

**CITY OF STORM LAKE
REGULAR COUNCIL MEETING, CITY HALL
COUNCIL CHAMBERS
DECEMBER 6, 2021
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>

- A. Pledge of Allegiance
- B. Consideration of Changes in Agenda and Setting the Agenda
- C. Disclosure by City Council Members
- 1. Hear the Public
- 2. Consent Agenda
 - A. Approve Consent Agenda
 - B. Buy Local Information
 - C. SLPD City Code Enforcement Summary
 - D. Approval of November 2, 2021 Election Results
- 3. Ordinance No. 06-O-2021-2022 to Amend Chapter 9-11 of Title IX of the City Code - 2nd Reading
- 4. Motion Setting A Public Hearing For The Re-Precincting Plan
- 5. Ordinance No. 07-O-2021-2022 Amending Chapter 7 Of Title II Of The City Code Of The City Of Storm Lake, Iowa, To Reduce The Number Of Trustees On Its City Library Board Of Trustees - 2nd Reading
- 6. Motion To Approve Appointment of Beck Engineering as Drainage District Engineer for the City of Storm Lake
- 7. Resolution No. 47-R-2021-2022 Approving Submission of Application and Committing Local Match for the Assistance to Firefighters Grant

8. **Resolution No. 48-R-2021-2022 Adopting Storm Lake's Airport Capital Improvement Program Submittal**
9. **Resolution No. 49-R-2021-2022 to Adopt Update to Storm Lake Purchasing Policy**
10. **Resolution No. 50-R-2021-2022 Approving Change Order No. 2 for the Radio Park Lift Station Project**
11. **Resolution No. 51-R-2021-2022 Approving Change Order No. 3 for the Memorial Lift Station Project**
12. **Motion Considering Selection of Bolton and Menk, Inc. for Professional Services for the Comprehensive Plan and Zoning Code Update**
13. **Motion Considering Selection of ISG for Professional Services for the Downtown Master Plan**
14. **Resolution No. 52-R-2021-2022 Approving Amendment to Agreement with Bolton and Menk, Inc. for Professional Services for Engineering Services for the FEMA BRIC Grant**
15. **Motion to Approve Funding Request For The Frank Starr Armoring Project**
16. **Adoption of Policy & Procedure Manual for Snow & Ice Removal**
17. **Fiscal Year 2023-2027 Proposed Capital Improvement Plan Workshop- General Fund**
18. **City Council Requested Items**
19. 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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Staff Summary

12/6/2021

Agenda Item # B.



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

FROM:

SUBJECT: Consideration of Changes in Agenda and Setting the Agenda

BACKGROUND:

FISCAL IMPACT:

RECOMMENDATION:

Staff Summary

12/6/2021

Agenda Item # C.



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

FROM:

SUBJECT: Disclosure by City Council Members

BACKGROUND:

FISCAL IMPACT:

RECOMMENDATION:

Staff Summary

12/6/2021

Agenda Item # A.



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

REPORT TO: Honorable Mayor and City Council

FROM: Mayra Martinez, City Clerk

SUBJECT: **Approve Consent Agenda**

BACKGROUND: The Consent Agenda Includes:

- List of bills for approval
- King's Pointe and Sunrise Pointe disbursements for approval
- Approve the November 15, 2021 City Council Minutes
- Acknowledge the Library Board October 2021 Board Minutes
- Acknowledge the Airport Commission October 2021 Minutes
- Approve Tax Abatement For 1012 Hwy 110 For Ben Friesen
- Approve Renewal Liquor Licenses For Brewsters, Brew Oil #33, and Hy-Vee #1634
- Approve Renewal of Taxi Cab License for Storm Lake Cabs
- Approve Miavan Feliciano Application for Planning & Zoning Commission - 3 yr term
- Approve Abstract of Votes from the November 02, 2021 Election
- Approve the SLPD Code Enforcement Summary (see staff summary)

FISCAL IMPACT: The City will pay the following expenditures:

- List of Bills - - \$1,518,098.99
- King's Pointe & Sunrise Pointe Golf Course Bills: \$338,745,.57
-

The City will receive the following revenues:

- Liquor License Renewals: \$995.00
- Taxi Cab License Fees: \$140.00

RECOMMENDATION: Approve Consent Agenda

ATTACHMENTS:

Description	Type
☐ List of Bills	List of Bills
☐ King's Pointe Claims	List of Bills
☐ Minutes - November 15, 2021	Minutes
☐ Library Minutes - October 11, 2021	Minutes
☐ Library Special Meeting Minutes - October 27, 2021	Minutes
☐ Airport Minutes - October 11, 2021	Minutes
☐ Tax Abatement Application -1012 Hwy 110 - Ben Friesen	Application
☐ Brewsters Liquor Application 2021	Application
☐ Brewsters Liquor Report 2021	Backup Material
☐ Hy-Vee #1634 Wine Application 2022	Application
☐ Taxi Cab Application 2022	Application
☐ Planning & Zoning Commission Application - Miavan Feliciano - 3 yr term	Application



Storm Lake, IA

My Buy Local_v1

Payment Date Range: 11/18/2021 - 12/08/2021

Vendor Name	Buy Local Info	Payable Description	Total Payments
BVC			
Control System Specialists, LLC	BVC	V-Belt Installation	214.01
Buena Vista County Solid Waste	BVC	Recycling	175.24
Buena Vista County Recorder	BVC	October 2021 Recording Fees	29.00
	BVC Total:	418.25	
Contract/Agreement			
Gridor Construction Inc	Contract/Agreement	Pay #3 of Memorial LS	579,254.90
Blacktop Service Company	Contract/Agreement	Street Seal Coating	219,329.00
John Healy	Contract/Agreement	Pay #6 (Final) of 4th & Barton SW	31,705.69
Molitor Construction LLC	Contract/Agreement	Pay #2 SLHS Courtyard Project	21,972.55
K & W Electric, Inc	Contract/Agreement	Pay #4 (Final) of Runway 13/31 Lighting Replac	18,064.53
I & S Group, Inc	Contract/Agreement	Water Study	19,068.39
Local Government Professionals Services, ll	Contract/Agreement	Grant Admin Services	2,000.00
I & S Group, Inc	Contract/Agreement	Services	1,558.42
Reding's Gravel & Excavating Co., Inc	Contract/Agreement	Rock	824.11
Smith Concrete Service Inc	Contract/Agreement	Concrete- 5th & NW Break	317.50
Reding's Gravel & Excavating Co., Inc	Contract/Agreement	Rock	196.50
Smith Concrete Service Inc	Contract/Agreement	Concrete	190.50
Reding's Gravel & Excavating Co., Inc	Contract/Agreement	Wattles	66.00
	Contract/Agreement Total:	894,548.09	
Local			
MidAmerican Energy Company	Local	Electric Services	46,512.30
Storm Lake Industrial Corporation	Local	2nd Qtr FY2022 Hotel/Motel Tax Disbursemen	43,430.43
Philip E Havens	Local	Legal Services	7,838.68
Arnold Motor Supply, LLP	Local	Supplies	1,755.63
Long Lines	Local	Fax Line & Emergency Line Service	1,508.03
Bomgaars Supply, Inc	Local	Supplies	1,357.23
Storm Lake Ace Hardware	Local	Supplies	1,009.36
A & A Automotive	Local	New Tires (4)	919.56
Brentwood Construction, LLC	Local	Santa's Castle Roof Repairs	800.00
Edwards Storm Lake	Local	Brake Repairs	665.82
A & A Automotive	Local	New Tires (2)	648.72
Color-ize Inc	Local	Glass	600.57
Philip E Havens	Local	4th Qtr 2021 Council Meetings	500.00
Qwest Corporation	Local	October & November 2021 Phone Service	464.48
Graham Tire	Local	Mount & Install New Tire	338.43
Hy-Vee, Inc	Local	Supplies	336.37
Rust Publishing NWIA, LLC	Local	October 2021 Publications	325.38
Edwards Storm Lake	Local	Battery Replacement- Less Tax	277.53
Michael P. Reinert	Local	Services	262.00
Plumbing & Heating Wholesale, Inc	Local	Pipe	254.21
Michael Rust	Local	Muck Boots	175.95
Visual Edge Inc	Local	Copier Maintenance Agreement	132.57
Stanton Electric, Inc	Local	Pager Pouches	114.84
Iowa Office Supply Inc	Local	Office Supplies	104.08
Buena Vista Regional Medical Center	Local	10/15/2021 Moize & Grundman Testing Servic	101.00
Larson Oil & Distributing Co, Inc	Local	Tank Rental	100.00
Iowa Office Supply Inc	Local	Office Supplies	91.15
Dennis R Julius	Local	Entrance Mat Services	66.00
Visual Edge Inc	Local	Copier Maintenance Agreement	123.73
The Bridge of Storm Lake	Local	Supplies	60.34
Plumbing & Heating Wholesale, Inc	Local	Supplies	55.63
The Bridge of Storm Lake	Local	Coffee	48.00
Michael P. Reinert	Local	Oxygen	45.00

My Buy Local_v1

Payment Date Range: 11/18/2021 - 12/08/2021

Vendor Name	Buy Local Info	Payable Description	Total Payments
Visual Edge Inc	Local	Copier Maintenance Agreement	44.61
A & A Automotive	Local	Tire Repair	59.64
Iowa Office Supply Inc	Local	Supplies	29.45
Color-ize Inc	Local	Maps	28.50
WalMart #01-1526	Local	Supplies	26.62
Michael P. Reinert	Local	Pins	23.50
MidAmerican Energy Company	Local	X-Mas Lights	11.66
Plumbing & Heating Wholesale, Inc	Local	Couplings	7.48
Paxtons Jewelry	Local	Engraving	4.00
Philip E Havens	Local	IMAA Seminar Fee Refund	-4,921.67
		Local Total:	106,336.81

Non-Local

Sioux City Fence LLC	Non-Local	Fence- Inlet & Casino	21,485.00
Winther, Stave & Co., LLP	Non-Local	FY2021 Audit Services	20,000.00
Reynold Unlimited LLC	Non-Local	Gutters & Downspouts	8,548.00
Hawkins, Inc	Non-Local	Azone	6,629.64
Mississippi Lime Company	Non-Local	Lime	17,990.49
iWorQ Systems, Inc	Non-Local	License Management System	5,000.00
Tyler Technologies, Inc	Non-Local	License & Maintenance Fee- Meter Interface	3,750.00
Hawkins, Inc	Non-Local	Hydro	3,635.50
Trevor Kruger	Non-Local	Santa's Castle Front Door	3,200.00
Buena Vista County Auditor	Non-Local	2021 Election Costs	2,153.00
SKM LLC	Non-Local	Chainsaw	2,149.97
SKM, LLC	Non-Local	Annual Aerial Maintenance	2,006.18
Linde Inc	Non-Local	Carbon Dioxide	1,682.15
Dale Vitito	Non-Local	Uniform	1,293.54
Foundation Analytical Laboratory, Inc	Non-Local	Testing Services	1,261.20
Joyce's Greenery	Non-Local	Spooner Sign Services- Less Tax	1,187.79
Abdo Publishing Company, Inc	Non-Local	Books	1,005.60
SGS, LLC	Non-Local	Garbage Services	854.75
Iowa Law Enforcement Academy	Non-Local	Field Training- Heyes & Solem	760.00
US Peroxide, LLC	Non-Local	Facility & Maintenance Services	750.00
WaterPro Supplies Inc	Non-Local	Flags	666.00
Foundation Analytical Laboratory, Inc	Non-Local	Testing Services	550.50
Ahlers & Cooney, P.C.	Non-Local	Legal Services	549.00
Electrical Engineering & Equipment Compa	Non-Local	Generator Service	540.00
Getty Images (US), Inc.	Non-Local	Istock Subscription	518.75
Grell Roofing, LLC	Non-Local	Roof Patch	500.00
Twin Rivers Media, LLC	Non-Local	Advertising	400.00
R & R Products, Inc	Non-Local	Bedknife & Supplies	373.92
Marcus Lumber Company Corp	Non-Local	Pump House Supplies	351.12
Central Iowa Distributing, Inc	Non-Local	Cleaning Supplies	341.60
Trevor Kruger	Non-Local	Colorado Glass Replacement	338.20
Iowa Stormwater Education Partnership	Non-Local	Staff Training	332.00
W. W. Grainger, Inc	Non-Local	Handtruck Drum	326.41
Central Iowa Distributing, Inc	Non-Local	Cleaning Supplies	301.40
Canine Development Group, Inc	Non-Local	Training Registration- McDonald	279.00
Crysteel Truck Equipment, Inc	Non-Local	Spinner	264.00
International Association of Fire Chiefs	Non-Local	FY2022 Membership- Schlesser	240.00
Utility Supply of America, Inc	Non-Local	Kit	227.36
Iowa League of Cities	Non-Local	MLA Registration- Matt Ricklefs	660.00
Central Iowa Distributing, Inc	Non-Local	Cleaning Supplies	220.00
Jeff Koenig	Non-Local	Portable Toilet Services	190.00
Central Iowa Distributing, Inc	Non-Local	Cleaning Supplies	181.00
Foundation Analytical Laboratory, Inc	Non-Local	Testing Services	175.25
Med-Tech Resources, Inc	Non-Local	Gloves	172.39
Central Iowa Distributing, Inc	Non-Local	Cleaning Supplies	127.50
Cintas First Aid & Safety	Non-Local	First Aid Supplies	114.37
Iowa Association of Professional Fire Chiefs	Non-Local	FY2022 Membership- Schlesser	100.00
Davis Equipment Corporation	Non-Local	Switch	98.82

My Buy Local_v1**Payment Date Range: 11/18/2021 - 12/08/2021**

Vendor Name	Buy Local Info	Payable Description	Total Payments
W. W. Grainger, Inc	Non-Local	Battery Charger	96.71
Central Iowa Distributing, Inc	Non-Local	Cleaning Supplies	92.00
UnityPoint Clinic- Occupational Medicine	Non-Local	Testing Services	84.00
Iowa Lakes Regional Water	Non-Local	Water Service	69.33
Keller Plumbing, Heating, & Air LLC	Non-Local	Furnace Repairs	62.50
WaterPro Supplies Inc	Non-Local	Paint	60.00
Admiral Truck Sales	Non-Local	Title Fee	60.00
Northwest Iowa League of Cities	Non-Local	11/18/2021 Registration	45.00
UPS	Non-Local	Shipping	44.61
Cintas First Aid & Safety	Non-Local	First Aid Supplies	38.37
Marcus Lumber Company Corp	Non-Local	Supplies	35.89
Iowa Fire Chiefs Association	Non-Local	FY2022 Membership	25.00
Toyne, Inc	Non-Local	Drain Knob	22.61
UPS	Non-Local	Late Fee	1.14
Non-Local Total:		115,218.56	
Payroll/Refunds			
Phackakchay Noah Inthongsay	Payroll/Refunds	11/16/2021 Travel Reimb	166.88
Travis Beeck	Payroll/Refunds	11/23/2021 Travel Reimb	166.88
Phackakchay Noah Inthongsay	Payroll/Refunds	10/26/2021 Travel Reimb	166.88
Gerardo Bravo	Payroll/Refunds	Training Travel Reimb	105.71
Ashley Ronk	Payroll/Refunds	Crime Prevention Materials	37.64
Custodian of Petty Cash- Jean Cashman	Payroll/Refunds	12.6.2021 Postage	16.57
Friends of the Library	Payroll/Refunds	8/9/2021 Friends CC Reimb	0.75
Payroll/Refunds Total:		661.31	
Grand Total:		1,117,183.02	

King's Pointe Resort

Claims Publication

From 11/11/2021 to 12/2/2021

Vendor	Description	Amount
360 Custom Designs, LLC	Supplies	\$ 746.57
ACCO Unlimited Corporation	Supplies	\$ 11,350.57
Adtrav Travel Management	Services	\$ 25.80
Alliant Energy	Utilities	\$ 379.37
Alpha Media	Services	\$ 800.00
Altour A&I LLC	Services	\$ 81.70
Amadeus Hospitality	Services	\$ 836.30
American Hotel Register Company	Supplies	\$ 1,849.73
Assa Abloy Hospitality Inc.	Services	\$ 18,320.41
Authnet Gateway	Services	\$ 25.00
Pepsi Beverages Company	Beverages	\$ 3,106.29
Buena Vista Regional Medical Center	Services	\$ 230.00
Bunkers Feed Supply Inc.	Supplies	\$ 438.40
BV Glass Co.	Services	\$ 158.63
Ciliara Trading Limited	Services	\$ 26.80
Cintas Corporation	Supplies	\$ 4,899.46
City of Storm Lake- Water Dept.	Utilities	\$ 2,886.54
COMMLOG LLC	Services	\$ 53.24
COMMTRAK	Services	\$ 4,721.59
Continental Fire Sprinkler Company	Services	\$ 2,095.33
COUNSEL	Services	\$ 210.91
CTS Systems, Inc.	Services	\$ 8,335.09
Daniels Filter Service	Supplies	\$ 718.20
Doll Distribution	Beverages	\$ 1,227.50
ECOLAB	Supplies	\$ 2,161.88
Feld Security	Services	\$ 90.00
Expedia, Inc.	Services	\$ 5,092.69
Ferguson Enterprises Enterprises Inc	Supplies	\$ 574.95
Fintech	Services	\$ 241.69
Foundation Analytical Laboratory, Inc	Services	\$ 375.00
Frigitec Inc.	Supplies	\$ 1,765.05
Frosch Travel Group, LLC	Services	\$ 44.00
Grainger	Supplies	\$ 5,780.34
Gray Media Group DBA KTIV	Advertising	\$ 1,963.00
Grell Roofing, LLC	Services	\$ 642.00
GuestSupply	Supplies	\$ 6,751.18
Harland Clarke	Services	\$ 76.95
Hawk-I Plumbing, Inc.	Services	\$ 4,995.63
Heartland Payment System	Services	\$ 354.68
Hermel Wholesale	Food	\$ 1,060.04
HyVee	Beverages	\$ 2,062.10
Imagine The Possibilities Inc	Services	\$ 270.00
Iowa Dept of Rev	Taxes	\$ 20,000.00
Iowa Sport Shows, LLC	Services	\$ 520.00
Johnson Brothers	Beverages	\$ 562.25
Joyce's Greenhouse	Services	\$ 14,430.45
KAYL/KKIA	Advertising	\$ 262.50

Long Lines LLC	Utilities	\$	2,004.18
M3 Accounting Services Inc.	Services	\$	881.11
Marcus Lumber Co	Supplies	\$	249.97
Martin Brothers	Food	\$	16,822.10
Mediacom	Utilities	\$	472.90
Olsen Welding & Machine	Services	\$	30.00
MidAmerican Energy	Utilities	\$	8,577.48
Copper Cottage	Services	\$	1,320.94
Mike's Lawn Service, Inc.	Services	\$	58.25
National Utilities Refund LLC	Services	\$	592.00
Office Elements	Supplies	\$	286.09
Pilot Tribune	Services	\$	33.60
Pinnacle Communications	Services	\$	225.00
Pitney Bowes	Supplies	\$	445.00
Plumbing and Heating Wholesale, Inc.	Supplies	\$	5,951.22
Premium Quality Lighting	Supplies	\$	108.43
Quore Systems, LLC	Services	\$	285.00
Rebnord Technologies, Inc.	Services	\$	3,756.33
Rent-All Inc.	Services	\$	25.00
RFID Hotel	Services	\$	208.68
Road Rebel Entertainment	Services	\$	242.00
Roto-Rooter	Services	\$	250.00
Sceptre Hospitality Resources, LLC	Services	\$	4,807.05
Schumacher Elevator Company	Services	\$	4,465.52
Shift 4	Services	\$	7,746.51
Silverware POS Inc.	Services	\$	2,882.88
Spencer Radio Group	Advertising	\$	84.00
SPRY IT	Services	\$	1,042.42
Steve's Window Service	Services	\$	459.00
Storm Lake Ace Hardware	Supplies	\$	2,264.40
Symmetry Energy Solutions LLC	Services	\$	5,683.83
Sysco Iowa, Inc.	Food	\$	18,597.75
Teresita Silva	Refund	\$	200.00
Farm News	Services	\$	375.00
Travel Incorporated	Services	\$	37.70
Travel Leaders Corporate, LLC	Services	\$	308.10
TY Inc.	Supplies	\$	792.46
UPS	Shipping	\$	164.05
Verizon Wireless	Utilities	\$	292.60
Vista Paints	Supplies	\$	1,151.80
Vizergy	Services	\$	1,158.45
Wells Fargo Financial Leasing, Inc.	Services	\$	235.18
W-O Management Fee Oct 2021	Contract	\$	11,699.24
W-O Management Fee Sept 2021	Contract	\$	16,258.26
W-O Payroll	Payroll	\$	81,414.28
Yasmin Espinal	Refund	\$	200.00
			<u>\$ 338,745.57</u>

REGULAR COUNCIL MEETING, CITY HALL COUNCIL CHAMBERS, CITY OF STORM LAKE NOVEMBER 15, 2021, 5:00 PM

Present: Mayor Michael Porsch, Council Members Jose Ibarra, Dan Smith, Kevin McKinney, Maria Ramos. Absent: Council Member Tyson Rice.

