

**CITY OF STORM LAKE
REGULAR COUNCIL SESSION MEETING,
CITY HALL
COUNCIL CHAMBERS
OCTOBER 17, 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. [Resolution No. 17-R-2022-2023 Adopting An Updated Purchasing Policy For The City of Storm Lake, Iowa](#)
 - 4. [Storm Lake PD City Code Enforcement Summary](#)
- E. **Unfinished Business**
- F. **New Business**
 - 1. [Witter Gallery Mosaic Art Project](#)
 - 2. [Motion To Approve Proposal for the Demolition/Abatement of 604 Geisinger Road.](#)
 - 3. [Resolution No. 18-R-2022-2023 for Change Order No. 2 for the Storm Lake Library HVAC Project](#)
 - 4. [Motion Setting A Public Hearing On A Community Development Block Grant \(COVID-CV\) City of Storm Lake Public Library Project](#)
 - 5. [Acknowledgement of Year End Review October 12, 2021-October 12, 2022](#)

6. [Work Session - Campground](#)
7. [City Council Requested Items](#)
8. [Motion To Recess City Council Meeting Council and Reconvene at the Library to Attend an Autumn Library Reception](#)

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

10/17/2022

Agenda Item # D.1.



City of Storm Lake
PO Box 1086
Storm Lake, IA 50588
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REPORT TO: Honorable Mayor & Council

FROM: Mayra Martinez City Clerk

SUBJECT: **Consent Agenda**

BACKGROUND: The Consent Agenda Includes: List of Bills Check #'s 75662, 77808, 78883, 78949 through 78998, EFT #'s 932, 3380 through 3410, DFT #'s 1672 through 1695, King's Pointe & Sunrise Pointe Disbursements, Approve the October 3, 2022, City Council Minutes, Approve Liquor Renewal Applications For Beer Thirty Storm Lake and Al's Liquor (Central Mart), Approve New Cigarette Permit for From Earth Wellness, Approve Ben Friesen Tax Abatement Application - 1200 Hwy 110, Ben Friesen Tax Abatement Application - 1216 Hwy 110, Storm Lake Community School Tax Abatement - 1507 Maple Street, Approve Storm Lake Police Department City Code Enforcement Update.

FISCAL IMPACT: The City Will Pay The Following Expenditures:
List of Bills:
King's Pointe & Sunrise Pointe Golf Course Bills: \$163,836.53

The City Will Receive The Following Receipts:
Liquor Renewal Fees: \$400.00

RECOMMENDATION: Approve Consent Agenda

ATTACHMENTS:

[City Claims Expense Report 10/17/22.pdf](#)
[King's Pointe Claims 10/17/22.xlsx](#)
[10032022 City Council Minutes.pdf](#)
[From Earth Wellness Cigarette Application 2022.jpg](#)
[Al's Liquor - Central Mart Liquor Application 2022.pdf](#)
[Al's Liquor Report 2022.xls](#)
[Beer Thirty Storm Lake Liquor Application 2022.pdf](#)
[Beer Thirty Liquor Report 2022.xls](#)
[10172022 - Ben Friesen Tax Abatement Application 1200 Hwy 110.pdf](#)
[10172022 - Ben Friesen Tax Abatement Application 1216 Hwy 110.pdf](#)
[10172022 - Storm Lake Comm School Tax Abatement Application 1507 Maple St.pdf](#)



Storm Lake, IA

My Buy Local_v1

Payment Date Range: 10/06/2022 - 10/19/2022

Vendor Name	Buy Local Info	Payable Description	Total Payments
BVC			
Buena Vista County Solid Waste	BVC	Assessment Installment #2 of FY2023	95,786.50
Mike's Electronics Inc	BVC	Well 20 VFD Service	23,802.97
Jeanette Hinkeldey	BVC	2022 Band Participation	150.00
Mike's Electronics Inc	BVC	Scout Park Pump 3 Service	285.00
Pamela Vang	BVC	2022 Band Participation	135.00
Marlyne Magana	BVC	2022 Band Participation	100.00
Jane Gonzalez	BVC	2022 Band Participation	90.00
Daynia Jolie Werner	BVC	2022 Band Participation	80.00
Alan Slight	BVC	11/19 Proctor- Lieut Exam	75.00
Buena Vista County Solid Waste	BVC	Recycling	143.52
Ava Graham	BVC	2022 Band Participation	60.00
Buena Vista County Solid Waste	BVC	Recycling	55.12
Buena Vista County Recorder	BVC	September 2022 Recording Fees	51.00
Piper Graham	BVC	2022 Band Participation	30.00
Sarah Cummins	BVC	2022 Band Participation	30.00
Rodney Shedenhelm	BVC	2022 Band Participation	30.00
Barbara A Wells	BVC	2022 Band Participation	30.00
BVC Total:			120,934.11
Contract/Agreement			
Christiansen Commercial Contracting, Inc	Contract/Agreement	Pay #8 of Radio Park LS Replacement	102,487.52
Bolton & Menk, Inc	Contract/Agreement	Construction Services	102,138.70
Community Education Dept	Contract/Agreement	1st Qtr FY2023 Agreement	21,839.02
I & S Group, Inc	Contract/Agreement	Downtown Master Plan Services	13,300.00
Bolton & Menk, Inc	Contract/Agreement	Construction Services	14,025.50
SCE, LLC	Contract/Agreement	Sample Ports	4,409.99
Bolton & Menk, Inc	Contract/Agreement	General Engineering Services	6,380.10
Contract/Agreement Total:			264,580.83
Local			
Stille Pierce & Pertzborn	Local	Work Comp Audit	18,758.00
Loews Custom Carpets Inc	Local	City Hall Carpet Replacement	17,043.48
Growmark, Inc	Local	Fuel	14,315.97
Stille Pierce & Pertzborn	Local	Annual Airport Insurance	11,770.00
Jim Bartholomew	Local	October 2022 Airport Contract	5,957.49
Rebnord Technologies, Inc	Local	IT Service Agreement	3,833.33
Central Bank	Local	Services	3,767.48
Verizon Wireless Services LLC	Local	Cell Phone Service	3,510.28
Stille Pierce & Pertzborn	Local	Add'l Hummer, Loader, & International	3,185.00
Wede Lock Service	Local	Locks	2,678.40
Havens & Havens	Local	Legal Services	2,020.83
Edwards Storm Lake	Local	Head Lamp & Seat Repairs	1,567.21
Long Lines	Local	Fax Line & Emergency Line Service	1,512.58
Smith Concrete Service Inc	Local	Concrete	1,389.24
Alliant Energy	Local	Gas Services	1,377.11
Siouxland Certified Testing Services, Inc	Local	Testing Services- 4th Street Watermain Proj	1,290.00
A & A Automotive	Local	NOX Sensor Replacement	960.28
Storm Lake Ace Hardware	Local	Supplies	795.43
Iowa Office Supply Inc	Local	Supplies	700.00
Graham Tire	Local	Tire Replacement	661.12
Wede Lock Service	Local	Pad Locks	590.00
Vanish LLC	Local	September 2022 Towing Service	400.00
North Lake Truck Repair	Local	Services	373.62
Edwards Storm Lake	Local	Radio Battery	290.09
O'Reilly Automotive Inc	Local	Jump Starter	249.99

My Buy Local_v1
Payment Date Range: 10/06/2022 - 10/19/2022

Vendor Name	Buy Local Info	Payable Description	Total Payments
Visual Edge Inc	Local	Coper Maintenance Agreement	240.75
Logan Thomas Musel	Local	2022 Band Participation	240.00
McCrea Eneterprises	Local	Paint Supplies	453.50
Reding's Gravel & Excavating Co., Inc	Local	Rock	215.76
Lynn Hardt	Local	2022 Band Participation	180.00
Kristie Pearson	Local	2022 Band Participation	180.00
Dianne Johnson	Local	Bd & Disp of Dogs	170.00
Shannon R Poor Bear	Local	2022 Band Participation	165.00
Visual Edge Inc	Local	Copier Maintenance Agreement	162.25
Matthew Pearson	Local	2022 Band Participation	150.00
Qwest Corporation	Local	Phone Service	136.19
Cindy M. Mickens	Local	2022 Band Participation	135.00
Dennis Freking	Local	2022 Band Participation	135.00
Miriam Tejeda Huerta	Local	2022 Band Participation	120.00
Miranda Mills	Local	2022 Band Participation	110.00
Alan Ernesto Bermudez Terezon	Local	2022 Band Participation	110.00
Brian Lou Chea	Local	2022 Band Participation	110.00
Fernanda Japa	Local	2022 Band Participation	110.00
Reding's Gravel & Excavating Co., Inc	Local	Scale Fees	108.00
Lisette G Luna	Local	2022 Band Participation	100.00
Holzhauser Ford Lincoln Storm Lake Inc	Local	Water Pump (Warranty)	100.00
Dennis R Julius	Local	Entrance Mat Services	97.70
Visual Edge Inc	Local	Copier Maintenance Agreement	95.29
Silvia Kampbell	Local	2022 Band Participation	90.00
Jacob Edmund Mills	Local	2022 Band Participation	90.00
Annellyailly Rojo-Gonzalez	Local	2022 Band Participation	90.00
Visual Edge Inc	Local	Copier Maintenance Agreement	89.95
Marilyn Fields	Local	11/19 Proctor- Lieut Exam	75.00
Dennis R Julius	Local	Laundry Services	74.20
Brisayde Johanna Lopez Canahui	Local	2022 Band Participation	70.00
Katrin Alexis Musel	Local	2022 Band Participation	60.00
Edwards Storm Lake	Local	Service	58.92
L & G Products, Inc	Local	Wattles	56.94
Michael P. Reinert	Local	Sheet Metal	55.00
Bianca Dayanna Alvarado	Local	2022 Band Participation	50.00
Salli Jane Nichols	Local	2022 Band Participation	45.00
McCrea Eneterprises	Local	Paint Supplies	40.80
L & G Products, Inc	Local	Rakes	36.25
Culligan Water Storm Lake	Local	Supplies	68.00
Storm Lake Hydraulics Co, Inc	Local	Tubing	33.00
Marie Hardt	Local	2022 Band Participation	30.00
Visual Edge Inc	Local	Copier Maintenance Agreement	26.90
Culligan Water Storm Lake	Local	Supplies	25.50
Visual Edge Inc	Local	Copier Maintenance Agreement	24.87
Dennis R Julius	Local	Entrance Mat Services	24.00
McCrea Eneterprises	Local	Paint Supplies	18.60
O'Reilly Automotive Inc	Local	Supplies	16.99
Michael P. Reinert	Local	Sheet Metal	10.00
O'Reilly Automotive Inc	Local	Spetember 2022 Open Credit	-46.63
Local Total:			103,834.66
Non-Local			
Woodruff Construction, Inc	Non-Local	Pay #1 of Library HVAC CDBG	87,875.00
Hawkins, Inc	Non-Local	Chemicals	10,363.11
Municipal Supply, Inc	Non-Local	Sample Stations (5)	8,595.61
Mississippi Lime Company	Non-Local	Lime	20,498.56
Alpha Wireless Communications	Non-Local	Police In-Car Radio Replacements	6,725.42
Iowa Law Enforcement Academy	Non-Local	Basic Training- Beauregard & New Hire	6,650.00
Alpha Wireless Communications	Non-Local	Patrol Vehicle Electronics	5,998.40
Builders Sharpening & Service LLC	Non-Local	Fuel Tank Replacement	4,205.98
Schumacher Elevator Company	Non-Local	Annual Elevator Maintenance	4,109.27

My Buy Local_v1

Payment Date Range: 10/06/2022 - 10/19/2022

Vendor Name	Buy Local Info	Payable Description	Total Payments
Elliot Equipment Company	Non-Local	Brooms	3,315.04
Sioux Sales Company	Non-Local	Rifle Supplies	3,195.00
iWorQ Systems, Inc	Non-Local	Annual Software Agreement- Lic Mgmt	3,000.00
Treasurer State of IA	Non-Local	FY2023 Unclaimed Prop File Remittance	2,630.92
Bend Mailing Services, LLC	Non-Local	Bill Printing Services	2,510.14
Foundation Analytical Laboratory, Inc	Non-Local	Testing Services	2,197.50
SGS, LLC	Non-Local	Garbage Services	2,053.75
Sta-Mel Enterprises, Inc	Non-Local	Deicing Salt	1,865.15
Crysteel Truck Equipment, Inc	Non-Local	Motor	1,863.00
Electric Pump Inc	Non-Local	Flygt Ready 8 Pump	1,832.01
ATCO Manufacturing Company	Non-Local	Supplies	1,671.00
Sioux Sales Company	Non-Local	Sights	1,645.00
Micronics Engineered Filtration Group, Inc.	Non-Local	Supplies	1,457.12
Blue Valley Public Safety, Inc	Non-Local	Siren Repairs	1,449.00
Iowa Individual Health Benefit Reinsurance	Non-Local	2018 Assessment Fee	1,068.00
Martin's Flag Company Co, Inc	Non-Local	Flags	1,010.96
Beck Engineering, Inc	Non-Local	4th & Barton SW Engineering Services	855.00
Imagine the Possibilities, Inc	Non-Local	Janitorial Services	800.00
Engel Agri-Sales, Co	Non-Local	Blades	766.19
Foundation Analytical Laboratory, Inc	Non-Local	Testing	727.00
Education Speciality Publishing	Non-Local	Supplies	692.00
Utility Supply of America, Inc	Non-Local	Supplies	586.00
Vessco, Inc	Non-Local	Pumphead	576.46
Tyler Technologies, Inc	Non-Local	Insite Transaction Fees	518.75
Alpha Wireless Communications	Non-Local	Batteries	492.00
Vessco, Inc	Non-Local	Supplies	484.87
NCL of Wisconsin, Inc	Non-Local	Testing Supplies	454.37
Laurens House of Print Ltd	Non-Local	Supplies	854.09
Foundation Analytical Laboratory, Inc	Non-Local	Testing Services	422.00
LG Playgrounds LLC	Non-Local	Spring Assembly	410.00
Tyler Technologies, Inc	Non-Local	Utility Billing Notification Services	402.80
Boji Portable Toilets Inc	Non-Local	Portable Toilet Rentals	400.00
Ed M. Feld Equipment Company, Inc	Non-Local	Valve	372.24
Iowa Employment Conference	Non-Local	Redesign HR Registration	325.00
Brodart Co.	Non-Local	Books	319.02
Iowa Library Association	Non-Local	2023 Conf Reg- Lyngaas	250.00
Brownells, Inc	Non-Local	Light	229.66
Schumacher Elevator Company	Non-Local	Elevator Maintenance Agreement	229.50
Barnes & Noble Booksellers, USA Inc	Non-Local	Books	220.42
Laurens House of Print Ltd	Non-Local	Key Chains	210.00
Boji Portable Toilets Inc	Non-Local	Portable Toilet Rentals	210.00
David Y Brown	Non-Local	2022 Band Participation	180.00
Foundation Analytical Laboratory, Inc	Non-Local	Testing Services	175.50
Keith Moe	Non-Local	2022 Band Participation	165.00
Engel Agri-Sales, Co	Non-Local	Supplies	147.57
Iowa Municipal Finance Officers Associatio	Non-Local	Fall 2022 Conf Reg- Martinez 11228 & Late Fee	145.00
Workamper News, Inc	Non-Local	Advertising	133.50
Diana Marie Werner	Non-Local	2022 Band Participation	120.00
Rena J. Groen	Non-Local	2022 Band Participation	120.00
Brodart Co.	Non-Local	Books	117.64
Amerigas	Non-Local	Tank Rental	116.31
Iowa Department of Natural Resources	Non-Local	2023 Annual Water Use Fee- Permit #1356	115.00
Cintas First Aid & Safety	Non-Local	Cleaning Supplies	109.20
Central Iowa Distributing, Inc	Non-Local	Supplies	101.00
Salus LLC	Non-Local	September 2022 Memberships	100.00
Central Iowa Distributing, Inc	Non-Local	Cleaning Supplies	96.00
ABC Pest Control, Inc	Non-Local	Pest Control Service	91.00
David Hickman	Non-Local	2022 Band Participation	90.00
Municipal Emergency Services, Inc	Non-Local	Shields	80.50
Ahlers & Cooney, P.C.	Non-Local	Labor Relations	78.00
Ingram Library Services, Inc	Non-Local	Books	73.44

My Buy Local_v1

Payment Date Range: 10/06/2022 - 10/19/2022

Vendor Name	Buy Local Info	Payable Description	Total Payments
Cintas First Aid & Safety	Non-Local	First Aid Supplies	72.59
Hach Company	Non-Local	Testing Supplies	70.98
Marcus Lumber Company Corp	Non-Local	Paint & Stakes	70.17
Farm & Home Publishers LTD	Non-Local	Book	69.20
Lectorum Publications, Inc	Non-Local	Books	60.14
W. W. Grainger, Inc	Non-Local	Bushings	57.00
Davis Equipment Corporation	Non-Local	Supplies	40.99
Ingram Library Services, Inc	Non-Local	Books	80.41
UPS	Non-Local	Shipping	39.00
Ingram Library Services, Inc	Non-Local	Books	37.77
Language Line Services, Inc	Non-Local	Interpretation Services	31.20
Michael A Wells	Non-Local	2022 Band Participation	30.00
Douglas Alan Krejci	Non-Local	2022 Band Participation	30.00
Iowa Library Association	Non-Local	FY2023 Membership- Lyngaas	30.00
Marcus Lumber Company Corp	Non-Local	Bricks & Mortar	29.58
Midwest Tape, LLC	Non-Local	DVDs	26.24
Stanard & Associates, Inc	Non-Local	Test Materials	22.00
Ingram Library Services, Inc	Non-Local	Books	114.34
Midwest Tape, LLC	Non-Local	DVDs	17.99
Ingram Library Services, Inc	Non-Local	Books	35.52
Lavila Nelson	Non-Local	2022 Band Participation	15.00
Patricia A Moe	Non-Local	2022 Band Participation	15.00
State Library of Iowa	Non-Local	2022 Learning Circuit Reg- Huff	15.00
Baker & Taylor, Inc	Non-Local	Books	12.89
Ingram Library Services, Inc	Non-Local	Books	11.13
Mississippi Lime Company	Non-Local	Credit for Lime 1631225	-6,876.59
		Non-Local Total:	196,104.52
Payroll/Refunds			
Phackakchay Noah Inthongsay	Payroll/Refunds	10/5/2022 DOT Physical Reimb	150.00
Gustavo Muniz	Payroll/Refunds	WWT Operator Grade 3- Cert Fee	107.12
Custodian of Petty Cash	Payroll/Refunds	September 2022 Postage	3.95
Beth Ann Dawson McPherren	Payroll/Refunds	September 2022 Homebound	1.50
		Payroll/Refunds Total:	262.57
		Grand Total:	685,716.69

King's Pointe Resort

Claims Publication

From 9/29/2022 to 10/12/2022

Vendor	Description	Amount
Alliant Energy	Utilities	\$ 49.34
Amazon Capital Services, Inc	Supplies	\$ 239.99
Authnet Gateway	Services	\$ 25.00
Bomgaars Supply Inc.	Supplies	\$ 135.98
Buena Vista University	Services	\$ 422.50
Cintas Corporation	Supplies	\$ 855.32
City of Storm Lake	Utilities	\$ 3,865.19
Doll Distribution	Beverages	\$ 663.50
ECOLAB	Supplies	\$ 750.00
Fintech	Services	\$ 58.35
G & R Controls, Inc.	Services	\$ 135.00
Grainger	Supplies	\$ 1,308.68
GuestSupply	Supplies	\$ 4,279.81
Hannah Wright	Reimbursement	\$ 160.43
HD Supply Facilities Maintenance LTD	Services	\$ 95.33
Hermel Wholesale	Food	\$ 307.24
Hy-Vee	Beverages	\$ 601.23
Johnson Brothers	Beverages	\$ 463.80
KCAU TV	Advertising	\$ 500.00
Loffredo Fresh Foods Inc	Food	\$ 1,788.43
Martin Brothers	Food	\$ 5,096.34
Mood Media North America Holding LLC	Services	\$ 114.00
Munters Corporation	Services	\$ 14,075.00
Pepsi Beverages Company	Beverages	\$ 1,259.88
Pitney Bowes	Postage	\$ 237.11
Plumbing and Heating Wholesale, Inc.	Supplies	\$ 572.51
Power Solutions Inc.	Services	\$ 1,832.30
Quore Systems, LLC	Services	\$ 285.00
Rebnord Technologies, Inc.	Services	\$ 2,973.33
SPRY IT	Services	\$ 75.00
Storm Lake Ace Hardware	Supplies	\$ 205.52
Symmetry Energy Solutions LLC	Utilities	\$ 16,435.17
Sysco Iowa, Inc.	Food	\$ 8,030.99
Verizon Wireless	Utilities	\$ 271.92
Vizergy	Services	\$ 1,241.45
W-O Payroll 9/29/22	Payroll	\$ 94,425.89
		<u>\$ 163,836.53</u>

**CITY OF STORM LAKE CITY HALL COUNCIL CHAMBERS REGULAR COUNCIL
SESSION MEETING, OCTOBER 3, 2022 5:00 PM**

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

Staff present: City Manager Keri Navratil, Assistant City Manager David Derragon, City Attorney Phil Havens, Police Chief Chris Cole, Fire Chief Glenn Schlessner, King's Pointe Manager Amy Von Bank, Building and Code Compliance Director Scott Oleson, Development Services Specialist Lee Dutfield, Communications Coordinator Dana Larsen, Public Services Supervisor Scott Bonebrake, Assistant Public Services Supervisor Brandon Ripke, Finance Director Brian Oakleaf, 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 Ricklefs to approve setting the agenda. Seconded by Council Member Ramos. Vote: All ayes with Council Member Martinez absent. Motion carried.

Disclosures – Council Member Rice requested to abstain from item D2 on the Consent Agenda pertaining to the Towing Service Agreement with the City of Storm Lake.

Hear the Public - Diane Porter from 1700 West 5th Street, Storm Lake spoke to the City Council regarding the Northwest Iowa Senior Golf League for both the men's and women's leagues. The Men's and Women's Senior League did not come to Storm Lake this year because of the increased rates at the Golf Course. I am asking the City Council to consider these suggestions for next year as the league votes on what golf courses to include in the fall prior to the year of the golf season. We are asking the City Council to waive the trail fees, possibly tournament fees, lower the green fees back to \$9.00 and to not charge for the use of the additional room in the club house for the Senior Men and Women Leagues only.

We would also like to bring to your attention the lack of food offered in the clubhouse. There is a popcorn machine and hot dog machine that is not being used. We would like you to consider offering these items for those playing golf over the lunch hour. This is just a nice thing to do. Another thing to bring up is member volunteers. Why not have a spring and fall cleanup with volunteer members. There are members who would like to help beautify the course and this could be done during a spring or fall cleanup. We would also like to suggest a short survey for the members. You could ask three questions such as what direction would you like to see the Golf Course take, do you have any ideas for beautifying the course, and would you like to be a part of a focus group?

Council Member Rice asked Diane if she is a member of the Storm Lake golf course and Diane replied yes. Mayor Porsch asked Diane if she could give her contact information to the City Clerk so that if we would create a focus group, we could contact you. Diane replied that she would provide her email address to the City Clerk.

Amy Von Bank, King's Pointe Resort Manager, addressed the Council and the public regarding Diane Porter's requests for the Senior Men and Women's golf leagues. Amy informed everyone that the costs to run the Golf Course and supplies have increased considerably and to continue to maintain the Golf Course, fees have been increased for all members and that she is being fair and consistent to all members with the fee charges. I feel that there may need to be some conversations going ahead and I feel that we need to work together on this.

Mayor Porsch suggested that we create a focus group for anyone interested about the golf course. For those interested in participating on a focus group, please call City Hall at 72-12-732-800 or email the City Clerk at cityclerk@stormlake.org with your contact information.

Consent Agenda - Moved by Council Member Ramos with Council Member Rice abstaining on agenda item D2 to approve the Consent Agenda, list of bills Check #'s 78883, 78949 through 78998, EFT #'s 932,338 through 3410, DFT #'s 1672 through 1695, King's Pointe and Sunrise Pointe disbursements, approve the September 19, 2022, City Council minutes, approve the primary Tow Service Agreement with Storm Lake Towing for the Storm Lake Police, approve Jean Camerer renewal application for the Cemetery Board for a three-year term, approve the SLPD City Code Enforcement update. Seconded by Council Member McKinney. Vote: All ayes with Council Member Martinez absent and Council Member Rice abstaining. Motion carried.

Unfinished Business – No items at this time.

Well #22 - Moved by Council Member Rice to approve an agreement with ISG for Engineering Services for Well #22. Seconded by Council Member Ricklefs. Vote: All ayes with Council Member Martinez absent. Motion carried.

Temporary Easement Agreement - Moved by Council Member McKinney to approve a Temporary Easement Agreement with Sally R. Brecher and Saw et al for a pipe culvert project. Seconded by Council Member Ramos. Vote: All ayes with Council Member Martinez absent. Motion carried.

Storm Lake United Quarterly Update - SLU Director Breanna Horsey and staff updated the Council regarding their hosted events and future events for this year, their budget, marketing and advertising coverage, social media, and SLU memberships. They are working on completing their strategic plan with BVU, working on getting an intern for the Spring, and revitalizing and boosting our ambassador program.

Work Session - Dogs at Public Events - The workshop is to determine if the City wants to move forward with any kind of regulations for dogs at public events or if the sponsor of the event would need to make that determination. If a sponsor of an event would request no dogs at public events, the City would need to adopt an ordinance or code to enforce this policy. Council Member Rice asked if the City has received any requests or complaints about dogs at events and City Manager Keri Navratil responded that there were none at this time. Council members determined to not pursue this unless

there are issues in the future if or when the City receives a request or complaint about dogs at public events.

City Council Requested Items - Council Member Rice requested to discuss the creation of an indoor facility for another soccer mini pitch facility for the City residents to use all year. The new soccer mini pitch is continually busy and can only be used seasonally and there is a need for a year-round facility. Council Member McKinney advised that we wait and see if the usage dies down or continues after the newness wears off regarding creating a new year-round facility.

Adjourn - Moved by Council Member Ramos to adjourn at 5:55 pm. Seconded by Council Member Rice. Vote: All ayes with Council Member Martinez absent. Motion carried.

Iowa Department of REVENUE

Iowa Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor

tax.iowa.gov

Instructions on the reverse side

For period (MM/DD/YYYY) 9/15/22 through June 30, 2023

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

Business Information:

Trade name/Doing business as: FROM EARTH WELLNESS
Physical location address: 1221 LAKE AVE. City: CHICKASSIA State: NE ZIP: 68008
Mailing address: 1126 N. 20th AVE. C1C City: BLAIR State: NE ZIP: 68008
Business phone number: 402.650.3253

Legal Ownership Information:

Type of Ownership: Sole Proprietor ☐ Partnership ☐ Corporation ☐ LLC ☒ LLP ☐
Name of sole proprietor, partnership, corporation, LLC, or LLP ELITE ENTERPRISES DLR LLC
Mailing address: 1126 N. 20th AVE. C1C City: BLAIR State: NE ZIP: 68008
Phone number: 402.650.3253 Fax number: _____ Email: forretail@iowadot.com

Retail Information:

Types of Sales: Over-the-counter ☒ Vending machine ☐
Do you make delivery sales of alternative nicotine or vapor products? (See Instructions) Yes ☐ No ☒

Types of Products Sold: (Check all that apply)

Cigarettes ☐ Tobacco ☐ Alternative Nicotine Products ☒ Vapor Products ☒

Type of Establishment: (Select the option that best describes the establishment)

Alternative nicotine/vapor store ☒ Bar ☐ Convenience store/gas station ☐ Drug store ☐
Grocery store ☐ Hotel/motel ☐ Liquor store ☐ Restaurant ☐ Tobacco store ☐
Has vending machine that assembles cigarettes ☐ Other ☐

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

Signature of Owner(s), Partner(s), or Corporate Official(s)

Name (please print): PAT MEHERD Name (please print): _____

Signature: [Signature] Signature: _____

Date: 9-7-22 Date: _____

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

FOR CITY CLERK/COUNTY AUDITOR ONLY - MUST BE COMPLETE

Send completed/approved application to Iowa Alcohol Beverage Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: apb@iowadot.com
- Fax: 515-281-7375

- Fill in the amount paid for the permit: _____
- Fill in the date the permit was approved by the council or board: _____
- Fill in the permit number issued by the city/county: _____
- Fill in the name of the city or county issuing the permit: _____
- New ☐ Renewal ☐



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY

Central Mart LLC

NAME OF BUSINESS(DBA)

Als Liquor

BUSINESS

(712) 732-6223

ADDRESS OF PREMISES

215 W Milwaukee ave

PREMISES SUITE/APT NUMBER

CITY

Storm Lake

COUNTY

Buena Vista

ZIP

50588

MAILING ADDRESS

216 E Milwaukee St

CITY

Spencer

STATE

Iowa

ZIP

51301

Contact Person

NAME

Alaire Nielsen

PHONE

(712) 262-2921

EMAIL

alaire@brewoil.co

License Information

LICENSE NUMBER

LE0002791

LICENSE/PERMIT TYPE

Class E Liquor License

TERM

12 Month

STATUS

Submitted
to Local
Authority

EFFECTIVE DATE

Oct 10, 2022

EXPIRATION DATE

Oct 9, 2023

LAST DAY OF BUSINESS

SUB-PERMITS

Class E Liquor License, Class C Beer Permit, Class B Wine Permit



State of Iowa

Alcoholic Beverages Division

PRIVILEGES

Sunday Service

Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
inderjit singh	storm lake	Iowa	50588	7122990838	100.00	Yes
Mary Fieldler						

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE

M E M O R A N D U M

TO: MAYRA MARTINEZ

FROM: CHRIS COLE

DATE: October 13, 2022

REFERENCE: LIQUOR LICENSE RENEWAL
AL'S LIQUOR
215 W MILWAUKEE AVE

Discussion: Per your request I have accessed the department computer for calls of interest to the aforementioned establishment. The calls are as follows:

	9-14-2019 to 8-1-2020	8-2-2020 to 10-10-2022
INCIDENTS		
911 Hang Up	0	2
Accident	0	1
Animal Call	0	1
Burglar Alarm	2	24
Business Assist	1	0
Business Security	64	164
Citizen Assist	0	2
City Code Enforcement	0	1
Disturbance	3	0
Fire Alarm	1	0
Harassment	1	1
Insufficient Funds Checks	1	0
Interpretation	0	1
Intoxicated Driver	1	3
Intoxicated Pedestrian	0	1
Keys Locked In Car	1	5
Motorist Assist	1	1
PR/Talk/Presentation	8	1
Station Assignment	1	1
Street Beat	0	1
Suspicious Person	0	3
Theft	2	1
Vehicle Stop	23	49
Warrant Service	0	1

ARRESTS

Assault	1	0
Disorderly Conduct	1	0
Harassment	1	0
Interference with official acts	1	0
No Valid Drivers License	0	1
OWI	0	1
Public Intoxication	1	0
Warrant	0	1

Recommendation: Approval of liquor license.



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
LJ CONVENIENCE, L.L.C.	BEER THIRTY STORM LAKE	(347) 583-0000		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
208 E Milwaukee		Storm Lake	Buena Vista	50588
MAILING ADDRESS	CITY	STATE	ZIP	
208 E Milwaukee	Storm Lake	Iowa	50588	

Contact Person

NAME	PHONE	EMAIL
Kaurav Randhawa	(347) 583-0000	beerthirtystormlake@gmail.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LE0003793	Class E Liquor License	12 Month	Submitted to Local Authority
TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS	
Oct 7, 2022	Oct 6, 2023		
SUB-PERMITS			
Class B Wine Permit, Class C Beer Permit, Class E Liquor License			



State of Iowa

Alcoholic Beverages Division

PRIVILEGES

Sunday Service

Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Kaurav Randhawa	Storm Lake	Iowa	50588	Owner	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE

M E M O R A N D U M

TO: MAYRA MARTINEZ

FROM: CHRIS COLE

DATE: October 13, 2022

REFERENCE: LIQUOR LICENSE RENEWAL
Beer Thirty
208 E Milwaukee Ave

Discussion: Per your request I have accessed the department computer for calls of interest to the aforementioned establishment. The calls are as follows:

10-12-2021 to
10-10-2022

INCIDENTS

Business Security	5
City Code Enforcement	3
Forgery	2
Law Department Assist	1
PR/Talk/Presentation	2
Suspicious Person	1
Theft	1
Vehicle Stop	10

ARRESTS

Forgery	2
---------	---

Recommendation: Approval of liquor license.



TAX ABATEMENT APPLICATION FORM

City of Storm Lake, Iowa Urban Revitalization Program is authorized under Iowa Code Chapter 404 and as adopted by the City's Urban Revitalization Program.

Tax exemptions are allowed as follows:

Residential Housing - Maximum five (5) year exemption of 100% on the first \$75,000 of actual value added.

Commercial Property - Maximum three (3) year exemption of 50% on the actual value added.

Multi-Residential (3 or more separate living quarters) - Maximum ten (10) year exemption of 100% on the actual value added.

Abandoned Property (per Iowa Code Section 657A.1) - Maximum five (5) year exemption of 100% on the actual value added.

NOTE: Minimum 20% increase on actual value required

☐ Prior Approval for Intended Improvements

☐ Approval of Improvements Completed

Property Address: 1200 Hwy 110

Legal Description:

Lot 2 and The North 1/2 of 3 of Evergreen Estate in the City of Storm Lake Buena Vista County IA

Property Owner Name: Ben Friesen

Owner E-mail: bffriesen9@msn.com

Phone Number: 712-299-3744

Owner Address (If different than above) 1012 Hwy 110

☐ Check Box if there is a tenant on the property who has occupied the dwelling unit for at least 1 year prior to date of adoption of the plan (4-4-2005) AND will be displaced by the proposed improvements.

☐ Check Box if this property is or will be a rental unit

What is the existing use of the property? (Choose one)

☐ Residential ☐ Commercial ☐ Multi-Residential ☐ Industrial ☒ Vacant

What is the PROPOSED use of the property? (Choose one)

☒ Residential ☐ Commercial ☐ Multi-Residential ☐ Industrial ☐ Vacant

What is the nature of the improvements being completed?

☒ New Construction ☐ Addition ☐ General Improvements

Describe Improvements:

Estimated or Actual Date of Completion:

9-30-22

Estimated or Actual costs of Improvements:

350,000

NOTE: For complete details regarding eligibility & requirements see the Urban Revitalization Plan (4-4-2005) and amendment #1 (2014) and Ordinance.

Tax Abatement is **NOT** allowed in any current or future Urban Renewal Area within the City limits of the City of Storm Lake. Your application for Tax Abatement must be filed with the City of Storm Lake by February 1st of the assessment year for which the exemption is first claimed but in no case not later than two (2) years after the February 1st following the year that the improvements are first assessed for taxation.

Your signature below indicates your understanding of the City of Storm Lake Urban Revitalization Program and authorizes your desire to apply for tax abatement on this property provided that it qualifies under the terms of the program.

Please attach the approved building permit to your application.

Signature:

Brian

Print Name:

Bernardo Friesen

Date:

9-22-22

Title:

Owner

Company:

City of Storm Lake ONLY

Date Received:

9/22/22

1st Year Fully Assessed:

☒ Check Box if property is **NOT** in an existing Urban Renewal Area

Building Permit #:

2022049

☐ For Rental Properties - Verified that property is on rental inspection registration list

☐ Check Box if application is approved

☐ Check Box if application is **NOT** approved

Disapproval Reason:

Authorized by Building Official:

[Signature]

Date:

9-26-2023

Authorized by Mayor:

Date:

Attested by City Clerk:

Date:

☐ Application Scanned to Laserfiche

Delivered to BV County Assessor on :

By:

City needs to submit application to Buena Vista County Assessor by March 1st annually.

Buena Vista County Assessor ONLY

Present Value of Structure:

Assessed Value with Improvements:

☐ Check Box if property **IS** eligible for Tax Abatement

☐ Check Box if property is **NOT** eligible for Tax Abatement

Assessor Signature:

Date:

☐ Check Box once final copy returned to City of Storm Lake



Building Permit

General/Location

Permit No: 2022049

Issued Date: 03/15/2022

Project:

Project Cost: 280000

Site Address: 1200 HWY 110

City/State/Zip: STORM LAKE, IA 50588

Parcel No: 1408176010 Lot 2

Description: Single Family Dwelling

Owner/Contractor

Owner: Bernardo Friesen

Address: PO Box 773

City/State/Zip: Storm Lake, Iowa 50588

Phone:

Email:

Contractor:

Address:

City/State/Zip: ,

Phone:

Type:

Fee	Amount	Payment Date	Amount
Building and Sign Permit	\$600.00	03/15/2022	\$676.00
Single Dwelling Electrical / Plumbing	\$38.00		
Single Dwellings Plumbing	\$38.00		
Total Fee: \$676.00		Total Paid: \$676.00	

THIS PERMIT AUTHORIZES CONSTRUCTION OF IMPROVEMENTS SPECIFIED.

By signing below, the applicant hereby agrees, in consideration of the issuance of this permit, to assume responsibility for and to hold the City harmless in regard to any and all claims of injury or damage arising from the acts or omissions of the applicant or his/her agents while acting under the authority of this permit. The applicant further agrees to comply with the provisions of the Code of the City of Storm Lake, Iowa and 29 CFR Part 1926.650, 651 and 652 as adopted by the Iowa Division of Labor.

The owner agrees to inspections of all installations subject to all pertinent code requirements. permit not valid unless signed by the Building Official. Permits must be kept on the job site.

Closure of city streets or parking will require a Right of Way (ROW) Permit. Please call 712-732-8002 at least two (2) business days prior to closure to obtain ROW permit.

INSPECTIONS REQUIRE 24 HOUR ADVANCED NOTICE.

Call before you dig: www.iowqonecall.com • 1-800-292-8989

Chris Chambers

Building Official

03/15/2022

Date

Date



TAX ABATEMENT APPLICATION FORM

City of Storm Lake, Iowa Urban Revitalization Program is authorized under Iowa Code Chapter 404 and as adopted by the City's Urban Revitalization Program.

Tax exemptions are allowed as follows:

Residential Housing - Maximum five (5) year exemption of 100% on the first \$75,000 of actual value added.

Commercial Property - Maximum three (3) year exemption of 50% on the actual value added.

Multi-Residential (3 or more separate living quarters) - Maximum ten (10) year exemption of 100% on the actual value added.

Abandoned Property (per Iowa Code Section 657A.1) - Maximum five (5) year exemption of 100% on the actual value added.

NOTE: Minimum 20% increase on actual value required

☐ Prior Approval for Intended Improvements

☐ Approval of Improvements Completed

Property Address: 1216 Hwy 110

Legal Description:

Lot 4 and the South 1/2 of Lot 3
of Evergreen Estate in the City of Storm Lake
Buena Vista County IA

Property Owner Name: Ben Friesen

Owner E-mail: bfriesen9@msn.com

Phone Number: 712-299-3744

Owner Address (If different than above) 1012 Hwy 110

☐ Check Box if there is a tenant on the property who has occupied the dwelling unit for at least 1 year prior to date of adoption of the plan (4-4-2005) AND will be displaced by the proposed improvements.

☐ Check Box if this property is or will be a rental unit

What is the existing use of the property? (Choose one)

☐ Residential ☐ Commercial ☐ Multi-Residential ☐ Industrial ☒ Vacant

What is the PROPOSED use of the property? (Choose one)

☒ Residential ☐ Commercial ☐ Multi-Residential ☐ Industrial ☐ Vacant

What is the nature of the improvements being completed?

☒ New Construction ☐ Addition ☐ General Improvements

Describe Improvements:

Estimated or Actual Date of Completion:

11-1-22

Estimated or Actual costs of Improvements:

259,000

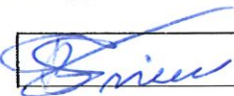
NOTE: For complete details regarding eligibility & requirements see the Urban Revitalization Plan (4-4-2005) and amendment #1 (2014) and Ordinance.

Tax Abatement is **NOT** allowed in any current or future Urban Renewal Area within the City limits of the City of Storm Lake. Your application for Tax Abatement must be filed with the City of Storm Lake by February 1st of the assessment year for which the exemption is first claimed but in no case not later than two (2) years after the February 1st following the year that the Improvements are first assessed for taxation.

Your signature below indicates your understanding of the City of Storm Lake Urban Revitalization Program and authorizes your desire to apply for tax abatement on this property provided that it qualifies under the terms of the program.

Please attach the approved building permit to your application.

Signature:



Print Name:

Bernardo Friesen

Date:

9-22-22

Title:

owner

Company:

City of Storm Lake ONLY

Date Received:

9/22/22

1st Year Fully Assessed:

☐ Check Box if property is **NOT** in an existing Urban Renewal Area

Building Permit #:

2022061

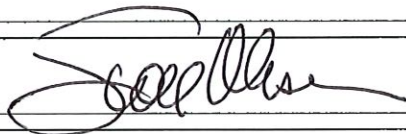
☐ For Rental Properties - Verified that property is on rental inspection registration list

☒ Check Box if application is approved

☐ Check Box if application is **NOT** approved

Disapproval Reason:

Authorized by Building Official:



Date:

9-26-2022

Authorized by Mayor:

Date:

Attested by City Clerk:

Date:

☐ Application Scanned to Laserfiche

Delivered to BV County Assessor on :

By:

City needs to submit application to Buena Vista County Assessor by March 1st annually.

Buena Vista County Assessor ONLY

Present Value of Structure:

Assessed Value with Improvements:

☐ Check Box if property **IS** eligible for Tax Abatement

☐ Check Box if property is **NOT** eligible for Tax Abatement

Assessor Signature:

Date:

☐ Check Box once final copy returned to City of Storm Lake



Building Permit

General/Location

Permit No: 2022061
Issued Date: 03/28/2022
Project:
Project Cost: 225000

Site Address: 1216 Hwy 110
City/State/Zip: Storm Lake, IA 50588
Parcel No: 1408177004

Description: Single Family Dwelling

Owner/Contractor

Owner: Ben Friesen
Address: 1124 E 8th St
City/State/Zip: Storm Lake, IA 50588
Phone: 712.299.3744
Email: bfriesen9@msn.com

Contractor: Ben Friesen
Address: PO Box 773
City/State/Zip: Storm Lake, IA 50588
Phone: 712-299-3744
Type: General

Fee	Amount	Payment Date	Amount
Building and Sign Permit	\$600.00	03/28/2022	\$676.00
Single Dwelling Electrical / Plumbing	\$38.00		
Single Dwellings Plumbing	\$38.00		
Total Fee: \$676.00		Total Paid: \$676.00	

THIS PERMIT AUTHORIZES CONSTRUCTION OF IMPROVEMENTS SPECIFIED.

By signing below, the applicant hereby agrees, in consideration of the issuance of this permit, to assume responsibility for and to hold the City harmless in regard to any and all claims of injury or damage arising from the acts or omissions of the applicant or his/her agents while acting under the authority of this permit. The applicant further agrees to comply with the provisions of the Code of the City of Storm Lake, Iowa and 29 CFR Part 1926.650, 651 and 652 as adopted by the Iowa Division of Labor.

The owner agrees to inspections of all installations subject to all pertinent code requirements. permit not valid unless signed by the Building Official. Permits must be kept on the job site.

Closure of city streets or parking will require a Right of Way (ROW) Permit. Please call 712-732-8002 at least two (2) business days prior to closure to obtain ROW permit.

INSPECTIONS REQUIRE 24 HOUR ADVANCED NOTICE.
 Call before you dig: www.iowqonecall.com • 1-800-292-8989

Building Official

Date

Date

Print

Tax Abatement Application Form - Submission #466

Date Submitted: 9/20/2022

TAX ABATEMENT APPLICATION FORM

City of Storm Lake, Iowa Revitalization Program is authorized under Iowa Code Chapter 404 and as adopted by the City's Urban Revitalization Program. The program is an incentive for redevelopment and new development within the City of Storm Lake. In order to receive the abatement, the property owner and development or redevelopment, whichever the case may be, must meet the qualifications of the program to receive the abatement.

**Tax exemptions are allowed as follows:****RESIDENTIAL SPECIFIC EXEMPTION**

All qualified real estate assessed as Residential Property is eligible to receive a one hundred percent (100%) exemption from taxation on the first seventy-five thousand dollars (\$75,000) of actual value added by the improvements. The exemption is for a period of five (5) years.

All qualified real estate assessed as Residential Property under Iowa Code Section 441.21 (14) (a) (6) on or after January 1, 2022, having three (3) or more separate dwelling units, are eligible to receive a one hundred percent (100%) exemption from taxation on the actual value added by the improvements. The exemption is for a period of ten (10) years. *This exemption is available for this particular subset of residential property in lieu of the general residential property exemption set forth above, and is made available to further the City's planning objectives with respect to ensuring the availability of a variety of housing options and promoting the development of multi-family residential properties.

COMMERCIAL SPECIFIC EXEMPTION

All qualified real estate assessed as commercial property is eligible to receive a fifty percent (50%) exemption from taxation on the actual value added by the improvements. The exemption is for a period of three (3) years.

MULTIRESIDENTIAL SPECIFIC EXEMPTION

All qualified real estate assessed as multiresidential property prior to January 1, 2022, if the multiresidential property consists of three (3) or more separate living quarters with at least seventy-five percent (75%) of the space used for residential purposes, is eligible to receive a one hundred percent (100%) exemption from taxation on the actual value added by the improvements. The exemption if for a period of ten (10) years.

