

**CITY OF STORM LAKE
REGULAR COUNCIL MEETING, CITY HALL
COUNCIL CHAMBERS
OCTOBER 20, 2014
5:00 PM**



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

AGENDA

1. Hear the Public
2. Consent Agenda
 - A. **Approve Consent Agenda**
 - B. **Buy Local Information**
3. **Resolution No. 50-R-2014-2015 Update Fee Resolution**
4. **Motion Authorizing The Mayor Pro Tem To Sign US EDA Financial Assistance Award**
5. 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

10/20/2014
Agenda Item # A.



City of Storm Lake
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REPORT TO: Honorable Mayor and City Council

FROM: Sue Vossberg, Deputy Clerk

SUBJECT: **Approve Consent Agenda**

BACKGROUND: The Consent Agenda Includes:

- List of bills for approval
- King's Pointe disbursements for approval
- Sunrise Pointe Golf Course disbursements for approval
- Approve City Council Minutes - October 6, 2014

FISCAL IMPACT: The City will pay the following expenditures:

- List of Bills - \$1,426,408.88
- King's Pointe Bills - \$198,483.84
- Sunrise Pointe Golf Course Bills - \$4,700.30

RECOMMENDATION: Approve Consent Agenda

ATTACHMENTS:

Description	Type
☐ List of Bills	List of Bills
☐ List of bills - King's Pointe & Sunrise Pointe	List of Bills
☐ Minutes - October 20, 2014	Minutes

City of Storm Lake
620 Erie Street PO Box 1086
Storm Lake IA, 505881086

Checks for Approval Report

From: 10/07/14 To 10/20/14
User: tyler.gibbins

UNAVAILABLE

AFLAC	PR Batch 00553.10.2014 Aflac Pretax	489.44
AFLAC	PR Batch 00553.10.2014 Aflac After tax	182.16
CASEY PAPROCKI	Refund Check	22.14
CASEY PAPROCKI	Refund Check	40.84
CASEY PAPROCKI	Refund Check	15.88
CASEY PAPROCKI	Refund Check	1.54
CASEY PAPROCKI	Refund Check	7.47
City of Storm Lake	PR Batch 00553.10.2014 Dental employee/child	5.64
City of Storm Lake	PR Batch 00553.10.2014 Dental insurance employee c	19.60
City of Storm Lake	PR Batch 00553.10.2014 Dental employee/spouse	20.00
City of Storm Lake	PR Batch 00553.10.2014 Dental insurance family	85.00
City of Storm Lake	PR Batch 00553.10.2014 125 Flexible Benefits	653.98
City of Storm Lake	PR Batch 00553.10.2014 Health Insurance Family	1,899.10
City of Storm Lake	PR Batch 00553.10.2014 Health Insurance Single	402.04
Collection Services Center	PR Batch 00553.10.2014 Child Support Payments to I	222.00
Conseco Health Insurance Co	PR Batch 00553.10.2014 Cancer Pre Tax Insurance	58.30
DAVILA SALOMON/CHRISTINA	Refund Check	7.23
DAVILA SALOMON/CHRISTINA	Refund Check	13.94
DAVILA SALOMON/CHRISTINA	Refund Check	4.32
DAVILA SALOMON/CHRISTINA	Refund Check	0.51
DAVILA SALOMON/CHRISTINA	Refund Check	2.04
DE CIGA-SANCHEZ ADAN	Refund Check	160.00
EFTPS	PR Batch 00553.10.2014 Federal Income Tax	11,254.61
EFTPS	PR Batch 00553.10.2014 FICA Employee Portion	4,239.00
EFTPS	PR Batch 00553.10.2014 FICA Employer Portion	4,239.00
EFTPS	PR Batch 00553.10.2014 Medicare Employee Portion	1,556.23
EFTPS	PR Batch 00553.10.2014 Medicare Employer Portion	1,556.23
FAIRCHILD PATTY	Refund Check	20.41
FAIRCHILD PATTY	Refund Check	37.14
FAIRCHILD PATTY	Refund Check	15.27
FAIRCHILD PATTY	Refund Check	1.43
FAIRCHILD PATTY	Refund Check	7.18
FOUNDATION MEDICAL STAFFING	Refund Check	22.23
FOUNDATION MEDICAL STAFFING	Refund Check	41.47
FOUNDATION MEDICAL STAFFING	Refund Check	16.62
FOUNDATION MEDICAL STAFFING	Refund Check	1.56
FOUNDATION MEDICAL STAFFING	Refund Check	7.82
GEMECHU MIJENE	Refund Check	17.24
GEMECHU MIJENE	Refund Check	26.29
GEMECHU MIJENE	Refund Check	8.07
GEMECHU MIJENE	Refund Check	1.20
GEMECHU MIJENE	Refund Check	3.80
ICMA Retirement Trust 457	PR Batch 00553.10.2014 ICMA	885.00
Iowa Public Employees	PR Batch 00553.10.2014 IPERS	4,211.72
Iowa Public Employees	PR Batch 00553.10.2014 IPERS City Share	6,320.99
ITT Hartford AMS RPVA	PR Batch 00553.10.2014 457 Hartford	225.00
JACOBSEN DEBORAH	Refund Check	24.46
JACOBSEN DEBORAH	Refund Check	45.91
JACOBSEN DEBORAH	Refund Check	17.14
JACOBSEN DEBORAH	Refund Check	1.70
JACOBSEN DEBORAH	Refund Check	8.07
KHAMPHAVONG JOHN	Refund Check	49.32
KHAMPHAVONG JOHN	Refund Check	45.52
LOMELI GUTIERREZ JUAN	Refund Check	23.92
LOMELI GUTIERREZ JUAN	Refund Check	41.53
LOMELI GUTIERREZ JUAN	Refund Check	17.90
LOMELI GUTIERREZ JUAN	Refund Check	1.67

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LOMELI GUTIERREZ JUAN	Refund Check	8.42
MANIVONG PETPRACHANG	Refund Check	160.00
MARTINEZ ANDRES	Refund Check	13.92
MARTINEZ ANDRES	Refund Check	25.67
MARTINEZ ANDRES	Refund Check	9.07
MARTINEZ ANDRES	Refund Check	0.98
MARTINEZ ANDRES	Refund Check	4.27
MARTINEZ CYNTHIA	Refund Check	68.22
MOORE SHARON	Refund Check	2.15
MOORE SHARON	Refund Check	3.23
MOORE SHARON	Refund Check	0.87
MOORE SHARON	Refund Check	0.15
MOORE SHARON	Refund Check	0.41
MORTON MATT	Refund Check	130.46
Muni Fire/Police Retire	PR Batch 00553.10.2014 Muni Police/Fire Pension	3,100.66
Muni Fire/Police Retire	PR Batch 00553.10.2014 Muni Police/Fire Pension Ci	10,030.93
NGUYEN HUONG	Refund Check	29.88
NGUYEN HUONG	Refund Check	60.30
NGUYEN HUONG	Refund Check	22.35
NGUYEN HUONG	Refund Check	2.08
NGUYEN HUONG	Refund Check	10.51
PEREZ TERESA	Refund Check	19.87
PEREZ TERESA	Refund Check	32.16
PEREZ TERESA	Refund Check	9.43
PEREZ TERESA	Refund Check	1.39
PEREZ TERESA	Refund Check	4.44
PHAM HANH	Refund Check	29.92
PHAM HANH	Refund Check	61.92
PHAM HANH	Refund Check	19.33
PHAM HANH	Refund Check	2.07
PHAM HANH	Refund Check	9.10
RADLEY JENNIFER	Refund Check	23.60
RADLEY JENNIFER	Refund Check	41.70
RADLEY JENNIFER	Refund Check	14.83
RADLEY JENNIFER	Refund Check	1.65
RADLEY JENNIFER	Refund Check	6.98
RANDHAWA KAURAV DEEP	Refund Check	23.27
RANDHAWA KAURAV DEEP	Refund Check	41.54
RANDHAWA KAURAV DEEP	Refund Check	13.95
RANDHAWA KAURAV DEEP	Refund Check	1.64
RANDHAWA KAURAV DEEP	Refund Check	13.12
RODRIGUEZ PATRICIA	Refund Check	11.36
RODRIGUEZ PATRICIA	Refund Check	18.25
RODRIGUEZ PATRICIA	Refund Check	8.50
RODRIGUEZ PATRICIA	Refund Check	0.80
RODRIGUEZ PATRICIA	Refund Check	4.00
RODRIGUEZ ROSARIO	Refund Check	14.24
RODRIGUEZ ROSARIO	Refund Check	24.03
RODRIGUEZ ROSARIO	Refund Check	6.27
RODRIGUEZ ROSARIO	Refund Check	1.00
RODRIGUEZ ROSARIO	Refund Check	2.95
SANCHEZ-MORALES LUIS	Refund Check	160.00
Teamsters Local Union 554	PR Batch 00553.10.2014 Union Dues	305.50
Treasurer State Of Iowa	PR Batch 00553.10.2014 State Income Tax	4,165.99
UNIQ CUISINE THAI-LAOS AMERICAN	Refund Check	160.00
WETHERELL JOSHUA	Refund Check	11.84
WETHERELL JOSHUA	Refund Check	19.62
WETHERELL JOSHUA	Refund Check	5.46
WETHERELL JOSHUA	Refund Check	0.83

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WETHERELL JOSHUA	Refund Check	2.57
UNAVAILABLE		
	Department Total =	58,285.47

Police Department

Alliant Energy	Gas Service Aug/Sept 2014	303.20
Alta Body Shop	Towing Services	990.00
Buena Vista Stationery & Print Inc	Office Supplies	21.98
Buena Vista Stationery & Print Inc	Office Supplies	7.99
Buena Vista Stationery & Print Inc	Office Supplies	21.74
Buena Vista Stationery & Print Inc	Business Cards- Diekman	55.56
Central Iowa Distributing, Inc	Cleaning Supplies	441.93
Cole Chris J	Training- Council Bluffs- Cole	23.00
Custodian of Petty Cash	SLPD Postage	7.61
Custodian of Petty Cash	SLPD Postage	9.76
Custodian of Petty Cash	NSF Fee #Police	3.00
Diekman Patrick L	LEIN Training- Des Moines- Diekman	44.01
Electronic Engineering	Lightbar Service Call of P-9	308.81
Fitzpatrick Auto Center	Strobe Light Wiring P-10	123.08
Genesis Development	Janitorial Services Sept 2014	600.00
Havens & Havens	September 2014 Legal Services	110.00
Iowa Lakes Electric Cooperative	Electric Services September 2014	55.76
Jack's Uniforms & Equipment	Lamp P-13	71.30
Jack's Uniforms & Equipment	Vest- Hartwell	818.87
Lundberg Jeffery	Conference Registration & Membership	490.00
MidAmerican Energy Company	Electric Service Aug/Sept 2014	1,627.88
MS Door Service Ltd	Pest Management	24.00
Neuroth Kevin	Garbage Service September 2014	23.00
Purchase Power	Postage Oct 9, 2014	9.54
Rasmussen's	Converter Repairs P-12	1,205.19
Star Energy, LLC	Fuel September 2014	5,077.42
Storm City Auto Parts	Wire Tie	4.49
Storm City Auto Parts	Maxifuse Blade P-9	5.36
Wide Open West	Phone Service October 2014	313.45

Police Department	Department Total =	12,797.93
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Fire Department

Alliant Energy	Gas Service Aug/Sept 2014	32.97
Arnold Motor Supply, LLP	Gage & Hitch	18.37
Helens Commercial Laundry	Laundry Services	49.75
Helens Commercial Laundry	Laundry Services	98.25
Iowa Assn of Pro Fire Chiefs	Dues- Jones	50.00
MS Door Service Ltd	Pest Management	18.00
National Fire Protection Association	Fire Prevenstion	598.45
Neuroth Kevin	Garbage Service September 2014	52.00
Star Energy, LLC	Fuel September 2014	52.08
Wide Open West	Phone Service October 2014	54.83

Fire Department	Department Total =	1,024.70
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Building Official

Arnold Motor Supply, LLP	Air Filter	9.11
Havens & Havens	September 2014 Legal Services	871.75
Purchase Power	Postage Oct 9, 2014	91.42
Star Energy, LLC	Fuel September 2014	155.98

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Swanson Robert G	IAHO Electrical Training- Waterloo- Swanson	321.67
Wide Open West	Phone Service October 2014	82.24

Building Official	Department Total =	1,532.17
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Animal Care

A. A. Stepan	Dog/Cat Board & Disp	630.00
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Animal Care	Department Total =	630.00
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Law Enforcement

Rock River Arms Inc.	Weapons & Supplies	5,395.00
Rock River Arms Inc.	Weapons & Supplies	5,802.00

Law Enforcement	Department Total =	11,197.00
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Crime Prevention

North Iowa K-9	K-9 Annual Recertification Training FY2015	200.00
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Crime Prevention	Department Total =	200.00
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Roadway Maintenance

Alliant Energy	Gas Service Aug/Sept 2014	150.98
Arnold Motor Supply, LLP	Bit Set	19.99
Arnold Motor Supply, LLP	Hex Bit	15.96
Arnold Motor Supply, LLP	Supplies	15.00
Arnold Motor Supply, LLP	7" Tee	8.49
Arnold Motor Supply, LLP	Fuel Filter & Tune Up	16.29
Arnold Motor Supply, LLP	Supplies	32.10
Bierschbach Equipment & Supply Company, Inc	Construction Tube	73.00
Blacktop Service Company Inc	Street Repairs	22,322.00
Buena Vista Abstract & Title Co	Mickelson Storage Abstract Fee	1,060.00
Buena Vista Co Recorder	Easement Recordings	157.00
Buena Vista Co Recorder	Easement Recordings	27.00
Central Bank	Conference Hotel- Kelly- Ames	232.96
Central Bank	Public Works Director Ads	249.00
Central Bank	Public Works Director Ad	395.00
City of Storm Lake	Signal Flasher Replacement & Alt Warranty Work #35	81.00
Crescent Electric Supply Co	Conduit Nipple	5.60
Havens & Havens	September 2014 Legal Services	503.25
Havens & Havens	September 2014 Legal Services	33.00
Havens & Havens Trust Acct	Mickelson Storage Land Purchase	4,000.40
Hunzelman Putzier Company	FY2014 Audit- Billing through 9/26/2014	2,283.70
I&S Group, Inc.	West 5th Street through 9/27/2014	3,926.25
League of Minnesota Cities	Public Works Director Ad	225.00
Lundell Construction Co. Inc.	Limestone	204.63
MidAmerican Energy Company	Electric Service Aug/Sept 2014	492.07
Neuroth Kevin	Garbage Service September 2014	119.25
NW Iowa Planning & Development Commission	SHIELD Fiscal Year 2015 2nd Draw	333.34
Star Energy, LLC	Fuel September 2014	2,457.60
Storm Lake Hydraulics Co Inc	Hose End for PowerWasher	8.15
Wide Open West	Phone Service October 2014	55.32

Roadway Maintenance	Department Total =	39,503.33
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Street Lighting

MidAmerican Energy Company	Electric Service Aug/Sept 2014	11,041.32
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Street Lighting

Department Total =	11,041.32
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Snow Removal

Bedrock Gravel, Inc	Sand	3,134.34
City of Storm Lake	Replaced Floor Mounted Sanding Switch #12	24.63

Snow Removal

Department Total =	3,158.97
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Airport

Amerigas	Propane Tank Rental	65.00
Arnold Motor Supply, LLP	Lift	15.83
Century Link	Phone Service- October 2014	128.89
MidAmerican Energy Company	Electric Service Aug/Sept 2014	704.92
MS Door Service Ltd	Pest Management	45.00
Nepple Electric Inc	Splice Underground to Hangars	314.26
Nepple Electric Inc	Hook Up Gas Sign	303.74
Nepple Electric Inc	Disconnected Power from East Building	75.00
Purchase Power	Postage Oct 9, 2014	7.20
Storm Lake Times The	September 2014 Publications	6.80

Airport

Department Total =	1,666.64
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Library

Alliant Energy	Gas Service Aug/Sept 2014	23.94
Baker & Taylor, Inc	Reissue for Wrong Vendor- Books	332.72
Genesis Development	Janitorial Services Sept 2014	600.00
Mehlenbacher Kim	Nebraska Library Conference- Sioux City- Mileage- N	163.52
MidAmerican Energy Company	Electric Service Aug/Sept 2014	1,218.05
Neuroth Kevin	Garbage Service September 2014	35.25
Wide Open West	Phone Service October 2014	69.10

Library

Department Total =	2,442.58
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Parks Department

Alliant Energy	Gas Service Aug/Sept 2014	31.42
Arnold Motor Supply, LLP	Oil Filter for Toolcat	7.19
Arnold Motor Supply, LLP	Brake Clean for Post Hole Auger	4.58
Arnold Motor Supply, LLP	Oil Seal for Post Hole Auger	6.69
Bierschbach Equipment & Supply Company, Inc	Construction Tube	292.00
Central Bank	Do Not Litter Symbols	267.60
Central Bank	PayPal Acct	25.00
MidAmerican Energy Company	Electric Service Aug/Sept 2014	397.06
Neuroth Kevin	Garbage Service September 2014	192.75
Star Energy, LLC	Fuel September 2014	3,182.32
Wide Open West	Phone Service October 2014	40.02

Parks Department

Department Total =	4,446.63
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Golf Course

A & A Automotive	Repaired Rotor & Cap	154.74
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Arnold Motor Supply, LLP	Mower Switch	7.80
Arnold Motor Supply, LLP	Mower Cable	6.64
Hosteng Concrete & Gravel	Sand	768.90
MidAmerican Energy Company	Electric Service Aug/Sept 2014	230.32
Recycle Center Harold Rowley	Services	10.00
Star Energy, LLC	Fuel September 2014	102.74
Zimco Supply Co	ArmorTech	200.00
Golf Course	Department Total =	1,481.14
Campgrounds		
Custodian of Petty Cash	NSF Fee #Campground	3.00
MidAmerican Energy Company	Electric Service Aug/Sept 2014	515.57
Neuroth Kevin	Garbage Service September 2014	613.20
Campgrounds	Department Total =	1,131.77
UNAVAILABLE		
King's Pointe Resort	September 2014 Housekeeping	945.00
King's Pointe Resort	September 2014 Maintenance	46.00
King's Pointe Resort	September 2014 Landscaping	520.00
King's Pointe Resort	September 2014 Pest Control	70.00
King's Pointe Resort	September 2014 Water Park Add on Package	149.00
King's Pointe Resort	September 2014 Supplies	315.00
King's Pointe Resort	September 2014 Bug Spray	21.96
King's Pointe Resort	September 2014 Door Lock Signs	125.35
Kinseth Hospitality Corporation	September 2014 Management Fee	346.98
MidAmerican Energy Company	Electric Service Aug/Sept 2014	277.61
UNAVAILABLE	Department Total =	2,816.90
Community Ed		
Community Education Dept	FY 2015 1st Quarter Reimbursement	18,525.74
Community Ed	Department Total =	18,525.74
Alwaysis		
Bolton & Menk, Inc	On-Call Eng Service through 4/14/14- Condo Site Imp	360.00
Wells Fargo Bank N.A.	5.4M Bond- paying Agent Fee	400.00
Alwaysis	Department Total =	760.00
Shelter House		
Alliant Energy	Gas Service Aug/Sept 2014	21.03
MidAmerican Energy Company	Electric Service Aug/Sept 2014	145.94
MS Door Service Ltd	Pest Management	18.00
Shelter House	Department Total =	184.97
UNAVAILABLE		
MS Door Service Ltd	Pest Management	21.00
Neuroth Kevin	Garbage Service September 2014	77.75
Neuroth Kevin	Extra Trash	16.00

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Storm Lake Times The	September 2014 Publications	30.00
Storm Lake Times The	September 2014 Publications	26.40

UNAVAILABLE	Department Total =	171.15
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Economic Develop

Central Bank	Conference- Wilson, Gary, Iowa Lakes	55.65
Wide Open West	Phone Service October 2014	27.45
Wilson Michael A	Meeting with Contractor & Engineer	42.28

Economic Develop	Department Total =	125.38
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SLADC

Storm Lake United	Payment #2 of FY2015 Agreement	11,333.00
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SLADC	Department Total =	11,333.00
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Storm Lake Sub-Division #5

Havens & Havens	September 2014 Legal Services	85.25
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Storm Lake Sub-Division #5	Department Total =	85.25
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Legal Services

Havens & Havens	September 2014 Legal Services	902.00
Havens & Havens	September 2014 Legal Services	385.00

Legal Services	Department Total =	1,287.00
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City Hall Building

Alliant Energy	Gas Service Aug/Sept 2014	43.54
Central Iowa Distributing, Inc	Cleaning Supplies	202.26
Genesis Development	Additional Window Cleaning	20.00
Genesis Development	Janitorial Services Sept 2014	200.00
Julius Dennis R.	Entrance Mats	28.40
Julius Dennis R.	Entrance Mats	28.40
MidAmerican Energy Company	Electric Service Aug/Sept 2014	709.82
MS Door Service Ltd	Pest Management	23.00
Neuroth Kevin	Garbage Service September 2014	27.00
Schumacher Elevator Company	Elevator Maintenance	182.55
Wide Open West	Phone Service October 2014	94.92

City Hall Building	Department Total =	1,559.89
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Tort Liability

Stille Pierce & Pertzborn	Annual Airport Liability Renewal	5,190.00
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Tort Liability	Department Total =	5,190.00
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Other Policy & Administration

Buena Vista Co Recorder	Recording Sidewalk Assessments	27.00
Buena Vista Stationery & Print Inc	Office Supplies	8.67
Buena Vista Stationery & Print Inc	Office Supplies	2.38

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Central Bank	Patrick- Travel Expense- ICMA Conference	25.00
Central Bank	Patrick- Hotel Expense- ICMA Conference	69.15
Central Bank	Leadership Seminar & Webinar & CD	77.48
Central Bank	IaPERB Conference- Room- Movall	36.96
Central Bank	Excel & Office Manuals	21.02
Central Bank	IaPERB Conference- Room- Yarosevich	36.96
Central Bank	Word & Excel Manuals	20.18
Central Bank	Des Moines Register	10.00
Fridley Theatres, Inc RL	Movie Passes, Concession	775.00
Genesis Development	Confidential Shredding	7.75
Hunzelman Putzier Company	FY2014 Audit- Billing through 9/26/2014	11,418.51
I&S Group, Inc.	City Limits Description	1,155.00
Iowa League of Cities	Budget Workshop- Movall	35.00
Lakeside Presbyterian Church	Reimbursement for Meal	72.72
Movall Jennifer	Iowa League of Cities- Council Bluffs- Movall	53.18
Northwest Glass Inc	Replacement of Thermopanes	3,175.00
NPELRA	NPELRA Membership 2015- Yarosevich	53.75
NW Iowa Planning & Development Commission	SHIELD Fiscal Year 2015 2nd Draw	333.33
Purchase Power	Postage Oct 9, 2014	329.83
Secretary of State	Notary Public Application- Gibbins	10.00
Secretary of State	Notary Public Application- Martinez	10.00
Storm Lake Times The	September 2014 Publications	30.74
Storm Lake Times The	September 2014 Publications	30.00
Storm Lake Times The	September 2014 Publications	39.44
Storm Lake Times The	September 2014 Publications	6.00
Storm Lake Times The	September 2014 Publications	16.40
Storm Lake Times The	September 2014 Publications	12.80
Storm Lake Times The	September 2014 Publications	44.80

Other Policy & Administration

Department Total = 17,944.05

Water Administration

Central Bank	IaPERB Conference- Room- Yarosevich	36.96
Central Bank	IaPERB Conference- Room- Movall	36.96
Central Bank	Leadership Seminar & Webinar & CD	77.49
Central Bank	Patrick- Hotel Expense- ICMA Conference	69.15
Central Bank	Excel & Office Manuals	21.03
Central Bank	Word & Excel Manuals	20.18
Genesis Development	Janitorial Services Sept 2014	200.00
Hunzelman Putzier Company	FY2014 Audit- Billing through 9/26/2014	2,283.70
Iowa League of Cities	Budget Workshop- Gibbins	35.00
Movall Jennifer	Iowa League of Cities- Council Bluffs- Movall	53.17
NPELRA	NPELRA Membership 2015- Yarosevich	53.75
Purchase Power	Postage Oct 9, 2014	25.81
Qualified Presort Service, LLC	Past Due Notices	76.49
Qualified Presort Service, LLC	Final Bills	5.68
Qualified Presort Service, LLC	ACH Final Bill	2.81
Secretary of State	Notary Public Application- Martinez	10.00
Springbrook Software, Inc	September 2014 IVR	13.00
Wide Open West	Phone Service October 2014	80.79

Water Administration

Department Total = 3,101.97

Water Plant

Alliant Energy	Gas Service Aug/Sept 2014	666.88
Control System Specialists, LLC	Dehumidifier Repairs	654.00
Control System Specialists, LLC	Dehumidifier Repairs	390.00

Fastenal Company	Safety Glasses & Supplies	140.61
Fastenal Company	Ear Plugs	135.75
Fastenal Company	Rods & Supplies	79.86
Fastenal Company	Saw Blades/Hand Puller	43.90
Fastenal Company	Fan	486.82
Fastenal Company	Rod/Safety Glasses	72.99
Ferguson Enterprises Inc	Fluoride Tank Piping	47.49
Foundation Analytical Laboratory Inc	Sept Fluoride	15.00
Foundation Analytical Laboratory Inc	Sept Metals	60.00
Foundation Analytical Laboratory Inc	Sept Coliforms	120.00
Foundation Analytical Laboratory Inc	Sept Nitrite	15.00
Foundation Analytical Laboratory Inc	Sept Chlorite	240.00
Foundation Analytical Laboratory Inc	Testing	602.00
Hach Chemical Company	Lab Supplies	67.18
Hach Chemical Company	Lab Supplies	1,159.89
Hickman, Williams & Company	Lime	4,286.24
Hickman, Williams & Company	Lime Freight	255.85
Hickman, Williams & Company	Lime Freight	264.35
Hickman, Williams & Company	Lime	4,428.64
Hickman, Williams & Company	Lime	4,439.32
Hickman, Williams & Company	Lime Freight	264.99
Hickman, Williams & Company	Lime Freight	258.51
Hickman, Williams & Company	Lime	4,328.96
Hickman, Williams & Company	Lime	4,330.74
Hickman, Williams & Company	Lime Freight	258.51
I&S Group, Inc.	Water Tower Survey- Radios	375.00
IA Section AWWA Region 3	Registration- Stewart- CEU's	40.00
Iowa Dept of Natural Resources	Annual Water Use Fee	99.00
Iowa Office Supply Inc	Copier Maintenance Agreement	12.27
McMaster-Carr Supply Co	Press Deck Plate Shipping	220.37
McMaster-Carr Supply Co	Press Deck Plate Shipping Discount	-42.78
MidAmerican Energy Company	Electric Service Aug/Sept 2014	17,186.05
Mike's Electronics Inc	Lime Slaker	65.00
Mike's Electronics Inc	Well 16 Repairs	65.00
Neuroth Kevin	Garbage Service September 2014	69.00
Neuroth Kevin	Special Pickup	87.00
PraxAir inc	Carbon Dioxide	664.36
ProBuild	Press Platform	100.05
Rust's Western Shed	Overshoes	42.00
Sargent Drilling	Pay Estimate #1 for Well #20	549,931.16
Secretary of State	Notary Public Application- Gibbins	10.00
Stanley Mark	Press Machine Work	258.75
Stanley Mark	Press Metal Work	720.64
Star Energy, LLC	Fuel September 2014	304.59
Storm Lake Hydraulics Co Inc	Press Hose	154.44
Wide Open West	Phone Service October 2014	165.69

Water Plant **Department Total =** 598,641.07

Water Distribution

Alliant Energy	Gas Service Aug/Sept 2014	9.92
Aurelia Lumber Company Inc	Stairs/ Insulation	1,371.74
Aurelia Lumber Company Inc	Loft Wall	362.52
Aurelia Lumber Company Inc	Chipboard	904.50
Aurelia Lumber Company Inc	I-Joist	272.88
Aurelia Lumber Company Inc	Insulation	7,204.82
Aurelia Lumber Company Inc	Plastic	563.00
Aurelia Lumber Company Inc	Building Materials	1,767.79

City of Storm Lake
620 Erie Street PO Box 1086
Storm Lake IA, 505881086

Checks for Approval Report

From: 10/07/14 To 10/20/14
User: tyler.gibbins

Brown Supply Company	Lettering	125.00
IA Section AWWA Region 3	Registration- Oehler- CEU's	40.00
IA Section AWWA Region 3	Registration- Marshall- CEU's	40.00
MidAmerican Energy Company	Electric Service Aug/Sept 2014	63.30
NW Iowa Planning & Development Commission	SHIELD Fiscal Year 2015 2nd Draw	333.33
ProBuild	Plywood	22.82
ProBuild	Attic Insulation Stops	21.76
Rent-All	Insulation Blower Rental	120.00
Star Energy, LLC	Fuel September 2014	415.06
Wide Open West	Phone Service October 2014	79.35

Water Distribution

Department Total = 13,717.79

Water Meters

Municipal Supply, Inc.	2" Meter & SmartPoint Meters (54)	7,527.80
Municipal Supply, Inc.	Touchpads (150)	1,141.95
Star Energy, LLC	Fuel September 2014	171.00

Water Meters

Department Total = 8,840.75

Wastewater Administration

Alliant Energy	Gas Service Aug/Sept 2014	9.92
Central Bank	Word & Excel Manuals	20.17
Central Bank	Excel & Office Manuals	21.03
Central Bank	Patrick- Hotel Expense- ICMA Conference	69.15
Central Bank	Leadership Seminar & Webinar & CD	77.48
Central Bank	IaPERB Conference- Room- Movall	36.96
Central Bank	IaPERB Conference- Room- Yarosevich	36.96
Genesis Development	Janitorial Services Sept 2014	200.00
Havens & Havens	September 2014 Legal Services	41.25
Hunzelman Putzinger Company	FY2014 Audit- Billing through 9/26/2014	2,283.70
Iowa League of Cities	Budget Workshop- Hill	35.00
NPELRA	NPELRA Membership 2015- Yarosevich	53.75
Purchase Power	Postage Oct 9, 2014	25.81
Qualified Presort Service, LLC	Final Bills	5.68
Qualified Presort Service, LLC	Past Due Notices	76.49
Secretary of State	Notary Public Application- Gibbins	10.00
Secretary of State	Notary Public Application- Martinez	10.00
Wide Open West	Phone Service October 2014	94.51

Wastewater Administration

Department Total = 3,107.86

Wastewater Treatment Plant

Acuity Speciality Products, Inc	Supplies	278.35
Alliant Energy	Gas Service Aug/Sept 2014	43.56
Arnold Motor Supply, LLP	Belt	56.20
Arnold Motor Supply, LLP	Oil	18.58
Arnold Motor Supply, LLP	Service Charge- Late Payment	38.24
Electric Pump Inc	Mixer Repairs	808.35
Electric Pump Inc	Mixer Repairs	808.35
Electric Pump Inc	Mixer Repairs	105.00
Fareway Store #461	Distilled Water	126.00
Fastenal Company	Supplies	31.09
Fastenal Company	Supplies	12.01
H & H Sports Inc	Repairs	39.75
H & H Sports Inc	Repairs	36.99

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Hach Chemical Company	WIMS Users	532.00
I&S Group, Inc.	Water Tower Survey- Radios	375.00
Interstate Industrial Instrumentation, Inc	Sensor, Less Tax	130.89
Jacobsen Ronald	Travel to Omaha to for blower repairs	64.72
Kleespies Sean	CEU Classes- Cherokee- Kleespies	32.48
MidAmerican Energy Company	Electric Service Aug/Sept 2014	9,909.32
Mike's Electronics Inc	Services	65.00
Mike's Electronics Inc	Services	130.00
Movall Jennifer	Iowa League of Cities- Council Bluffs- Movall	53.17
Napa Auto Parts	Tie Rods	102.88
Neuroth Kevin	Garbage Service September 2014	62.75
Rehab Systems Inc.	Televising Sewer Line	625.00
Star Energy, LLC	Fuel September 2014	474.26
US Peroxide, LLC	Facility & Maintenace Agreement- September 2014	750.00

Wastewater Treatment Plant **Department Total =** 15,709.94

Wastewater Collection

Eriksen Construction Co, Inc	Pay Estimate #12 of Contract #4	124,866.48
Eriksen Construction Co, Inc	Pay Estimate #12 of Contract #4	16,648.86
Eriksen Construction Co, Inc	Pay Estimate #12 of Contract #4	24,973.30
Gridor Construction, Inc	Pay Estimate #18 of Contract #5 through 9/30/2014	147,200.36
Gridor Construction, Inc	Pay Estimate #18 of Contract #5 through 9/30/2014	19,626.72
Gridor Construction, Inc	Pay Estimate #18 of Contract #5 through 9/30/2014	29,440.07
Havens & Havens	September 2014 Legal Services	19.25
Magney Construction Inc	Pay Estimate #8 of Contract #6 thorough 9/30/2014	74,109.74
Midwest Fence & Gate Company	Fencing 9/23/14 to 9/23/15	566.40
NW Iowa Planning & Development Commission	SHIELD Fiscal Year 2015 2nd Draw	333.34
South-West Shoreline Sanitary District	Contract #1 Repairs	10,646.50
Star Energy, LLC	Fuel September 2014	213.83

Wastewater Collection **Department Total =** 448,644.85

Landfill

Hunzelman Putzier Company	FY2014 Audit- Billing through 9/26/2014	2,283.70
Purchase Power	Postage Oct 9, 2014	12.91
Qualified Presort Service, LLC	Final Bills	5.69
Qualified Presort Service, LLC	Past Due Notices	76.49

Landfill **Department Total =** 2,378.79

Storm Water Administration

Genesis Development	Janitorial Services Sept 2014	200.00
Hunzelman Putzier Company	FY2014 Audit- Billing through 9/26/2014	2,283.71
NPELRA	NPELRA Membership 2015- Yarosevich	53.75
NW Iowa Planning & Development Commission	SHIELD Fiscal Year 2015 2nd Draw	333.33
Qualified Presort Service, LLC	Past Due Notices	76.49
Qualified Presort Service, LLC	Final Bills	5.68

Storm Water Administration **Department Total =** 2,952.96

Storm Water Collection

Buena Vista Co Recorder	Easement Recordings	140.00
Havens & Havens	September 2014 Legal Services	2,323.75
Havens & Havens	September 2014 Legal Services	1,479.50

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Havens & Havens Trust Acct	Sands Land Purchase	29,987.16
Storm Water Collection		Department Total = 33,930.41
Street Cleaning		
Star Energy, LLC	Fuel September 2014	136.47
Street Cleaning		Department Total = 136.47
Insurance		
Havens & Havens	September 2014 Legal Services	1,196.25
Insurance		Department Total = 1,196.25
UNAVAILABLE		
Garrett Hill Kelly Johnson & Salus LLC	September 2014 Training Session	455.22
	September 2014 Memberships	180.00
UNAVAILABLE		Department Total = 635.22
Vehicle Maintenance		
Arnold Motor Supply, LLP	Fittings	8.48
Arnold Motor Supply, LLP	Locking Pliers	45.30
Arnold Motor Supply, LLP	Solenoid	44.52
Arnold Motor Supply, LLP	Foam Ear	9.32
Arnold Motor Supply, LLP	Dimmer Switch	6.26
Arnold Motor Supply, LLP	Supplies #26	27.84
Arnold Motor Supply, LLP	Elbow	25.20
Arnold Motor Supply, LLP	Compression Tester	32.97
Arnold Motor Supply, LLP	Clamp Assortment	76.99
Arnold Motor Supply, LLP	Supplies	46.68
Arnold Motor Supply, LLP	Oil, Fuel, & Air Filters	347.94
Arnold Motor Supply, LLP	Air Filter & Battery	356.41
Arnold Motor Supply, LLP	Tubing & Elbows	67.84
Arnold Motor Supply, LLP	Radiator & Fluid	249.39
Arnold Motor Supply, LLP	Fog Kit #59 & Arm for Toolcat	123.93
Arnold Motor Supply, LLP	Alternator	134.25
CNH Industrial America LLC	Flasher	70.00
Ferguson Enterprises Inc	Bushing	4.40
Reinert Michael P	Services & Supplies	32.70
Storm Lake Hydraulics Co Inc	Run Tee & Pipe Supplies	59.10
Ziegler Inc	WWTP Skidloader	76,452.10
Vehicle Maintenance		Department Total = 78,221.62
Technology		
Rebnord Technologies Inc	2 Factor Auth	375.00
Rebnord Technologies Inc	My AntiSpam	75.00
Rebnord Technologies Inc	IT Service Agreement	3,200.00
Rebnord Technologies Inc	IT Service Agreement- Water Quality Computer	150.00
Rebnord Technologies Inc	IT Service Agreement- Water Quality Network	200.00
Wide Open West	Internet Service October 2014	669.95
Technology		Department Total = 4,669.95

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Checks for Approval Report

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Grand Total = 1,426,408.88

King's Pointe Resort
Disbursements 10/1/2014 through 10/14/2014

Vendor Name	Description	Amount
ACCO (2)	repairs	31,673.81
Ace Hardware (2)	supplies	236.90
Ace Refrigeration Eng.	supplies	(88.50)
American Hotel Register Co.	supplies	200.47
Ameripride Services (2)	supplies	1,959.70
Bomgaars Supply Inc. (2)	supplies	388.00
Booking.com	commission	196.65
Capital Sanitary Supply Co.	supplies	639.81
City of Storm Lake (2)	utilities	4,828.37
Citadel Communications Co - KCAU	advertising	1,300.00
Color-ize (2)	supplies	804.50
Convergence LLC	supplies	200.00
Copper Cottage	repairs	124.00
Daniels Filter Service	supplies	430.13
Ecolab Food Safety Solutions	supplies	178.88
Elissa Doebel	reimbursement	249.70
Fairway Outdoor Funding, LLC	billboard advertising	810.00
Ferguson Enterprises	supplies	28.82
First National Bank (2)	credit card payments	643.38
Furniture and Floors for Less	supplies	398.00
Garbage Hauling Service	garbage service	538.84
Hamco Walker Paper Company	supplies	175.00
Hy-Vee Food Stores (2)	food	411.12
Iowa Office Supply Inc.	supplies	1,374.04
J Dan Skinner.com, Inc	tech support	13.25
Julius Cleaners	supplies	51.00
Kineth Hotel Corporation (4)	payroll, wk comp	94,811.84
Knology Inc DBA WOW Cable	cable, phone	2,737.98
Lake Electric Supply (2)	supplies	489.12
New Carbon Co/Carbon's Golden	supplies	84.00
Brian Oakleaf	reimbursement	416.00
Pepsi-Cola Bottling Co	beverages	1,011.63
Probuild Company LLC	supplies	18.91
Rent-All Inc.	rental fees	2.48
Revinat Inc.	supplies	975.00
Jayne Riedell	reimbursement	130.83
Sceptre Hospitality Resources	supplies	3,315.95
Continuum Retail Energy Service (2)	utilities	5,823.00
Shoes for Crews	supplies	212.86
Star Promotions	supplies	1,040.07
The Storm Lake Times	advertising	104.00
Sysco Guest Supply LLC (2)	supplies	1,948.72
Treasurer State of Iowa	sales tax	15,300.00
UPS (2)	shipping	187.24
US Foods (2)	food	18,487.24
Vizergy	supplies	2,060.00
Al's Liquor (2)	beverages	913.07
Doll Distributing LLC	beverages	521.23
Johnson Brothers/Iowa Wine & Bev	beverages	126.80
	Total	198,483.84

Sunrise Pointe Golf Course

Disbursements 10/1/2014 through 10/14/2014

Daniels Filter Service	supplies	52.82
Kinseth Hotel Corporation (2)	payroll, mgt fee	4,152.52
Knology Inc DBA WOW Cable	cable, phone	94.96
Guest Refunds/Advance Deposits	deposit refunds	400.00
	Totals	4,700.30

These are Draft Minutes Subject to Final Council Approval

REGULAR COUNCIL MEETING, CITY OF STORM LAKE, IOWA, CITY HALL, OCTOBER 6, 2014, 5:00 P.M.

Present: Mayor Jon Kruse, Council Members Dan Anderson, Sara Huddleston, Mike Porsch, Bruce Engelmann and David Walker. Staff present: City Manager Jim Patrick, City Attorney Phil Havens, Public Safety Director Mark Prosser, Building Official Scott Olesen, Fire Chief Mike Jones, Infrastructure Superintendent Pat Kelly, Project Manager/Community Development Director Mike Wilson, Library Director Elizabeth Huff, Water Plant Superintendent Todd Allen, Wastewater Superintendent Ron Jacobsen, and Justin Yarosevich City Clerk.

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

Hear the Public – None

Consent Agenda – Moved by Council Member Anderson to approve the consent agenda which included the list of bills, minutes from the September 15, 2014 council meeting, easement with Methodist Manor for placement of speed bump sign, and easement with Jon and Coleen Kruse for the North Central Storm Water Project. Seconded by Council Member Engelmann. Vote: All ayes. Motion carried.

Iowa Lakes Corridor – Kiley Miller introduced himself to the Council and the community as the new Iowa Lakes Corridor Director. He provided handout materials to the Council.

Railroad Crossings Closings – Mayor Kruse opened the public hearing on the vacation of right-of-way for closing Gilbert Street, Hudson Street, Seneca Street (sidewalk only), Otsego Street (east sidewalk only), College Avenue (sidewalk only), Grand Avenue (sidewalk only), Barton Street, and Ontario Street railroad crossings stating that this was the time and place for any comments.

Prior to the meeting written comments were received from Andriette Wickstrom opposing all closings, Lisa Sakai representing TransAgra opposed the Gilbert Street crossing closing, and Nancy Hoch opposed to closing all of them but mostly Ontario Street crossing.

Those to be hear included:

Dr. Chris Hansen (phone call earlier in the day) – Time closing of crossings after Hwy 7 Widening project is completed.

John Keenan – Grand Central Coffee Shop - Opposed to closing Ontario Street crossing. Presented petition against closing the crossings.

Jen Baker – 2 Rockwell Court – Opposed to closing Barton Street crossing. .

Cindy Cone – Opposed to closing the crossings.

Jay Butterfield – Silk Screen Ink – Opposed to closing Ontario Street crossing.

Pat Wilson – 703 Colonial Circle – Opposed to closing Barton Street.

Maggie Martinez – 430 Ontario St – Opposed to closing Ontario Street.

Jerry Seiler – Seiler Plumbing – Opposed to closing Ontario Street.

Tom McClinton – 529 College – Opposed to the all the closings.

Andriette Wickstrom – 909 W 5th St - Opposed to closing all the pedestrian and vehicle crossings.

Don Parkhurst – 926 W 6th St - His son was hit on the tracks and they are both opposed to closing Barton Street.

Dan Hegarty – 1405 W 6th St – Opposed to Barton closing.

Kevin Pogency – Representing TransAgra – Opposed to Gilbert Street closing.

Maria Mendoza – Opposed to closings.

Chris Konradi – 5 Rockwell Court – Opposed to closing Barton Street.

Rod Koth – Barton Street – Opposed to closing Barton Street.

Erin – Wants to know how students who live by the lake and have to cross the railroad will get to the high school.

Chris Hegarty – 1405 W 6th St – Will be hard for people to get to the 4th of July celebration after crossings are closed.

Moved by Council Member Walker to table Ordinance No. 04-O-2014-2015 vacating certain street crossings and pedestrian sidewalk crossings in the railroad right-of-way. Seconded by Council Member Porsch. Vote: All ayes. Motion carried.

Storm Lake United Bridal Bliss – Moved by Council Member Porsch to adopt Resolution No. 42-R-2014-2015 approving the requests from Storm Lake United for the 2014 Bridal Bliss event. Seconded by Council Member Huddleston. Vote: All ayes. Motion carried.

West 5th Street Overlay – Moved by Council Member Walker to adopt Resolution No.

43-R-2014-2015 approving change order #2 to the contract with Blacktop Service Co. for the 2014 Street Improvement Project – HMA Resurfacing with Milling, West 5th Street a deduction of \$5,335.65 to the contract. Contract cost after change order \$917,250.87. Seconded by Council Member Anderson. Vote: All ayes. Motion carried.

Meridian Development Agreement – Mayor Kruse opened the public hearing on the proposed development agreement with Meridian Manufacturing stating that this was the time and place for any comments. Hearing no comments the Mayor then closed the public hearing.

Moved by Council Member Engelmann to adopt Resolution No. 44-R-2014-2015 approving the Meridian Manufacturing Development Agreement. Seconded by Council Member Porsch. Vote: All ayes. Motion carried.

Land Purchase – Moved by Council Member Porsch to approve the purchase of .096 acres of land from Mickelson Storage & Trailer for the HWY 7 Overlay and Widening Project. Seconded by Council Member Walker. Vote: All ayes. Motion carried.

East Central Storm Water Project – Moved by Council Member Walker to adopt Resolution No. 45-R-2014-2015 approving change order #2 to the contract with Lundell Construction for the East Central Storm Water Project a decrease of \$10,313.76 to the contract. Contract cost after change order \$1,339,039.49. Seconded by Council Member Walker. Vote: All ayes. Motion carried.

Sidewalk Assessment – Moved by Council Member Engelmann to accept and award the bid to Smith Concrete for the annual sidewalk inspection program. Bid amount \$10,263.00. Seconded by Council Member Porsch. Vote: All ayes. Motion carried.

Storm Lake 3rd Addition – Moved by Council Member Walker to approve Buena Vista Abstract & Title Co. to provide abstracting services for Storm Lake Third Addition. Cost per abstract \$190.00. Seconded by Council Member Huddleston. Vote: All ayes. Motion carried.

FEMA Project – Contract 1 – Moved by Council Member Anderson to adopt Resolution No. 46-R-2014-2015 approving change order #1 to the contract with H & W Contracting, LLC for the Sanitary Sewer System Mitigation Project – Contract 1 – Sanitary Sewer and Force Main – South Area extending the contract completion date to October 15, 2014 for completing final clean up and restoration. Seconded by Council Member Walker. Vote: All ayes. Motion carried.

FEMA Project – Contract 2 – Moved by Council Member Walker to adopt Resolution No. 47-R-2014-2015 approving change order #2 to the contract with J & K Contracting, LLC for the Sanitary Sewer System Mitigation Project – Contract 2 – Sanitary Sewer and Force Main – West Area extending the contract completion date to October 15, 2014 for completing final clean up and restoration. Seconded by Council Member Engelmann. Vote: All ayes. Motion carried.

Sanitary Sewer System Mitigation Project – Contract 6 – Moved by Council Member Porsch to adopt Resolution No. 48-R-2014-2015 approving change order #1 to the contract with Magney Construction, Inc. for Contract 6 – Wastewater Treatment Plant Improvements an increase of \$23,968 to the contract. Contract cost after change order \$2,594,796.75. Seconded by Council Member Walker. Vote: All ayes. Motion carried.

FEMA Project – Contract 5 – Moved by Council Member Anderson to adopt Resolution No. 49-R-2014-2015 approving change order #4 to the contract with Gridor Construction, Inc. for the Sanitary Sewer System Mitigation Project - Contract 5 – Wastewater Treatment Plant an increase of \$38,810 to the contract. Contract cost after change order \$8,860,401. Seconded by Council Member Engelmann. Vote: All ayes. Motion carried.

City Energy Management Program – Moved by Council Member Walker to approve an agreement with the Iowa Economic Development Authority for participation in the City Energy Management Program. Seconded by Council Member Porsch. Vote: All ayes. Motion carried.

Adjournment – Moved by Council Member Walker to adjourn the meeting at 6:39pm. Seconded by Council Member Huddleston. Vote: All ayes. Motion carried.

Jon F. Kruse, Mayor

ATTEST: Justin Yarosevich, City Clerk

Staff Summary

10/20/2014
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: Sue Vossberg, Deputy 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:

	Total Expenses	Calculated Expenses	Local	%	BV Co	%	Non Local	%
City	\$1,426,408.88	\$380,629.52	\$184,306.03	48	\$2,034.00	1	\$194,289.49	51
King's Pointe	\$198,483.84	\$87,825.17	\$11,230.55	13			\$76,694.62	87
Golf Course	\$4,700.30	\$147.78	\$				\$147.78	100

RECOMMENDATION: Review Buy Local Information

Staff Summary

10/20/2014
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: Justin Yarosevich, Assistant City Manager / City Clerk

SUBJECT: **Resolution No. 50-R-2014-2015 Update Fee Resolution**

BACKGROUND: There are two components to this update. Component #1 is updating of Airport Hangar Rental Fees based on the approval of rate changes from the Storm Lake Airport Commission. Component #2 is the addition of three rates that have been utilized in the past were inadvertently left off the fee resolution. More details on both follow.

The Storm Lake Airport Commission has approved changes to the Lease Rates for the Hangars at the Airport. These changes need to be approved by the City Council as part of the City's overall rate resolution, which is attached to this staff summary for your review.

The following rate changes were approved by the Airport Commission:

1. They have increased the monthly lease rates on all hangars but added in a discounted rate for those individuals who sign a 12 month lease agreement. This amounts to an increased month to month rate increase but results in no increase if the tenant signs a 12 month lease. The lease rates are shown in the chart below.

Hangar Building	Current Rate	Proposed Rate	12 Month Lease Discount Rate
<i>Hangar A</i>	\$65.00 / Slot / Month	\$75.00 / Slot / Month	\$65.00 / Slot / Month
<i>Hangar B</i>	\$80.00 / Slot / Month	\$92.00 / Slot / Month	\$80.00 / Slot / Month
<i>Hangar C</i>	\$95.00 / Slot / Month	\$110.00 / Slot / Month	\$95.00 / Slot / Month
<i>Hangar D</i>	\$135.00 / Slot / Month	\$156.00 / Slot / Month	\$135.00 / Slot / Month
<i>Hangar E</i>	\$150.00 / Slot / Month	\$173.00 / Slot / Month	\$150.00 / Slot / Month

2. A new rate was added for a daily inside storage. From time to time the Airport will get a request to store a plane inside a hangar overnight or for 1-2 nights. This is possible when hangars are available. Previously they did not have a rate for this type of storage. The approved rate is \$30.00 per night.

In addition, the update presented here adds fees that have been standard for the city in the past were accidentally left off the previous versions of the resolution. These items are as follows:

Sub-Division Application Fee - \$300.00 this fee covers the cost of the meetings, public notices, and some of the staff time involved in processing an application for a sub-division.

Special Council Meeting Fee - \$250.00 this fee covers the cost of holding a special council meeting. Typically these meetings are needed for late filings of liquor and beer permits or cigarette permits.

Downtown Parking Space Rental Fees - These fees were set in place in the late 1990's and are used to allow for the rental of parking spaces in a downtown parking lot. The space is reserved for a specific individual should they desire a reserved spot. The fees for this item are as follows:

\$75 per quarter (Paid Quarterly)

\$112.50 per six months (Paid bi-Annually)

\$150.00 annually (Paid annually)

FISCAL IMPACT:

The rate changes as approved by the Airport Commission will result in a stabilized income for the airport and will hopefully facilitate some additional revenue in situations where temporary overnight storage is requested and/or pilots do not want to make a long term commitment to leasing space.

RECOMMENDATION:

Adopt Resolution No. 50-R-2014-2015

ATTACHMENTS:

Description	Type
 Resolution No. 50-R-2014-2015	Resolution

RESOLUTION NO. 50-R-2014-2015

RESOLUTION SETTING FINES AND FEES

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

<u>Administration</u>	<u>Fee</u>	<u>Code Section</u>
Administrative Fee	\$30.00	
City Code Subscription (yearly)	\$50.00	
Garbage Truck Permits (per business)	\$100.00	3-1-5
Insufficient Check Fee	\$30.00	
New Friends List	\$10.00	
Peddlers Transient Merchant Permit (1 Day)	\$25.00	4-3-6
Investigation Fee	\$25.00	4-3-4
Peddlers Transient Merchant Permit (1 Week)	\$75.00	4-3-6
Investigation Fee	\$25.00	4-3-4
Transient Merchant Permit (28 days)	\$150.00	
Investigation Fee	\$25.00	
Solicitors Permit (per person)	\$2.00	4-3-6
Solicitors Permit (principal) (1 day)	\$25.00	4-3-6
Investigation Fee (per organization)	\$25.00	4-3-4
Investigation Fee (per Individual soliciting)	\$5.00	
Solicitors Permit (principal) (1 week)	\$75.00	4-3-6
Investigation Fee	\$25.00	4-3-4
Investigation Fee (per Individual soliciting)	\$5.00	
Solicitors Permit (principal) (28 days)	\$150.00	
Investigation fee (per organization)	\$25.00	
Investigation Fee (per Individual soliciting)	\$5.00	
Taxi Permit (Business)	\$100.00	4-5-3
Taxi Permit (per vehicle)	\$10.00	4-5-3
Cancel Permit Fee	\$25.00	
Freedom of Information Requests (FOIA Request)		
Single Sided Copy 8.5x11	\$.30/page	
Duplex copy 8.5x11	\$.40/page	
Single Sided Legal	\$.35/page	
Duplex Legal copy	\$.45/page	
Single Sided Ledger (11x17)	\$.70/page	
Single Sided Ledger with Color Print	\$.90/page	
Duplex Ledger (11x17)	\$.80/page	
Duplex Ledger with Color Print	\$1.00/page	
Large Format Prints (one side only and in color)	\$8.00/page	
CD Cost (for requests that ask for the files digitally on a CD)	\$10.00	
Research Hourly Rate – per hour/per person	\$25.00	
Mailing Costs – 3 pages	\$1.00	
Mailing Costs – 50 pages	\$5.00	
Mailing Costs – 100 pages	\$10.00	
Special City Council Meeting	\$250.00	
Downtown Parking Space Rental Fees (specific lots)		
Per quarter (paid quarterly)	\$75.00	
Per six months (paid bi-annually)	\$112.50	
Annually (paid annually)	\$150.00	

Airport Hangar Rent (monthly fees)

Hangar A	\$65.00 75.00	
12 Month Lease Discount Rate	\$65.00	
Hangar B	\$80.00 92.00	
12 Month Lease Discount Rate	\$80.00	
Hangar C	\$95.00 110.00	
12 Month Lease Discount Rate	\$95.00	
Hangar D	\$135.00 156.00	
12 Month Lease Discount Rate	\$135.00	
Hangar E	\$150.00 173.00	
12 Month Lease Discount Rate	\$150.00	
Daily Inside Storage/per night	\$30.00	

Building Official

Central Business District Bench & Flower Pot Permit	\$25.00	
Driveway Cut Inspection & Marking Only	\$30.00	
Driveway Cut < 18'	\$80.00	
Driveway Cut 24'	\$95.00	
Driveway Cut 34'	\$120.00	
ROW Temp Closure Permit	\$25.00	
Building Moving Permit (Per Bldg)	\$100.00	5-1-1
Demolition Permit	\$50.00	
Pool Inspection	\$20.00	8-8-11
Re-inspection Fee (after 1 per inspection)	\$35.00	
No Show Fee (per event)	\$50.00	
Rental Registration Fee – Yearly (July 1st – June 30th)		
Base Registration Fee (Structure and 1 unit)	\$15.00	5-8-9
Additional unit in excess of 1 (per unit)	\$7.00	5-8-9
Base Registration Fee (Structure and 1 unit) (proof of training)	\$10.00	5-8-9
Additional unit in excess of 1 (per unit) (proof of training)	\$5.00	5-8-9
Late Registration Fee	\$50.00	5-8-9
Property Maintenance Ordinance Appeal	\$150.00	Zoning Ord.
Variance Request	\$150.00	Zoning Ord.
Zoning Request	\$200.00	Zoning Ord.
Conditional Use	\$300.00	Zoning Ord.
Sub-Division Application Fee	\$300.00	
Sidewalk Repair Permit Fee	\$0	

Building & Sign Permit Fees

Building & Sign Permit <\$1,200	\$22.02	5-2-2
Building & Sign Permit \$1,200-2,000		5-2-2
\$22.02 + \$2.88 for each additional \$100.00 over \$1,200		
Building & Sign Permit \$2,001-25,000		5-2-2
\$45.06+ \$9.16 for each additional \$1,000.00 over \$2,000		
Building & Sign Permit \$25,001-50,000		5-2-2
\$255.74 + \$6.22 for each additional \$1,000.00 over \$25,000		
Building & Sign Permit \$50,001-100,000		5-2-2
\$411.24+ \$4.15 for each additional \$1,000.00 over \$50,000		
Building & Sign Permit \$100,001 or more		5-2-2
\$618.74+ \$3.61 for each additional \$1,000.00 over \$100,000		
Temporary Sign Permit (14 days)	\$30.00	Zoning Ord.

Electrical Fees

For New Residences		5-4-9
Single Dwelling	\$38.00	
Duplex Dwelling	\$56.75	
Triplex Dwelling	\$75.50	
4-Plex Dwelling	\$113.00	
Multi Units Between 5 and 12	\$156.75	
Over 12 Units	\$156.75 plus \$38.00each over 12	
For New Commercial or Industrial Buildings		
First \$5,000.00 at \$8.00 per/\$1,000.00 of cost		
Second \$5,000.00 at \$6.75 per /\$1,000.00 of cost		
Third \$5,000.00 at \$5.50 per/\$1,000.00 of cost		
Fourth \$5,000.00 at \$4.25 per/\$1,000.00 of cost		
Fifth \$5,000.00 at \$3.00 per/\$1,000.00 of cost		
All over \$25,000.00 at \$1.50 per/\$1,000.00 of cost		

For Rewiring, Repairs or Alterations on Residence, Commercial and Industrial Buildings

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

Plumbing Fees

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

For New Commercial or Industrial Buildings

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

For Repairs or Alterations on Residence, Commercial and Industrial Buildings

\$100.00 to \$150.00 plumbing contract \$6.75
\$151.00 to \$200.00 plumbing contract \$8.00
\$201.00 to \$250.00 plumbing contract \$9.25
\$251.00 to \$300.00 plumbing contract \$10.50
\$301.00 to \$350.00 plumbing contract \$11.75
\$351.00 to \$400.00 plumbing contract \$13.00

\$401.00 to \$450.00 plumbing contract \$14.25
 \$451.00 to \$500.00 plumbing contract \$15.50
 \$501.00 to \$1,000.00 plumbing contract \$23.00
 \$1,001.00 to \$2,000.00 plumbing contract \$28.00
 All over \$2,001.00 \$28.00 plus \$1.50 per \$100.00

Campground

Class A Site	\$25.00
(Lake View, Patio, Water, Sewer, Electric, Cable TV, Fire Pit)	
Class B Site	
(Patio, Water, Sewer, Electric, Cable TV, Fire Pit)	\$23.00
Class C Site	\$23.00
(Lake View, Patio, Water, Sewer, Electric, Fire Pit)	
Class D Site	\$21.00
(Patio, Water, Sewer, Electric, Fire Pit)	
Class E Site	\$19.00
(Water, Sewer, Electric)	
Class F Site	\$16.00
(Electric)	
Class G Site	\$11.00
(Tent)	
Group Discount's	
For Groups of 20 or more sites – 10% (non-holidays)	
For groups of 40 or more sites – 15% (non-holidays)	
Long Term Stay Rate	
Limited to Long Term Stay slots which include Water, Sewer, Electric	
Minimum 30 day stay paid in advance – 10% off	
Bundle of Wood	\$5.00
Extra vehicle/trailer above 2 (per day)	\$2.00
Visitor vehicles (per day/per vehicles)	\$2.00
Non-Campers Dump Station (per event)	\$4.50
Non-Camper Shower (per shower)	\$4.00

Fire Department

False Alarm Fee (after 1)	\$150.00	4-7-16
Liquor License Inspection Fee	\$50.00	
Fireworks Display (Mortar sizes from 1-3 inches)	\$150.00	
Fireworks Display (Mortar size larger than 3 inches)	\$250.00	

Golf Course

Family Season Pass	\$450.00
Single Season Pass	\$350.00
College Season Pass	\$105.00
Junior Season Pass	\$105.00
Early Bird Specials (Valid from January 18th to Feb. 27, 2011)	
Family Season Pass	\$375.00
Single Season Pass	\$275.00
Electric Cart Storage	\$230.00
Gas Cart Storage	\$190.00
Locker Rent/yr	\$20.00
Golf Club Rental	\$10.00
Trail Fee (per day)	\$10.00
Pull Cart Rental	\$3.00
Trail Fee (year)	\$100.00

Punch Card \$11 per 9 holes (10 punches)	\$110.00
Punch Card Cart Rental \$8 per punch (10 punches) per 9 holes	\$80.00
Discount Tickets – per 9 holes (sold in advance with minimum quantity of 50)	\$10.00
Weekday 9 Holes	\$15.00
Weekday 18 Holes	\$19.00
Weekend 9 Holes	\$19.00
Weekend 18 Holes	\$25.00
Cart Rental 9 Holes	\$10.00
Cart Rental 18 Holes	\$20.00
Yearly Cart Rental	\$200.00
Hall Rental – Off Season Rate	\$250.00
Hall Rental – Peak Season Rate (Memorial Day to Labor Day)	\$300.00
Bar Set-Up Fee	\$50.00
Hall Rental - Friday Setup Fee (valid only after 5:00pm Friday with following Sat. rental)	\$100.00
Hall Rental (weekday 4hrs or less)	\$75.00
Group Golf Rates	As Set by the Following Table

# Rounds Per Event	9 Holes	18 Holes
0-25	Regular Rates	Regular Rates
26-50	\$12.00 / Round	\$15.00 / Round
51-99	\$9.00 / Round	\$10.00 / Round
100+	\$8.00 / Round	\$9.00 / Round

Police

Administrative Fee	\$30.00	
Alarm Business Permit Application	\$75.00	4-7-6
Alarm Business Permit Renewal	\$75.00	4-7-9
False Alarm Equip Malfunction (after 3)	\$75.00	4-7-16
False Alarm	\$75.00	4-7-16
Building Escorts (per car)	\$75.00	5-1-3
Cat License – Not Neutered/Spayed (per year)	\$20.00	8-4-2
Neutered/Spayed (per year)	\$10.00	
Dog License – Not Neutered/Spayed (per year)	\$20.00	8-3-2
Neutered/Spayed (per year)	\$10.00	
Fingerprinting	\$10.00	
Impound/Storage Fee (per day)	\$30.00	8-6-5
Impound Storage Fee – felony related (per day)	\$50.00	
Parking Fine	\$15.00	9-11-4
Police Escort Fee – per hour, per unit	\$75.00	5-1-3

King's Pointe Outdoor Aquatic Center

Family Season Pass (up to 5 people, includes indoor waterpark during the Outdoor Season)	\$265.00
Each Additional Family Member	\$45.00
Family Pass Special #1 (Valid December 1st thru February 28th)	\$215.00
Family Pass Special #2 (Valid March 1 st thru April 30 th)	\$240.00
Single Season Pass (children and adults)	\$125.00
Adult Resident Daily Pass (Age 12+)	\$8.00
Child Resident Daily Pass (Age 4-11)	\$6.00
Children (Age 4-11) Standard Pricing	\$12.00

Adults (Age 12+) Standard Pricing	\$15.00
Discount Tickets	\$10.00
3 and under	free
Swim Lessons	\$30.00

Roadway Maintenance

Concrete Breaking (per sq ft)	\$2.50
Concrete Sawing (per ft)	\$3.75
Street Cuts (per sq yard of concrete)	\$37.00

Sewer

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

Shelter House

Rental Fee - Mon. – Thurs., per side	\$55.00
Rental Fee - Fri., Sat., & Sun., per side	\$80.00
Damage Deposit – per side	\$50.00

Water

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

PASSED AND APPROVED this 20th day of October 2014.

David Walker, Mayor Pro-Tem

ATTEST:

Justin Yarosevich, City Clerk

Staff Summary

10/20/2014
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: James H. Patrick, City Manager

SUBJECT: **Motion Authorizing The Mayor Pro Tem To Sign US EDA Financial Assistance Award**

BACKGROUND: City Council authorized the submission of an EDA grant for the purpose of doing a technical study to develop a Commercialization Center Business Plan. This project is a partnership with BVU School of Business, Storm Lake United, Northwest Iowa Regional Planning and the City.

This is a matching grant. The EDA grant is for \$40,000. A donor is donating money on behalf of BVU, SLU is contributing, there is in kind donation of staff time from the City and NW Iowa Regional Planning, and a City contribution of \$15,000.

The Financial Assistance Award Agreement needs to be signed and returned to EDA.

The RFP is being written for a consultant, and the grant must be completed by October 2015.

FISCAL IMPACT: The City's contribution will be approximately \$15,000 in cash from General fund and staff time to monitor the grant.

RECOMMENDATION: Council Authorize the Mayor Pro Tem to Sign The US EDA Financial Assistance Award.

ATTACHMENTS:

Description	Type
Financial Assistance Award	Backup Material

FINANCIAL ASSISTANCE AWARD

AWARD PERIOD

October 1, 2014 through October 1, 2015

RECIPIENT NAME

City of Storm Lake

AWARD NUMBER

05-06-05642

STREET ADDRESS

620 Erie Street, P.O. Box 1086

FEDERAL SHARE OF COST

\$40,000

CITY, STATE, ZIP CODE

Storm Lake, Iowa 50588

RECIPIENT SHARE OF COST

\$69,837

AUTHORITY

Public Works and Economic Development Act of 1965, as amended (42 U.S.C. § 3121 et seq.)

TOTAL ESTIMATED COST

\$109,837

CFDA NO. AND PROJECT TITLE

11.303, Technical Assistance

BUREAU
EDAFUND
40FCFY
13PROJECT-TASK
000ORGANIZATION
05OBJECT CLASS
41-10-00-00

This Award approved by the Grants Officer is issued in duplicate and constitutes an obligation of Federal funding. By signing the two documents, the Recipient agrees to comply with the Award provisions checked below and attached. Upon acceptance by the Recipient, one signed Award document shall be returned to the Grants Officer and the remaining document shall be retained by the Recipient. If not signed and returned without modification by the Recipient within 30 days of the Grant Officer's signature, the Grants Officer may unilaterally terminate this Award.

- ☒ Department of Commerce Financial Assistance Standard Terms and Conditions (January 2013)
- ☒ Special Award Conditions, Department of Commerce, EDA
- ☒ Line Item Budget
- ☐ 15 CFR Part 14, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, Other Nonprofit, and Commercial Organizations
- ☒ 15 CFR Part 24, Uniform Administrative Requirements for Grants and Agreements to State and Local Governments
- ☐ OMB Circular A-21, Cost Principles for Educational Institutions
- ☒ OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments
- ☐ OMB Circular A-122, Cost Principles for Nonprofit Organizations
- ☐ 48 CFR Part 31, Contract Cost Principles and Procedures
- ☒ OMB Circular A-133, Audits of States, Local Governments, and Nonprofit Organizations
- ☒ Other(s): EDA Standard Terms and Conditions, Capacity Building Programs

SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER

Robert E. Olson

TITLE

Regional Director

DATE

SEP 19 2014

TYPED NAME AND SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

Jon Kruse

TITLE

Mayor

DATE

SPECIAL AWARD CONDITIONS
U.S. DEPARTMENT OF COMMERCE
Economic Development Administration (EDA)

NON-CONSTRUCTION PROJECTS: Technical Assistance (both UC and Local Technical Assistance) Programs under Section 207 of the Public Works and Economic Development Act of 1965, as amended (42 U.S.C. § 3121, *et. seq.*) PWEDA

Project Title: Local Technical Assistance Program

Recipient Name: City of Storm Lake

Project Number: 05-06-05642

1. This EDA Award supports the work described in the approved final scope of work, which is incorporated by reference into this Award, as the *Authorized Scope of Work* (Attachment 1). All work on this project should be consistent with this *Authorized Scope of Work*, unless the Grants Officer has authorized a modification of the scope of work in writing through an amendment memorialized through execution of a Form CD-451.

2. The Recipient Contact's name, title, address, and telephone number are:

Jim Patrick
City of Storm Lake
Phone: (712) 732-8000
Email: Patrick@stormlake.org

City Manager
620 Erie Street, P.O. Box 1086
Storm Lake, Iowa 50588

3. The Grants Officer is authorized to award, amend, suspend, and terminate financial assistance awards. The Grants Officer is:

Robert E. Olson
Regional Director
Phone: 303-844-3909

Economic Development Administration
410 17th Street, Suite 250
Denver, CO 80202-4454

4. The Federal Program Officer (Area Director) oversees the programmatic aspects of this Award. The Federal Program Officer is:

Cindy Edwards, East Team Area Director
Denver Regional Office
Phone: 303-844-5360
Email: cedwards@eda.gov

Economic Development Administration
410 17th Street, Suite 250
Denver, CO 80202-4454

5. The Project Officer is responsible for day-to-day administration and liaison with the Recipient and receives all reports and payment requests. The Project Officer is:

Jennifer Benz, Program Specialist
Phone: 303-844-5363
Email: jbenz@eda.gov

Economic Development Administration
410 17th Street, Suite 250
Denver, CO 80202-4454

6. **ADDITIONAL INCLUDED DOCUMENTS:** In addition to the regulations, documents, or authorities incorporated by reference on the Financial Assistance Award form (Form CD-450) the following additional documents are included with and considered to be part of the Award's terms and conditions:

- Recipient's final completed Application;
- Authorized Scope of Work (Attachment 1);
- Authorized Staff Positions (Attachment 2); and,
- Instructions on how to enroll and access funds in ASAP (Attachment 3).

Should there be a discrepancy with the Application, these Special Award Conditions and the attachments hereto shall control.

7. **PROJECT DEVELOPMENT TIME SCHEDULE:** The Recipient agrees to the following Project development time schedule:

Time allowed in Financial Assistance Award after EDA Award date:

Return of Executed Financial Assistance Award.....	Due no later than 30 calendar days after receipt of Form CD-450/451
Submission of Mid-Point Progress Report.....	March 31, 2015
Submission of Draft Final Feasibility Study.....	August 31, 2015
Submission of Final Project Feasibility Study.....	September 31, 2015
Authorized Award End Date.....	October 1, 2015
Submission of Final Financial Document (SF-425).....	Due no later than 60 calendar days after Award End Date

The Recipient shall diligently pursue the development and implementation of the Project upon receipt of an EDA Award so as to ensure completion within this time schedule. Moreover, the Recipient shall promptly notify EDA in writing of any event which could substantially delay meeting any of the proscribed time limits for the Project as set forth above. The Recipient further acknowledges that failure to meet the development time schedule may result in EDA's taking action to terminate the Award in accordance with the regulations set forth at 15 C.F.R. § 14.62 or 15 C.F.R. § 24.43, as applicable.

8. **PROJECT REPORTING AND FINANCIAL DISBURSEMENTS INSTRUCTIONS:**

A. **AWARD DISBURSEMENTS: Reimbursement basis only:** EDA will make Award payments using the Department of Treasury's Automated Standard Application for Payments (ASAP) system. The Recipient is required to furnish documentation as required by ASAP including but not limited to Recipient and Requestor Identification Numbers. Complete information concerning the ASAP system may be obtained by visiting www.fms.treas.gov/asap.

In order to receive payments, Recipients must submit a Form SF-270 "*Request for Reimbursement*" and supporting documentation for the applicable period

electronically to the Project Officer, who will review and process the request and will notify the Recipient to draw down funds in ASAP. Request for reimbursements can be made no more than once per month.

Please note that prior to the initial disbursement, Recipients must complete the attached Form SF-3881, "*ACH Vendor/Miscellaneous Payment Enrollment Form*" and submit it to NOAA's Accounting Office by FAX to 301-528-3675 (*FAX is required to secure confidentiality of sensitive information*). The form must be completed by the respective parties (EDA, Recipient Bank, and Recipient) at the start of each new award.

B. REPORTS:

- a. *Project Reports*: The Recipient agrees to provide the Project Officer with project reports as outlined in the table below:

Report Name	Report Due to EDA Project Officer
Mid-Point Progress Report	March 31, 2015
Draft Final Project Report	August 31, 2015
Final Project Report	September 30, 2015

The Recipient agrees to provide the Project Officer with Project Progress Reports, which will communicate the important activities and accomplishments of the Project.

Performance Progress Reports should be submitted to EDA in an electronic format no later than the dates outlined above in a concise, clear format, which outlines the following information in no more than 10-14 pages in length:

- i. The format for the report is to repeat the scope of work in the grant award back to EDA verbatim. After each item in the scope of work identify what has been accomplished on the project up to the date the report is due. Provide a clear, concise overview of the activities undertaken during the Project Period;
- ii. Clearly label all attachments;
- iii. Document accomplishments, benefits, and impacts that the Project and Activities are having. Recipients should note specific outcomes where activities have led to job creation/retention, private investment, increased regional collaboration, engagement with historically excluded groups or regions, enhanced regional capacity, and other positive economic benefits;
- iv. Highlight any upcoming or potential press events or opportunities for collaborative press events to highlight benefits of the EDA investment;
- v. Compare progress with the project timeline, explaining any departures from the targeted schedule, identifying how these departures are going to be remedied, and projecting the course of work for the next period;

- vi. Outline challenges that currently impact or could impact progress on the grant over the next reporting period and identify ways to mitigate this risk; and
- vii. Outline any areas where EDA assistance is needed to support the project or any other key information that would be helpful for your EDA Project Officer to know.

Final Project Reports may be posted on EDA's website, used for promotional materials or policy reviews, or may be otherwise shared. Recipients should not include any copyrighted or other sensitive business information in these reports. There is no specific page limit for Final Project Reports; however, such reports should concisely communicate key project information, and should:

- i. Outline the specific regional need that the project was designed to address and update on progress made during the reporting period that will mitigate need and advance economic development;
 - ii. Provide a high-level overview of the activities undertaken;
 - iii. Detail lessons learned during the project period that may be of assistance to EDA or other communities undertaking similar efforts;
 - iv. Outline the expected and actual economic benefits of the project as the time that the report is written; and
 - v. Any other key information from the relevant project period.
- b. *Financial Reports:* The Recipient shall submit a "Federal Financial Status Report" (Form SF-425) on a semi-annual basis for the periods ending May 15, 2015 and September 15, 2015, or any portion thereof. Form SF-425 (and instructions for completing this form) is available at: http://www.whitehouse.gov/omb/grants/grants_forms.html. Reports are due according to the schedule listed below:

<u>Report Period:</u>	<u>Due Date:</u>
October 1, 2014 through March 31, 2015	April 30, 2015
April 1, 2015 through October 1, 2015	October 31, 2015

A final Form SF-425 must be submitted no more than 90 calendar days after the expiration date of the Award (e.g., the Award end date specified on the Form CD-450 or Form CD-451). Final financial reports should follow the guidance outlined by the form instructions for submitting mid-term financial reports, but should ensure that all fields accurately reflect the total outlays for the entire project period, and that all matching and program income (if applicable) is fully reported. Final grant rate and determinations of final balances owed to the government will be determined by the information on the final Form SF-425, so it is imperative that this final financial form is submitted in a timely and accurate manner.

9. **ALLOWABLE COSTS AND AUTHORIZED BUDGET:** Total allowable costs will be determined at the conclusion of the award period in accordance with the administrative authorities applicable pursuant to the *Financial Assistance Award* (Form

CD-450), including the applicable *Cost Principles* and *Uniform Administrative Requirements*, after Final Financial Documents are submitted.

Line Item Budget:

A. Under the terms of the Award, the total approved/authorized budget is:

Federal Share (EDA)	\$40,000
Non-Federal Matching Share	\$69,837
Total Project Cost	\$109,837

B. Under the terms of this Award, the total approved line item budget is:

Personnel	\$29,837.00
Fringe Benefits	\$0
Travel	\$0
Equipment	\$0
Supplies	\$0
Contractual	\$80,000
Other	\$0
Total Direct	\$109,837
Indirect	\$0
Grand Total	\$109,837

10. **FEDERAL SHARE:** The EDA participation in total eligible project costs will be limited to the EDA grant amount or the EDA share of total allowable project costs, based on the area's grant rate eligibility at the time of award, whichever is less.
11. **MATCHING SHARE:** The Recipient agrees to provide the Recipient's non-Federal Matching Share contribution for eligible project expenses in proportion to the Federal share requested for such project expenses. The Recipient also certifies that, in accepting the Financial Assistance Award, the Recipient's Matching Share of the project costs is committed and unencumbered, from authorized sources, and shall be available as needed for the project.
12. **REFUND CHECKS, INTEREST, OR UNUSED FUNDS:** Treasury has given the EDA two options for having payments deposited to EDA's account:
 - i. The first one is Pay.Gov. This option allows the payee to pay EDA through the Internet. The payee will have the option to make a one-time payment or to set up an account to make regular payments.
 - ii. The second option is Paper Check conversion. All checks must identify on their face the name of the DOC agency funding the award, award number, and no more than a two-word description to identify the reason for the refund or check. A copy of the check should be provided to the EDA Project Officer. This option allows the payee to send a check to NOAA's Accounting Office, who processes EDA's accounting functions at the following address:

U.S. Department of Commerce
National Oceanic and Atmospheric Administration
Finance Office, AOD, EDA Grants
20020 Century Boulevard
Germantown, MD 20874

The accounting staff will scan the checks in encrypted file to the Federal Reserve Bank, and the funds will be deposited in EDA's account. While this process will not be an issue with most payees, there are occasionally issues for entities remitting funds to EDA via check. If you are remitting funds to EDA via check, please make note of the following:

Notice to Customers Making Payment by Check

If a check is sent to EDA, it will be converted into an electronic funds transfer by copying the check and using the account information to electronically debit your account for the amount of the check. The debit from your account will usually occur within 24 hours and will appear on your regular account statement.

EDA will not return your original check; the original will be destroyed and a copy will be maintained in our office. If the Electronic Funds Transfer (EFT) cannot be processed for technical reasons, the copy will be processed in place of the original check. If the EFT cannot be completed because of insufficient funds, we will charge you a one-time fee of \$25.00, which will be collected by EFT.

13. **TECHNICAL ASSISTANCE TO BUSINESSES:** Any technical assistance offered to businesses as intended beneficiaries under the EDA award shall be widely advertised and accessible to all potentially benefitting businesses, as is reasonably permitted by the EDA project Scope of Work and Budget. The Recipient shall maintain adequate documentation of any technical assistance offered and/or provided to benefitting businesses under the EDA award.
14. **PLANNING COORDINATION:** In keeping with regional economic development principles, Recipients shall coordinate economic development planning and implementation projects with other economic development organizations affecting the area, especially EDA-funded recipients such as State and Urban planning grantees, adjoining Economic Development Districts (EDDs) and Indian Tribes, and University Centers (UCs).
15. **PROCUREMENT:** The Recipient agrees that all procurement transactions shall be in accordance with Department of Commerce Regulations at 15 C.F.R § 24.36 (State and Local Governments) or 15 C.F.R. § 14.44 (Higher Education, Hospitals, other Non-Profits), as applicable.
16. **NONRELOCATION:** In signing this award of financial assistance, Recipient(s) attests that EDA funding is not intended by the Recipient to assist its efforts to induce the relocation, or the movement of existing jobs from one region to another region in competition with those jobs. In the event that EDA determines that its assistance was used for such purposes, EDA retains the right to pursue appropriate enforcement action in

accord with the Standard Terms and Conditions of the Award, including suspension of disbursements and termination of the award for convenience or cause, which may include the establishment of a debt requiring the Recipient to reimburse EDA.

17. **PERFORMANCE MEASURES:** The Recipient agrees to report on program performance measures and program outcomes in such form and at such intervals as may be prescribed by EDA in compliance with the Government Performance and Results Act (GPRA) of 1993, and the Government Performance and Results Modernization Act of 2010. Recipients are to retain sufficient documentation so that they can submit these required reports. Failure to submit this required report can adversely impact the ability of the Recipient to secure future funding from EDA.

Performance measures and reporting requirements that apply to program activities funded by this investment will be provided in a separate GPRA information collection document, if applicable. EDA staff will contact Recipients in writing within a reasonable period prior to the time of submission of the reports with information on how this data should be submitted.

18. **STAFFING CHANGES:** For vacant positions primarily funded by the EDA grant, EDA is requesting the following information be sent to the Denver Regional Office for review: a copy of the job announcement, a copy of the resumes of the top three qualified candidates, and if interviews have already taken place, the identification of the selected candidate hired for the EDA funded position. This review is consistent the Public Works and Economic Development Act of 1965, as Amended ("PWEDA") Title V – Administration SEC.504. Administration, Operation and Maintenance (42 U.S.C. § 3194). The review is to ensure that the key EDA funded positions will be staffed by qualified individuals and that the grant will be properly and efficiently administered, operated and maintained.

19. **REPORTING:** Reports and financials should be submitted to the EDA project officer assigned to your project on or before the required due date. If for any reason, you are unable to meet the appointed due date, please notify the project officer, in writing, at least 10 days prior to the applicable due date. The e-mail or letter should state the reason(s) for not being able to meet the due date and the proposed extension date the report will be submitted to the Denver Regional Office. The Regional Office reserves the right to deny a request for extension. Please note that in order to avoid repeated delays, only one extension per report will be considered.

20. **IN-KIND MATCH STATUS REPORTING:** Periodic status reports identifying and documenting the in-kind match should be submitted to EDA with the SF-270 request for disbursement or the SF-425 Federal Financial Status Report.

Attachment 1
Authorized Scope of Work

Grantee: **City of Storm Lake**

Project Number: **05-06-05642**

The Recipient will perform the following activities:

Organizational Activities

- Establish Work Group – City and NWIPDC Staff. Proposed timeframe within October 2014.
 - Finalize work group to include potential representation from: City Government, local ethnic group leadership, private financial institutions, local industry, Small Business Development Center, Storm Lake United, Buena Vista University, Iowa Central Community College, Iowa State University Extension, Regional Council of Government.
- Solicit Proposals – City, Work Group and NWIPDC Staff. Proposed timeframe Oct.-Nov. 2014.
 - Solicit at least three proposals from consulting firms; interview and hire consulting firm to assist with completion of the feasibility study.
- Develop Feasibility Study Contents – Consultant, Work Group, City and NWIPDC Staff. Proposed timeframe Dec.-January 2015.
 - Develop feasibility study contents that the consultant will use in the development of the study. These contents will at a minimum follow the EDA guidelines for creation of said study.

Program Activities

- Work Group, City Staff, NWIPDC Staff will create a steering committee as a subsidiary of the Work Group composed of representatives of identified community under-engaged/ethnic diverse groups. **This activity should be completed in October 2014.**
- City Staff, Consultant and Steering Committee will identify both the under-engaged and under-reported business opportunities in the community, including businesses that are expected to go through significant leadership or governance transition within the next 12-36 months. **This activity should be completed by January 2015.**

(Each of the following Program Activities will be completed from the January 2015 – September 2015).

- Consultant, Work Group and Steering Committee will identify the current impediments to verifiable business creation, growth or sustainability within the community and particularly as they relate to the cultural diversity of the City.

- Consultant will analyze these impediments to identify any community-wide trends or comparables and develop mitigating measures or strategies to these impediments.
- Consultant will prioritize services that may be capable of implementing community-wide strategies for mitigating any negative consequences associated with these identified trends.
- Consultant and Work Group will identify public and private partnerships or resources that the City can leverage to support these shared services until they are delivered in a self-sufficient manner.
- Consultant will develop an operational plan that identifies
 - Each stakeholder and service provider for each resource;
 - Working relationships between these resources;
 - Production quantifiabiles or metrics that can be used to measure success of the new program.

Closeout

- City and NWIPDC Staff will initiate project closeout and complete all necessary program administrative actions and financial reporting and deliver all necessary report copies to EDA – Denver Regional Office by **September 30, 2015**.

Time Line:

Establish work group and solicit proposals	Oct. 2014
Award contract and hire consultant	Nov-Dec 2014
Establish steering committee	Nov-Dec 2014
Conduct meetings, draft and complete feasibility study	Jan-Sept. 2015
Complete/closeout project	September 2015

Attachment 2
Authorized Staff Positions

Grantee: **City of Storm Lake**

Project Number: **05-06-05642**

Position**	Annual Salary*	% of Salary to Project*	Total Project Salary*
City of Storm Lake – City Manager	\$112,358	12%	\$13,483
City of Storm Lake – Community Developer	\$81,387	15%	\$12,208
Northwest Iowa PDC – Executive Director	\$82,920	5%	\$4,146
TOTAL:			\$29,837.00

*approximate dollars/percentages

**Include In-Kind Contributions

Attachment 3

Instructions on how to enroll and access funds in ASAP

Grantee: **City of Storm Lake**

Project Number: **05-06-05642**

Instructions on How to Enroll in the Automated Standard Application for Payments (ASAP) System

1. The grantee will send an email to EDA's ASAP e-mail address, edagrants@NOAA.gov. If the grantee is already enrolled in ASAP.gov with another federal agency, EDA still needs this email. However, all the organization needs to do is link their organization to EDA. There are instructions on Home page of ASAP.gov on how to link.
 - a. Include the grantee's complete name, address, Tax Identification Number, DUNS number, ASAP's Recipient ID (if already enrolled in ASAP)
 - b. Include the point of contact's (POC) name, phone number, title, and e-mail address. It is suggested that the POC is an employee in the Accounting or Finance office.
 - c. EDA will enroll the grantee by comparing the enrollment information to application received by the project officer.
 - d. EDA will reply to the POC and inform him/her that the grantee has been enrolled.
2. The POC will receive an email from ASAP.gov. This email will be triggered by EDA enrolling the grantee.
 - a. The email will have instructions for the POC on the enrollment process.
 - b. The email will have the POC's User ID in it.
 - c. The password is sent by U.S. Mail for security purposes.
3. Once the POC has his user's ID and password, the POC can log into ASAP.gov*
 - a. The POC confirms the information entered by EDA.
 - b. The POC identifies the recipient organization's officials, which include the Head of Organization, Authorizing Official, and Financial Official. A re-delegated Head of Organization and another Point of Contact can also be defined.
4. Once entered by the POC, the officials are assigned a User ID and temporary password in ASAP.gov's system. He/she will receive an email notification.
5. The Head of Organization approves the officials identified by the point of contact.*
6. The Authorizing Official is responsible for confirming the recipient organization's information and identifying the users who need access to the ASAP.gov application*.
7. The Financial Official is responsible for entering the bank account information for the recipient organization. * If the grantee is already enrolled in ASAP.gov with another federal agency all the organization needs to do is link their organization to EDA. There are instructions on the Homepage of ASAP.gov.

8. Once all of the above tasks are completed, the ASAP.gov application will notify EDA by email that the grantee's enrollment has been completed. The email will include the ASAP recipient number.
9. EDA will create and fund accounts for the grantee so that the grantee will be able to draw down funds using ASAP.gov

Please visit ASAP.gov's website at <http://fms.treas.gov/asap> for more information, including instructions and a user manual. Please note that there is excellent online help at ASAP.gov.

*The setting on the computer's desktop must have the screen resolution set to 1024x768.

- a. Right click on an empty space on the computer's desktop.
- b. Select Properties.
- c. Go to the Setting tab.
- d. Change the screen resolution to 1024x768.

Who to Call if You Have Questions about ASAP

Username or password problems- Federal Reserve Bank of Richmond -804-697-8384

Enrollment questions - National Oceanic and Atmospheric Administration (NOAA) Finance Team: *Teresa Shahan @ 301-444-2807, Roberta Duncan @ 301-444-2753 or by email @ edagrants@NOAA.gov.*

Funding questions - National Oceanic and Atmospheric Administration (NOAA) Finance Team: (EDA cannot fund your grant until we receive an email from ASAP.gov confirming enrollment completion.)

How to use the ASAP system/ System questions- call the Treasury Financial Center determined by the location of your state capital:

- In the Eastern and Central time zone, call the Kansas City Regional Financial Center at (855)868-0151 from 7:30 a.m. to 4:00 p.m.
- If your state capital is in the any time zone other than the Eastern and Central time zones, call San Francisco Financial Center at (510)594-7182 from 7:30 a.m. to 4:00 p.m.

Not sure - National Oceanic and Atmospheric Administration (NOAA) Finance Team: *Teresa Shahan @ 301-444-2807, Roberta Duncan @ 301-444-2753 or via email @ edagrants@NOAA.gov.*

Procedures for Drawing Down Funds from ASAP

For Grants that are on Reimbursement Status

1. The grantee will send a Request for Advance or Reimbursement, SF 270, to the project officer with the amount that they want to draw down and the period of performance. This does not need to be an original. It can be sent to the project officer either by email, fax, or mail.
2. The grantee will go into ASAP and request a payment for the same amount that is on the SF-270.
 - a. Click on the  Tab at the top of the screen.
 - b. From the drop down menu, select initiate payment request.
 - c. Confirm banking account information and number.
 - d. Select Payment Request type as **Individual** Payment Method - ACH or wire
 - e. Requested Settlement date- grantee's decision (next business day)
 - f. Requester Reference number- EDA's grant number, Account # is EDA's grant number with the letter "F" in front of the grant number (no hyphens)
 - g. Press 
 - h. Cash on Hand 0.00
 - i. Amount Requested \$\$\$\$.\$\$
 - j. Review
 - k. Press- 
3. EDA's project officer will notify NOAA's Finance Team and grantee thru the ASAP email address edagrants@NOAA.gov authorizing funds draws. NOAA's Team also must receive a copy of the SF-270. (With cover letter)
 - a. On the subject line, please include organization's name and project number
4. NOAA will release the funds in ASAP upon grantees withdrawal in ASAP.
5. The funds will be in the grantee's account within two business days of approval.

*All grants except for planning grants with program code of 83 and 84.



Economic Development Administration

Automated Standard Application for Payments (ASAP)

Enrollment Form

Recipient Organization Name:

EDA Award/Grant Number (s):

D-U-N-S Number:

Taxpayer Identification Number (TIN):

Organization Type: (Please highlight)

Financial Institute

For -Profit

Indian Tribal Organization

Local Government

Non-Profit

State Agency

University

University College-State

Point of Contact Name:

Point of Contact Title:

Point of Contact Email:

Organization Address:

Point of Contact Telephone:

Name of EDA Project Officer:

NOTE: The D-U-N-S and Taxpayer Identification Number (TIN) must match those under which the grant award was reserved. Once completed, email form to EDAGrants@noaa.gov or Fax to 301-528-3675.