Staff present: City Manager Keri Navratil, Assistant City Manager David Derragon, City Attorney Phil Havens, Police Chief Chris Cole, Fire Chief Mike Jones, Future Fire Chief Glenn Schlessler, Building and Code Compliance Director Scott Olesen, Water Quality Operations Supervisor Ron Covert, Public Services Supervisor Scott Bonebrake, Public Services Assistant Brandon Ripke, King's Pointe Manager Amy VonBank, Finance Director Brian Oakleaf, City Clerk Mayra Martinez, and Staff Accountant Tyler Gibbins.

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

Pledge of Allegiance

Consideration of Changes in Agenda and Setting the Agenda - Moved by Council Member McKinney to approve setting the Agenda. Seconded by Council Member Ibarra. Vote: All ayes with Council Member Rice absent. Motion carried.

Hear the Public – Mayor Porsch introduced to the City Council and Public the new Fire Chief Glenn Schlessler and the new Police Officer Vu Nguyen. No comments from the Public.

Consent Agenda - Moved by Council Member Smith to approve the Consent Agenda which includes list of bills Check #'s 77610 through 77682, EFT #'s 662, 2481 through 2530, King's Pointe and Sunrise Pointe disbursements, approve November 1, 2021, City Council minutes, liquor license renewal for Lake Avenue Lounge, approve Tyson Rice as the City's Lake Improvement Board member, approve the SLPD Code Enforcement summary. Seconded by Council Member Ramos. Vote: All ayes with Council Member Rice absent. Motion carried.

Update From Ben Wallace, DNR Fisheries Biologist – Ben Wallace with the DNR discussed the many changes of the lake that occurred over the summer, aquatic vegetation management, Storm Lake Fishery, and future Frank Starr Park Shoreline work.

Amend Chapter 9-11 of Title IX of the City Code - 2nd Reading – Due to typographical errors, no motion was made to approve Ordinance No. 05-O-2021-2022. Ordinance Failed.

Amend Chapter 9-11 of Title IX of the City Code - 1st Reading - Moved by Council Member McKinney to approve the first reading of Ordinance No. 06-O-2021-2022 to amend Chapter 9-11 of Title IX of the City Code. Seconded by Council Member Ibarra. Roll call vote: All ayes with Council Member Rice absent. Motion carried.

Public Hearing On A Preliminary And Final Plat For A Minor Subdivision - Mayor Porsch opened the public hearing on a Preliminary and Final Plat for a Minor Subdivision. Receiving no comments from City Council or the public, the Mayor then closed the public hearing.

Moved by Council Member Ibarra to adopt Resolution No. 42-R-2021-2022 approving Plat of a Subdivision in Lot C in the Northwest Quarter of the Northeast Fractional Quarter of Section 2, Township 90 North, Range 37 West of the 5th P.M. in the City of Storm Lake, Buena Vista County. Seconded by Council Member Smith. Roll call vote: All ayes with Council Member Rice absent. Motion carried.

RESOLUTION NO. 42-R-2021-2022

RESOLUTION APPROVING PLAT OF A SUBDIVISION IN LOT C IN THE NORTHWEST QUARTER OF THE NORTHEAST FRACTIONAL QUARTER (NW ¼ NE FRAC. ¼) OF SECTION 2, TOWNSHIP 90 NORTH, RANGE 37 WEST OF THE 5TH P.M. IN THE CITY OF STORM LAKE, BUENA VISTA COUNTY, IOWA

WHEREAS, Suzanne Eades has presented to the Storm Lake, Iowa Planning and Zoning Commission a proposed Plat of a subdivision in Lot C in the Northwest Quarter of the Northeast Fractional Quarter (NW ¼ NE Frac. ¼) of Section 2, Township 90 North, Range 37 West of the 5th P.M. in the City of Storm Lake, Buena Vista County, Iowa (hereinafter, the “Plat”) which Plat includes Lots 1 and 2 of said Lot C and constitutes both the preliminary and final plat;

WHEREAS the Plat has been reviewed and approved by the Storm Lake, Iowa Planning and Zoning Commission, and such Commission has recommended that the City Council of the City of Storm Lake, Iowa approve the Plat;

WHEREAS, the City Council of the City of Storm Lake, Iowa has reviewed the Plat and accompanying documents and found such documents to be acceptable and in compliance with the laws, rules and regulations set forth in the relevant and applicable statutes and ordinances;

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

1. The Plat, the same being comprised of Lot 1 of Lot C and Lot 2 of Lot C, is hereby approved.
2. The Mayor and City Clerk are authorized to certify this Resolution and the certification of this Resolution shall be attached to the Plat as provided by Chapter 354 of the Code of Iowa.
3. The platting documents may be filed of record in the appropriate County offices as provided by law.

Passed, approved, and adopted this 15th day of November, 2021.

Michael Porsch, Mayor of the City of Storm Lake, Iowa

ATTEST:

Mayra A. Martinez, City Clerk of the City of Storm Lake, Iowa

Tulip Lane Storm Water Improvements Project - Moved by Council Member Ibarra to approve an amendment to the Professional Services Agreement with Bolton & Menk for the Tulip Lane Storm Water Improvements project. Seconded by Council Member Ramos. Roll call vote: All ayes with Council Member Rice absent. Motion carried.

Tulip Land Storm Water Improvements Project - Moved by Council Member Ramos to adopt Resolution No. 43-R-2021-2022 approving Final Completion, Change Order No. 2, and Final payment of the Tulip Lane Storm Water Improvements Project. Seconded by Council Member Ibarra. Roll call vote: All ayes with Council Member Rice absent. Motion carried.

RESOLUTION NO. 43-R-2020-2021

RESOLUTION ADOPTING CHANGE ORDER NO. 2, FINAL PAYMENT AND CLOSEOUT FOR THE TULIP LANE STORMWATER IMPROVEMENTS PROJECT

WHEREAS, the plans, specifications, form of contract, estimate of cost, and award bid were filed with the CITY for the construction of certain public improvements described in general as the Tulip Lane Stormwater Improvements Project; and

WHEREAS, notice of hearing on plans, specifications, form of contract and estimate of cost for said public improvements was published as required by law; and

WHEREAS, a contract in the amount of \$292,995.50 was awarded to Reding's Gravel & Excavating, Inc. for the project; and

WHEREAS, Change Order No. 1 increased the project cost in the amount of \$95,251.50 for a total contract amount of \$388,247.00; and

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

Section 1. To approve Change Order No. 2 to the contract for work performed by Reding's Gravel & Excavating, Inc. for a decrease of \$71,092.00 to the contract for a total contact amount of \$317,155.00.

Section 2. That the Mayor and Clerk are hereby directed to execute this Change Order No. 2.

Section 3. Final payment, pursuant to State Code, will be made to Reding's Gravel & Excavating, Inc. in the amount of \$37,612.99.

PASSED AND APPROVED this 15th day of November, 2021.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Water Treatment Plant Motor Control Center Replacement Project - Moved by Council Member Smith to adopt Resolution No. 44-R-2021-2022 to approve Change Order No. 1 for the Water Treatment Plant Motor Control Center Replacement project. Seconded by Council Member McKinney. Roll call vote: All ayes with Council Member Rice absent. Motion carried.

RESOLUTION NO. 44-R-2021-2022

**RESOLUTION ADOPTING CHANGE ORDER NO. 1 FOR THE
WATER TREATMENT PLANT MOTOR CONTROL CENTER REPLACEMENT PROJECT**

WHEREAS, the plans, specifications, form of contract, estimate of cost, and award bid were filed with the CITY for the construction of certain public improvements described in general as the Water Treatment Plant Motor Control Center Replacement Project; and

WHEREAS, notice of hearing on plans, specifications, form of contract and estimate of cost for said public improvements was published as required by law; and

WHEREAS, a contract in the amount of \$250,050.00 was awarded to Power Solutions, Inc. for the project; and

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

Section 1. To approve Change Order No. 1 to the contract for an decrease of \$9,055.19 to the contract for a total contact amount of \$240,994.81 and an additional 240 working days.

Section 2. That the Mayor and Clerk are hereby directed to execute this Change Order No. 1.

PASSED AND APPROVED this 15th day of November, 2021.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Fiber Optic Improvements 2021 Plans - Moved by Council Member Ibarra to adopt Resolution No. 45-R-2021-2022 adopting plans, specifications, form of contract, estimate of cost, bid form, accepting bid and awarding the contract for the Fiber Optic Improvements 2021 plan. Seconded by Council Member McKinney. Roll call vote: All ayes with Council Member Rice absent. Motion carried.

RESOLUTION NO. 45-R-2021-2022

RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT, ESTIMATE OF COST, BID FORM, ACCEPT THE BIDS AND AWARD THE CONTRACT FOR THE FIBER OPTIC IMPROVEMENTS – 2021

WHEREAS, notice of hearing on plans, specifications, form of contract and estimate of cost for said public improvements was published as required by law:

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

Section 1. The plans, specifications, form of contract, estimate of cost, bid form, and bids were filed with the CITY for the construction of certain public improvement described in general as the Fiber Optic Improvements – 2021 project;

Section 2. That the following bid for the construction of certain public improvements described in general as the Fiber Optic Improvements – 2021 project, is hereby accepted, the same being the lowest responsible bid received for said work, as follows:

Contractor:	Kramer Service Group
Amount of Bid:	\$1,232,301.80
Portion of Project:	All

Section 3. That the construction contract and bond executed and insurance coverage for the construction of the Fiber Optic Improvements – 2021 project, as described in detail in the plans and specification can be signed by the Mayor and City Clerk on behalf of the CITY be and the same hereby approved contingent to all the required concurrence and consents as follows:

Contractor:	Kramer Service Group
Date of Contract:	November 15 th , 2021
Portion of Project:	All

PASSED AND APPROVED this 15th day of November, 2021.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Fiber Optic Improvements 2021 Engineering Agreement - Moved by Council Member Ibarra to approving an amendment to the Professional Services Agreement with Bolton and Menk for the Fiber Optic Improvements 2021 project. Seconded by Council Member Smith. Vote: All ayes with Council Member Rice absent. Motion carried.

Fiber Optic Improvements 2021 Technology Agreement - Moved by Council Member McKinney to approve an agreement with Rebnord Technologies for Project Oversight and Fiber Network Integration for the Fiber Optic Improvements 2021 project. Seconded by Council Member Ibarra. Vote: All ayes with Council Member Rice absent. Motion carried.

Amending Chapter 7 Of Title II Of The City Code Of The City Of Storm Lake, Iowa - 1st Reading – James Eliason Vice President of the Library Board presented Ordinance No. 07-O-2021-2022 to City Council, City Staff and the Public. Moved by Council Member Ramos to approve the first reading of Ordinance No. 07-O-2021-2022 amending Chapter 7 of Title II of the City Code of the City of Storm Lake, Iowa, to reduce the number of Trustees on its City Library Board of Trustees. Seconded by Council Member Ibarra. Roll call vote: All ayes with Council Member Rice absent. Motion carried.

Storm Lake Library CDBG (COVID-CV) - Moved by Council Member Ibarra to approve a Grant agreement with Iowa Economic Development Authority for the Library HVAC project. Seconded by Council Member Ramos. Vote: All ayes with Council Member Rice absent. Motion carried.

Storm Lake Library CDBG (COVID-CV) Grant Services - Moved by Council Member Smith to approve an agreement for Grant Administration Services with Simmering-Cory for the Library HVAC CDBG project. Seconded by Council Member Ibarra. Vote: All ayes with Council Member Rice absent. Motion carried.

FB Storm Lake II, LLC - Mayor Porsch opened the public hearing on a proposed First Amendment to the Agreement for Private Development by and between the City of Storm Lake and FB Storm Lake II, LLC. Receiving no comments from City Council or the public, the Mayor then closed the public hearing.

Moved by Council Member Ibarra to adopt Resolution No. 46-R-2021-2022 approving and authorizing execution of a First Amendment to the Agreement for Private Development By and Between the City of Storm Lake and FB Storm Lake II, LLC. Seconded by Council Member McKinney. Roll call vote: All ayes with Council Member Rice absent. Motion carried.

Work Session - Public Information and Outreach - David Derragon Assistant City Manager and Mayra Martinez City Clerk discussed how the City communicates to the Public, what the City does for outreach and the multiple methods of communications used by the City.

City Council Requested Items - CIP Meetings will begin in December.

Hear the Public – Mayor Porsch reminded everyone of tomorrow night's meeting for Meet the Mayor on Tuesday, November 16, 2021, at 5:30 pm in the City Hall Chambers. Discussion will cover the goals set by the City Council and the feedback from the Community of the goals and discuss the priorities of the goals. No comments from the Public.

Adjourn - Moved by Council Member Ramos to adjourn at 6:28 pm. Seconded by Council Member Ibarra. Vote: All ayes with Council Member Rice absent. Motion carried.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk



609 Cayuga Street
Storm Lake, IA 50588
712-732-8026
<https://c5.stormlake.lib.ia.us>
or visit us on Facebook

Agenda

Storm Lake Public Library Board Meeting due to COVID-19, this meeting will be hybrid with social distancing in the meeting room or telephone. Dial in to participate: 1-408-418-9388 Access Code: 24570177

Monday, October 11, 2021 4 pm

1. Call to Order
2. Disclosure by Library Board Members
3. Approval of Agenda
4. Hear the Public
5. Approval of September Minutes
6. Director's Reports: Calendar, Bar Charts, Ledger, October work for Ballot Initiative, Vacation, Water Fountain & Baby Diaper Station, Library Hours and Programs, Annual Library Survey. Wood Shelf permission.
7. Approval of October Bills
8. Work Session: Committee for Witter Gallery Agreement Update and Amend
9. Library Board Member Requested Items
10. Adjourn

Meeting Protocol

Please note the following protocol items for our meeting:

1. To speak on an agenda item please approach the head of the table when that agenda item is called and upon recognition by the Library Board President, please identify self by stating your name and address.
2. If your issue is not a topic on the agenda, please approach the head of the table under the "Hear the Public" agenda item and upon recognition by the Board President 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 Library Director at least four (4) hours prior to the start of the meeting.



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or visit us on Facebook

Special Session Agenda

Storm Lake Public Library Board Meeting due to COVID-19, this meeting will be hybrid with social distancing in the meeting room.

Wednesday, October 27, 2021

4pm

1. Call to Order
2. Hear the Public
3. Work Session: Witter Gallery Event: alcohol on city property.
4. Adjourn

Meeting Protocol

Please note the following protocol items for our meeting:

1. To speak on an agenda item please approach the head of the table when that agenda item is called and upon recognition by the Library Board President, please identify self by stating your name and address.
2. If your issue is not a topic on the agenda, please approach the head of the table under the "Hear the Public" agenda item and upon recognition by the Board President 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 Library Director at least four (4) hours prior to the start of the meeting.

**Storm Lake Airport Commission
Regular Meeting, Airport Terminal
Monday, October 11, 2021, 4:00 PM**

Present: Commission Members Bob Ansorge, Dan Richardson, Cynthia Turner and Jason Dierking. Absent: none. Others Present: John Bartholomew, Greg Broussard with Bolton & Menk and Tyler Gibbins.

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

Hear the Public – No comments.

Minutes – Moved by Commissioner Richardson to approve the regular Airport Commission September 2021 minutes. Seconded by Commissioner Turner. Vote: All ayes. Motion carried.

Financial Report – Moved by Commissioner Richardson to approve the financial reports for September 2021. Seconded by Commissioner Dierking. Vote: All ayes. Motion carried.

Fuel Report – Moved by Commissioner Dierking to approve the September 2021 Fuel Report. Seconded by Commissioner Richardson. Vote: All ayes. Motion carried.

Airport Manager's Monthly Report – Mowed grass around the shop and terminal building. Also trimmed the mulberry bushes next to the wing tips and trimmed the trees by the windsocks. Ordered and received 8,025 gallons of jet fuel. Replaced the light bulbs in hangar E – stall #3. The DNR came and did a fuel tank inspection.

Courtesy Car Usage: 11 Miles 161
Fuel Meter Reading: Jet A – 567,689
AV Gas – 134,110.9

Administration Report –

Runway 13/31 Lighting Update

Greg Broussard provided an update on the Runway 13/31 Lighting project.

Inspections

Two inspections took place this month, one for the annual RP900 Walk Through of our Underground Storage tanks and Automatic Tank Gauges and the other was by the DNR.

The results of the inspection of the system by UST Testing Services reported their findings to the IDNR on the Airport's behalf.

The other physical inspection of the system by the IDNR occurred on September 10th. This surprise inspection went well after review of the system and records.

Property Development

In June of 2021 the City of Storm Lake received an inquiry about the purchase of an adjacent property to the Airport for a development. After review, the proposed development location is

within the runway protection zone of runway 24. This property is not owned by the City of Storm Lake.

The City and the County have adopted an Airport Height Restriction ordinance which clearly protects the runway protection zone and does not allow any object to penetrate the approach surfaces of the airport. To determine if a development will penetrate the approach surface, developers are required to submit plans via a Notice of Proposed Construction to the FAA for review.

In a determination notice dated September 17th, the FAA has determined the proposed development would pose no hazard to the air navigation of the airport.

A notice has been provided to the developer on the findings and requested the County oversee the construction of this development to ensure the height restrictions are maintained as provided to the FAA.

Airport Capital Improvement Plan

A draft copy of the ACIP as drafted by the Airport Commission has been submitted for review. At this time, the Airport Commission should consider these projects and discuss any changes or additions to the plan.

The initial draft will be due to the FAA by November 16th, 2021, for comments and the final draft is due December 21st, 2021. After consideration this month, a draft will be approved on the November 8th, 2021, commission meeting to be submitted for comments. The commission will final approve the ACIP at the December 13th, 2021, Airport Commission meeting with the Council's approval on December 20th, 2021.

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

Mayra Martinez, City Clerk



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:

1012 Highway 110 Storm Lake IA 50588

Legal Description:

08-90-37 STORM LAKE CORP. HAYE STRACT #1
7N SE NW

Property Owner Name:

Bernardo Friesen

Owner E-mail:

bfriesen9@msn.com

Phone Number:

712-999-3744

Owner Address (If different than above)

1124 E 8th St

☐ 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:

New Home

Estimated or Actual Date of Completion:

March 1 - 2022

Estimated or Actual costs of Improvements:

450,000

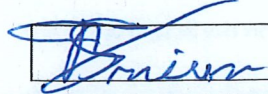
NOTE: For complete details regarding eligibility & requirements see the Urban Revitalization Plan (4-4-2005) and amendment #1 (2014) and Ordinance.

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:

(Ben) Bernardo Friesen

Date:

11-17-21

Title:

owner

Company:

City of Storm Lake ONLY

Date Received:

11-15-21

1st Year Fully Assessed:

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

Building Permit #:

2021045

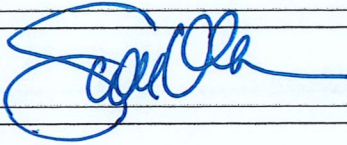
☐ For Rental Properties - Verified that property is on rental inspection registration list

☒ Check Box if application is approved

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

Disapproval Reason:

Authorized by Building Official:



Date:

11-11-2021

Authorized by Mayor:

Date:

12/06/2021

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



Date

Applicant License Application (LC0031681)

Name of Applicant: <u>JJ's Lounge, Inc.</u>		
Name of Business (DBA): <u>Brewsters</u>		
Address of Premises: <u>225 E. Railroad St</u>		
City <u>Storm Lake</u>	County: <u>Buena Vista</u>	Zip: <u>50588</u>
Business <u>(712) 732-7346</u>		
Mailing <u>225 E. Railroad St</u>		
City <u>Storm Lake</u>	State <u>IA</u>	Zip: <u>50588</u>

Contact Person

Name <u>Crystal</u>	
Phone: <u>(712) 299-0982</u>	Email <u>ckgronau@gmail.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term:12 months

Effective Date: 12/17/2021

Expiration Date:

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

BusinessType: <u>Privately Held Corporation</u>	
Corporate ID Number: <u>XXXXXXXXXX</u>	Federal Employer ID <u>XXXXXXXXXX</u>

Ownership

Crystal Gronau

First Name: <u>Crystal</u>	Last Name: <u>Gronau</u>	
City: <u>Storm Lake</u>	State: <u>Iowa</u>	Zip: <u>50588</u>
Position: <u>Owner</u>		
% of Ownership: <u>100.00%</u>	U.S. Citizen: <u>Yes</u>	

Insurance Company Information

Insurance Company: <u>Illinois Casualty Co</u>	
Policy Effective Date: <u>12/17/2020</u>	Policy Expiration <u>12/16/2021</u>
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

M E M O R A N D U M

TO: MAYRA MARTINEZ

FROM: CHRIS COLE

DATE: October 15, 2021

REFERENCE: LIQUOR LICENSE RENEWAL
BREWSTER'S
225 E RAILROAD ST

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

1-14-2020 to 10-12-2020	10-13-2020 to 10-12-2021
----------------------------	-----------------------------

INCIDENTS

911 Hang Up	0	2
Ambulance call	1	1
Bar Check	8	35
Business Security	3	6
Citizen Assist	0	1
Disturbance	0	2
Intoxicated Pedestrian	0	1
PR/Talk/Presentation	0	2
Suspicious Activity	0	1
Suspicious Person	0	1
Theft	1	0
Vehicle Stop	0	1
White Summons	0	2

ARRESTS

Contempt of Court	0	0
Possession of Controlled Substance	0	0
Possession of Drug Paraphernalia	0	0
Public Intoxication	0	1

Recommendation: Approval of liquor license.



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY

Hy-Vee, Inc.

NAME OF BUSINESS(DBA)

Hy-Vee # 1634

BUSINESS

(712) 732-5628

ADDRESS OF PREMISES

1250 N Lake Avenue

CITY

Storm Lake

COUNTY

Buena Vista

ZIP

50588

MAILING ADDRESS

5820 Westown Pkwy

CITY

West Des Moines

STATE

Iowa

ZIP

50266

Contact Person

NAME

Kelly Palmer

PHONE

(515) 267-2949

EMAIL

kpalmer@hy-vee.com

License Information

LICENSE NUMBER

WBN000284

LICENSE/PERMIT TYPE

Class B Native Wine Permit

TERM

12 Month

STATUS

Submitted
to Local
Authority

EFFECTIVE DATE

Jan 30, 2022

EXPIRATION DATE

Jan 29, 2023

LAST DAY OF BUSINESS

SUB-PERMITS

Class B Native Wine Permit



State of Iowa

Alcoholic Beverages Division

PRIVILEGES

Sunday Service

Status of Business

BUSINESS TYPE

Privately Held Corporation

Ownership

No Ownership information found

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



CITY OF STORM LAKE
APPLICATION FOR TAXICAB LICENSE

Applicant's Name Jeff DeWitt Date of Birth 10/2/64

DBA Storm Lake Cabs LLC

Address 1237 Highway 7/71

Phone: 712-299-1684 Business Phone: 712-732-4420 Email: boni-taggart@yaltco.com

Address of Business or Base Operation 1237 Hwy 71 Storm Lake IA

Legal Description of Business or Base Operation: Taxi / Med Trans USDOT 3146572

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

Make /	Model /	License #/	Owner /	Date of last Inspection of Taxi
Dodge	Caravan	LAL 420	Storm Lake	9/21/21
Chrysler	T/C	JWF 514		10/1/21
Body	Caravan	KD 180		9/14/21
Chrysler	Caravan T/C	KLU 291		9-30-21
Chrysler	T/C	JBG 401		9-30-21

\$1,000,000 Liability Insurance Certificate on file with City X

License Fee: First cab = \$100.00, plus \$10.00 for each additional cab. # of cabs 5 Fee \$ 140

Drivers Names & Driver's License Number: Also on file with City

Ken Weaverling 885ZZ636

Ben Fitchett 885ZZ5634

JoAnn Spanier 885ZZ5317

Rich Debever 206AD 9500

Haylee Lindquist 438AF4171

Jeff DeWitt 801ZZ5537

Boni DeWitt 885ZZ4626

I hereby certify that all drivers will meet requirements of City Code 4-5-5 Personal Qualifications (see attached). I understand I am required to notify the City of Storm Lake of any changes to the list of drivers.

[Signature]
Signature of Applicant

Nov 8 2021
Date

Approved by City Council: _____

City Clerk

Date



**APPLICATION FOR APPOINTMENTS
TO STORM LAKE BOARDS & COMMISSIONS**

City of Storm Lake
P.O. Box 1086, 620 Erie Street
Storm Lake, IA 50588
Phone #712-732-8000
Fax #712-732-4114
www.stormlake.org

PERSONAL DATA

Feliciano
Last Name

Miavan
First Name

M
Middle Initial

221 Seneca St
Address

Storm Lake IA
City State

50588
Zip Code

Home Phone #

712-259-9996
Business Phone #

712-291-6910
Cell Phone #

manitasmkl@gmail.com
E-mail Address:

Self Employed
Employer

owner
Occupation

How long have you lived in Storm Lake? 11 years

List any volunteer/civic/community activity in which you have been involved in:

Storm Lake middle School After School.
Storm Lake United

Please check the following City boards or commissions to which you would like to be appointed:

- ☐ Airport Commission
- ☐ Airport Board of Adjustment
- ☐ Band Trustees
- ☐ Board of Adjustment (5 yrs)
- ☐ Cemetery Board
- ☐ Civil Service Commission (4 yrs)

- ☐ 911 Board
- ☐ Board of Appeals
- ☐ Library Board (6 yrs)
- ☐ Landfill Commission
- ☒ Planning & Zoning Commission
- ☐ Storm Water Advisory

- ☐ ADA Committee
- ☐ Mayor's Committee on
Parks, Trails, and Urban
Forest

All of the above boards & commissions have a 3-year term unless otherwise stated.

Why do you want to serve on this board or commission?

I would like to join to offer help and
learn new projects and also help the
community.

In accordance with Iowa Code Chapter 362 the City must determine what relationships or transactions you may have or potentially have with the City of Storm Lake prior to your appointment to a Board or Commission. In order to do this we must ask you to answer the following questions.

Do you or any immediate family member own or are part owners of a business doing business with the City of Storm Lake?

☐ Yes ☒ No

If so, name of the business and the percentage you or immediate family member own?

Are you employed by any business doing business with the City of Storm Lake? ☐ Yes ☒ No

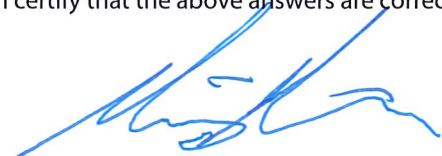
If Yes:

What is the name of the Business:

Is your salary/bonus determined by financial performance of the company or do you receive a commission?

☐ Yes ☒ No

I certify that the above answers are correct and true.



Signature

12/3/2021

Date

"Appointments to City Boards and Commissions are made by the Storm Lake Mayor and confirmed by the City Council."

Please return the completed form to:

City Clerk
City of Storm Lake
P.O. Box 1086
Storm Lake, IA 50588

If you should have any questions, feel free to contact City Administration at 732-8000.

Staff Summary

12/6/2021

Agenda Item # B.



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

REPORT TO: Honorable Mayor and City 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	\$ 418.25
Contract/Agreement	\$ 894,548.09
Local	\$ 106,336.81
Non- Local	\$ 115,218.56
Payroll/Refunds/Pyrl Tax & Ins	\$ 401,577.28
Total Expenses	\$ 1,518,098.99
Supporting Documents Attached	

RECOMMENDATION: Review Buy Local Information

ATTACHMENTS:

Description	Type
Project Activity Report	Backup Material

Summary

Project Summary

Project Number	Project Name	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
01112-0019	WasteWater Treatment Facility Wetlan...	1,173,565.00	-1,079.21	1,170,187.96	0.00	1,170,187.96	3,377.04
01112-0020	10th & Ontario StormWater Improvem...	1,753,734.33	-1.16	1,752,412.45	0.00	1,752,412.45	1,321.88
01112-0021	4th & Oats StormWater Improvements	832,997.63	-218.65	833,347.35	0.00	833,347.35	-349.72
OP1.122814	Richland Street, Phase 2 Improvements	165,500.00	165,500.00	165,515.75	0.00	165,515.75	-15.75
OP1.125106	BRIC	3,430,800.00	3,430,800.00	27,197.50	0.00	27,197.50	3,403,602.50
16-19284	4th & Bortion Storm Water Improvemen...	760,113.88	30,932.47	725,957.11	31,705.69	757,662.80	2,451.08
18-CF-004	United Community Health Service Center	600,000.00	0.00	561,683.60	0.00	561,683.60	38,316.40
19-22797	Memorial Lift Station Improvements	2,506,483.00	1,603.84	1,210,109.24	587,771.92	1,797,881.16	708,601.84
20-23848	Storm Lake WTP- Electrical MCC Replac...	268,494.81	22,374.65	263,258.93	0.00	263,258.93	5,235.88
20-24387	Radio Park Lift Station Replacement	567,282.92	567,282.92	315,953.35	1,558.42	317,511.77	249,771.15
20-HSG-022	2021 Housing Sustainability Project	110,812.00	110,812.00	86,614.12	0.00	86,614.12	24,197.88
35665	1st & Mae Street	764,059.53	-5,064.53	762,737.66	0.00	762,737.66	1,321.87
8406	7th & Geneseo St Sanitary Sewer Impro...	410,306.35	0.00	408,984.48	0.00	408,984.48	1,321.87
P11.112742	North Central SW Phase II	1,854,441.25	-1,031.82	1,853,147.38	0.00	1,853,147.38	1,293.87
P11.117908	Michigan Street Parking Lot Reconstruct...	408,199.80	-64.56	453,347.70	0.00	453,347.70	-45,147.90
P11.118940	Oneida Street Reconstruction from RR t...	2,567,760.12	4,406.76	2,159,525.91	0.00	2,159,525.91	408,234.21
P11.119679	FEMA Lake Bank Restoration	117,831.01	0.00	123,185.51	0.00	123,185.51	-5,354.50
P11.120411	Highway 7/110 Traffic Lane/Signalization	1,423,630.00	96,724.32	221,290.24	0.00	221,290.24	1,202,339.76
P11.120478	Tulip Lane SW Improvements	443,607.50	16,739.92	421,175.07	0.00	421,175.07	22,432.43
P11.120650	2020 Expansion Blvd Improvements	1,074,680.60	85,974.44	1,079,753.56	0.00	1,079,753.56	-5,072.96
P11.122266	7th Street Sewer Lining/2021 CIPP	514,861.25	514,861.25	483,692.65	0.00	483,692.65	31,168.60
T51.119823	Runway 13/31 & Taxiway Lighting	459,190.70	461.78	436,280.27	18,064.53	454,344.80	4,845.90
Urban20WQI-004	SLHS Courtyard Conservation	108,230.01	108,230.01	65,727.83	21,972.55	87,700.38	20,529.63
Report Total:		22,316,581.69	5,149,244.43	15,581,085.62	661,073.11	16,242,158.73	6,074,422.96

Group Summary

Group	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
Airport Projects	459,190.70	461.78	436,280.27	18,064.53	454,344.80	4,845.90
Building Resilient Infrastructure and Co...	3,430,800.00	3,430,800.00	27,197.50	0.00	27,197.50	3,403,602.50
Economic Development	936,873.02	219,042.01	837,211.06	21,972.55	859,183.61	77,689.41
National Resiliency Disaster Grant Proje...	8,507,686.72	555,138.27	8,411,642.11	31,705.69	8,443,347.80	64,338.92
Sanitary Sewer Projects	3,073,765.92	568,886.76	1,526,062.59	589,330.34	2,115,392.93	958,372.99
Street Construction	5,639,770.52	352,540.96	4,079,433.16	0.00	4,079,433.16	1,560,337.36
Water Project	268,494.81	22,374.65	263,258.93	0.00	263,258.93	5,235.88
Report Total:	22,316,581.69	5,149,244.43	15,581,085.62	661,073.11	16,242,158.73	6,074,422.96

Type Summary

Group	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
Construction	8,982,031.25	943,802.37	5,868,754.68	589,330.34	6,458,085.02	2,523,946.23

Staff Summary

12/6/2021

Agenda Item # C.



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

REPORT TO: Honorable Mayor and City Council

FROM:

SUBJECT: **SLPD City Code Enforcement Summary**

BACKGROUND: 11/10/2021 to 11/30/2021

Total: 25

Accumulate Trash – 5

Accumulate Junk – 12

Junk Vehicle – 2

Parking restricted to hard surfaces – 2

CCE – 4

4 Citations

FISCAL IMPACT: None

RECOMMENDATION: None

Staff Summary

12/6/2021

Agenda Item # D.



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

REPORT TO: Honorable Mayor and City Council

FROM: Mayra Martinez, City Clerk

SUBJECT: **Approval of November 2, 2021 Election Results**

BACKGROUND: Following the City election on November 2, 2021 the Buena Vista County Supervisors canvased the votes and have provided to us a copy of the official vote totals showing the following individuals elected for four year terms:

City Council - Margaret Martinez
City Council - Mathew Ricklefs
Mayor - Michael Porsch

Council must approve the election results prior to the swearing in of the elected individuals which will take place on December 20, 2021. (State law requires that newly elected individuals be sworn in after their election but no later than the first working day in January).

The terms in which these three elected for will officially start on January 1, 2022

The Buena Vista County Supervisors also canvased the votes for the Public Measure.

FISCAL IMPACT: There is no fiscal impact to the approval of the election results. The cost of the election is estimated to be about \$7,000. We have not received the invoice from Buena Vista County at this time.

RECOMMENDATION: Approve the abstract of votes.

ATTACHMENTS:

Description

Type

State of Iowa
Abstract of Votes

Buena Vista County, Iowa

We, the undersigned members of the County Board of Canvassers, hereby certify the following to be a true and correct abstract of the votes cast in this county, at the 2021 City-School Election held on Tuesday, November 02, 2021, as shown by the tally lists returned from the several election precincts.

City of Storm Lake - Mayor

Michael Porsch	Received Five Hundred and Four (504) votes
Scattering	Received Seven (7) votes
Total	Five Hundred and Eleven (511) votes

IN TESTIMONY WHEREOF, we have hereunto set our hands and caused to be affixed the seal of this county by the Clerk of the Board of Supervisors at Storm Lake, the county seat of Buena Vista County, this Tuesday, November 09, 2021.

Chairperson

764 Syd
Rhonda Ringgenberg

Thomas M. Hansen

Paul Muntz

Don Allen

Susan K. L. Langel

Attest: County Auditor and Clerk of the Board of Supervisors

Members of
the Board
of
Supervisors
and ex-
officio
County
Board of
Canvassers

(Seal)

State of Iowa
Abstract of Votes

Buena Vista County, Iowa

We, the undersigned members of the County Board of Canvassers, hereby certify the following to be a true and correct abstract of the votes cast in this county, at the 2021 City-School Election held on Tuesday, November 02, 2021, as shown by the tally lists returned from the several election precincts.

City of Storm Lake - City Council At-Large

Dylan WolfTornabane	Received One Hundred and Six (106) votes
Margaret Martinez	Received Three Hundred and Twenty-Eight (328) votes
Matthew Ricklefs	Received Three Hundred and Twenty-Four (324) votes
Shane Schreck	Received Two Hundred and Forty (240) votes
Scattering	Received Nine (9) votes
Total	One Thousand and Seven (1,007) votes

IN TESTIMONY WHEREOF, we have hereunto set our hands and caused to be affixed the seal of this county by the Clerk of the Board of Supervisors at Storm Lake, the county seat of Buena Vista County, this Tuesday, November 09, 2021.

Chairperson

Rhonda Ringgenberg

Thomas M. Hansen

Paul Muntz

Don Allen

Susan K. Lloyd

Attest: County Auditor and Clerk of the Board of Supervisors

Members of
the Board
of
Supervisors
and ex-
officio
County
Board of
Canvassers

(Seal)

State of Iowa
Abstract of Votes

Buena Vista County, Iowa

We, the undersigned members of the County Board of Canvassers, hereby certify the following to be a true and correct abstract of the votes cast in this county, at the 2021 City-School Election held on Tuesday, November 02, 2021, as shown by the tally lists returned from the several election precincts.

City of Storm Lake - Public Measure CK

YES Si	Received Three Hundred and Ninety (390) votes
No	Received Seventy-Six (76) votes
Total	Four Hundred and Sixty-Six (466) votes

IN TESTIMONY WHEREOF, we have hereunto set our hands and caused to be affixed the seal of this county by the Clerk of the Board of Supervisors at Storm Lake, the county seat of Buena Vista County, this Tuesday, November 09, 2021.

Chairperson

Way Smith
Shonda Ringgenberg

Thomas M. Hansen

Paul Murt

Don Altman

(Seal)

Members of
the Board
of
Supervisors
and ex-
officio
County
Board of
Canvassers

Attest: *Susan K. Lloyd*
County Auditor and Clerk of the Board of Supervisors

Staff Summary

12/6/2021

Agenda Item # 3.



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

REPORT TO: Honorable Mayor and City Council

FROM: Chris Cole, Police Chief

SUBJECT: **Ordinance No. 06-O-2021-2022 to Amend Chapter 9-11 of Title IX of the City Code - 2nd Reading**

BACKGROUND: Attached is an amendment to Chapter 9-11 of the City code of the City of Storm Lake which prohibits parking on both sides of East 10th Street between Lake Avenue and Seneca Street between November 1st of each calendar year through March 31st of the next succeeding calendar year; and both sides of Hyland Drive between Northwestern Drive and Angier Drive.

This amendment was requested by the City traffic committee after concerns were made about excessive vehicles parking on the emergency snow routes.

FISCAL IMPACT: None

RECOMMENDATION: Approve 2nd Reading of Ordinance No. 06-O-2021-2022 to Amend Chapter 9-11 of the City Code

ATTACHMENTS:

Description	Type
□ updated amendment	Contract

ORDINANCE NO. _____

ORDINANCE AMENDING CHAPTER 9-11 OF TITLE IX OF THE CITY CODE OF THE CITY OF STORM LAKE, IOWA, TITLED, STOPPING, STANDING OR PARKING@ TO PROHIBIT PARKING ON PART OF EAST 10TH STREET FROM NOVEMBER 1 THROUGH MARCH 31 AND PROHIBIT PARKING ON PART OF HYLAND DRIVE

WHEREAS, Section 9-11-1 of Chapter 9-11 of Title IX of the City Code of the City of Storm Lake, Iowa lists areas in the City of Storm Lake where parking is prohibited;

WHEREAS, the City Council of the City of Storm Lake, Iowa, has now determined that parking should be prohibited by Ordinance on both sides of East 10th Street between Lake Avenue and Seneca Street from November 1 of each calendar year through March 31 of the next succeeding calendar year; and

WHEREAS, the City Council of the City of Storm Lake, Iowa, has now determined that parking should be prohibited by Ordinance at all times on both sides of Hyland Drive between Northwestern Drive and Angier Drive.

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

Section 1. Section 9-11-1 of Chapter 9-11 of Title IX of the City Code of the City of Storm Lake, Iowa, which section is captioned “Parking Signs Required,@ is amended by adding the following at the end of such section:

Both sides of East 10th Street between Lake Avenue and Seneca Street from November 1 of each calendar year through March 31 of the next succeeding calendar year.

Both sides of Hyland Drive between Northwestern Drive and Angier Drive from November 1 of each calendar year through March 31 of the next succeeding calendar year.

Section 3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. This ordinance shall be in effect following its passage, approval, and publication as provided by law.

Passed by the Council the _____ day of _____, 2021, and approved
this _____ day of _____, 2021.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

I hereby certify that the foregoing was published as Ordinance No.
_____ in the Storm Lake Pilot Tribune on the _____ day of
_____, 2021.

Mayra A. Martinez, City Clerk

Staff Summary

12/6/2021

Agenda Item # 4.



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

REPORT TO: Honorable Mayor and City Council

FROM: Mayra Martinez, City Clerk

SUBJECT: **Motion Setting A Public Hearing For The Re-Precincting Plan**

BACKGROUND: The City is required to validate and/or change where necessary the local voting precincts to ensure they meet Secretary of State's office regulations after the bill was passed to reapportion the senatorial and representative districts which was signed November 4, 2021.

The major qualities that we must meet with each precinct are as follows:

1. No precinct may have more than 3,500 people (as defined by the Census block numbers)
2. We are not allowed to break up individual Census Blocks

The City does not elect Council Members by Wards therefore the districts do not have equal in terms of population.

Based on the current population, there is no major changes to the precincts. With past annexations to the city we are no longer needing to include unincorporated areas therefore an agreement with the county is no longer necessary.

The total population of the Storm Lake Precincts are as follows:

Precinct 1 ~ 3,174
Precinct 2 ~ 2,629
Precinct 3 ~ 2,227
Precinct 4 ~ 3,239

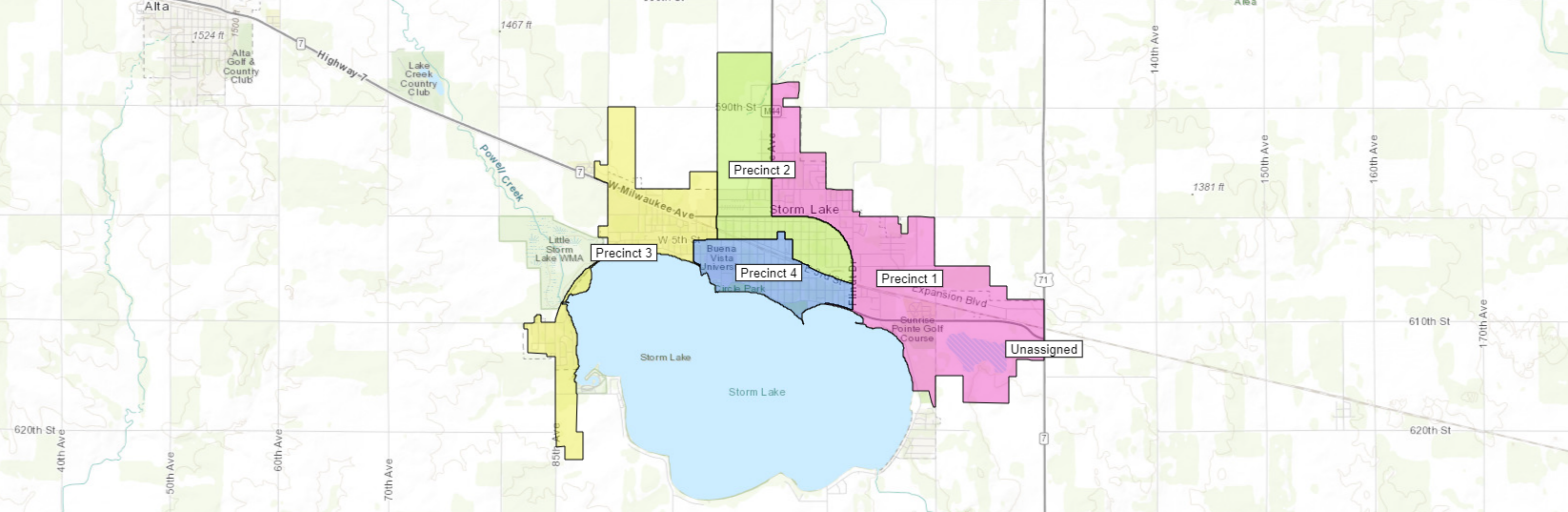
Setting public hearing for December 20, 2021 at 5:00 pm at the City Council Chambers

FISCAL IMPACT: Cost of the publication of notice

RECOMMENDATION: Motion Setting A Public Hearing for the Re-Precincting Plan for December 20, 2021 at 5:00 City Council Chambers

ATTACHMENTS:

Description		Type
	Proposed Precincts	Map
	Public Hearing Notice	Backup Material



PUBLIC NOTICE

The City Council of the City of Storm Lake will hold a Public Hearing on revised precincts for voters in the City of Storm Lake. Changes to the current precincts are required due to changes in population as noted in the 2020 Census results. Citizens wishing to view the revised precinct map may view a map of the proposed precincts at City Hall during normal business hours (Monday thru Friday 8AM to 5PM).

The City Council will hold a Public Hearing on the revised map at 5:00 PM on Monday, December 20, 2021, during their normal City Council Meeting. At that time citizens can voice their opinions regarding the proposed changes prior to approval. Opinions and comments may also be submitted to the Office of the City Clerk by mail at PO Box 1086, Storm Lake, Iowa 50588 or by email at cityclerk@stormlake.org.

Published by direction of City Clerk

/s/ Mayra A. Martinez

Staff Summary

12/6/2021

Agenda Item # 5.



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

REPORT TO: Honorable Mayor and City Council

FROM: Elizabeth Huff, Library Director

SUBJECT: **Ordinance No. 07-O-2021-2022 Amending Chapter 7 Of Title II Of The City Code Of The City Of Storm Lake, Iowa, To Reduce The Number Of Trustees On Its City Library Board Of Trustees - 2nd Reading**

BACKGROUND: On November 2nd, 2021, during the City/School elections the voters agreed to approving the reduction of Library trusted from nine members to five as a public measure. Voluntary resignation letters along with vacant spots will reduce the numbers of trustees accordingly. With approval changes will be effective January 1, 2022.

FISCAL IMPACT: None

RECOMMENDATION: Approve Ordinance No. 07-O-2021-2022 Amending Chapter 7 Of Title II Of The City Code Of The City Of Storm Lake, Iowa, To Reduce The Number Of Trustees On Its City Library Board Of Trustees - 2nd Reading

ATTACHMENTS:

Description	Type
Ordinance #07-O-2021-2022	Ordinance

ORDINANCE NO. 07-O-2021-2022

ORDINANCE AMENDING CHAPTER 7 OF TITLE II OF THE CITY CODE OF THE CITY OF STORM LAKE, IOWA, TO REDUCE THE NUMBER OF TRUSTEES ON ITS CITY LIBRARY BOARD OF TRUSTEES FROM NINE (9) TRUSTEES TO FIVE (5) TRUSTEES AND TO ESTABLISH THE PROCEDURE FOR THE APPOINTMENT OF SUCH TRUSTEES CONSISTENT WITH THE REQUIREMENTS OF SECTION 336.5 OF THE CODE OF IOWA

WHEREAS, the voters of the City of Storm Lake, Iowa approved a public measure to reduce the number of trustees on its City Library Board of Trustees from nine (9) trustees to five (5) trustees through an amendment to Title II, Chapter 7, Section 1 of its City Code;

WHEREAS, Section 1 of said Chapter 7 set the original number of Trustees on the City Library Board of Trustees at nine (9); and

WHEREAS, Section 2 of said Chapter 7 set the term of office for such Trustees and also established a procedure for staggering the terms of the nine Trustees which needs to be modified because of the reduction of trustees and because the method set forth for staggering the terms is inconsistent with present state law, specifically, Iowa Code Section 336.5, requiring three subgroups of Trustees to have staggered terms expiring two years apart.

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

Section 1. Section 2-7-1, captioned, "Creation," is deleted and replaced with the following new Section 2-7-1, captioned, "Creation and Makeup":

Section 2-7-1 Creation and Makeup

There is hereby created a City Library Board of Trustees to be made up of nine (9) trustees and which Board shall exercise the powers set forth in Section Four (4) of this chapter. Effective January 1, 2022, the City Library Board of Trustees, shall be reduced in size from nine (9) trustees to five (5) trustees, which Board shall exercise the powers set forth in Section Four (4) of this chapter.

Section 2. Section 2-7-2, captioned, "Term of Office," is deleted and replaced with the following new Section 2-7-2, captioned, "Term of Office":

Section 2-7-2 Term of Office

The terms of office of all trustees appointed before January 1, 2022 shall continue until January 1, 2022, but shall expire and terminate January 1, 2022. All five of the trustees then shall be appointed by the Mayor with the approval of the City Council. Members of the City Library Board of Trustees serving before January 1, 2022, are eligible for re-appointment to such Board and, in the discretion of the Mayor and City Council, may be re-appointed to new terms as provided herein, subject to the five-member Board limit. One shall hold office for two years, two

for four years, and two for six years, from the first day of July, 2022; provided that all shall begin serving as trustees upon the effective date of their appointment by the Mayor and Council, which shall be on or after January 1, 2022. At the first meeting of the board of trustees on or after July 1, 2022, or at the first meeting of the board of trustees after the effective date of the appointment of all five trustees, whichever is sooner, the five trustees shall cast lots for their respective terms, reporting the result of such lots to the City Council. All subsequent appointments, except those to fill unexpired terms in the case of vacancies, shall be for terms of six years each, commencing with the first day of July following the expiration of the terms of the members whose terms have expired and whose offices are being filled by such appointments. An appointment to fill an unexpired term shall be for the balance of the term of the office left vacant. All appointments to the City Library Board of Trustees shall be made by the Mayor, subject to the approval of the City Council.

Section 3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. This ordinance shall be in effect following its passage, approval, and publication as provided by law.

PASSED AND APPROVED this _____ day of _____, 2021.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Staff Summary

12/6/2021

Agenda Item # 6.



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

REPORT TO: Honorable Mayor and City Council

FROM: Scott Olesen, Building & Code Compliance Director

SUBJECT: **Motion To Approve Appointment of Beck Engineering as Drainage District Engineer for the City of Storm Lake**

BACKGROUND: At the June 7, 2021 meeting, the Council selected Beck Engineering to perform storm water engineering services for the City. The initial term of the agreement is for two years with an option for an additional three years.

This agreement includes Drainage District Engineering Services. Iowa Code requires formal appointment of the engineering firm for these services.

FISCAL IMPACT: Per fee schedule

RECOMMENDATION: Approve the appointment of Beck Engineering as the Drainage District engineer for the City of Storm Lake

ATTACHMENTS:

Description	Type
□ Agreement	Contract



September 15, 2021

City of Storm Lake
620 Erie Street
PO Box 1086
Storm Lake, IA 50588

RE: Civil Engineering Proposal for the City of Storm Lake Drainage District Services

We are pleased to provide this proposal for Civil Engineering Services for the City of Storm Lake Drainage Districts. Below is a summary of our proposed scope of services, fees, and schedule:

Scope of Project:

The City of Storm Lake has 2 drainage districts within the City that the City is responsible to manage. The City will require professional civil engineering services for the planning, permitting, design, and administration of storm water management projects and maintenance activities.

Scope of Services:

- 1.) Preparation of plans, specifications, and estimates.
- 2.) Organization, participation, and presentations at meetings held by City Staff, the City Council, neighborhood groups, and other stakeholders.
- 3.) Preparation of preliminary documents, plans and/or reports.
- 4.) Preparation of handouts and graphical displays for public meetings.
- 5.) DNR permit compliance for current and future permits.
- 6.) Proposed cost estimates for CIP (capital improvement projects).
- 7.) Assistance with compliance within the DNR and EPA regulations.

Timeframe:

This contract shall run for a period of 2 years, beginning October 4, 2021 and running through October 4, 2023. The contract will automatically renew for an additional 3 years, ending October 4, 2026, unless the City of Storm Lake notifies Beck Engineering, Inc. by September 4, 2023 that it does not intend to renew the contract for the additional 3 years.

Fees:

The work will be completed according to our standard hourly rates at the time the work is completed (see our Standard Hourly Rates for 2021 attached to this proposal). For larger projects which are over the bid threshold, separate proposals will be made and submitted for approval to the City of Storm Lake for any work completed after preliminary engineering and preparation of a preliminary construction cost estimate, if requested by the City.



Quotation is valid for 30 days. I appreciate the opportunity to be involved with this exciting project. If you have any questions, please do not hesitate to contact me.

Respectfully submitted,

Brad M. Beck

Brad M. Beck, PE, PLS, Pres.
Beck Engineering, Inc.

Accepted / /

By: _____
City of Storm Lake

Accepted 9 / 15 / 21

By: *Brad M. Beck*
Beck Engineering, Inc.
Brad M. Beck, PE, Pres.



2021 Beck Engineering Hourly Rates for Professional Services

<u>Position</u>	<u>Rate</u>
Professional Engineer V/Land Surveyor	\$170/hr
Professional Engineer III	\$155/hr
Professional Engineer II	\$130/hr
Professional Engineer I	\$110/hr
Project Engineer III	\$100/hr
Project Engineer II	\$95/hr
Project Engineer I	\$90/hr
Engineering Technician IV	\$90/hr
Engineering Technician III	\$80/hr
Engineering Technician II	\$70/hr
Engineering Technician I	\$65/hr
Professional Landscape Architect	\$135/hr
Landscape Architecture Technician IV	\$90/hr
Landscape Architecture Technician III	\$80/hr
Landscape Architecture Technician II	\$70/hr
Landscape Architecture Technician I	\$60/hr
Professional Land Surveyor	\$130/hr
Project Surveyor IV	\$95/hr
Project Surveyor III	\$90/hr
Project Surveyor II	\$85/hr
Project Surveyor I	\$75/hr
Survey Technician IV	\$70/hr
Survey Technician III	\$65/hr
Survey Technician II	\$60/hr
Survey Technician I	\$55/hr
Secretary	\$65/hr

Miscellaneous

GPS Unit w/ RTK	\$50/hr
Robotic Total Station	\$50/hr
All-Terrain Vehicle (4-wheeler)	\$150/day
Mileage-\$0.55/mile	
Expenses-Actual Cost	

Sales tax, if applicable, will be the responsibility of the owner.

Hourly rates are guaranteed through December 31, 2021. After that date, the hourly rates for the year in which the work was completed will be charged.

Staff Summary

12/6/2021

Agenda Item # 7.



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

REPORT TO: Honorable Mayor and City Council

FROM: Keri Navratil, City Manager

SUBJECT: **Resolution No. 47-R-2021-2022 Approving Submission of Application and Committing Local Match for the Assistance to Firefighters Grant**

BACKGROUND: The Storm Lake Fire Department is seeking funding from the Assistance to Firefighters Grant (AFG) through FEMA. The purpose of this grant will be to replace SCBA units currently in service that are approaching the end of their usable lifespan according to NFPA standards.

The AFG program is a 95%/5% split with FEMA covering 95% of the project cost. The City will be responsible for 5% of the project cost.

If the grant is awarded it will be mid-2022. Once all items are received the funding will be requested from FEMA and the vendor will be paid and the grant closed out in accordance with FEMA guidelines.

FISCAL IMPACT: The total estimated grant application is estimated to be \$218,400 with the City's match at \$10,920 general fund

RECOMMENDATION: Approve Resolution No. 47-R-2021-2022 Approving Submission of Application and Committing Local Match for the Assistance to Firefighters Grant

Staff Summary

12/6/2021

Agenda Item # 8.



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

REPORT TO: Honorable Mayor and City Council

FROM: Tyler Gibbins, Staff Accountant

SUBJECT: **Resolution No. 48-R-2021-2022 Adopting Storm Lake's Airport Capital Improvement Program Submittal**

BACKGROUND: The City of Storm Lake is the Airport's official sponsor organization, therefore must approve the Airport Capital Improvement Program (ACIP). Once approved, the plan will be submitted to the State of Iowa and to the Federal Aviation Administration.

The projects included in this plan are as follows:

FY2023- Lighting Replacement - Runway 17/35

Federal Funding- \$433,620

Local Funding- \$48,180

FY2026- Apron Expansion

Federal Funding- \$685,800

Local Funding- \$76,200

A draft of this ACIP has been preliminarily provided to the our FAA representative for comment. We did not receive any comments back requiring changes.

FISCAL IMPACT: The projects are funded 90% by the FAA and 10% by the City

RECOMMENDATION: Council Adopt Resolution No. 48-R-2021-2022 Adopting Storm Lake's Airport Capital Improvement Program.

ATTACHMENTS:

Description	Type
❑ ACIP	Backup Material
❑ Resolution No. 48-R-2021-2022	Resolution

FEDERAL AIRPORT IMPROVEMENT PROGRAM (AIP) PREAPPLICATION CHECKLIST

Please attach the following documents with your application.

- ☒ Sponsor Identification Sheet for the Airport
- ☒ Capital Improvement Program (CIP) Data Sheet (one for each project listed in the first three years of the CIP) and detailed cost estimate for each data sheet
- ☒ Five-Year CIP
- ☒ Long-Range Needs Assessment
- ☒ Verification of an updated airport layout plan (ALP) (when applying for new construction of buildings or airfield expansion)
- ☒ Verification of completed environmental processing in accordance with National Environmental Policy Act of 1969
- ☐ Verification of completed land acquisition or signed purchase agreement
- ☐ Verification of pavement maintenance program (when applying for pavement preservation or reconstruction)
- ☐ If requesting federal assistance for snow removal equipment, please include an inventory of the existing equipment and calculations based on Chapters 4 and 5 of the Airport Winter Safety and Operations Advisory Circular (AC) 150/5200-30 and the Airport Snow and Ice Control Equipment AC 150/5220-20 showing the minimum equipment needed, along with the Airport Capital Improvement Plan (ACIP) Data Sheet, include a copy of a completed Federal Aviation Administration's snow removal equipment spreadsheet.
- ☐ If requesting federal assistance for general aviation apron expansion, include a copy of a completed FAA apron design spreadsheet.
- ☐ If requesting pavement reconstruction, submit an engineering report showing the need for the reconstruction as part of the CIP justification.
- ☐ For revenue-producing facilities (i.e., fueling facilities and hangars), please submit:
 - 1) A statement that airside development needs are met or include a financial plan to fund airside needs over the next three years.
 - 2) A statement that runway approach surfaces are clear of obstructions (the FAA Airport 5010 should show at least a 20:1 clear approach).
 - 3) Justification for the project.
- ☒ System for Award Management (SAM) registration is up to date (www.sam.gov)

Please e-mail this form with supporting documents identified in the checklist to shane.wright@iowadot.us.

Attn.: Program Manager
Aviation Bureau
Iowa Department of Transportation
800 Lincoln Way
Ames, IA 50010

E-mail: shane.wright@iowadot.us
FAX: 515-233-7983
Phone: 515-239-1048

AIRPORT SPONSOR IDENTIFICATION SHEET

***** PLEASE ONLY SUBMIT IT YOU HAVE CHANGES FROM PREVIOUS YEAR. *****

Airport Name: Storm Lake Municipal Airport

Airport sponsor(s) Name: City of Storm Lake, Iowa

Contact Person: Tyler Gibbins

Title: Staff Accountant

Email Address: gibbins@stormlake.org

Physical Mailing Address: 620 Erie Street

P.O. Box (if applicable): P.O. Box 1086

City: Storm Lake

State: Iowa

ZIP Code: 50588

Phone: (712) 732-8000

U.S. Congressional District Number: IA-004

Tax Identification Number: 42-605255

Dun and Bradstreet Number (DUNS): 0509500540000

You **must** have a current System for Award Management (SAM) registration to receive a grant.

Register at: <https://www.sam.gov>.

Please email (PDF) your completed preapplication, Capital Improvement Program (CIP), long-range needs assessment, signed CIP data sheets, and all supporting documents to your state agency and Federal Aviation Administration planner at jeff.deitering@faa.gov.

FIVE-YEAR AIRPORT CAPITAL IMPROVEMENT PROGRAM (CIP)

Attach additional sheets if necessary.

Airport name, LOCID, city, state Storm Lake Municipal, SLB, Storm Lake, Iowa

Prepared by City of Storm Lake, Iowa

Sponsor's email Gibbins@stormlake.org

Date prepared 10/20/2021

Sponsor's signature _____

Sponsor's phone (712) 732-8000

Printed name Tyler Gibbins

FY	Detailed project/scope description	Funding source	Total estimated cost
2023	Lighting Replacement - Runway 17/35	Federal \$	433,620
		State \$	
		Local \$	48,180
		Total \$	481,800
2026	Apron Expansion (100' South)	Federal \$	685,800
		State \$	
		Local \$	76,200
		Total \$	762,000
		Federal \$	
		State \$	
		Local \$	
		Total \$	
		Federal \$	
		State \$	
		Local \$	
		Total \$	

LONG-RANGE NEEDS ASSESSMENT YEARS SIX TO 20

[Print Form](#)

Attach additional sheets if necessary.

Airport name Storm Lake Municipal Airport (SLB)

Estimate d FY	Description of project	Funding source	Total estimated cost
2029	Runway 17/35 NAV AIDS Replacement	Federal State Local Total	\$ 315,000 \$ 0 \$ 35,000 \$ 350,000
2033	Fuel System Replacement	Federal State Local Total	\$ 522,000 \$ 0 \$ 58,000 \$ 580,000
2035	Runway 13/31 NAV AIDS	Federal State Local Total	\$ 270,000 \$ 0 \$ 30,000 \$ 300,000
2038	Snow Removal Equipment	Federal State Local Total	\$ 427,500 \$ 0 \$ 47,500 \$ 475,000
TBD	Apron Reconstruction	Federal State Local Total	\$ 1,620,000 \$ 0 \$ 180,000 \$ 1,800,000
		Federal State Local Total	\$ 0 \$ 0 \$ 0 \$ 0

FEDERAL AVIATION ADMINISTRATION

CIP DATA SHEET

CAPITAL IMPROVEMENT PROGRAM (CIP)

AIRPORTS DIVISION - CENTRAL REGION

SEE INSTRUCTIONS TO COMPLETE THIS INFORMATION			
Airport Name, LOCID, City, State:	Storm Lake Municipal, SLB, Storm Lake, Iowa		
AIP Project Type:	Lighting Replacement - Runway 17/35		
Local Priority:	1 - Very High	Federal Share:	\$ 433,620
FFY Requested:	2023	State Share:	
Provide Detailed Project Scope and Justification Below. You must attach a sketch/drawing (separate sheet) that clearly depicts the scope of the project.		Local Share:	\$ 48,180
		Total Project Cost:	\$ 481,800
Project Description: The lighting for Runway 17/35 is at the end of its useful life. The system consists of direct buried cable and stake mounted lights. Both the cable and lights are requiring increased maintenance cost to help keep the existing system running. This project will include replacing all the edge lights along Runway 17/35 and the connector taxiway between the two runways. Justification: Having a working runway edge lighting system is vital to providing safe night time operations at the Storm Lake Municipal Airport. ALP Verification: The proposed improvements are shown on the current ALP. NEPA Categorical Exclusion or Date of Environmental Determination: CE per Order 1050.1F section 5-6.3.b Clear Approaches per FAA AC 150/5300-13 and FAA order 8260.3: Approaches are clear Pavement Management Program: PCI are shown in the current Pavement Management Report prepared for the Iowa DOT dated August 2020. The airport does routine pavement inspections and maintenance. Property Ownership: All land needed for this project is currently owned by the airport as shown in the current Exhibit A dated 7/13/2013.			
SPONSOR SIGNATURE BLOCK			
Signature:		Date:	
Printed Name:	Tyler Gibbins	Title:	Staff Accountant
Phone Number:	(712) 732-8000	Email:	Gibbins@stormlake.org

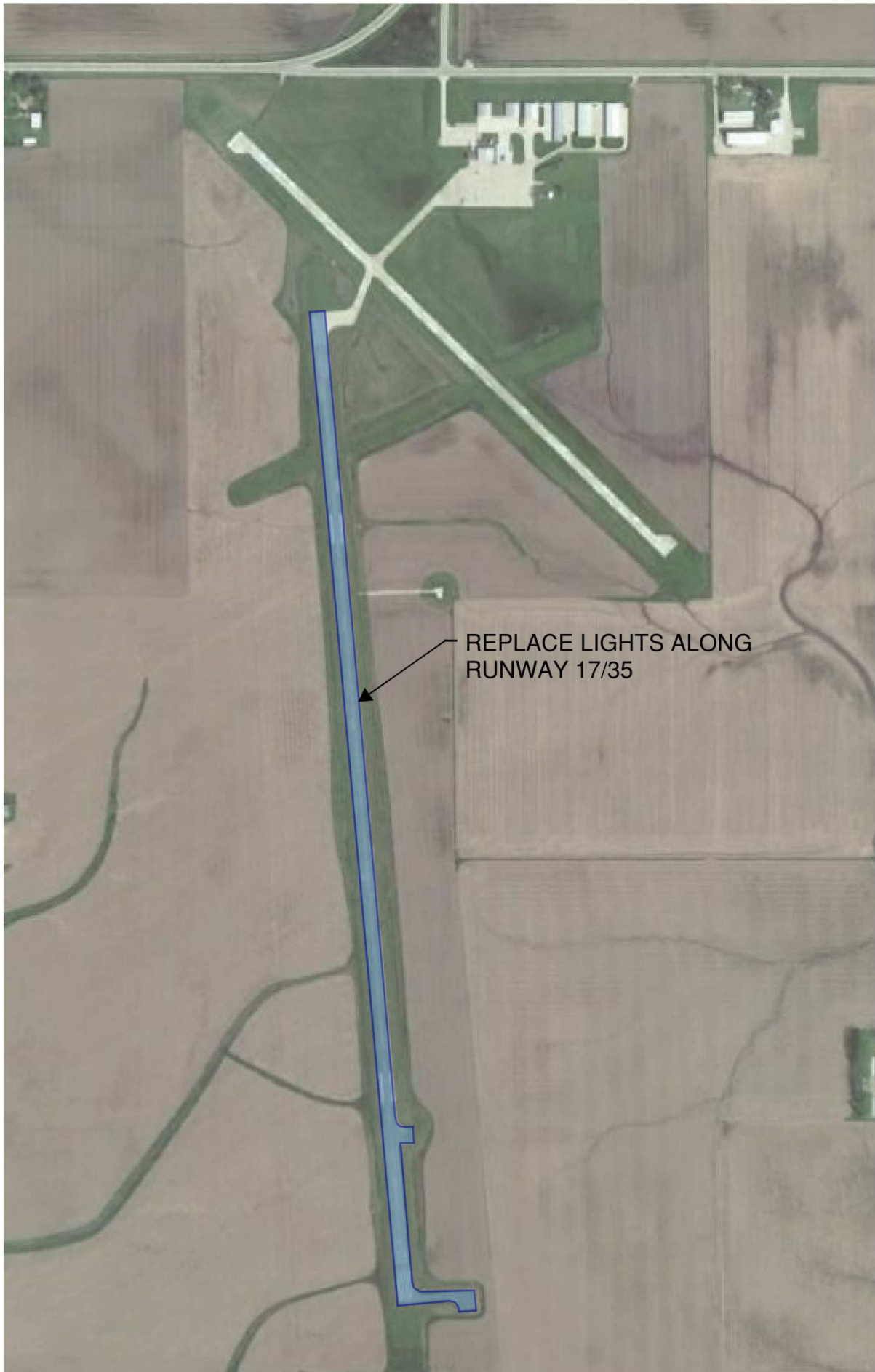


Real People. Real Solutions.

LIGHTING REPLACEMENTS - RUNWAY 17/35

No.	ITEM	QTY	UNIT	UNIT PRICE	TOTAL	Federal 90%	State 0%	Local 10%
1	MOBILIZATION	1	LS	\$ 52,500.00	\$ 52,500.00	\$ 47,250.00	\$ -	\$ 5,250.00
2	TRAFFIC CONTROL	1	LF	\$ 10,000.00	\$ 10,000.00	\$ 9,000.00	\$ -	\$ 1,000.00
3	CONSTRUCTION STAKING	1	LF	\$ 10,000.00	\$ 10,000.00	\$ 9,000.00	\$ -	\$ 1,000.00
4	REMOVAL OF EXISTING EDGE LIGHTS	70	EA	\$ 110.00	\$ 7,700.00	\$ 6,930.00	\$ -	\$ 770.00
5	DIRECTIONAL BORE, 2" CONDUIT	95	LF	\$ 110.00	\$ 10,450.00	\$ 9,405.00	\$ -	\$ 1,045.00
6	TRENCHING	14,000	LF	\$ 3.00	\$ 42,000.00	\$ 37,800.00	\$ -	\$ 4,200.00
7	CONDUIT, 2" PVC	14,000	LF	\$ 3.00	\$ 42,000.00	\$ 37,800.00	\$ -	\$ 4,200.00
8	5KV WIRE	15,600	LF	\$ 2.50	\$ 39,000.00	\$ 35,100.00	\$ -	\$ 3,900.00
9	5KV GROUND WIRE	12,000	LF	\$ 2.50	\$ 30,000.00	\$ 27,000.00	\$ -	\$ 3,000.00
10	HANDHOLE	10	EA	\$ 800.00	\$ 8,000.00	\$ 7,200.00	\$ -	\$ 800.00
11	MITL	16	EA	\$ 1,200.00	\$ 19,200.00	\$ 17,280.00	\$ -	\$ 1,920.00
12	MIRL, EDGE LIGHTS - L-861	56	EA	\$ 1,200.00	\$ 67,200.00	\$ 60,480.00	\$ -	\$ 6,720.00
13	MIRL, THRESHOLD LIGHTS - L-861SE	16	EA	\$ 1,300.00	\$ 20,800.00	\$ 18,720.00	\$ -	\$ 2,080.00
14	WINDCONE	2	EA	\$ 12,000.00	\$ 24,000.00	\$ 21,600.00	\$ -	\$ 2,400.00
					\$ -	\$ -	\$ -	\$ -
				Subtotal	\$ 382,850.00	\$ 344,565.00	\$ -	\$ 38,285.00
				PROJECT DEVELOPMENT / SCOPING	\$ 1,000.00	\$ 900.00	\$ -	\$ 100.00
				DESIGN ENGINEERING (11.5%)	\$ 44,000.00	\$ 39,600.00	\$ -	\$ 4,400.00
				CONSTRUCTION ENGINEERING (11.5%)	\$ 44,000.00	\$ 39,600.00	\$ -	\$ 4,400.00
				GRANT ADMINISTRATION	\$ 2,450.00	\$ 2,205.00	\$ -	\$ 245.00
				DISADVANTAGED BUSINESS ENTERPRISE (DBE) PLAN	\$ 5,000.00	\$ 4,500.00	\$ -	\$ 500.00
				ENVIRONMENTAL CATEX	\$ 1,500.00	\$ 1,350.00	\$ -	\$ 150.00
				ESTIMATED CITY ADMINISTRATION	\$ 1,000.00	\$ 900.00	\$ -	\$ 100.00
				LIGHTING REPLACEMENTS - RUNWAY 17/35	\$ 481,800.00	\$ 433,620.00	\$ -	\$ 48,180.00

Lighting Replacement - Runway 17/35 Sketch



RESOLUTION NO. 48-R-2021-2022

**RESOLUTION TO APPROVE THE FY 2022 FIVE YEAR AIRPORT CAPITAL
IMPROVEMENT PROGRAM (ACIP)**

Whereas, as a condition to receive the State and Federal aid for the Storm Lake Municipal Airport, the following provisions must be met:

- Approved 5-Year Capital Improvement Program
- Approved Airport Improvement Program data sheets with Sponsors Signature
- Certification that the local match exists if the grant is awarded
- Authorization to submit the application for the proposed projects for Federal and/or State Grants, and

Whereas, the FY 2022 5-year Capital Improvement Program and Airport Capital Improvement Program data sheets are attached listing the projects deemed to be in the best interest of the Storm Lake Municipal Airport.

Now, therefore, be it resolved that the City of Storm Lake staff recommends the submittal of the attached 5-year Capital Improvement Program for the Storm Lake Municipal Airport, for potential FY2022 through FY2027 Federal and State Aviation Grants and certifies that the local match is available for the FY 2023 project if a grant is awarded.

PASSED AND APPROVED this 6th day of December, 2021.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Staff Summary

12/6/2021

Agenda Item # 9.



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

REPORT TO: Honorable Mayor and City Council

FROM: Brian Oakleaf, Finance Director

SUBJECT: **Resolution No. 49-R-2021-2022 to Adopt Update to Storm Lake Purchasing Policy**

BACKGROUND:

The City's current purchasing policy is in need of additional language for compliance with Federal guidelines and requirements for purchases made with Federal funds

This Resolution will adopt an updated Storm Lake Purchasing Policy with appropriate language included in Section 8 of the policy to meet Federal guidelines and requirements.

FISCAL IMPACT: None

RECOMMENDATION: Approve Resolution No. 49-R-2021-2022 updating the Storm Lake Purchasing Policy effective December 6, 2021.

ATTACHMENTS:

Description	Type
□ Resolution No. 49-R-2021-2022	Resolution

RESOLUTION 49- R-2021-2022

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

- b. Completed form submitted to City Manager for approval
- c. Approved purchase orders shall be forwarded to the Finance Department for inclusion in the City's Budget and cash flow purposes
- d. The Finance Department will forward original purchase order to the responsible department
- 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 this section is to ensure that sound business judgment is utilized in all procurement transactions and that supplies, equipment, construction, and services are obtained efficiently and economically and in compliance with applicable federal law and executive orders and to ensure that all procurement transactions will be conducted in a manner that provides full and open competition.

APPLICATION

This policy applies to the procurement of all supplies, equipment, construction, and services

of and for the City of Storm Lake related to the implementation and administration of any federally funded projects. All procurement will be done in accordance with 2CFR Part 200 and Appendix II to Part 200.

POLICY

GENERAL PROCUREMENT PRACTICES

The City will adhere to the following general procurement practices: document procurement standards; maintain oversight of contractors to ensure performance in accord with standards; avoid acquisition of unnecessary or duplicative items; encourage procurement or use of shared goods and services; use Federal excess and surplus property when feasible; encourage value-engineering clauses in construction contracts; award contracts only to responsible contractors; limit use of time and materials contracting; and use good administrative judgment to settle all contractual and administrative issues.

COMPETITION

The City will provide full and open competition; prohibit use of state or local geographical preferences; develop written procedures for procurement transactions to ensure competition is not restricted; and ensure that pre-qualified lists are current.

METHODS OF PROCUREMENT

Procurement under grants shall be made by one of the following methods, as described herein: (a) micro-purchase; (b) small purchase procedures; (c) sealed bids (formal advertising); (d) competitive proposals; (e) noncompetitive proposals.

A. **Micro-purchase** includes the acquisition of supplies or services that do not exceed \$3,000 (or \$2,000 for acquisitions for construction subject to Davis-Bacon Act)

B. **Small purchase** procedures are relatively simple and informal procurement methods that are sound and appropriate for the procurement of services, supplies, or other property, costing in aggregate not more than \$150,000. If small purchase procedures are used for a procurement under a grant, price or rate quotations (minimum of 2) shall be obtained from an adequate number of qualified sources.

C. In **sealed bids** (formal advertising), sealed 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 of the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bids method is the required method for procuring construction.

1. In order for formal advertising to be feasible, appropriate conditions must be present, including, at a minimum, the following:
 - 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 City's 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.
2. When sealed bids are used for a procurement under a grant, the following requirements

apply:

- a) A sufficient time prior to the date set for opening of bids, bids shall be solicited (publicly advertised) from an adequate number of known suppliers.
- b) The invitation for bids, including specifications and pertinent attachments, shall clearly define the items or services needed in order for the bidders to properly respond to the invitation for bids.
- c) All bids shall be opened publicly at the time and place stated in the invitation for bids.
- d) A firm-fixed-price contract award shall be made by written notice to that responsible bidder whose bid, conforming to the invitation for bids, is lowest. Where specified in the bidding documents, factors such as discounts, transportation costs, and life cycle costs shall be considered in determining which bid is lowest. Payment discounts may only be used to determine low bid when prior experience of the City indicates that such discounts are generally taken.
- e) Any or all bids may be rejected if there are sound documented business reasons in the best interest of the program.

D. Procurement by **competitive proposals** is normally conducted with more than one source submitting an offer, and either a fixed-price or cost-reimbursable type contract is awarded, as appropriate. Competitive proposals are generally used when conditions are not appropriate for the use of sealed bids. If the competitive proposals method is used for a procurement under a grant, the following requirements apply:

1. Requests for Proposals shall be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals shall be honored to the maximum extent practical.
2. Requests for Proposals shall be solicited from an adequate number of qualified sources.
3. The City shall have a method for conducting evaluations of the proposals received and for selecting awardees.
4. Awards will be made to the responsible offeror whose proposal will be most advantageous to the procuring party, with price (other than architectural/engineering) and other factors considered. Unsuccessful offerors will be promptly notified in writing.
5. The City should use competitive proposal procedures for qualification-based procurement of architectural/engineering (A/E) professional services whereby competitor's qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. A cost analysis must be prepared for HMA projects. The method, where price is not used as a selection factor, can only be used in the procurement of A/E professional services. It cannot be used to procure other types of services (e.g., administration professional services) even though NE firms are a potential source to perform the proposed effort.

E. **Noncompetitive proposals** is procurement through solicitation of a proposal from only one source, or after solicitation from a number of sources, competition is determined inadequate. Noncompetitive proposals may be used only when the award of a contract is infeasible under small purchase procedures, sealed bids (formal advertising), or competitive proposals. Circumstances under which a contract may be awarded by noncompetitive proposals are limited to the following:

1. The item is available from only a single source;
2. After solicitation of a number of sources, competition is determined inadequate;
3. A public exigency or emergency exists when the urgency for the requirement will not permit a

- delay incident to competitive solicitation; and
4. The awarding agency authorizes noncompetitive proposals. (Sole source procurement for supplies, equipment, construction, and services valued at \$25,000 or more must have prior approval from the federal granting agency).
- F. The City of Storm Lake will provide, to the greatest extent possible, that contracts be awarded to qualified small and minority firms, women business enterprises, and labor surplus area firms whenever they are potential sources.
- G. Any other method of procurement must have prior approval from the federal agency funding the project.

RECYCLED MATERIALS

The City will procure items with the highest percentage of recycled materials practical.

CONTRACT PRICING

- A. The cost plus a percentage of cost and percentage of construction cost method of contracting shall not be used.
- B. The City shall perform some form of cost/price analysis for every procurement action, including modifications, amendments or change orders.

PROCUREMENT RECORDS

The City shall maintain records sufficient to detail the significant history of a procurement, including the rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price. The City shall make technical specifications and procurement documents available for review upon request.

APPENDIX II TO PART 200—CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

In compliance with Uniform Grant Guidance in Title 2 Code of Federal Regulation (C.F.R.) Grants and Agreements, Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, it is the policy to adhere to these requirements. For procurement, all non-federal entities must follow 2 CFR Part 200 Subpart D Subsections §200.318 General procurement standards through §200.326, and Appendix II to Part 200-Contract Provisions for Non-federal Entity Contracts Under Federal Awards. These standards are accessible online at:

https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl

2 CFR §200.318 General procurement standards

The non-federal entity must use its own documented procurement procedures which reflect applicable State, local, and tribal laws and regulations, provided that the procurements conform to applicable federal law and standards. Where State and/or local requirements conflict with federal requirements, the strictest requirement, will be followed.

This policy establishes procedures for procurement of goods and services, lists and explains relevant Federal laws and policies regarding procurement for Federal grant administration. Failure to follow policies regarding Federal requirements may result in a wide range of sanctions including disallowed costs, denied reimbursement requests, recoupment of funds, and debarment/exclusion from Federal funding. Violation of this policy may result in disciplinary action, including termination of the federal grant.

2 CFR 180 Debarment and suspension

OMB Guidelines to Agencies on Government wide Debarment and Suspension govern debarment and suspension. These regulations restrict awards, sub-awards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from, or ineligible for participation in Federal assistance programs or activities. It is a requirement to check for suspended or debarred parties before awarding work for all covered transactions. Debarred or suspended parties may be found by searching the System for Award Management (SAM) for exclusion records, active or excluded at www.sam.gov

STANDARDS OF CONDUCT AND CONFLICT OF INTEREST

Conflicts of interest in public contracts defined in *Code of Iowa* will be followed.

§200.318 General procurement standards (Federal)

2 CFR Part 200, Subpart D Subsection §200.318 (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. To the extent permitted by federal, state, or local laws or regulations, violations of these standards may cause penalties, sanctions, or other disciplinary actions to be taken against officers, employees, or agents.

(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.

§200.319 Competition.

(a) All procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section. 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.

(b) 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.

(c) 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.

(d) 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.

§200.320 Methods of procurement to be followed

(a) Procurement by micro-purchases. Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (§200.67 Micro-purchase). To the extent practicable, the non-Federal entity must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be

awarded without soliciting competitive quotations if the non-Federal entity considers the price to be reasonable.

(b) Procurement by small purchase procedures. Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the Simplified Acquisition Threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.

(c) Procurement by sealed bids (formal advertising). 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 bid method is the preferred method for procuring construction, if the conditions in paragraph (c)(1) of this section apply.

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

- (i) A complete, adequate, and realistic specification or purchase description is available;
- (ii) Two or more responsible bidders are willing and able to compete effectively for the business; and
- (iii) 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.

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

- (i) Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for State, local, and tribal governments, the invitation for bids must be publicly advertised;
- (ii) 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;
- (iii) 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;
- (iv) 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
- (v) Any or all bids may be rejected if there is a sound documented reason.

(d) Procurement by competitive proposals. The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- (1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
- (2) Proposals must be solicited from an adequate number of qualified sources;
- (3) The non-federal entity must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;
- (4) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and
- (5) The non-federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated, and the most qualified competitor 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 though A/E firms are a potential source to perform the proposed effort.

(e) Procurement by noncompetitive proposals. Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

- (1) The item is available only from a single source;
- (2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
- (3) The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the non-Federal entity; or
- (4) 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 (1) through (5)

§200.322 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.

§200.323 Contract cost and price

The cost plus a percentage of cost and percentage of construction cost method of contracting shall not be used.

(a) A cost/price analysis must be performed 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—Cost Principles of this part. The non-Federal entity may reference its own cost principles that comply with the Federal cost principles.

§200.324 Federal awarding agency or pass-through entity 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.

(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.

§200.325 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 obligations 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.

§200.326 Contract provisions.

The non-Federal entity's contracts must contain the applicable provisions described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

Cost Principles

Cost principles must govern how non-federal entities spend federal grant funding. Federal cost principles are found in 2 CFR Part 200 Subpart E, accessible online at [2 CFR PART 200 SUBPART E](#).

- a. Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.
- b. All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.
- c. Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”
- d. Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified

in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

- e. Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.
- f. Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.
- g. Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended. Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
- h. Debarment and Suspension (Executive Orders 12549 and 12689). A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the

System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

- i. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352). Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

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 Obliging 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 6th day of December, 2021 by the City Council of the City of Storm Lake, Iowa.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Staff Summary

12/6/2021

Agenda Item # 10.



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

REPORT TO: Honorable Mayor and City Council

FROM: Ron Covert, Water Quality Operations Supervisor

SUBJECT: **Resolution No. 50-R-2021-2022 Approving Change Order No. 2 for the Radio Park Lift Station Project**

BACKGROUND: With construction underway on the Radio Park Lift Station project there have been some additional issues identified that require minor changes from the original design plans. Following is a summary of the items included in Change Order No. 2.

Due to space constraints inside the above ground valve vault, the originally planned service entrance rated transfer switch will not fit inside the building in a standalone enclosure. The transfer switch will be placed inside the pump control panel, which is not uncommon. The main service disconnect could be placed inside the pump control panel, or outside the above ground valve vault. If the disconnect is placed inside the pump control panel the service size will need to be increased to meet U.L. panel shop ratings of the control panel. The lower cost option is to place the main service disconnect outside the above ground valve vault and keep the service size as originally planned. Another advantage of having the disconnect outside the building is ease of access for emergency services in the event of an emergency. The cost of placing a stainless steel fuse disconnect outside the valve vault is \$1,356.76.

The supplier for several key lift station components, PumpCon, has indicated an uncontrollable delay in materials per the attached letter. Many water and wastewater projects are facing this same news this year due to material shortages since the COVID-19 outbreak. Due to the delay in materials, the lift station is unable to be completed this fall. Christiansen Construction has demobilized and cleaned up the site for winter. They will return in the spring to finish the work, including the remaining lift station components, sanitary sewer rerouting beneath the street, significant street

patching, and demolition of the existing lift station. They have requested payment for demobilizing and remobilizing (\$4,300), as well as an extension in the completion dates (June 25, 2022).

ISG recommends acceptance of Change Order No. 2. The requested amounts are in line with the current bidding environment.

FISCAL IMPACT:

RECOMMENDATION:

Increase to total project cost of \$1,356.76 for a total contract of \$494,139.68
Adopt Resolution No. 50-R-2021-2022 Approving Change Order No. 2 for the Radio Park Lift Station Project

ATTACHMENTS:

Description	Type
Change Order No. 2	Change Order
Letter of Recommendation - Engineer	Backup Material
Letter of Support	Backup Material
Resolution No. 50-R-2021-2022	Resolution

Date of Issuance: November 24, 2021

Effective Date: Upon Signature

PROJECT: RADIO PARK LIFT STATION REPLACEMENT	ENGINEER'S PROJECT NUMBER: 20-24387
OWNER: CITY OF STORM LAKE	DATE OF CONTRACT: March 22, 2021
CONTRACTOR: CHRISTIANSEN CONSTRUCTION	OWNER'S CONTRACT NUMBER:

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

Per discussions with City staff, the electrical fuse disconnect shall be mounted to the outside of the above ground valve enclosure (ABVV) and shall be stainless steel. The disconnect inside the ABVV shall be eliminated. Supplier delays for important control pieces has delayed completion of the project. Materials are expected to be available in February. The contractor will demobilize for the winter and remobilize in the spring. The completion date will be extended.

Attachments:

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
---------------------------	---------------------------

Original Contract Price:

\$494,028.00

Decrease from previously approved

Change Orders Number 0 to 1

-\$1,245.08

Contract Price prior to this Change Order:

\$492,782.92

Increase of this Change Order:

\$5,656.76

Contract Price Incorporating this Change Order:

\$498,439.68

Original Contract Times: ☐ Working Days ☐ Calendar Days

Substantial Completion (day or dates): December 31, 2021

Ready for Final Payment (day or dates): January 31, 2021

(Increase) (Decrease) from previously approved

Change Orders Number _____ to _____

Substantial completion (day or dates): _____

Ready for Final Payment (day or dates): _____

Contract Times prior to this Change Order:

Substantial Completion (day or dates): December 31, 2021

Ready for Final Payment (day or dates): January 31, 2021

Increase of this Change Order:

Substantial Completion date: June 25, 2022

Ready for Final Payment date: July 26, 2022

Contract Times with all approved Change Orders:

Substantial Completion (day or dates): June 25, 2022

Ready for Final Payment (day or dates): July 26, 2022

RECOMMENDED:

I +S GROUP

By: Amanda Groden
Engineer (Authorized Signature)

ACCEPTED:

CITY OF STORM LAKE

By: _____
Owner (Authorized Signature)

ACCEPTED:

CHRISTIANSEN CONSTRUCTION

By: _____
Contractor (Authorized Signature)

Date: 11/24/2021

Date: _____

Date: _____

[illegible]

TOTALS

NET CHANGE IN CONTRACT PRICE

INCREASE (DECREASE) IN CONTRACT TIME, days

\$5,656.76	\$0.00
\$5,656.76	

Justification For Changes:

CO2	Per discussions with City staff, the electrical fuse disconnect shall be mounted to the outside of the above ground valve enclosure (ABVV) and shall be stainless steel. The disconnect inside the ABVV shall be eliminated. Supplier delays for important control pieces has delayed completion of the project. Materials are expected to be available in February. The contractor will demobilize for the winter and remobilize in the spring. The completion date will be extended.
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NOVEMBER 24, 2021

Scott Olesen
City of Storm Lake
620 Erie Street
Storm Lake, IA 50588



RE: Change Order No. 2 – Letter of Recommendation

 Radio Park Lift Station Replacement

 Storm Lake, IA

Dear Mr. Olesen,

Due to space constraints inside the above ground valve vault, the originally planned service entrance rated transfer switch will not fit inside the building in a standalone enclosure. The transfer switch will be placed inside the pump control panel, which is not uncommon. The main service disconnect could be placed inside the pump control panel, or outside the above ground valve vault. If the disconnect is placed inside the pump control panel the service size will need to be increased to meet U.L. panel shop ratings of the control panel. The lower cost option is to place the main service disconnect outside the above ground valve vault and keep the service size as originally planned. Another advantage of having the disconnect outside the building is ease of access for emergency services in the event of an emergency. The cost of placing a stainless steel fuse disconnect outside the valve vault is \$1,356.76.

The supplier for several key lift station components, PumpCon, has indicated an uncontrollable delay in materials per the attached letter. Many water and wastewater projects are facing this same news this year due to material shortages since the COVID-19 outbreak. Due to the delay in materials, the lift station is unable to be completed this fall. Christiansen Construction has demobilized and cleaned up the site for winter. They will return in the spring to finish the work, including the remaining lift station components, sanitary sewer rerouting beneath the street, significant street patching, and demolition of the existing lift station. They have requested payment for demobilizing and remobilizing (\$4,300), as well as an extension in the completion dates (June 25, 2022).

ISG recommends acceptance of Change Order No. 2. The requested amounts are in line with the current bidding environment.

If you have any questions regarding this change, please don't hesitate to reach out to us at 712.732.7745.

Sincerely,

A handwritten signature in black ink, reading "Amanda Goodenow", with a long, sweeping horizontal line extending to the right.

Amanda Goodenow, PE
Amanda.Goodenow@ISGInc.com

Encl: Change Order No. 2
 Pumpcon Letter of Delay



274 Hwy. 65 N.
Conway, AR 72032

10/11/2021

Reference Job # E2134101 Storm Lake, Radio Park

Electric Pump,

This letter is in reference to project E2134101, Storm Lake Radio Park. Due to the ever-increasing shortage of raw materials and global supply chain shortage I regret to inform you that the quoted lead time for this project is unachievable. Pumpcon is working to procure parts and materials to complete the project but is receiving longer than expected lead times from vendors.

Pumpcon is currently receiving 18-22 weeks lead times on the valve piping from our vendors. The fiberglass enclosure is expected to be available on 12/17/2021, and the stainless-steel electrical enclosure lead time has been pushed back several times from our enclosure manufacturer.

I am working with my team to source materials from other vendors to try and reduce the current lead times. The best forecasted ship date that I can provide today would be the 2nd week of January. We have been able to mitigate the electrical enclosure lead time and I am hopeful we will be able to improve this ship date greatly in the coming weeks. I greatly apologize for any delays and inconvenience this project is causing. If you have any questions or concerns you would like to discuss directly; please feel free to call my cell, 501-515-3737, any time.

Respectfully Submitted

**Nicholas Valdez
General Manager Pumpcon**

RESOLUTION NO. 50-R-2021-2022

**RESOLUTION ADOPTING CHANGE ORDER NO. 2 FOR THE
RADIO PARK LIFT STATION PROJECT**

WHEREAS, the plans, specifications, form of contract, estimate of cost, and award bid were filed with the CITY for the construction of certain public improvements described in general as the Radio Park Lift Station Project; and

WHEREAS, notice of hearing on plans, specifications, form of contract and estimate of cost for said public improvements was published as required by law; and

WHEREAS, a contract in the amount of \$494,028.00 was awarded to Christiansen Construction, Inc. for the project; and

WHEREAS, Change Order No. 1, approved on June 21, 2021, decreased the project cost in the amount of \$1,245.08 for a total contract amount of \$492,782.92.

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

Section 1. To approve Change Order No. 2 to the contract for work performed by Christiansen Construction, Inc. for an increase of \$1,356.76 to the contract for a total contact amount of \$494,139.68.

Section 2. That the Mayor and Clerk are hereby directed to execute this Change Order No. 2.

PASSED AND APPROVED this 6th day of December, 2021.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Staff Summary

12/6/2021

Agenda Item # 11.



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

REPORT TO: Honorable Mayor and City Council

FROM: Ron Covert, Water Quality Operations Supervisor

SUBJECT: **Resolution No. 51-R-2021-2022 Approving Change Order No. 3 for the Memorial Lift Station Project**

BACKGROUND: With construction underway on the Memorial Lift Station project there have been some additional issues identified that require minor changes from the original design plans. Below is a summary of the items included in Change Order No. 3:

1. During the design phase, ISG planned for the Contractor to remove all the existing ceiling insulation throughout the entire facility and replace with new insulation. Once the insulation was removed from the ceiling of the grinder room, numerous cracks were discovered in the concrete structure which appeared to be allowing moisture to infiltrate between the roof deck and insulation coating. This is a likely cause of the existing insulation failure. To prevent future moisture intrusion and insulation failure issues, the contractor used a grinder to clean the cracks and installed an approved grout system. It is recommended to approve this additional work as it was performed to extend the life and durability of the lift station.
2. The scope of work for the lift station renovation includes the replacement of the plug valves, check valves, and dismantling joints on the high service pumps and piping header. The piping header itself will remain in place and merely recoated. During the design phase ISG reviewed the current pipe supports, but it was difficult to determine if the pipe supports merely had a coating failure or if there was more significant corrosion occurring. Due to the overall condition of the facility, it was determined that the condition assessment of the pipe supports should wait until the Contractor was in the process of performing work to ensure the pipe header was properly supported. During construction the Contractor determined many of the pipe supports were severely

corroded and should be replaced. The Contractor has requested a contract increase of \$14,080.00 for materials and labor to replace the pipe supports with new, corrosion resistant materials. ISG has reviewed this work proposed by Gridor Construction and would recommend Council approval of this item.

As outlined above, ISG recommends that the City of Storm Lake consider accepting Change Order No. 3 for a contract increase of \$15,794.00 to improve the overall scope of the project.

FISCAL IMPACT: Increase to total project cost of \$15,794.00 for a total contract amount of \$2,117,522.00

RECOMMENDATION: Adopt Resolution No. 51-R-2021-2022 Approving Change Order No. 3 for the Memorial Lift Station Project

ATTACHMENTS:

Description	Type
❏ Change Order No. 3	Change Order
❏ Letter of Recommendation - Engineer	Backup Material
❏ Resolution No. 51-R-2021-2022	Resolution

Date of Issuance: November 24, 2021

Effective Date: December 6, 2021

PROJECT: MEMORIAL LIFT STATION IMPROVEMENTS	ENGINEER'S PROJECT NUMBER: 19-22797
OWNER: CITY OF STORM LAKE	DATE OF CONTRACT: December 7, 2020
CONTRACTOR: GRIDOR CONSTRUCTION, INC.	OWNER'S CONTRACT NUMBER:

The Contract Documents are modified as follows upon execution of this Change Order:

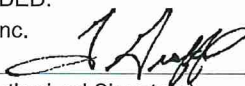
Description:

Item 1 is for additional work to seal cracks found in the Grinder Room ceiling following the removal of the existing insulation.
Item 2 is to replace the existing pipe supports which were discovered to be in poor condition during construction.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: \$2,076,000.00	Original Contract Times: ☐ Working Days ☒ Calendar Days
Increase from previously approved Change Orders Number <u>0</u> to <u>2</u> \$25,728.00	Substantial Completion dates: <u>November 26th, 2021</u> Ready for Final Payment dates: <u>December 27th, 2021</u>
Contract Price prior to this Change Order: \$2,101,728.00	Increase from previously approved Change Orders Number <u>0</u> to <u>2</u> Substantial Completion dates: <u>December 7th, 2021</u> Ready for Final Payment dates: <u>January 5th, 2021</u>
Increase of this Change Order: \$15,794.00	Contract Times prior to this Change Order: Substantial Completion dates: <u>December 14th, 2021</u> Ready for Final Payment dates: <u>January 12th, 2021</u>
Contract Price Incorporating this Change Order: \$2,117,522.00	Increase of this Change Order: Substantial Completion days: <u>7</u> Ready for Final Payment days: <u>7</u>
	Contract Times with all approved Change Orders: Substantial Completion date: <u>December 21st, 2021</u> Ready for Final Payment date: <u>January 19th, 2022</u>

RECOMMENDED:

I+S Group, Inc.

By: 
Engineer (Authorized Signature)

Date: 11/24/2021

ACCEPTED:

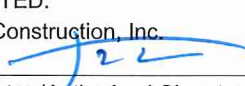
City of Storm Lake

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

Gridor Construction, Inc.

By: 
Contractor (Authorized Signature)

Date: 11/24/21

[illegible]

	TOTALS
NET CHANGE IN CONTRACT PRICE	
INCREASE IN CONTRACT TIME, days	

\$15,794.00	\$0.00
\$15,794.00	
7 DAYS	

Justification For Changes:

Item 1: Original construction documents required the Contractor to remove and replace all ceiling insulation in the facility. It was determined once the insulation was removed there were cracks discovered in the concrete ceiling in the Grinder Room area. The cracks were ground out and a grout material applied to prevent moisture intrusion and future problems with the new insulation adhering to the ceiling.

Item 2: During the design phase it was difficult to assess the overall structural condition of the existing pipe supports without compromising the lift station. During construction, the Contractor was able to determine the pipe supports had degraded beyond a simple coating failure and the existing pipe supports should be replaced with new, corrosion resistant materials.

Ron Covert
City of Storm Lake
620 Erie Street
Storm Lake, IA 50588



RE: Change Order No. 3 – Letter of Recommendation
 Memorial Lift Station Improvements

Dear Mr. Covert,

With construction underway on the Memorial Lift Station project there have been some additional issues identified that require minor changes from the original design plans. Below is a summary of the items included in Change Order No. 3:

1. During the design phase, ISG planned for the Contractor to remove all the existing ceiling insulation throughout the entire facility and replace with new insulation. Once the insulation was removed from the ceiling of the grinder room, numerous cracks were discovered in the concrete structure which appeared to be allowing moisture to infiltrate between the roof deck and insulation coating. This is a likely cause of the existing insulation failure. To prevent future moisture intrusion and insulation failure issues, the contractor used a grinder to clean the cracks and installed an approved grout system. It is recommended to approve this additional work as it was performed to extend the life and durability of the lift station.
2. The scope of work for the lift station renovation includes the replacement of the plug valves, check valves, and dismantling joints on the high service pumps and piping header. The piping header itself will remain in place and merely recoated. During the design phase ISG reviewed the current pipe supports, but it was difficult to determine if the pipe supports merely had a coating failure or if there was more significant corrosion occurring. Due to the overall condition of the facility, it was determined that the condition assessment of the pipe supports should wait until the Contractor was in the process of performing work to ensure the pipe header was properly supported. During construction the Contractor determined many of the pipe supports were severely corroded and should be replaced. The Contractor has requested a contract increase of \$14,080.00 for materials and labor to replace the pipe supports with new, corrosion resistant materials. ISG has reviewed this work proposed by Gridor Construction and would recommend Council approval of this item.

As outlined above, ISG recommends that the City of Storm Lake consider accepting Change Order No. 3 for a contract increase of \$15,794.00 to improve the overall scope of the project. Please don't hesitate to reach out to us with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom Grafft", is positioned above the printed name.

Tom Grafft
Tom.Grafft@ISGInc.com

Encl: Change Order No. 3

RESOLUTION NO. 51-R-2021-2022

**RESOLUTION ADOPTING CHANGE ORDER NO. 3 FOR THE
MEMORIAL LIFT STATION PROJECT**

WHEREAS, the plans, specifications, form of contract, estimate of cost, and award bid were filed with the CITY for the construction of certain public improvements described in general as the Memorial Lift Station Project; and

WHEREAS, notice of hearing on plans, specifications, form of contract and estimate of cost for said public improvements was published as required by law; and

WHEREAS, a contract in the amount of \$2,076,000.00 was awarded to Gridor Construction, Inc. for the project; and

WHEREAS, Change Order No. 1, approved on June 7, 2021, increased the project cost in the amount of \$23,612.00 for a total contract amount of \$2,099,612.00; and

WHEREAS, Change Order No. 2, approved on September 7, 2021, increased the project cost in the amount of \$2,116.00 for a total contract amount of \$2,101,728.00;

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

Section 1. To approve Change Order No. 3 to the contract for work performed by Gridor Construction, Inc. for an increase of \$15,794.00 to the contract for a total contact amount of \$2,117,522.00.

Section 2. That the Mayor and Clerk are hereby directed to execute this Change Order No. 3.

PASSED AND APPROVED this 6th day of December, 2021.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Staff Summary

12/6/2021

Agenda Item # 12.



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

REPORT TO: Honorable Mayor and City Council

FROM: Keri Navratil, City Manager

SUBJECT: **Motion Considering Selection of Bolton and Menk, Inc. for Professional Services for the Comprehensive Plan and Zoning Code Update**

BACKGROUND: In June 2021, the City issued a Notice of Request for Qualifications for the Comprehensive Plan and Zoning Code Update. The responses were due by July 7, 2021 and three timely responses from qualified firms were received. Those firms were: RDG, Bolton and Menk and Confluence.

Responses received were thoughtfully and thoroughly reviewed by a twelve staff members. Consideration was given to each response in order to make a recommendation as to which firm would be the best fit to complete the desired update to the Comprehensive Plan and Zoning Code. The scoring matrix is included with this summary. Interviews were held with the two top scoring firms, RDG and Bolton and Menk, on December 1, 2021.

Bolton and Menk, Inc. is recommended as the firm best suited to provide an update to the Comprehensive Plan and Zoning Code. Following approval of the recommendation, staff will negotiate an agreement with the company for approval by City Council at a future Council meeting.

FISCAL IMPACT: Agreement to be negotiated for future Council consideration

RECOMMENDATION: Approve the selection of Bolton and Menk, Inc. for completing the Comprehensive Plan and Zoning Code Update and direct staff to negotiate an agreement with Bolton and Menk, Inc. for consulting services.

ATTACHMENTS:

Description		Type
	Request for Proposals	Backup Material
	Scoring Matrix	Backup Material



**City of Storm Lake
Request for Proposal
June 7, 2021**

Introduction

The City of Storm Lake is seeking proposals from qualified firms to provide the City with consulting services related to the development of a Comprehensive Plan and potentially a Zoning Code Update if deemed appropriate.

The City of Storm Lake is a community of 14,000 (est) people located in Northwest Iowa.

All requirements and conditions of submitting a proposal are included in this Request for Proposals document.

Project Overview

The City of Storm Lake's previous Comprehensive Plan was completed in 2013 and the City's current Zoning Code was completed in 2013 with minor adjustments since that time.

In 2005 the City of Storm Lake began a comprehensive economic development project to create a diverse economic base in the community. This project was a total investment of over \$35 million in capital investment funded completely by government financing. The project (called Project AWAYSIS) included the development of a resort complex with 100 rooms, conference facilities, a full service restaurant, and indoor and outdoor waterparks (King's Pointe Resort: www.kingspointeresort.com). The facility is owned by the City of Storm Lake and the outdoor waterpark is the community swimming pool but is truly a waterpark with interactive water slides and thrill slides along with other traditional municipal pool components. Additionally, Project AWAYSIS included the redevelopment of the Sunrise Pointe Golf Course and Sunrise Campgrounds. The project also included the development of a family playground, beach, and great lawn area.

Project AWAYSIS, has spurred economic development in the community and new commercial and industrial development is currently happening within the community. Growth has included the development of two new industrial and highway commercial parks. These projects are in a Tax Increment Financing District (TIF) or Urban Renewal area. Current development is taking place now in both areas.

The City has experienced commercial growth including the development of new businesses, new shops in the central business district, and new housing growth, including a planned 176 unit housing development. A new Feed Mill project is underway and will be completed soon.

Additional developments are also recently completed or underway including the recent completion of a new Early Childhood school complex. Buena Vista University, a private university located in the City, is also planning renovations and additions to its campus which will enhance the growth of the community.

The City of Storm Lake has a new comprehensive GIS system in place. As such, the City desires to have all maps and other compatible data including but not limited to a new zoning map and gateway areas to be made available to the City in GIS data for a system based on ERSI software as well as hard copy.

To continue progress and ensure future community viability, the City feels that an update to the existing Comprehensive Plan and Zoning Code is needed to ensure that the City is providing the appropriate services to its citizens and encouraging the right type of growth in the right areas.

In doing this the city desires to meet the following goals and objectives:

- Include new state and federal initiatives in the Comprehensive Plan including but not limited to: Green Infrastructure/Development, Sustainability, and Smart Planning Principals
- Review and make changes to existing gateway standards that will facilitate growth while ensuring desired objectives
- Update the Zoning Code to ensure compliance with State and Federal laws
- Include pedestrian and bicycle transportation in an efficient and effective overall transportation plan
- Provide the beginning stages for revitalization of the central business district including the potential review and start of development towards a Main Street historic district in the central business district area
- Identify and include the Storm Lake Municipal Airport in the Comprehensive Plan and Zoning Regulations
- Identify ways to provide effective signage and way finding throughout the community to include community entrance signage

General Guidelines

All proposals shall meet at a minimum the following requirements to be considered by the City of Storm Lake for this solicitation.

Proposals must be submitted no later than July 7, 2021 by 12:00 PM Central Time. Proposals shall be submitted in the following manner:

- One electronic copy of the entire proposal in PDF format by the deadline of 12:00 PM Central Time on July 7, 2021. Proposal shall be emailed to cityclerk@stormlake.org. Proposals emailed to any other email address will not be accepted.
- One complete paper copy identified as an “original” copy and signed by a person authorized by the company to commit the agency to the proposal presented to the City of Storm Lake. The paper version of the proposal shall be received by the City of Storm Lake no later than 12:00 PM on July 7, 2021 or the proposal will not be accepted. Original copy can be sent by United States Postal Service, UPS, FEDEX, or any other carrier. The proposal may also be dropped off in person at City Hall, 620 Erie Street, Storm Lake, Iowa 50588. If mailing the proposal please mail to PO Box 1086, Storm Lake, Iowa 50588. All proposals shall be to the attention of Mayra Martinez, City Clerk.

The City of Storm Lake will not be responsible for late or misdirected mail or shipping.

The City desires to use a simple agreement that references the proposal as the terms that will guide the work through completion. The proposal shall include a copy of the draft agreement that your firm desires to use, the draft agreement should be clearly identified in the proposal.

The City will make partial payments or a lump sum payment based on the desire of the consultant; however, the City will not make payments on any work that is not completed. Consultant shall be responsible for invoicing City for payment. Payment on all invoices shall be made within 30 days of the receipt of the invoice and no penalty for non-payment shall be charged until a payment is over 60 days past due. The City does offer electronic payment to its vendors.

Proposals shall address all areas in a clear and concise manner and conform to the following outline:

Section 1 – Company Overview (limited to two pages)

Section 2 – Ability to achieve desired results of the City of Storm Lake project

Section 3 – Project approach and process used to achieve desired results, including addressing the following specifics:

- Many times these processes can drag on and the final document doesn’t get adopted – how will your process ensure that the work remains on schedule and the plan gets adopted?
- Outline the key components of your process that involve public input and comment and how you can ensure that this project will have input from a group that is fully representative of the community.
- Your firm’s ability to provide data both in paper and electronic format including in GIS data format for use within the City of Storm Lake’s GIS system. Inability to provide data in the GIS format will eliminate your firm from the selection process.

Section 4 – References – please include a total of five references of agencies that you have done similar work for and include as a separate attachment two digital copies of two previous City Comprehensive Plans that the staff outlined in your proposal as individuals who will be working on the Storm Lake project have completed

Section 5 – Project Cost Proposal – Please outline all costs associated with your proposal including any costs for travel, printing, etc. The City prefers a Not-to-Exceed contract payable based on hourly rates. The Project Cost Proposal shall include detailed cost information along with a sum for the following major areas:

- Phase 1 – Comprehensive Plan
- Phase 2 – Zoning Code Update (to be subject to additional contract at the City's discretion)

Section 6 – Project Timeline – Outline the process and timeline that your company proposes to use for this project. Timeline must include all major milestone dates including but not limited to the following:

- On site field work date
- Final Report submittal date must be no later than December 31, 2022

Section 7 – Staff Resumes – please provide resumes for all key staff who will be involved in the project

Section 8 – Draft Agreement

Selection Timeline

Notice of Request for Proposals	June 7, 2021
Proposals Emailed to Firms	June 7, 2021
Deadline for Response	July 7, 2021
Interviews (If Needed)	July 13-15, 2021
Selection Recommendation by City	July 19, 2021
Council Approval of Selection	August 2, 2021
Notice to Proceed Issued	August 2, 2021

Depending on the quantity and quality of the proposals received the City of Storm Lake may elect to conduct interviews of the top proposal firms in Storm Lake. Should that be a direction the City desires to go the above schedule could be pushed back 2-3 weeks to allow for interviews and additional follow up.

ANY AND ALL QUESTIONS REGARDING THIS PROPOSAL SHALL BE SUBMITTED TO KERI NAVRATIL, CITY MANAGER EITHER BY EMAIL (NAVATIL@STORMLAKE.ORG) *PREFERRED* OR BY PHONE 712-732-8000.

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[illegible]

Staff Summary

12/6/2021

Agenda Item # 13.



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

REPORT TO: Honorable Mayor and City Council

FROM: Keri Navratil, City Manager

SUBJECT: **Motion Considering Selection of ISG for Professional Services for the Downtown Master Plan**

BACKGROUND: In June 2021, the City issued a Notice of Request for Qualifications for the Downtown Master Plan. The responses were due by July 7, 2021 and four timely responses from qualified firms were received. Those firms were: ISG, RDG, Bolton and Menk, and McClure.

Responses received were thoughtfully and thoroughly reviewed by a twelve staff members and five representatives of Storm Lake United. Consideration was given to each response in order to make a recommendation as to which firm would be the best fit to complete the Downtown Master Plan. Five staff members and five SLU members comprised the final scoring matrix. The scoring matrix is included with this summary. Interviews were held with the three top scoring firms, ISG, RDG and Bolton and Menk, on December 1, 2021.

ISG is recommended as the firm best suited to complete the Downtown Master Plan. Following approval of the recommendation, staff will negotiate an agreement with the company for approval by City Council at a future Council meeting.

FISCAL IMPACT: Agreement to be negotiated for future Council consideration

RECOMMENDATION: Approve the selection of ISG for completing the Downtown Master Plan and direct staff to negotiate an agreement with ISG for consulting services.

ATTACHMENTS:

Description	Type
□ Request for Proposals	Backup Material
□ Scoring Matrix	Backup Material



Request for Proposals



City of Storm Lake, IA

Downtown Strategic Master Plan

SEALED PROPOSALS will be received at City Hall, 620 Erie Street, PO Box 1086, Storm Lake, Iowa until 12:00 PM CT, July 7, 2021.

All qualified consultants/firms are invited to submit proposals to the City of Storm Lake for the following: City of Storm Lake Downtown Strategic Master Plan.

SUBMIT:

Three (3) bound copies and one (1) digital copy on USB flash drive of all requested documentation must be received on or before 12:00 PM CT, July 7, 2021

ADDRESS TO: City of Storm Lake, Attention: Mayra Martinez, City Clerk

MAILING ADDRESS: PO Box 1086, Storm Lake, Iowa 50588

Email: cityclerk@stormlake.org

DEADLINE ENFORCED. PROPOSALS DELIVERED AFTER THE TIME AND DATE SET FOR RECEIPT OF PROPOSALS SHALL NOT BE ACCEPTED AND WILL BE RETURNED UNOPENED TO THE OFFEROR. IT IS THE OFFEROR'S RESPONSIBILITY TO ENSURE TIMELY DELIVERY OF THEIR PROPOSAL. WEATHER, FLIGHT DELAYS, CARRIER ERRORS AND OTHER ACTS OF OTHERWISE EXCUSABLE NEGLIGENCE ARE RISKS ALLOCATED TO OFFERORS AND WILL NOT BE EXEMPTED FROM DEADLINE REQUIREMENTS. EMAIL, TELEPHONE, OR FACSIMILE PROPOSALS WILL NOT BE ACCEPTED.

Current E-mail Address Required: All proposals submitted shall include a current e-mail address. Once selected, Notice of Award, and notices of non-award, shall be sent to all proposers via e-mail. No hard copy notices will be sent via regular mail.

The City of Storm Lake, Iowa is seeking an experienced and dynamic professional planning consultant team to develop a Downtown Storm Lake Strategic Master Plan.

Background: For many years, Downtown Storm Lake has been a focal point of regional commerce in Buena Vista County and surrounding counties. Storm Lake is also an area Tourist Destination for King's Pointe Resort and Waterpark, boating and other recreational opportunities. The Downtown includes a mix of historic structures as well as updated structures that include retail opportunities and upstairs living. It is the goal of the City that this plan will provide a deep-dive into the past, present, and future, tempered by market and fiscal realities. The plan will answer questions for the community, strategically outline opportunities, preserve what makes downtown special, and move downtown forward for the next decade.

Key Requested Components:

- Build consensus from Key Stakeholders in the Community
- Develop potential reuse plans for currently empty buildings in the Downtown Area
- Framework for the Maintenance of Key Downtown Features
- Identify potential funding sources for such as grants and private development to be used in the implementation of the Master Plan
- Make suggestions for how Downtown can thrive while retaining the Historical elements which make Downtown Storm Lake unique
- Make suggestions for enhancing tourism to the Downtown and developing ties to recreation occurring on the Lake

PLANNED TIMELINE

Notice of Request for Proposals issued on June 7, 2021. Responses to the RFP must be submitted to the City by July 7, 2021. Selection of the firm and award of a contract will be made at the City Council meeting on August 2, 2021. Commencement of work on the project will begin in the week of September 13, 2021. A final plan will be delivered by January 7, 2022.

PROPOSAL EVALUATION CRITERIA

The City will evaluate proposals based on the factors outlined within this section, which shall be applied to all eligible, responsive proposals in selecting the successful Proposer. The City reserves the right to disqualify any proposal for, but not limited to; person or persons it deems as non-responsive and/or non-responsible. The City reserves the right to make such investigations of the qualifications of the proposer as it deems appropriate. Award of any contract may be made without discussion with Proposers after responses are received. The City reserves the right to cease contract negotiations if it is determined that the proposer cannot perform services specified in their response.

Proposal evaluation criteria will be grouped into percentage factors as follows:

- a. Professional Qualifications and Experience (Maximum 40 points) This criterion involves an evaluation of the qualifications, knowledge and experience of the Principal, Project Manager, and professional staff assigned to this project. 1) Qualifications of Consultant (Firm Experience) 2) Qualification of Key Personnel (Project Team Experience)
- b. Project Understanding and Approach (Maximum 35 points) This criterion involves the evaluation of the consultant's demonstrated understanding of both the needs of Downtown Storm Lake and of the City's current stage in its downtown revitalization. The City Team will also consider the capacity to provide the Anticipated Tasks and Services described in this RFP.
- c. Past Performance and References (Maximum 20 points) 1) Specialized experience working on similar master plan projects. 2) The consultant's past project descriptions and references submitted in the proposal.
- d. Completeness of Submission (Maximum 5 points) This criterion will consider the organization and completeness of the submission, as well as the general level of professionalism shown by the consultant team's submission.

SELECTION PROCESS

A selection team shall be formed to review and evaluate the proposals. The selection team members shall complete evaluation forms considering information provided in the proposals. The selection team may elect to interview firms short listed but reserves the right to award the contract based upon the City's review and ranking of proposals.

Contract Negotiation Fee negotiations shall be conducted for performance of the contract at a price which is fair and reasonable. Should the City be unable to negotiate a contract at a price that is fair and

reasonable, negotiations shall be formally terminated with the highest ranked offeror and the City shall have the option to commence negotiations with the second ranked offeror.

The selected firm will be responsible for developing and submitting a detailed Project Scope and Time Schedule to be included in the contract documents. This scope and schedule shall be consistent with the requirements of this RFP and is subject to approval by the City of Storm Lake.

[illegible]

Staff Summary

12/6/2021

Agenda Item # 14.



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

REPORT TO: Honorable Mayor and City Council

FROM: Keri Navratil, City Manager

SUBJECT: **Resolution No. 52-R-2021-2022 Approving Amendment to Agreement with Bolton and Menk, Inc. for Professional Services for Engineering Services for the FEMA BRIC Grant**

BACKGROUND: A potential source of project funding has been identified for potential Water and Wastewater Projects.

Building Resilient Infrastructure and Communities (BRIC) will support states, local communities, tribes and territories as they undertake hazard mitigation projects, reducing the risks they face from disasters and natural hazards. BRIC is a new FEMA pre-disaster hazard mitigation program that replaces the existing Pre-Disaster Mitigation (PDM) program.

The BRIC program guiding principles are supporting communities through capability- and capacity-building; encouraging and enabling innovation; promoting partnerships; enabling large projects; maintaining flexibility; and providing consistency.

At the Council meeting on August 2, 2021, the agreement with Bolton and Menk, Inc. was approved for performing professional services for engineering for the FEMA BRIC grant funding opportunity.

At the time of the agreement, the estimated construction cost for many water and wastewater projects was \$29,947,134. Since that time, various modifications to the intended projects have occurred, resulting in the currently estimated construction cost of \$88,903,990. At the guidance of Iowa HSEM, it is recommended the projects be divided into two FEMA BRIC grant applications – one for water projects and one for wastewater projects. The water projects application is intended to be submitted as part of

the HMA 21 submittal and the wastewater projects application is intended for HMA 22 submittal.

This amendment to the professional services agreement will provide engineering services associated with a change in the aforementioned scope. Such changes include individual project elements and a change in size, quantity, and location of various elements, resulting in the increase to estimated costs in HMA 21 and HMA 22 and thereby impacting professional services for preapplication, and design and construction engineering.

FISCAL IMPACT: The proposed amendment reflects an additional \$8,129,480 and may be reduced by reimbursement from the grant when applicable.

RECOMMENDATION: Approve Resolution No. 52-R-2021-2022 approving amendment No. 1 to the agreement with Bolton and Menk for Professional Services for Engineering Services for the Building Resilient Infrastructure and Communities FEMA funding opportunity

ATTACHMENTS:

Description		Type
☐	Resolution No. 52-R-2021-2022	Resolution
☐	Contract	Contract

RESOLUTION NO. 52-R-2021-2022

APPROVAL OF AMENDMENT NO. 1 OF THE AGREEMENT WITH ENGINEERING FIRM FOR PROFESSIONAL SERVICES FOR ENGINEERING ON THE FEMA BRIC PROJECT

WHEREAS, the City of Storm Lake desires to apply for FEMA BRIC funding and potentially FEMA HMGP funding, and;

WHEREAS, the City desires to have professional engineering services for the proposed project and therefore followed the Federal procurement guidelines as outlined by Iowa Homeland Security and FEMA guidance to solicit proposals from qualified engineering firms for the proposed project, and;

WHEREAS, the City published notice of procurement for engineering services in the Storm Lake Times on June 18, 2021 and July 7, 2021 for such services, and;

WHEREAS, the City published notice of procurement for engineering services with the Iowa League of Cities and on the City's website; and

WHEREAS, the City received three (3) proposals for engineering services from a qualified firm, and, following a review of the proposal the City has found that the submitted proposal is in line with the needs of the City; and

WHEREAS, the City on July 19, 2021 selected Bolton and Menk for engineering services for this project; AND

WHEREAS, the City on August 2, 2021 entered into an agreement with Bolton and Menk for engineering services.

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

SECTION 1. The City Council approves Amendment No. 1 to the engineering agreement with Bolton and Menk for engineering services for the FEMA BRIC grant funding opportunity.

PASSED AND APPROVED this 6th day of December 2021.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

**CITY OF STORM LAKE, IOWA AND BOLTON & MENK, INC.
AMENDMENT TO AGREEMENT FOR PROFESSIONAL SERVICES**

AMENDMENT NO: 1 – FEMA HMA Projects

CLIENT: City of Storm Lake, Iowa

CONSULTANT: Bolton & Menk, Inc.

DATE OF THIS AMENDMENT: December 6, 2021

DATE OF MASTER AGREEMENT FOR PROFESSIONAL SERVICES: August 2, 2021

Whereas, CLIENT and CONSULTANT entered into a Master Agreement for Professional Services (“Master Agreement”) as dated above; and CONSULTANT agrees to perform and complete the following Services for CLIENT in accordance with this Amendment and the terms and conditions of the Master Agreement. CLIENT and CONSULTANT agree as follows:

1.0 Scope of Services:

CONSULTANT shall perform the Services listed within Exhibit A of the Master Agreement related to the revised scope listed below. All terms and conditions of the Master Agreement are incorporated by reference in this Amendment, except as explicitly modified in writing herein.

- The project scope is amended such that 2 HMA Projects will be pursued:
 - HMA 21 Projects
 - HMA 22 Projects
- The HMA 21 Projects will include the following project categories:
 - Water Supply Projects (Wells Only)
 - Water Reclamation/Reuse Projects
 - Water Distribution Projects (*New Project Category)
- The HMA 22 Projects will include the following project categories:
 - Lift Station Improvements/Rehabilitation Projects
 - Wastewater Nutrient Reduction Projects
- The following project categories identified within the Master Agreement are unchanged:
 - Water Supply Projects (Wells Only)
 - Water Reclamation/Reuse Projects
 - Lift Station Improvements/Rehabilitation Projects
 - Wastewater Nutrient Reduction Projects
- The following project categories identified within the Master Agreement are not pursued as part of the HMA 21 or HMA 22 Projects:
 - Water Storage Projects
- The following project categories are proposed as part of this amendment:
 - Water Supply Project (Raw Watermain)
 - Water Distribution Projects
- The following Water Supply Projects associated with HMA 21 as part of this amendment include:
 - Raw Watermain
- The following Nutrient Reduction Projects associated with HMA 22 as part of this amendment include:
 - WWTF nutrient reduction improvements and wetland projects

- Radio Park Bioswale
- CIPP Lining

The anticipated construction cost of all projects resultant of the revised scope is summarized below:

PROJECT CATEGORY	Estimated Construction Cost as of Amendment	Estimated Construction Cost as of Proposal
HMA 21 Projects		
Water Supply Projects (Wells Only)	\$14,004,000	\$8,971,390
Water Supply Projects (Raw Watermain)	\$2,394,190	\$0
Water Reclamation/Reuse Projects	\$9,115,000	\$6,000,000
Water Distribution Projects ¹	\$30,022,950	\$0
Water Storage Projects	\$0	\$6,390,689
HMA 22 Projects		
Lift Station Improvements Projects ²	\$9,813,000	\$2,585,055
Wastewater Nutrient Reduction Projects ³	\$23,554,850	\$6,000,000
TOTALS	\$88,903,990	\$29,947,134

1. Water Distribution Projects as presented within this amendment include: 18" watermain improvements and general watermain replacement improvements.

2. Lift Station Improvements Projects as presented within this amendment include: lift station improvements and CIPP improvements.

3. Wastewater Nutrient Reduction Projects as presented within this amendment include: WWTF nutrient reduction improvements, Radio Park Bioswale, and WWTF wetland projects.

2.0 Fees:

Due to a change in the aforementioned scope, including a change in individual project elements and a change in size, quantity and location of various elements, the estimated costs for the individual elements in HMA 21 and HMA 22 have increased, thereby impacting professional services for preapplication and design and construction engineering as follows:

CLIENT shall pay CONSULTANT in accordance with Section 3 of the Master Agreement and as follows. The fees shall be not to exceed the amounts presented.

TASK	DESCRIPTION	Amendment No. 1	Total Cost
1	Pre-Application Services	\$53,548	\$80,748
2	Design Engineering and Bidding Services	\$3,888,350	\$5,448,350
3	Construction Engineering Services	\$4,187,582	\$5,982,582
TOTALS		\$8,129,480	\$11,511,680

Each task as identified in the preceding fee table above shall be subject to independent authorization from the CLIENT before any work or costs may be incurred on that specific task.

3.0 Deliverables

Deliverables are unchanged from the Master Agreement.

4.0 Term

In the event that the Schedule for this Amendment extends beyond the term of the Master Agreement, either intentionally or unintentionally by Amendment Scope or by Amendment extension, then this Amendment shall operate to extend the Master Agreement through the completion of CONSULTANT'S obligations under this Amendment or until a new Amendment is executed incorporating this Amendment.

5.0 Other Matters

All terms and conditions of the Master Agreement are incorporated by reference in this Amendment, except as explicitly modified in writing herein. CONSULTANT will perform its services in compliance with the attached Exhibit C.

Beginning January 1, 2022, the fee schedule in Section 3.A.1 shall be replaced with the following fee schedule. The rates shall apply for Services for the period through December 31, 2022. Hourly rates may be adjusted by CONSULTANT on an annual basis thereafter to reflect reasonable changes in operating costs. Adjusted rates will become effective on January 1st of each subsequent year.

Employee Classification	Hourly Billing Rates
Senior Principal	\$220-295/Hour
Principal Engineer/Surveyor/Planner/GIS/Landscape Architect	\$150-235
Senior Engineer/Surveyor/Planner/GIS/Landscape Architect	\$140-225
Project Manager (Inc. Survey, GIS, Landscape Architect)	\$130-250
Project Engineer/Surveyor/Planner/Landscape Architect	\$100-195
Design Engineer/Landscape Designer/Graduate Engineer/Surveyor	\$85-195
Specialist (Nat. Resources; GIS; Traffic; Graphics; Other)	\$90-180
Senior Technician (Inc. Construction, GIS, Survey ¹)	\$100-190
Technician (Inc. Construction, GIS, Survey ¹)	\$80-165
Administrative/Corporate Specialists	\$60-140
Structural/Electrical/Mechanical/Architect	\$120-295
GPS/Robotic Survey Equipment	NO CHARGE
CAD/Computer Usage	NO CHARGE
Routine Office Supplies	NO CHARGE
Routine Photo Copying/Reproduction	NO CHARGE
Field Supplies/Survey Stakes & Equipment	NO CHARGE
Mileage	NO CHARGE

CITY OF STORM LAKE, IOWA

BOLTON & MENK, INC.

By: _____

By: Wesley W. Brown

Printed Name: Michael Porsch

Printed Name: Wesley W. Brown, P.E.

Title: Mayor

Title: Principal-in-Charge

ATTACHMENTS TO THIS TASK ORDER:

Exhibit C – Appendix to Part 200 – Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

EXHIBIT C
APPENDIX II TO PART 200 –
CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS
UNDER FEDERAL AWARDS

FEMA HMA PROJECTS

CITY OF STORM LAKE, IOWA

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. * Not applicable for FEMA funded projects.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grants or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) See §200.322 Procurement of recovered materials.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75888, Dec. 19, 2014]

Staff Summary

12/6/2021

Agenda Item # 15.



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

REPORT TO: Honorable Mayor and City Council

FROM: Keri Navratil, City Manager

SUBJECT: **Motion to Approve Funding Request For The Frank Starr Armoring Project**

BACKGROUND: The Lake Preservation Association (LPA) is partnering with the DNR to re-arm Frank Starr Park shoreline. The estimated project cost is \$200,000 with marine fuel tax funding 50% of the project cost. The LPA will contribute \$50,000 towards the project with the request that the City contribute an equal amount to the project. It is anticipated that the project will start construction this winter.

FISCAL IMPACT: The anticipated contribution would be \$50,000 with the funds coming from Franchise Fees.

RECOMMENDATION: Approve funding request.

Staff Summary

12/6/2021

Agenda Item # 16.



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

REPORT TO: Honorable Mayor and City Council

FROM: David Derragon, Assistant City Manager

SUBJECT: **Adoption of Policy & Procedure Manual for Snow & Ice Removal**

BACKGROUND: Over time, the needs of residents have changed, the addition of a new feed mill is in progress and a new school is about to open. Public Services must also change and adapt to the changes. Therefore, we need to add a third Emergency Snow Route.

This newly created snow route will make travelling the city during snow events much easier than in the past. In the past a motorist would be within approximately 3 city blocks of a cleared street until the snowfall ceased. With this additional Emergency Snow Route, the motorist will be within approximately 1 city block of a cleared street that will provide an easier path of travel to and from work if needed during snow events and quicker response times for our Emergency Services.

As for the remaining unplowed streets, they will be taken care of in our normal fashion as the snow event subsides, which will not require as much time as a greater portion of the city will already have been cleared leaving the lesser traveled streets to be cleared quickly. There are approximately 108 lane miles of paved streets to be cleared of snow in Storm Lake, with the addition of this third route Public Services will be able to provide almost 50 lane miles of cleared streets instead of the current 30 lane miles.

The Public Services crew takes pride in providing excellent snow removal service for the citizens of Storm Lake and are always thinking of faster and more productive ways to serve. We feel that this will help greatly during the more difficult travel conditions we experience in the winter in Storm Lake.

FISCAL IMPACT:

No Fiscal Impact

RECOMMENDATION:

Staff recommends that Council adopt the updated Policy & Procedure Manual for Snow & Ice Removal

ATTACHMENTS:

Description		Type
	Snow Removal Manual	Backup Material



POLICY AND PROCEDURE MANUAL

SNOW AND ICE REMOVAL

CITY OF STORM LAKE

REVISED 12-06-2021

INDEX

POLICY

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AIRPORT SNOW AND ICE REMOVAL POLICY

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

POLICY

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

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

IOWA WEATHER CONDITIONS

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

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

DECLARATION OF SNOW EMERGENCY

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

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

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

USE OF CHEMICALS AND ABRASIVES (SALT AND SAND)

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

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

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

EQUIPMENT AVAILABLE

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

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

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

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

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

MANPOWER AVAILABLE

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

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

EMERGENCY SNOW ROUTES

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

MONITORING AND NOTIFICATION OF ICE/SNOW EVENTS

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

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

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

SANDING/SALTING PROCEDURES

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

SNOW REMOVAL PROCEDURES

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

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

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

TOWING VEHICLES ILLEGALLY PARKED

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

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

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

BOUNDARY STREET JURISDICTION-RESPONSIBILITY

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

SIDEWALKS – PRIVATE RESPONSIBILITY

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

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

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

DRIVEWAYS – PRIVATE

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

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

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

PLOWING PRIVATE PROPERTY

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

MAILBOXES

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

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

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

COMMUNICATIONS

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

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

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

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

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

CITIZENS COMPLAINTS

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

WORK HOURS AND RULES

Employees will be compensated according to the effective Employee Policy.

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

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

SAFETY PROCEDURES

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

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

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

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

Report any non-working equipment immediately.

Use reasonable caution in operation of snow removal equipment.

Do not drive too fast.

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

Know your route and any fixed objects covered by snow.

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

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

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

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

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

ACCIDENTS

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

CARE AND USE OF EQUIPMENT

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

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

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

SEVERE STORM & DECLARED EMERGENCY MANAGEMENT

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

APPENDIX INDEX

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

ITEM

Equipment Available – Public Services Department

Emergency Snow Route List

General Snow Route List

Gravel Streets & Alleyways List

Parking Lot Priority

Sidewalk Cleaning Priority

Map

Snow Removal FAQs

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

Equipment from other divisions as needed.

<u>Unit</u>	<u>Year</u>	<u>Make</u>	<u>Function</u>
5	99	Chevy Truck C-8500 (airport)	w/reversible plow
16	97	John Deere 624G End Loader	w/V plow & reversible plow
60	2002	Freightliner FL80 Tandem Axel	Reversible plow with wing & End gate sanding unit w/brine tank
12	95	Chevy Kodiak	End gate sander w/brine tank
13	97	International 4700 Truck Used for spreading limestone chips on pavement surrounding permeable pavers and new concrete streets only.	Sander & Brine Tank
58	2011	Kenworth 400 Tandem Axel	Plowing & Sander
117	2002	Snow Go Blower	Front End Loader Mounted
113	2003	Chevy C8500	w/reversible plow and sander
63	2008	Freightliner	w/reversible plow
62	2005	John Deere 672CH	V-plow and wing
65	2009	Volvo L110F	w/ V plow and pusher
59	2002	Sterling LT9513 Tandem Axel	w/reversible plow
01	2014	International Workstar 7400 FS	w/plow
14	2017	Western Star Toolcat	w/plow, sander and wing plow w/plow, broom and snowblower
111	2017	Chevrolet 3500	w/plow (residential alleys)
112	2015	SDLG L948F loader	at Airport

CITY OF STORM LAKE EMERGENCY SNOW ROUTES

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

Emergency Snow Route #1

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

Emergency Snow Route #2

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

Emergency Snow Route #3

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

**CITY OF STORM LAKE
GENERAL SNOW ROUTES**

General Snow Route “A”

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

General Snow Route “B”

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

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

General Snow Route “C”:

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

General Snow Route “D” (Loader):

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

Gravel Streets & Alleyways:

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

Follow Up Areas Checked After Snow Events:

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

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

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

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

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

Snow Removal Frequently Asked Questions (FAQ)

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

Why can't you plow my street now?

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

When is parking prohibited on city streets?

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

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

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

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

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

Why hasn't my street been cleared yet?

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

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

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

POLICY

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

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

EQUIPMENT AVAILABLE

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

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

MANPOWER AVAILABLE

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

COMMUNICATION

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

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

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

MONITORING AND NOTIFICATION OF ICE/SNOW EVENTS

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

SNOW REMOVAL PROCEDURES

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

SNOW REMOVAL PRIORITIES

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

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

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

SAFETY PROCEDURES

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

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

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

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

CARE AND USE OF EQUIPMENT

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

Staff Summary

12/6/2021

Agenda Item # 17.



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

REPORT TO: Honorable Mayor and City Council

FROM: Keri Navratil, City Manager

SUBJECT: **Fiscal Year 2023-2027 Proposed Capital Improvement Plan Workshop- General Fund**

BACKGROUND: This worksession is to discuss on the Fiscal Year 2023-2027 General Fund Capital Improvement Plan
1. Library
2. Public Services
3. Police Department
4. Fire Department
5. Administration

FISCAL IMPACT: N/A

RECOMMENDATION: Review proposed General Fund Capital Improvement Plan for 2023-2027 and recommend modifications.

ATTACHMENTS:

Description	Type
☐ CIP Report Library	Backup Material
☐ CIP Report Public Works	Backup Material
☐ CIP Report Police Department	Backup Material
☐ CIP Report Fire Department	Backup Material
☐ CIP Report Administration	Backup Material

City of Storm Lake, Iowa
Capital Improvement Plan
 2023 *thru* 2027

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2023	2024	2025	2026	2027	Total
Library								
Library Security Cameras	LIB-17-02	2	4,500					4,500
Tuck Pointing	LIB-23-02	1				20,000		20,000
CDBG- COVID(CV) Projects	LIB-23-03	1	607,909					607,909
Shelving Replacement	LIB-24-01	4		21,500	12,000			33,500
Security Gate at Entrances	LIB-24-03	1	45,000					45,000
Exterior Pergola	LIB-27-01	3	9,000					9,000
Library Total			666,409	21,500	12,000	20,000		719,909
GRAND TOTAL			666,409	21,500	12,000	20,000		719,909

City of Storm Lake, Iowa

Capital Improvement Plan

2023 thru 2027

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2023	2024	2025	2026	2027	Total
Campground								
Cable Box/Service Line Replacement	CG-21-07	n/a		10,000				10,000
Campground Flood Mitigation	CG-21-08	1		100,000				100,000
Additional Long Term Parking Lot	CG-22-03	4	250,000					250,000
Playground Equipment	CG-23-01	1	40,000					40,000
Exit Gate Replacement	CG-24-01	2		20,000				20,000
Picnic Table Concrete Pads	CG-25-01	3			10,000	10,000	10,000	30,000
Seal Coat	CG-25-02	2		65,000	60,000			125,000
14 Site Renovation	CG-27-01	2					25,000	25,000
Middle Campground Renovation	CG-27-02	2					25,000	25,000
Campground Total			290,000	195,000	70,000	10,000	60,000	625,000
Parks Department								
Dock Replacement/New	PARKS-17-04	n/a	25,000	25,000	30,000	30,000	30,000	140,000
ADA Dock Replacement	PARKS-17-05	1	50,000					50,000
Trail- Set-Aside	PARKS-18-02	n/a		100,000	25,000	25,000	25,000	175,000
Kiwanis Park	PARKS-19-04	1				75,000		75,000
Utility Vehicle	PARKS-20-03	4					48,000	48,000
New Holland Replacements	PARKS-20-04	3			75,000			75,000
10th Street Park	PARKS-20-08	1	30,000	30,000				60,000
Recreation Set-Aside	PARKS-23-01	3	75,000	75,000	75,000	75,000	75,000	375,000
1 Ton Pickup- Replace #92	PARKS-23-02	n/a	49,000					49,000
1/2 Ton Pickup- Replace #30	PARKS-23-03	n/a			40,000			40,000
Trailer	PARKS-23-04	n/a		9,600				9,600
Pickup- Replace #84	PARKS-23-05	n/a	50,000					50,000
Alwaysis Park Upgrades	PARKS-23-06	1	25,000	175,000				200,000
Chautauqua Shelter/Parks Security	PARKS-23-07	1	25,000					25,000
Vegetation Management Plan	PARKS-23-08	1	25,000	25,000	25,000	25,000	25,000	125,000
W9th Ballfield Fence	PARKS-24-01	2	35,000					35,000
New Service Pickup	PARKS-24-04	n/a		46,000				46,000
Large Area Mower	PARKS-24-05	n/a		75,000		75,000		150,000
Toolcat with Dump Box	PARKS-24-06	n/a		56,000				56,000
Irrigation System	PARKS-24-07	n/a		60,000				60,000
Mower- Unit #5	PARKS-25-01	n/a			75,000			75,000
Playground Equipment	PARKS-26-02	n/a				100,000	100,000	200,000
Beach Restoration Equipment	PARKS-26-03	n/a	26,000					26,000
King's Pointe Area Mower	PARKS-26-04	n/a				10,000		10,000
Parks Department Total			415,000	676,600	345,000	415,000	303,000	2,154,600
Street Department								
Plow Truck	ST-17-02	2	225,000					225,000
East 4th Street	ST-18-04	1					627,000	627,000
North Lake Ave. Overlay	ST-18-05	2				1,268,500		1,268,500
Dump Truck #13	ST-18-06	3		145,000				145,000
Wheel Loader #126	ST-19-10	3	250,000					250,000

Department	Project #	Priority	2023	2024	2025	2026	2027	Total
Oneida Street- Lakeshore	ST-21-01	n/a				280,000	2,080,000	2,360,000
Building Upgrades	ST-22-02	2		205,000				205,000
Richland Phase 2	ST-22-03	3	528,850					528,850
Backhoe	ST-23-03	n/a			225,000			225,000
Plow Truck #59	ST-23-04	n/a			175,000			175,000
Infrastructure Plan Management	ST-23-06	2	300,000	250,000	250,000	250,000	250,000	1,300,000
Tandem Plow Truck	ST-23-07	1	250,000					250,000
Grapple Bucket	ST-23-09	1	30,000					30,000
Traffic Light Backup System	ST-23-10	1	35,000					35,000
Sandblaster	ST-23-11	1	25,000					25,000
Traffic Study Count	ST-23-12	1	15,000					15,000
Side Dump Trailer	ST-24-01	3		15,000				15,000
Plow Truck #60	ST-24-02	n/a		200,000				200,000
Tree Truck #20	ST-24-03	n/a		135,000				135,000
Water Truck #7	ST-24-04	n/a		135,000				135,000
Mower #19	ST-25-01	n/a			100,000			100,000
Plow Truck #24	ST-25-02	n/a			135,000			135,000
Motor Grader #62	ST-25-03	n/a				225,000		225,000
Skidload w/ Attachments	ST-25-04	2			120,000			120,000
Fork Lift	ST-26-01	n/a				30,000		30,000
Towable Lift	ST-27-01	3					35,000	35,000
Street Department Total			1,658,850	1,085,000	1,005,000	2,053,500	2,992,000	8,794,350
GRAND TOTAL			2,363,850	1,956,600	1,420,000	2,478,500	3,355,000	11,573,950

City of Storm Lake, Iowa
Capital Improvement Plan
 2023 *thru* 2027

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2023	2024	2025	2026	2027	Total
Police Department								
Patrol Vehicle	PD-17-01	2	112,000	55,000	59,000	124,000	62,000	412,000
Police Supervisor's Vehicle	PD-19-01	2			59,000			59,000
Copier	PD-19-02	1	11,000					11,000
CSO Truck	PD-21-01	3		30,000				30,000
Body/In-Car Camera Rotation & Redaction Subscrip	PD-21-02	1	28,000					28,000
Unmarked Vehicle	PD-23-01	1		40,000			45,000	85,000
West 7th Impound Surveillance & Equipment	PD-23-06	1	30,000					30,000
Camera/Switch Installation	PD-23-07	1	22,300					22,300
Interview Room Surveillance Camera/Equipment	PD-24-01	1	36,000					36,000
Police Department Total			239,300	125,000	118,000	124,000	107,000	713,300
GRAND TOTAL			239,300	125,000	118,000	124,000	107,000	713,300

City of Storm Lake, Iowa
Capital Improvement Plan
 2023 thru 2027

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2023	2024	2025	2026	2027	Total
Fire Department								
FD Mobile Devices	FIRE-17-07	3		12,000				12,000
Replace Engine #75	FIRE-23-04	1			630,000			630,000
Fire Station Expansion/Remodel	FIRE-23-05	1			115,000	115,000	2,300,000	2,530,000
Thermal Imaging Cameras for Masks	FIRE-23-09	1		12,000	12,000	12,000		36,000
Multi-force Air Lifting Bags	FIRE-24-01	3	6,700					6,700
Trenching Shoring Kit	FIRE-24-03	2	20,000					20,000
Hydrافusion Strut Kit 16"	FIRE-24-04	2	7,000					7,000
Door Access	FIRE-25-01	1			4,100			4,100
RAM Fan Unit	FIRE-25-03	2			5,600			5,600
Hose Drying Rack	FIRE-25-04	2			4,300			4,300
Fire Department Total			33,700	24,000	771,000	127,000	2,300,000	3,255,700
GRAND TOTAL			33,700	24,000	771,000	127,000	2,300,000	3,255,700

City of Storm Lake, Iowa
Capital Improvement Plan
 2023 thru 2027

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2023	2024	2025	2026	2027	Total
Administration								
City Hall Updates	ADMN-17-01	3	20,000	20,000	20,000	20,000	20,000	100,000
Sesquicentennial Project	ADMN-23-01	n/a	60,000					60,000
Website Re-Design	ADMN-23-02	1	15,000					15,000
Fiber Line Installation	ADMN-23-03	n/a	633,500					633,500
Copier	ADMN-23-04	1	11,000					11,000
Administration Total			739,500	20,000	20,000	20,000	20,000	819,500
Airport								
Lighting Replacement 17/35	AIR-21-01	2	46,870	434,930				481,800
Dump truck/Plow	AIR-21-02	4		225,000				225,000
Tank Monitor Replacement	AIR-23-02	2	21,000					21,000
Apron Expansion	AIR-26-01	1			70,776	691,224		762,000
Airport Total			67,870	659,930	70,776	691,224		1,489,800
Building/Code Enforcement								
Vehicle Replacement	CODE-20-01	2		45,000			45,000	90,000
Building/Code Enforcement Total				45,000			45,000	90,000
Economic/Community Development								
Project Set-A-Side	ED-23-01	1	50,000	50,000	50,000	50,000	50,000	250,000
Community Survey	ED-23-02	1	20,000					20,000
Downtown Revit Design	ED-23-03	1		150,000	100,000	450,000		700,000
Dredge Spoil Site Development	ED-23-04	3	100,000					100,000
Economic/Community Development Total			170,000	200,000	150,000	500,000	50,000	1,070,000
GRAND TOTAL			977,370	924,930	240,776	1,211,224	115,000	3,469,300

Staff Summary

12/6/2021

Agenda Item # 18.



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

REPORT TO: Honorable Mayor and City Council

FROM:

SUBJECT: **City Council Requested Items**

BACKGROUND: Future City Council Work Sessions:
1. Economic Development

FISCAL IMPACT: No Fiscal Impact at this time.

RECOMMENDATION: Concurrence for each item to be considered for a specified City Council Meeting work session or deny work session consideration for the following items:
1. None at this time