a survey crew to establish construction field control for the project. This will include establishment of horizontal and vertical control for construction staking (by contractor) as per the Project Manual.

2.3. Prepare Construction Management Plan (CMP) (Not Required for this Project)

Since the paving is not expected to exceed \$500,000, preparation and submission of a CMP is not required.

2.4. Prepare Contract Manuals

The Consultant is required to check that the construction contracts are in order, verify Contractor has met DBE goals (or made valid good faith effort), Contractor has provided proof of insurance, the bonds have been completed, and the Owner, Contractor and applicable Agencies has been provided with adequate copies of the executed Contract Manual to include the Agreement and all addenda.

The Contract Documents will be updated to include all addenda items issued during bidding as necessary and adequate copies provided to the Contractor. Clerical will prepare the quantity sheets, field book, testing sheets, construction report format, etc. for use by the RPR.

2.5. Construction Management Services

The Consultant will provide Construction Administration Services the scope of which is based on the following:

- The Consultant and Client agree that construction engineering services furnished shall be to the extent necessary to determine compliance with plans and specifications, including necessary general supervision of Resident Project Representative Services authorized by the Client.
- The Consultant and Client agree that the Construction Engineering Services provided by the Consultant may be required to continue and exceed beyond the construction time element stated in the Client's agreement with the construction Contractor. When the extent of these construction services beyond the control of the Consultant occurs, the Client agrees that Consultant will be reimbursed for additional Construction Engineering Services in excess of the specified construction time period at a mutually acceptable fee negotiated at the time all the pertinent circumstances are known.
- Nothing herein shall be construed as imposing upon the Consultant's responsibility for the construction means, methods, techniques, sequences, safety programs, and procedures used by contractors.
- The Consultant agrees that Resident Project Representative services furnished under this Contract shall be to observe the work and to determine compliance with the plans and specifications, including representing the Client in coordination of construction activities among contractors and between contractors and utilities, and to accommodate the reasonable requirements of the Client on and around areas of construction.
- When the Consultant is on the site, documentation will be maintained regarding construction progress and delays, quantities and percentages of work, tests performed, observations made and work accepted, problems encountered and instructions given to contractors, field changes and adjustments approved, and other records required or otherwise necessary to maintain a record of the work.

The Consultant agrees to provide Construction Administration Services that include the following:

- 2.5.1. Check and monitor construction activities and certify that all project work completed under observation of the Resident Project Representative is in substantial compliance with the plans, specifications and contract documents including any modifications by Change Order or otherwise, that all required tests were performed, and that such work is recommended for acceptance.
- 2.5.2. Provide interpretation of plans and specifications as requested.

- 2.5.3. Supervise and coordinate Subconsultant contracts for field observation and testing.
- 2.5.4. Review shop drawings and certificates submitted by contractors for compliance with design concepts, as required by the applicable sections of the technical specifications. In addition, submittals will be checked for Buy American compliance.
- 2.5.5. Review all periodic and final pay requests and explanation of variation between Contract and final quantities prepared by Resident Project Representative. Coordinate Contractor approval and signature and submit to Client for approval.
- 2.5.6. Review weekly Construction Progress and Inspection Reports (FAA Form 5370-1) as prepared by Resident Project Representative and submit to Owner and applicable Agencies. Reports will include a several photos of construction activities of the week. These reports shall begin the week the Contractor is on-site through the week the final inspection occurs. Reports will be submitted weekly to the FAA via PDF.
- 2.5.7. Prepare, review and process Field Orders, Change Orders to include a cost estimate, cost/price analysis, record of negotiations, review and evaluation of "Contractor's Request for Extension of Contract Time" and make recommendations regarding approval to the Client. Notify the Contractor that no work can start until approved by the Client.
- 2.5.8. Coordinate on-site inspections of construction as requested. Make recommendations for acceptance or modification of work
- 2.5.9. Monitor that all testing required by the specifications is performed. Review and approve all materials reports prepared by the Resident Project Representative and/or Subconsultants.
- 2.5.10. Maintain record drawings from redline or working drawings prepared by Resident Project Representative as accumulated during the course of construction to show "Record Drawing" conditions.
- 2.5.11. Retain and review payroll reports of each contractor and subcontractor and monitor Contractor's compliance with paying employees as per established Federal Davis Bacon requirements.
- 2.5.12. Monitor Contractor's compliance with Disadvantaged Business Enterprise (DBE) program (i.e. determine that the firms on the job are as stated in the plan. Determine that the volume of work and equipment used complies with the plan.) Report deviations to the Sponsor.

2.6. Resident Project Representative (RPR)

The Client as part of this agreement authorizes Resident Engineering Services and the Consultant agrees to provide a Resident Project Representative, materials acceptance testing, and staking services in the execution of the Construction Engineering Services for the project work. The Client and Consultant agree that the Consultant may employ the Resident Project Representative on other work during periods of temporary job shutdown when such services are not required by this project. Normally, the Resident Project Representative will give intermittent part-time service on this project when construction is in progress to include temporary interruptions due to weather or mechanical failure.

For this Project, **Part-Time** Resident Project Representative services will be provided. It is anticipated the Project will be completed within **25 Working Days**. This will include up to two (2) field visits by the Project Manager and a maximum of **two hundred fifty (250) construction observation hours** by the RPR. The anticipated contract time will be confirmed at the 90% plans. If the anticipated contract time, noted in the Work Order need modification from the amount in the construction contract, then an Amendment will be done at a later date.

Resident Project Representative Services shall be completed in accordance with the attached Exhibit I-1, and shall include, but are not limited to, the following:

- 2.6.1. Coordinate with the Testing Subconsultant to perform acceptance tests required to be provided by the Client in the construction Contract Documents. Subconsultant services will be provided by Construction Materials Testing.
- 2.6.2. Coordinate with Contractor regarding schedule, work progress, quality of work, and notify contractor of equipment and methods which do not comply with the Contract requirements. The Resident Project Representative shall notify the Client in the event that the Contractor elects to continue the use of questioned equipment and methods. Conduct wage rate interviews and provide to Project Engineer.
- 2.6.3. Maintain daily records of the Contractor's progress and activities during construction, to include progress of all work. These records document work in progress, quality and quantity of materials delivered, test locations and results, instructions provided the Contractor, weather, equipment use, labor requirements, safety problems, and changes required.
- 2.6.4. Evaluate and discuss potential Field Orders and Change Orders with the Contractor as necessary.
- 2.6.5. Evaluate material substitutions as requested by the Contractor.
- 2.6.6. Prepare, process and distribute to Project Engineer weekly Construction Progress and Inspection Reports (FAA Form 5370-1). Reports will include a several photos of construction activities of the week. These reports shall begin the week the Contractor is on-site through the week the final inspection occurs. Reports will be submitted weekly to the FAA via PDF.
- 2.6.7. Measure and compute as-built quantities of all materials incorporated in the work and items of work completed and maintain an item record account.

- 2.6.8. Prepare periodic Pay Requests for review by the Project Engineer and Contractor.
- 2.6.9. Monitor the contractor's compliance with airport operations to include coordination with airport manager, hangar owners and airport users, Construction Safety Phasing Plan (CSPP) and with the Contractors Safety Plan Compliance Document (SPCD).
- 2.6.10. Coordinate the necessary construction staking/layout schedule as needed by the Contractor.
- 2.6.11. Perform other services as reasonably required by the Client and as outlined in the Contract Documents.

2.7. Final Inspection and Documentation

2.7.1. Final Inspection

The Consultant will schedule and conduct a final inspection with the Sponsor, Contractor, FAA representatives to determine whether the project has reached substantial completion and the work is in accordance with the plans and specifications. The Consultant will document items found to be deficient.

2.7.2. Final Punch List

The Consultant will prepare a punch list correspondence including the deficient items and will forward this correspondence to the Contractor requiring correction of the items and request a schedule for completion. The Consultant will send a copy to the Sponsor and include a copy in the Grant Closeout Report.

2.7.3. Final Construction Certifications

- 2.7.4. Once all the punch list items have been completed to the satisfaction of the Sponsor and FAA, the Consultant will prepare a Certification of Construction Acceptance for the project. This certification will also be included in the Grant Closeout Report. Assemble documentation for the project closeout report once the project is complete. This will include gathering all construction documentation, supplemental agreements (if applicable), weekly reports, pay requests, testing result summaries, final certification documentation, and change orders in preparation for closeout.

2.8. As-Built Plans

The project team will collaboratively assemble a set of as-built plans for the project. The as-built plans will include field constructed conditions included as part of this Project including any field surveying required to compute final quantities and the drawings will become record information. The Consultant shall provide Owner and FAA reproducible "Record Drawings" in digital format.

2.9. Update Airport Layout Plan **(Not Required for this Project)**

2.10. Project Closeout

Prepare the closeout documentation in accordance with the AIP Sponsor Guide Section 1600. The CONSULTANT may prepare the closeout document within 90 days of final payment to the contractor. Closeout documentation shall include, but may not be limited to, the following:

- a. Sponsor Cover Letter
- b. Closeout Narrative
 - o Work Accomplished
 - o Project Cost and Funding Sources
 - o Project Team
 - o Project Milestones
 - o Construction Photos
 - o Final Inspection and Punch List
 - o Contract time and Liquidated Damages
 - o QA Testing Summary
 - o Project Costs
 - o DBE Summary
- c. Final SF-271 Form, Outlay Report and Request for Reimbursement for Construction Projects
- d. Final SF-425 Form, Federal Financial Report
- e. Final Invoice Summary
- f. Record Drawings

This work includes preparation of the documentation, coordination with the Airport and FAA for review, and preparation of final documents for Airport approval. The CLIENT will furnish copies of all administrative costs, as well as paperwork related to previous grant reimbursement (drawdown) requests.

I.B. ADDITIONAL SERVICES

Consulting services performed other than those authorized under Section I.A. shall not be considered part of the Basic Services and may be authorized by the Sponsor as Additional Services. Additional Services consist of those services, which are not generally considered to be Basic Services; or exceed the requirements of the Basic Services; or are not definable prior to the commencement of the project; or vary depending on the technique, procedures or schedule of the project contractor. Additional services may consist of the following:

1. Additions to the project outside of this scope.
2. Any construction surveying required for the Project.
3. Additional geotechnical investigation required for the Project.
4. Hosting a pre-bid meeting.
5. Update Airfield Signage Plans.

6. Additional Field Investigation required beyond those specified.
7. Completion of additional special studies not identified in Section I.A.
8. Periodic completion of grant reimbursement requests (i.e. Credit Applications).
9. Attendance of additional meetings beyond those identified in the above scope.
10. All other services not specifically identified in Section I.A.

I.C. CONSIDERATION

The services described above in Section I.A. BASIC SERVICES shall be provided as follows:

TASK 1 – DESIGN SERVICES	\$ 46,300.00 (lump sum)
TASK 2 – CONSTRUCTION ENGINEERING	\$ 53,600.00 (hourly not to exceed)
TOTAL AUTHORIZED FEE	\$ 99,900.00

Funding Layout:

Estimated Federal AIP/BIL Share (90%)	\$ 89,910.00
Estimated Local Share (10%)	\$ 9,990.00

Progress payments shall be made in accordance with the fee schedule attached and Section 3 of the Master Agreement.

I.D. SCHEDULE

The consulting services authorized under Section I.A. will be performed under the following schedule or as authorized by the CLIENT as the BASIC SERVICES proceed.

TASK	SERVICE DESCRIPTION	DATE
1	DESIGN AND BIDDING	December 2022 – April 2023
	90% Submittal	February 28, 2023
	Bid Opening	March 27, 2023
	Grant Application	On or before April 3, 2023
2	CONSTRUCTION	September 2023 – December 2023

I.E. AUTHORIZATION

City of Storm Lake

Bolton & Menk, Inc.

By: _____

Mike Porsch

Date

Mayor

By: _____

Ronald A. Roetzel, P.E.

11/29/2022

Date

Aviation Services Manager

Attest: _____

Mayra Martinez

Date

City Clerk

Attachments:

Exhibit I – Project Fee Breakdown



PROJECT FEE ESTIMATE

CLIENT: <i>City of Storm Lake</i>							DATE: 11/28/222		
PROJECT: <i>Install Runway 17/35 Edge Lighting</i>							PREPARED BY: JPR/RAR		
Task	Task Description	Estimated Person Hours Required							Totals
		Sr. Eng.	Sr. Eng.	Design Eng.	Eng. Tech.	Surveyor	Planner	Admin.	
1	Design & Bid Administration								
1.1	Project Scoping	4	4	0	0	0	0	0	8
1.2	Project Meetings and Coordination	4	4	0	0	0	0	0	8
1.3	Topographical Survey	0	2	0	4	8	0	0	14
1.4	Geotechnical Investigation (Not Required for this Project)								
1.5	Project Layout Sheet	0	2	6	0	0	0	0	8
1.6	FAA Design Report and Form 5100 (Not Required for this Project)								
1.7	Construction Safety and Phasing Plan (CSPP)	0	2	8	0	0	0	0	10
1.8	Modification of Airport Design Standards	0	2	4	0	0	0	2	8
1.9	Prepare Preliminary Plans, Specifications, Cost Estimate, and Project. Budget	0	32	76	0	0	0	8	116
1.10	Prepare Final Plans, Specifications, Cost Estimate, and Project. Budget	0	10	36	0	0	0	8	54
1.11	Prepare Disadvantaged Business Plan (DBE)	2	3	0	0	0	0	24	29
1.12	Prepare Advertisement for Bids and Bid Docs	0	1	2	0	0	0	4	7
1.13	Respond to Bidders Questions	0	4	8	0	0	0	0	12
1.14	Prepare and Distribute Addendums	0	6	6	0	0	0	0	12
1.15	Bid Opening	0	4	4	0	0	0	0	8
1.16	Bid Review and Bid Tabulation	0	2	0	0	0	0	6	8
1.17	Prepare Recommendation for Award	0	2	0	0	0	0	4	6
1.18	Prepare Grant Application	0	8	8	0	0	0	8	24
1.19	Environmental Review, CATEX (Not Required for this Project)								
Total Person Hours		10	88	158	4	8	0	64	332
Total Direct Labor Cost		\$630.00	\$4,664.00	\$4,898.00	\$100.00	\$360.00	\$0.00	\$1,920.00	\$12,572.00
Overhead		\$1,387.83	\$10,274.33	\$10,789.80	\$220.29	\$793.04	\$0.00	\$4,229.57	\$27,694.86
Subtotal Labor Cost									\$40,266.86
Fixed Fee x Subtotal Labor Cost									\$6,040.03
Total Task 1 (Fixed Lump Sum)									\$46,306.89
Direct Expenses									
Total Expenses Task 1									\$0.00
Subtotal Task 1									\$46,306.89
		ROUNDED TASK 1:							\$46,300.00
Task	Task Description	Estimated Person Hours Required							Totals
		Sr. Eng.	Sr. Eng.	Design Eng.	Eng. Tech.	Surveyor	Planner	Admin.	
2	Construction Administration								
2.1	Pre-Construction Meeting	0	6	8	0	0	0	0	14
2.2	Initial Construction Layout	0	2	0	0	8	0	0	10
2.3	Prepare Construction Management Plan (CMP) (Not Required for this Project)								
2.4	Prepare Contract Manuals	2	4	0	0	0	0	8	14
2.5	Construction Management Services	2	16	8	0	0	0	0	26
2.6	Resident Project Representative (RPR)								
Number of Days		0	2	25	0	0	0	0	
Hours Per Day		10	10	10	10	10	10	10	
Total Hours		0	20	250	0	0	0	0	270
2.7	Final Inspection and Documentation	0	8	8	0	0	0	0	16
2.8	As-Built Plans	0	2	6	0	0	0	1	9
2.9	Update Airport Layout Plan (Not Required for this Project)								
2.10	Project Closeout	2	10	8	0	0	0	12	32
Total Person Hours		6	68	288	0	8	0	21	391
Total Direct Labor Cost		\$378.00	\$3,604.00	\$8,928.00	\$0.00	\$360.00	\$0.00	\$630.00	\$13,900.00
Overhead		\$832.70	\$7,939.25	\$19,667.49	\$0.00	\$793.04	\$0.00	\$1,387.83	\$30,620.31
Subtotal Labor Cost									\$44,520.31
Fixed Fee x Subtotal Labor Cost									\$6,678.05
Total Task 2 (Cost Plus a Fixed Fee, NTE)									\$51,198.36
Direct Expenses									
		Geotechnical Testing							\$2,400.00
Total Expenses Task 2									\$2,400.00
Subtotal Task 2									\$53,598.36
		ROUNDED TASK 2:							\$53,600.00
		TOTAL PROJECT FEE							\$99,900.00

Staff Summary

12/19/2022

Agenda Item # F.4.



City of Storm Lake
PO Box 1086
Storm Lake, IA 50588
[p \(712\) 732-8000](tel:(712)732-8000)
[f \(712\) 732-4114](tel:(712)732-4114)

REPORT TO: Honorable Mayor & Council

FROM: David Derragon Assistant City Manager

SUBJECT: **Work Session - Snow Removal Plan**

BACKGROUND: Staff will review the Snow Removal Plan and discuss protocol and procedures. Time will be available to answer questions.

FISCAL IMPACT: N/A

RECOMMENDATION: No action required

ATTACHMENTS:

- [Snow Ice Removal Manual 2022.docx](#)
- [Downtown Lots.pdf](#)
- [2022 snow route.pdf](#)



POLICY AND PROCEDURE MANUAL

SNOW AND ICE REMOVAL

CITY OF STORM LAKE

REVISED 12-09-2022

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POLICY AND PROCEDURE MANUAL

SNOW AND ICE REMOVAL

CITY OF STORM LAKE

POLICY

This document states the normal snow and ice removal policies of the City of Storm Lake. However, under certain circumstances; emergency situation, budgetary concerns, staffing, and the unpredictability of weather conditions in Northwest Iowa, these policies may have to be suspended or superseded when conditions warrant.

The City of Storm Lake does not utilize a “Bare Pavement” snow/ice removal policy.

IOWA WEATHER CONDITIONS

The average annual snowfall in Storm Lake is 39.75 inches per year. We anticipate 25 snowfall or ice events per year, which requires action on part of the City for removal or control.

The overall budgetary and planning goal for our snow and ice removal efforts is: plan for the worst, hope for the best, budget for an average snowfall, and use contingency funds if we have a severe winter.

DECLARATION OF SNOW EMERGENCY

The City Manager or designee will declare a snow emergency when weather conditions constitute snow removal. The Public Services Supervisor shall set the duration of the snow emergency however it may be amended if weather conditions constitute.

In the Central Business District (CBD), said prohibition shall be between two o'clock (2:00) A.M. to six o'clock (6:00) A.M. unless specified in the declaration. In the Residential District, said prohibition shall be between the hours of ten o'clock (10:00) P.M. and six o'clock (6:00) A.M. Two parking lots are designated for overnight parking, they are parking lot A, located at the corner of Geneseo Street and W 6th Street and parking lot C, located on the east side of the 700 block of Erie Street. Parallel parking, rather than diagonal, is encouraged when necessary in the CBD.

Notification to the public is sent through a press release to the media, the City of Storm Lake web page is updated, there is also a snow emergency number citizens can call (712-213-7669), also a WENS notification is sent out to users who have signed up to received such notifications. There are also signs posted at the following businesses: City Hall, Tyson Pork, Fareway, Hy-Vee, Walmart and Bomgaars. Tyson Poultry is notified via email.

USE OF CHEMICALS AND ABRASIVES (SALT AND SAND)

The policy of the department is to use salt or salt brine for melting of ice and hard packed snow. Salt is used only when it can be effectively applied. As a general rule, it will not be applied when temperatures are below 20°F and falling, for salt -10° for salt brine.

A mixture of 50% salt and 50% brine is the normal mix rate. More concentrated salt mixes will be used when conditions dictate.

Locally available screened/washed sand is used as an abrasive to help remove ice and hard packed snow and as a driving aid during slippery conditions. Because of the environmental impact on the lake, calcium chloride is not used at this time, but will continue to be investigated as an effective ice-melting agent below 20°F. Other chemicals will also be investigated and monitored for cost-effective ice removal.

EQUIPMENT AVAILABLE

The primary equipment available to remove snow and ice will be supplied by the City Public Services Department. The Parks Department may assist with equipment to remove snow from public sidewalks. See appendix for full equipment list.

During normal snow removal operations, 7 truck plows, 3 end loaders, 1 road grader, 6 sanding trucks and 2 toolcats are available.

All truck-mounted snowplows have quick attachments and can be mounted in 15 minutes or less per truck.

The sanding units consist of 5 end gate type sanders and 2 live bottom dump body sander.

During a major blizzard event, contractor emergency equipment may be placed in service.

MANPOWER AVAILABLE

The primary manpower for snow removal shall be supplied by the City Public Services Department. (See Appendix) The manpower consists of 1 supervisor, 1 assistant supervisor and 11 operators.

For normal snow events, the City Public Services Department Supervisor and City Manager shall determine hours, as conditions direct.

EMERGENCY SNOW ROUTES

A system of unmarked snow routes has been established for effective snow removal on the collector and arterial system. The snow routes consist of 14(fourteen) miles for 24% of the street system and provide service to within three blocks of all residential properties; and direct access to nursing homes, government buildings, schools, and businesses. Any hour snow and ice removal will be provided to the emergency snow routes. (See Appendix)

MONITORING AND NOTIFICATION OF ICE/SNOW EVENTS

The Police Department and the Public Services Supervisor when inclement weather is approaching shall continuously monitor weather reports. The Police Chief, Public Services Supervisor and City Manager shall keep each other informed of anticipated snow events, including timing and intensity of the event. The primary responsibility shall rest with the Public Services Supervisor.

During nighttime, weekends and holidays the Police Department shall monitor weather reports and road conditions and notify the Public Services Supervisor when potential action is needed by the City Public Services Department.

During normal weekday operations, the Police Department Shift Supervisor (Lieutenant) shall notify the appropriate crew chief on duty when action may be needed by the Public Services Department. (See call list in appendix for notification of appropriate personnel.)

SANDING/SALTING PROCEDURES

Sand and salt shall be used sparingly and only when application will produce a positive result. Only dangerous intersections and other hazardous areas will be sanded or salted.

SNOW REMOVAL PROCEDURES

Snowfalls less than 2(two)-3(three) inches will not be plowed from streets unless drifting is occurring. Accumulation of snow on or drifting of streets may dictate variations in snowplowing activity.

Snow removal efforts shall be made on a priority system as follows:

Emergency Snow Routes	- Any hour service by the City Public Services Department.
Residential Streets & Central Business District	- Cleared within 48 hours of end of snow event by City Public Services Department.
Alleys	- Cleared within 48 hours of end of snow event by City Public Services Department.
Public Parking Lots	- Snow moved from parking areas within 72 hours or more of end of snow event by City Public Services Department depending on severity of occurrence.
Sidewalks, City responsibility	- Cleared within 48 hours of end of snow event by City Public Services Department.

TOWING VEHICLES ILLEGALLY PARKED

Cars parked on the streets during a snow removal effort may be ticketed and/or towed away. The City Code states:

“9-9-2: PROHIBITED PARKING DURING SNOW EMERGENCY: Upon declaration of the City Manager or his/her designee of a snow emergency, no person shall park, abandon or leave unattended any vehicle on any public street, alley, or City-owned off-street parking area between the hours of ten o’clock (10:00) P.M. and six o’clock (6:00) A.M. unless otherwise specified in the declaration. In the Central Business District (CBD), said prohibition shall be between two o’clock (2:00) A.M. to six o’clock (6:00) A.M. unless specified in the declaration. Every declaration of a snow emergency shall include a statement setting forth the duration of the snow emergency but which duration can be amended by subsequent declaration if unexpected weather or other factors warrant such amendment.”

The Police Department shall contact the Public Services Department and coordinate ticketing and towing operations ahead of the snow removal effort.

BOUNDARY STREET JURISDICTION-RESPONSIBILITY

The City of Storm Lake will not be responsible for any snow removal outside our municipal boundaries (other than at the municipal airport).

SIDEWALKS – PRIVATE RESPONSIBILITY

All sidewalks adjacent to private property are the responsibility of the property owner or occupant. All complaint calls shall be routed to either the Police Department or the Communications Center for complaint follow-up and code enforcement. The City Code states as follows:

“10-1-12: Cleaning: It shall be the duty of the owners or occupants of all lots or lands to keep all sidewalks in front of or adjoining the property owned or occupied by them, free and clear from all snow and ice and other accumulations from the abutting property. In the event that snow and ice or other accumulations from the abutting property be permitted to remain upon any sidewalk for a period of seventy-two (72) hours, the City may, without notice to the property owner, cause the same to be removed, in which case the expense thereof shall be specifically assessed against the abutting property and the owner thereof in an amount not exceeding one and one-half (1½) times the cost of the labor involved, and the Clerk shall certify to the County Treasurer the amount of the assessment.”

A reasonable time period shall be 72 (seventy two) hours for purposes of enforcement. The City lacks available manpower to clear sidewalks so every effort should be made to convince the property owner to clear the sidewalk of ice and snow.

DRIVEWAYS – PRIVATE

City snowplows will not clear private driveways or snow or ice from private property. The snow or ice placed in driveways by city plows is the responsibility of the property owner to remove. Snow or ice from a private driveway or property may not be placed on or pushed across a city street. Please notify the Police Department of any violations of the following section of the city code.

“10-6-1: REMOVAL OF SNOW AND ICE: It shall be unlawful for any person, firm, or corporation to remove snow, ice, and accumulations of snow or ice from private premises and to deposit or place the same upon any public highway, street, avenue, alley, or public park within the City of Storm Lake, Iowa, unless said public park has been designated by the City as a snow depository.

A violation of this Chapter shall constitute a Municipal infraction subject to the penalties and alternative relief authorized by Title 1, Chapter 20 of this Code and by Section 364.22 of the Code of Iowa.”

PLOWING PRIVATE PROPERTY

It is strictly forbidden for a city plow to clear snow or ice from private property unless it must be done to allow emergency vehicles access to private property for ambulance, fire, or police calls.

MAILBOXES

Every attempt will be made by the snowplow operator to clean snow adjacent to mailboxes to allow rural type mail delivery. The snow will only be cleaned, however, from curb line to curb line. The adjacent property owner is responsible for any other snow cleaning and to assure the mailbox is properly installed to withstand snow-clearing efforts by the City. The City will not be responsible for damage to mailboxes unless they were properly constructed and run over by a snowplow. It must be shown that a City plow actually struck the mailbox or the support structure of the mailbox in order for the City to be held responsible for any damage. The City will not be responsible for any damage to mailboxes caused by snow and/or ice or the force of snow and/or ice thrown from the plow during plowing operations.

If a complaint is received regarding a mailbox suspected of being hit by a snowplow, an incident report must be filled out by the citizen issuing the complaint. Incident report forms can be found at City Hall, 620 Erie Street, Monday through Friday, 8am to 5pm.

The Public Services Supervisor will investigate the complaint and notify the citizen of the outcome.

COMMUNICATIONS

All snowplow equipment shall keep in radio communication with the Buena Vista County Communications Center or supervisor at all times. Check the radio before starting duty. Radio communications by snowplow operators shall be between supervisor, equipment, and/or Buena Vista County Communications Center dispatcher.

All communications, whether they are direct, telephone, or radio shall be made in a kind, courteous, businesslike manner.

The supervisor on duty shall periodically keep the City Manager informed on road conditions and snow removal efforts.

The Storm Lake School District may be kept informed on road conditions by the Police Department with information also supplied by the Public Services Department.

The media notification or contact shall be made by the Police Department for inquiries on street conditions or if any street needs to be closed.

CITIZENS COMPLAINTS

All citizen complaints on the snow removal effort shall be routed to the Supervisor on duty. Snowplow operators shall avoid verbal confrontations with citizens. All citizen complaints shall be treated courteously and followed up on promptly.

WORK HOURS AND RULES

Employees will be compensated according to the effective Employee Policy.

All Public Services Department employees who will be out of town November 15th through March 31st on weekends or holidays must notify their supervisor prior to leaving.

All Public Services Department employees are subject to 4(four)-hour duty call, seven days a week from November 1st through March 31st. The 4 (four) hours is a planning tool only and is not a “paid” standby situation. Any vacation requested during this time may be denied and/or suspended if needed. On call time will be paid as required by Federal and State regulations.

SAFETY PROCEDURES

Safety is paramount to any snow event. The sole purpose of the snow/ice removal operation is to make the streets, sidewalks, alleys, and parking lots safe for the motoring and walking public. All snowplow operators shall observe the following safety rules.

Check your snow removal equipment prior to leaving the yard including:

- o All working lights and emergency lights
- o Radio
- o Snowplow and frame for damage
- o Sander
- o Rearview mirrors
- o Flags and reflectors
- o Windshield wipers
- o Heater and defroster
- o Oil and gas levels

OBEY ALL TRAFFIC LAWS AND WATCH FOR TRAIN TRAFFIC AT ALL CROSSINGS

Report any non-working equipment immediately.

Use reasonable caution in operation of snow removal equipment.

Do not drive too fast.

Slow down if in cramped quarters with parked cars on a street.

Know your route and any fixed objects covered by snow.

Only travel on wrong side of street if another truck is blocking traffic.

Do not follow cars or other snow removal equipment too closely.

Slow down prior to turning – your plow will tend to push you where it wants to go.

Snowplows are emergency equipment, but they still must obey all traffic laws and give right-of-way to other vehicles.

Notify following truck prior to turning, when plowing in tandem.

ACCIDENTS

Report all accidents immediately to your supervisor and the Police Department. The Police Department will be called to investigate the accident.

CARE AND USE OF EQUIPMENT

The snowplow operator is responsible for routine maintenance on his vehicle. Report any maintenance needed to the supervisor on duty. Check vehicle before and after use for any maintenance needed or damage to equipment. The vehicle is to be refueled at the end of duty shift.

During snow removal emergencies snow removal equipment maintenance will take priority over any other city equipment or vehicles, subject to the discretion of the department supervisor.

No towing or pushing of vehicles, other than city vehicles, shall be allowed. No “jump” starting private vehicles shall be allowed. Rides to private citizens, other than city employees shall not be allowed except for emergency purposes only, i.e.: doctors to surgery, nurses needed for surgery, pharmacist for medicine calls, any other rides must be approved by the City Manager.

SEVERE STORM & DECLARED EMERGENCY MANAGEMENT

In the case of severe storms or state or federally declared disasters as they apply to snow events, and when the city’s emergency operations center is activated, the management of extreme snow emergency incidents will be conducted utilizing the National Incident Management System (NIMS) and Incident Command System (IC).

APPENDIX INDEX

POLICY AND PROCEDURE MANUAL SNOW AND ICE REMOVAL PUBLIC SERVICES DEPARTMENT CITY OF STORM LAKE

ITEM

Equipment Available – Public Services Department

Emergency Snow Route List

General Snow Route List

Gravel Streets & Alleyways List

Parking Lot Priority

Sidewalk Cleaning Priority

Map

Snow Removal FAQs

**PUBLIC SERVICES DEPARTMENT
SNOW & ICE REMOVAL
EQUIPMENT ASSIGNED**

Equipment from other divisions as needed.

<u>Unit</u>	<u>Year</u>	<u>Make</u>	<u>Function</u>
5	1999	Chevy Truck C-8500 (airport)	w/reversible plow
82	2019	International Tandem	w/plow, wing & sander
60	2002	Freightliner FL80 Tandem Axel	Reversible plow with wing & End gate sanding unit w/brine tank
83	2022	SDLG L959 Loader	w/V plow & reversable plow
84	2022	International Quad Axle	Haul Snow
58	2011	Kenworth 400 Tandem Axel	Plowing & Sander
117	2002	Snow Go Blower	Front End Loader Mounted
113	2003	Chevy C8500	w/reversible plow and sander
63	2008	Freightliner	w/reversible plow, wing & sander
62	2005	John Deere 672CH	V-plow and wing
65	2009	Volvo L110F	w/ V plow and pusher
59	2002	Sterling LT9513 Tandem Axel	Haul snow
01	2014	International Workstar 7400 FS	w/plow
14	2017	Western Star Toolcat	w/plow, sander and wing plow w/plow, broom and snowblower
111	2017	Chevrolet 3500	w/plow (residential alleys)
112	2018	SDLG L948F loader	at Airport

CITY OF STORM LAKE EMERGENCY SNOW ROUTES

Note: Each event may have circumstances that require adjustments to efficiently remove snow.

Emergency Snow Route #1

1. Lake Avenue from Lakeshore Drive to 20th Street (4 passes)
2. All of the Bargloff Addition
3. C-49 from the City snow dump to and including 90th Avenue to Hwy 7 (new school area)
4. Vestal Street from C-49 to West 10th Street
5. West 10th Street at Vestal east to Russell Street, south to West 6th Street, then East Milwaukee to Radio Road
6. Radio Road from East Milwaukee to Hwy 7/71
7. 13th Street from Michigan east to the end of 13th Street
8. Richland East to Radio Road
9. Expansion Boulevard to Hwy 71 including Gilbert Street

Emergency Snow Route #2

1. Sunrise Park Road from East Lakeshore Drive to the Lakeside city limit
2. Lakeshore Drive from Flindt Drive to West 5th Street
3. West 5th Street from Ontario to Hwy 110
4. Meadow Lane to Leona Drive to and including all of Emerald Drive
5. Vestal Street from 5th Street to West 10th Street
6. Railroad Street from Ontario to East 4th Street, East 4th Street to Expansion Boulevard
7. Expansion Boulevard to Hwy 7 including Gilbert Street
8. Richland Street to Radio Road
9. Rathmore Road from Richland to East Milwaukee

Emergency Snow Route #3

1. Geisinger Road from East 4th Street to 9th Street
2. 1st Street from the dead-end by Highway to Lakeshore Drive
3. 2nd Street from Otsego Street to Superior Street
4. 3rd Street from College Avenue to Oneida Street
5. 4th Street from Geneseo Street to Angier Drive, including Angier to West 5th Street
6. C-63 (Emerald Drive) to Prairie Lane
7. Meadow Land to Leona to Hwy 110
8. Emerald Drive from Hwy 110 – clear all of Emerald Drive to the south and north ends
9. West 6th Street from Hwy 110 to Pleasant View
10. West 6th Street from Northwestern to Russell Street
11. 7th Street between East Milwaukee and Vestal
12. East 5th Street between Geisinger and Cayuga Street
13. 8th Street between Erie and Vestal
14. 9th Street between North Seneca and Vestal

CITY OF STORM LAKE GENERAL SNOW ROUTES

General Snow Route “A”

1. Vilas Road from 4th Street to south end at Hillshire Brands
2. Ray Street
3. Rose Lane (Loader will push up the ends)
4. Vilet Street (Loader will push up the ends)
5. Violet Street (Loader will push up the ends)
6. Poplar Lane
7. Hickory Lane
8. Walnut Lane
9. East 7th Street between Geisinger & Hickory Lane
10. Walnut Street between Geisinger & East 8th Street
11. Linden Lane north of Walnut Street
12. East 9th Street between Russell & Geisinger Road
13. East 8th Street Russell & Geisinger Road
14. Evergreen Avenue
15. Oak Lane
16. North Mae
17. Tornado Drive
18. Lincoln Road (Loader will push up the ends)
19. 12th Street east of Oneida Street (Loader will push up the ends)
20. 12th Street Place
21. North Erie from East Milwaukee to 13th Street
22. Spooner Street between 10th Street and 12th Street
23. Seneca from Milwaukee to 13th Street
24. Windsor Circle
25. North Michigan from Bomgaar’s to North Lake Avenue
26. North Ontario from Milwaukee to West 10th Street
27. North Geneseo
28. North Michigan between 9th East & 10th Street
29. Witter
30. Park Street
31. Roberts Street
32. Dorinda Street
33. East 3rd Street from Dorinda to East Lakeshore Drive

General Snow Route “B”

1. Highway Street
2. Kenzy Street
3. Mae Street
4. Russell Street
5. Bradford Street

6. Superior Street
7. Hudson Street (from Chautauqua Park Drive to East Milwaukee)
8. Chautauqua Park Drive
9. Oneida Street (from Lakeshore Drive to East 3rd Street)
10. Seneca Street (to the Highway)
11. Cayuga Street (from Lakeshore Drive to 7th Street)
12. Irving Street
13. Michigan Street (from 1st Street to Railroad Property)
14. Geneseo Street (Lakeshore to Highway)
15. Ontario Street (from Lakeshore to Highway)
16. Otsego Street (Lakeshore to Highway)
17. College Avenue (from south of Lakeshore to Railroad Tracks)
18. Iowa Street
19. Bair Street
20. Grand Avenue (north of 5th Street to Milwaukee Avenue)

General Snow Route “C”:

1. Elmwood Drive
2. Early Street from Lighthouse Drive to Railroad Tracks
3. Terrence from Lighthouse Drive to 5th Street
4. Lighthouse Drive
5. Barton Street from Lighthouse Drive north across West Milwaukee to dead-end
6. Barton Street (east-west alleyway from Barton to West Milwaukee Avenue)
7. Maple Street
8. Allen Street
9. Western Avenue
10. Larchwood Drive from Shoreway Drive to Colonial Circle
11. Colonial Circle
12. Lochedem Drive from Hyland Drive to Highview Drive
13. Greenwood Drive
14. Hyland Drive from West 6th Street to Northwestern Drive
15. Pinecrest Drive from Lochedem to Sunset Drive
16. Sunset Drive to Pleasantview Lochedem Drive
17. Angier Drive from West 6th Street to the north
18. Vista Drive from West 6th Street Hwy 110/West 5th Street
19. Renshaw Drive from West 6th Street south and also south of West 5th Street
20. Angier Drive south of 5th Street
21. Sprint Court
22. Kelvin Road
23. Pierce Drive
24. Parlina Lane
25. Alvin
26. Winthrop Circle
27. Howard Road
28. Clover Lane
29. Prairie Lane

General Snow Route “D” (Loader):

1. Rose Lane (east & west ends)
2. Tulip Lane (east & west ends)
3. Violet Lane (east & west ends)
4. McKenna Drive
5. Maywood Drive
6. 10th Street Place (off Maywood Drive)
7. Lincoln Road (east end)
8. East 12th Street (east end)
9. Magnolia Land (cul-de-sac)
10. Park Court (on northside of 900 block of West 6th Street)
11. Rockwell Court (on westside of 700 block of Barton Street)
12. Petersen Drive (west of BVU football stadium on Grand Avenue)
13. Park View Drive (southside of Petersen Drive)

Gravel Streets & Alleyways:

1. Between Mae and Russell Streets from East Lakeshore Drive to East 3rd Street
2. Between Russell and Superior Streets from East Lakeshore Drive to East 3rd Street
3. Between Superior and Hudson Streets from East Lakeshore Drive to East 3rd Street
4. Between Hudson and Oneida Streets from East Lakeshore Drive to East 3rd Street
5. Between Oneida and Seneca Streets from East Lakeshore Drive to East 3rd Street
6. Between Seneca and Cayuga Streets from East Lakeshore Drive to East 2nd Street
7. Between Geneseo and Ontario Streets from West Lakeshore Drive to Silk Screen Building
8. Between Ontario and Otsego Streets from West Lakeshore Drive to Storage Building south of West 5th Street
9. Between Otsego and College Avenue from West Lake shore Drive to West 4th Street
10. Between West 5th and Iowa Streets and College Avenue and Grand Avenue (east to west)
11. Between Vestal Street and Grand Avenue from 6th Street to 7th Street
12. Between Grand and College Avenues from West 6th Street to 7th Street
13. Between College Avenue and Otsego Street from West 6th Street to 7th Street
14. Between Otsego and Ontario Streets from West 6th Street to West Milwaukee Avenue
15. Between Ontario and Geneseo Streets from West 5th Street to 7th Street
16. Between North Lake Avenue and Erie Street from East 8th Street and East 10th Street
17. Between Cayuga and Hudson Streets and East 4th Street and Railroad Tracks (Railroad Street gravel) This may be cleared by city grader as well if too soft for the regular 1-ton truck and plow.

Follow Up Areas Checked After Snow Events:

1. All dead-end areas to ensure future proper drainage
2. All areas prone to snow drifting:
 - a. West Lake Estates
 - b. Emerald Drive between Prairie Land & Hwy 110
 - c. Emerald Drive between Hwy 110 and the east “Tee” in Emerald Park
 - d. West 5th Street by Renshaw & Vista Drive
 - e. Hyland Drive
 - f. West 6th Street & Hwy 110
 - g. West 6th Street & Allen Avenue
 - h. Northwestern between 5th Street & West 10th Street
 - i. North Barton Street (east-west loop)
 - j. West 8th Street & Vestal
 - k. West 9th Street & Vestal
 - l. West 10th Street & Vestal
 - m. West 10th Street between Vest and Russell Street
 - n. Russell Street between 10th Street & East 6th Street
 - o. East Milwaukee between Russell and Radio Road
 - p. Radio Road to East Lakeshore Drive (cemetery corner)
 - q. Expansion Boulevard between Richland & Hwy 71
 - r. Richland between Flindt Drive & Radio Road
 - s. Vestal to C-49
 - t. C-49 to 90th Avenue
 - u. 90th Avenue to Hwy 7/110 Intersection
 - v. Bargloff Addition
 - w. C-49 to snow dump site
 - x. 13th Street east & west
 - y. North Lake Avenue between Super 8 Intersection & 20th Street
 - z. Sunrise Park Road
 - aa. Lakeshore Drive between Flindt Drive & Circle Drive

**CITY OF STORM LAKE
SNOW REMOVAL
PARKING LOT PRIORITY**

<u>PRIORITY</u>	<u>PARKING LOT</u>
1	Fire Station
2	Police Station
3	Erie Street (North)
4	City Hall
5	Erie Street (South)
6	6 th & Michigan Street
7	6 th & Geneseo
8	Library
9	7 th Street Garage
10	Senior Center
11	Kings Pointe Resort
12	Sunrise Campground

**CITY OF STORM LAKE
SNOW REMOVAL
SIDEWALK RESPONSIBILITY AND PRIORITY**

<u>PRIORITY</u>	<u>LOCATION</u>
1	School Crossings Underpass, west side south to Park West 5th Street Railroad Crossing, both sides Cayuga Street Railroad Crossing, both sides Park Street & Flindt Drive, East & West side Michigan Street, Ontario Street – Water Tower Lake Avenue Railroad Crossing, both sides
2	Miscellaneous City Hall Library Rear Parking (North) Erie Street Parking Lot, front (South) Erie Street Parking Lot, front 6th & Geneseo Parking Lot, north side of lot Fifth and Michigan to Sixth, East side Sixth and Michigan to alley, South side Railroad Crossing, Lake Avenue South Police Front Parking West 10th Street: Field of Dreams to Ontario (south side only) N Lake Avenue from 10th to C-49

Snow Removal Frequently Asked Questions (FAQ)

Here are answers to the most commonly asked snow plowing and winter road condition questions. Please look through these questions first before calling. During storms, we are often too busy to take the time to give complete explanations. These answers will better inform you about our snow removal policies and procedures.

Why can't you plow my street now?

We wish we had enough snowplows and drivers to take care of every street right away, but our resources are limited and so we must adhere to a carefully laid out system for clearing the streets. If we allowed our plows to be diverted each time a special request was made, our system would be destroyed and it would take far longer to get all the streets in the city cleared. To keep our snow removal operations as effective and efficient as possible, plows are not permitted to deviate from their assigned routes. Arterial streets have first priority for snow plowing. The remainder of the streets are then plowed after the snow subsides.

How will I know when a Snow Emergency has been declared?

For up to the minute information on the Storm Lake Snow Emergency you can call 712-213-SNOW (7669) or go to www.213snow.com. It will also be announced on the local radio station KAYL and KKIA.

The plow left some snow at the end of my driveway. Can you send someone to come and plow it out?

There are approximately 3,000+ driveways in the city. If we used all of our plows and spent just 60 seconds per driveway, it would take several days to clean driveways alone. One thing you can do to minimize the problem is to pile snow that has been shoveled from the driveway on the downstream side of the driveway. Then if the snowplow hits the pile, it will be moved onto the grass or sidewalk, not back into your driveway. The Streets Division crews do not come back and plow out any driveways.

I own a business downtown. How are streets plowed in the Central Business District?

Streets and alleys in the central business district are treated differently from other snow and ice control operations because snow storage within the street and alley rights-of-way is not desirable. Snow plowing procedures are utilized only to the extent that storage of snow along the traveled portion of the roadway will not inhibit vehicle movement in and out of parking stalls.

When snow removal operations begin, streets and alleys in and near the central business area are sanded and salted, if deemed necessary. Snow will be hauled from the area after the clearing operations are completed. Snow hauling operations normally commence during night-time hours only

when the storm has subsided will day time plowing be considered. Day time plowing is hazardous to the public and public services employees.

Can you tell me exactly when my street will be plowed?

Under ideal circumstances, we can predict fairly accurately when we will have streets in various sections of the City plowed. As weather conditions change we often must alter our snow-fighting strategy in the midst of the snow removal operations in order to control drifting snow, ice or other special problems. We cannot give you an estimate of when your street will be cleared due to ever-changing weather conditions.

Is there a reason why you can't pile the snow in the middle of the street instead of putting it on the sidewalks?

As we plow from curb to curb to provide for safe vehicular flow and mail delivery, snow may inadvertently fall onto the sidewalk. Unfortunately, there are a number of locations in the city where the park area is very narrow and the plowed snow covers the sidewalks. Some have suggested that the plows should go through these areas at a slower speed so the snow will not be thrown onto the sidewalks. However, the plows must maintain a certain speed in order to keep the snow from sticking onto the blades of the plow.

I have a medical condition. Can you plow my street first in case there is an emergency and an ambulance needs to get through?

The potential for a medical emergency does not warrant priority treatment. Anyone needing an ambulance in a medical emergency should contact the Communications Center where all necessary steps will be coordinated.

When is parking prohibited on city streets?

The Central Business District is signed for no parking between 2a.m. and 6 a.m. during a snow emergency and 10p.m. through 6a.m. in the residential areas. Any vehicles remaining on the streets during the snow emergency will be towed. Vehicles may be ticketed more frequently during winter months to ensure that plows are able to plow streets adequately. Anyone leaving town for an extended time (holidays, Spring break) should find suitable off-street parking to avoid ticketing and towing.

What should I do if my vehicle was ticketed and towed for being illegally parked on the street during snow removal operations?

The Police Department coordinates all towing operations. If you find that your vehicle has been towed, contact the Police Department at 712-732-8010.

When I called the Streets Division number to find out about road conditions, the line was busy.

Our telephone lines are understandably jammed during severe weather conditions. We advise limiting your travel, or staying off the roads entirely if possible. Listen to television and radio bulletins about road conditions. Remember that we can only provide information about streets within the city limits. Our phone lines should be used primarily to alert us if a street has been missed or if there is some special problem relating to the snow removal operations.

Why hasn't my street been cleared yet?

We wish we had enough snowplows and drivers to take care of every street right away, but our resources are limited and so we must adhere to a carefully laid out system for clearing the streets. If we allowed our plows to be diverted each time a special request was made, our system would be destroyed and it would take far longer to get all the streets in the city cleared. To keep our snow removal operations as effective and efficient as possible, plows are not permitted to deviate from their assigned routes. Arterial streets have first priority for snow plowing. The remainder of the streets are then plowed after the snow subsides. The city has designated an emergency snow route where the primary design of the route is located so streets are within a 3-4 block distance to the emergency snow route.

**SNOW AND ICE REMOVAL POLICY
AND PROCEDURE MANUAL
CITY OF STORM LAKE
AIRPORT**

**POLICY AND PROCEDURE MANUAL
SNOW AND ICE REMOVAL
CITY OF STORM LAKE
AIRPORT**

POLICY

This document states the normal snow and ice removal policies of the City of Storm Lake Airport. However, under certain circumstances; emergency situations, budgetary concerns, personnel problems, and the unpredictability of weather conditions in Northwest Iowa, these policies may have to be suspended or superseded when conditions warrant.

The City of Storm Lake does not utilize a “Bare Pavement” snow/ice removal policy for City streets and roads but recognizes the unique nature of snow removal on Airport runways and strives for bare pavement on runways and taxiways at the Storm Lake Municipal Airport.

EQUIPMENT AVAILABLE

The primary equipment available to remove snow and ice will be supplied by the City Public Services Department. Equipment available: 2018 SDLG Loader w/blade, snow pusher and bucket; 1999 C-8500 Chevrolet Truck w/plow.

The Storm Lake Public Services Department will also provide additional equipment including but not limited to a Tandem Axel Truck with Snow Plow and Wing Plow, Road Grader with plow and wing plow, and a large snow blower attached to a front end loader when conditions warrant.

MANPOWER AVAILABLE

The primary manpower for snow removal is by the City Public Services Department staff.

COMMUNICATION

The City of Storm Lake, the Airport Commission, and the Fixed Based Operator understand the importance of communication in handling issues at the Storm Lake Municipal Airport.

To facilitate clear communications the following procedures shall apply to communication with regards to this policy.

Other than in the case of an emergency or emergency situation all communication regarding the removal of snow and ice on the runway shall be conveyed the Fixed Based Operator and the Public Services Supervisor.

MONITORING AND NOTIFICATION OF ICE/SNOW EVENTS

The City Public Services Supervisor when inclement weather is approaching shall continuously monitor weather reports. Contacts will be between the Public Services Supervisor and the Fixed Base Operator when plowing will commence and all communication will be handled this way.

SNOW REMOVAL PROCEDURES

Snowfalls less than 1/8" inch will not be plowed from runways unless drifting is occurring. Accumulation of snow on drifting runways may dictate variations in snowplowing activity.

SNOW REMOVAL PRIORITIES

Snow removal efforts shall be made on a priority system as follows:

Main runway and turnarounds w/ Clearance on runway edges of at least 3'	- within 48 hours of snow event ending
Tarmac for fuel dispensing	- within 48 hours of snow event ending
Taxiways	- within 48 hours of snow event ending
Runways with clearance of at least 5'	- within 72 hours of snow event ending
Rest of tarmacs	- within 72 hours of snow event ending
Jet hanger cleared	- within 72 hours of snow event ending
Parking lot	- within 72 hours of snow event ending
Hangers to within one foot of doors	- within 72 hours of snow event ending
Secondary runway	- within 96 hours of snow event ending

NOTE: if plow operator is working he can remove snow from hanger doors upon request

SAFETY PROCEDURES

Safety is paramount to any snow event. All snowplow operators shall observe the following safety rules:

Check your snow removal equipment prior to leaving the yard including:

- o All working lights and emergency lights
- o Radio (aircraft capable)
- o Snowplow and frame for damage

- o Rearview mirrors
- o Flags and reflectors
- o Windshield wipers
- o Heater and defroster
- o Oil and gas levels

CARE AND USE OF EQUIPMENT

The snowplow operator is responsible for routine maintenance on his vehicle. Report any maintenance needed to the supervisor on duty. Check vehicle before and after use for any maintenance needed or damage to equipment. The vehicle is to be refueled at the end of duty shift.



A

Lot A -
Overnight
parking is
allowed
during a
Snow
Emergency

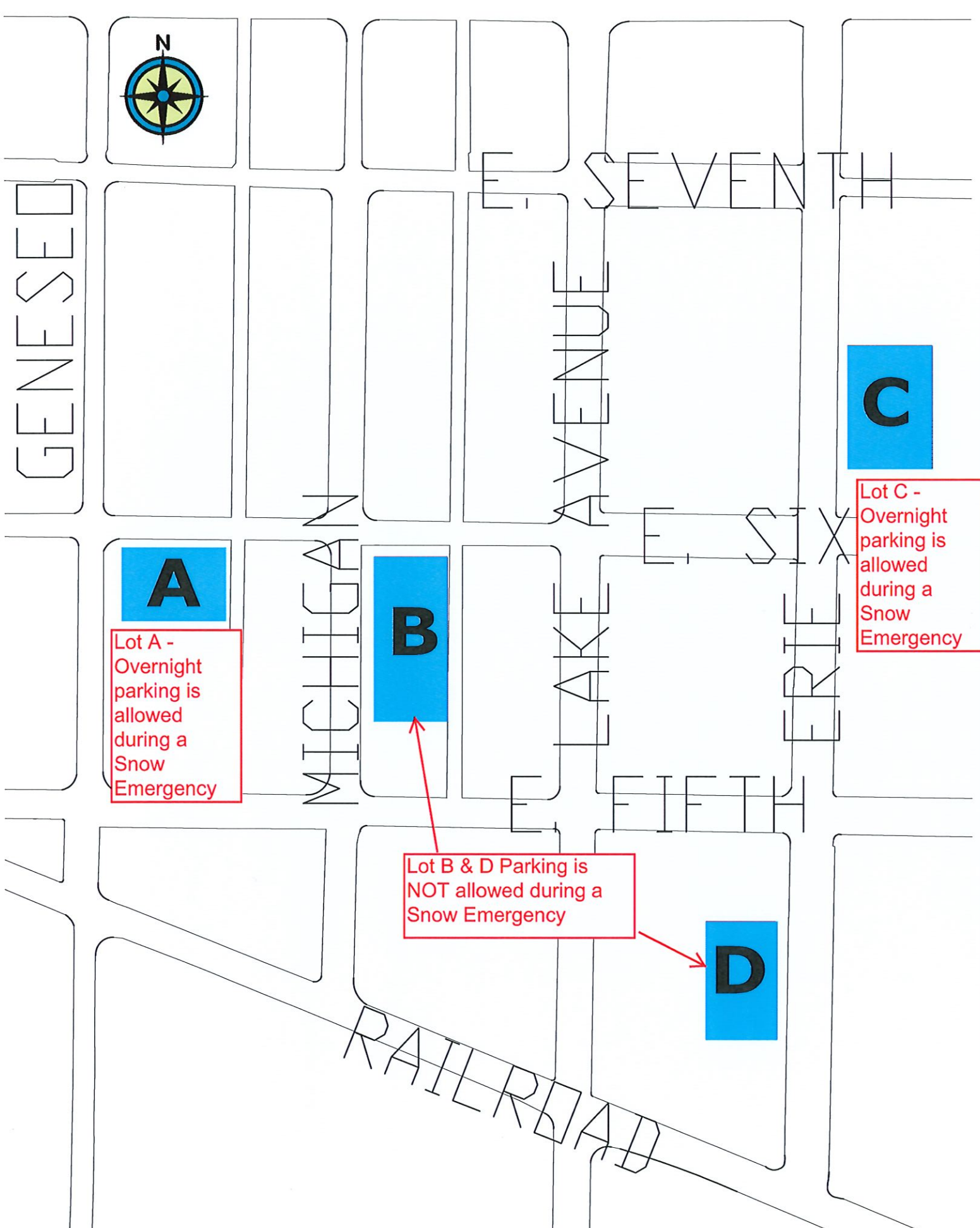
B

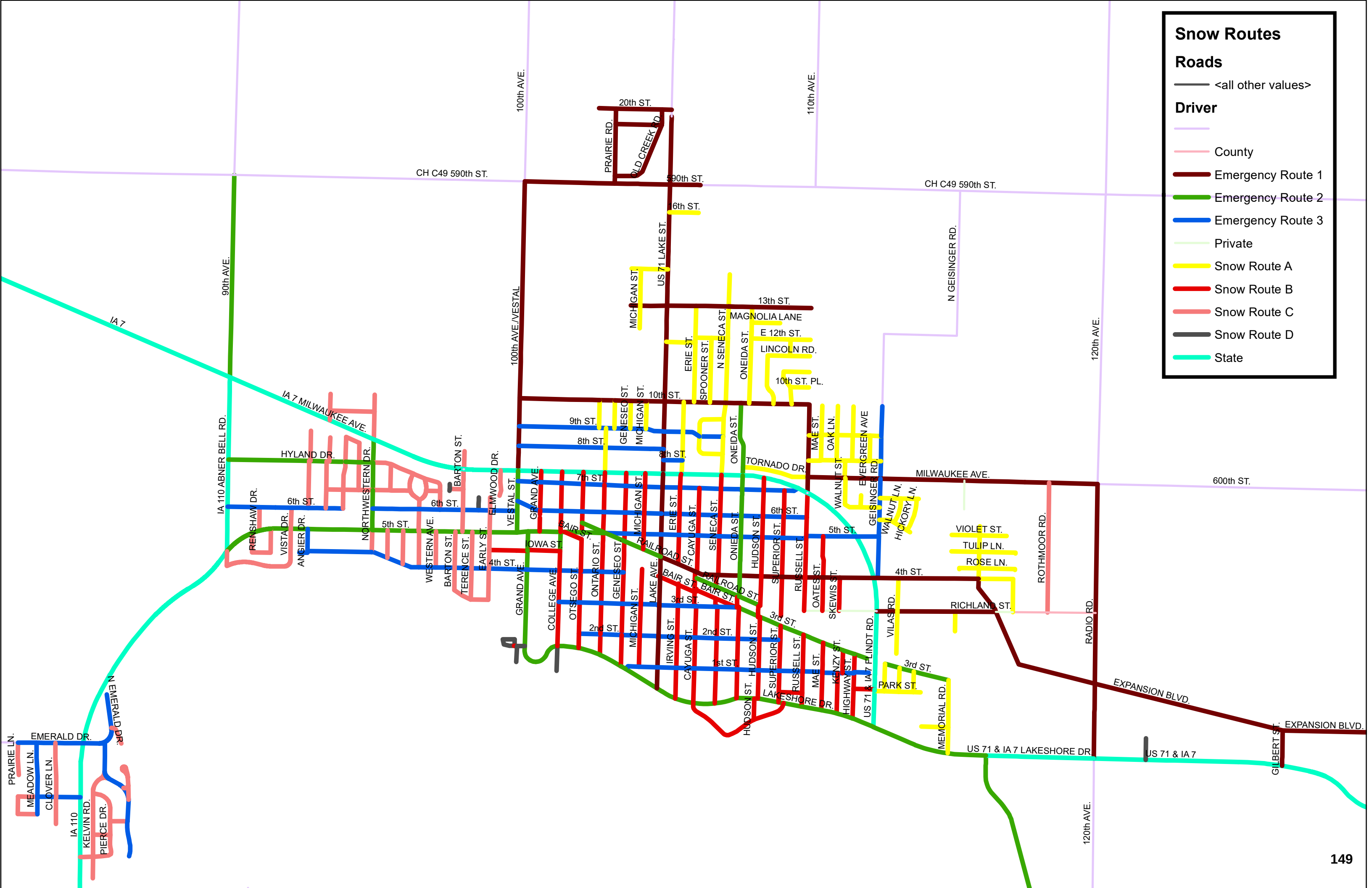
Lot B & D Parking is
NOT allowed during a
Snow Emergency

C

Lot C -
Overnight
parking is
allowed
during a
Snow
Emergency

D





Staff Summary

12/19/2022

Agenda Item # F.5.



City of Storm Lake
PO Box 1086
Storm Lake, IA 50588
p (712) 732-8000
f (712) 732-4114

REPORT TO: Honorable Mayor & Council

FROM: Mayra Martinez City Clerk

SUBJECT: City Council Requested Items

BACKGROUND:

FISCAL IMPACT:

RECOMMENDATION: Future work session or presentations.
To Be Determined - Golf Cart Use on City Streets
To Be Determined - Facility For Indoor Mini Pitch Soccer

ATTACHMENTS:

Staff Summary

12/19/2022

Agenda Item # F.6.



City of Storm Lake
PO Box 1086
Storm Lake, IA 50588
p (712) 732-8000
f (712) 732-4114

REPORT TO: Honorable Mayor & Council

FROM: Keri Navratil City Manager

SUBJECT: **Fiscal Year 2024-2028 Proposed Capital Improvement Plan Work Session**

BACKGROUND: This work session is to discuss the Fiscal Year 2024-2028 Enterprise Fund and King's Pointe Capital Improvement Plan.

1. Wastewater Fund
2. Water Fund
3. Storm Water Fund
4. King's Pointe

FISCAL IMPACT:

RECOMMENDATION: N/A

ATTACHMENTS:

[Sewer Fund.pdf](#)

[Water Fund.pdf](#)

[Storm Water Fund.pdf](#)

[King's Pointe.pdf](#)

City of Storm Lake, Iowa
Capital Improvement Plan
 2024 thru 2028

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2024	2025	2026	2027	2028	Total
Sewer Collection								
Parkview Dr Sewer Line Replacement	SEWCL-24-04	1	200,000					200,000
1st Street CIPP	SEWCL-25-01	1				178,500	1,050,000	1,228,500
Force Main Evaluation	SEWCL-25-02	1				1,500	380,000	381,500
Sanitary Sewer Lining (CIPP)	SEWCL-25-03	1	950,000					950,000
Camera Van	SEWCL-25-04	3				220,000		220,000
Jet/Vac Truck	SEWCL-26-01	1					600,000	600,000
Sewer Line Replacement Set-A-Side	SEWCL-23-02	1	180,000	180,000	180,000	180,000	180,000	900,000
Sewer Collection Total			1,330,000	180,000	180,000	580,000	2,210,000	4,480,000
Wastewater Treatment Facility								
1st Street Lift Station Improvements	WWTP-18-05	1	100,000					100,000
Ice House Lift Station Replacement	WWTP-23-12	1	504,000					504,000
Scout Park Lift Station Full Replacement	WWTP-23-11	1	1,200,000					1,200,000
WWTP New Permit Requirement Set-A-Side	WWTP-23-09	1	150,000	150,000	150,000	150,000	150,000	750,000
A-Basin Diffusers	WWTP-23-05	2					80,000	80,000
Pickup Truck (#128 Replacement)	WWTP-24-01	2					65,000	65,000
Blowers	WWTP-19-01	1			200,000	200,000	200,000	600,000
Parking Lot Expansion	WWTP-24-04	4				40,000		40,000
Thickener Tanks (2)	WWTP-21-06	1				413,000	413,000	826,000
Protective Coating Application	WWTP-24-12	3	60,000	60,000				120,000
Storage/Vehicle Building	WWTP-26-01	3			300,000			300,000
Trailer Pump	WWTP-25-07	3	130,000					130,000
Pump Replacement	WWTP-25-06	3		90,000		90,000		180,000
Crane Truck	WWTP-25-05	3					185,000	185,000
Campground Lift Station Pumps	WWTP-25-04	1		109,560				109,560
Emerald Park LS Replacement	WWTP-23-17	1				195,000	972,000	1,167,000
A-Basin Mixer Replacements	WWTP-24-14	3		42,500		45,000		87,500
Clarifier Covers	WWTP-28-01	5					354,000	354,000
UV Building	WWTP-24-11	1	165,200					165,200
Clarifier Scraper Blades	WWTP-24-10	2	65,000					65,000
Lagoon Return Pit Rehab	WWTP-24-08	3	65,000					65,000
College & 3rd St Lift Station Replacement	WWTP-24-07	2	195,000	972,000				1,167,000
Sample Station/NW LS Comm	WWTP-24-06	1				50,000		50,000
Golf Course LS Replacement	WWTP-24-05	1		170,000	995,000			1,165,000
Sampler	WWTP-24-15	2	10,000					10,000
Wastewater Treatment Facility Total			2,644,200	1,594,060	1,645,000	1,183,000	2,419,000	9,485,260
GRAND TOTAL			3,974,200	1,774,060	1,825,000	1,763,000	4,629,000	13,965,260

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # SEWCL-24-04
Project Name Parkview Dr Sewer Line Replacement

Type Construction

Department Sewer Collection

Useful Life

Contact Matthew Beckman

Category Wastewater

Priority 1 Critical



Description **Total Project Cost:** \$200,000

Sewer Line Replacement at Parkview Drive. VCP sewer line is at the end of useful life and is failing

Justification

Administrative Goal: Maintain City-wide Infrastructure improvements

IDNR Sanitary Survey Findings

City Council Goal: Utility Infrastructure

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	200,000					200,000
Total	200,000					200,000

Funding Sources	2024	2025	2026	2027	2028	Total
Sewer Fund	200,000					200,000
Total	200,000					200,000

Budget Impact/Other

Capital Improvement Plan

City of Storm Lake, Iowa

Data in Year 2024

Project # SEWCL-25-03
Project Name Sanitary Sewer Lining (CIPP)

Type Maintenance **Department** Sewer Collection
Useful Life 25 years **Contact** Keri Navratil
Category Wastewater **Priority** 1 Critical



Description **Total Project Cost:** \$950,000

Documentation of Service from BMI and used for IDNR Survey Needs

These are main trunk lines and the construction material is VCP. Televising of these segments will be accomplished when city receives televising equipment, but given the age, criticality, and material - these need lined as soon as possible.

HMA Funded

Justification

Administrative Goal: Maintain City-wide Infrastructure improvements

IDNR Sanitary Survey Findings

City Council Goal: Utility Infrastructure

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	950,000					950,000
Total	950,000					950,000

Funding Sources	2024	2025	2026	2027	2028	Total
FEMA HMA Bond	237,500					237,500
FEMA HMA Grant	712,500					712,500
Total	950,000					950,000

Budget Impact/Other

If the FEMA grants are not awarded, the City will have to fund these projects internally. Additional grants will be investigated.

Budget Items	2024	2025	2026	2027	2028	Total
Sewer (Without Grant)					950,000	950,000
Total					950,000	950,000

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # SEWCL-23-02
Project Name Sewer Line Replacement Set-A-Side

Type Construction
Useful Life 40 years
Category Wastewater

Department Sewer Collection
Contact Matthew Beckman
Priority 1 Critical



Description **Total Project Cost:** \$1,080,000

Replace sewer line set a side. VCP sewer lines are at the end of useful life and failing. Various locations throughout the City.

Justification

Administrative Goal: Maintain City-wide Infrastructure improvements

City Council Goal: Utility Infrastructure

IDNR Sanitary Survey Findings

Expenditures	2024	2025	2026	2027	2028	Total	Future
Construction/Maintenance	180,000	180,000	180,000	180,000	180,000	900,000	180,000
Total	180,000	180,000	180,000	180,000	180,000	900,000	Total

Funding Sources	2024	2025	2026	2027	2028	Total	Future
Sewer Fund	180,000	180,000	180,000	180,000	180,000	900,000	180,000
Total	180,000	180,000	180,000	180,000	180,000	900,000	Total

Budget Impact/Other

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # WWTP-18-05
Project Name 1st Street Lift Station Improvements

Type Construction
Useful Life 15 years
Category Wastewater

Department Wastewater Treatment Facility
Contact Mark Streed
Priority 1 Critical



Description **Total Project Cost:** \$100,000

Improvement of Lift Station, Full Replacement

Justification

Per LS Study for ISG.

Administrative Goal: Maintain City-wide Infrastructure improvements

City Council Goal: Utility Infrastructure

IDNR Sanitary Survey Findings

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	100,000					100,000
Total	100,000					100,000

Funding Sources	2024	2025	2026	2027	2028	Total
Sewer Fund	100,000					100,000
Total	100,000					100,000

Budget Impact/Other

Capital Improvement Plan

City of Storm Lake, Iowa

Data in Year 2024

Project # WWTP-23-12
Project Name Ice House Lift Station Replacement

Type Construction
Useful Life 40 years
Category Wastewater Buildings

Department Wastewater Treatment Facility
Contact Scott Oleson
Priority 1 Critical



Description **Total Project Cost:** \$504,000

Full Replacement of Ice House Lift Station.

Justification

Per ISG LS study

Administrative Goal: Maintain City-wide Infrastructure improvements

City Council Goal: Utility Infrastructure

IDNR Sanitary Survey Findings

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	450,000					450,000
Engineering	54,000					54,000
Total	504,000					504,000

Funding Sources	2024	2025	2026	2027	2028	Total
FEMA HMA Bond	126,000					126,000
FEMA HMA Grant	378,000					378,000
Total	504,000					504,000

Budget Impact/Other

If the FEMA grants are not awarded, the City will have to fund these projects internally. Additional grants will be investigated.

Budget Items	2024	2025	2026	2027	2028	Total
Sewer (Without Grant)					504,000	504,000
Total					504,000	504,000

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # WWTP-23-11

Project Name Scout Park Lift Station Full Replacement

Type Construction

Department Wastewater Treatment Facility

Useful Life 20 years

Contact Scott Oleson

Category Wastewater

Priority 1 Critical

Description
Total Project Cost: \$1,200,000

Per the 2020 ISG Lift Station Study, the Scout Park Lift station will need a full replacement. City staff determined this project to be of highest priority and moved it up.

Justification

Per ISG LS study of 2020- HMA Funded

Administrative Goal: Maintain City-wide Infrastructure improvements

City Council Goal: Utility Infrastructure

IDNR Sanitary Survey Findings

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	1,200,000					1,200,000
Total	1,200,000					1,200,000

Funding Sources	2024	2025	2026	2027	2028	Total
FEMA HMA Bond	300,000					300,000
FEMA HMA Grant	900,000					900,000
Total	1,200,000					1,200,000

Budget Impact/Other

If the FEMA grants are not awarded, the City will have to fund these projects internally. Additional grants will be investigated.

This project has to be completed in FY2024 & FY2025 due to the existing condition

Budget Items	2024	2025	2026	2027	2028	Total
Sewer (Without Grant)	600,000	600,000				1,200,000
Total	600,000	600,000				1,200,000

Capital Improvement Plan

City of Storm Lake, Iowa

Data in Year 2024

Project # WWTP-23-09
Project Name WWTP New Permit Requirement Set-A-Side

Type Building Maintenance

Department Wastewater Treatment Facility

Useful Life

Contact Mark Streed

Category Wastewater

Priority 1 Critical



Description

Total Project Cost: \$900,000

WWTP new permit requirements. Nutrient Reduction requires major plants to reduce nitrogen and phosphorus discharge, EPA & IDNR mandate

Justification

Administrative Goal: Maintain City-wide Infrastructure improvements

City Council Goal: Utility Infrastructure

IDNR Sanitary Survey Findings

Expenditures	2024	2025	2026	2027	2028	Total	Future
Planning/Design	150,000	150,000	150,000	150,000	150,000	750,000	150,000
Total	150,000	150,000	150,000	150,000	150,000	750,000	Total

Funding Sources	2024	2025	2026	2027	2028	Total	Future
Sewer Fund	150,000	150,000	150,000	150,000	150,000	750,000	150,000
Total	150,000	150,000	150,000	150,000	150,000	750,000	Total

Budget Impact/Other

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # WWTP-24-12
Project Name Protective Coating Application

Type Building Maintenance

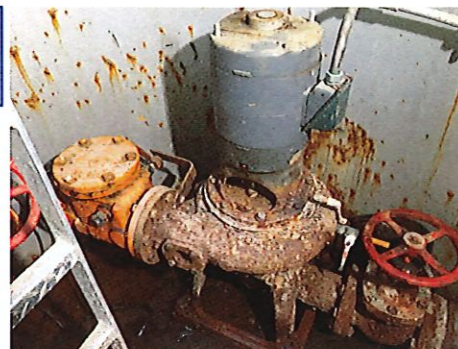
Department Wastewater Treatment Facility

Useful Life

Contact Matthew Beckman

Category Wastewater

Priority 3 Important



Description

Total Project Cost: \$120,000

Pipe, wall, floor coating. Preventative Maintenance Item

Adding protective coating to pipes, floors, and walls at different lift stations, A-basin, and anywhere else needed to help with corrosion and deterioration of floors and walls due to hydrogen sulfide and humid places.

Justification

Department Objective: Maintenance and upkeep of City owned Facilities

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	60,000	60,000				120,000
Total	60,000	60,000				120,000

Funding Sources	2024	2025	2026	2027	2028	Total
Sewer Fund	60,000	60,000				120,000
Total	60,000	60,000				120,000

Budget Impact/Other

Capital Improvement Plan

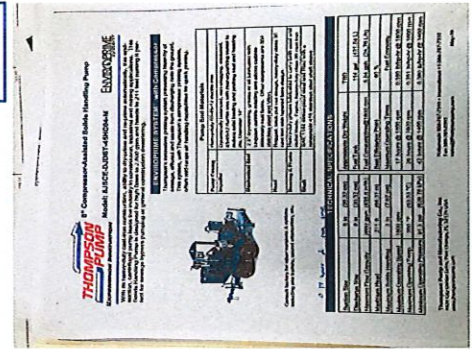
City of Storm Lake, Iowa

Data in Year 2024

Project # WWTP-25-07
Project Name Trailer Pump

Type Equipment
Useful Life
Category Wastewater

Department Wastewater Treatment Facility
Contact Matthew Beckman
Priority 3 Important



Description

Total Project Cost: \$130,000

8" trailer pump unit with hoses. trailer pump will help in case of emergency where we have to bypass at lift stations, storm drains, pit, memorial L.S., Tyson spills, and other emergency events

Justification

Department Objective: Provide and replace equipment for staff to service the public

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	130,000					130,000
Total	130,000					130,000

Funding Sources	2024	2025	2026	2027	2028	Total
Sewer Fund	130,000					130,000
Total	130,000					130,000

Budget Impact/Other

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # WWTP-24-11

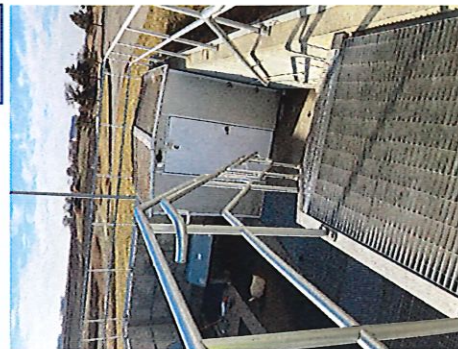
Project Name UV Building

Type Construction

Department Wastewater Treatment Facility

Useful Life
Contact Matthew Beckman

Category Wastewater

Priority 1 Critical

Description
Total Project Cost: \$165,200

UV Building. Increased budget and add engineering cost. This will help protect uv bulbs and system and sampler. Old building is falling a part. It will help in servicing the UV when needed and routine maintenance on it.

Justification

Department Objective: Maintenance and upkeep of City owned Facilities

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	140,000					140,000
Engineering	25,200					25,200
Total	165,200					165,200

Funding Sources	2024	2025	2026	2027	2028	Total
Sewer Fund	165,200					165,200
Total	165,200					165,200

Budget Impact/Other

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # WWTP-24-10
Project Name Clarifier Scraper Blades

Type Maintenance
Useful Life 5 years
Category Wastewater

Department Wastewater Treatment Facility
Contact Matthew Beckman
Priority 2 Very Important

**Description****Total Project Cost:** \$130,000

Clarifier Scraper blades and rubber scrapers replacement. Replace old scrapers and rubbers on clarifier arms. Need to replace every 5 to 6 years recommended

Justification

Department Objective: Provide and replace equipment for staff to service the public

Department Objective: Maintenance and upkeep of City owned Facilities

Expenditures	2024	2025	2026	2027	2028	Total	Future
Equip/Vehicles/Furnishings	65,000					65,000	65,000
Total	65,000					65,000	Total

Funding Sources	2024	2025	2026	2027	2028	Total	Future
Sewer Fund	65,000					65,000	65,000
Total	65,000					65,000	Total

Budget Impact/Other

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # WWTP-24-08
Project Name Lagoon Retun Pit Rehab

Type Construction
Useful Life
Category Wastewater

Department Wastewater Treatment Facility
Contact Matthew Beckman
Priority 3 Important

**Description****Total Project Cost:** \$65,000

Lagoon Retun Pit Rehab. Needs to build a higher retaining wall so rain water doesn't seep in to pit causing further damage to check valve pit for the lagoon return pumps and replace broken gate valve for the equalization basins.

Justification

Administrative Goal: Maintain City-wide Infrastructure improvements

City Council Goal: Utility Infrastructure

IDNR Sanitary Survey Findings

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	65,000					65,000
Total	65,000					65,000

Funding Sources	2024	2025	2026	2027	2028	Total
Sewer Fund	65,000					65,000
Total	65,000					65,000

Budget Impact/Other

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # WWTP-24-07
Project Name College & 3rd St Lift Station Replacement

Type Construction

Useful Life 20 years

Category Wastewater

Department Wastewater Treatment Facility

Contact Matthew Beckman

Priority 2 Very Important



Description **Total Project Cost:** \$1,167,000

College & 3rd St Lift Station Replacement.

LS has reached and exceeded useful life and needs full replacement. A lot of smells coming for the lift station because of the high levels of hydrogen sulfide being produced at the L.S. The H2S is making the well weak and creating problems of breaking ,cracking, and possibly falling in on itself because of the weak concrete.

Includes Drum Scrubber

Justification

Administrative Goal: Maintain City-wide Infrastructure improvements

City Council Goal: Utility Infrastructure

IDNR Sanitary Survey Findings

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance		972,000				972,000
Engineering	195,000					195,000
Total	195,000	972,000				1,167,000

Funding Sources	2024	2025	2026	2027	2028	Total
Sewer Fund	195,000	972,000				1,167,000
Total	195,000	972,000				1,167,000

Budget Impact/Other

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # **WWTP-24-15**Project Name **Sampler**Type **Equipment**Department **Wastewater Treatment Facility**

Useful Life

Contact **Matthew Beckman**Category **Wastewater**Priority **2 Very Important**

Description

Total Project Cost: \$10,000

New Sampler (Spare). We recently used the spare sampler we had on hand at Hillshire and we need to replace it back.

Justification

Department Objective: Provide and replace equipment for staff to service the public

Expenditures	2024	2025	2026	2027	2028	Total
Equip/Vehicles/Furnishings	10,000					10,000
Total	10,000					10,000

Funding Sources	2024	2025	2026	2027	2028	Total
Sewer Fund	10,000					10,000
Total	10,000					10,000

Budget Impact/Other

City of Storm Lake, Iowa
Capital Improvement Plan
 2024 thru 2028

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2024	2025	2026	2027	2028	Total
Water Distribution								
Cast Main Replacement	WD-23-03	1	100,000	52,000	52,000	52,000	52,000	308,000
18" Water Line Installation	WD-23-05	1			100,000	18,000,000		18,100,000
Lead & Copper Line Replacement	WD-24-02	1	100,000	250,000	250,000	250,000		850,000
Water Line Replacement Set-A-Side	WD-17-01	1	180,000	180,000	180,000	180,000	180,000	900,000
Water Distribution Total			380,000	482,000	582,000	18,482,000	232,000	20,158,000
Water Meters								
Water Meter Truck	WM-21-01	2					55,000	55,000
Water Meters Total							55,000	55,000
Water Plant								
Water Tower #5	WP-22-04	1	7,937,117					7,937,117
CO2 System	WP-23-20	1	535,000					535,000
Filter Media	WP-23-19	1		165,000				165,000
Tower Mixers	WP-23-18	1	150,000				150,000	300,000
Well Rehab	WP-23-17	1	125,000	125,000	125,000	125,000	125,000	625,000
Well 15 Replacement (New Well 22)	WP-23-16	1	2,361,000					2,361,000
Well 11 Replacement	WP-23-15	1	91,680	764,000				855,680
Garage/Shop/Storage	WP-23-02	1					87,500	87,500
Wilden Pump	WP-24-04	1	13,000			13,000		26,000
Lime Sludge Press & Building with Storage	WP-21-01	1				100,000	100,000	200,000
Slaker Replacement	WP-20-01	1			160,000			160,000
Well 3 Replacement (New Well 21)	WP-23-14	1	1,543,376					1,543,376
Flygt Sludge Pump	WP-25-06	2		20,000				20,000
Water Plant Expansion Design	WP-28-01	1					9,520,000	9,520,000
Well 8 Replacement	WP-27-01	1	245,000	1,400,000				1,645,000
Tower Mgmt Set-A-Side	WP-26-07	1			85,000			85,000
Well 7 Replacement	WP-26-06	1		100,000	995,000			1,095,000
Truck Replacement #139	WP-26-05	2			60,000			60,000
Tower 4 Isolation Valve	WP-26-04	1			500,000			500,000
Basin 1 Repairs	WP-24-02	1		504,000				504,000
Tower 1 Removal	WP-26-01	3				1,300,000		1,300,000
Service Truck	WP-24-03	1		60,000				60,000
Security Gate Control Box	WP-25-05	3		16,000				16,000
Skid Loader	WP-25-04	2		100,000				100,000
Jordan Well (NEW)	WP-25-03	1	414,000	3,450,000				3,864,000
Clearwell 1 Maintenance	WP-25-02	1		50,000				50,000
Grant Matching Reserves	WP-24-07	1	100,000					100,000
Test Well Exploration	WP-24-06	1	65,000	65,000				130,000
Well 4 Replacement	WP-28-02	1		414,000	3,450,000			3,864,000
Tower 2 Recoating	WP-26-02	3		1,057,300				1,057,300
Water Plant Total			13,580,173	8,290,300	5,375,000	1,538,000	9,982,500	38,765,973

Department	Project #	Priority	2024	2025	2026	2027	2028	Total
GRAND TOTAL			13,960,173	8,772,300	5,957,000	20,020,000	10,269,500	58,978,973

Capital Improvement Plan

City of Storm Lake, Iowa

Data in Year 2024

Project # WD-23-03
Project Name Cast Main Replacement

Type Construction
Useful Life 20 years
Category Water

Department Water Distribution
Contact Matthew Beckman
Priority 1 Critical



Description

Total Project Cost: \$308,000

Replace cast iron mains with C-900 plastic. cast iron mains are under-sized and have reached useful service life. Suspect many have lead joints.
 Would replace 1200-1500 ft per year.

Justification

Administrative Goal: Maintain City-wide Infrastructure improvements

City Council Goal: Utility Infrastructure

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	98,000	50,000	50,000	50,000	50,000	298,000
Engineering	2,000	2,000	2,000	2,000	2,000	10,000
Total	100,000	52,000	52,000	52,000	52,000	308,000

Funding Sources	2024	2025	2026	2027	2028	Total
Water Fund	100,000	52,000	52,000	52,000	52,000	308,000
Total	100,000	52,000	52,000	52,000	52,000	308,000

Budget Impact/Other

Cast iron Water mains

Roughly around 55,000 feet of cast iron water mains in Storm Lake sizes including 4,6,8-,10-, 12- & 18-inch cast.

My records for main breaks only go back as far as 2008 and here are a few problem streets with numerous breaks, the streets that are listed are all cast iron.

N. Erie St. from 10th to 13th St. fourteen breaks in a 1,700 ft stretch

10th St. from Lake east to Seneca seven breaks covering 1,230 ft.

Walnut St. & Walnut Ln. sixteen breaks

Gran St. one block stretch five breaks

W. Shoreway 1,917 ft eighteen breaks

N. Michigan St. one block in length seven breaks

Cast iron pipe has a life span of anywhere between 25 and 80 years depending on the soil and the minerals in the water, the corrosion of our waterlines indicate that the need to start replacing water mains should have started 15 years ago.

David Huse, Distribution Supervisor City of Storm Lake

Capital Improvement Plan

City of Storm Lake, Iowa

Data in Year 2024

Project # WD-24-02
Project Name Lead & Copper Line Replacement

Type Construction

Department Water Distribution

Useful Life

Contact Matthew Beckman

Category Water

Priority I Critical



Description

Total Project Cost: \$850,000

Planning and construction for the upcoming lead and copper rule. The EPA's deadline for the lead/copper service line inventory is October of 2024. We are still awaiting details but we need to put money aside to repair items on our inventory list. Working with ISG to come up with plan and proceed with construction.

Justification

Administrative Goal: Maintain City-wide Infrastructure improvements

City Council Goal: Utility Infrastructure

Iowa Department of Natural Resources Requirement

Expenditures	2024	2025	2026	2027	2028	Total
Planning/Design	100,000					100,000
Construction/Maintenance		250,000	250,000	250,000		750,000
Total	100,000	250,000	250,000	250,000		850,000

Funding Sources	2024	2025	2026	2027	2028	Total
Undetermined	100,000	250,000	250,000	250,000		850,000
Total	100,000	250,000	250,000	250,000		850,000

Budget Impact/Other

This is an unfunded mandate by the EPA. Funding is uncertain and unavailable at this time.

The City could pay for these replacement cost, and pass the fees onto the property owners over the course of 7 years at 4%.

A City Wide Rate Increase would be an alternative funding source.

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # WD-17-01
Project Name Water Line Replacement Set-A-Side

Type Construction
Useful Life 40 years
Category Water
Department Water Distribution
Contact Matthew Beckman
Priority 1 Critical



Description **Total Project Cost:** \$1,260,000

Replacement of water lines throughout the City. This sets aside \$\$\$ for large replacements

Justification

Administrative Goal: Maintain City-wide Infrastructure improvements

City Council Goal: Utility Infrastructure

Expenditures	2024	2025	2026	2027	2028	Total	Future
Construction/Maintenance	180,000	180,000	180,000	180,000	180,000	900,000	360,000
Total	180,000	180,000	180,000	180,000	180,000	900,000	Total

Funding Sources	2024	2025	2026	2027	2028	Total	Future
Water Fund	180,000	180,000	180,000	180,000	180,000	900,000	360,000
Total	180,000	180,000	180,000	180,000	180,000	900,000	Total

Budget Impact/Other

It is estimated to cost \$35.00 per foot to install 6" water line.

It is estimated to cost \$55.00/foot to bore.

Capital Improvement Plan

City of Storm Lake, Iowa

Data in Year 2024

Project # WP-22-04
Project Name Water Tower #5

Type Construction
Useful Life 40 years
Category Buildings

Department Water Plant
Contact Matthew Beckman
Priority 1 Critical



Description **Total Project Cost:** \$7,937,117

Water Tower for Treated water storage

New 2.0 million gallon composite water tower

The capacity of the facility is close to its limit.

The City of Storm Lake Water System has an existing water storage deficit of 195,000 gallons and a projected increase to this deficit of 655,000 gallons over the next twenty years for a total deficit of 850,000 gallons. New elevated storage will be required to ensure a long-term water storage solution.

Justification

Administrative Goal: Maintain City-wide Infrastructure improvements

Department Objective: Maintenance and upkeep of City owned Facilities

City Council Goal: Utility Infrastructure

IDNR Water Treatment Report

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	7,360,117					7,360,117
Engineering	577,000					577,000
Total	7,937,117					7,937,117

Funding Sources	2024	2025	2026	2027	2028	Total
CDBG	500,000					500,000
SRF Loan	7,401,117					7,401,117
Water Fund	36,000					36,000
Total	7,937,117					7,937,117

Budget Impact/Other

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # WP-23-20
Project Name CO2 System

Type Construction
Useful Life 15 years
Category Water

Department Water Plant
Contact Matthew Beckman
Priority 1 Critical

**Description****Total Project Cost:** \$535,000

CO2 System Replacement. CO2 system is critical to the operation of the plant and has reached the end of its useful life and needs to be replaced and possibly upsized to meet the growing water demand

Justification

Department Objective: Maintenance and upkeep of City owned Facilities

Department Objective: Provide and replace equipment for staff to service the public

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	535,000					535,000
Total	535,000					535,000

Funding Sources	2024	2025	2026	2027	2028	Total
Water Fund	535,000					535,000
Total	535,000					535,000

Budget Impact/Other

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # WP-23-18
Project Name Tower Mixers

Type Building Maintenance
Useful Life 15 years
Category Water

Department Water Plant
Contact Matthew Beckman
Priority 1 Critical



Description **Total Project Cost:** \$300,000

Water Tower Mixers on Tower 4 in 2024

Water Tower Mixers on Tower 2 in 2028

Mechanical mixing disperses old and new water throughout the tower bowl leading to better water quality. Mixing also reduces the possibility of tank condensation and ice formation.

Justification

Department Objective: Maintenance and upkeep of City owned Facilities

Department Objective: Provide and replace equipment for staff to service the public

City Council Goal: Utility Infrastructure

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	150,000				150,000	300,000
Total	150,000				150,000	300,000

Funding Sources	2024	2025	2026	2027	2028	Total
Water Fund	150,000				150,000	300,000
Total	150,000				150,000	300,000

Budget Impact/Other

Capital Improvement Plan

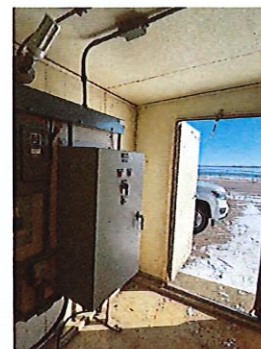
City of Storm Lake, Iowa

Data in Year 2024

Project # WP-23-17
Project Name Well Rehab

Type Construction
Useful Life 40 years
Category Water

Department Water Plant
Contact Matthew Beckman
Priority 1 Critical



Description

Total Project Cost: \$750,000

Well rehab includes installing VFD controls on Wells 7, 18, & 19, installing a flow meter on Well 8, and basic upkeep on all wells moving forward.

These items were identified as deficient in the ISG Water System Study of 2021. The completion of these projects will assist in bringing the City's firm capacity up to meet existing demands.

Service two wells per year. Two per year would get each well serviced every five years. Each well is critical to production. Preventative/scheduled maintenance is cheaper and more logical than random failures during high flows. The idea would be to do a deep well and a shallow well per year to help keep the cost difference minimal.

Justification

Administrative Goal: Maintain City-wide Infrastructure improvements

Department Objective: Maintenance and upkeep of City owned Facilities

City Council Goal: Utility Infrastructure

Expenditures	2024	2025	2026	2027	2028	Total	Future
Construction/Maintenance	125,000	125,000	125,000	125,000	125,000	625,000	125,000
Total	125,000	125,000	125,000	125,000	125,000	625,000	Total

Funding Sources	2024	2025	2026	2027	2028	Total	Future
Water Fund	125,000	125,000	125,000	125,000	125,000	625,000	125,000
Total	125,000	125,000	125,000	125,000	125,000	625,000	Total

Budget Impact/Other

Capital Improvement Plan

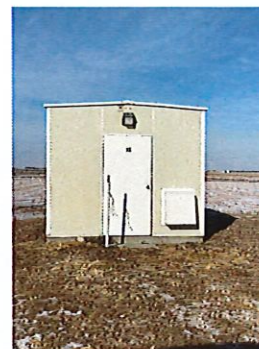
Data in Year 2024

City of Storm Lake, Iowa

Project # WP-23-16
Project Name Well 15 Replacement (New Well 22)

Type Construction
Useful Life 40 years
Category Water

Department Water Plant
Contact Matthew Beckman
Priority 1 Critical



Description **Total Project Cost:** \$2,361,000

Replace Well 15 with a new Dakota aquifer well and retire/decommission Well 15. Well price includes new parallel 12" raw water line from Well 15 to WTP.

Well 15 is a Dakota aquifer well that has been in service since 1990. It is currently rated at 800 gpm, has been decreasing in capacity, has already been relined, and needs to be replaced based on age and performance.

Justification

Administrative Goal: Maintain City-wide Infrastructure improvements

Department Objective: Provide and replace equipment for staff to service the public

City Council Goal: Utility Infrastructure

IDNR Water Treatment Report

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	2,361,000					2,361,000
Total	2,361,000					2,361,000

Funding Sources	2024	2025	2026	2027	2028	Total
SRF Loan	2,361,000					2,361,000
Total	2,361,000					2,361,000

Budget Impact/Other

Capital Improvement Plan

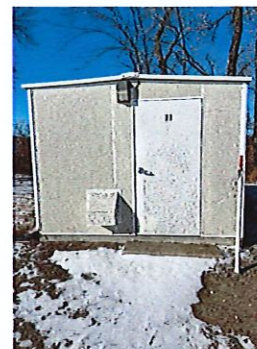
Data in Year 2024

City of Storm Lake, Iowa

Project # WP-23-15
Project Name Well 11 Replacement

Type Construction
Useful Life 40 years
Category Water

Department Water Plant
Contact Matthew Beckman
Priority 1 Critical



Description **Total Project Cost:** \$855,680

Replace Well 11 with a new sand & gravel well preferably near Frank Starr Park and retire/decommission Well 11. This improvement is subject to BRIC funding.

Need test well on Don Diehl property north of the existing water tower.

Justification

Administrative Goal: Maintain City-wide Infrastructure improvements

Department Objective: Maintenance and upkeep of City owned Facilities

City Council Goal: Utility Infrastructure

IDNR Water Treatment Report

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance		764,000				764,000
Engineering	91,680					91,680
Total	91,680	764,000				855,680

Funding Sources	2024	2025	2026	2027	2028	Total
FEMA BRIC Bond	22,920	191,000				213,920
FEMA BRIC Grant	68,760	573,000				641,760
Total	91,680	764,000				855,680

Budget Impact/Other

If the FEMA grants are not awarded, the City will have to fund these projects internally. Additional grants will be investigated.

Budget Items	2024	2025	2026	2027	2028	Total
Water (Without Grant)					855,680	855,680
Total					855,680	855,680

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # WP-24-04
Project Name Wilden Pump

Type Equipment
Useful Life 5 years
Category Water

Department Water Plant
Contact Matthew Beckman
Priority 1 Critical

**Description****Total Project Cost:** \$39,000

Wilden Pumps (lime sludge pumps for press). Sludge pumps that pump corrosive lime daily. Critical to our lime sludge removal. They need replaced every 3 years.

Justification

Department Objective: Provide and replace equipment for staff to service the public

City Council Goal: Utility Infrastructure

Expenditures	2024	2025	2026	2027	2028	Total	Future
Equip/Vehicles/Furnishings	13,000			13,000		26,000	13,000
Total	13,000			13,000		26,000	Total

Funding Sources	2024	2025	2026	2027	2028	Total	Future
Water Fund	13,000			13,000		26,000	13,000
Total	13,000			13,000		26,000	Total

Budget Impact/Other

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # WP-23-14
Project Name Well 3 Replacement (New Well 21)

Type Construction
Useful Life 40 years
Category Water

Department Water Plant
Contact Matthew Beckman
Priority 1 Critical



Description

Total Project Cost: \$1,543,376

Replace Well 3 (New #21, Frank Starr Park) with a new sand & gravel well on the raw water line with 8 & 18 and retire/decommission Well 3. This improvement is subject to BRIC funding.

Well 3 is a sand & gravel well that has been in service since 1949. It is currently rated at 350 gpm and needs to be replaced based on age and performance.

ARPA Funds will support this replacement.

Justification

Administrative Goal: Maintain City-wide Infrastructure improvements

Department Objective: Provide and replace equipment for staff to service the public

City Council Goal: Utility Infrastructure

IDNR Water Treatment Report

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	1,543,376					1,543,376
Total	1,543,376					1,543,376

Funding Sources	2024	2025	2026	2027	2028	Total
Federal Grant- Other	1,543,376					1,543,376
Total	1,543,376					1,543,376

Budget Impact/Other

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # WP-27-01
Project Name Well 8 Replacement

Type Construction

Useful Life 40 years

Category Water

Department Water Plant

Contact Matthew Beckman

Priority 1 Critical



Description

Total Project Cost: \$1,645,000

Well 8 Replacement. Well 8 was constructed in 1969 and is getting towards the end of its useful life. Well 8 is critical to daily water production for the city. Well 8 is critical to blending with our Dakota water for DNR permitting. BRIC funded

Justification

Administrative Goal: Maintain City-wide Infrastructure improvements

Department Objective: Maintenance and upkeep of City owned Facilities

City Council Goal: Utility Infrastructure

IDNR Water Treatment Report

Expenditures	2024	2025	2026	2027	2028	Total
Planning/Design	100,000					100,000
Construction/Maintenance		1,400,000				1,400,000
Engineering	145,000					145,000
Total	245,000	1,400,000				1,645,000

Funding Sources	2024	2025	2026	2027	2028	Total
FEMA BRIC Bond	61,250	350,000				411,250
FEMA BRIC Grant	183,750	1,050,000				1,233,750
Total	245,000	1,400,000				1,645,000

Budget Impact/Other

If the FEMA grants are not awarded, the City will have to fund these projects internally. Additional grants will be investigated.

Budget Items	2024	2025	2026	2027	2028	Total
Water (Without Grant)					1,645,000	1,645,000
Total					1,645,000	1,645,000

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # WP-25-03
Project Name Jordan Well (NEW)

Type Construction

Department Water Plant

Useful Life

Contact Matthew Beckman

Category Water

Priority 1 Critical



Description

Total Project Cost: \$3,864,000

Install new Jordan well near Tower 4. Water system requires more supply capacity based on growing community needs. Per ISG Preliminary Engineering Report new Jordan well to be installed within 5-10 years. Included in the BRIC Grant.

Justification

Administrative Goal: Maintain City-wide Infrastructure improvements

City Council Goal: Utility Infrastructure

IDNR Water Treatment Report

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance		3,450,000				3,450,000
Engineering	414,000					414,000
Total	414,000	3,450,000				3,864,000

Funding Sources	2024	2025	2026	2027	2028	Total
FEMA BRIC Bond	103,500	862,500				966,000
FEMA BRIC Grant	310,500	2,587,500				2,898,000
Total	414,000	3,450,000				3,864,000

Budget Impact/Other

If the FEMA grants are not awarded, the City will have to fund these projects internally. Additional grants will be investigated.

Budget Items	2024	2025	2026	2027	2028	Total
Water (Without Grant)					3,864,000	3,864,000
Total					3,864,000	3,864,000

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # **WP-24-07**
 Project Name **Grant Matching Reserves**

Type Construction

Department Water Plant

Useful Life

Contact Keri Navratil

Category Unassigned

Priority 1 Critical

Description

Total Project Cost: \$100,000

Funds to match future grant applications.

Justification

Expenditures	2024	2025	2026	2027	2028	Total
Planning/Design	100,000					100,000
Total	100,000					100,000

Funding Sources	2024	2025	2026	2027	2028	Total
Water Fund	100,000					100,000
Total	100,000					100,000

Budget Impact/Other

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # WP-24-06
Project Name Test Well Exploration

Type Construction

Department Water Plant

Useful Life 2 years

Contact Matthew Beckman

Category Water

Priority 1 Critical

**Description**

Total Project Cost: \$130,000

Testing potential site location for a new well. The WTP will need additional wells, this service to to determine feasible locations.

Justification

Administrative Goal: Maintain City-wide Infrastructure improvements

City Council Goal: Utility Infrastructure

IDNR Water Treatment Report

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	65,000	65,000				130,000
Total	65,000	65,000				130,000

Funding Sources	2024	2025	2026	2027	2028	Total
Water Fund	65,000	65,000				130,000
Total	65,000	65,000				130,000

Budget Impact/Other

City of Storm Lake, Iowa
Capital Improvement Plan
 2024 *thru* 2028

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2024	2025	2026	2027	2028	Total
Storm Water								
N Seneca SW Improvements	STW-28-01	2					66,000	66,000
W 10th Street Drainage	STW-27-02	2				50,000		50,000
Vestal St SW Improvements	STW-27-01	2				109,000		109,000
NW & 5th SW System Improvements	STW-26-02	2	16,000					16,000
Lakeshore Dr Bio Swell Replacement	STW-26-01	3			50,000			50,000
Aux Engines	STW-22-02	n/a		15,000				15,000
Project Set-Aside	STW-17-01	n/a		30,000	30,000	30,000	30,000	120,000
Storm Water Total			16,000	45,000	80,000	189,000	96,000	426,000
GRAND TOTAL			16,000	45,000	80,000	189,000	96,000	426,000

Capital Improvement Plan

Data in Year 2024

City of Storm Lake, Iowa

Project # STW-26-02
Project Name NW & 5th SW System Improvements

Type Construction
Useful Life
Category Storm Sewer/Drainage

Department Storm Water
Contact Brandon Ripke
Priority 2 Very Important



Description

Total Project Cost: \$16,000

NW & 5th SW System Improvements. This project will repair a sinkhole that has appeared at the intersection of W5th and Northwestern.

Justification

Administrative Goal: Maintain City-wide Infrastructure improvements

MS4 Storm Water Requirements

City Council Goal: Utility Infrastructure

Expenditures	2024	2025	2026	2027	2028	Total
Construction/Maintenance	16,000					16,000
Total	16,000					16,000

Funding Sources	2024	2025	2026	2027	2028	Total
Storm Water	16,000					16,000
Total	16,000					16,000

Budget Impact/Other

City of Storm Lake, Iowa
Capital Improvement Plan
 2024 thru 2028

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2024	2025	2026	2027	2028	Total
Kings Pointe								
Resort Remodel and Refresh	KP-17-04	1	690,000	186,250	186,250	186,250	186,250	1,435,000
Kings Pointe Total			690,000	186,250	186,250	186,250	186,250	1,435,000
Outdoor Water Park								
OWP Circulation Pump	OWP-20-02	1	5,000	5,000	5,000	5,000	5,000	25,000
Outdoor Water Park Total			5,000	5,000	5,000	5,000	5,000	25,000
GRAND TOTAL			695,000	191,250	191,250	191,250	191,250	1,460,000

Capital Improvement Plan

City of Storm Lake, Iowa

2024 *thru* 2028

Project # KP-17-04
Project Name Resort Remodel and Refresh

Type Unassigned
Useful Life 15 years
Category King's Pointe

Department Kings Pointe
Contact Amy Von Bank
Priority 1 Critical



Description

Total Project Cost: \$2,774,246

Remodel and refresh of the resort. In order to stay competitive in the resort business, rooms will need to be refreshed and updated.

Justification

Department Objective: Maintenance and upkeep of City owned Facilities

City Council Goal: Community Recreation

Prior	Expenditures	2024	2025	2026	2027	2028	Total	Future
1,152,996	Construction/Maintenance	690,000	186,250	186,250	186,250	186,250	1,435,000	186,250
Total	Total	690,000	186,250	186,250	186,250	186,250	1,435,000	Total

Prior	Funding Sources	2024	2025	2026	2027	2028	Total	Future
1,152,996	Hotel Revenue	225,750					225,750	186,250
	Hotel/Motel	278,000					278,000	
	LOST	186,250	186,250	186,250	186,250	186,250	931,250	
Total	Total	690,000	186,250	186,250	186,250	186,250	1,435,000	

Budget Impact/Other

The intent is to remodel approximately 25 rooms per year at a cost of approximately \$8,000 per room.

FY 2017 includes new furniture for Regatta Grille

Capital Improvement Plan

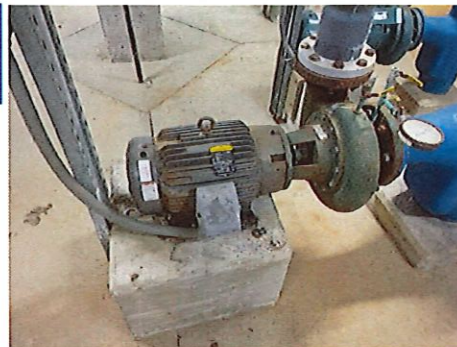
2024 *thru* 2028

City of Storm Lake, Iowa

Project # OWP-20-02
 Project Name OWP Circulation Pump

Type Equipment
 Useful Life
 Category Unassigned

Department Outdoor Water Park
 Contact Brian Oakleaf
 Priority 1 Critical



Description Total Project Cost: \$45,000

Circulation Pumps

Justification

Prior	Expenditures	2024	2025	2026	2027	2028	Total	Future
15,000	Equip/Vehicles/Furnishings	5,000	5,000	5,000	5,000	5,000	25,000	5,000
Total	Total	5,000	5,000	5,000	5,000	5,000	25,000	Total

Prior	Funding Sources	2024	2025	2026	2027	2028	Total	Future
15,000	Franchise Fee	5,000	5,000	5,000	5,000	5,000	25,000	5,000
Total	Total	5,000	5,000	5,000	5,000	5,000	25,000	Total

Budget Impact/Other