

**CITY OF STORM LAKE
REGULAR COUNCIL SESSION MEETING,
CITY HALL
COUNCIL CHAMBERS
NOVEMBER 6, 2023
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. [Motion To Un-table Resolution No. 11-R-2023-2024 Setting Outdoor Water Park Fees For Holiday Special](#)
 - 2. [Resolution No. 11-R-2023-2024 Setting Outdoor Water Park Fees For Holiday Special](#)
- F. **New Business**
 - 1. [Resolution No. 12-R-2023-2024 Approving Change Order No. 5 for the Storm Lake Library HVAC Renovation Project, Adopting Resolution No. 13-R-2023-2024 Authorizing Final Payment and Adopting Resolution No. 14-R-2023-2024 Accepting the HVAC Library Project as Substantially Complete and Closed](#)
 - 2. [Motion to Approve Agreement for Grant Writing and Administration Services For CDBG Funding for a Well Development Project with Simmering-Cory](#)

3. [Motion For Selection of Professional Services with ISG and Bolton and Menk for Engineering Services](#)
4. [Work Session For The Storm Lake City Council and Storm Lake Municipal Airport Commission](#)
5. [City Council Requested Items](#)

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

11/06/2023

Agenda Item # D.1.



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: Mayra Martinez City Clerk

SUBJECT: **Consent Agenda**

BACKGROUND: The Consent Agenda Includes:

- List of Bills
- King's Pointe & Sunrise Pointe Disbursements
- Approve October 16, 2023 City Council Minutes
- Approve Renewal Liquor License for Lake Avenue Lounge
- Approve Buy Local Information
- Approve Storm Lake Police Department City Code Enforcement Update

FISCAL IMPACT: City Will Pay The Following Expenditures:

- List of Bills: \$2,002,258.19
- King's Pointe & Sunrise Pointe Golf Course Bills: \$356,134.81

City Will Receive The Following Receipts:

- Liquor License: \$585.00

RECOMMENDATION: Approve Consent Agenda

ATTACHMENTS:

[10/16/2023 City Council Minutes.pdf](#)

[Kings Pointe Claims 10.12.2023 to 11.1.2023.xlsx](#)

[11.6.2023 Expense Report.pdf](#)

[Lake Avenue Lounge Liquor Application 2023.pdf](#)

CITY OF STORM LAKE REGULAR COUNCIL MEETING, CITY HALL COUNCIL CHAMBERS, OCTOBER 16, 2023, 5:00 PM

Present: Mayor Michael Porsch, Council Members Matt Ricklefs, Maria Ramos, Maggie Martinez, and Kevin McKinney. Absent: Council Member Tyson Rice.

Staff Present: City Manager Keri Navratil, Assistant City Manager David Derragon, King's Pointe Manager Amy Von Bank, Fire Chief Glenn Schlessler, Police Chief Chris Cole, Public Works Director Matt Beckman, Building and Code Compliance Director Scott Olesen, 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, City Clerk Mayra Martinez and Staff Accountant Tyler Gibbins.

Media Present: Ryan Thompson - KAYL Radio and Amber Mohmand - The Storm Lake Times Pilot

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

Pledge of Allegiance

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

Disclosure by City Council Members – None at this time.

Hear the Public – Andriette Wickstrom from 909 West 5th Street commented that she is seeing the upgrades to homes making the city look beautiful but is disappointed with landlords who are not keeping up with their properties and would like to see them do upgrades, as well. Andriette also reiterated the need for the community to plant trees. She would like to encourage the community to plant more trees as they increase the value of your property, they add shade, and they improve air quality helping people to breathe better which improves quality of life.

City Manager Keri Navratil stated that the city is working with Trees Forever which provides trees to the community. Also, as part of our sesquicentennial celebration, we have ordered 150 trees through the IDNR nursery, and they will be free give aways for people to pick up and plant on their own property.

Andriette also commented that she is disappointed with some of our public institutions and home builders are not being very good about trees. There are some stretches in Storm Lake where there is no shade for about a half mile which is kind of dangerous when walking on a hot day. By adding more trees would make a more aesthetic and healthier place to live.

Consent Agenda - Moved by Council Member McKinney to approve List of Bills Check #'s 80528 through 80586, EFT #'s 1221, and 4610 through 4659, King's Pointe & Sunrise Pointe Disbursements, approve October 2, 2023, City Council minutes, acknowledge August 2023 Library minutes and

August 2023 Airport minutes, approve renewal liquor license for Fareway Store Inc #461, appoint the following to the Storm Water Advisory Board: Susan Lyngaas - term to expire 06/30/2024, Robert Swanson term to expire - 06/30/2026, Alexander Berry – term to expire 06/30/2026, approve Buy Local Information, approve storage service agreement amendment approve Storm Lake Police Department City Code Enforcement Update. Seconded by Council Member Ramos. Vote: All ayes with Council Member Rice absent. Motion carried.

Unfinished Business – No items at this time.

New Business

2023 Street Finance Report - Moved by Council Member Ramos to adopt Resolution No. 10-R-2023-2024 approving the 2023 Street Finance Report: Seconded by Council Member Martinez. Roll call vote: All ayes with Council Member Rice absent. Motion carried.

RESOLUTION NO. 10-R-2023-2024

RESOLUTION APPROVING THE 2022-2023 FISCAL YEAR STREET FINANCE REPORT

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

That the 2022-2023 Fiscal Year Street Finance Report be approved.

PASSED AND APPROVED this 16th day of October, 2023.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Chills & Thrills - Moved by Council Member Martinez to approve a street closure for the 500, 600 and 700 blocks of Lake Avenue for the Chills & Thrills event October 28, 2023. Seconded by Council Member Ramos. Vote: All ayes with Council Member Rice absent. Motion carried.

Airport and Council Work Session – City Council and Storm Lake Municipal Airport commission meet in joint meeting to discuss the Airport’s Five-Year Capital Improvement Program with a possible future meeting to discuss the options.

Outdoor Water Park - King’s Pointe General Manager Amy VonBank presented to the Council comparison information from other communities with waterparks as to the types and costs of passes offered by those entities. Council discussed family pass options for the waterpark.

Moved by Council Member McKinney to table Resolution No. 11-R-2023-2024 setting outdoor Water Park Fees until the next Council meeting. Seconded by Council Member Ricklefs. Vote: All ayes with Council Member Rice absent. Motion carried.

City Council Requested Items – No items at this time.

Adjourn - Moved by Council Member McKinney to adjourn at 6:44 pm. Seconded by Council Member Ramos. Vote: All ayes with Council Member Rice absent. Motion carried.

King's Pointe Resort

Claims Publication

From 10/12/2023 to 11/1/2023

Vendor	Description	Amount
3E Electrical Engineering	Services	\$ 193.26
ACCO Unlimited Corporation	Supplies	\$ 642.56
Alliant Energy	Utilities	\$ 266.16
Alpha Media	Services	\$ 400.00
Amazon Capital Services, Inc	Supplies	\$ 1,075.21
American Society of Composers	Services	\$ 616.21
Amy Von Bank	Reimbursement	\$ 483.66
Arnold Motor Supply, LLP	Supplies	\$ 21.42
Burke Engineering Sales Company	Supplies	\$ 1,350.00
Central Iowa Distributing	Supplies	\$ 453.91
Cintas Corporation	Supplies	\$ 3,713.44
City of Storm Lake- Water Dept.	Utilities	\$ 176.85
Doll Distribution	Beverages	\$ 1,271.35
ECOLAB	Supplies	\$ 1,402.43
Ed M. Feld Equipment	Services	\$ 253.08
Foundation Analytical Laboratory, Inc	Services	\$ 33.00
Frigitec Inc.	Supplies	\$ 886.94
Grainger	Supplies	\$ 3,090.26
GuestSupply	Supplies	\$ 3,061.45
Hard Tops of Iowa	Supplies	\$ 607.00
Hermel Wholesale	Food	\$ 881.28
HyVee	Beverages	\$ 2,110.93
Imagine The Possibilities Inc	Services	\$ 120.00
Iowa Dept of Rev	Taxes	\$ 39,123.96
Iowa Information Inc.	Advertising	\$ 362.00
Johnson Brothers	Beverages	\$ 1,680.90
Joyce's Greenhouse	Services	\$ 6,010.00
KAYL/KKIA	Advertising	\$ 262.50
KTIV	Advertising	\$ 1,378.00
Laurens House of Print, LTD	Supplies	\$ 244.80
Loews Carpet One	Services	\$ 267.90
Long Lines LLC	Utilities	\$ 1,129.16
M3 Accounting Services Inc.	Services	\$ 745.00
Marcus Lumber Co	Supplies	\$ 175.83
Martin Brothers	Food	\$ 22,917.22
Mediacom	Utilities	\$ 482.90
MidAmerican Energy	Utilities	\$ 14,121.44
Midwestern Mechanical	Services	\$ 1,894.64
Nelson's Vet Supply	Supplies	\$ 284.40
Office Elements	Supplies	\$ 232.38
Olsen Welding & Machine	Services	\$ 15.00
Pepsi Beverages Company	Beverages	\$ 1,293.48

Pitney Bowes	Postage	\$ 285.00
Plumbing and Heating Wholesale, Inc.	Supplies	\$ 6,671.63
Power Solutions Inc.	Services	\$ 1,573.56
Quore Systems, LLC	Services	\$ 302.10
Rebnord Technologies, Inc.	Services	\$ 4,338.28
RFID Hotel	Supplies	\$ 840.90
Sceptre Hospitality Resources, LLC	Services	\$ 3,113.90
Schumacher Elevator Company	Services	\$ 1,409.64
SGS, LLC	Utilities	\$ 60.00
Shift 4	Services	\$ 13,230.86
Storm Lake Ace Hardware	Supplies	\$ 1,620.49
Storm Lake Times	Advertising	\$ 25.00
Symmetry Energy Solutions LLC	Services	\$ 6,995.84
Sysco Iowa, Inc.	Food	\$ 10,718.35
TNT Sales & Service, LLC	Services	\$ 300.00
Travel and Transport, Inc.	Services	\$ 143.30
Verizon Wireless	Utilities	\$ 327.65
Visual Edge IT, INC	Services	\$ 321.38
Vizergy	Services	\$ 1,241.45
Wells Fargo Financial Leasing, Inc.	Services	\$ 235.18
W-O Payroll 10/23	Payroll	\$ 96,682.10
W-O Payroll 10/27	Payroll	\$ 89,966.29
		<u>\$ 356,134.81</u>