ABANDONED SPECIFIC EXEMPTION

All qualified real estate determined to be abandoned property pursuant to Iowa Code Section 404.3B (meeting the definition of "abandoned" in Iowa Code Section 657A.1) shall be eligible to receive a one hundred percent (100%) exemption from taxation on the actual value added by improvements. The exemption is for a period of five (5) years

Property Address: *

1507 Maple Street Storm Lake, IA 50588

Street, City, State, Zip Code

Property ID Number (PIN):

1033377017

Legal Description:

14-01 STORM LAKE CORP WASH BOETTCHERS 2ND ADD. W 140'

Property Owner Name:*

Storm Lake Community School District

Owner Email:

tpedersen@slcsd.org

Phone Number:*

712-732-8060

Owner Address (if different than above):

419 Lake Avenue PO Box 638 Storm Lake, IA 50588

Street, City, State, Zip Code

Will this property be a rental?*

- ☐ Yes
☒ No

Is there is a tenant on the property who has occupied the dwelling unit for at least 1 year prior to date of adoption of the plan (4-4-2005) AND will be displaced by the proposed improvements?*

- ☐ Yes
☒ No

What is the existing use of the property?*

(Choose One)

- ☒ Residential ☐ Industrial
☐ Commercial ☐ Vacant
☐ Multi-Residential

What is the PROPOSED use of the property? *

(Choose one)

- ☒ Residential ☐ Industrial
☐ Commercial ☐ Vacant
☐ Multi-Residential

What is the nature of the improvements being completed?*

- ☒ New Construction ☐ Addition ☐ General Improvements

Describe Improvements:*

The 2022-2023 Storm Lake CSD building trades home is being built on this lot.

Estimated or actual date of completion:*

6/30/2023

4:00 PM

Estimated cost of improvements:*

250,000

Note:

For complete details regarding eligibility & requirements see the Urban Revitalization Plan (4-4-2005) and Amendment #3 (4-2021) and Ordinance.

Tax Abatement is **NOT** allowed in any current or future Urban Renewal Area within the City limits of the City of Storm Lake. Your application for Tax Abatement must be filed with the City of Storm Lake by February 1st of the assessment year for which the exemption is first claimed but in no case not later than two (2) years after the February 1st following the year that the improvements are first assessed for taxation. Your project must be completed so that the first full assessment is not later than January 1, 2024. Your signature below indicates your understanding of the City of Storm Lake Urban Revitalization Program and authorizes your desire to apply for tax abatement on this property provided that it qualifies under the terms of the program. Please attach the approved building permit to your application.

Signature*

Trudy Pedersen

Date*

9/20/2022

Title

School Business Official

Company

Storm Lake CSD

City of Storm Lake ONLY

Date Received:

9/22/22

1st Year Fully Assessed:

☒ Check Box if property is **NOT** in an existing Urban Renewal Area

Building Permit #:

2022331

☐ For Rental Properties - Verified that property is on rental inspection registration list☐ Check Box if application is approved☐ Check Box if application is **NOT** approved

Disapproval Reason:

Authorized by Building Official:



Date:

9-26-2022

Authorized by Mayor:

Date:

Attested by City Clerk:

Date:

☐ Application Scanned to Laserfiche

Delivered to BV County Assessor on:

By:

City needs to submit application to Buena Vista County Assessor by March 1st annually.

Buena Vista County Assessor ONLY

Present Value of Structure:

Assessed Value with Improvements:

☐ Check Box if property **IS** eligible for Tax Abatement☐ Check Box if property is **NOT** eligible for Tax Abatement

Assessor Signature:

Date:

☐ Check Box once final copy returned to City of Storm Lake



Building Permit

General/Location

Permit No: 2022331
Issued Date: 09/09/2022
Project:
Project Cost: 200000
Description: Single Family Home

Site Address: 1507 Maple St.
City/State/Zip: Storm Lake, IA 50588
Parcel No: 1033377017

Owner/Contractor

Owner: Storm Lake Community School
Address: 419 Lake Ave.
City/State/Zip: Storm Lake, IA 50588
Phone: 712-732-8060
Email:

Contractor:
Address:
City/State/Zip: ,
Phone:
Type:

Fee	Amount	Payment Date	Amount
Building and Sign Permit	\$600.00	09/09/2022	\$600.00
Total Fee: \$600.00		Total Paid: \$600.00	

THIS PERMIT AUTHORIZES CONSTRUCTION OF IMPROVEMENTS SPECIFIED.

By signing below, the applicant hereby agrees, in consideration of the issuance of this permit, to assume responsibility for and to hold the City harmless in regard to any and all claims of injury or damage arising from the acts or omissions of the applicant or his/her agents while acting under the authority of this permit. The applicant further agrees to comply with the provisions of the Code of the City of Storm Lake, Iowa and 29 CFR Part 1926.650, 651 and 652 as adopted by the Iowa Division of Labor.

The owner agrees to inspections of all installations subject to all pertinent code requirements. permit not valid unless signed by the Building Official. Permits must be kept on the job site.

Closure of city streets or parking will require a Right of Way (ROW) Permit. Please call 712-732-8002 at least two (2) business days prior to closure to obtain ROW permit.

INSPECTIONS REQUIRE 24 HOUR ADVANCED NOTICE.

Call before you dig: www.iowqonecall.com • 1-800-292-8989

Building Official

Date

Date

Staff Summary

10/17/2022

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: \$120,934.11

• Contract/Agreement:	\$264,580.83
• Local:	\$103,834.66
• Non-Local:	\$196,104.52
• Payroll/Refunds/Payroll Tax & Ins:	\$138,109.99
• TOTAL EXPENSES:	\$823,564.11

RECOMMENDATION: Review Buy Local Information

ATTACHMENTS:

Staff Summary

10/17/2022

Agenda Item # D.3.



City of Storm Lake
PO Box 1086
Storm Lake, IA 50588
[p \(712\) 732-8000](tel:(712)732-8000)
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REPORT TO: Honorable Mayor & Council

FROM: Brian Oakleaf Finance Director

SUBJECT: **Resolution No. 17-R-2022-2023 Adopting An Updated Purchasing Policy For The City of Storm Lake, Iowa**

BACKGROUND: In securing Federal and State Funds, it is necessary to update our Purchasing Policy anytime State or Federal procurement regulations are added or changed.

FISCAL IMPACT: None

RECOMMENDATION: Approve Resolution No. 17-R-2022-2023 Adopting An Updated Purchasing Policy For The City of Storm Lake, Iowa

ATTACHMENTS:

[Resolution No. 17-R-2022-2023 Adopting an Updated Purchasing Policy.pdf](#)

RESOLUTION NO. 17- R-2022-2023
ADOPTING AN UPDATED PURCHASING POLICY FOR THE
CITY OF STORM LAKE, IOWA

Section 1. Purpose of Policy:

The purpose of the City of Storm Lake purchasing policy is to develop written guidelines by which department may go about procuring goods and services that enable them to do their jobs in the most efficient manner while maintaining checks and balances to ensure proper use of city funds in accordance with Federal Guidelines, the Code of Iowa and City of Storm Lake policy.

Section 2. Summary of Purchasing Authorization

Supervisors at all levels are responsible for all purchases made under their department and budget line items. It is the departmental supervisor's duty to submit budget amounts for each line item for each department's operational budget and any capital spending that is needed during the normal budget process.

Likewise it is the department supervisor's job to relay to administration and the City Council the operational and capital needs of each department during the yearly budget process in an effort to actively prevent the need for unbudgeted expenditures during the fiscal year. The City of Storm Lake realizes that at times expenses may arise that are outside the adopted budget and this policy reflects methods by which departments may seek approval outside of the adopted budget.

Operational Expenses

For all operational items that have pre-authorization in the form of the City of Storm Lake's adopted budget authorization for purchase is maintained at the departmental level with the departmental supervisor being the final authority. Prior to actual obligation to pay by the City of Storm Lake the departmental supervisor shall ensure that purchases are made using the following procedures:

- a. Secure a minimum of 3 quotes for items of \$500 or more
- b. Secure a minimum of 3 bids for items of \$2000 or more
- c. Departmental Supervisor authorization on the invoice

Capital Expenses

Horizontal and vertical infrastructure projects shall follow Chapter 26 of the *Code of Iowa*. For items of Capital expense, those items included in the City's adopted budget as a capital purchase excluding consulting fees and construction contracts as outlined in Section 4 of this policy, shall require authorization by the City Manager. Prior to any actual obligation to pay by the City of Storm Lake the department supervisor shall secure authorization as follows:

- a. Secure a minimum of 3 quotes for items of \$500 or more
- b. Secure a minimum of 3 bids for items of \$2000 or more
- c. Departmental Supervisor authorization on a completed City of Storm Lake purchase order (see attached purchase order form)
- d. City Manager approval in the form of a signed purchase order

Expenses Outside of Adopted Budget

Items of operational or capital nature which are outside the city's adopted budget (including any amendments that have been authorized by resolution of the Storm Lake City Council) shall have the following authorization prior to any written or verbal obligation by the City of Storm Lake:

- a. Secure a minimum of 3 quotes for items of \$500 or more
- b. Secure a minimum of 3 bids for items of \$2000 or more
- c. Departmental Supervisor authorization on a completed City of Storm Lake purchase order
- d. City Manager approval in the form of a signed purchase order

Section 3 – Use of Purchase Orders

City purchase orders are required in the following cases:

- a. All capital purchases excluding consulting fees and construction contracts as outlined in Section 4 of this policy
- b. All expenditures that are not previously authorized by the Storm Lake City Council through either the adopted city budget or an amendment to the current city adopted budget.
- c. All cases where a vendor requires a purchase order from the City of Storm Lake to provide services or deliver goods (if these cases don't meet the qualifications of item a and b in this section the PO only needs to be signed by the department head responsible for the departmental budget.

Section 4 – Consulting Fees and Construction Contracts

In accordance with the Code of Iowa Section 384.96 all construction projects greater than \$25,000.00 the City of Storm Lake shall seek sealed bids for the project. The bid process shall meet the qualifications of the Iowa Code and the project once approved by the Storm Lake City Council shall not require a purchase order.

Construction projects under the \$25,000 limit shall follow the procedures for procurement as outlined in Section 2 of this policy.

For projects requiring the use of a consultant where the consultant has been selected and their contract has been approved by the Storm Lake City Council shall not require a purchase order.

Section 5 – Purchase Order Form

The standard purchase order form is a one part form that can be completed on the computer. Because this is a one part form, any copies that are needed by the vendor need to be a copy of the original signed form or a faxed copy. The original signed copy of the Purchase shall be submitted to the City of Storm Lake Finance Department. The process for the purchase order form is as follows:

- a. Form available electronically for Department Supervisors

- e. Upon receipt of an approved purchase order the department may obligate the City to payment for the goods or services covered by the purchase order
- f. Upon acceptable delivery or competition the purchase order shall be submitted with invoice for payment

Section 6 – Required Information

All purchase orders must contain the following items prior to submittal for approval:

- a. Vendor name and contact information – tax ID #, incorporated or not
- b. Quantity, description, and price of items purchased
- c. Account number(s) to be charged
- d. Signature of department supervisor
- e. Signature of City Manager if required under this policy
- f. Copy of a minimum of two alternative quotes if required under this policy
- g. Copy of a minimum of two alternative bids if required under this policy

Section 7 – Emergency Purchases

Emergency purchases may be made without the approval of the City Manager; as long as, immediately thereafter, the reason for an emergency purchase shall be made in writing to the City Manager including the following items:

- a. The type of emergency
- b. Why the City Manager was not advised
- c. The amount of the purchase
- d. The consequences of not making the purchase at that time
- e. Any additional information that is pertinent to the situation

Section 8 – Federal Procurement Guidelines and Requirements

PURPOSE

The purpose of a procurement policy is to ensure that sound business judgement is utilized in all procurement transactions. That supplies, equipment, construction and services are obtained efficiently and economically, and in compliance with applicable federal and state law, and executive orders, and to ensure that all procurement transactions are conducted in a manner that provides full and open competition. These procedures will ensure that all solicitations incorporate clear and accurate descriptions of the technical requirements for the goods or services being procured. Chapter 26 and Section 331.341 of the Iowa Code must be followed on all applicable purchases. All other appropriate sections of the Iowa Code shall also apply.

FEDERAL PROCUREMENT STANDARDS

Subrecipients should use this guidance to review their current written procurement policies and procedures to ensure compliance with the federal requirements at 2 CFR, Sections 200.318-200.327. It applies to the procurement of all supplies, equipment, and construction and services that include any federal program funding. 2 CFR references are noted. All other appropriate sections of Iowa Code and Local Code shall also apply. **When federal requirements conflict with local or state requirements, the federal requirement, or most restrictive requirement will be followed.**

§ 200.318 General Procurement Standards

- (a) The non-Federal entity must have and use documented procurement procedures, consistent with State, local, and tribal laws and regulations and the standards of this section, for the acquisition of property or services required under a Federal award or subaward. The non-Federal entity's documented procurement procedures must conform to the procurement standards identified in §§ 200.317 through 200.327.
- (b) Non-Federal entities must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- (c) (1) The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.
(2) If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.
- (d) The non-Federal entity's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.
- (e) To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government, the non-Federal entity is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services. Competition requirements will be met with documented procurement actions using strategic sourcing, shared services, and other similar procurement arrangements.

- (f) The non-Federal entity is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.
- (g) The non-Federal entity is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.
- (h) The non-Federal entity must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. See also §200.214.
- (i) The non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: Rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.
- (j) (1) The non-Federal entity may use a time-and-materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time-and-materials type contract means a contract whose cost to a non-Federal entity is the sum of:
- (i) The actual cost of materials; and
 - (ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.
- (2) Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the non-Federal entity awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.
- (k) The non-Federal entity alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the non-Federal entity of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the non-Federal entity unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.
- [85 FR 49543, Aug. 13, 2020, as amended at 86 FR 10440, Feb. 22, 2021]*

§ 200.319 Competition

- (a) All procurement transactions for the acquisition of property or services required under a Federal award must be conducted in a manner providing full and open competition consistent with the standards of this section and § 200.320.
- (b) In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:
- (1) Placing unreasonable requirements on firms in order for them to qualify to do business;
 - (2) Requiring unnecessary experience and excessive bonding;
 - (3) Noncompetitive pricing practices between firms or between affiliated companies;
 - (4) Noncompetitive contracts to consultants that are on retainer contracts;
 - (5) Organizational conflicts of interest;
 - (6) Specifying only a “brand name” product instead of allowing “an equal” product to be offered and describing the performance or other relevant requirements of the procurement; and
 - (7) Any arbitrary action in the procurement process.
- (c) The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.
- (d) The non-Federal entity must have written procedures for procurement transactions. These procedures must ensure that all solicitations:

- (1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and
- (2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
- (e) The non-Federal entity must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the non-Federal entity must not preclude potential bidders from qualifying during the solicitation period.
- (f) Noncompetitive procurements can only be awarded in accordance with § 200.320(c).

§ 200.320 Methods of procurement to be followed

The non-Federal entity must have and use documented procurement procedures, consistent with the standards of this section and §§200.317, 200.318, and 200.319 for any of the following methods of procurement used for the acquisition of property or services required under a Federal award or sub-award.

(a) *Informal procurement methods.* When the value of the procurement for property or services under a Federal award does not exceed the *simplified acquisition threshold (SAT)*, as defined in § 200.1, or a lower threshold established by a non-Federal entity, formal procurement methods are not required. The non-Federal entity may use informal procurement methods to expedite the completion of its transactions and minimize the associated administrative burden and cost. The informal methods used for procurement of property or services at or below the SAT include:

(1) ***Micro-purchases*** -

(i) ***Distribution.*** The acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (See the definition of *micro-purchase* in § 200.1). To the maximum extent practicable, the non-Federal entity should distribute micro-purchases equitably among qualified suppliers.

(ii) ***Micro-purchase awards.*** Micro-purchases may be awarded without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents it files accordingly. Purchase cards can be used for micro-purchases if procedures are documented and approved by the non-Federal entity.

(iii) ***Micro-purchase thresholds.*** The non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures. The micro-purchase threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations. Non-Federal entities may establish a threshold higher than the Federal threshold established in the Federal Acquisition Regulations (FAR) in accordance with paragraphs (a)(1)(iv) and (v) of this section.

(iv) ***Non-Federal entity increase to the micro-purchase threshold up to \$50,000.*** Non-Federal entities may establish a threshold higher than the micro-purchase threshold identified in the FAR in accordance with the requirements of this section. The non-Federal entity may self-certify a threshold up to \$50,000 on an annual basis and must maintain documentation to be made available to the Federal awarding agency and auditors in accordance with § 200.334. The self-certification must include a justification, clear identification of the threshold, and supporting documentation of any of the following:

- (A) A qualification as a low-risk auditee, in accordance with the criteria in § 200.520 for the most recent audit;
- (B) An annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or,
- (C) For public institutions, a higher threshold consistent with State law.

(v) ***Non-Federal entity increase to the micro-purchase threshold over \$50,000.*** Micro-purchase thresholds higher than \$50,000 must be approved by the cognizant agency for indirect costs. The non-federal entity

must submit a request with the requirements included in paragraph (a)(1)(iv) of this section. The increased threshold is valid until there is a change in status in which the justification was approved.

(2) ***Small purchases -***

(i) ***Small purchase procedures.*** The acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources as determined appropriate by the non-Federal entity.

(ii) ***Simplified acquisition thresholds.*** The non-Federal entity is responsible for determining an appropriate simplified acquisition threshold based on internal controls, an evaluation of risk and its documented procurement procedures which must not exceed the threshold established in the FAR. When applicable, a lower simplified acquisition threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations.

(b) ***Formal procurement methods.*** When the value of the procurement for property or services under a Federal financial assistance award exceeds the SAT, or a lower threshold established by a non-Federal entity, formal procurement methods are required. Formal procurement methods require following documented procedures. Formal procurement methods also require public advertising unless a non-competitive procurement can be used in accordance with § 200.319 or paragraph (c) of this section. The following formal methods of procurement are used for procurement of property or services above the simplified acquisition threshold or a value below the simplified acquisition threshold the non-Federal entity determines to be appropriate:

(1) ***Sealed bids.*** A procurement method in which bids are publicly solicited and a firm fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bids method is the preferred method for procuring construction, if the conditions.

(i) In order for sealed bidding to be feasible, the following conditions should be present:

- (A) A complete, adequate, and realistic specification or purchase description is available;
- (B) Two or more responsible bidders are willing and able to compete effectively for the business; and
- (C) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

(ii) If sealed bids are used, the following requirements apply:

- (A) Bids must be solicited from an adequate number of qualified sources, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;
- (B) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
- (C) All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
- (D) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
- (E) Any or all bids may be rejected if there is a sound documented reason.

(2) ***Proposals.*** A procurement method in which either a fixed price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids. They are awarded in accordance with the following requirements:

- (i) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Proposals must be solicited from an adequate number of qualified offerors. Any response to publicized requests for proposals must be considered to the maximum extent practical;
- (ii) The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and making selections;
- (iii) Contracts must be awarded to the responsible offeror whose proposal is most advantageous to the non-Federal entity, with price and other factors considered; and
- (iv) The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby offeror's qualifications are evaluated and the most qualified offeror is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional

services. It cannot be used to purchase other types of services through A/E firms that are a potential source to perform the proposed effort.

(c) **Noncompetitive procurement.** There are specific circumstances in which noncompetitive procurement can be used. Noncompetitive procurement can only be awarded if one or more of the following circumstances apply:

- (1) The acquisition of property or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (see paragraph (a)(1) of this section);
- (2) The item is available only from a single source;
- (3) The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation;
- (4) The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the non-Federal entity; or
- (5) After solicitation of a number of sources, competition is determined inadequate.

§ 200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms

(a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

(b) Affirmative steps must include:

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (b)(1) through (5) of this section.

§ 200.322 Domestic preferences for procurements

(a) As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the

United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

(b) For purposes of this section:

- (1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
- (2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

§ 200.323 Procurement of recovered materials

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and

establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

§ 200.324 Contract cost and price

- (a) The non-Federal entity must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the non-Federal entity must make independent estimates before receiving bids or proposals.
- (b) The non-Federal entity must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.
- (c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the non-Federal entity under subpart E of this part. The non-Federal entity may reference its own cost principles that comply with the Federal cost principles.
- (d) The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

§ 200.325 Federal awarding agency or pass-through entity [HSEMD] review

- (a) The non-Federal entity must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document. However, if the non-Federal entity desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.
- (b) The non-Federal entity must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:
 - (1) The non-Federal entity's procurement procedures or operation fails to comply with the procurement standards in this part;
 - (2) The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
 - (3) The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a "brand name" product;
 - (4) The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or
 - (5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.
- (c) The non-Federal entity is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.
 - (1) The non-Federal entity may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third-party contracts are awarded on a regular basis;
 - (2) The non-Federal entity may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from the non-Federal entity that it is complying with these standards. The non-Federal entity must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

§ 200.326 Bonding requirements

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements of the non-Federal entity provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

- (a) A bid guarantee from each bidder equivalent to five percent of the bid price. The “bid guarantee” must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
- (b) A performance bond on the part of the contractor for 100 percent of the contract price. A “performance bond” is one executed in connection with a contract to secure fulfillment of all the contractor's requirements under such contract.
- (c) A payment bond on the part of the contractor for 100 percent of the contract price. A “payment bond” is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

§ 200.327 Contract provisions

Subrecipients that use contractors for work under a federal award must comply with federal laws, including the federal procurement standards which states that non-federal entity contracts must contain the applicable provisions described in the 2 CFR, Part 200, Appendix II. See the quick reference tables below and the full federal contract provisions guide (attached) for guidance on both required and recommended provisions on applying Appendix II Section under 2 CFR Part 200:

Table A: Required Federal Contract Provisions

	Provision (Appendix II Section)	Applicability	Sample Contract Language Included
1	<u>Legal/contractual/administrative remedies for breach of contract</u>	Greater than Simplified Acquisition Threshold (SAT)- \$250,000	No. It is based on NFE's procedures.
2	<u>Termination for cause and convenience</u>	Greater than \$10,000	No. It is based on NFE's procedures.
3	<u>Equal Employment Opportunity</u>	Construction work	Yes. Exact language from 41 C.F.R. § 60-1.4(b) included.
4	Davis-Bacon Act (Not applicable for Public Assistance or Hazard Mitigation Grant Programs)	Construction work	Yes, via reference to required language at 29 C.F.R. § 5.5(a).
5	<u>Copeland "Anti-Kickback" Act</u>	Construction work greater than \$2,000	Yes.
6	<u>Contract Work Hours and Safety Standards Act</u>	Greater than \$100,000 + mechanics or laborers	Yes. Exact language required from 29 C.F.R. § 5.5(b).
7	<u>Rights to inventions made under a contract or agreement</u>	Funding agreement	Yes.
8	<u>Clean Air Act and federal Water Pollution Control Act</u>	Greater than \$150,000	Yes.
9	<u>Debarment and Suspension</u>	Greater than \$25,000	Yes.
10	<u>Byrd Anti-Lobbying Amendment</u>	Greater than \$100,000; and Certification required for all contracts greater than \$100,000	Yes. Clause and certification.
11	<u>Procurement of Recovered Materials</u>	NFE is a state or political subdivision of a state. Work involves the use of materials and the contract is for more than \$10,000.	Yes.
12	<u>Prohibition on Contracting for Covered Telecommunications Equipment or Services</u>	All FEMA declarations and awards issued on or after November 12, 2020.	Yes.
13	<u>Domestic Preferences for Procurements</u>	All FEMA declarations and awards issued on or after November 12, 2020.	Yes.

Table B: Recommended Federal Contract Provisions

	Provision	Applicability	Sample Contract Language Included
1	<u>Access to Records</u>	All	Yes.
2	<u>Contract Changes or Modifications</u>	All	No. It depends on nature of contract and end-item procured.
3	<u>DHS Seal, Logo, and Flags</u>	All	Yes.
4	<u>Compliance with federal Law, Regulations and Executive Orders</u>	All	Yes.
5	<u>No Obligation by Federal Government</u>	All	Yes.
6	<u>Program Fraud and False or Fraudulent Statements or Related Acts</u>	All	Yes.
7	<u>Affirmative Socioeconomic Steps</u>	State entities: all FEMA declarations and awards issued on or after November 12, 2020. Non-state entities: all procurements	Yes.
8	<u>Copyright</u>	All procurements that may involve creation of copyrightable material.	Yes.

In addition to ensuring compliance with 2 CFR, Sections 200.318-200.327, subrecipients are subject to the following sections of 2 CFR Part 200:

§ 200.214 Suspension and debarment

Non-Federal entities are subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, 2 CFR part 180. The regulations in 2 CFR part 180 restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities. *[Subrecipients must have written documentation from SAM.gov showing a contractor is not on the suspended/debarred list prior to entering into contract with them.]*

§ 200.216 Prohibition on certain telecommunications and video surveillance services or equipment

- (a) Recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:
- (1) Procure or obtain;
 - (2) Extend or renew a contract to procure or obtain; or
 - (3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
 - (i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
 - (ii) Telecommunications or video surveillance services provided by such entities or using such equipment.
 - (iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.
- (b) In implementing the prohibition under Public Law 115-232, section 889, subsection (f), paragraph (1), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained.
- (c) See Public Law 115-232, section 889 for additional information.
- (d) See also § 200.471.

Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure

On November 15, 2021, President Biden signed into law the Infrastructure Investment and Jobs Act (“IIJA”), Pub. L. No. 117-58, which includes the Build America, Buy America Act (“the Act”). Pub. L. No. 117-58, §§ 70901-52. The Act strengthens Made in America Laws and will bolster America’s industrial base, protect national security, and support high-paying jobs. The Act requires that no later than May 14, 2022—180 days after the enactment of the IIJA—the head of each covered Federal agency shall ensure that “none of the funds made available for a Federal financial assistance program for infrastructure, including each deficient program, may be obligated for a project unless all of the iron, steel, manufactured products, and construction materials used in the project are produced in the United States.” The Act affirms, consistent with Executive Order 14005, Ensuring the Future Is Made in All of America by All of America’s Workers (“the Executive Order”), this Administration’s priority to “use terms and conditions of Federal financial assistance awards to maximize the use of goods, products, and materials produced in, and services offered in, the United States.”

This guidance applies to all Federal financial assistance as defined in section 200.1 of title 2, Code of Federal Regulations—whether or not funded through IIJA—where funds are appropriated or otherwise made available and used for a project for infrastructure. Federal financial assistance means assistance that non-Federal entities receive or administer in the form of grants, cooperative agreements, non-cash contributions or donations of property, direct assistance, loans, loan guarantees, and other types of financial assistance. The term “non-Federal entity” includes States, local governments, territories, Indian tribes, Institutions of Higher Education (IHE), and nonprofit organizations.

Section 9 – Personal Purchases

The City of Storm Lake will not make personal purchases for employees.

Section 10 – Tax Exempt Purchases

Purchases made by the City of Storm Lake are exempt from sales tax. It is the duty of the Departmental Supervisor to notify the vendors when making purchases. Exemption certificates are available from the Staff Accountant if requested by the vendor.

Section 11 – Conflict of Interest

A purchase will not be made from any firm, business, contractor, or individual contrary to the provisions of Section 362.5, of the Iowa Code. If an officer, official or employee of the City is in some way connected to a firm, business, contractor, or individual proprietor, then review the legality of purchasing from such an entity with the City Manager prior to making the purchase.

Section 12 – Employees Obligor City

No employee shall contract any professional service person without prior approval of the City Manager. This includes, but is not limited to Engineers, Attorneys, Architects, Physicians, Dentists, and similar occupations.

No contract for City business shall be entered into without prior approval of the City Manager.

Section 13 – Payments to Individuals

Any individual (other than an employee) who is being paid by the City for the first time needs to complete a W-9 form providing their social security number or employer identification number. Any person receiving more than \$600 for services during a calendar year will receive a 1099 tax form at the end of the year.

Section 14 – Payment Procedures

All invoices need to contain the departmental supervisor’s signature and correct account number to which the items are to be charged. Similarly, invoices for work or items purchased that require a purchase order per this policy need to have the original purchase order attached to the invoice at time of submittal.

Invoices submitted by 10:00 AM on Tuesday prior to a council meeting will be processed for payment following approval at the City Council Meeting. Checks approved for payment are generally mailed on the Tuesday following the council meeting.

Departments requiring special needs in relationship to issuance of a check need to clearly state that need on the invoice at the time of submittal. Payments that need to be made outside of the normal payment cycle need City Manager and Finance approval prior to issuance.

PASSED, APPROVED, AND ADOPTED this 17th day of October 2022 by the City Council of the City of Storm Lake, Iowa.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Staff Summary

10/17/2022

Agenda Item # D.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: Chris Cole Police Chief
SUBJECT: Storm Lake PD City Code Enforcement Summary

BACKGROUND: 9/28/2022 TO 10/11/2022

Accumulate Trash – 4
Tall Grass and Weeds – 12
Accumulate Junk – 10
Junk Vehicle – 1

Total: 27

Citations – 0

White Summons – 5

FISCAL IMPACT: None

RECOMMENDATION: None

ATTACHMENTS:

Staff Summary

10/17/2022

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: Keri Navratil City Manager

SUBJECT: **Witter Gallery Mosaic Art Project**

BACKGROUND: Witter Gallery will provide City Council information regarding the Witter Gallery mosaic art project.

FISCAL IMPACT: N/A

RECOMMENDATION: No action necessary.

ATTACHMENTS:

Staff Summary

10/17/2022

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: Scott Olesen Building & Code Compliance Director

SUBJECT: **Motion To Approve Proposal for the Demolition/Abatement of 604 Geisinger Road.**

BACKGROUND: The dwelling located at 604 Geisinger has fallen into a state of disrepair to the extent where it has been determined to be a dangerous building by the criteria set in the Dangerous Building Code, as adopted by the City. Every effort was made to attempt to have the homeowner abate the nuisances that have been documented on their own. Since this has not happened up to this point, I have followed the procedures contained in the Dangerous Building Code and have consulted the City Attorney as well. We have arrived at the point in the process where we are going to order the demolition of the structure, have the site cleaned up, and prepare the lot for re-development as a new single family dwelling.

As a part of the process leading up to demolition, we had to have an asbestos inspection performed by a licensed contractor. There were asbestos containing materials found in the dwelling, therefore, abatement by a State licensed contractor is required. The process of removing the asbestos containing materials is complicated by the fact that there are areas of the dwelling that are structurally unstable, making the area unsafe for the asbestos inspector to take samples. This causes the contractor to consider the entire structure as asbestos containing material, which has elevated the cost of demolition.

If approved by Council, the Contractor will have to provide the State of Iowa two weeks notice prior to demolition commencing.

The site will be cleaned up completely, clean fill brought in to fill the resulting excavation, and seeded with grass.

FISCAL IMPACT: The attached proposal that was received from Site Services of Algona, Iowa for the complete demolition and restoration of the lot is \$41,950.00.

RECOMMENDATION: Review and approve the attached proposal for the demolition and abatement of the building located at 604 Geisinger Road.

ATTACHMENTS:

[**Demolition And Abatement Proposal For 604 Geisinger Road.pdf**](#)

Asbestos, Mold & Lead Abatement Services
*Indoor Air Quality: Assessments * Surveys * Sampling * Testing * Reports*



1621 East Commercial * Algona, IA 50511 * Office: 515-295-6888 * Fax: 515-295-6845
 siteservicesabate@gmail.com

September 27, 2022

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

Attention: Mayra Martinez

Re: **Demolition/Abatement: 604 Geisinger Road**
Storm Lake, IA

Proposal

1. **DESCRIPTION:** Demolition/abatement of above house as per DNR and OSHA standards for assumed asbestos containing materials. Entire structure except foundation, footings, basement slab, surface concrete and trees/vegetation on site to be handled as if containing ACM using wet removal. All abatement operations will be closed off with barrier tape and cones, waste containers will be lined with plastic and labeled for disposal. Disposal of ACM will be to a landfill accepting ACM from this location. All procedures will be in accordance with DNR, EPA & OSHA guidelines.
2. Foundation, footings, basement slab and surface concrete to be loaded and hauled to Storm Lake recycle yard.
3. Backfill hole left from basement removal by furnish, haul, place and compact fill clay to within 2' of finished elevation. Furnish, haul and place the top 2 feet with topsoil. Grade site and seed with grass.
4. Remove and dispose of existing trees, brushes and overgrown vegetation.
5. Disconnect existing water service line at the main.
6. Furnish and install new 3/4" plastic water service line and curb box at the property line.
7. Cap existing sanitary service at the property line. Televiser existing line to the satisfaction of City Waste Water Staff.
8. Equipment used: Concrete removal – Excavator, dump truck
 Grading - Dozer, roller and skid loader
 Utilities - Backhoe
 ACM Removal - Excavator, side dump trailer

2. SITE SERVICES, INC. RESPONSIBILITIES: Provide, State of Iowa asbestos permit, pollution endorsed insurance, tools, equipment, Iowa licensed & certified asbestos labor, materials and services applicable to perform the work.

3. OWNERS RESPONSIBILITIES: Provide uninterrupted access to the work area for the duration of the project, provide water hydrant and fire hose to connect to hydrant. Disconnect any power and gas to the structures.

4. CONTRACT CLOSEOUT: Final visual inspection: By Site Services, Inc. and City of Storm Lake representative.

5. FINANCIAL ARRANGEMENTS: Upon Completion

Total Lump Sum Price: \$41,950.00

Submitted by: Brent Clegg, Co-President
Site Services, Inc.

Accepted by: 

Date: 9/27/22

Site Services, Inc. states: To the best of our knowledge, there are no circumstances which will cause a conflict of interest in performing services for the city of Storm Lake.

Staff Summary

10/17/2022

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: Keri Navratil City Manager

SUBJECT: **Resolution No. 18-R-2022-2023 for Change Order No. 2 for the Storm Lake Library HVAC Project**

BACKGROUND: The City entered into a contract with Woodruff Construction for the Storm Lake Library HVAC Project. The contractor is proposing a change in the size of the HVAC unit from a 40-ton unit to a 35-ton unit to the associated 250 amp breaker. The architect, CMBA, agrees this change is justified.

FISCAL IMPACT: This change will reduce the project cost by \$5,200 to a total project cost of \$594,500.00.

RECOMMENDATION: Motion To Approve Resolution No. 18-R-2022-2023 for Change Order No. 2 for the Storm Lake Library HVAC Project

ATTACHMENTS:

[G701-2017 - 002- Final_Signed_combined.pdf](#)

[Resolution No. 18-R-2022-2023 - Approving Change Order No 2 Storm Lake Library HVAC Project CM_10.17.2022.pdf](#)

AIA® Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*
SP21122- Storm Lake Public Library
Renovation
609 Cayuga Street
Storm Lake, Iowa 50588

CONTRACT INFORMATION:
Contract For: Single Prime

Date:

CHANGE ORDER INFORMATION:
Change Order Number: 002

Date: 09/30/2022

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.)

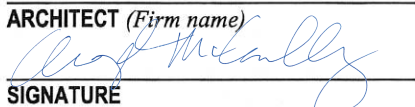
The original Contract Sum was	\$	599,700.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	599,700.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	5200.00
The new Contract Sum including this Change Order will be	\$	594,500.00

The Contract Time will be unchanged by ZERO (0) days.

The new date of Substantial Completion will be April 28th, 2023

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, AIA Architect

Woodruff Construction
CONTRACTOR *(Firm name)*

SIGNATURE
Chad Lennon, West Region President

City of Storm Lake
OWNER *(Firm name)*

SIGNATURE
Michael Porsch, Mayor

PRINTED NAME AND TITLE

09/30/2022
DATE

PRINTED NAME AND TITLE

DATE

PRINTED NAME AND TITLE

DATE

9/26/2022

Angela McCaulley
CMBA Architects
505 Grand Avenue
Spencer, IA 51301

RE: Storm Lake Public Library 2022 Renovation

SUBJ: Potential Change Order #02 – RTU Capacity Change

Dear Angela:

Per CMBA Architects (RFP 002) dated 9/6/22, we are proposing the following:

- Credit to reduce RTU-1 capacity from 40-ton unit (as bid) to a 35-ton unit (per approved submittal) in order to match associated 250A breaker.

Our total price to perform the subject changed work is \$ (5,200.00).

The schedule analysis determines the resulting changed activity sequence to add ZERO (0) WORKING DAYS to the project.

When this potential change order is signed by the Owner and a copy is returned to the contractor, approval of change(s) is effective IMMEDIATELY and we will proceed with the change(s) described above. Approved changes will be included in a future contract change order. If you require additional clarification, please contact me. Thank you for your prompt response.

Sincerely,

WOODRUFF CONSTRUCTION



Nate Myer
Project Manager

Owner Approval_____
Date_____
Architect Approval 9/26/22
Date

REQUEST FOR PROPOSAL (RFP 002)

PROJECT: Storm Lake Public Library Renovation

PROJECT #: SP21122

DATE: 09/06/22

TO: Kevin L. Larsen

COMPANY: Woodruff Construction

FROM: Angela McCaulley

COMPANY: CMBA ARCHITECTS

Provide a cost breakdown in accordance with the contract documents for the proposed changes to the contract as described below and on any attachments transmitted here within. This is not an authorization to proceed. If approved, the changes will be included in a forthcoming change order.

1. Please provide pricing breakdown per request from MODUS – See attachment from MODUS

CC: Adam Van Gorp, Derek Bond

Storm Lake			
PROJECT:	Public Library Renovation	PROJECT NUMBER:	21-128
		DATE:	August 30, 2022

PLANS

M501 Mechanical Schedules and Details

1. Rooftop Unit Schedule
 - a. Provide pricing breakdown to reduce RTU-1 capacity from a 40-ton unit (as bid) to a 35-ton unit (per approved submittal) in order to match associated 250A breaker.

ATTACHMENTS

NONE



HVAC Change Request

Project: Storm Lake Public Library
Location: Storm Lake, IA

RFP No: 2
Date: 09/09/22

Description of Work:

Pricing to reduce RTU-1 capacity from a 40-ton unit (as bid) to a 35-ton unit (per approved submittal) in order to match associated 250A breaker.

Item	%	General	Sub	
Subcontractor Work				
				-
				-
				-
Midwestern Mechanical Work				
Material		(4,418)		
		-		
Use Tax		(309)		
Labor Cost (Base Rate - \$90) Hrs =	-	-		
Labor Burden	22.0%	-		
Safety	5.0%	-		
Vehicle & Tools	5.0%	-		
Midwestern Mechanical Total:		(4,727)		
Profit & Overhead:	10.0%	(473)		
Subcontractor Total:			-	
Fee on Subcontractors:	5.0%	-		Net Cost
Subtotal:		(5,200)	-	(5,200)
Excise Tax:	0.0%			-
Bonding Cost:	0.0%			-
Net Proposed Cost:				(5,200)

Please contact our office if you have any questions.

Material:	(5,200)
Labor:	-

Sincerely,

Sioux Falls,
SD
4105 N Lewis
Ave.
Sioux Falls, SD
57104

Rapid
City, SD
3536 Eglin
Street
Rapid City,
SD 57703

Spencer, IA
3905 4th Ave W
Spencer, IA 51301
Phone 712-262-1206
FAX 712-262-1209
spencer@mwmech.com

Sioux City, IA
2100 Business 75 N
Sioux City, IA 51105
Phone 712-224-6161
FAX 712-224-6162
siouxcity@mwmech.c

RESOLUTION NO. 18-R-2022-2023

**RESOLUTION APPROVING CHANGE ORDER NO. 2 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, the contractor is proposing a change in the size of the unit from a 40-ton unit to a 35-ton unit to match the associated 250 amp breaker; and

WHEREAS, the City has consulted with the project architect and has agreed that the request for this change in scope proposed by Woodruff Construction is justified; and

WHEREAS, the proposed scope change will result in a reduction in the cost of the contract with Woodruff Construction.

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. 2 by changing the project cost by a reduction of \$5,200.00, to a total project cost of \$594,500.00.

Section 2. That the contract with Woodruff Construction, of Fort Dodge, Iowa be amended as outlined in Change Order No. 2 by changing the total working days in the contract by zero (0) days.

Section 3. The Mayor is hereby authorized to sign Change Order No. 2 on behalf of the City of Storm Lake.

Section 4. Change Order No. 2 is hereby accepted and approved by the City of Storm Lake.

PASSED AND APPROVED THIS 17TH DAY OF OCTOBER 2022.

Michael Porsch, Mayor

ATTEST

Mayra A. Martinez, City Clerk

Staff Summary

10/17/2022

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: Keri Navratil City Manager

SUBJECT: **Motion Setting A Public Hearing On A Community Development Block Grant (COVID-CV) City of Storm Lake Public Library Project**

BACKGROUND: The City Council of the City of Storm Lake has Community Development Block Grant funding from the Iowa Economic Development Authority. The improvements to the Storm Lake Public Library are to prevent the spread of Covid and other airborne diseases while allowing the Library to remain a key community facility for the residents of the City.

The purpose of the hearing will be to provide the public information concerning the progress, scope, budget and status of the City's Library COVID Improvements Project.

Public Hearing will be conducted by the City Council in the Council Chambers, located in City Hall at 620 Erie Street, Storm Lake, Iowa on Monday November 7, 2022 at 5:00 p.m.

FISCAL IMPACT:

RECOMMENDATION: Approve setting the Public Hearing on Community Development Block Grant (COVID-CV) City of Storm Lake Public Library Project for November 7, 2022 at 5:00 pm at the Council Chambers. Pu

ATTACHMENTS:
[Public Hearing Notice](#)

(NOTE: This needs to run once in local paper no less than 4 days, and no more than 20 days, prior to the Hearing. Thank you.)

PUBLIC NOTICE

Pursuant to the requirements of Section 508 of the Housing and Community Development Act of 1987, as amended, the City of Storm Lake is hereby providing Public Notice that on Monday, November 7, 2022, at 5:00 p.m., the City Council will hold a public hearing at City Hall. The purpose of the hearing will be to provide the public information concerning the progress, scope, budget and status of the City's Library COVID Improvements Project.

This project is being funded in part through a Community Development Block Grant provided by the Iowa Economic Development Authority.

If you have questions concerning the project, or if you require special accommodations to attend the hearing, such as handicapped accessibility or translation services, you may contact the City Manager at City Hall. Persons interested in the status of funding or the progress of the project, are welcome to attend this meeting or submit written comments to City Hall before the Hearing.

Program Contact: City Hall at 712-732-8000 or Program Administrators (Simmering-Cory) at (641) 355-4072.

Keri Navratil, City Manager

Staff Summary

10/17/2022

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: Keri Navratil City Manager

SUBJECT: **Acknowledgement of Year End Review October 12, 2021-October 12, 2022**

BACKGROUND:

The Storm Lake Strategic Planning Retreat was held October 12, 2021 at the Storm Lake Public Library. The Mayor, City Council Members and City Administration leaders attended. Later, in a planning retreat, City Department Heads were invited to participate in an overview presentation by Facilitator Mark Collins.

The event challenged city government to address expectations, strengths and challenges. At that time, the mayor and council ranked several strategic focus areas as priorities moving forward.

FISCAL IMPACT: N/A

RECOMMENDATION: City Council held their 2021 Strategic Planning Session on October 12, 2021. Attached are the goals set, in order of ranking, along with efforts over the past 12 months to respond to these directives.

ATTACHMENTS:

[Year end Report 081022.pdf](#)
[Cash Balance.pdf](#)
[Tax Rates.pdf](#)
[BV Tax Rates.pdf](#)
[Tax Rate Comparison.pdf](#)
[Photos, 2022 accomplishments.jpg](#)

Strategic Planning Goals and Objectives 2021-22



City of Storm Lake efforts

The Storm Lake Strategic Planning Retreat was held October 12, 2021 at the Storm Lake Public Library. The mayor, city council members and City Administration leaders attended. Later, in a planning retreat, City department heads were invited to participate in an overview presentation by Facilitator Mark Collins.

The event challenged city government to address expectations, strengths and challenges.

At that time, the mayor and council ranked several strategic focus areas as priorities moving forward.

Following are the goals set, in order of ranking, along with efforts over the past 12 months to respond to these directives.

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

1.) Community Recreation

- A. Established a soccer mini-pitch in Chautauqua Park, and held a well-attended dedication event to launch the new feature, partnering with Community Education and the BVU soccer program.
- B. Held a new Kids Fest community celebration, partnering with King's Pointe Resort, with many family-friendly activities. City volunteers promoted, planned and staffed the event. Attendance was estimated at close to 1,500. Planning is underway for another event in 2023.
- C. Over \$70,000 was invested in additional docks, including the new structure at Awaysis Park, bringing constant use and enjoyment to the community.
- D. The Snack Shack at Awaysis Beach was reopened after several years without the amenity, and recorded a successful season boosting the community's enjoyment of this outdoor area.
- E. Promoted the golf course and addition of Footgolf.
- F. Through King's Pointe, added rental bikes and watercraft amenities.
- G. Used social media to promote "Things to Do in Storm Lake" featuring outdoor summer activities.
- H. Helped to plan/promote a 5K Suicide Prevention walk/run.
- I. Planning continues for additional multi-use trails.
- J. Planning continues to convert the former spoil site into a nature park as an additional site for outdoor activities and recreation.
- K. Studied and approved use of ATV/UTV vehicles on streets in response to community requests.
- L. Hoop Dreams basketball court is being well-utilized. The SLPD provides basketballs, interaction and pop-up BBQ events to bring activity to a previously underutilized Seneca Park.
- M. Tennis courts were resurfaced.
- N. Chautauqua basketball court was painted for the first time.
- O. Created a new monthly series of activities at the campgrounds.
- P. Added signage for kayak launch site in Scout Park.

2.) Economic Development

- A. The Development Services Specialist position was created and filled, allowing outreach for both development and business opportunities.
- B. The Downtown Master Plan is in the process of being completed. Personal visits were made with Lake Avenue businesses, and an Ice Cream Social event held to share initial concepts with the community. An additional community engagement event is being planned for November.
- C. Over 60 business visits had been completed by September. Confidential interviews with business leaders are addressing issues like workforce, supply chain challenges, expansion opportunities and succession planning.
- D. The City is continuing to build partnerships with Storm Lake United, Iowa Lakes Corridor, Iowa Small Business Development Center, BVU's Foundry and Iowa Economic Development Authority. Collaboration is helping to provide tools for local businesses to start up, expand or grow.
- E. The Economic Development section of the city website has been redone and expanded.
- F. The City is working with the SBDC's Minority Business Development Counselor to host "Charla Con Emprendedores" (Talk with Entrepreneurs). The program has identified several people hoping to start up new businesses. The City is assisting two to qualify for small business loans.
- G. The Communication Coordinator position has showcased what the city has to offer.
- H. Code staff is working toward a new Comprehensive Plan, Zoning Ordinance, and Downtown Development Plan which will provide a code that is in step with current trends. Educational seminars helped to make sure the city is current on new code and zoning changes trends in order to better serve developers.

3.) Community Participation/Involvement

- A. A Communications Coordinator position was created and filled. Public questions are quickly addressed.
- B. Held first Community Volunteer Recognition event.
- C. A robust outreach was offered to residents to participate in Downtown Master plan and Comprehensive Plan processes.
- D. Public relations efforts to improve community self-image were greatly increased. The City's Facebook following increased from about 1,500 in June to 3,700 in October. The most popular posts reach 20,000 or more viewers. The highest post to date reached over 133,000.
- E. Volunteer programs are being drafted to showcase opportunities for volunteerism.
- F. SLPD partnered with The Bridge of Storm Lake and Endless Sea Coffee for specialized brews. A cancer awareness blend has been launched to help raise funds for the BVRMC Oncology Department.
- G. Events like Coffee with a Cop and Meet the Mayor allow more personal communication with the public.
- H. Police YumVee patrols and participation in school-related events allows for direct contact with young people.

- I. National Night Out was an excellent opportunity for police, fire and administration to meet directly with people in their own neighborhoods and respond to their concerns and suggestions.
- J. Police added a new Back to School Jam with free haircuts that was much appreciated by families.
- K. Police and other city employees took part in various ethnic celebrations including those with the Karen, Buddhist and South Sudanese communities to further mutual communication.
- L. The City will increase its participation in Thrills and Chills this month with booths by police, library and city government.
- M. A fall clean up day to accept unwanted items continues a popular service to the community, and this year also raises funds for UDMO charity. Over 140 served.
- N. Police partnered with LifeServe and King's Pointe for a "Blue Blood" blood donation drive.
- O. The fire department has hired six new volunteers since January, and three more are in processing now, which is on pace for a roster of 30 by year's end. SLFD has diversified its roster with members of different ethnic backgrounds by recruiting in different groups within the community. It is currently revamping training procedures and will be hosting firefighter and officer trainings in early 2023.
- P. SLPD sponsored a youth softball team.
- Q. Community Service Officers provided interpreting/translating assistance to community members and agencies nearly 200 times last year.
- R. Created storm drain art project.
- S. Storm water booth at Kids Fest helped to educate both adults and children on water issues.
- T. Adopt a Planter program downtown was updated and implemented.
- U. Encouraged adoption of storm water features.
- V. Continued lighthouse public art project.
- W. SLFD added a Fire Safety Week program, and significantly increased public outreach efforts with recruiting, community relations and fire safety training opportunities to the public and businesses in the community. The Fire Department added an open house with firefighter demonstrations that was well attended in the spring.
- X. Library showed an increase in activities (in-house and outreach) for young people with the hiring of a Library Youth Programmer. The facility has become a common meeting place for families and assigned social workers.
- Y. The library has reached out to a multicultural community. Fifteen percent of library materials were sourced from Guadalajara (Mexico) Book Fair, Frankfurt (Germany) Book Fair, online LiberBarcelona and online Colombia Book Fair. An International Sister Library program continues to be a strong connection with a facility Zapopan, Jalisco, Mexico. World literature and media is a Library Board goal for 2020-2025.
- Z. Earned two prestigious awards: the national Employer Support of the Guard and Reserve Freedom Award for the Police Department, and 2022 Community and Equity Award from the International County/City Managers Association. These honors focused much positive attention for the community.

4.) Business Retention

- A. Confidential interviews with business leaders are addressing issues like workforce, supply chain challenges, expansion opportunities and succession planning.
- B. Partnership with BVU The Foundry/Iowa Lakes Corridor/Entrepreneurial Roundtables/Corridor Connects monthly meetings.
- C. Created a business tool kit resource guide available online.
- D. Monthly meetings with Iowa's Small Business Development Center regional director.
- E. Assistance to qualified businesses to apply for IEDA targeted business loans/CEO loans.
- F. Shared IDEA program information with the business community.
- G. The City is assisting in publicity for shopping events, etc. to draw business to the retail community.
- H. Downtown Master Plan strategy involved many in-person interviews to gather information on the developments business owners feel are important to their continued success in Storm Lake.

5.) Housing

- A. The City has a record 250+ new housing units being planned, constructed or completed this season. The additions touch on a range of markets, including market-rate apartments, single family dwellings, duplexes, townhomes, and condominiums, with a second additional condo building planned near Sunrise Park Drive.
- B. Two Tyson grants totaling \$150,000 were obtained to assist in two affordable housing developments in the city.
- C. Three developments in Storm Lake received Iowa Workforce Housing Tax Credits. Storm Lake is the only community in the Corridor to achieve any such funding.
- D. Housing rehabilitation grant funds were secured.
- E. Tax credits and other incentives are in place to encourage development.
- F. Code staff collaborates with developers to provide a consistent review and inspection process and helps development to occur as smoothly as possible.

6.) Infrastructure

- A. Public Services recorded an extremely busy summer. Hours invested May-September included 1,174 on trees, 932 on concrete, 550 on stumps, 535 on mowing and grading, 501 on intake maintenance, 436 on playground equipment, 291 on street line painting, 266 on docks, 221 on street sweeping and 86 on pothole repair – in addition to the normal maintenance of city facilities, parks, golf course, and airport.
- B. Comprehensive Plan process is underway.
- C. FEMA BRIC and HMA grants submitted for water/wastewater projects.
- D. A new storage building was installed at the campground.
- E. New playground equipment was installed in four parks, and pads with table and bench were installed at Kiwanis Park.

- F. The Water Treatment Sanitary Survey was successfully completed.
- G. The city prepared and assisted in installing the new soccer mini-pitch.
- H. Awaysis Park Beach was regularly served with the new beach groomer. The City cleared University Cove beach for BVU, after it had become heavily overgrown.
- I. Hundreds of ash trees were marked for removal due to emerald ash borer infestation.
- J. The City responded to a carp kill by cleaning up a large number of dead fish, and worked closely with DNR experts to monitor lake health.
- K. The Frank Starr Park shoreline was armored with stone during the spring, in a collaboration with the DNR, Lake Preservation Association and Lake Improvement Commission.
- L. An additional phase of the fiber optics installation plan was completed during the summer. All city facilities are connected for communications.
- M. Internet connectivity and security cameras are in place in parks and rec facilities.
- N. More attention and planning for rain gardens maintenance was implemented.
- O. A vegetation management plan for the lake was adopted and implemented with the help of the DNR in high-recreation areas.
- P. Preparations were made for the construction of a new 1.5M-gallon water tower to meet storage needs. Two test wells were drilled – one found an adequate source, and design is moving forward. A new-style submersible pump was installed at the City's highest-production well. Outdated water main and hydrants were replaced as part of the Oneida Street project. Undersized main was replaced in a 4th Street project. Work is underway toward a water sales and RV sewer dump site at the street shop location.
- Q. Working on demolition of one home structure. Completed negotiations to clear a property for water tower construction.
- R. The SLPD cleared over 1,000 municipal code violations last year, helping to keep the community properties safe and attractive.
- S. Created Music Garden grant application and planned library/Witter Gallery grounds proposal.
- T. A wastewater project lined over 12,000 feet of sewer main along with rehabbing almost 50 sewer manholes. Memorial Lift Station saw a major upgrade including two new pumps and new valving for five pumps, along with a new motor control center. Radio Park Lift Station was replaced with two submersible pumps and new motor controls. The process of replacing Scout Park Lift Station has begun, with application for FEMA funding. Northwest Lift Station was updated with two new pumps and motor controls.
- U. Added additional snow removal emergency-level clearing routes.
- V. Fire department replaced equipment that was aging (PPE, thermal camera, helmets). It is pursuing grants and nontraditional funding opportunities for equipment purchases. It is working on long term goals and strategic planning for the future growth and success of the department.
- W. Worked with Alliant Energy for upgraded and modernized pressure stations that will add extensive energy capacity to accommodate future growth.
- X. Social media is being used to keep the public aware of street, park, tree removal and other projects in real time.

7.) Spoil Site Development

- A . An engineering feasibility study and cost estimate has been completed.
- B. Currently investigating opportunities for potential future grant funding.
- C. Ongoing planning through capital improvement budgeting for phased construction.

8.) Diverse Jobs/Upward Mobility

- A. In-house, a number of city employees were promoted, took on new or additional responsibilities, or completed advanced trainings. For example, the wastewater plant grew its team from zero advanced certifications to become one of the most certified facilities of its kind in the state.
- B. Externally, the city increased efforts to assist entrepreneurs representing a wide range of backgrounds.
- C. Iowa Workforce Analysis, labor shed studies and manufacturer visits provide information to help develop diversified jobs.
- D. Stayed up to date with Center for Industrial Research and Service (CIRAS) programs and workshops.

9.) Tourism

- A. The expansion of Storm Lake's focus on tourism has been a success. In 2007, The City took in \$146,870 in Hotel/Motel tax. For 2022, that number was \$340,569. King's Pointe is by far the main driver of that increase, accounting for \$211,150 of the total (62%).
- B. A new community event, Kids Fest, was planned and largely operated by City employee volunteers. This event drew many visitors from outside the area.
- C. The City worked with Storm Lake United to add a multicultural festival that was well-attended.
- D. Communications efforts greatly expanded publicity for King's Pointe Resort, the waterparks and the golf course, including seasonal tourism promotions and addition of new activities such as Footgolf events. Music is being promoted jointly across multiple platforms.
- E. Timely and pertinent information is posted daily to social media to keep the interested public informed on city news, events and ongoing activities.
- F. Worked closely with King's Pointe on coordinated community promotion for events and services.
- G. Tourism inquiries are being fielded with responses in less than 24 hours.

10). Business Outreach

- A. Again, the City is stressing efforts to work directly with business owners and operators. Through personal visits, arranging resources and informational visits, collaboration with other agencies, and Downtown Master Plan, the City is engaging business owners and providing the services they are seeking.
- B. Promotion of public/private partnerships.

11.) Succession Planning for Local Businesses

- A. The City's development office is available to work with business owners on succession, transition or sale of properties. Multiple transitions have been assisted.
- B. Worked with BVU's The Foundry on its new program that matches owners transitioning out with entrepreneurs. Currently working with an entrepreneur on acquisition of an existing business.
- C. Through business visits and staying connected to the business community we are able to identify those who can benefit from succession programming.

11.) Fiscal Responsibility

- A. Refinancing debt has saved significant amounts of funds.
- B. During the fiscal year, spending has been structured to allow adequate reserves to deal with fluctuations such as tax receipts coming in at differing times.
- C. Staff provided a clear, concise view of the budget for FY 2023 for operations and capital improvements planning.
- D. A pay increase of 3% for non-contract employees and continuation of top-tier benefits is offered internally. Once again, employee benefit contributions were kept the same. The City reduced the Total Benefit Tax Levy from \$3.004 to \$2.799.
- E. Continued planning for a stable, controlled tax levy: For this year, a decrease was achieved in the tax levy to \$13.60595, down 1% from our current rate and down for the 6th year in a row constituting a 7% decrease in the tax rate over that timeframe.
- F. All funds exceed council's requested balance of at least 40% of operating expenses. The General Fund, which council has requested carry at least a \$1M balance will again exceed the 40% level. In total, the City's total combined fund balance is around \$23 M, which is just over 60% of our budgeted operating expenses.
- G. Our Constitutional Debt Limit is \$29,447,531 and we currently carry \$17,389,000 of GO Debt, 59.05% of the limit. Total debt will be \$22,053,350 at the close of this Fiscal Budget, down nearly \$2M from last year which includes an additional SRF loan for the Memorial Lift Station. For comparison, in 2014 and 2015 we were over 90% of our Debt Limit and right around \$40M in Total Debt.
- H. In Fiscal Year 2016 we serviced 17 bonds. We are currently down to 11 and plan to retire or refinance up to 3 bonds while expecting to add 2 for infrastructure. Our goal is

to schedule bond issuance at or around the time of other bond pay-offs, keeping the number of debt issues consistent, which results in a consistent tax rate.

- I. Wise use of resources ensures current and longterm stability of municipal operations.

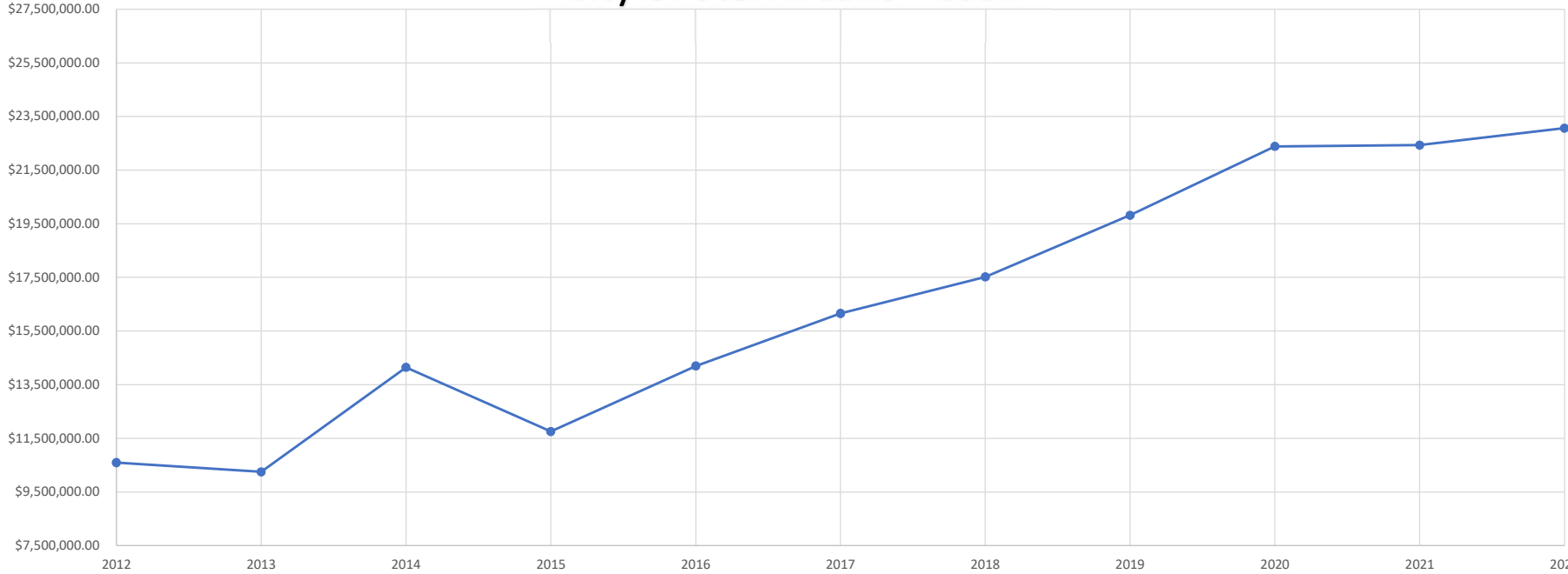
12.) Retirement Destination

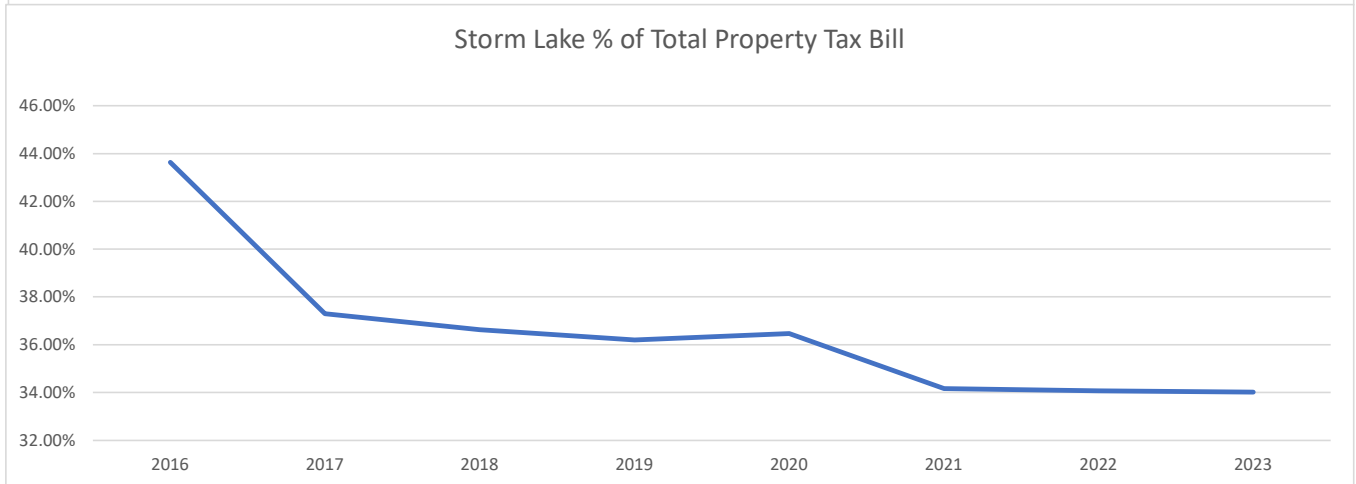
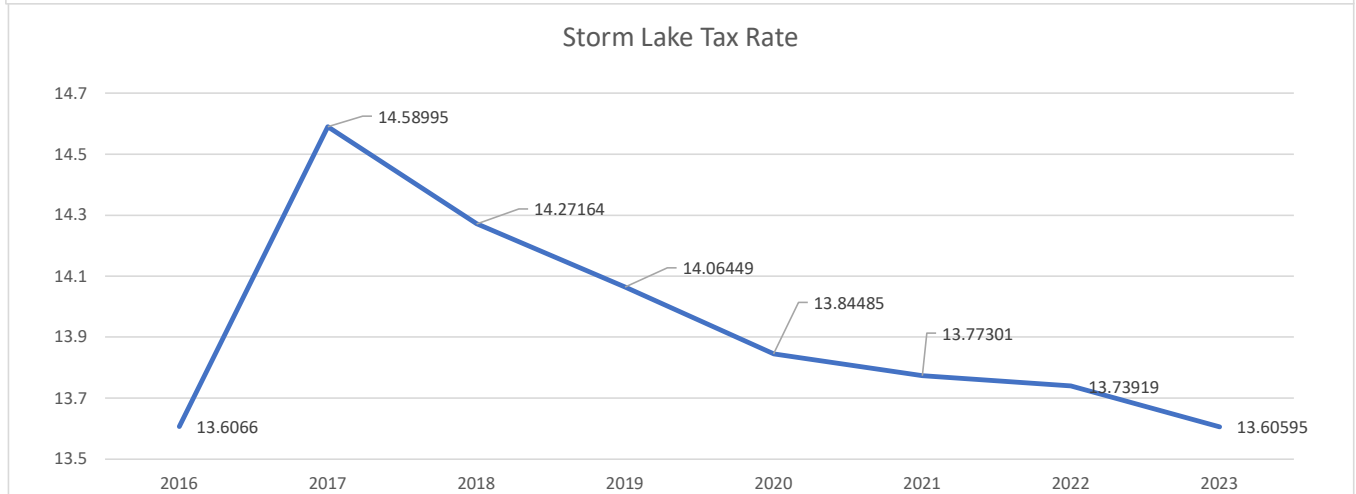
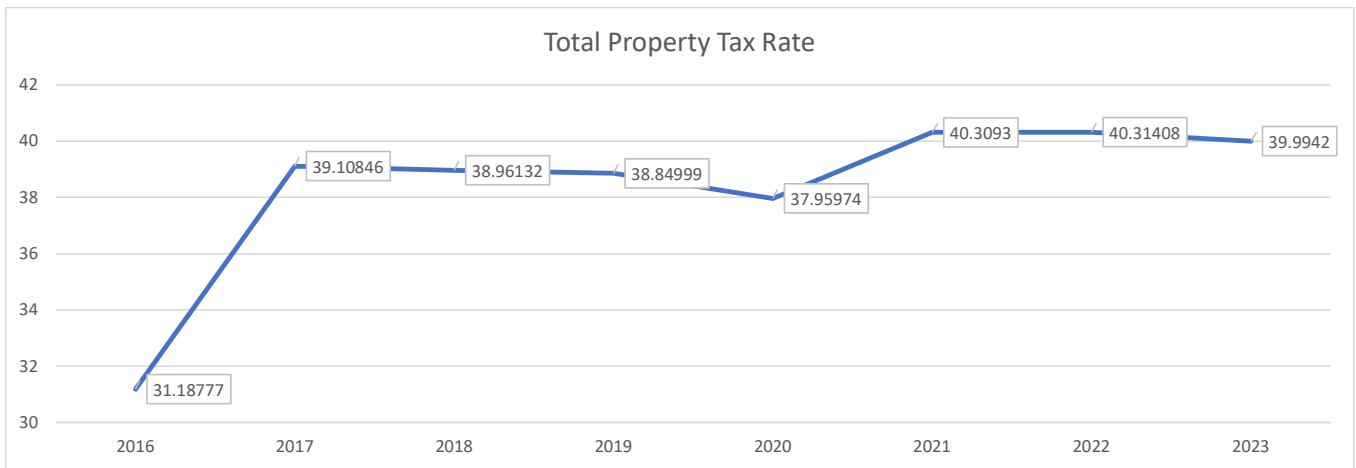
- A. Public relations effort by Communications Coordinator to position the city as an attractive retirement community.
- B. Community appearance efforts and maintenance of facilities, financial stability, and new housing creation, help keep the city attractive for all ages.
- C. Dinner Date services provided through the city's golf course clubhouse.
- D. The code department's work with many of the new developments has provided a consistent approach that has made developing here a straightforward process. A high standard of construction will attract retirees. Examples include The Breeze condos, Kading duplexes, Brash LLC homes and the various additions to our medical facilities such as Community Health.
- E. Completion of a long-sought condominium project provides another housing option that can prove attractive to retirees.

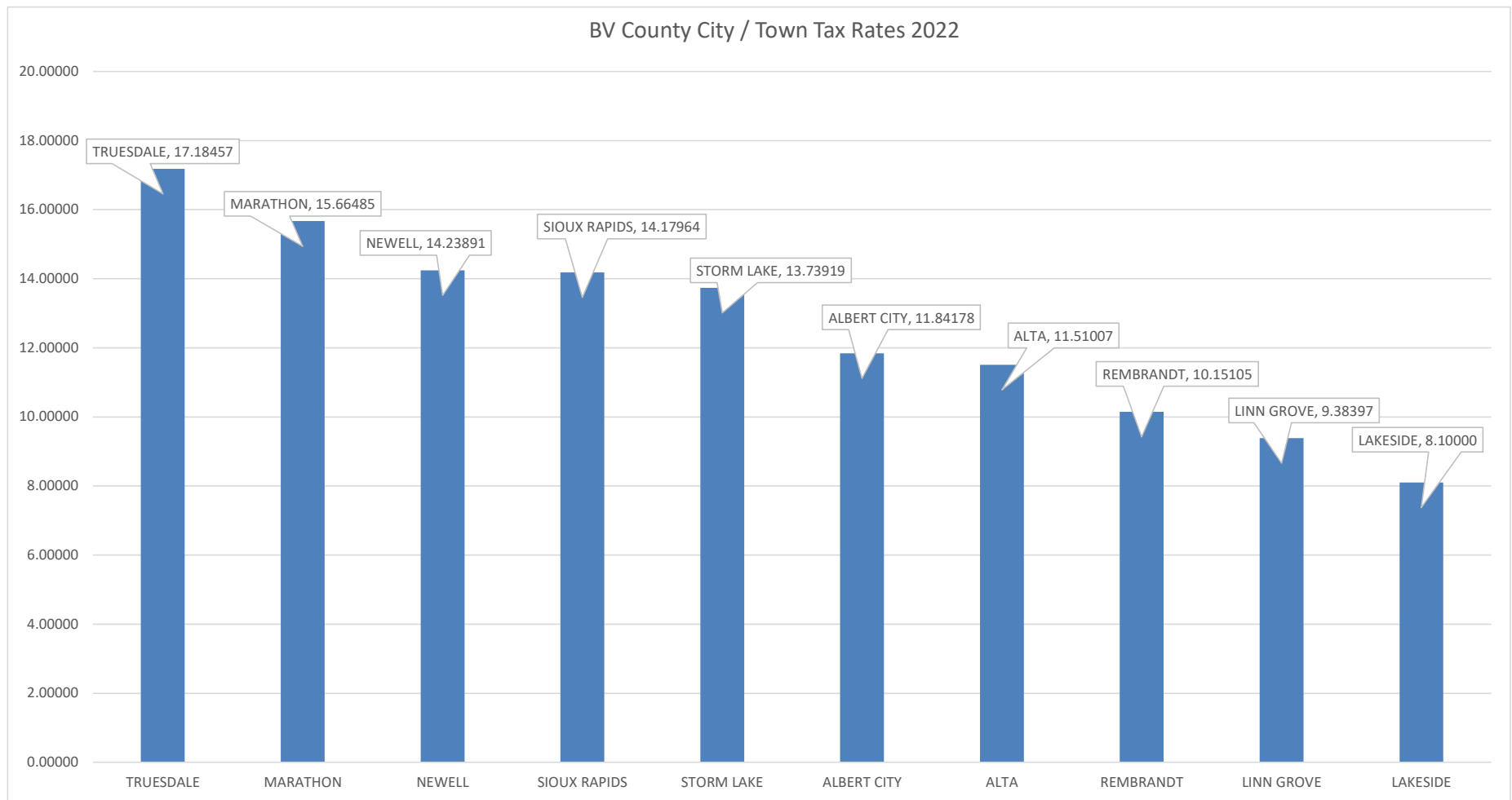
Other council goals discussed in 2021

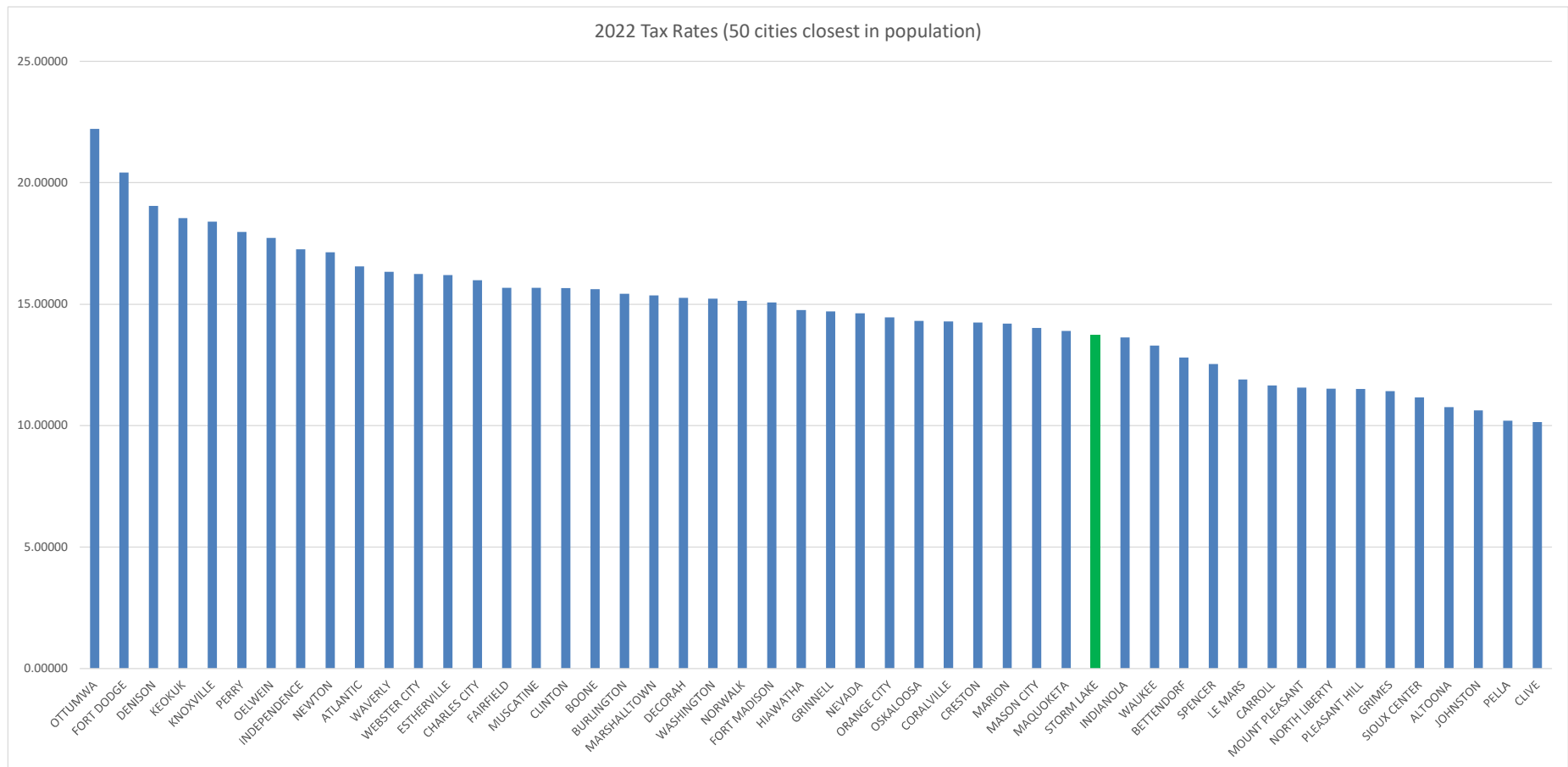
- **Community Outreach and Communication** – A new position was created, improving on social media presence, website outreach and media releases. Facebook following was more than doubled within a few months. A prototype for a community newsletter was completed for the National Night Out. Regular reports on meetings are being posted and shared with media. An events calendar was created to make City departments more aware of community happenings. A new website is being constructed that will stress community news.
- **Downtown Revitalization:** The Downtown Master Plan will include opportunities such as potential green gathering spaces, event locations, re-engineering streetscape, and beautification.
- **Child care** – The staff is currently working with BVU on a potential location. Staff members are also meeting with an ongoing child care committee.
- **Beautification** – Clean up efforts along the lakefront were stressed in 2022. Brush was cleared in many areas. Some of the park and beach areas have been adopted by public groups. A lake vegetation control effort took place in the spring.

City of Storm Lake - Cash











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Staff Summary

10/17/2022

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: David Derragon Assistant City Manager

SUBJECT: **Work Session - Campground**

BACKGROUND: A work session describing how the campground works was requested by Council.

Kim Woltman, Campground Manager, oversees the campground operations. Ms. Woltman will provided history of the facility and an overview of the campground operations. There will also be time allotted to answer questions.

FISCAL IMPACT: N/A

RECOMMENDATION: Hold Work Session

ATTACHMENTS:

Staff Summary

10/17/2022

Agenda Item # F.7.



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: Nelda Kirkholm Deputy 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

10/17/2022

Agenda Item # F.8.



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 Recess City Council Meeting Council and Reconvene at the Library to Attend an Autumn Library Reception**

BACKGROUND: The Library Board of Trustees and the Friends of the Library are hosting an Autumn Reception to meet and greet the City of Storm Lake Officials.

No official action(s) anticipated.

FISCAL IMPACT: N/A

RECOMMENDATION: Motion to Recess City Council Meeting and Reconvene at the Library to Attend the Autumn Library Reception

ATTACHMENTS: