

**CITY OF STORM LAKE
REGULAR COUNCIL MEETING, DUE TO
COVID-19, THIS MEETING WILL BE A
TELEPHONIC MEETING AND ONLY IN
PERSON FOR PARTICIPANTS REGARDING
THE AGENDA ITEM ~ THE PUBLIC MAY
DIAL IN TO PARTICIPATE: 1-408-418-9388
ACCESS CODE: 24570177
AUGUST 17, 2020
5:00 PM**



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

AGENDA

- 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. Resolution Buy Local Information
 - C. SLPD City Code Enforcement Summary
- 3. Resolution No. 11-R-2020-2021 Approving Change Order No. 3 for the Casino Lift Station Odor Control Project
- 4. Resolution No. 12-R-2020-2021 Requesting Reimbursement From the Iowa COVID-19 Relief Fund
- 5. Commercial Garbage Work Session III
- 6. Marina Work Session
- 7. City Council Requested Items
- 8. 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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@Storm_Lake



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

Staff Summary

8/17/2020

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

8/17/2020

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

8/17/2020

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 August 3, 2020 City Council Minutes
- Approve the following appointments:
 - Gary Petersen to Mayor's Advisory Committee Parks, Trails & Urban Forest
 - Breanna Horsey to Mayor's Advisory Committee Parks, Trails & Urban Forest and to the Storm Water Advisory Committee
 - Howard Hatleid to Mayor's Advisory committee Parks, Trails & Urban
- Approve to change Monday September 7th, 2020 City Council Meeting to Tuesday, September 8, 2020 due to Labor Day Holiday
- Approve the Code Enforcement Summary (see staff summary)

FISCAL IMPACT: The City will pay the following expenditures:

- List of Bills - - \$869,228.77
- King's Pointe & Sunrise Pointe Golf Course Bills - \$226,511.57

RECOMMENDATION: Approve Consent Agenda

ATTACHMENTS:

Description	Type
☐ List of Bills	List of Bills
☐ King's Pointe and Golf Course - List of Bills	List of Bills

▢	Minutes - August 3, 2020	Minutes
▢	H Hatelid Application For Parks Board Member	Application
▢	G Petersen Application For Parks Board Member	Application
▢	B Horsey Application For Parks Board & Storm Water Boards	Application
▢	Minutes - August 3, 2020	Minutes



Storm Lake, IA

My Buy Local_v1

Payment Date Range: 08/06/2020 - 08/19/2020

Vendor Name	Buy Local Info	Payable Description	Total Payments
BVC			
Buena Vista County Emergency Manageme	BVC	FY2021 Emergency Management Assessment	3,180.00
Mike's Electronics Inc	BVC	Memorial Gen Service Call	700.00
Buena Vista County Solid Waste	BVC	Recycling	193.96
	BVC Total:	4,073.96	
Contract/Agreement			
Bolton & Menk, Inc	Contract/Agreement	Final Design Servcies	44,459.13
I & S Group, Inc	Contract/Agreement	Construction Admin	8,296.51
Bolton & Menk, Inc	Contract/Agreement	General Engineering Services	4,879.00
I & S Group, Inc	Contract/Agreement	General Water Service Engineeing	5,445.37
Smith Concrete Service Inc	Contract/Agreement	Concrete	4,352.50
Bolton & Menk, Inc	Contract/Agreement	Prelim Design Services	1,314.00
Smith Concrete Service Inc	Contract/Agreement	Concrete	1,008.00
Bolton & Menk, Inc	Contract/Agreement	Construction Admin	2,168.00
Smith Concrete Service Inc	Contract/Agreement	Concrete	484.00
	Contract/Agreement Total:	72,406.51	
Local			
MidAmerican Energy Company	Local	Electric Services	73,978.65
Storm Lake Industrial Corporation	Local	28E Agreement- FY2021	8,333.33
Star Energy, LLC	Local	Fuel	7,291.23
Jim Bartholomew	Local	August 2020 Airport Contract	5,615.50
Rebnord Technologies, Inc	Local	IT Service Agreement	3,862.50
Philip E Havens	Local	Legal Services	3,281.66
Verizon Wireless Services LLC	Local	Cell Phone Service	2,887.34
Siouxland Certified Testing Services, Inc	Local	4th & Oats Testing Services	2,876.00
Michael P. Reinert	Local	Fabrication Services	1,921.90
Stanton Electric, Inc	Local	Dock Electrical Repairs	1,668.30
Long Lines	Local	Fax Line & Emergency Line Service	1,401.00
Garbage Hauling Service Inc	Local	Garbage Service	1,240.75
Siouxland Certified Testing Services, Inc	Local	WWTP Wetland Testing Services	1,091.00
Stanton Electric, Inc	Local	Scout Park Outlet Installation	1,080.47
Graffix Inc	Local	Uniforms	886.00
Storm Lake Ace Hardware	Local	Supplies	804.29
Alliant Energy	Local	Gas Services	759.44
Plumbing & Heating Wholesale, Inc	Local	Pipe Supplies	728.01
Graham Tire	Local	New Tire	720.02
Edwards Storm Lake	Local	Shifter Cable	488.01
A & A Automotive	Local	Brake Replacement P11	467.92
Color-ize Inc	Local	Ordinance Door Hangers	376.25
Stickers and Posters.com	Local	Census Signs	345.00
Graham Tire	Local	New Tire	339.90
Dianne Johnson	Local	Bd & Disp Dogs/Cats	273.00
Graham Tire	Local	Tire Repair Service Call	261.00
Color-ize Inc	Local	Office Supplies	249.00
The Storm Lake Times	Local	July 2020 Publications	241.20
Graham Tire	Local	New Tires (2)	240.82
Stickers and Posters.com	Local	Census Signs	225.00
Reding's Gravel & Excavating Co., Inc	Local	July Scale Fees	225.00
Vanish LLC	Local	July 2020 Towing Services	200.00
Graham Tire	Local	Tire Repairs	136.50
Mangold Environmental Testing, Inc	Local	Testing Services	133.00
Qwest Corporation	Local	Phone Services	121.39
Melanders TV & Appliances	Local	Pump Replacement	109.72
North Lake Truck Repair	Local	Horn & Supplies	101.42

My Buy Local_v1

Payment Date Range: 08/06/2020 - 08/19/2020

Vendor Name	Buy Local Info	Payable Description	Total Payments
Richard Phillips	Local	Service Call- Wrecker	87.68
Siouxland Certified Testing Services, Inc	Local	Testing Services	84.00
Arctic Glacier International Inc	Local	Ice	80.20
The Storm Lake Times	Local	FY2021 Subscription- Library	74.95
Dennis R Julius	Local	Entrance Mat Services	72.00
Vetter Equipment	Local	Filters	68.85
Plumbing & Heating Wholesale, Inc	Local	PVC Supplies	68.08
Graham Tire	Local	Tire Repairs	67.13
Vetter Equipment	Local	Filters	65.47
Plumbing & Heating Wholesale, Inc	Local	Couplers	65.44
Rust Publishing NWIA, LLC	Local	FY2021 Subscription- Library	65.00
Stanton Electric, Inc	Local	Campground Breaker Repairs	65.00
A & A Automotive	Local	Serviced P4	63.50
Visual Edge Inc	Local	Copier Maintenance Agreement	62.30
Iowa Office Supply Inc	Local	Stamps & Supplies	55.15
Michael P. Reinert	Local	Metal Material	54.75
Vetter Equipment	Local	Supplies	52.95
Hy-Vee, Inc	Local	Supplies	52.42
Dennis R Julius	Local	Laundry Services	51.60
A & A Automotive	Local	Serviced P12	50.76
Visual Edge Inc	Local	Copier Maintenance Agreement	50.58
Rebnord Technologies, Inc	Local	Campground Gate Repairs	50.00
Visual Edge Inc	Local	Copier Maintenance Agreement	48.34
A & A Automotive	Local	Serviced P17	43.94
Storm Lake Hydraulics Co, Inc	Local	Hyd Hose	43.08
A & A Automotive	Local	Serviced P8	125.16
Iowa Office Supply Inc	Local	Office Supplies	41.67
Kelly Johnson	Local	July 2020 Punches	40.00
A & A Automotive	Local	Serviced P14	38.22
Rent-All, Inc	Local	Jackhammer Rental	38.00
Storm Lake Hydraulics Co, Inc	Local	Supplies	35.59
Visual Edge Inc	Local	Copier Maintenance Agreement	35.22
A & A Automotive	Local	Serviced P5	34.73
Stickers and Posters.com	Local	Census Signs	30.00
Graham Tire	Local	Tire Repairs	100.00
Visual Edge Inc	Local	Copier Maintenance Agreement	22.00
Plumbing & Heating Wholesale, Inc	Local	Check Valve	11.66
Central Bank	Local	Supplies	10.69
Mangold Environmental Testing, Inc	Local	Shipping	6.80
Fastenal Company	Local	Supplies	6.12
Buena Vista Regional Medical Center	Local	8/4/2020 ID Nametag	5.00
Iowa Office Supply Inc	Local	Clips	3.09
Storm Lake Hydraulics Co, Inc	Local	Credit Application	-50.69
Vetter Equipment	Local	Filters Returned	-68.85
Plumbing & Heating Wholesale, Inc	Local	Pipe Returned	-122.16

Local Total: 126,846.94

Non-Local

Grell Roofing, LLC	Non-Local	Progress Payment- Roofing Agreement	100,000.00
EWT Holding III Corp	Non-Local	Bioxide	15,173.97
Ahlers & Cooney, P.C.	Non-Local	GO Bond Refinancing Services	15,120.00
Eastern Aviation Fuels, Inc	Non-Local	Jet A Fuel	13,031.27
MRA Custom Applications, LLC	Non-Local	Lime Hauling Services	9,902.61
Mississippi Lime Company	Non-Local	Lime	40,084.20
Hawkins, Inc	Non-Local	Azone	4,805.51
Sta-Mel Enterprises, Inc	Non-Local	Deicing Salt	3,792.60
Mark Pierce	Non-Local	Bobcat Repairs	3,625.10
Traffic and Parking Control Co., Inc.	Non-Local	LED Traffic Signs	3,355.00
Mark Pierce	Non-Local	Bobcat Repairs	3,318.22
Schumacher Elevator Company	Non-Local	Elevator Maintenance	3,038.00
Syn-Tech Systems Inc	Non-Local	FY2021 Fuel Master Maintenance Agreement	2,650.00

My Buy Local_v1
Payment Date Range: 08/06/2020 - 08/19/2020

Vendor Name	Buy Local Info	Payable Description	Total Payments
Qualified Presort Service, LLC	Non-Local	Printing Services	1,572.37
Consolidated Fleet Services, Inc	Non-Local	Aerial 71 Inspection	1,545.40
Praxair Inc	Non-Local	Carbon Dioxide	1,437.49
Iowa Dept of Natual Resources	Non-Local	FY2020 NPDES Permit- #1178001	1,275.00
Emblem Enterprises	Non-Local	Emblems	979.65
Barnes & Noble Booksellers, USA Inc	Non-Local	IPTV Books	977.33
Central Iowa Distributing, Inc	Non-Local	Cleaning Supplies	902.20
Brodart Co.	Non-Local	Books	825.91
Istate Truck, Inc	Non-Local	Seal & Oil Pan	761.18
Kiesler Police Supply, Inc	Non-Local	Targets	710.00
Central Iowa Distributing, Inc	Non-Local	Cleaning Supplies	678.00
Iowa Department of Transportation	Non-Local	Posts	605.40
Foundation Analytical Laboratory, Inc	Non-Local	Testing Services	540.00
Qualified Presort Service, LLC	Non-Local	Printing Services	520.33
Getty Images (US), Inc.	Non-Local	Istock Subscription	518.75
University of Wisconsin Systems	Non-Local	Program Fee	495.00
Foundation Analytical Laboratory, Inc	Non-Local	Testing Services	468.80
Housby Heavy Equipment, LLC	Non-Local	Filters	468.02
Northwest Electric, LLC	Non-Local	Element	433.52
Brodart Co.	Non-Local	Books	411.80
Qualified Presort Service, LLC	Non-Local	Printing Services	391.26
Siouxland Turf Products	Non-Local	Chemicals	384.00
NCL of Wisconsin, Inc	Non-Local	Testing Supplies	358.55
Iowa Heart Center	Non-Local	Pre-Employment Physical- Cameron	335.00
Hach Company	Non-Local	Testing Supplies	326.14
Twin Rivers Media, LLC	Non-Local	Advertising	300.00
Biblionix, LLC	Non-Local	FY2021 Subscription	300.00
ILEA Uniform Website	Non-Local	ILEA Uniform- Cody Cameron	225.00
W. W. Grainger, Inc	Non-Local	Exhaust Fan	197.54
Istate Truck, Inc	Non-Local	Alternator	175.28
Central Iowa Distributing, Inc	Non-Local	Cleaning Supplies	168.40
Prime Media Acquisition Corp	Non-Local	Bags	157.04
Barnes & Noble Booksellers, USA Inc	Non-Local	IPTV Supplies	292.09
Central Iowa Distributing, Inc	Non-Local	Bags	262.80
Barnes & Noble Booksellers, USA Inc	Non-Local	Books	120.75
Central Iowa Distributing, Inc	Non-Local	Cleaning Supplies	106.90
ABC Pest Control, Inc	Non-Local	Pest Control Services	100.00
Des Moines Blue Print Company	Non-Local	Supplies	96.40
Foundation Analytical Laboratory, Inc	Non-Local	Testing Services	93.75
Iowa Lakes Regional Water	Non-Local	August 2020 Water Services	88.04
Cintas First Aid & Safety	Non-Local	First Aid Supplies	88.03
Davis Equipment Corporation	Non-Local	Supplies	87.07
W. W. Grainger, Inc	Non-Local	Fan Motor	86.67
Central Iowa Distributing, Inc	Non-Local	Cleaning Supplies	79.00
Pattlen Enterprises, Inc	Non-Local	Irrigation Supplies	41.09
Salus LLC	Non-Local	July 2020 Memberships	40.00
Ingram Library Services, Inc	Non-Local	Books	73.29
Ahlers & Cooney, P.C.	Non-Local	URA Termination	36.00
Cintas First Aid & Safety	Non-Local	First Aid Supplies	32.58
Barnes & Noble Booksellers, USA Inc	Non-Local	Books	30.00
Secretary of State	Non-Local	2020 Renewal- Gibbins	30.00
Pattlen Enterprises, Inc	Non-Local	Throttle	27.51
Midwest Tape, LLC	Non-Local	DVDs	24.99
Firehouse Magazine	Non-Local	FY2021 Subscription #1104044797	24.95
Barnes & Noble Booksellers, USA Inc	Non-Local	Books	22.40
Ingram Library Services, Inc	Non-Local	Books	115.73
Central Iowa Distributing, Inc	Non-Local	Cleaning Supplies	18.42
Ingram Library Services, Inc	Non-Local	Books	35.36
Midwest Tape, LLC	Non-Local	DVDs	14.99
Ingram Library Services, Inc	Non-Local	Books	25.66

My Buy Local_v1**Payment Date Range: 08/06/2020 - 08/19/2020**

Vendor Name	Buy Local Info	Payable Description	Total Payments
Barnes & Noble Booksellers, USA Inc	Non-Local	Books Returned	-40.00
	Non-Local Total:	239,395.31	
Payroll/Refunds			
Susan Slagle-Boyd	Payroll/Refunds	2020 COVID Shelter House Refund	80.00
Ashley Quinoz	Payroll/Refunds	2020 COVID Shelter Refund	80.00
Martha Alejandra Garcia	Payroll/Refunds	2020 COVID Shelter Refund	80.00
Prachon Ratanarak	Payroll/Refunds	Reissue Refund Check #72136	68.70
Custodian of Petty Cash	Payroll/Refunds	Postage	31.73
Ruth Freese	Payroll/Refunds	July 2020 Homebound Deliveries	13.80
	Payroll/Refunds Total:	354.23	
	Grand Total:	443,076.95	

King's Pointe Resort

Claims Publication

From 7/31/2020 to 8/13/2020

Vendor	Description	Amount
1000bulbs.com	Supplies \$	210.08
ACCO Unlimited Corporation	Supplies \$	3,879.18
Alliant Energy	Utilities \$	47.76
American Hotel Register Company	Supplies \$	3,399.49
Authnet Gateway	Services \$	25.00
Bomgaars Supply Inc.	Supplies \$	125.69
Bridgestone Golf, Inc.	Supplies \$	338.40
Buena Vista County Environmental Health	Services \$	100.00
Centerpoint Energy	Utilities \$	3,361.36
Cintas Corporation	Supplies \$	2,086.71
City of Storm Lake	Utilities \$	4,987.34
Color-ize	Supplies \$	1,884.76
Daniels Filter Service	Supplies \$	1,333.96
Doll Distributing	Beverages \$	2,478.95
ECOLAB	Supplies \$	1,967.01
Expedia, Inc.	Services \$	225.45
Feld Fire	Supplies \$	381.60
Fintech	Services \$	56.65
Frigitec Inc.	Supplies \$	974.13
Garbage Hauling Service, Inc.	Utilities \$	570.08
Grainger	Supplies \$	506.10
GuestSupply	Supplies \$	2,354.02
Heartland Payment Systems	Services \$	10,769.05
Hermel Wholesale	Food \$	4,124.89
HyVee	Food/Beverages \$	1,783.45
Iowa Society of Association Executives	Services \$	190.00
Johnson Brothers	Beverages \$	1,658.30
Kelli's Gift Shop Suppliers	Supplies \$	183.37
Long Lines LLC	Utilities \$	983.69
M3 Accounting + Analytics	Services \$	704.21
Mangold Environmental Testing, Inc.	Services \$	78.00
Martin Brothers	Food \$	14,667.61
MidAmerican Energy	Utilities \$	18,135.08
Midwestern Mechanical of Iowa, Inc.	Services \$	280.00
Office Elements	Supplies \$	43.54
Pepsi Beverages Company	Beverages \$	3,495.56
Pilot Tribune	Advertising \$	435.64
Plumbing and Heating Wholesale, Inc.	Supplies \$	335.41
Premium Quality Lighting	Supplies \$	664.00
ProElect	Services \$	894.77
Rebnord Technologies, Inc.	Services \$	2,847.53
Rex Rimmer	Reimbursement \$	209.01
Sceptre Hospitality Resources, LLC	Supplies \$	1,378.78
Schumacher Elevator Company	Services \$	1,112.10
ServiceMaster by Rice	Services \$	116.63
Shandy Home Improvements LLC	Services \$	7,500.00
Speed's Auto Supply Inc.	Supplies \$	10.50

Steven A. Beeck dba Steve's Window Service	Services	\$	225.00
Storm Lake Ace Hardware	Supplies	\$	199.60
Sysco Iowa, Inc.	Food	\$	5,912.42
TY Inc.	Supplies	\$	122.21
Verizon Wireless	Utilities	\$	169.72
Vizergy	Services	\$	1,158.45
Weigand Omega Management Payroll 8/5/20	Payroll	\$	98,515.38
Weigand-Omega Manage Fee- June 2020	Management Fee	\$	6,981.46
Weigand-Omega Manage PPE Services	Services	\$	9,097.31
Wells Fargo Financial Leasing, Inc.	Services	\$	235.18
			\$ 226,511.57

King's Pointe Resort

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Doll Distributing	Beverages \$	2,478.95
ECOLAB	Supplies \$	1,967.01
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Feld Fire	Supplies \$	381.60
Fintech	Services \$	56.65
Frigitec Inc.	Supplies \$	974.13
Garbage Hauling Service, Inc.	Utilities \$	570.08
Grainger	Supplies \$	506.10
GuestSupply	Supplies \$	2,354.02
Heartland Payment Systems	Services \$	10,769.05
Hermel Wholesale	Food \$	4,124.89
HyVee	Food/Beverages \$	1,783.45
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Johnson Brothers	Beverages \$	1,658.30
Kelli's Gift Shop Suppliers	Supplies \$	183.37
Long Lines LLC	Utilities \$	983.69
M3 Accounting + Analytics	Services \$	704.21
Mangold Environmental Testing, Inc.	Services \$	78.00
Martin Brothers	Food \$	14,667.61
MidAmerican Energy	Utilities \$	18,135.08
Midwestern Mechanical of Iowa, Inc.	Services \$	280.00
Office Elements	Supplies \$	43.54
Pepsi Beverages Company	Beverages \$	3,495.56
Pilot Tribune	Advertising \$	435.64
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Schumacher Elevator Company	Services \$	1,112.10
ServiceMaster by Rice	Services \$	116.63
Shandy Home Improvements LLC	Services \$	7,500.00
Speed's Auto Supply Inc.	Supplies \$	10.50

Steven A. Beeck dba Steve's Window Service	Services	\$	225.00
Storm Lake Ace Hardware	Supplies	\$	199.60
Sysco Iowa, Inc.	Food	\$	5,912.42
TY Inc.	Supplies	\$	122.21
Verizon Wireless	Utilities	\$	169.72
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Weigand Omega Management Payroll 8/5/20	Payroll	\$	98,515.38
Weigand-Omega Manage Fee- June 2020	Management Fee	\$	6,981.46
Weigand-Omega Manage PPE Services	Services	\$	9,097.31
Wells Fargo Financial Leasing, Inc.	Services	\$	235.18
			\$ 226,511.57



BOARD & COMMISSION RENEWAL FORM

Please complete this form and return it to the City Clerk for consideration of re-appointment by Mayor and the Storm Lake City Council

Name:

Howard Hatfield

Current Board/Commission Serving:

MAYORS Advisory Committee (Parks, Rec, Trails)

☒ Male

☐ Female

Address:

1100 EMERALD DR

City:

STORM LAKE

State:

IA

Zip:

50588

Phone Number:

732-4940

Cell Phone Number:

299-4942

Email Address:

hatfield6@gmail.com

Preferred Contact Method:

EMAIL

Would you like to be re-appointed to the same board/commission if possible? (Yes/No)

YES

Beginning in 2012 Iowa law requires that government appointed boards and/or commissions be gender balanced when and where possible. The City will review all re-appointments for positions based on this state regulation and make re-appointments to comply with that requirement. Should it not be possible to re-appoint you to the same board the City will look at other opportunities to appoint to other boards and/or commissions should you so desire.

Would you like to be appointed to a different board/commission if possible? (Yes/No)

NO

If you answered "YES" to the question above please identify up to three other boards and/or commissions you would be interested in serving on.

First Choice

Second Choice

Third Choice

City Boards & Commissions with Term Lengths

ADA Compliance Committee (3 Year Terms)

Airport Commission (3 Year Terms)

Band Trustees (3 Year Terms)

Board of Adjustment (5 Year Terms)

Storm Water Advisory (3 Year Terms)

911 Board (No Specified Term)

Mayor's Committee on Trees, Trails, Parks (3 Year Terms)

Board of Appeals (3 Year Terms)

Cemetery Board (3 Year Terms)

Civil Service Commission (4 Year Terms)

Landfill Commission (3 Year Terms)

Library Board (6 Year Terms)

Mayor's Advisory Committee Parks, Trails, & Urban Forest (3 Year Terms)

Planning & Zoning Commission (3 Year Terms)

Nelda Kirkholm

From: noreply@civicplus.com
Sent: Thursday, August 13, 2020 12:48 PM
To: cityclerk
Subject: Online Form Submittal: BOARD & COMMISSION RENEWAL FORM

BOARD & COMMISSION RENEWAL FORM

BOARD & COMMISSION RENEWAL FORM

Please complete this form and return it to the City Clerk for consideration of re-appointment by Mayor and the Storm Lake City Council

First Name	Gary
Last Name	Petersen
Current Board/Commission Serving	Mayor's Advisory Committee Parks, Trails & Urban Forest
Address1	123 College Av e.
City	Storm Lake
State	Iowa
Zip	50588
Primary Phone Number:	7127324675
Secondary Phone Number:	7122994021
Email Address:	gcpete@siouxland.com
Preferred Contact Method	Email
Would you like to be re-appointed to the same board/commission if possible?	Yes

Beginning in 2012 Iowa law requires that government appointed boards and/or commission be gender balanced when and where possible. The City will review all re-appointments for positions based on this state regulation and make re-appointments to comply with that requirement. Should it not be possible to re-appoint you to the same board the City will look at other opportunities to appoint to other boards and/or commissions should you so desire.

Would you like to be appointed to a different board/commission? No

If you answered "YES" please identify up to three other boards and/or commissions you would be interested in serving on.

First Choice *Field not completed.*

Second Choice *Field not completed.*

Third Choice *Field not completed.*

Email not displaying correctly? [View it in your browser.](#)



**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

Horsey Breanna J
Last Name First Name Middle Initial
315 Michigan St. Storm Lake IA 50588
Address City State Zip Code
712-291-6890 breanna.horsey@gmail.com
Home Phone # Business Phone # Cell Phone # E-mail Address:
BVU Maintenance
Employer Occupation

How long have you lived in Storm Lake? 8 years

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

I am a member of the Storm Lake National Tri-T Society & several youth volunteer programs (Community Ed, mentor program & youth gymnastics)

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

- | | | |
|---|--|---|
| ☐ Airport Commission | ☐ 911 Board | ☐ ADA Committee |
| ☐ Airport Board of Adjustment | ☐ Board of Appeals | |
| ☐ Band Trustees | ☐ Library Board (6 yrs) | ☒ Mayor's Committee on Trees, Trails, Parks |
| ☐ Board of Adjustment (5 yrs) | ☐ Landfill Commission | |
| ☐ Cemetery Board | ☐ Planning & Zoning Commission | |
| ☐ Civil Service Commission (4 yrs) | ☒ Storm Water Advisory | |

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 am currently studying environmental science at BVU. I think the education I have gained can be of value to the community. I want to learn more about local & city water initiatives and I care about Storm Lake.

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.

Meannattersey

Signature

4/11/19

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.

REGULAR COUNCIL MEETING CITY OF STORM LAKE, IA, CITY HALL, AUGUST 3, 2020, 5:00 PM. DUE TO COVID-19, THIS MEETING WILL BE A TELEPHONIC MEETING AND ONLY IN PERSON FOR PARTICIPANTS REGARDING THE AGENDA ITEM ~ THE PUBLIC MAY DIAL IN TO PARTICIPATE: 1-408-418-9388 ACCESS CODE: 24570177

Present: Mayor Michael Porsch, Council Members Jose Ibarra (via phone), Tyson Rice (via phone), Dan Smith, Kevin McKinney, and Maria Ramos (via phone). Absent: none

Staff present: City Manager Keri Navratil, Assistant City Manager David Derragon, City Attorney Phil Havens, Police Chief Chris Cole, Fire Chief Mike Jones, Water Quality Code Compliance Director Scott Olesen, Library Director Elizabeth Huff, Public Services Supervisor Scott Bonebrake, King's Pointe Manager Mark Clossey, Finance Director Brian Oakleaf, and City Clerk Mayra Martinez.

Media present via telephone: Tom Cullen with The Times and Ryan Thompson with KAYL Radio.

Public present via telephone: Josh Pope - Bolton and Menk and Tim Rebnord with Rebtech.

Mayor Porsch called the meeting to order at 5:02 pm.

Pledge of Allegiance

Agenda - Moved by Council Member Smith to approve setting the Agenda as presented. Seconded by Council Member McKinney. Roll call vote: All ayes. Motion carried.

Disclosure by City Council Members – None at this time.

Hear the Public – None

Mayor Porsch reminded Storm Lake residents for help in using water in a smart and conservative manner as water usage has significantly increased in the last few weeks. Even with mandatory conservations measures in place, water consumption has not significantly decreased as the drought continues. We ask that the public remains proactive in their conservation measures.

With continued dry conditions, the public is also asked to refrain from open flame outside fires, such as fire pits. Further, is also recommended that any contained outside fire, such as a barbeque grill, is closely monitored. The Mayor asked the public to remain proactive in their water conservation measures. With the continued dry conditions, the public is also asked to refrain from open flame outside fires such as fire pits and to closely monitor contained outside fires such as barbeque grills.

The Mayor also announced the re-opening of City Hall as of August 3, 2020 and informed the public that face masks are required of the public when they are in City Hall.

Consent Agenda - Moved by Council Member McKinney to approve the Consent Agenda which includes list of bills Check #'s 75536 through 75593, PR Check # 59866, EFT #'s 1278 through 1299, DFT #'s 809 and 840 King's Pointe and Sunrise Pointe disbursements, July 20, 2020 minutes, renewal liquor licenses for Pro Day Spa, Waterview Inc, Yesway #1169 and Dyno's, acknowledge the Library Board and Airport Commission July minutes, a noise variance for Deb's School of Dance at Sunset Park Bandshell, a noise variance and street closure for Kiwanis Car Show, a series of noise variances

at BVU for Students returning to campus, and the Code Enforcement summary. Seconded by Council Member Ibarra. Roll call vote: All ayes. Motion carried.

2020 Expansion Boulevard Hydrants - Mayor Porsch opened the public hearing for the 2020 Expansion Boulevard Hydrant Improvements Project, Plans, Specifications, and Form of Contract stating this was the time and place for any comments. Hearing no comments from the public Mayor Porsch closed the Public Hearing.

Moved by Council Member Smith to adopt Resolution No. 07-R-2020-2021 awarding the bid for the 2020 Expansion Boulevard hydrant improvements. Awarded to SCE, LLC in the amount of \$88,888.50. Seconded by Council Member Ibarra. Roll call vote: All ayes. Motion carried.

RESOLUTION NO. 07-2020-2021

RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT, ESTIMATE OF COST, BID AND AWARD CONTRACT FOR THE 2020 EXPANSION BOULEVARD IMPROVEMENTS – HYDRANT 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 2020 Expansion Boulevard Improvements – Hydrant 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:

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

Section 1. . That the said plans, specifications, form of contract and estimate of cost, are hereby approved, as described in the preamble of this Resolution.

Section 2. That the following bid for the construction of certain public improvements described in general as the 2020 Expansion Boulevard Improvements – Hydrant Improvements Project, is hereby accepted, the same being the lowest responsible bid received for said work, as follows:

Contractor: SCE, LLC
Amount of bid: \$88,888.50
Portion of bid: All

Section 3. That the Mayor and Clerk are hereby directed to execute contract with the contractor for the construction of said public improvements, said contract to be binding on the City, contingent to obtaining all the required concurrences and consents.

PASSED AND APPROVED this 3rd day of August 2020.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Casino Lift Station Odor Control - Moved by Council Member Smith to adopt Resolution No. 08-R-2020-2021 approving final completion and final payment of \$3,550.00 for the Casino Lift Station odor control project. Seconded by Council Member Ramos. Roll call vote: All ayes: Ibarra. Motion carried.

RESOLUTION NO. 08-2020-2021

RESOLUTION APPROVING FINAL PAYMENT AND CLOSE OUT OF THE CASINO LIFT STATION ODOR CONTROL IMPROVEMENTS PROJECT

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

Section 1. To approve Certificate of Completion as submitted by Bolton & Menk, Inc. for the Casino Lift Station Odor Control Improvements Project pursuant to the contract with Grundman-Hicks, LLC for work performed in the amount of \$3,550.00.

Section 2. To acknowledge that the final amount of the contract for work performed by Grundman-Hicks, LLC is \$3,550.00.

Section 3. Final payment will be made to Grundman-Hicks, LLC in the amount of \$3,372.50 and the remaining 5% of the contract, \$177.50, after 30 days as allowed by law.

PASSED AND APPROVED this 3rd day of August 2020.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Hwy 7 & 110 Intersection Improvement - Moved by Council Member Ibarra to adopt Resolution No. 09-R-2020-2021 authorizing the submittal of an application for traffic safety improvement program (TSIP) funding for the intersection of Highway 7 And Highway 110. Seconded by Council Member Ramos. Roll call vote: All ayes. Motion carried.

RESOLUTION NO. 09-R-2020-2021

A RESOLUTION AUTHORIZING THE SUBMITTAL OF AN APPLICATION FOR TRAFFIC SAFETY IMPROVEMENT PROGRAM (TSIP) FUNDING FOR THE INTERSECTION OF HIGHWAY 7 AND HIGHWAY 110 FOR THE PURPOSE OF RECONFIGURATION OF THE INTERSECTION TO IMPROVE AND ENHANCE THE SAFETY OF TRAFFIC WITHIN THE INTERSECTION.

WHEREAS, the Iowa Department of Transportation has established the Traffic Safety Improvement Program (TSIP) and provides funding for locations where vehicular safety is a concern and has been documented through independent studies; and,

WHEREAS, the Highway 7 and Highway 110 intersection has been identified as a location where vehicular safety and traffic flow are such that serious injury, including death, has occurred, and where additional traffic due to imminent new development will only increase the traffic flow and increase safety concerns; and,

the improvements being designed in conjunction with Iowa Department of Transportation staff, City staff, the City's Project Engineer, and the Buena Vista County Engineer will improve the safety and flow of traffic at the intersection; and,

WHEREAS, the proposed improvements project is eligible for funding through the IDOT's TSIP program; and,

WHEREAS, the proposed improvements including the addition of turn lanes, railroad crossing improvements, and traffic signals will help reduce crashes, injuries, and deaths while improving traffic operations.

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

SECTION 1. That the City Council of the City of Storm Lake, Iowa supports and approves the application for TSIP funding through the Iowa Department of Transportation.

SECTION 2. The City Council hereby commits the additional City funds necessary for construction of the project beyond TSIP funding for the project.

SECTION 3. The City Council hereby commits to accepting and maintaining these improvements.

SECTION 4. The Mayor is hereby authorized to execute the application on behalf of the City.

PASSED and APPROVED this 20th day of July, 2020.

Michael Porsch, Mayor

ATTEST

Mayra A. Martinez, City Clerk

4th & Barton SW Project - Moved by Council Member Smith to adopt Resolution No. 10-R-2020-2021 to approve Change Order No. 1 for the 4th & Barton Storm Water Project. Seconded by Council Member Ibarra. Roll call vote: All ayes. Motion carried.

RESOLUTION NO. 10-R-2020-2021

RESOLUTION ADOPTING CHANGE ORDER NO. 1 FOR THE 4th & BARTON STORM SEWER 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 4th & Barton Storm Sewer 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 \$591,582.60 was awarded to Healy Excavating for the project; and

WHEREAS, Change Order No. 1 increased the project cost in the amount of \$14,320.00.

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

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

PASSED AND APPROVED this 3rd day of August, 2020.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Iowa Lakes Corridor Agreement - Moved by Council Member McKinney to approve an agreement with Iowa Lakes Corridor for a housing project. Seconded by Council Member Ramos. Roll call vote: All ayes. Motion carried.

City Council Requested Items – Council Member McKinney requested that something be done with the east and west stop signs on East 5th Street and Erie Street as they sit back a ways and people run through the stop sign. He suggested installing flashing red stop signs to draw attention to the stop signs, even though there are red flags on the signs the flags don't seem to be working. Concurred by Council Member Rice.

Council Member Smith commented that the Lakeshore cleanup looks very good and he has heard a lot of good comments.

Mayor Porsch mentioned that he received a thank you note from the Iowa Lakes Corridor for continuing the partnership in the regional Economic Development support.

Council Member Rice requested that the Council needs to discuss a sidewalk going to Walmart. Mayor Porsch replied that he will bring up the discussion at this month's Parks, Trees and Rec meeting and then bring it forward to the next Council meeting.

Closed Session Reference Iowa Code Chapter 21.5 (g) – Moved by Council Member McKinney to go into Closed Session at 5:35 pm reference Iowa Code Chapter 21.5(g) to discuss law enforcement issues. Seconded by Council Member Smith. Roll call vote: All ayes. Motion carried.

Attendance in closed session: Rice, Ramos, Ibarra, Smith, McKinney, Navratil, Chief Cole, Tim Rebnord and Mayra A. Martinez.

Moved by Council Member McKinney to return to open session at 6:35 pm. Seconded by Council Member Smith. Roll call vote: All ayes. Motion carried.

Adjourn - Moved by Council Member McKinney to adjourn at 6:39 pm. Seconded by Council Member Smith. Roll call vote: All ayes. Motion carried.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Staff Summary

8/17/2020

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: Resolution Buy Local Information

BACKGROUND: Early in 2011 during a Study Session discussion Council asked staff to look at putting together some analysis information regarding the amount of purchases made locally. We have pulled that information together and a provided a summary of purchases identified in the current list of bills to be approved that are purchased locally (within the City of Storm Lake), within Buena Vista County, and outside of Buena Vista County are presented here for Council's review. This information is presented for for both the City and King's Pointe's bills.

As the reader reviews the information they should note the following key notes:

- Costs associated with any major capital project (those bid under the State of Iowa Bid Law) are excluded from the calculation
- Costs associated with travel is excluded from the calculation and %
- Costs associated with payroll is excluded from the calculation and %
- In some cases there is only one vendor or an item is only available from vendors outside of the City limits and/or Buena Vista County – we have not identified these
- Some departments have fairly minor budgets and a major purchase can skew the % and or amount for a given review period (For Example: the Airport may have normally \$4,000 - \$6,000 in expenses until they purchase Jet Fuel or Av Gas which can be \$10,000 + and as a vendor who is not local this can skew the information for that review period)
- Local has been determined to be has an office front in the

area and based on where the office front is located for local vs. BV County (For Example: Wal-Mart is considered local since they have a store in Storm Lake even though their headquarters is not located here)

As with all analytical data it is possible to interpret the numbers in a variety of ways and as we move forward we would be happy to provide further detail and or revise the way in which we show the data. Likewise if you have any questions or concerns please don't hesitate to contact city staff.

FISCAL IMPACT:

Breakout	Calculated Expenses
Buena Vista County	\$ 4,073.96
Contract/Agreement	\$ 72,406.51
Local	\$ 126,846.94
Non- Local	\$ 239,395.31
Payroll/Refunds/Pyrl Tax & Ins	\$ 426,506.05
Total Expenses	\$ 869,228.77
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...	1,195,689.00	34,139.79	1,003,277.16	0.00	1,003,277.16	192,411.84
01112-0020	10th & Ontario StormWater Improvem...	1,753,754.21	0.00	1,751,662.45	0.00	1,751,662.45	2,091.76
01112-0021	4th & Oats StormWater Improvements	837,480.15	0.00	703,663.55	0.00	703,663.55	133,816.60
16-19284	4th & Bartion Storm Water Improvemen...	731,902.60	14,778.11	81,339.00	8,296.51	89,635.51	642,267.09
18-CF-004	United Community Health Service Center	600,000.00	30,000.00	458,305.60	0.00	458,305.60	141,694.40
19-22797	Memorial Lift Station Improvements	404,755.00	20,237.75	249,755.00	0.00	249,755.00	155,000.00
35665	1st & Mae Street	796,373.28	-1,744.13	761,987.66	0.00	761,987.66	34,385.62
8406	7th & Geneseo St Sanitary Sewer Impro...	410,306.35	0.00	408,234.48	0.00	408,234.48	2,071.87
A21.117315	Casino Lift Station Ordor Control Impro...	258,654.58	0.00	265,776.14	0.00	265,776.14	-7,121.56
New	2021 CIPP Sanitary Sewer Improvements	57,200.00	57,200.00	0.00	1,314.00	1,314.00	55,886.00
P11.106893	Richland Street Rehabilitation	549,149.30	0.00	540,222.55	0.00	540,222.55	8,926.75
P11.112742	North Central SW Phase II	1,875,592.00	0.00	1,852,522.38	0.00	1,852,522.38	23,069.62
P11.115917	Memorial Park Water Quality	48,076.03	1,657.80	48,388.53	0.00	48,388.53	-312.50
P11.117908	Michigan Street Parking Lot Reconstruct...	409,297.00	25,580.95	434,384.90	0.00	434,384.90	-25,087.90
P11.118940	Oneida Street Reconstruction from RR t...	388,300.00	13,867.86	193,858.59	0.00	193,858.59	194,441.41
P11.119679	FEMA Lake Bank Restoration	124,296.50	8,286.43	41,561.00	0.00	41,561.00	82,735.50
P11.120411	Highway 7/110 Traffic Lane/Signalization	1,423,630.00	48,362.18	75,045.13	44,459.13	119,504.26	1,304,125.74
P11.120478	Tulip Lane SW Improvements	345,398.00	6,516.95	20,687.82	490.00	21,177.82	324,220.18
P11.120650	2020 Expansion Blvd Improvements	861,088.10	34,443.52	33,630.00	901.00	34,531.00	826,557.10
T51.119823	Runway 13/31 & Taxiway Lighting	453,189.00	32,370.65	52,459.00	0.00	52,459.00	400,730.00
Urban20WQI-004	SLHS Courtyard Conservation	100,000.00	100,000.00	8,397.46	0.00	8,397.46	91,602.54
Report Total:		13,624,131.10	425,697.86	8,985,158.40	55,460.64	9,040,619.04	4,583,512.06

Group Summary

Group	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
Airport Projects	453,189.00	32,370.65	52,459.00	0.00	52,459.00	400,730.00
Economic Development	824,296.50	138,286.43	508,264.06	0.00	508,264.06	316,032.44
National Resiliency Disaster Grant Proje...	8,051,771.62	112,548.52	6,631,763.03	10,100.51	6,641,863.54	1,409,908.08
Sanitary Sewer Projects	663,409.58	20,237.75	515,531.14	0.00	515,531.14	147,878.44
Street Construction	3,631,464.40	122,254.51	1,277,141.17	45,360.13	1,322,501.30	2,308,963.10
Report Total:	13,624,131.10	425,697.86	8,985,158.40	55,460.64	9,040,619.04	4,583,512.06

Type Summary

Group	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
Construction	4,805,262.98	232,062.91	1,845,131.31	46,674.13	1,891,805.44	2,913,457.54
Federal/State Grant	8,118,868.12	63,634.95	6,673,324.03	8,786.51	6,682,110.54	1,436,757.58
Grant	700,000.00	130,000.00	466,703.06	0.00	466,703.06	233,296.94
Report Total:	13,624,131.10	425,697.86	8,985,158.40	55,460.64	9,040,619.04	4,583,512.06

Staff Summary

8/17/2020

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: Chris Cole, Police Chief

SUBJECT: **SLPD City Code Enforcement Summary**

BACKGROUND: 07-31-20 to 08-11-20
26 Total Contacts
Tall Grass and Weeds - 9
Accumulate Trash - 1
Accumulate Junk - 10
Junk Vehicles - 4
Grass Clippings in the Street - 1
CCE - 1

0 Citations

FISCAL IMPACT: None

RECOMMENDATION: None

Staff Summary

8/17/2020

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: Scott Olesen, Building Official

SUBJECT: **Resolution No. 11-R-2020-2021 Approving Change Order No. 3 for the Casino Lift Station Odor Control Project**

BACKGROUND: The City Council previously approved final payment and final completion of the initial contract December 16, 2019. Due to circumstances caused by weather, a supplemental contract was also authorized December 16, 2019. More recently, the City Council approved final payment and final completion of the supplemental contract August 3, 2020. During an administrative review, it was discovered that City records indicated an incorrect total contract value of \$188,654.58. The correct total value of the completed work is \$185,104.58.

To reconcile the recordkeeping for the project, Change Order No. 3 proposed. The change order reduces the value of the initial contract to \$181,554.58. Combined with the \$3,550.00 supplemental contract, the total valuation will yield the correct \$185,104.58 contract amount.

FISCAL IMPACT: The value of the initial contract with Grundman-Hicks, LLC is \$185,104.58 with 2 previous change orders. This change order will result in a \$3,550.00 decrease to the initial contract. Combined with the supplemental contract, the net project valuation will remain \$185,104.58.

RECOMMENDATION: Approve Resolution No. 11-R-2020-2021 Approving Change Order No. 3.

ATTACHMENTS:

Description	Type
☐ Letter	Letter
☐ Resolution No. 11-R-2020-2021	Resolution



Real People. Real Solutions.

218 11th Street SW Plaza
Spencer, IA 51301

Ph: (712) 580-5075
Bolton-Menk.com

August 17, 2020

Mr. Tyler Gibbins, Staff Accountant
City of Storm Lake,
620 Erie Street
Storm Lake, Iowa 50588

RE: Casino Lift Station Odor Control Improvements
City of Storm Lake
Project No.: A21.117315

Dear Mr. Gibbins:

The City of Storm Lake approved the final payment and completion of the Casino Lift Station Odor Control Improvements project on August 3, 2020. The total value of work completed within the contract is \$185,104.58.

Recently, it was discovered that the contract value had not been reduced at the time of contract completion on December 16, 2019. On the same December 16, 2019 date, a supplemental contract was created valued at \$3,550.00 to address need performance testing in Spring/Summer 2020. As a result of the initial contract not being reduced \$3,550.00, the City's records currently indicate a contract value of \$188,654.58.

To remedy this error, Change Order No. 3 is proposed. This change order will reduce the initial contract value to \$181,554.58. The supplemental contract value (\$3,550.00) combined with this change order value (\$181,554.58), will result in the total value of work for the Casino Lift Station Odor Control Improvements project to remain \$185,104.58.

Sincerely,

Bolton & Menk, Inc.

DocuSigned by:

7367BB09A51D4F7...

Josh Pope, P.E.

City Infrastructure Engineer

Enclosure

Change Order No. 3

Date of Issuance: August 17, 2020

Effective Date: December 16, 2019

Owner: City of Storm Lake, Iowa

Owner's Contract No.:

Contractor: Grundman-Hicks, LLC

Contractor's Project No.:

Engineer: Bolton & Menk, Inc.

Engineer's Project No.: A12.117315

Project: Casino Road Odor Control

Contract Name:

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

Description:

Quantity reconciliation associated with items to be accomplished within a supplementary contract.

Attachments: *None*.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: \$ <u>184,106.00</u>	Original Contract Times: Substantial Completion: <u>August 16, 2019</u> Ready for Final Payment: <u>August 30, 2019</u>
Increase or Decrease from previously approved Change Orders: \$ <u>998.58</u>	Increase or Decrease from previously approved Change Orders: Substantial Completion: <u>November 29, 2019</u> Ready for Final Payment: <u>December 16, 2019</u>
Contract Price prior to this Change Order: \$ <u>185,104.58</u>	Contract Times prior to this Change Order: Substantial Completion: <u>November 29, 2019</u> Ready for Final Payment: <u>December 16, 2019</u>
Decrease of this Change Order: \$ <u>3,550.00</u>	Increase/Decrease of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____
Contract Price incorporating this Change Order: \$ <u>181,554.58</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>November 29, 2019</u> Ready for Final Payment: <u>December 16, 2019</u>

RECOMMENDED:

ACCEPTED:

ACCEPTED:

By: _____
Engineer (if required)
Title: Project Engineer
Date: _____

By: _____
Owner (Authorized Signature)
Title: Mayor
Date: _____

By: _____
Contractor (Authorized Signature)
Title: _____
Date: _____

RESOLUTION NO. 11-R-2020-2021

**RESOLUTION ADOPTING CHANGE ORDER NO. 3 FOR THE CASINO LIFT
STATION CONTROL 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 Casino Lift Station Control 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 \$184,106.00 was awarded to Grundman-Hicks, LLC for the project; and

WHEREAS, Change Order No. 1 increased the project cost in the amount of \$998.58, moved substantial completion from August 16, 2019 to November 29, 2019, and changed the Ready for Final Payment date from August 30, 2019 to July 17, 2020.

WHEREAS, Change Order No. 2 approved Final Payment date to be moved from July 17, 2020 December 16, 2019 and approved supplemental contract in the amount not to exceed \$3,550 with Grundman-Hicks LLC. For a completion date of July 20, 2020.

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

Section 1. This change order will result in a \$3,550.00 decrease to the initial contract. Combined with the \$3,550.00 supplemental contract, the total valuation will yield the correct \$185,104.58 contract amount.

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

PASSED AND APPROVED this 17th day of August, 2020.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Staff Summary

8/17/2020

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: Brian Oakleaf, Finance Director

SUBJECT: **Resolution No. 12-R-2020-2021 Requesting Reimbursement From the Iowa COVID-19 Relief Fund**

BACKGROUND: Through CARES Act funds allocated to the State of Iowa, the Governor has allocated \$125 Million for reimbursements to local governments for direct expenses incurred in response to the COVID-19 emergency.

\$100 million for reimbursement will be divided between eligible cities and counties by 2019 estimated population. \$25 million will be used to cover the local government portion of the FEMA match through the Iowa Department of Homeland Security and Emergency Management.

FISCAL IMPACT: The City will be reimbursed for specific, qualifying COVID-19 related expenses up to \$245,318.48.

These funds will need to be obligated between March 1st, 2020 and December 30th, 2020

RECOMMENDATION: Approve Resolution 12-R-2020-2021 requesting reimbursement from the Iowa COVID-19 Government Relief Fund.

ATTACHMENTS:

Description	Type
☐ Relief Fund Guide	Backup Material
☐ Resolution No. 12-R-2020-2021	Resolution



Iowa COVID-19 Local Government Relief Fund

Governor Kim Reynolds has allocated \$125 million for reimbursements to local governments for direct expenses incurred in response to the COVID-19 emergency.

\$100 million for reimbursement will be divided between eligible cities and counties by 2019 estimated population. \$25 million will be used to cover the local government portion of the FEMA match through the Iowa Department of Homeland Security and Emergency Management.

Consistent with the U.S. Treasury Department Guidance, funds may only be used to cover costs that:

- A. Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
- B. Were not accounted for in the government entity's budget most recently approved as of March 27, 2020;
- C. Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020; and
- D. Have not been reimbursed or where reimbursement has not been requested from another source of funds including, but not limited to, other federal programs.

The State of Iowa has entered into a contract with a third party accounting firm to manage the process to request reimbursement and process payments.

Necessary Expenditures Include the Acquisition and Distribution of:

- Personal Protective Equipment
- Sanitizing Products
- Testing Equipment and Supplies (test kits)
- Ventilators
- Other necessary COVID-19 Medical Supplies and Equipment

Other related necessary expenditures:

- Temporary Isolation or Quarantine Sites
- Medical Transportation
- Expenses for Sanitizing Public Areas and other Public Facilities
- Temporary Emergency Staffing and overtime costs for staff that is substantially dedicated to the mitigation or response to the COVID-19 Public Health Emergency
- Payroll costs for public health and public safety employees for services dedicated to mitigating or responding to the COVID-19 public health emergency
 - As a matter of administrative convenience in light of the emergency nature of this program, local governments may presume that 25% payroll costs for public health employees and 25% of payroll costs for public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency
- Equipment used for the conduct of meetings by telephonic or electronic means
- Software or technology infrastructure to allow for local services to be provided while social distancing
- Additional costs associated with enhanced 211 capabilities

Process for Requesting Reimbursement of Qualified Expenses

A web-based process will be available to submit requests and upload supporting documentation and records.

To be eligible, a local government will need to pass a resolution from the governing body stating that all reimbursements submitted follow the Federal and State of Iowa guidance on how the funds should be spent, and that if the funds are misrepresented, the local government will be liable for repayment and any applicable penalty and interest.

Initial claims shall be for costs incurred between March 1, 2020 and July 31, 2020. Those claims shall be submitted by September 15, 2020. Expenses incurred August 1, 2020 – September 30, 2020 need to be submitted by October 1, 2020. Claims for reimbursement must include documentation of the incurred expense, such as invoices, payroll records, and or any other records as needed.

The state will review all submissions for completeness and accuracy, and then approve for reimbursement up to the allocated amount for each locality.

A local government must first submit reimbursement to FEMA for eligible items before requesting from the State. An item cannot be reimbursed by both FEMA and the State.

FEMA Public Assistance Requests

In order to maximize funding, local governments must agree to seek U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA) reimbursement through the Public Assistance (PA) program for eligible expenditures. Local governments should work with the Iowa Department of Homeland Security and Emergency Management (HSEMD) to submit an application to the PA Program.

FEMA guidance indicates the following items would qualify:

- Personal protective equipment
- Sanitizing products
- Necessary medical supplies and equipment
- Temporary emergency staffing and overtime costs for staff that is substantially dedicated to the mitigation or response to the Covid-19 Public Health Emergency

Once a Request for Public Assistance (RPA) form has been submitted and approved by FEMA, local entities can submit a project worksheet, through the FEMA Grants Portal, for eligible costs associated with the COVID-19 Public Health Emergency along with documentation supporting the claimed costs. FEMA will review the submitted request for assistance/costs and supporting documentation and determine if any additional information is needed and make eligibility determinations. Once the project and costs are deemed to be eligible by FEMA, the project will be obligated/awarded by FEMA. There is a 75% Federal / 25% local cost share associated with the FEMA Public Assistance Projects and the state will pick up the 25% local cost share from the \$25 million set aside.

RESOLUTION NO. 12-R-2020-2021

REQUESTING REIMBURSEMENT FROM THE IOWA COVID-19 GOVERNMENT RELIEF FUND

A Resolution by the City of Storm Lake to request reimbursement for eligible costs related to the COVID-19 public health emergency from the Iowa COVID-19 Government Relief Fund.

WHEREAS, the United States Congress approved the Coronavirus Aid, Relief, and Economic Security (CARES) Act to provide economic relief related to the COVID-19 pandemic.

WHEREAS, Governor Kim Reynolds allocated \$125 million of the State of Iowa's CARES Act funding to local governments for direct expenses incurred in response to the COVID-19 emergency.

WHEREAS, local government funding reimbursements may only be used for necessary expenditures incurred due to the COVID-19 pandemic, were not accounted for in the current fiscal year City budget, were incurred during the time period of March 1, 2020 through December 30, 2020 and have not been reimbursed from other sources.

NOW, THEREFORE BE IT RESOLVED, the City of Storm Lake requests reimbursement of \$245,318.48 in eligible expenditures in response to the COVID-19 public health emergency.

BE IT FURTHER RESOLVED, the City of Storm Lake affirms that the above requests for reimbursement follow all formal published Federal and State of Iowa guidance on how the funds should be spent, and understand if the reimbursements are misrepresented, the local government will be liable for any applicable penalty and interest.

HEREBY RESOLVED but the City Council for the City of Storm Lake on this 17th day of August, 2020.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Staff Summary

8/17/2020

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: David Derragon, Assistant City Manager

SUBJECT: **Commercial Garbage Work Session III**

BACKGROUND: Concerns have been expressed and complaints received regarding the issue of uncontained trash being blown around in the Central Business District. The issue of garbage and its disposal are concerns; however, it must be remembered that a thriving business district will create both vehicle and pedestrian traffic and the resulting garbage issue. We are fortunate to have the opportunity to address and solve this issue.

The Work Session follows up the discussion previous work session and reviews the draft of the proposed Ordinance to the amend current City Code. The draft ordinance with desired changes has been prepared by Phil Havens, City Attorney to ensure legal compliance. The draft ordinance has been provided to the current garbage haulers serving the community.

After the work session, any desired changes will be included and the ordinance will be schedule for a public hearing and three readings at future Council meetings.

FISCAL IMPACT: N/A

RECOMMENDATION: Move forward as directed with Amendments to City Code for Garbage Storage & Collection

ATTACHMENTS:

Description	Type
□ Draft Ordinance	Ordinance

ORDINANCE NO. _____

ORDINANCE AMENDING CHAPTER 3-1 OF TITLE III OF THE CITY CODE OF THE CITY OF STORM LAKE, IOWA, TITLED AGARBAGE STORAGE AND COLLECTION,@ TO REVISE REQUIREMENTS RELATING TO THE COLLECTION OF GARBAGE AND ITS STORAGE OUT OF DOORS

WHEREAS, the City Council of the City of Storm Lake, Iowa, has determined that Chapter 3-1 of Title III of the City Code of the City of Storm Lake, Iowa should be amended to revise some requirements relating to the collection of garbage and its storage out of doors;

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

Section 1. Chapter 3-1 of Title III of the City Code of the City of Storm Lake, Iowa, is hereby amended as follows:

a. Section 3-1-2, captioned, "Definitions," is deleted and, in lieu thereof, the following new Section 3-1-2, captioned, "Definitions," is inserted:

Section 3-1-2 Definitions

For use within this Chapter the following terms are hereby defined:

(A) "CAN": A container for the storage of garbage or recyclable materials which is provided with a handle and tight-fitting cover; is watertight; is substantially made of galvanized iron, plastic or rubber or other non-rusting material; and of a size that may be conveniently handled by the collector.

(B) "COLLECTOR": Any person, specifically including the City of Storm Lake, that picks up and removes garbage, recyclable materials, or yard waste for a fee.

(C) "COMMERCIAL CUSTOMER": Any person owning, controlling, or occupying commercial property

(D) "COMMERCIAL PROPERTY": Property (1) on which garbage is stored or from which garbage is collected by a collector and (2) on which commercial, business, charitable, institutional, industrial, or other non-residential activities are conducted or on which four or more residential units are situated.

(E) "GARBAGE": All animal, fruit, vegetable and other waste material resulting from the preparation of food and drink together with other discarded items that do not fall into the category of recyclable material or yard waste.

(F) "PERSON": Any individual, firm, company, corporation, business entity, private contractor, trust, or other organized group, or any governmental unit.

(G) "RECYCLABLE MATERIAL": Materials which may be designated as recyclable by the Sanitary Disposal Project for Buena Vista County such as cardboard, clean newspapers, magazines, number one and two plastic, tin cans, clear and amber glass; subject to such additional items or deletions of items that the Sanitary Disposal Project for Buena Vista County may make from time to time.

(H) "RESIDENTIAL CUSTOMER": Any person owning, controlling, or occupying residential property.

(I) "RESIDENTIAL PROPERTY": Property on which garbage is stored or from which garbage is collected by a collector and on which three or fewer residential units are situated.

(J) "SHREDDED PAPER": Paper that has been shredded or cross-shredded by a machine designed for such purposes.

(K) "YARD WASTE": Yard waste shall have such definition as is given to it by the Iowa Department of Natural Resources, but, in any case, shall include grass clippings, leaves, garden waste and branches from trees and shrubs.

b. Section 3-1-3, captioned, "Duty to Provide Cans," is deleted and, in lieu thereof, the following new Section 3-1-3, captioned "Duty to Provide Cans or Commercial Containers," is inserted:

Section 3-1-3 Duty To Provide Cans or Commercial Containers

Except as otherwise provided in this Section 3-1-3, each residential customer and commercial customer who shall store garbage or recyclable materials out of doors on residential property or commercial property or who places garbage out of doors in a place readily accessible to the collector for collection shall provide and use cans suitable in capacity for the storage of garbage and recyclable materials accumulating in a normal collection period of seven days. The foregoing shall not be construed as requiring a can of sufficient capacity for the occasional discarded item which is too large for a can if discards of this type are not regularly recurring. All garbage or recyclable materials stored out of doors or placed out of doors for collection, except for the occasional discarded item too large for a can, shall be stored or placed in cans that have a capacity of at least thirty-two (32) gallons. The collector may limit the maximum size of the can provided the limit is not less than thirty-two (32) gallons.

All cans provided shall be kept covered and reasonably clean at all times. They shall be placed in a position readily accessible to the collector outside of buildings but not in alleys or streets; provided, however, that a commercial customer may store garbage and recyclable materials discretely on such commercial property or in an adjoining alley in cans or commercial containers such as dumpsters if such cans or containers are stored immediately adjacent to the adjoining building or, if no building on the commercial property adjoins the alley, stored as close as practical to the lot line of the commercial property adjoining the alley.

If commercial containers such as dumpsters are used by commercial customers for the storage of garbage and recyclable materials, such containers shall be suitable in capacity for the storage of garbage and recyclable materials accumulating in a normal collection period of seven days. If a commercial customer's commercial containers do not have the capacity to store garbage and recyclable materials accumulating in a normal collection period of seven days, the commercial customer shall arrange with a collector for a shorter collection period so that the storage capacity of the commercial customer's commercial containers is adequate to contain the garbage and recyclable materials. Commercial customers shall employ commercial or industrial balers for the compression of recyclable materials if needed to prevent the blowing and scattering of cardboard and other recyclables and to allow for the storage of such materials as required by this Chapter. Commercial containers used by commercial customers shall (1) be equipped with closeable lids and kept covered; (2) be properly maintained and kept in good repair to ensure fitness for use and prevent garbage or recyclable materials from falling or blowing out, (3) prominently display the name of the owner of the commercial container, and 4) be marked or labeled in such a way as to inform the collector whether the contents of the container are garbage or recyclable materials.

A person who places a can in any city-owned street right-of-way adjacent to a public street, for the purpose of garbage collection, shall not do so earlier than 7:00 a.m. on the day preceding the day scheduled for garbage collection for such person's residence and shall cause the can to be removed from such location by 7:00 a.m. on the day following the day scheduled for garbage collection for such person's residence.

c. Section 3-1-11, captioned, ACollection Equipment,@ is deleted and, in lieu thereof, the following new Section 3-1-11, captioned ACollection Equipment,@ is inserted:

Section 3-1-11 Collection Equipment

When transported by collectors, all garbage and recyclable materials as well as yard waste shall be transported in factory-made compaction equipment as

recognized by the waste industry. Equipment used in such transport operations shall clearly and prominently display the collector's name and telephone number.

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

Section 3. This ordinance shall be in effect January 1, 2021, following its passage, approval, and publication as provided by law.

PASSED AND APPROVED this _____ day of _____, 2020.

Michael Porsch, Mayor

ATTEST:

Mayra A. Martinez, City Clerk

Staff Summary

8/17/2020

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: Keri Navratil, City Manager

SUBJECT: **Marina Work Session**

BACKGROUND: This work session will review the current status of the Marina operations. Discussion will include current operations, an update of recent discussion with the DNR and a draft RFQ proposed for future operations.

Information presented will include what has worked well and what can be improved to enhance user experience for this amenity to the community. The Marina is successful in meeting the Council's goal of tourism and creating a destination in the community.

FISCAL IMPACT: N/A

RECOMMENDATION: Move forward as directed by City Council

ATTACHMENTS:

Description	Type
□ Narrative	Backup Material
□ Draft RFQ	Backup Material

City Council Work Session
Storm Lake Marina
August 17, 2020

History:

In 2013, the City of Storm Lake, through City Council action, entered into a 25-year contract with the Iowa Department of Natural Resources to manage the Storm Lake Marina facilities. The details of the current contract were negotiated and presented to the City Council by City staff. Council members at that time recognized the value of the marina and associated facilities as an amenity to the community and surrounding area.

Subsequently, the City of Storm Lake, through the Request for Proposals process, sought qualified operators interested in running day to day operations of the Marina facility. Wheeling Camping and Marine of Worthington, MN was selected as the operator and a contract between Wheeling and the City was approved by City Council. After a few years of operating the Marina, Wheeling opted to not continue at the end of the 2017 season. Generally, the expectations as outlined in the contract went well and any issues were resolved with no detriment to daily operations.

Request for Proposals (2018 season):

In late 2017, the City advertised a Request for Proposals for marina operations for the season of 2018 and beyond. The Request for Proposals was also directly distributed to a list of operators on file with the City. Approximately six operators received the Request for Proposals. By the deadline to submit in November 2018, no responses were received.

As the 2018 season opening approached, the City had received a suggestion from a local resident that Northland Marine in Emmetsburg may have an interest in operating the facility. Also, at that time, the City was contacted from an interested party locally.

On March 5, 2018, presentations were given to City Council by two prospective operators for the marina facility. Following presentations, the City Council opted to approve a contract with Buoys Bar & Grill for a period of three years.

Current Status of Operations:

Buoys Bar & Grill is now in the third year of the contract. The management of the contract has not been without challenges, especially in regard to the process required by State and City codes for legal compliance. Communications with the operator have been challenging, however, improvement has occurred. Interpretation of certain provisions of the contract were varied which added difficulty.

Certain requirements for services required by the contract at the marina have been provided by subcontractors. Those services include boat sales and bait sales. Some services required by the contract have not been provided, such as boat repair. The economic reality of providing some services is recognized by the City as an issue and the City acknowledges the efforts of the operator in trying to provide those services.

Future Outlook:

On many days, a brief drive through the parking area at the marina reveals license plates on vehicles from many surrounding counties. It is apparent that the marina offers an amenity for our community as well as for many visitors to our community. In that light, the operation is successful in meeting the Council general goals of enhancing tourism, recreation and being a destination community.

Much has been learned in managing the contract and how it may be improved. As we move to issuing a new Request for Qualifications, providing the opportunity to submit a response to one component of the operations will be considered. For instance, a successful bait shop operator may not be interested in operating the bar/food part of the operation. While managing several contracts may in turn provide challenges, it seems success for each component of the operation will enhance the success of the entire operation.

Consideration must also be given to the length of contracts. It may be wise to consider a term of 5 years with additional renewal options conditioned on satisfactory performance. The contract would include options for termination when performance is not meeting standards.

**REQUEST FOR QUALIFICATIONS
MARINA OPERATOR OR OPERATORS
CITY OF STORM LAKE, IOWA**

Submission Deadline: October 15, 2020

Background: The City of Storm Lake, Iowa (the "City") seeks to engage a contractor or contractors to operate, under the general management of the City, the Storm Lake Marina (the "Marina"), located on the southwest shore of Storm Lake (the "Lake"), that will be open to the general public. The Marina is owned by the State of Iowa. The State of Iowa, acting through the Iowa Department of Natural Resources ("DNR"), and City have entered into a long-term management agreement giving the City full authority and responsibility for the management of operations at the Marina. The Iowa Department of Natural Resources does have final approval over certain capital improvements and other aspects of the contract. The contracted operator or operators (the "Operator or Operators") sought by the City will be responsible for providing the services described below and the day-to-day operations of the Marina, subject to the oversight and general management of the City.

Based on previous experience, the City is willing to entertain operation of the Marina with multiple operators for various services under separate contracts with the City. There may be greater success with multiple operators. The City will entertain all responses to this Request, including those that propose to provide all services by one operator.

City's Expectations of Contractor: The City expects the Operator or Operators to provide high quality marina services and strong customer service, all in compliance with federal, Iowa, and local laws, regulations, rules, and ordinances. The City expects the Operator or Operators to be respectful during interactions with State of Iowa and City of Storm Lake officials.

The Marina services to be provided by the Operator or Operators include the following:

1. Watercraft sales, rental, and service;
2. Marina boat slip rentals;
3. The sale of convenience store items such as soft drinks, snacks, and ice;
4. Food and beverage service which may include the sale of alcoholic beverages that could be consumed on site or carried out;
5. Seasonal boat storage;
6. The provision and sale of boat gasoline and oil;
7. The sale of boating accessories;
8. The installation, removal, and seasonal storage of customers' hoists;
9. Dock and hoist sales;
10. The provision and sale of hunting and fishing licenses;
11. The provision and sale of hunting and fishing supplies;

12. Routine maintenance of the Marina grounds;
13. General maintenance of Marina buildings; and
14. Possible future campground day-to-day management.

The Operator or Operators may subcontract with others for the provision of some of the desired services.

Marina Facilities: The operator or operators will have full access to, and use of, the following existing Marina facilities in the Marina operation:

1. The Marina concession building;
2. A building for boat repairs and storage;
3. A fenced maintenance yard;
4. Gas pump, storage, and dock;
5. Courtesy docks in front of the concession building;
6. Two boat ramps;
7. Fishing piers;
8. Dock system with eighty boat slips;
9. Dock lighting and electricity; and
10. Docking and hoists for six personal watercraft.

The City, at its expense and with approval from the DNR, will be responsible for structural maintenance of the improvements on the Marina grounds.

Financial Arrangements: The Operator (or Operators) will be providing the Marina services as an independent contractor and operating the Marina as the Operator's own business. Revenues generated in the operation of the Marina shall be the Operator's, subject to the Operator's payment to the City of certain periodic concessionaire fees. An applicant shall pay a concessionaire fee to the City for the use of the facilities in its Marina operation.

The fee may be either:

- a) a flat annual amount, payable in seven equal monthly installments on the first day of the calendar month, beginning on the first day of April each year and ending on the first day of October each year; or
- b) a monthly fee based on a percentage of gross revenue (excluding sales tax), payable on the 15th day of each calendar month and based on the revenues for the preceding calendar month. If the proposed fee is a flat annual amount, the City will consider a fee amount that escalates over time to allow for the ramp-up of operations.

The Operator (or Operators), by the 15th day of each calendar month, will be required to submit financial reports to the City. The reports shall include all revenue and expenditures related to the Marina operations.

Operator or Operators must provide appropriate liability insurance coverage, including a minimum of \$1,000,000 per occurrence and \$2,000,000 aggregate. Any subcontractors must provide appropriate insurance with the same limits. All policies must include the City of Storm Lake as an additional insured.

Term of agreement: The City proposes a contract term of three years, subject to early termination for default or for the Operator's failure to satisfy performance standards. The contract may include subsequent renewal options for a term of three years.

Applicant's Response: In addition to the Applicant's contact information, which will include an e-mail address, postal address, and telephone number, an applicant shall include in the applicant's response a business plan detailing how the Marina services will be provided and setting forth a proposed marketing plan. The applicant's response shall also include business references and evidence of past successful experience in the operation of a business or businesses providing the services listed above or similar services. An applicant's response should include any information which the applicant desires the City to consider in determining the extent to which the applicant satisfies the Operator Selection Criteria specified below.

Operator Selection Criteria: The City will select the contractor/applicant that, in the City's judgment, is the strongest candidate applying the following criteria:

1. Experience in providing the desired or similar services;
2. Knowledge of the business and good business practices;
3. Prior success in enterprises similar to the operation of the Marina;
4. A reputation and record of honesty, integrity, compliance with the law, and excellent customer service;
5. Financial condition, responsibility, reliability and insurability (the successful applicant will be required to have and maintain a liability insurance policy of \$5,000,000.00);
6. The strength of the operational and marketing plans as detailed in the applicant's business plan; and
7. The amount or amounts of the proposed concessionaire fees.

Applicant Questions: Applicants having questions regarding the application process, the Marina facilities, or otherwise, shall direct the questions, before September 24, 2020, to the City Manager, Keri Navratil, whose telephone number is (712) 732-8000 and whose e-mail address is navratil@stormlake.org. She will respond directly to each applicant regarding the applicant's questions but, on September 30, 2020, she will send all applicants an e-mail setting forth a list of the questions asked by all applicants and a summary of the responses to such questions provided by the City.

Timetable, Place and Method of Response Submission: Submissions in response to this Request for Qualifications must be received on or before October 15, 2020, by 4:00 PM, Central Time. Responses may be submitted electronically in PDF format to the City Clerk of the City of Storm Lake, Iowa at cityclerk@stormlake.org, or submitted to the Storm Lake City Clerk, City Hall, 620 Erie Street, P.O. Box 1086, Storm Lake, IA 50588, either in person or by ordinary mail. The City desires to have a contract or contracts with the successful applicant signed on or before January 1, 2021.

Applicant Selection and Contract: The terms of the final contract between the City and the Operator shall be negotiated following the selection of the applicant by the City and shall be embodied in a written contract, which, if approved by the City and successful applicant, shall be signed by the parties. The State of Iowa will also have approval authority on the contract. The City reserves the right to not award a contract to any applicant, if no applicant is deemed suitable by the City, and reserves the right to reject any proposed Operator contract if the City finds its terms unacceptable. The City reserves the right to not award a contract and to not enter into a contract with the successful applicant unless and until the State of Iowa and the City have entered into the long-term management agreement referred to in the Background section of this Request for Qualifications. Any award of a contract and any contract that may be entered into by the City and the successful applicant or applicant shall be subject to and conditioned upon the State of Iowa and the City entering into such long-term management agreement.

Staff Summary

8/17/2020

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:

SUBJECT: **City Council Requested Items**

BACKGROUND: Future City Council Work Sessions:
1. None at this time

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