Storm Lake, IA

Payment Date Range: 10/19/2023 - 11/08/2023



Vendor Name	Vendor Number	Payable Description	Total Payments
BVC			
4 Seasons Plumbing Heating & Cooling	002300	Thermostat Replacement	440.06
Buena Vista County Attorney	001144	Forfeiture #23-020307	35.55
Buena Vista County Solid Waste	001035	2nd Qtr FY2024 Assessment	96,113.07
Control System Specialists, LLC	001013	Furnace Repairs	206.00
Storm Lake Garage Door Service, LLC	002067	Sally Port Door Replacement	3,794.05
BVC Total:			100,588.73
Contract/Agreement			
Blacktop Service Company	001642	Double Seal Coat	31,735.20
Charles Sargent Irrigation Company, Inc	001209	Pay #3 of Well 21	399,271.23
I & S Group, Inc	001103	Design Services	41,768.60
Local Government Professionals Services	001346	Grant Admin Services	10,000.00
Municipal Pipe Tool Co., LLC	001413	Supplies	415.46
SCE, LLC	001344	Watermain Repairs	1,881.18
Woodruff Construction, Inc	002132	Pay #7 of Library HVAC CDBG	27,537.43
Contract/Agreement Total:			512,609.10
Local			
A & A Automotive	001022	New Tires (4)	1,073.09
Arnold Motor Supply, LLP	001007	Supplies	1,151.50
Bomgaars Supply, Inc	001151	Supplies	1,774.60
Culligan Water Storm Lake	001071	Water Supplies	43.75
Edwards Storm Lake	001114	Exhaust Cam Shaft Replacement	2,068.73
Graham Tire	001093	New Tires	497.57
Growmark Inc New Century FS	001016	Fuel	13,351.26
Iowa Office Supply Inc	001037	Office Supplies	47.97
Larson Oil & Distributing Co, Inc	001178	Propane	1,063.35
Long Lines	001077	Fax Line & Emergency Line Service	1,241.70
Michael P. Reinert	001079	Welder	8,358.25
MidAmerican Energy Company	001074	91230-94002 Electric Services	71,567.76
Plumbing & Heating Wholesale, Inc	001126	Supplies	62.12
Qwest Corporation	001070	Phone Service	257.87
Reding's Gravel & Excavating Co., Inc	001132	Sand	338.40
Smith Concrete Service Inc	001134	Concrete	4,948.79
Stanton Electric, Inc	001264	Garage Light Replacement	9,126.01
Stille Pierce & Pertzborn	001294	KP GL Audit	26,702.07
Storm City Auto Parts, Inc	001501	Filters	58.55
Thermo King of Sioux Falls	001502	Drive Hub & Wheel Seal Replacement	2,045.31
Vetter Equipment	001098	Supplies	177.30
WalMart #01-1526	001153	Supplies	1,600.52
Wiese Plumbing & Heating, Inc	001302	Kitchen Faucet Replacement	273.68
Local Total:			147,830.15
Non-Local			
ABC Pest Control, Inc	001078	Pest Control Services	228.90
Ahlers & Cooney, P.C.	001023	General Legal Services	2,745.95
Alpha Wireless Communications	001105	Radio Installation	564.52
American Water Works Association	001503	FY2024 Membership ID#02540263	430.00
Amerigas	001014	Tank Rental	116.31
Association of Concert Bands, Inc	001590	Membership	290.00
Boji Portable Toilets Inc	001133	Portable Toilet Rental	880.00
BSN Sports, Inc	001617	Net	208.00
Builders Sharpening & Service LLC	001011	Toolcat with Attachments	78,722.50

Buy Local_v1

Vendor Name	Vendor Number	Payable Description	Total Payments
Central Iowa Distributing, Inc	001026	Cleaning Supplies	1,348.20
Cintas First Aid & Safety	001094	First Aid Supplies	284.58
Dale Vitito	001061	Uniforms	1,187.32
Davis Equipment Corporation	001113	Supplies	90.37
Donaldson Docks, Inc	002178	Dock Removal Services	2,211.00
Dorsey & Whitney LLP	001954	TIF Legal Services	1,783.50
Dostals Construction Company, Inc	002423	Awaysis Park Surface Replacement	166,287.50
Eagle Engraving, Inc	002147	Supplies	72.30
Ed M. Feld Equipment Company, Inc	001031	Supplies	5,434.96
Fisher Scientific Company, LLC	001638	Testing Supplies	3,120.81
Flowpoint Environmental Systems, Inc	002419	4th Qtr 2023 Cloud Services	297.00
Foundation Analytical Laboratory, Inc	001100	Testing Services	7,619.75
General Traffic Controls, Inc	001128	Supplies	656.00
Grell Roofing, LLC	001923	Pay #1 of KP Roof Replacement	182,400.00
Hach Company	001034	Testing Supplies	281.16
Hawkins, Inc	001112	Hydro Acid	3,324.17
H-O-H Water Technology, Inc	001400	Polymer	11,040.00
Housby Heavy Equipment, LLC	001443	Fuel Line Repairs- Wheel Loader	1,416.11
ICMA	001399	FY2024 Membership- Navratil #521044	951.00
Iowa Dept of Agriculture & Land Steward	001527	2024 Certification- Barth	15.00
Iowa Dept of Justice	001350	Forfeiture #23-020307	15.80
Iowa Lakes Regional Water	001073	Water Service	70.99
Iowa Parks and Recreation Association	002144	Playground Safety Class- Ripke/Hoffman	1,070.00
Iowa Public Airport Association	001534	FY2024 Membership	200.00
Iowa Rural Water Association	001202	FY2024 Membership	455.00
James M. Sweeney & Associates, Inc	001101	Background Checks	161.84
Kiesler Police Supply, Inc	001640	Ammo	6,267.08
La Prensa, LLC	002422	Advertising- Child Care	380.00
Laurens House of Print Ltd	002161	Wrist Bands	460.00
Linde Inc	001111	Carbon Dioxide	2,328.94
MacLean Enterprises, LLC	002028	Pickleball Court Fencing	3,720.00
Midco Diving & Marine Services, Inc	002416	Cleaning & Inspections	18,443.00
Midwestern Mechanical of Iowa, Inc	001819	Boiler Replacements	74,410.00
Mississippi Lime Company	001095	Lime	33,849.96
Mongan Painting LLC	002413	Lighthouse Painting	96,120.00
MRA Custom Applications, LLC	001553	Lime Hauling Services	16,519.95
Municipal Supply, Inc	001391	Handheld Battery	113.58
Old Hickory Buildings, LLC	002424	12x8 LS Building	3,187.50
OPG-3 Inc	001319	Laserfiche Annual Subscription	2,814.00
Petersen Manufacturing	001088	Concrete Bench & Plaque	750.79
Pitney Bowes Inc	001181	Postage	1,600.00
Police Records & Information Manageme	001994	Registration- Diekman	179.00
Power Plan	001491	Oil in Antifreeze Repairs	31,549.70
R & R Products, Inc	001299	Reel	584.85
Radio Communications Co, Inc	001908	Manolia Lane Siren Repairs	537.50
Response Graphics & Embroidery, LLC	002346	Jackets	1,292.84
Robotronics, Inc	002421	Public Outreach Supplies	2,623.00
Rock Creek Crates, LLC	002420	Crates	1,298.16
SGS, LLC	002126	Garbage Services	1,290.75
State Industrial Products Corporation	002309	Aeration System	900.28
Steven A Beeck	001083	Window Cleaning Services	43.00
The Library Store, Inc	002414	Person Counter	335.37
Treasurer State of IA	001385	FY2024 Unclaimed Property File Remittance	1,196.37
Underground Location Company	001194	Locate Services	119.80
UPS	001121	Shipping	69.54
Utility Equipment Co	001096	Paint, Flags, & Supplies	2,566.01
W. W. Grainger, Inc	001085	Heater	1,906.81

Non-Local Total: 783,438.32

Buy Local_v1

Vendor Name	Vendor Number	Payable Description	Total Payments
Payroll/Refunds			
Alyssa M Solem	001671	10/12/23 DRE Cert Reimbursement	70.00
Curtis B. Christiansen	001778	10/19/2023 WW Operator 1- Cert Fee	115.83
Custodian of Petty Cash- Jean Cashman	001470	Postage	27.45
Dulce Escalona	002288	10/18/2023 CTK Training	115.05
Iowa District Court	002065	Court Garnishment	25.00
Keri Navratil	001307	10/4/2023 Int'l ICMA Conf	369.41
Mitchell Fritz	002023	9/29/2032 K9 Training	104.00
Storm Lake Volunteer Fire Dept	002418	10/20/2023 Reimbursement	35.64
		Payroll/Refunds Total:	<u>862.38</u>
		Grand Total:	1,545,328.68



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY

Lake Avenue Lounge I, Inc.

NAME OF BUSINESS(DBA)

Lake Avenue Lounge

BUSINESS

(712) 371-3095

ADDRESS OF PREMISES

615 & 617 Lake Ave

PREMISES SUITE/APT NUMBER

CITY

Storm Lake

COUNTY

Buena Vista

ZIP

50588

MAILING ADDRESS

PO Box 573

CITY

Storm Lake

STATE

Iowa

ZIP

50588

Contact Person

NAME

Curtis Ellison

PHONE

(712) 371-3095

EMAIL

ecurt83@yahoo.com

License Information

LICENSE NUMBER

LC0036523

LICENSE/PERMIT TYPE

Class C Retail Alcohol License

TERM

12 Month

STATUS

Submitted
to Local
Authority

EFFECTIVE DATE

Nov 8, 2023

EXPIRATION DATE

Nov 7, 2024

LAST DAY OF BUSINESS

SUB-PERMITS

Class C Retail Alcohol License

PRIVILEGES



State of Iowa

Alcoholic Beverages Division

Status of Business

BUSINESS TYPE

Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Curtis Ellison	Storm lake	Iowa	50588	president	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

Illinois Casualty Co

POLICY EFFECTIVE DATE

Nov 8, 2023

POLICY EXPIRATION DATE

Nov 8, 2024

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE

Staff Summary

11/06/2023

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: 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. Provided is a summary of purchases identified in the current list of bills to be approved that are purchased locally (within the Storm Lake), within Buena Vista County, and outside of Buena Vista County are presented here for Council's review. This information is presented for both the City & 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
Buena Vista County

Calculated Expenses
\$100,588.73

Contract/Agreement	\$512,609.10
Local	\$147,830.15
Non-Local	\$783,438.32
<u>Payroll/UBRefunds, PyrlTax & Ins</u>	<u>\$457,791.89</u>
Total Expenses:	2,002,258.19
Supporting Documents Attached	

RECOMMENDATION: Review Buy Local Information

ATTACHMENTS:
[11.6.2023 Project Report.pdf](#)

Summary

Project Summary							
Project Number	Project Name	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
OP1.122814	Richland Street, Phase 2 Improvem...	174,107.75	174,107.75	174,095.25	0.00	174,095.25	12.50
OP1.125106	BRIC	8,573,638.49	8,573,638.49	212,709.99	0.00	212,709.99	8,360,928.50
OP1.126252	Comprehansive Plan & Zoning Code U...	125,880.00	125,880.00	125,824.50	0.00	125,824.50	55.50
OT5.128791	Runway 17/35 Lighting Replacement	410,741.68	410,741.68	68,170.19	0.00	68,170.19	342,571.49
19-22797	Memorial Lift Station Improvements	2,533,320.00	877.16	2,544,600.96	10,000.00	2,554,600.96	-21,280.96
20-HSG-022	2021 Housing Sustainability Project	224,994.00	224,994.00	181,283.12	0.00	181,283.12	43,710.88
21-26215	Downtown Master Plan	113,000.00	113,000.00	103,650.00	0.00	103,650.00	9,350.00
22-26698	Storm Lake WTP- Well No. 21	1,769,929.00	1,769,929.00	320,010.63	402,223.47	722,234.10	1,047,694.90
22-26815	W 6th Street Utilities Extension	314,241.49	314,241.49	316,034.53	147.86	316,182.39	-1,940.90
22-27926	Storm Lake WTP- Well #22	129,200.00	129,200.00	58,217.75	3,922.25	62,140.00	67,060.00
23-29446	WWTP UV Disinfection Building	25,300.00	25,300.00	5,572.50	14,327.50	19,900.00	5,400.00
23-29447	College & 3rd St Lift Station Replacem...	185,000.00	185,000.00	14,580.00	13,600.00	28,180.00	156,820.00
HTG322020	T-Mobile Hometown Grant Q-3-22	0.00	0.00	39,814.00	0.00	39,814.00	-39,814.00
IA0091	SL Elevated Water Storage- Tower #5	760,100.15	760,100.15	466,782.67	0.00	466,782.67	293,317.48
New	Lead Service Line Replacement Prelim...	15,500.00	15,500.00	0.00	0.00	0.00	15,500.00
New1	King's Pointe Remodel/Refresh	419,800.00	419,800.00	7,500.00	0.00	7,500.00	412,300.00
New3	Memorial Road Street & Utility Impro...	336,980.00	336,980.00	110,986.50	0.00	110,986.50	225,993.50
OP1.125220	4th Street Watermain Improvement P...	553,406.16	553,406.16	581,342.16	0.00	581,342.16	-27,936.00
P11.118940	Oneida Street Reconstruction from RR...	2,526,433.98	-2,121.56	2,513,334.28	0.00	2,513,334.28	13,099.70
P11.120411	Highway 7/110 Traffic Lane/Signalizat...	4,661,065.85	0.00	4,389,656.14	0.00	4,389,656.14	271,409.71
SP21122	SL Library CDBG- COVID (CV) Grant	677,887.25	677,887.25	597,971.43	27,537.43	625,508.86	52,378.39
Report Total:		24,530,525.80	14,808,461.57	12,832,136.60	471,758.51	13,303,895.11	11,226,630.69

Group Summary						
Group	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
Airport Projects	410,741.68	410,741.68	68,170.19	0.00	68,170.19	342,571.49
ARPA Project	760,100.15	760,100.15	466,782.67	0.00	466,782.67	293,317.48
Building Resilient Infrastructure and C...	8,573,638.49	8,573,638.49	212,709.99	0.00	212,709.99	8,360,928.50
Economic Development	778,115.49	778,115.49	766,606.15	147.86	766,754.01	11,361.48
King's Pointe Resort Projects	419,800.00	419,800.00	7,500.00	0.00	7,500.00	412,300.00
Library Project	677,887.25	677,887.25	597,971.43	27,537.43	625,508.86	52,378.39
Sanitary Sewer Projects	2,743,620.00	211,177.16	2,564,753.46	37,927.50	2,602,680.96	140,939.04
Street Construction	7,698,587.58	508,966.19	7,188,072.17	0.00	7,188,072.17	510,515.41
Water Project	2,468,035.16	2,468,035.16	959,570.54	406,145.72	1,365,716.26	1,102,318.90
Report Total:	24,530,525.80	14,808,461.57	12,832,136.60	471,758.51	13,303,895.11	11,226,630.69

Type Summary						
Group	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
Construction	13,628,784.23	3,906,720.00	11,035,930.70	444,221.08	11,480,151.78	2,148,632.45

Staff Summary

11/06/2023
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: 10-17-2023 TO 10-31-2023

Accumulate Junk – 37
Parking restricted to hard surfaces – 2
Junk Vehicle – 4
Tall Grass and Weeds – 2
Accumulate Trash – 11
Bags of Leaves – 8
Grass Clippings in right of way – 1
Total: 65
Citations: 0

White Summons: 14

FISCAL IMPACT: None

RECOMMENDATION: None

ATTACHMENTS:

Staff Summary

11/06/2023

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: **Motion To Un-table Resolution No. 11-R-2023-2024 Setting Outdoor Water Park Fees For Holiday Special**

BACKGROUND: King's Pointe Outdoor Water Park is the municipal pool and it is necessary for City Council to set fees.

FISCAL IMPACT:

RECOMMENDATION: Approve to Un-table Resolution No. 11-R-2023-2024 Setting Outdoor Water Park Fees For Holiday Special

ATTACHMENTS:

Staff Summary

11/06/2023

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: **Resolution No. 11-R-2023-2024 Setting Outdoor Water Park Fees For Holiday Special**

BACKGROUND: King's Pointe Outdoor Water Park is the municipal pool and it is necessary for City Council to set fees.

Punch Cards:

10 for \$100

20 for \$180

30 for \$250

50 for \$400

Fitness daily \$4 each or

10 punch for \$35

20 punch for \$60

30 punch for \$80

FISCAL IMPACT:

RECOMMENDATION:

ATTACHMENTS:

[Fee Resolution \(Current\).docx](#)

RESOLUTION NO. 09 R-2023-2024

RESOLUTION SETTING FINES AND FEES

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STORM LAKE, IOWA that the following schedule of fees are approved and effective as of July 1, 2023.

<u>Administration</u>	<u>Fee</u>	<u>Code Section</u>
Administrative Fee	\$30.00	
Dock Fee	\$25.00	
Dock Per Hoist	\$10.00	
Garbage Truck Permits (per business)	\$100.00	3-1-5
Insufficient Check Fee	\$30.00	
Mobile Food & Beverage, Peddlers, Solicitor Or Transient Merchant Permit (1 Day)	\$25.00	4-3-4, 4-3-6, 4-10-4
Mobile Food & Beverage, Peddlers, Solicitor or Transient Merchant Permit (7 Day)	\$75.00	
Mobile Food & Beverage, Peddlers, Solicitor or Transient Merchant Permit (28 Day)	\$150.00	
Investigation Fee (main contact)	\$25.00	
Investigation Fee (each additional Person)	\$5.00	
Taxi Permit (Business)	\$100.00	4-5-3
Taxi Permit (per vehicle)	\$10.00	4-5-3
Cancel Permit Fee	\$25.00	
Freedom of Information Requests (FOIA Request)		
Single Sided Copy 8.5x11	\$.30/page	
Duplex copy 8.5x11	\$.40/page	
Single Sided Legal	\$.35/page	
Duplex Legal copy	\$.45/page	
Single Sided Ledger (11x17)	\$.70/page	
Single Sided Ledger with Color Print	\$.90/page	
Duplex Ledger (11x17)	\$.80/page	
Duplex Ledger with Color Print	\$1.00/page	
Large Format Prints (one side only and in color)	\$8.00/page	
USB Storage Device	\$15/64gb storage	
Research Hourly Rate – per hour/per person	\$25.00	
Mailing Costs – 3 pages	\$2.00 Plus Current Postage Cost	
Mailing Costs – 50 pages	\$6.00 Plus Current Postage Cost	
Mailing Costs – 100 pages	\$11.00 Plus Current Postage Cost	
Special City Council Meeting	\$250.00	

Airport Hangar Rent (monthly fees)

Hangar A	\$75.00
12 Month Lease Discount Rate	\$65.00
Hangar B	\$75.00
12 Month Lease Discount Rate	\$65.00
Hangar C (VT)	\$400.00

Hangar D	\$92.00
12 Month Lease Discount Rate	\$80.00
Hangar E	\$110.00
12 Month Lease Discount Rate	\$95.00
Hangar F	\$156.00
12 Month Lease Discount Rate	\$135.00
FBO Stall	\$173.00
12 Month Lease Discount Rate	\$150.00
Daily Inside Storage/per night	\$30.00

Building Official

Public sidewalk right away cafés, retail sales, or benches	\$0	
Driveway (Curb) Cut, Inspection & Marking Residential	\$150.00	
Driveway (Curb) Cut, Inspection & Marking Commercial	\$200.00	
ROW Temp Closure Permit	\$25.00	
Building Moving Permit (Per Bldg)	\$100.00	5-1-1
Demolition Permit	\$50.00	
Pool Inspection	\$20.00	8-8-11
Re-inspection Fee (after 1 per inspection)	\$35.00	
No Show Fee (per event)	\$50.00	
Rental Registration Fee – Yearly (July 1st – June 30th)		
Base Registration Fee (per parcel and 1 unit)	\$10.00	5-8-9
Additional unit in excess of 1 (per unit)	\$5.00	5-8-9
Late Registration Fee - Per Landlord License	\$50.00	5-8-9
Additional unit in excess of 1 (up to 6 units)	\$50.00	
Property Maintenance Ordinance Appeal	\$150.00	Zoning Ord.
Variance Request	\$150.00	Zoning Ord.
Zoning Request	\$200.00	Zoning Ord.
Conditional Use	\$300.00	Zoning Ord.
Sub-Division Application Fee	\$300.00	
Sidewalk Repair Permit Fee	\$0	
New Construction Incentive		
Single Family Attached and Single Family Detached Dwelling Building Permit		
100% Water Meter Current Cost		
\$300 for homes that have construction costs under \$199,999		
\$600 for homes that have construction costs for \$200,000 and above		

Incentive

Rebate all the permit fee with the exception of the water meter if 50% of all costs related to construction, including flooring and appliances if purchased within City limits of Storm Lake. Itemized proof of receipts would be required to be submitted to City Hall.

Building & Sign Permit Fees

Building & Sign Permit <\$1,200	\$22.02	5-2-2
Building & Sign Permit \$1,200-2,000		5-2-2
\$22.02 + \$2.88 for each additional \$100.00 over \$1,200		
Building & Sign Permit \$2,001-25,000		5-2-2

\$45.06+ \$9.16 for each additional \$1,000.00 over \$2,000		
Building & Sign Permit \$25,001-50,000		5-2-2
\$255.74 + \$6.22 for each additional \$1,000.00 over \$25,000		
Building & Sign Permit \$50,001-100,000		5-2-2
\$411.24+ \$4.15 for each additional \$1,000.00 over \$50,000		
Building & Sign Permit \$100,001 or more		5-2-2
\$618.74+ \$3.61 for each additional \$1,000.00 over \$100,000		
Portable Sign Permit (14 days)	\$30.00	Zoning Ord.

Electrical Fees

For New Residences		5-4-9
Single Dwelling	\$38.00	
Duplex Dwelling	\$56.75	
Triplex Dwelling	\$75.50	
4-Plex Dwelling	\$113.00	
Multi Units Between 5 and 12	\$156.75	
Over 12 Units	\$156.75 plus \$38.00 each over 12	

For New Commercial or Industrial Buildings	
First \$5,000.00 at \$8.00 per/\$1,000.00 of cost	
Second \$5,000.00 at \$6.75 per /\$1,000.00 of cost	
Third \$5,000.00 at \$5.50 per/\$1,000.00 of cost	
Fourth \$5,000.00 at \$4.25 per/\$1,000.00 of cost	
Fifth \$5,000.00 at \$3.00 per/\$1,000.00 of cost	
All over \$25,000.00 at \$1.50 per/\$1,000.00 of cost	

For Rewiring, Repairs or Alterations on Residence, Commercial and Industrial Buildings	
\$100.00 to \$150.00 electric contract \$6.75	
\$151.00 to \$200.00 electric contract \$8.00	
\$201.00 to \$250.00 electric contract \$9.25	
\$251.00 to \$300.00 electric contract \$10.50	
\$301.00 to \$350.00 electric contract \$11.75	
\$351.00 to \$400.00 electric contract \$13.00	
\$401.00 to \$450.00 electric contract \$14.25	
\$451.00 to \$500.00 electric contract \$15.50	
\$501.00 to \$1,000.00 electric contract \$23.00	
\$1,001.00 to \$2,000.00 electric contract \$28.00	
All over \$2,001.00 \$28.00 plus \$1.50 per \$100.00	

Plumbing Fees

For New Residences		5-3-10
Single Dwelling	\$38.00	
Duplex Dwelling	\$56.75	
Triplex Dwelling	\$75.50	
4-Plex Dwelling	\$113.00	
Multi Units Between 5 and 12	\$156.75	
Over 12 Units	\$156.75 plus	

\$38.00 each over 12

For New Commercial or Industrial Buildings

First \$5,000.00 at \$8.00 per/\$1,000.00 of cost
Second \$5,000.00 at \$6.75 per /\$1,000.00 of cost
Third \$5,000.00 at \$5.50 per/\$1,000.00 of cost
Fourth \$5,000.00 at \$4.25 per/\$1,000.00 of cost
Fifth \$5,000.00 at \$3.00 per/\$1,000.00 of cost
All over \$25,000.00 at \$1.75 per/\$1,000.00 of cost

For Repairs or Alterations on Residence, Commercial and Industrial Buildings

\$100.00 to \$150.00 plumbing contract \$6.75
\$151.00 to \$200.00 plumbing contract \$8.00
\$201.00 to \$250.00 plumbing contract \$9.25
\$251.00 to \$300.00 plumbing contract \$10.50
\$301.00 to \$350.00 plumbing contract \$11.75
\$351.00 to \$400.00 plumbing contract \$13.00
\$401.00 to \$450.00 plumbing contract \$14.25
\$451.00 to \$500.00 plumbing contract \$15.50
\$501.00 to \$1,000.00 plumbing contract \$23.00
\$1,001.00 to \$2,000.00 plumbing contract \$28.00
All over \$2,001.00 \$28.00 plus \$1.50 per \$100.00

Campground

Class A Site	\$30.00
(Lake View, Patio, Water, Sewer, Electric, Cable TV, Fire Pit)	
Class C Site	\$28.00
(Lake View, Patio, Water, Sewer, Electric, Fire Pit)	
Class E Site	\$25.00
(Water, Sewer, Electric)	
Class F Site	\$20.00
(Electric)	
Glass G Site	\$12.00
(Tent)	
Long Term Stay Rate	
Limited to Long Term Stay slots which include Water, Sewer, Electric	
Minimum 30 day stay paid in advance – 10% off	
Extra Vehicle Parking (if space available)	\$5.00
Non-Campers Dump Station (per event)	\$5.00
Non-Camper Shower (per shower)	\$5.00

Fire Department

False Alarm Fee (after 1)	\$150.00	4-7-16
Liquor License Inspection Fee	\$50.00	
Fireworks Display (Mortar sizes from 1-3 inches)	\$150.00	
Fireworks Display (Mortar size larger than 3 inches)	\$300.00	
Emergency Response and/or Cleanup of Material	See Chart	
Rate set by the Iowa Fire Service Annual Hazardous material response fee structure for the current calendar year.		

Safety Trailer Use Fee

Buena Vista County	\$150.00
Non Buena Vista County	\$150.00 plus \$6 A Mile One Way

Golf Course

Single Season Pass	\$325.00
New Member- First Year Single Season Pass	\$150.00
Family Season Pass - Family: 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 within and individual housing unit as defined by the Storm Lake Zoning Code.)	\$600.00
Junior Season Pass (17 and Under)	\$50.00
Electric Cart Storage	\$300.00
Gas Cart Storage	\$285.00
Locker Rent/yr	\$20.00
Golf Club Rental	\$10.00
Trail Fee (per day)	\$10.00
Pull Cart Rental	\$3.00
Pull Cart (year)	\$65.00
Trail Fee (year)	\$170.00
10 Round Punch Card	\$125.00
Discount Tickets – per 9 holes (sold in advance with minimum quantity of 50)	\$10.00
Weekday 9 Holes	\$15.00
Weekday 18 Holes	\$20.00
Weekend 9 Holes	\$20.00
Weekend 18 Holes	\$25.00
Cart Rental 9 Holes	\$15.00
Cart Rental 18 Holes	\$25.00
Yearly Cart Rental	\$325.00
Hall Rental	\$250.00
Hall Rental - Friday Setup Fee (Valid only after 5:00 pm Friday with following Sat. rental)	\$100.00
Hall Rental (weekday 4hrs or less)	\$100.00
Bar Setup Fee (Event Center Only)	\$100.00
9-Hole Course Rental Fee (Minimum 25 participants)	\$250.00
18-Hole Course Rental Fee (Minimum 25 participants)	\$400.00
*Course Rental Fees are due at the time of booking.	
*Cancelations require a 72 hour advanced notice.	
*If cancelled inside the 72 hour period, only 50% of the rental Fee will be refunded.	
Group Cart Rental Fee (25 Carts)	\$350.00

Police

Administrative Fee	\$30.00	
Alarm Business Permit Application	\$75.00	4-7-6
Alarm Business Permit Renewal	\$75.00	4-7-9
False Alarm Equip Malfunction (after 3)	\$75.00	4-7-16

False Alarm	\$75.00	4-7-16
Building Escorts (per car)	\$75.00	5-1-3
Cat License – Not Neutered/Spayed (per year)	\$20.00	8-4-2
Neutered/Spayed (per year)	\$10.00	
Dog License – Not Neutered/Spayed (per year)	\$20.00	8-3-2
Neutered/Spayed (per year)	\$10.00	
Fingerprinting	\$10.00	
Impound/Storage Fee (per day)	\$30.00	8-6-5
Impound Storage Fee – felony related (per day)	\$50.00	
Parking Fine	\$15.00	9-11-4
Report Copies	\$5.00	
Police Escort Fee – per hour, per unit	\$75.00	5-1-3
Emergency Response and/or Cleanup of Material (per hour)		
Police Vehicle (per vehicle)	\$75.00	

King's Pointe Outdoor Aquatic Center

Family Season Pass	\$275.00	
(up to 5 family members can be included on Pass, Children 4 and under need not be on pass, as they are free.)		
Up to 4 additions of children 5-12 years old @ \$55 each		
Single Season Pass (children and adults)	\$150.00	
Adult BV Resident Daily Pass (Age 12+)	\$8.00	
Child BV Resident Daily Pass (Age 5-11)	\$5.00	
Children (Age 5-11) Standard Pricing	\$12.00	
Adults (Age 12+) Standard Pricing	\$15.00	
4 and under	free	
Twilight Pricing (after 3:00)		
Age 12+	\$7.50	
Age 5-11	\$6.00	
Age 0-4	free	
Land Lovers	\$5.00	
Swim Lessons	\$40.00	
Lap Swimming (per time)	\$4.00	
Lap Swimming Punch Card (10-times)	\$30.00	

Roadway Maintenance

Street Cuts & Replacement - Half Street	\$800.00	
Street Cuts & Replacement Full Street	\$1600.00	

Sewer

Sewer Svc Permit & Connection Fee	\$150.00	3-2-4
Private Wastewater System Permit	\$50.00	3-2-3

Shelter House

Rental Fee - per side	\$110.00
Damage Deposit – per side	\$200.00
AWAYSIS Pavilions – per time slot (3 times available)	\$25.00
Frank Starr Park Open Shelter – per time slot (2 times available)	\$50.00
Campground Open Shelter – per time slot (2 time slots available)	\$50.00
AWAYSIS Great Lawn – per day	\$200.00
Band Shell – per day	\$50.00

Water

Door Tag Fee	\$20.00	3-5-3
Meter Testing Fee (within 2%)	\$50.00	3-4-20
Shut Off – 8 AM to 3 PM	\$50.00	3-4-19 & 3-5-3
Shut Off – After 3 PM	\$75.00	3-4-19 & 3-5-3
Water Svc Permit & Connect Fee	\$150.00	3-4-5
Water Tapping Fee (per inch)	\$65.00	3-4-5
Outside City Limits Hook-up Fee	\$1,500.00	3-4-6
Combined Utility Deposit	\$160.00	

PASSED AND APPROVED this 2nd day of October, 2023.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Staff Summary

11/06/2023

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: Keri Navratil City Manager

SUBJECT: **Resolution No. 12-R-2023-2024 Approving Change Order No. 5 for the Storm Lake Library HVAC Renovation Project, Adopting Resolution No. 13-R-2023-2024 Authorizing Final Payment and Adopting Resolution No. 14-R-2023-2024 Accepting the HVAC Library Project as Substantially Complete and Closed**

BACKGROUND: The City was awarded a CDBG-CV grant to replace the Storm Lake Library's HVAC system and to create a tele-health space. Bids were opened on August 9, 2022 with one bid received from Woodruff Construction in the amount of \$599,700. The Council awarded the bid to Woodruff Construction on August 15, 2022

Four previous Change Orders have been approved by Council during the project.

Adopting Resolution No. 12-R-2023-2024 will approve Change Order No. 5 and reduce the project cost by \$43,751.32 for a final cost of \$550,748.68.

Adopting Resolution No. 13-R-2023-2024 will authorize final payment to Woodruff Construction in the amount of \$29,657.43.

Adopting Resolution No. 14-R-2023-2024 will accept the Library HVAC Project as being substantially complete.

FISCAL IMPACT: Final Project Cost is \$550,748.68

RECOMMENDATION: Adopt Resolution No. 12-R-2023-2024 Approving Change Order No. 5 for the Storm Lake Library HVAC Renovation Project, Adopting Resolution No. 13-R-2023-2024 Authorizing Final Payment and Adopting Resolution No. 14-R-2023-2024 Accepting the HVAC Library Project as Substantially Complete and Closed

ATTACHMENTS:

Woodruff Construction Change Order No. 5

Resolution No. 12-R-2023-2024 - Change_Order_No_5_Storm_Lake_Library_HVAC_Project_CM_11.6.2023.docx

Resolution No. 13-R-2023-2024 - Approving_Pay_Application_No._7_Storm_Lake_Library_HVAC_Project_-_CM_11.6.2023.docx

Resolution No. 14-R-2023-2024 - Final_Acceptance_Storm_Lake_Library_HVAC_Project_CM_11.6.2023.docx

SP21122- G704- Final_signed.pdf

Payment Application No. 7

**AIA**[®]**Document G701[®] – 2017****Change Order****PROJECT:** *(Name and address)*SP21122- Storm Lake Public Library
Renovations
609 Cayuga Street
Storm Lake, Iowa 50588**CONTRACT INFORMATION:**

Contract For: Single Prime

Date: August 22, 2022

CHANGE ORDER INFORMATION:

Change Order Number: 005

Date: October 31, 2023

OWNER: *(Name and address)*City of Storm Lake
PO Box 1086
Storm Lake, Iowa 50588**ARCHITECT:** *(Name and address)*CMBA Architects
505 Grand Avenue
Spencer, Iowa 51301**CONTRACTOR:** *(Name and address)*Woodruff Construction
1890 Kountry Lane
Fort Dodge, Iowa 50501**THE CONTRACT IS CHANGED AS FOLLOWS:***(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Remove Balance of remaining Contingency from Contract Sum.

Revision of date of substantial completion to be May 31, 2023 in lieu of April 14th, 2023, the substantial completion date revised with the execution of CO #1. Per CO #1, final completion was to be April 28th, 2023.

The Original Contingency Sum was	\$42,000.00
The Contingency Sum prior to this change order	\$43,751.32
The Contingency Sum will be decreased by this Change Order in the amount of	\$43,751.32
The New Contingency Sum including this Change Order will be	\$0.00

The original Contract Sum was	\$	599,700.00
The net change by previously authorized Change Orders	\$	-5,200.00
The Contract Sum prior to this Change Order was	\$	594,500.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	43,751.32
The new Contract Sum including this Change Order will be	\$	550,748.68

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be Unchanged

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

CMBA Architects

ARCHITECT *(Firm name)***SIGNATURE**

Angela McCaulley, Project Architect

PRINTED NAME AND TITLE**DATE**

10/31/2023

Woodruff Construction

CONTRACTOR *(Firm name)***SIGNATURE**Chad Lennon, West Region
President**PRINTED NAME AND TITLE**

November 1, 2023

DATE

City of Storm Lake

OWNER *(Firm name)***SIGNATURE**

Michael Porsch, Mayor

PRINTED NAME AND TITLE**DATE**

RESOLUTION NO. 12-R-2023-2024

**RESOLUTION APPROVING CHANGE ORDER NO. 5 FOR THE
STORM LAKE LIBRARY HVAC PROJECT**

WHEREAS, the City of Storm Lake, Iowa has heretofore entered into a contract with Woodruff Construction of Fort Dodge, Iowa, for the Storm Lake Library HVAC Project; and

WHEREAS, as part of the original contract with Woodruff Construction the project bid included a project construction contingency fund; and

WHEREAS, previous changes during the project were approved utilizing this contingency fund; and

WHEREAS, the project is now completed and the potential for any necessary changes is over; and

WHEREAS, the project had an original substantial completion date of February 28, 2023, and

WHEREAS, Change Order No. 2 previously approved by the City, Architect, and Contractor which changed the date for substantial completion to April 28, 2023, and

WHEREAS, the project received substantial completion on May 31, 2023.

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

Section 1. That the contract with Woodruff Construction, of Fort Dodge, Iowa be amended as outlined in Change Order No. 5 by changing the project cost by a net deduction of \$43,751.32, to a total project cost of \$550,748.68.

Section 2. That the contingency sum within the contract be decreased by \$43,751.32 to a total of \$0.00.

Section 3. That the contract with Woodruff Construction, of Fort Dodge, Iowa be amended as outlined in Change Order No. 5 by changing the total working days in the contract by adding an additional 47 days, resulting in a substantial completion date of May 31, 2023.

Section 4. The Mayor is hereby authorized to sign Change Order No. 5 on behalf of the City of Storm Lake.

Section 5. Change Order No. 5 is hereby accepted and approved by the City of Storm Lake.

PASSED AND APPROVED THIS 6TH DAY OF NOVEMBER 2023.

Michael Porsch, Mayor

ATTEST

Mayra A. Martinez, City Clerk

RESOLUTION NO. 13-R-2023-2024

**A RESOLUTION APPROVING PAY APPLICATION NUMBER 7
TO WOODRUFF CONSTRUCTION FOR THE STORM LAKE LIBRARY HVAC PROJECT**

WHEREAS, Woodruff Construction of Fort Dodge, Iowa (“CONTRACTOR”) is the contractor on the Storm Lake Library HVAC Project (“PROJECT”); and,

WHEREAS, the CONTRACTOR has completed work on the project and has submitted Pay Application No. 7 for final payment based on the work and expenses paid out on the project; and,

WHEREAS, the City of Storm Lake, Iowa (“CITY”) and their project architect, CMBA (“ARCHITECT”) have reviewed the pay application presented by the CONTRACTOR; and,

WHEREAS, Pay Application No. 7 shows a total amount of work completed to date, less retainage, of \$552,868.68; and,

WHEREAS, Pay Application No. 7 shows the current amount certified for payment as \$29,657.43.

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

SECTION 1. The City Council approves Pay Application No. 7 on the Storm Lake Library HVAC Project.

SECTION 2. The City Council authorizes the Mayor to sign Pay Application No. 7 indicating the City’s approval of the pay application.

SECTION 3. The City Council authorizes the payment of \$29,657.43 to Woodruff Construction.

PASSED AND APPROVED THIS 6TH DAY OF NOVEMBER 2023.

BY THE CITY COUNCIL OF THE
CITY OF STORM LAKE, IOWA

Michael Porsch, Mayor

ATTEST

Mayra A. Martinez, City Clerk

RESOLUTION NO. _____

RESOLUTION APPROVING FINAL ACCEPTANCE OF
STORM LAKE LIBRARY HVAC PROJECT

WHEREAS, the project Architect certifies that construction on the Storm Lake, Iowa, Library HVAC Project has been substantially completed in accordance with the approved plans and specifications and Change Orders 1 through 5 as previously approved by the Council; and

WHEREAS, a performance bond dated August 22, 2022, in the amount of \$599,700.00 covering said work by Woodruff Construction, Inc. and executed by Liberty Mutual Insurance Company.

WHEREAS, the final cost summary for the Storm Lake Library HVAC Project is as follows:

Original Contract Amount	\$599,700.00
Change Order No. 1	\$0.00
Change Order No. 2	(\$5,200.00)
Change Order No. 3	\$0.00
Change Order No. 4	\$0.00
Change Order No. 5	(\$43,751.32)
Amended Contract Amount	\$550,748.68

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STORM LAKE, IOWA, that based on the Project Architect's recommendation, the Storm Lake Library HVAC Project be and the same is hereby accepted as being substantially completed.

PASSED AND APPROVED THIS 6TH DAY OF NOVEMBER 2023.

Michael Porsch, Mayor

ATTEST

Mayra A. Martinez, City Clerk



AIA® Document G704® – 2017

Certificate of Substantial Completion

PROJECT: (name and address)

Storm Lake Public Library
Renovation
609 Cayuga Street
Storm Lake, Iowa 50588

CONTRACT INFORMATION:

Contract For: Single Prime

Date: 22 August 2022

CERTIFICATE INFORMATION:

Certificate Number: 001

Date: 17 July 2023

OWNER: (name and address)

City of Storm Lake
PO Box 1086
Storm Lake, Iowa 50588

ARCHITECT: (name and address)

CMBA Architects
505 Grand Avenue
Spencer, Iowa 51301

CONTRACTOR: (name and address)

Woodruff Construction
1890 Kountry Lane
Fort Dodge, IA 50501

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

Telehealth Room; Mechanical Renovation and associated work

CMBA Architects

ARCHITECT (Firm Name)


SIGNATURE

Angela McCaulley,
Architect

PRINTED NAME AND TITLE

31 May 2023

DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

(Identify the list of Work to be completed or corrected.)

Punchlist completed on 7/17 included the following: See attached email and photos from punch list walk-thru

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within fifty (50) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$27,537.43 Retainage

Per email from Woodruff on 10/30/2023, all work has been completed from punchlist.

Outstanding paperwork from roofer to be completed 10/30/2023

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

Woodruff Construction

CONTRACTOR (Firm
Name)

City of Storm Lake

OWNER (Firm Name)



SIGNATURE

SIGNATURE

Chad Lennon,
West Region
President

PRINTED NAME AND TITLE

Michael Porsch, Mayor

PRINTED NAME AND TITLE

11.2.2023

DATE

DATE

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF 2 PAGES

TO OWNER REPRESENTATIVE:
City of Storm Lake
PO Box 1086
Storm Lake, IA 50588

PROJECT: Storm Lake Public Library
609 Cayuga Street
Storm Lake, IA 50588

FROM CONTRACTOR:
Woodruff Construction, LLC
1890 Kountry Lane
Fort Dodge, IA 50501

ARCH / ENG: CMBA Architects
505 Grand Ave
Spencer, IA 51301

APPLICATION NO: 7

PERIOD TO: 05/31/23

PROJECT #: 22-080

CONTRACT #:

ORDER #:

REQ / REF #:

Distribution to:
☒ OWNER
☒ ARCHITECT
☒ CONTRACTOR

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$ 599,700.00
2. Net change by Change Orders \$ (48,951.32)
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 550,748.68
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 550,748.68
5. RETAINAGE:
 - a. 5 % of Completed Work \$ 27,537.43 (Column D + E on G703)
 - b. 5 % of Stored Material \$ 0.00 (Column F on G703)

Total Retainage (Lines 5a + 5b or Total in Column I of G703)
6. TOTAL EARNED LESS RETAINAGE \$ 27,537.43 (Line 4 Less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 523,211.25
8. CURRENT PAYMENT DUE \$ 27,537.43
9. BALANCE TO FINISH, INCL RETAINAGE (Line 3 less Line 6) \$ 0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$2,120.00	\$5,200.00
Total approved this Month	\$0.00	\$43,751.32
TOTALS	\$0.00	\$48,951.32
NET CHANGES by Change Order		(\$48,951.32)

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By:

Date:

State of Iowa County of Lucas day of August
Subscribed and sworn to before me this 31st day of August 2023
Notary Public Stacy Knapp
My Commission expires: 11/08/2025

STACY KNAPP
COMMISSION NUMBER 843684
MY COMMISSION EXPIRES NOVEMBER 8, 2025

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 27,537.43

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By:

Date:

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

APPLICATION NO: 7

APPLICATION DATE: 8/25/2023

PERIOD TO: 5/31/2023

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D	E		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	TOTAL COMPLETED AND STORED TO DATE (D+E+F)		% (G ÷ C)			
1	Mobilization Demolition Metals Rough Carpentry Thermal and Moisture Protection Door and Hardware/Glazing Painting Flooring (CO 3) Removed to OA Acoustical Panels(CO 3) Removed to OA Acoustical Ceilings Window Furnishings Plumbing & HVAC (CO 2) Deducted Electrical Owner Allowance(CO 3 Added) (CO #4) Owner Allowance(CO#5 Deduct final)	\$60,200.00	\$60,200.00	\$0.00			\$60,200.00	100.00%		\$3,010.00
2		\$25,000.00	\$25,000.00	\$0.00			\$25,000.00	100.00%		\$1,250.00
3		\$20,000.00	\$20,000.00	\$0.00			\$20,000.00	100.00%		\$1,000.00
4		\$15,000.00	\$15,000.00	\$0.00			\$15,000.00	100.00%		\$750.00
5		\$8,500.00	\$8,500.00	\$0.00			\$8,500.00	100.00%		\$425.00
6		\$8,500.00	\$8,500.00	\$0.00			\$8,500.00	100.00%		\$425.00
7		\$14,000.00	\$14,000.00	\$0.00			\$14,000.00	100.00%		\$700.00
8		\$9,144.68	\$9,144.68	\$0.00			\$9,144.68	100.00%		\$457.23
9		\$6,484.00	\$6,484.00	\$0.00			\$6,484.00	100.00%		\$324.20
10		\$9,500.00	\$9,500.00	\$0.00			\$9,500.00	100.00%		\$475.00
11		\$2,500.00	\$2,500.00	\$0.00			\$2,500.00	100.00%		\$125.00
12		\$329,800.00	\$329,800.00	\$0.00			\$329,800.00	100.00%		\$16,490.00
13		\$40,000.00	\$40,000.00	\$0.00			\$40,000.00	100.00%		\$2,000.00
14		\$45,871.32	\$2,120.00	\$0.00			\$2,120.00	4.62%	\$43,751.32	\$106.00
15		-\$43,751.32	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	(\$43,751.32)	\$0.00
16		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			\$0.00
17		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			\$0.00
18		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			\$0.00
19		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			\$0.00
20		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			\$0.00
21		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			\$0.00
22		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			\$0.00
23		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			\$0.00
24		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			\$0.00
25		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			\$0.00
26		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			\$0.00
27		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00			\$0.00
	GRAND TOTALS	\$550,748.68	\$550,748.68	\$0.00		\$0.00	\$550,748.68	100.00%	\$0.00	\$27,537.43

AIA DOCUMENT G703, APPLICATION AND CERTIFICATION FOR PAYMENT, containing
 THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20005-5232
 Users may obtain a certification of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity
 G703-1992

Staff Summary

11/06/2023

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: Keri Navratil City Manager

SUBJECT: **Motion to Approve Agreement for Grant Writing and Administration Services For CDBG Funding for a Well Development Project with Simmering-Cory**

BACKGROUND: The City advertised on October 13th and 20th, 2023 for proposals from qualified firms for grant writing and administration services related to projects eligible for CDBG funding. Advertising occurred in the newspaper and on the City's website.

One proposal was received from Simmering-Cory for Grant Writing and Administrative Services.

For Phase 1 Grant Preparation services, the proposal does not require a fee.

For Phase 2 Grant Administration services, the fee will not exceed \$20,000.

FISCAL IMPACT: Amount to not exceed \$20,000

RECOMMENDATION: Approve Agreement for Grant Writing and Administration Services with Simmering-Cory for CDBG funding for the Well Development Project

ATTACHMENTS:

[PROPOSAL Storm Lake Well Development Grant Administration Proposal FINAL.pdf](#)



October 11, 2023

City of Storm Lake
Attn: Keri Navratil
PO Box 1086
Storm Lake, IA 50588

Ms. Navratil,

Simmering-Cory (SC) is pleased to provide you with the following proposal in response to your RFP for Grant Administration services related to your proposed Well Development Project as outlined in your request for proposals. SC has been working with the Community Development Block Grant (CDBG) program for over 30 years and has the experience and qualifications to assist Storm Lake in the preparation of their application and administration of their grant. If you have any questions, after reviewing our proposal, please do not hesitate to contact us.

Experience with IEDA's CDBG Program

Over the past 30 years, SC has written and administered over 500 CDBG projects in the water/sewer infrastructure, community facilities, housing, Covid, and downtown façade revitalization programs. We have successfully written and administered grants for the construction of new water mains, sewer collection service improvements, lift stations, wells, water storage facilities, water treatment plants, wastewater facilities, upper story housing, day care facilities, community health centers, parks, commercial facades, and several other important essential services and quality of life improvements for our clients.

Specific to the Water/Sewer CDBG program, the following is a list of some of the cities that we have worked with and whose grants have been funded in the past few years:

Alta – Sanitary Sewer Collection System Improvements	Hartford – Wastewater Treatment Plant
Anthon – Water Treatment Plant Improvements	Hartley – Lift Station & Sewer Collection System
Armstrong – Wastewater Treatment Plant	Lanesboro – Water Main Improvements
Bedford – Water Main Improvements	Madrid – Wastewater Treatment Plant
Boone – Wastewater Disinfection System	Maxwell – Wastewater Treatment Plant
Cherokee – Sanitary Sewer Collection System	Milford – Water and Sewer Improvements
Cherokee – Wastewater Treatment Plant	Mingo – Wastewater Treatment Plant
Clarion – Well Development	Mitchellville – Water Main Improvements – Phase 2
Clarion – Water Main Improvements	Mitchellville – Water Main Improvement – Phase 3
Clarion – Water Treatment Plant	Parkersburg – Sanitary Sewer Collection System
Colfax – Water Main Improvements	Parkersburg – Water Main Improvements
Correctionville – Sanitary Sewer Force Main	Pierson – Sanitary Sewer Collection System
Cushing – Lift Station	Pleasantville – Water Main Improvements
Cushing – Water Main Improvements	Pocahontas – Water Treatment Plant

Cushing – Water Storage
 Danbury – Wastewater Treatment Facility
 De Soto – Water Treatment Plant, Well, Raw Water Main
 Eagle Grove – Neighborhood Water & Sewer Collection
 Farmersburg – Wastewater Treatment Plant
 Gowrie – Well Development
 Guthrie Center – Clear Well
 Guthrie Center – Water Main Improvements

Quimby – Sanitary Sewer Collection / Lift Station
 Renwick – Water Main Improvements
 Rockwell City – Wastewater Treatment Plant
 Spillville – Water Storage Project
 Storm Lake – Lift Station
 Titonka – Well & Water Treatment System Improvements
 Washington – Water Main Improvements

This experience has led to extensive knowledge of the CDBG program as well as a proven track record. A complete set of references is provided in the reference section of this proposal. Please feel free to contact any of the listed cities or CDBG program staff at the Iowa Economic Development Authority (IEDA) for information about SC's abilities with the CDBG Program.

Description of Past Grant Related Services Provided

SC has a strong history of success in the CDBG Water/Sewer Program. A majority of the applications that we write and administer under the CDBG Program are for water and sewer infrastructure projects.

Our proposal includes two phases. Phase one is for grant writing services related to your Well Development Project.

Our grant application preparation services include developing and compiling documentation necessary for you to compete for grant funds. This will include us making recommendations regarding the scope and components of your project in order to strengthen the application and give you the best possible chance of receiving grant funds.

The following services are included in this phase of the work proposal:

- Work with City staff and I & S Group to complete a program budget and compile all required attachments for submittal of the grant application, if applicable.
- Write and submit the grant application to the Iowa Economic Development Authority (IEDA) through Iowa Grants Online.

Phase two of the proposal is for grant administration services related to the Well Development Project. SC proposes to perform the scope of work as itemized in the Storm Lake Request for Proposals for CDBG administration/writing including handling Davis-Bacon wage compliance, correspondence between the City and IEDA, handling draws for the City, from the CDBG portion of the project, and for any SRF loans (if applicable) that are part of the project, and other key administrative components.

Our administration services include comprehensive technical assistance and program management required from grant award through project completion and close-out.

Description of Organizational Capacity to Complete All Necessary Grant Administration Activities.

SC is well prepared to assist the City of Storm Lake with their Well Development Project. For 30 years, Simmering-Cory has provided a variety of community development, planning, technical assistance, and

grant writing/administration services to cities and counties in Iowa. SC, and its sister company Iowa Codification, are committed to the success of their clients.

The following Simmering-Cory staff will be involved in the Well Development Project:

Melanie Mitchell

Melanie has over 30 years of experience in the CDBG program including work in all of the individual categories including the Water/Sewer Program. Melanie's principal responsibilities include grant writing and administration services. Melanie has completed various training programs provided by IEDA and is a grant administrator in good standing. Melanie is a certified grant administrator with the Iowa Economic Development Authority.

Jennifer Movall

Jennifer has over eight years of government finance experience where, in addition to daily administration of the city's finances, she was also responsible for administration of grants including CDBG, FEMA, and Federal Aviation Administration programs. With SC, Jennifer has been involved in the writing and administration of grants in the CDBG program. Jennifer has completed training provided by IEDA and HUD and is a grant administrator in good standing. Jennifer is a certified grant administrator with the Iowa Economic Development Authority.

Justin Yarosevich

Justin has over 17 years of experience in local government administration where he did grant writing and administration as well as project management on various infrastructure and community projects. With SC, Justin has been involved in the writing and administration of grants including CDBG and RISE (Revitalize Iowa's Sound Economy). Justin has completed training provided by IEDA and HUD and is a grant administrator in good standing. Justin is a certified grant administrator with the Iowa Economic Development Authority.

References

The following provided references are current and past clients for whom we have done similar work. Please feel free to contact them directly for a better understanding of our capacity to assist your community.

City of Bedford Tammy Thompson, City Clerk 712-523-2210 city@mchsi.com	City of Parkersburg Chris Luhring, City Administrator 319-346-2262 celuhring@aol.com
City of Titonka Karen Hamilton, City Clerk 515-928-2850 citytykeclerk@netins.net	City of Clarion Clint Middleton, City Manager 515-532-2847 cmiddleton@clarioniowa.gov

Cost of Services

As noted above, our proposal is broken out into two phases. The fees for each phase are provided below.

Phase 1 – SC’s grant preparation services, as outlined above in the Description of Services section, are charged as a lump sum fee at the time of grant submittal. The fee to write a CDBG application for Storm Lake’s Well Development Project would be \$0.00.

The Phase 1 services do not include conducting an LMI Survey for the community. The City’s citywide LMI based on the 2011-2015 ACS data shows that the City is eligible for CDBG Funding with a 52.0% population.

Phase 2 – SC’s grant administration services, as outlined above in the Description of Services section, are charged based on completion of milestones during the project. Our fee for administration of Storm Lake’s Well Development Project would be \$20,000, invoiced as follows:

Initial Payment	10% (\$2,000) of General Administrative Fee upon Release of Funds.
Progress Payments	10% (\$2,000) of General Administrative Fee every three (3) months after Release of Funds. These progress payments will be limited to a maximum of \$16,000 of the total administration fee.
Final Payment	The balance of the General Administrative Fee upon project completion.

SC will contract with the City separately for grant administration services following award of a grant from the CDBG Program.

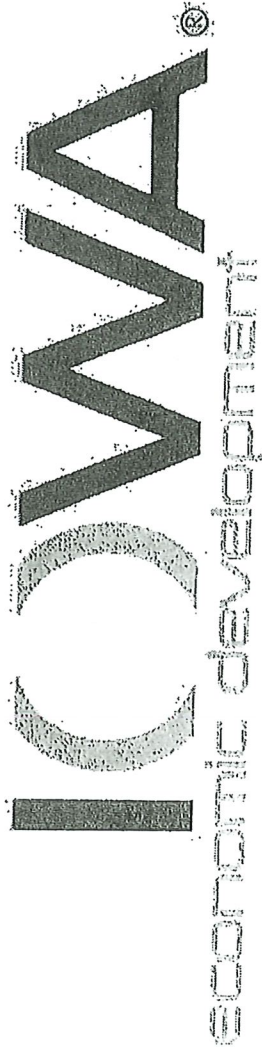
SC offers a comprehensive package of services related to grant writing and administration to ensure that your project has the best opportunity for funding in a very competitive CDBG program and to ensure that administration of your grant runs smoothly from grant award through project close-out.

SC appreciates your consideration of our proposal for grant writing and administrative services. Should you have any questions please do not hesitate to contact me.

Sincerely,



Justin Yarosevich



Certificate of Achievement

Presented to:

Melanie Mitchell

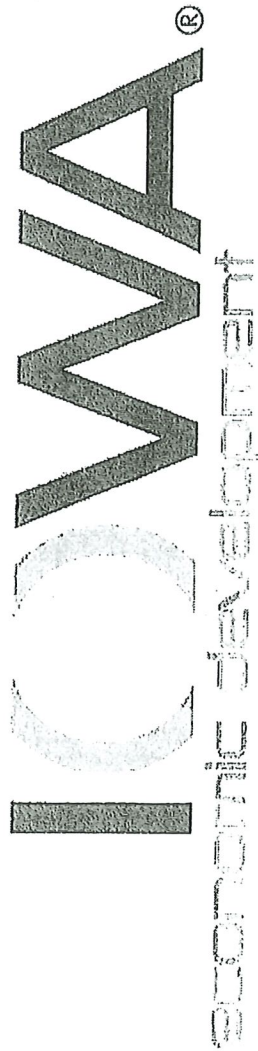
*For successfully passing the 2022 CDBG Certified Administrator's test
with a score greater than 85%.*

Score: 100%

Iowa Economic Development Authority
Community Development
1963 Bell Ave., Suite 200
Des Moines, Iowa 50315

FLSLTWTBIS-QGKGHSGQ-WNDBDHHKHW

Mon 28th Feb 2022



Certificate of Achievement

Presented to:

Jennifer Movall

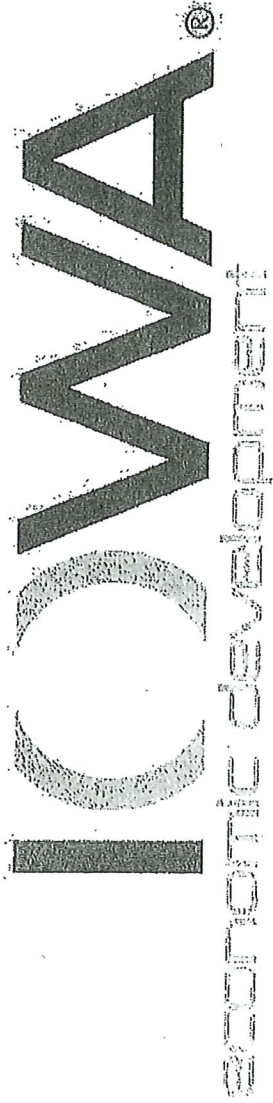
*For successfully passing the 2022 CDBG Certified Administrator's test
with a score greater than 85%.*

Score: 100%

Iowa Economic Development Authority
Community Development
1963 Bell Ave., Suite 200
Des Moines, Iowa 50315

CLQPVSVPSS-HVJHLSHZ-XSPSTWXHTW

Thu 24th Feb 2022



Certificate of Achievement

Presented to:

Justin Yarosevich

*For successfully passing the 2022 CDBG Certified Administrator's test
with a score greater than 85%.*

Score: 100%

Iowa Economic Development Authority
Community Development
1963 Bell Ave., Suite 200
Des Moines, Iowa 50315

JLHRPTSKSF-BKKTHVZV-YDGGQGBYTSJ
Mon 28th Feb 2022

Staff Summary

11/06/2023

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: David Derragon Assistant City Manager

SUBJECT: **Motion For Selection of Professional Services with ISG and Bolton and Menk for Engineering Services**

BACKGROUND: Engineering RFQs: In September 2023, the City issued a Request for Qualifications for General Engineering Services and a Request for Qualifications for Water and Wastewater Services. The RFQs were advertised on the City's website, League of Cities website and the newspaper. Proposals were due by October 6, 2023. Timely responses were received from Bolton and Menk and ISG for both RFQs.

Responses received were carefully and thoroughly reviewed by a team of twelve staff members. Thoughtful consideration was given to each response in order to make a recommendation as to which firm would be the best fit to provide general engineering services to the City for the next five years.

ISG is recommended as the firm best suited to provide water and wastewater engineering services for the City over the next five years.

The contract proposed would have an initial period of two years with an optional three year extension, subject to satisfactory performance. The contract covers water and wastewater engineering services for daily operation. Specific projects will have individually negotiated agreements.

Matrix Attached

Bolton and Menk is recommended as the firm best suited to provide general engineering services for the City over the next five years. The contract proposed would have an initial period of two years with an optional three year extension, subject to satisfactory performance. The contract covers general engineering services for daily operation. Specific projects will have individually negotiated agreements.

Matrix Attached

FISCAL IMPACT: Current fee schedules for each firm

RECOMMENDATION: Approve the selection of ISG for water and wastewater engineering and the selection of Bolton and Menk for general engineering and authorize the Mayor and City Clerk to sign contracts with each firm for a two-year period

ATTACHMENTS:

[RFQ- Public Notice - General Engineering Services - Water - Wastewater 2023.docx](#)

[RFQ- Public Notice - General Engineering Services 2023.docx](#)

[RFQ - General Engineering 2023.docx](#)

[RFQ - Water and Wastewater 2023.docx](#)

[Engineering RFQs Scoring Matrices October 2023.docx](#)

PUBLIC NOTICE
REQUEST FOR QUALIFICATIONS
CITY OF STORM LAKE, IOWA

The City of Storm Lake is soliciting Request for Qualifications, hereafter referred to as RFQ, to be received by the City Clerk located at 620 Erie Street, Storm Lake, Iowa 50588. Responses to the RFQ can be emailed to Mayra Martinez, City Clerk, at cityclerk@stormlake.org.

RFQs will be received until 12:00 PM on Friday, October 6, 2023. Any RFQ received after the closing time will not be accepted. All RFQs must be original signatures and figures. The RFQ shall be for:

Engineering services for water treatment operations and wastewater treatment operations.

Firms that are interested in providing engineering services should submit their proposals via email including: name, qualifications, experience, and references to the City of Storm Lake by 12:00 PM on Friday, October 6, 2023.

A full RFQ for general engineering services is available by contacting Mayra Martinez, City Clerk, at the City of Storm Lake by phone at 712-732-8000 or email martinez@stormlake.org.

PUBLIC NOTICE
REQUEST FOR QUALIFICATIONS
CITY OF STORM LAKE, IOWA

The City of Storm Lake is soliciting Request for Qualifications, hereafter referred to as RFQ, to be received by the City Clerk located at 620 Erie Street, Storm Lake, Iowa 50588. Responses to the RFQ can be emailed to Mayra Martinez, City Clerk, at cityclerk@stormlake.org.

RFQs will be received until 12:00 PM on Friday, October 6, 2023. Any RFQ received after the closing time will not be accepted. All RFQs must be original signatures and figures. The RFQ shall be for:

Engineering services for infrastructure improvements including streets, water distribution and traffic management. Also included in this request are general Geographic Information System services.

Firms that are interested in providing engineering services should submit their proposals via email including: name, qualifications, experience, and references to the City of Storm Lake by 12:00 PM on Friday, October 6, 2023.

A full RFQ for general engineering services is available by contacting Mayra Martinez, City Clerk, at the City of Storm Lake by phone at 712-732-8000 or email martinez@stormlake.org.

**REQUEST FOR QUALIFICATIONS (RFQ)
CITY OF STORM LAKE, IOWA
GENERAL ENGINEERING SERVICES
INFRASTRUCTURE OPERATIONS**

I. INTRODUCTION

- A. The City of Storm Lake, Iowa is requesting qualifications to provide professional services required for general infrastructure engineering for the City of Storm Lake, Iowa.

II. GENERAL INSTRUCTIONS

- A. Interested engineering firms shall submit via email their qualifications submittal no later than 12:00 PM on Friday, October 6, 2023 to the following email address:

Mayra Martinez, City Clerk: cityclerk@stormlake.org

- B. Any questions or comments regarding the request shall be submitted by 12:00 PM on September 28, 2023 to Keri Navratil, City Manager, telephone number (712) 732-8000, or email address navratil@stormlake.org

- C. The length of the qualifications submittal shall not exceed 10 pages, excluding resumes of personnel.

- D. The qualifications submittal shall not contain non-applicable promotional materials and shall address only the points requested in the document.

- E. The City of Storm Lake reserves the right to reject any submittal that does not comply with the requirements of this RFQ.

III. BACKGROUND

The purpose of this solicitation is to select a firm to negotiate a Professional Services Contract for engineering services for general engineering for infrastructure improvements including streets, water distribution and traffic management. Also included in this request are general Geographic Information System services.

The Response must be submitted electronically through email. Once submitted, RFQs become the property of the City of Storm Lake and as such the City reserves the rights to use any ideas contained in any RFQ whether that respondent/firm is selected.

IV. SCOPE OF SERVICES

1. Street Capital Improvement Projects – Design and Construction Management
2. Water Distribution Capital Improvement Projects – Design and Construction
3. Traffic Control
4. Miscellaneous engineering services
5. Geographic Information System Services

Engineering services provided by the selected firm(s) may include, but may not be limited to:

- Pre-Design development and cost estimating
- Final design
- Preparation of plans, specifications, and estimates
- Review and check plans
- Prepare environmental reports
- Coordination with utility agencies, consultants, and other public agencies
- Organization, participating and presentations at meetings held by City Staff, the City Council, neighborhood groups, and other stakeholders
- Preparation of preliminary documents, plans and/or reports responding to City and other stakeholder comments
- Preparation of handouts and graphical displays for public meeting
- Construction management inspections
- Management and monitoring of pre and post construction projects

V. SUBMITTAL CONTENTS

A. Submittals shall include the following sections:

a. Cover letter

b. Provide the following information relative to your firm:

- i. Organization name and business address, including telephone number and FAX number
- ii. Year established. Number of years in business under current firm name.

c. Firm Structure

- i. Provide a complete firm staff description in the form of a graphic organization chart along with respective staff roles. Include names and experience.
- ii. Lead Manager's name and experience.
- iii. Describe and list similar projects completed and in operation within the last ten (10) years. Include any specific experience, such as with unique/specific aspect of City's system.

d. References

- i. References of five (5) clients for whom similar work has been completed.

VI. SELECTION PROCESS

The Selection Committee shall screen and rate all of the respondents that are submitted. Selection ratings will be based on a 100 point rating scale based on the following criteria.

- | | |
|---|-----------|
| • Overall Qualification of Team | 30 points |
| • Previous Experience with Municipal Government | 20 points |
| • Ability to meet schedules and deadlines | 30 points |
| • Stability | 10 Points |
| • References | 10 points |

The City may select one (1) firm to provide services based on this evaluation or it may choose to follow-up with an interview if necessary. This process will result in the selection of a firm to provide services. The City reserves the right to reject any and all RFQs for any reason whatsoever. The City may waive informality or irregularities in the RFQs received where such is merely a matter of form and not substance, and the correction or waiver thereof is deemed by the City not prejudicial to other RFQs.

VII. SUMMARY

The firm that the City believes to be the best qualified, based on the criteria above, will be asked to negotiate a contract for services. Costs incurred by firms responding to this RFQ will be the responsibility of each firm. Thank you for your consideration.

**REQUEST FOR QUALIFICATIONS (RFQ)
CITY OF STORM LAKE, IOWA
GENERAL ENGINEERING SERVICES
WATER AND WASTEWATER OPERATIONS**

I. INTRODUCTION

- A. The City of Storm Lake, Iowa is requesting qualifications to provide engineering professional services required for water treatment operations and wastewater treatment operations for the City of Storm Lake, Iowa.

II. GENERAL INSTRUCTIONS

- A. Interested engineering firms shall submit via email their qualifications submittal no later than 12:00 PM on Friday, October 6, 2023 to the following email address:

Mayra Martinez, City Clerk: cityclerk@stormlake.org

- B. Any questions or comments regarding the request shall be submitted by 12:00 PM on September 28, 2023 to Keri Navratil, City Manager, telephone number (712) 732-8000, or email address navratil@stormlake.org.

- C. The length of the qualifications submittal shall not exceed 10 pages, excluding resumes of personnel.

- D. The qualifications submittal shall not contain non-applicable promotional materials and shall address only the points requested in the document.

- E. The City of Storm Lake reserves the right to reject any submittal that does not comply with the requirements of this RFQ.

III. BACKGROUND

Water Treatment:

- o Plant was built in 1978 and upgraded in 2003.
- o Plant is lime softening plant
- o 3 water towers
- o 10 wells
- o 5 vertical turbine pumps in plant for finish water
- o Wells are 3 Dakota wells, 1 Jordan well, and the remaining 6 are alluvial (Shallow wells)
- o Tower: 1-750,000 gallon tower 2- 500,000 gallon towers

- o We also have a JWI Lime Press with 70 plate capacity

Wastewater:

- o Activated Sludge Plant with a 2.5 MGD average flow with a plant capacity of 10 mgd
- o The latest expansion was completed in 2014 which included a new headworks building with a rotary screen and grit removal system, 2 new final clarifiers, Sludge rotary press, and UV system.
- o The 2 Clarifiers hold 932,000 gallons each.
- o The 2 A-Basins hold 2.08 mg each.
- o We have 19 lift stations, (10 lift stations with generators) and 4 portable (trailer mounted) units.

The purpose of this solicitation is to select a firm to negotiate a Professional Services Contract for engineering services for the water treatment operations and wastewater treatment operations for the City of Storm Lake, Iowa.

The Response must be submitted electronically through email. Once submitted, RFQs become the property of the City of Storm Lake and as such the City reserves the rights to use any ideas contained in any RFQ whether that respondent/firm is selected

IV. SCOPE OF SERVICES

General Engineering Services may include but not limited to:

- Preparation of plans, specifications, and estimates.
- Organization, participation and presentations at meetings held by City Staff, the City Council, neighborhood groups, and other stakeholders.
- Preparation of preliminary documents, plans and/or reports.
- Preparation of handouts and graphical displays for public meetings.
- Water Treatment plant upgrade if and when needed.
- DNR permit compliance for current and future permits.
- Treatment agreements with current and future Industrial users.
- Generator issues.
- Proposed cost estimates for CIP (capital improvement projects).
- Assistance with compliance within the DNR and EPA regulations.
- Assistance with all equipment at water plant, wells, towers and JWI press

V. SUBMITTAL CONTENTS

A. Submittals shall include the following sections:

- a. Cover letter
- b. Provide the following information relative to your firm:
 - i. Organization name and business address, including telephone number and FAX number
 - ii. Year established. Number of years in business under current firm name.
- c. Firm Structure
 - i. Provide a complete firm staff description in the form of a graphic organization chart along with respective staff roles. Include names and experience.
 - ii. Lead Manager's name and experience.
 - iii. Describe and list similar projects completed and in operation within the last ten (10) years. Include any specific experience, such as with unique/specific aspect of City's system.
- d. References
 - i. References of five (5) clients for whom similar work has been completed.

VI. SELECTION PROCESS

The Selection Committee shall screen and rate all of the respondents that are submitted. Selection ratings will be based on a 100-point rating scale based on the following criteria.

- | | |
|---|-----------|
| • Overall Qualification of Team | 30 points |
| • Previous Experience with Municipal Government | 20 points |
| • Ability to meet schedules and deadlines | 30 points |
| • Stability | 10 Points |
| • References | 10 points |

The City may select one (1) firm to provide services based on this evaluation or it may choose to follow up with an interview if necessary. This process will result in the selection of a firm to provide services. The City reserves the right to reject any and all RFQs for any reason whatsoever. The City may waive informality or irregularities in the RFQs received where such is merely a matter of form and not substance, and the correction or waiver thereof is deemed by the City not prejudicial to other RFQs.

VII. SUMMARY

The firm that the City believes to be the best qualified, based on the criteria above, will be asked to negotiate a contract for services. Costs incurred by firms responding to this RFQ will be the responsibility of each firm. Thank you for your consideration.

RFQ Engineering Scoring Matrices
October 2023

ENGINEERING SERVICES FOR WATER AND WASTEWATER		
OCTOBER 2023		
SCORING MATRIX		
Bolten & Menk		
Review Criteria	Points	Average
Overall Qualification of Team	30	25.917
Previous Experience with Municipal Government	20	16.917
Ability to meet schedules and deadlines	30	24.833
Stability	10	9.833
References	10	9.333
Total	100	86.833
ISG		
Review Criteria	Points	Average
Overall Qualification of Team	30	27.583
Previous Experience with Municipal Government	20	18.917
Ability to meet schedules and deadlines	30	27.167
Stability	10	9.917
References	10	9.417
Total	100	93.000

REQUEST FOR QUALIFICATIONS		
ENGINEERING SERVICES FOR GENERAL INSTRUCTURE AND G		
OCTOBER 2023		
SCORING MATRIX		
Bolten & Menk		
Review Criteria	Points	Average
Overall Qualification of Team	30	28.167
Previous Experience with Municipal Government	20	19.333
Ability to meet schedules and deadlines	30	27.167
Stability	10	9.667
References	10	8.833
Total	100	93.167
ISG		
Review Criteria	Points	Average
Overall Qualification of Team	30	25.833
Previous Experience with Municipal Government	20	17.833
Ability to meet schedules and deadlines	30	25.167
Stability	10	9.667
References	10	8.833
Total	100	87.333

Staff Summary

11/06/2023

Agenda Item # F.4.



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: **Work Session For The Storm Lake City Council and Storm Lake Municipal Airport Commission**

BACKGROUND: Joint work session between the Storm Lake City Council and the Storm Lake Airport Commission.

FISCAL IMPACT: N/A

RECOMMENDATION: N/A

ATTACHMENTS:
2023 ACIP

**FIVE-YEAR AIRPORT
CAPITAL IMPROVEMENT PROGRAM
(CIP)**

Airport Name: Storm Lake Municipal Airport (SLB)
 Prepared By: Bolton & Menk Inc.
 Date Prepared: Draft for Council Review

Telephone: _____
 Date Approved: _____

Available Entitlement Funds		\$ 376,500	\$ 526,500	\$ 600,000	\$ 152,500	\$ 302,500	\$ 452,500
Available BIL Funds		\$ 449,000	\$ 594,000	\$ 572,500			
Project Description	Funding Source	FY 2024 (GO Letter)	FY 2025	FY 2026	FY 2027	FY 2028	FY 2028
Apron Expansion - Design and Construction Engineering	Federal	\$ -	\$ 76,500.00	\$ -	\$ -	\$ -	\$ -
	BIL	\$ -	\$ 166,500.00	\$ -	\$ -	\$ -	\$ -
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Local	\$ -	\$ 27,000.00	\$ -	\$ -	\$ -	\$ -
	Total	\$ -	\$ 270,000.00	\$ -	\$ -	\$ -	\$ -
Apron Expansion - Construction	Federal	\$ -	\$ -	\$ 597,500.00	\$ -	\$ -	\$ -
	BIL	\$ -	\$ -	\$ 572,500.00	\$ -	\$ -	\$ -
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Local	\$ -	\$ -	\$ 130,000.00	\$ -	\$ -	\$ -
	Total	\$ -	\$ -	\$ 1,300,000.00	\$ -	\$ -	\$ -
Fuel Tank Replacement and Relocation to SE corner of Apron (Iowa DOT Funded)	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	BIL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	State	\$ -	\$ -	\$ -	\$ -	\$ 450,000.00	\$ -
	Local	\$ -	\$ -	\$ -	\$ -	\$ 150,000.00	\$ -
	Total	\$ -	\$ -	\$ -	\$ -	\$ 600,000.00	\$ -
Fuel Tank Removal (Iowa DOT Funded)	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	BIL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	State	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	\$ -
	Local	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	\$ -
	Total	\$ -	\$ -	\$ -	\$ -	\$ 40,000.00	\$ -
	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	BIL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	BIL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	BIL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Available Entitlement Funds		\$ 376,500	\$ 450,000	\$ 2,500	\$ 152,500	\$ 302,500	\$ -
Available BIL Funds		\$ 449,000	\$ 427,500	\$ -			

Staff Summary

11/06/2023

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:
1. EV Charging Station - During Budget Review
2. Recreational Vehicles/Trailers Parking on City Street - Date Pending

ATTACHMENTS: