

**CITY OF STORM LAKE
REGULAR COUNCIL MEETING, CITY HALL
COUNCIL CHAMBERS
FEBRUARY 16, 2015
4:00 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
 - C. Easement Approval
 - D. Applications For Tax Abatements
3. Fiscal Year 2016 Budget Workshop
4. Resolution No. 87-R-2014-2015 Authorizing The Use Of Chautauqua Park, Street Closures, Noise Variance, Food Vending & Inflatables For The 2015 Fiesta Latina
5. Public Hearing Concerning A Developer's Agreement With Meridian Manufacturing, Inc.
6. Resolution No. 88-R-2014-2015 Approving A Development Agreement With Meridian Manufacturing
7. Resolution No. 89-R-2014-2015 Revising Fees At Sunrise Pointe Golf Course
8. Resolution No. 90-R-2014-2015 Approving Contract For Expansion Blvd Storm Water Project
9. Set Public Hearing on Plans, Specifications and Form of Contract for Paving Howard Road
10. Set Public Hearing For East 10th Street Reconstruction From Seneca Street To Russell Street
11. Motion Setting Public Hearing On Fiscal Year 2015-2016 Budget
12. Motion Setting Public Hearing On FY 2016-2020 Five-Year Capital Improvements Plan
13. Resolution No. 91-R-2014-2015 Approving Code Of Conduct
14. Motion Approving Branching Out Grant Agreement
15. Motion Approving Contract With Bolton & Menk, Inc. For Airport Layout Plan Consulting
16. 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

2/16/2015

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
- Approve February 2, 2015 City Council Minutes
- Approve liquor license renewals for Casey's East, Casey's West, and Boathouse
- Approve liquor license for Taqueria El Tapatio. Changing from beer permit to liquor license.
- Approve temporary construction easement with Robert Baschke for Howard Road (see attached staff summary)
- Approve tax abatement applications for: (see attached staff summary)
 - 1107 W 6th St
 - 1712 Violet Lane
 - 715 Barton St
 - 805 Prairie Lane

FISCAL IMPACT: The City will pay the following expenditures:

- List of Bills - \$425,695.53
- King's Pointe Bills - \$166,345.13
- Sunrise Pointe Golf Course Bills - \$4,600.65

The City will receive the following revenues:

- Liquor licenses - \$1,840.00

RECOMMENDATION: Approve Consent Agenda

ATTACHMENTS:

Description	Type
☐ List of Bills	List of Bills
☐ King's Pointe & Sunrise Pointe List of Bills	List of Bills
☐ Minutes - February 2, 2015	Minutes
☐ Boathouse Liquor Report	Backup Material
☐ Casey's East Liquor Report	Backup Material
☐ Casey's West Liquor Report	Backup Material

City of Storm Lake
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Checks for Approval Report

From: 02/03/15 To 02/16/15
User: tyler.gibbins

UNAVAILABLE

AFLAC	PR Batch 00551.02.2015 Aflac Pretax	536.60
AFLAC	PR Batch 00551.02.2015 Aflac After tax	143.28
AFLAC	PR Batch 00552.02.2015 Aflac Pretax	50.17
AFLAC	PR Batch 00552.02.2015 Aflac After tax	54.06
AKIN SEFTON	Refund Check	21.76
AKIN SEFTON	Refund Check	40.77
AKIN SEFTON	Refund Check	16.28
AKIN SEFTON	Refund Check	1.53
AKIN SEFTON	Refund Check	7.66
BUDGET HOST INN	Refund Check	25.07
Buena Vista County Sheriff	PR Batch 00551.02.2015 Garnishment	293.07
City of Storm Lake	PR Batch 00551.02.2015 Dental employee/child	5.78
City of Storm Lake	PR Batch 00551.02.2015 Dental insurance employee c	20.00
City of Storm Lake	PR Batch 00551.02.2015 Dental employee/spouse	18.54
City of Storm Lake	PR Batch 00551.02.2015 Dental insurance family	82.84
City of Storm Lake	PR Batch 00551.02.2015 125 Flexible Benefits	920.83
City of Storm Lake	PR Batch 00551.02.2015 Flex- Child Care	173.09
City of Storm Lake	PR Batch 00551.02.2015 Health Insurance Family	1,761.92
City of Storm Lake	PR Batch 00551.02.2015 Health Insurance Single	444.20
City of Storm Lake	PR Batch 00552.02.2015 Dental insurance employee c	2.18
City of Storm Lake	PR Batch 00552.02.2015 Dental employee/spouse	11.15
City of Storm Lake	PR Batch 00552.02.2015 Dental insurance family	28.32
City of Storm Lake	PR Batch 00552.02.2015 125 Flexible Benefits	207.91
City of Storm Lake	PR Batch 00552.02.2015 Health Insurance Family	596.50
City of Storm Lake	PR Batch 00552.02.2015 Health Insurance Single	48.12
Collection Services Center	PR Batch 00552.02.2015 Child Support Payments to I	325.00
Collection Services Center	PR Batch 00551.02.2015 Child Support Payments to I	222.00
Conseco Health Insurance Co	PR Batch 00551.02.2015 Cancer Pre Tax Insurance	41.18
EFTPS	PR Batch 00551.02.2015 Federal Income Tax	9,373.17
EFTPS	PR Batch 00551.02.2015 FICA Employee Portion	3,577.03
EFTPS	PR Batch 00551.02.2015 FICA Employer Portion	3,577.03
EFTPS	PR Batch 00551.02.2015 Medicare Employee Portion	1,341.08
EFTPS	PR Batch 00551.02.2015 Medicare Employer Portion	1,341.08
EFTPS	PR Batch 00552.02.2015 Federal Income Tax	4,238.57
EFTPS	PR Batch 00552.02.2015 FICA Employee Portion	1,866.06
EFTPS	PR Batch 00552.02.2015 FICA Employer Portion	1,866.06
EFTPS	PR Batch 00552.02.2015 Medicare Employee Portion	527.10
EFTPS	PR Batch 00552.02.2015 Medicare Employer Portion	527.10
ICMA Retirement Trust 457	PR Batch 00552.02.2015 ICMA	1,100.00
ICMA Retirement Trust 457	PR Batch 00552.02.2015 ICMA City Paid	583.35
ICMA Retirement Trust 457	PR Batch 00552.02.2015 ICMA City paid for Police	432.81
ICMA Retirement Trust 457	PR Batch 00551.02.2015 ICMA	885.00
Iowa Public Employees	PR Batch 00551.02.2015 IPERS	3,580.10
Iowa Public Employees	PR Batch 00551.02.2015 IPERS City Share	5,373.00
Iowa Public Employees	PR Batch 00552.02.2015 IPERS	1,503.94
Iowa Public Employees	PR Batch 00552.02.2015 IPERS City Share	2,257.17
ITT Hartford AMS RPVA	PR Batch 00552.02.2015 457 Hartford	100.00
ITT Hartford AMS RPVA	PR Batch 00551.02.2015 457 Hartford	225.00
Muni Fire/Police Retire	PR Batch 00551.02.2015 Muni Police/Fire Pension	3,097.08
Muni Fire/Police Retire	PR Batch 00551.02.2015 Muni Police/Fire Pension Ci	10,019.36
Muni Fire/Police Retire	PR Batch 00552.02.2015 Muni Police/Fire Pension	534.26
Muni Fire/Police Retire	PR Batch 00552.02.2015 Muni Police/Fire Pension Ci	1,728.39
NUNEZ CHAVEZ JOSE	Refund Check	25.52
NUNEZ CHAVEZ JOSE	Refund Check	49.91
NUNEZ CHAVEZ JOSE	Refund Check	19.10
NUNEZ CHAVEZ JOSE	Refund Check	1.80
NUNEZ CHAVEZ JOSE	Refund Check	8.99

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PAW SAY	Refund Check	11.72
PAW SAY	Refund Check	20.23
PAW SAY	Refund Check	6.32
PAW SAY	Refund Check	0.82
PAW SAY	Refund Check	2.98
PITT MICHAEL	Refund Check	23.76
PITT MICHAEL	Refund Check	44.58
PITT MICHAEL	Refund Check	16.96
PITT MICHAEL	Refund Check	1.67
PITT MICHAEL	Refund Check	7.98
SANCHEZ-GONZALEZ MARIA	Refund Check	26.08
SANCHEZ-GONZALEZ MARIA	Refund Check	49.47
SANCHEZ-GONZALEZ MARIA	Refund Check	19.53
SANCHEZ-GONZALEZ MARIA	Refund Check	1.83
SANCHEZ-GONZALEZ MARIA	Refund Check	9.19
Teamsters Local Union 554	PR Batch 00551.02.2015 Union Dues	305.50
THOMAS LEMEISHA	Refund Check	41.03
THOMAS LEMEISHA	Refund Check	65.20
THOMAS LEMEISHA	Refund Check	30.70
THOMAS LEMEISHA	Refund Check	2.99
THOMAS LEMEISHA	Refund Check	14.40
TRAVELERS HAVEN LLC	Refund Check	21.89
TRAVELERS HAVEN LLC	Refund Check	38.28
TRAVELERS HAVEN LLC	Refund Check	16.39
TRAVELERS HAVEN LLC	Refund Check	1.54
TRAVELERS HAVEN LLC	Refund Check	7.71
Treasurer State Of Iowa	PR Batch 00551.02.2015 State Income Tax	3,628.20
Treasurer State Of Iowa	PR Batch 00552.02.2015 State Income Tax	1,817.70
VALLADARES KEVIN	Refund Check	16.68
VALLADARES KEVIN	Refund Check	28.45
VALLADARES KEVIN	Refund Check	12.48
VALLADARES KEVIN	Refund Check	1.16
VALLADARES KEVIN	Refund Check	5.87

UNAVAILABLE **Department Total =** 72,158.16

Police Department

Alliant Energy	Gas Service Dec/Jan 2015	819.62
Alta Body Shop	January 2015 Towing Services	1,980.00
Buena Vista Stationery & Print Inc	Office Supplies	67.64
Buena Vista Stationery & Print Inc	Paper	102.96
Buena Vista Stationery & Print Inc	Office Supplies	9.99
Buena Vista Stationery & Print Inc	Office Supplies	5.83
Electronic Engineering	Light Bar Repairs P-5	190.00
Evertex Inc	Cell Phone Service Feb 2015	350.78
Feld Equipment Company, Inc Ed M	Boots	167.00
Fitzpatrick Auto Center	Generator Replacement- E-Team Van	552.08
Genesis Development	Janitorial Services January 2015	600.00
Havens & Havens	January 2015 Legal Services	160.42
Immediate Response Technologies, LLC	Supplies	103.00
Info Dog Security, LLC	Secure Document Destruction	817.60
Iowa Lakes Electric Cooperative	January 2015 Electric Service	56.30
Keller Ken	Replaced Leaking Waterline	187.78
Mangold Environmental Testing	Shipping	6.11
Mid States Organized Crime	2015 Annual Membership	150.00
Neuroth Kevin	Garbage Service January 2015	23.00
Rasmussen's	Door Latch P-6	141.02
Rasmussen's	Door Handle P-3	201.12

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Rasmussen's	Light P-19	56.50
Secretary of State	Notary Renewal- Doebl	30.00
St Paul Stamp Works	Animal License Receipt Books (4)	36.76
Star Energy, LLC	Fuel January 2015	3,154.96
Storm City Auto Parts	Battery for Humvee	108.13
Storm City Auto Parts	Valves for Humvee	6.58
Storm City Auto Parts	Supplies	22.28
Storm City Auto Parts	Washer Fluid (6)	26.94
Storm City Auto Parts	Light	3.96
Universal Credit Services Inc	Services- Padilla	7.90
Wide Open West	Phone Service February 2015	292.24
Zee Medical Inc	First Aid Supplies	60.45

Police Department

Department Total = 10,498.95

Fire Department

Alliant Energy	Gas Service Dec/Jan 2015	1,092.04
Arnold Motor Supply, LLP	Service Dies	43.47
Arnold Motor Supply, LLP	Creeper	64.98
Buena Vista Stationery & Print Inc	Office Supplies	38.38
Buena Vista Stationery & Print Inc	Office Supplies	7.32
Evertex Inc	Cell Phone Service Feb 2015	51.28
Feld Equipment Company, Inc Ed M	Tube	97.50
Feld Equipment Company, Inc Ed M	Latch	4.75
Helens Commercial Laundry	Laundry Services	52.00
Neuroth Kevin	Garbage Service January 2015	52.00
Star Energy, LLC	Fuel January 2015	93.26
Wide Open West	Phone Service February 2015	50.76
Zee Medical Inc	First Aid Supplies	19.00

Fire Department

Department Total = 1,666.74

Building Official

Buena Vista Stationery & Print Inc	Office Supplies	13.49
Central Bank	Meeting Expense	354.84
Evertex Inc	Cell Phone Service Feb 2015	27.52
IAPMO Iowa Chapter	2015 Membership- Olesen	20.00
International Code Council	2015 Membership- Olesen ID#0532000	125.00
Star Energy, LLC	Fuel January 2015	63.93
Storm Lake Ace Hardware Inc	Safety Glasses	7.49
Storm Lake Times The	January 2015 Publications	12.60
Wide Open West	Phone Service February 2015	76.14

Building Official

Department Total = 701.01

Animal Care

A. A. Stepan	Bd & Disp of Cats & Dogs	280.00
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Animal Care

Department Total = 280.00

Law Enforcement

Custodian of Petty Cash Mark Prosser	Drug Buy Money- 2/12/2015	1,500.00
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Law Enforcement

Department Total = 1,500.00

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Crime Prevention

Hoffman's Inc	Balloons	16.05
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Crime Prevention	Department Total =	16.05
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Roadway Maintenance

Alliant Energy	Gas Service Dec/Jan 2015	2,056.59
Arnold Motor Supply, LLP	Sleeve	3.20
Arnold Motor Supply, LLP	Pump for Chainsaw Gas	55.09
Bolton & Menk, Inc	Engineering Services through 1/14/2015	4,864.00
Bolton & Menk, Inc	Engineering Services through 1/14/2015	3,441.50
Central Bank	Room Expense- Bonebrake	200.48
City of Storm Lake	Repair Broken Welds T-9	22.00
City of Storm Lake	Air Filters & Hyd Fluid T-126	108.76
Evertex Inc	Cell Phone Service Feb 2015	13.76
Hallett Materials	Cold Mix	740.95
Havens & Havens	January 2015 Legal Services	72.92
I&S Group, Inc.	Engineering Services through 1/31/2015	3,069.45
Iowa Office Supply Inc	Copier Maintenance Agreement	33.23
MidAmerican Energy Company	Electric Services 1/14/2015 to 2/3/2015	6.67
Neuroth Kevin	Garbage Service January 2015	119.25
Occupational Medicine at Riverside UnityPoint Clinic	Drug Testing	37.00
Occupational Medicine at Riverside UnityPoint Clinic	DATA Membership Dues 2015	62.50
Star Energy, LLC	Fuel January 2015	4,234.17
Storm Lake Times The	January 2015 Publications	8.20
Storm Lake Times The	January 2015 Publications	8.40
Telvent DTN, Inc	Services 2/15 to 5/14/2015	645.00
Wide Open West	Phone Service February 2015	55.74

Roadway Maintenance	Department Total =	19,858.86
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Signs & Signals

General Traffic Controls Inc	Traffic Signal Supplies & Services 10th & Lake	1,065.32
General Traffic Controls Inc	Traffic Signal Supplies & Services Seneca & Milwauk	1,473.15

Signs & Signals	Department Total =	2,538.47
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Snow Removal

City of Storm Lake	Replaced Airfilter in #13	35.52
City of Storm Lake	Serviced #13	107.82
City of Storm Lake	Repaired Air Leak #60	36.70
City of Storm Lake	Replaced Cooler Hose & Trans Fluid #16	341.70

Snow Removal	Department Total =	521.74
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Airport

Larson Oil & Distributing Co, Inc	Diesel Fuel	1,339.50
Nepple Electric Inc	Sign Light	193.00
Northwest Glass Inc	Window Replacement	885.00
Olthoff Michael	Window Replacement	341.01

Airport	Department Total =	2,758.51
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Library

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Alliant Energy	Gas Service Dec/Jan 2015	1,461.47
Amazon.com	Books	30.52
Baker & Taylor, Inc	Books	390.39
Brodart Co	Books	51.78
Brodart Co	Books	43.47
Brodart Co	Books	54.43
Brodart Co	Books	20.04
Brodart Co	Books	49.01
Brodart Co	Books	17.62
Brodart Co	Books	185.76
Brodart Co	Books	20.04
Brodart Co	Books	47.41
Brodart Co	Books	157.81
Central Iowa Distributing, Inc	Cleaning Supplies	243.79
Custodian of Petty Cash Kim Mehlenbacher	January 2015 Postage	232.10
Genesis Development	Janitorial Services January 2015	600.00
Ingram Library Services, Inc	Books	16.22
Ingram Library Services, Inc	Books	16.78
Ingram Library Services, Inc	Books	16.79
Ingram Library Services, Inc	Books	15.63
Ingram Library Services, Inc	Books	15.04
Ingram Library Services, Inc	Books	16.76
Ingram Library Services, Inc	Books	16.79
Ingram Library Services, Inc	Books	11.04
Midwest Tape LLC	DVDs	85.96
Midwest Tape LLC	DVDs	203.91
Midwest Tape LLC	DVDs	213.96
Midwest Tape LLC	DVDs	129.96
Neuroth Kevin	Garbage Service January 2015	35.25
Recorded Books LLC	CDs	31.49
Recorded Books LLC	CDs	36.00
Stanton Electric, Inc	Library Ballast Services	195.35
Storm Lake Ace Hardware Inc	Supplies	14.98
Wide Open West	Phone Service February 2015	130.02

Library	Department Total =	4,807.57
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Parks Department

Alliant Energy	Gas Service Dec/Jan 2015	255.62
Arnold Motor Supply, LLP	Hydraulic Fluid for ToolCat	51.49
Central Bank	Tree Guides	143.88
City of Storm Lake	Serviced #136	165.10
Evertex Inc	Cell Phone Service Feb 2015	13.76
Neuroth Kevin	Garbage Service January 2015	68.50
Occupational Medicine at Riverside UnityPoint Clinic	DATA Membership Dues 2015	12.50
Star Energy, LLC	Fuel January 2015	615.92
Wide Open West	Phone Service February 2015	39.68

Parks Department	Department Total =	1,366.45
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Campgrounds

ASSA ABLOY Hospitality Inc	New Front Entrance Card Machine	3,048.88
Central Bank	PayPal Account	25.00
Workamper	Help Wanted Advertising	196.50

Campgrounds	Department Total =	3,270.38
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UNAVAILABLE

King's Pointe Resort	January 2015 Housekeeping	435.00
King's Pointe Resort	January 2015 Maintenance	125.75
King's Pointe Resort	January 2015 Extermination 1/27/2015	70.00
King's Pointe Resort	January 2015 Water Park Add on Packages	610.00
King's Pointe Resort	January 2015 Supplies	145.00
King's Pointe Resort	January 2015 Supplies	2.44
King's Pointe Resort	January 2015 Mounting Bolts	12.00
King's Pointe Resort	January 2015 Mounting Supplies	15.33
King's Pointe Resort	January 2015 TVs	1,480.00
Kinseth Hospitality Corporation	January 2015 Managment Fee	234.20

UNAVAILABLE

Department Total = 3,129.72

Shelter House

Alliant Energy	Gas Service Dec/Jan 2015	353.72
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Shelter House

Department Total = 353.72

UNAVAILABLE

Neuroth Kevin	Garbage Service January 2015	77.75
Storm Lake Times The	January 2015 Publications	28.00
Storm Lake Times The	January 2015 Publications	21.60

UNAVAILABLE

Department Total = 127.35

Dohrman Trust

Century Business Products,Inc	Copier Maintenance Agreement (Patrial)	15.00
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Dohrman Trust

Department Total = 15.00

Economic Develop

Evertex Inc	Cell Phone Service Feb 2015	23.76
Havens & Havens	January 2015 Legal Services	453.75
Havens & Havens	January 2015 Legal Services	204.17
Storm Lake Times The	January 2015 Publications	35.80
Wide Open West	Phone Service February 2015	25.38

Economic Develop

Department Total = 742.86

SLADC

Storm Lake United	Payment #4 of FY2015 Agreement	11,333.00
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SLADC

Department Total = 11,333.00

Bargloff TIF

Ahlers & Cooney, P.C.	N Lake Ave Development Legal Fees	825.00
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Bargloff TIF

Department Total = 825.00

Legal Services

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Ahlers & Cooney, P.C.	Personnel Policy Review	2,500.00
Havens & Havens	January 2015 Legal Services	291.67
Havens & Havens	January 2015 Legal Services- Sidewalk	729.17

Legal Services	Department Total =	3,520.84
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City Hall Building

Alliant Energy	Gas Service Dec/Jan 2015	664.48
Evertex Inc	Cell Phone Service Feb 2015	15.87
Genesis Development	Janitorial Services January 2015	200.00
Julius Dennis R.	Entrance Mat Services	28.40
Julius Dennis R.	Entrance Mat Services	28.40
McCrea Enterprises	Paint- City Hall Lobby	49.50
McCrea Enterprises	Paint- City Hall Lobby	24.75
Neuroth Kevin	Garbage Service January 2015	27.00
Olthoff Michael	Paint City Hall Entry	912.00
Seiler Plumbing & Heating Inc	Sewer Machine Use- City Hall	210.00
Stanton Electric, Inc	Emergency Light & Ballast Repairs	206.04
Steve's Window Svc	Window Services 2/9/2015	37.00
Wide Open West	Phone Service February 2015	88.85

City Hall Building	Department Total =	2,492.29
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Tort Liability

Fitzpatrick Auto Center	Body Repairs from Accident	1,956.03
Rasmussen's	Repairs to SRO Vehicle	816.10

Tort Liability	Department Total =	2,772.13
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Other Policy & Administration

Auditor State of Iowa	FY 2014 Audit Filing Fee- City of Storm Lake	850.00
Buena Vista Stationery & Print Inc	Office Supplies	5.79
Central Bank	Des Moines Register Membership	10.00
Central Bank	Meeting Expense	11.80
Genesis Development	Confidential Shredding January 2015	8.01
Genesys Conferencing	Conference Calls	72.75
Getty Images (US) Inc	Quarterly Subscription	124.93
Iowa League of Cities	2015 Legislative Day & Econ Dev Workshop- Patrick	20.00
Iowa Office Supply Inc	Copier Maintenance Agreement	33.24
Iowa Office Supply Inc	Office Supplies	17.51
Olthoff Michael	Window Finish (3)	1,252.50
Pitney Bowes Inc.	Postage Machine Ink	61.19
Pizza Ranch	Safety Bingo- No Tax	80.98
Qualified Presort Service, LLC	City Tidbits	200.94
Storm Lake Times The	January 2015 Publications	55.40
Storm Lake Times The	January 2015 Publications	40.02
Storm Lake Times The	January 2015 Publications	28.60
Storm Lake Times The	January 2015 Publications	26.68
Storm Lake Times The	January 2015 Publications	28.20

Other Policy & Administration	Department Total =	2,928.54
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Water Administration

Buena Vista Stationery & Print Inc	Office Supplies	7.37
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Evertex Inc	Cell Phone Service Feb 2015	15.62
Genesis Development	Janitorial Services January 2015	200.00
Getty Images (US) Inc	Quarterly Subscription	124.94
Havens & Havens	January 2015 Legal Services	17.50
Iowa League of Cities	2015 Legislative Day & Econ Dev Workshop- Patrick	20.00
Iowa Office Supply Inc	Copier Maintenance Agreement	33.24
Iowa Office Supply Inc	Office Supplies	17.51
Occupational Medicine at Riverside UnityPoint Clinic	DATA Membership Dues 2015	6.25
Pitney Bowes Inc.	Postage Machine Ink	61.19
Qualified Presort Service, LLC	Monthly Statements	398.58
Qualified Presort Service, LLC	Final Bills	2.21
Qualified Presort Service, LLC	ACH Statements	92.85
Qualified Presort Service, LLC	Past Due Notices	89.29
Springbrook Software, Inc	Jan 2015 IVR Transactions	19.00
Springbrook Software, Inc	Jan 2015 Online UB	133.00
Wide Open West	Phone Service February 2015	75.79

Water Administration

Department Total = 1,314.34

Water Plant

Alliant Energy	Gas Service Dec/Jan 2015	1,879.94
Buena Vista Stationery & Print Inc	Dry Erase Board	129.99
Central Bank	Room Expense- Davis	200.48
Certified Testing Services, Inc	Concrete Testing	324.00
City of Storm Lake	Serviced #86	44.30
Davis Mike	Inspect Tanker Truck Travel Reimbursement	39.00
Evertex Inc	Cell Phone Service Feb 2015	118.80
Foundation Analytical Laboratory Inc	January 2015 Testing- Coliforms	120.00
Foundation Analytical Laboratory Inc	January 2015 Testing- Metals	60.00
Foundation Analytical Laboratory Inc	January 2015 Testing- Nitrite	30.00
Foundation Analytical Laboratory Inc	January 2015 Testing- Fluoride	15.00
Foundation Analytical Laboratory Inc	January 2015 Testing- Chlorite	192.00
Foundation Analytical Laboratory Inc	January 2015 Testing- Ammonia	36.00
Grainger Inc W.W.	Telescoping Wand	279.00
Grundman Hicks Const Co LLC		46,394.11
Larson Oil & Distributing Co, Inc	Oxygen Tank	17.00
MidAmerican Energy Company	Well #20 Electric Service	9,248.31
Mike's Electronics Inc	MIOX Generators	140.00
Mike's Electronics Inc	Lime Silo	275.00
Mississippi Lime Company	Lime	4,732.90
Mississippi Lime Company	Lime	4,689.20
Nasers Mitchell	Pipe Hauling	200.00
Neuroth Kevin	Garbage Service January 2015	69.00
North Lake Truck Repair	Air Leak in Dash	353.37
ProElect/Professional Electronics	Reinstall Video Software	340.00
Reinert Michael P	Redwood Wall Repair	23,314.00
Schumacher Elevator Company	Freight Elevator Services	389.00
Star Energy, LLC	Fuel January 2015	76.30
Struchen Kolby	Distribution 1 & Water Operator 1 License Reimburse	130.00
UPS Store The	CP Env- Spring	17.02
USA Blue Book	Waders	145.95
USA Blue Book	Waders	483.60
Vessco Inc	Slaker Repairs	5,780.00
Wide Open West	Phone Service February 2015	168.58

Water Plant

Department Total = 100,431.85

Water Distribution

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

Checks for Approval Report

From: 02/03/15 To 02/16/15
User: tyler.gibbins

Alliant Energy	Gas Service Dec/Jan 2015	372.15
Brown Supply Company	Mega Lugs, Blades	478.00
Evertex Inc	Cell Phone Service Feb 2015	47.52
Foundation Analytical Laboratory Inc	January 2015 Testing- Special Coliforms	36.00
Iowa Office Supply Inc	Form Folder- Amount Correction	0.03
Mike's Electronics Inc	Electrical Work	7,145.76
Occupational Medicine at Riverside UnityPoint Clinic	DATA Membership Dues 2015	18.75
Occupational Medicine at Riverside UnityPoint Clinic	Drug Testing	37.00
ProBuild	Plywood	168.40
Star Energy, LLC	Fuel January 2015	316.64
Storm Lake Ace Hardware Inc	Lights, Covers & Other Supplies	41.33
Wide Open West	Phone Service February 2015	75.00

Water Distribution

Department Total = 8,736.58

Water Meters

Evertex Inc	Cell Phone Service Feb 2015	23.76
Municipal Supply, Inc.	Smart Points (70)	8,329.66
Star Energy, LLC	Fuel January 2015	132.98
Storm Lake Ace Hardware Inc	Shelf Bracket	17.94

Water Meters

Department Total = 8,504.34

Wastewater Administration

Evertex Inc	Cell Phone Service Feb 2015	15.61
Genesis Development	Janitorial Services January 2015	200.00
Getty Images (US) Inc	Quarterly Subscription	124.94
Iowa League of Cities	2015 Legislative Day & Econ Dev Workshop- Patrick	20.00
Iowa Office Supply Inc	Copier Maintenance Agreement	33.24
Iowa Office Supply Inc	Office Supplies	17.51
Pitney Bowes Inc.	Postage Machine Ink	61.19
Qualified Presort Service, LLC	Past Due Notices	89.29
Qualified Presort Service, LLC	ACH Statements	92.84
Qualified Presort Service, LLC	Final Bills	2.20
Qualified Presort Service, LLC	Monthly Statements	398.58
Springbrook Software, Inc	Jan 2015 Online UB	133.00
Wide Open West	Phone Service February 2015	88.47

Wastewater Administration

Department Total = 1,276.87

Wastewater Treatment Plant

Alliant Energy	Gas Service Dec/Jan 2015	1,674.00
Brown Supply Company	Mega Lugs, Gate Valve	633.50
Evertex Inc	Cell Phone Service Feb 2015	121.07
Ferguson Enterprises Inc	Supplies	75.66
Ferguson Enterprises Inc	Rhombus Panel	514.48
Ferguson Enterprises Inc	Supplies Returned Inv#2554313	-13.29
Foundation Analytical Laboratory Inc	Testing Services January 2015	1,107.00
Foundation Analytical Laboratory Inc	Testing Services January 2015	355.00
G & T Trucking Inc	Lime Hauling	250.00
G & T Trucking Inc	Lime Hauling	250.00
G & T Trucking Inc	Lime Hauling	550.00
Hach Chemical Company	WIMS Users	532.00
Inquirehire	Background Checks	23.50
Inquirehire	Background Checks	68.50

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Interstate Industrial Instrumentation, Inc	Sensor & Clips- Less Tax	271.33
Iowa Association of Municipal Utilities	Workshop Conference- McCleary, Torres, VanderWou	315.00
IWPCA Biosolids Committee	3/18/2015 Conference Registration- Jacobsen	115.00
Larson Oil & Distributing Co, Inc	Propane	2,480.00
Larson Oil & Distributing Co, Inc	Headwork Propane	813.75
Larson Oil & Distributing Co, Inc	Propane	2,722.50
Mike's Electronics Inc	Heater Services	4,646.00
Nelsons Vet Supply	Lime	6.30
Nelsons Vet Supply	Lime	37.80
Neuroth Kevin	Garbage Service January 2015	62.75
Rehab Systems Inc.	1/30/2015 Vac Cleaning at WWTP	750.00
Sears	Shop Tools	99.99
Seiler Plumbing & Heating Inc	Plumbing Supplies	30.77
Star Energy, LLC	Fuel January 2015	178.97
USA Blue Book	De-Icer	719.95
Ziegler Inc	Tire Repairs- Cat	935.55

Wastewater Treatment Plant

Department Total = 20,327.08

Wastewater Collection

Arnold Motor Supply, LLP	Sealer	7.49
Eriksen Construction Co, Inc	Pay Estimate #16 of Contract #4 through 1/31/2015	25,015.97
Eriksen Construction Co, Inc	Pay Estimate #16 of Contract #4 through 1/31/2015	3,335.46
Eriksen Construction Co, Inc	Pay Estimate #16 of Contract #4 through 1/31/2015	5,003.19
Gridor Construction, Inc	Pay Estimate #22 of Contract #5 through 1/31/2015	17,313.75
Gridor Construction, Inc	Pay Estimate #22 of Contract #5 through 1/31/2015	2,308.50
Gridor Construction, Inc	Pay Estimate #22 of Contract #5 through 1/31/2015	3,462.75
J & K Contracting, LLC	Retainage Contract #2	36,221.41
J & K Contracting, LLC	Retainage Contract #2	4,829.52
J & K Contracting, LLC	Retainage Contract #2	7,244.28
Star Energy, LLC	Fuel January 2015	163.12

Wastewater Collection

Department Total = 104,905.44

Landfill

Iowa Office Supply Inc	Copier Maintenance Agreement	33.23
Qualified Presort Service, LLC	ACH Final Bills	1.69
Qualified Presort Service, LLC	Final Bills	2.20
Qualified Presort Service, LLC	Monthly Statements	398.57
Qualified Presort Service, LLC	ACH Statements	92.84
Qualified Presort Service, LLC	Past Due Notices	89.29
Springbrook Software, Inc	Jan 2015 Online UB	133.00

Landfill

Department Total = 750.82

Storm Water Administration

Genesis Development	Janitorial Services January 2015	200.00
Getty Images (US) Inc	Quarterly Subscription	124.94
Havens & Havens	January 2015 Legal Services	947.92
Iowa Office Supply Inc	Copier Maintenance Agreement	33.23
Qualified Presort Service, LLC	Final Bills	2.20
Qualified Presort Service, LLC	Monthly Statements	398.57
Qualified Presort Service, LLC	ACH Statements	92.84
Qualified Presort Service, LLC	Past Due Notices	89.29
Springbrook Software, Inc	Jan 2015 Online UB	133.00

City of Storm Lake
620 Erie Street PO Box 1086
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Storm Water Administration

Department Total = 2,021.99

Storm Water Collection

Havens & Havens	January 2015 Legal Services	554.17
Havens & Havens	January 2015 Legal Services	338.34
Havens & Havens Trust Acct	Erie Street Purchase from BV Stationary	6,249.33
Storm Lake Times The	January 2015 Publications	32.00

Storm Water Collection

Department Total = 7,173.84

Insurance

Auxiant - Claims Account	2/9/2015 Claims	4,895.79
Auxiant - Claims Account	2/2/2015 Claims	1,921.11
Auxiant - Flex Account	2/4/2015 Flex Claims	1,805.10
Auxiant - Flex Account	1/28/2015 Flex Claims	1,094.33
Auxiant - Flex Account	2/11/2015 Flex Claims	1,281.51
Havens & Havens	January 2015 Legal Services	422.91
Insurance Strategies Consulting	2014 - 509A Study	975.00
State of Iowa, Commerce-Insurance Division	2014 Filing Fee- 509A	100.00

Insurance

Department Total = 12,495.75

UNAVAILABLE

Johnson Kelly	January 2015 Training/Classes	375.79
Johnson Kelly	January 2015 Activity Challenge Gift Cards	150.00
Salus LLC	Janaury 2015 Memberships (11)	220.00

UNAVAILABLE

Department Total = 745.79

Vehicle Maintenance

Arnold Motor Supply, LLP	Antenna #59	10.19
Arnold Motor Supply, LLP	Tubing	5.07
Arnold Motor Supply, LLP	Strap Clamp #13	29.85
Arnold Motor Supply, LLP	Antenna #59	10.19
Arnold Motor Supply, LLP	Blade	27.76
Arnold Motor Supply, LLP	Connectors & Boots for Blower #117	243.85
Arnold Motor Supply, LLP	Funnel	9.49
Butler Machinery Company	Seal	13.26
Butler Machinery Company	Cylinder, Pin, Sleeve, Washers	795.66
Butler Machinery Company	Cylinder	154.97
Fastenal Company	Shop Supplies	186.61
Fastenal Company	Supplies for #63	14.15
North Lake Truck Repair	Hose & Fittings	25.70
Reinert Michael P	Tube	29.80
Storm Lake Hydraulics Co Inc	Hyd Hose & Ends for #16 Loader	178.70
Storm Lake Hydraulics Co Inc	Pipe Cap for #5	8.60

Vehicle Maintenance

Department Total = 1,743.85

Technology

Central Bank	Cell Phone Equipment	269.70
Rebnord Technologies Inc	IT Service Agreement	3,550.00
Rebnord Technologies Inc	2 Facto Auth	375.00
Rebnord Technologies Inc	My AntiSpam	75.00

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Wide Open West	Internet Service February 2015	813.95
Technology		Department Total = 5,083.65
		Grand Total = 425,695.53

King's Pointe Resort
Disbursements 1/28/2015 through 2/10/2015

Vendor Name	Description	Amount
Ace Hardware Inc. (2)	supplies	356.03
Alphagraphics - Tallman Mknng	supplies	585.71
Ameripride Services (2)	supplies	1,035.70
Ameri-tech Industrial Inc.	supplies	147.25
Arnold Motor Supply	supplies	74.11
Bomgaars Supply Inc.	supplies	145.26
Booking.com	commission	50.70
Capital Sanitary Supply Co. (2)	supplies	1,153.25
Cedar Valley Bank & Trust	payment	1,056.86
City of Storm Lake (2)	water service	8,208.95
Citadel Communications Co - KCAU	advertising	1,244.00
Clear Channel Broadcasting	advertising	1,000.00
Color-ize	supplies	92.50
Copper Cottage	repairs	951.99
Crescent Electric Supply Co	supplies	776.64
Daniels Filter Service	supplies	435.76
Ecolab Food Safety Solutions	supplies	111.55
Elissa Doebel	reimbursement	189.93
Ed M. Feld Equipment Co. Inc. (2)	supplies	346.75
Edward Don & Company	supplies	1,424.50
Expedia Inc.	commission	385.29
Ferguson Enterprises, Inc. (2)	supplies	239.44
First National Bank Omaha	credit card payments	1,401.96
Hamco Walker Paper Company	supplies	125.90
Hy-Vee Food Stores (2)	food	516.23
Iowa Office Supply Inc.	supplies	925.71
J Dan Skinner.com, Inc	supplies	13.25
Julius Cleaners (2)	supplies	126.70
Kineth Hotel Corporation (2)	payroll/mgmt fee	87,852.91
Media USA Advertising Inc	advertising	805.00
Melanders Appliances & TV	supplies	2,220.00
Brian Oakleaf	reimbursement	416.00
Olsen Welding	supplies	8.55
Orkin Exterminating Inc	pest control	4.05
Pepsi-Cola Bottling Co (2)	beverages	1,334.67
Precision Dynamics Corp	supplies	352.65
Rebnord Technologies Inc	tech support	44.90
Rent-All Inc.	rental	252.65
Revinat Inc.	supplies	45.00
Sceptre Hospitality Resources	supplies	1,692.79
Schumacher Elevator Co.	inspection	915.84
Continuum Retail Energy Service	utilities	6,067.83
Signal Systems Inc	supplies	60.00
Social Tables Inc	supplies	162.50
The Storm Lake Times	advertising	1,791.52
Sysco Guest Supply LLC	supplies	1,453.81
Treasurer State of Iowa	sales tax	15,400.00
Pitney Bowes Bank	postage	1,000.00
UPS	shipping	99.27
US Foods (2)	food	15,125.88
Vizergy	web site maintenance	2,060.00
Water Safety Products Inc.	supplies	825.00
Al's Liquor	beverages	267.13

Carol's Catering	supplies	1,875.00
Doll Distributing LLC	beverages	464.30
Johnson Brothers/ Iowa Wine & Bev (2)	beverages	411.96
Steve's Window Service	window cleaning	214.00
	Total	166,345.13

Sunrise Pointe Golf Course
Disbursements 1/28/2015 through 2/10/2015

Daniels Filter Service	supplies	48.06
Kinseth Hotel Corporation (2)	payroll, management fee	2,550.80
Alliant Energy	utilities	1,151.04
Al's Liquor	beverages	79.70
Doll Distributing	beverages	420.45
Guest Refunds/Advance Deposits	refunds	187.50
Johnson Brothers/Iowa Wine & Bev	beverages	163.10
	Totals	4,600.65

These are Draft Minutes Subject to Final Council Approval

REGULAR COUNCIL MEETING, CITY OF STORM LAKE, IOWA, CITY HALL, FEBRUARY 2, 2015 5:00 P.M.

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

Mayor Kruse called the meeting to order at 5:05pm.

Hear the Public – None

Consent Agenda – Moved by Council Member Walker to approve the consent agenda which included checks #48133 through #48260, minutes from the January 19, 2015 council meeting, new liquor license for Taqueria El Tapatio, appointment of Andriette Wickstrom and Paola Michel to the Planning & Zoning Commission and approve a utility easement with Sally Brecher. Seconded by Council Member Engelmann. Vote: All ayes with Council Member Porsch and Huddleston absent. Motion carried.

Natural Resources and Outdoor Recreation Trust Fund – Moved by Council Member Engelmann to adopt Resolution No. 82-R-2014-2015 supporting the funding of the Natural Resources and Outdoor Recreation Trust Fund. Seconded by Council Member Anderson. Vote: All ayes with Council Member Porsch and Huddleston absent. Motion carried.

RESOLUTION NO. 82-R-2014-2015

RESOLUTION SUPPORTING THE FUNDING OF THE NATURAL RESOURCES AND OUTDOOR RECREATION TRUST FUND

Whereas, Iowa's natural resources are essential and critical for economic, social and recreational quality of life, and

Whereas, conservation of soil, water, wildlife, habitat, parks and trails is essential to ensure long term benefits for all Iowan's, and

Whereas, healthy soil, water and fish and wildlife habitat, parks and trails contributes billions of dollars to Iowa's rural, suburban and urban economies, and

Whereas, these benefits ensure sustainable jobs and ensure an attractive job market for those seeking gainful employment, and

Whereas, Iowa's quality of life is greatly enhanced through beautiful parks, abundant fish and wildlife for hunting and fishing, clean lakes for swimming and boating, and connected trails for biking, hiking and recreating, and

Whereas, voters in 2010 passed the Constitutional Amendment that created the Natural Resources and Outdoor Recreation Trust Fund, and polling in 2014 continues to show a high level of support (>66%) for Funding the Trust,

Therefore, be it resolved, that the City of Storm Lake, supports funding the Natural Resources and Outdoor Recreation Trust Fund, and therefore encourages the Iowa Legislature to develop and pass legislation that Funds the Trust Fund in 2015,

And be it further resolved that the Governor of the Great State of Iowa sign this legislation into law, creating a permanent source of funding that ensures Iowa's natural resources are conserved for economic, social and recreational benefits for all Iowans.

Signed this 2nd day of February, 2015.

Jon F. Kruse, Mayor

ATTEST:

Justin Yarosevich, City Clerk

BVU Winterfest – Moved by Council Member Engelmann to approve a noise variance for Sunday, February 8, 2015 between the hours of 10:00am and 11:00pm for the 2015 Buena Vista University Winterfest held at University Cove in Scout Park. Seconded by Council Member Anderson. Vote: All ayes with Council Member Walker abstaining, Council Member Porsch and Huddleston absent. Motion carried.

Lake Avenue Trail – Mayor Kruse opened the public hearing on the plans and specifications for the Lake Avenue Trail Improvement Project 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 Anderson to adopt Resolution No. 83-R-2014-2015 to approve the plans and specifications for the Lake Avenue Trail Improvement Project. Seconded by Council Member Walker. Vote: All ayes with Council Member Porsch and Huddleston absent. Motion carried.

RESOLUTION NO. 83-R-2014-2015

RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE CITY OF STORM

LAKE 2015 LAKE AVENUE TRAIL IMPROVEMENT PROJECT

WHEREAS, the plans, specifications, form of contract and estimate of cost were filed with the CITY for the construction of certain public improvements described in general as the 2015 Lake Avenue Trail Improvement 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 the plans, specifications, form of contract and estimate of cost for said public improvements, as described in the preamble of this Resolution.

PASSED AND APPROVED this 2nd day of February 2015.

Jon F. Kruse, Mayor

ATTEST:

Justin Yarosevich, City Clerk

HWY 7 Widening Project – Mayor Kruse opened the public hearing on the plans and specifications for the Widening of HWY 7 from Barton Street to Northwestern Drive stating this was the time and place for any comments. Sue Geisinger was present and noted that the January 19th council minutes had the wrong year for the public hearing date and she was also concerned if RAGBRAI would be affected by the project and whether she will have access to her property and if her driveway will be left in compliance. Hearing no further comments the Mayor then closed the public hearing.

Moved by Council Member Engelmann to adopt Resolution No. 84-R-2014-2015 to approve the plans and specifications for the Widening of HWY 7 from Barton Street to Northwestern Drive. Seconded by Council Member Walker. Vote: All ayes with Council Member Porsch and Huddleston absent. Motion carried.

RESOLUTION NO. 84-R-2014-2015

RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE CITY OF STORM LAKE WIDENING AND RESURFACING OF HIGHWAY 7 NORTHWESTERN DRIVE TO BARTON STREET PROJECT

WHEREAS, the plans, specifications, form of contract and estimate of cost were filed with the CITY for the construction of certain public improvements described in general as the Widening and Resurfacing of Highway 7 Northwestern Drive to Barton Street 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 the plans, specifications, form of contract and estimate of cost for said public improvements, as described in the preamble of this Resolution.

PASSED AND APPROVED this 2nd day of February 2015.

Jon F. Kruse, Mayor

ATTEST:

Justin Yarosevich, City Clerk

Downtown Façade Renovation Project – Mayor Kruse opened the public hearing on the plans and specifications for the Downtown Façade Renovation Project 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 Anderson to adopt Resolution No. 85-R-2014-2015 approving the plans and specifications for the Downtown Façade Renovation Project. Seconded by Council Member Walker. Vote: All ayes with Council Member Porsch and Huddleston absent. Motion carried.

RESOLUTION NO. 85-R-2014-2015

RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE CITY OF STORM LAKE DOWNTOWN FAÇADE RENOVATION PROJECT

WHEREAS, the plans, specifications, form of contract and estimate of cost were filed with the CITY for the construction of certain public improvements described in general as the Downtown Façade Renovation 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 the plans, specifications, form of contract and estimate of cost for said public improvements, as described in the preamble of this Resolution.

PASSED AND APPROVED this 2nd day of February 2015.

Jon F. Kruse, Mayor

ATTEST:

Justin Yarosevich, City Clerk

Meridian Development Agreement – Moved by Council Member Walker to adopt Resolution No. 86-R-2014-2015 rescinding the previous development agreement that was approved by the Council on October 6, 2014 and setting Monday, February 16, 2015 for a public hearing on a revised development agreement. Seconded by Council Member Engelmann. Vote: All ayes with Council Member Porsch and Huddleston absent. Motion carried.

RESOLUTION NO. 86-R-2014-2015

RESOLUTION REPEALING RESOLUTION NO. 44-R-2014-2015 AND FIXING DATE FOR A PUBLIC HEARING ON THE PROPOSAL TO ENTER INTO A DEVELOPMENT AGREEMENT WITH MERIDIAN MANUFACTURING, INC., AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, by Resolution No. 33-R-91-92, adopted September 16, 1991, this Council found and determined that certain areas located within the City are eligible and should be designated as an urban renewal area under Iowa law, and approved and adopted the Storm Lake Industrial Urban Renewal Plan (the "Plan") for the Storm Lake Industrial Urban Renewal Area (the "Urban Renewal Area" or "Area") described therein, which Plan is on file in the office of the Recorder of Buena Vista County; and

WHEREAS, the Plan was amended by Resolution No. 25-R-2004-2005 adopted October 18, 2004 (Amendment No. 1), Resolution No. 07-R-2010-2011 adopted July 19, 2010 (Amendment No. 2), and Resolution No. 36-R-2013-2014 adopted November 18, 2013 (Amendment No. 3); and

WHEREAS, it is desirable that properties within the Area be redeveloped as part of the overall redevelopment area covered by said Plan; and

WHEREAS, on October 6, 2014, the City approved a Development Agreement with Meridian Manufacturing, Inc. ("Developer") by adopting Resolution No. 44-R-2014-2015; and

WHEREAS, the Developer requested, and City staff now recommends, revisions to the Development Agreement including, but not limited to, a reduction in the maximum amount of economic development grant, reduction in the term of the agreement, reduction in number of required full-time employees and reduction in minimum base annual pay; and

WHEREAS, the City now desires to repeal Resolution No. 44-R-2014-2015 which the City adopted on October 6, 2014 and is setting a new public hearing for February 16, 2015; and

WHEREAS, the City has received a proposal from Developer, in the form of a proposed Development Agreement (the "Agreement") by and between the City and the Developer, pursuant to which, among other things, the Developer would agree to construct certain Minimum Improvements (as defined in the Agreement) on certain real property located within the Storm Lake Industrial Urban Renewal Area as defined and legally described in the Agreement and consisting of the construction of an approximately 7,200 square foot expansion consisting of a 60' x 120' post frame building to be used for cold storage, together with all related site improvements, as outlined in the proposed Development Agreement; and

WHEREAS, the Agreement further proposes that the City will make up to ten (10) consecutive annual payments of Economic Development Grants to Developer consisting of 100% of the Tax Increments pursuant to Iowa Code Section 403.19 and generated by the construction of the Minimum Improvements, the cumulative total for all such payments not to exceed the lesser of \$70,000, or the amount accrued under the formula outlined in the proposed Development Agreement, under the terms and following satisfaction of the conditions set forth in the Agreement; and

WHEREAS, one of the obligations of the Developer relates to employment retention and/or creation; and

WHEREAS, Iowa Code Chapters 15A and 403 (the "Urban Renewal Law") authorize cities to make grants for economic development in furtherance of the objectives of an urban renewal project and to appropriate such funds and make such expenditures as may be necessary to carry out the purposes of said Chapter, and to levy taxes and assessments for such purposes; and

WHEREAS, the Council has determined that the Agreement is in the best

interests of the City and the residents thereof and that the performance by the City of its obligations thereunder is a public undertaking and purpose and in furtherance of the Plan and the Urban Renewal Law and, further, that the Agreement and the City's performance thereunder is in furtherance of appropriate economic development activities and objectives of the City within the meaning of Chapters 15A and 403 of the Iowa Code, taking into account the factors set forth therein; and

WHEREAS, neither the Urban Renewal Law nor any other Code provision sets forth any procedural action required to be taken before said economic development activities can occur under the Agreement, and pursuant to Section 364.6 of the City Code of Iowa, it is deemed sufficient if the action hereinafter described be taken and the City Clerk publish notice of the proposal and of the time and place of the meeting at which the Council proposes to take action thereon and to receive oral and/or written objections from any resident or property owner of said City to such action.

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

That Resolution No. 44-R-2014-2015 adopted on October 6, 2014 is hereby repealed.

That this Council meet in the Council Chambers, City Hall, 620 Erie Street, Storm Lake, Iowa, at 5:00 o'clock P.M. on the 16th day of February, 2015, for the purpose of taking action on the matter of the proposal to enter into a Development Agreement with Meridian Manufacturing, Inc.

That the City Clerk is hereby directed to cause at least one publication to be made of a notice of said meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in said City, said publication to be not less than four (4) clear days nor more than twenty (20) days before the date of said public meeting.

The notice of the proposed action shall be in substantially the following form:

(One publication required)

NOTICE OF PUBLIC HEARING OF THE CITY
COUNCIL OF THE CITY OF STORM LAKE IN THE
STATE OF IOWA, ON THE MATTER OF THE
PROPOSAL TO ENTER INTO A DEVELOPMENT
AGREEMENT WITH MERIDIAN MANUFACTURING,
INC., AND THE HEARING THEREON

PUBLIC NOTICE is hereby given that the Council of the City of Storm Lake in the State of Iowa, will hold a public hearing on the 16th day of February, 2015, at 5:00 o'clock P.M. in the Council Chambers, City Hall, 620 Erie Street, Storm Lake, Iowa, at which meeting the Council proposes to take action on the proposal to enter into a

Development Agreement (the "Agreement") with Meridian Manufacturing, Inc. (the "Developer").

The Agreement would obligate the Developer to construct certain Minimum Improvements (as defined in the Agreement) on certain real property located within the Storm Lake Industrial Urban Renewal Area as defined and legally described in the Development Agreement, consisting of the construction of an approximately 7,200 square foot expansion consisting of a 60' x 120' post frame building to be used for cold storage, together with all related site improvements, under the terms and following satisfaction of the conditions set forth in the Agreement. One of the obligations of Developer relates to employment retention and/or creation.

The Agreement would further obligate the City to make up to ten (10) consecutive annual payments of Economic Development Grants to Developer consisting of 100% of the Tax Increments pursuant to Iowa Code Section 403.19 and generated by the construction of the Minimum Improvements, the cumulative total for all such payments not to exceed the lesser of \$70,000, or the amount accrued under the formula outlined in the proposed Development Agreement, under the terms and following satisfaction of the conditions set forth in the Agreement.

A copy of the Agreement is on file for public inspection during regular business hours in the office of the City Clerk, City Hall, City of Storm Lake, Iowa.

At the above meeting the Council shall receive oral or written objections from any resident or property owner of said City, to the proposal to enter into the Agreement with the Developer. After all objections have been received and considered, the Council will at this meeting or at any adjournment thereof, take additional action on the proposal or will abandon the proposal to authorize said Agreement.

This notice is given by order of the City Council of the City of Storm Lake in the State of Iowa, as provided by Section 364.6 of the City Code of Iowa.

Dated this _____ day of _____, 2015.

City Clerk, City of Storm Lake in the State of
Iowa

(End of Notice)

PASSED AND APPROVED this 2nd day of February, 2015.

Jon F. Kruse, Mayor

ATTEST:

Justin Yarosevich, City Clerk

Adjournment – Moved by Council Member Walker to adjourn the meeting at 5:31pm. Seconded by Council Member Anderson. Vote: All ayes with Council Member Porsch and Huddleston absent. Motion carried.

Jon F. Kruse, Mayor

ATTEST:

Justin Yarosevich, City Clerk

M E M O R A N D U M

TO: JUSTIN YAROSEVICH

FROM: MARK PROSSER

DATE: JANUARY 14, 2015

REFERENCE: LIQUOR LICENSE RENEWAL
BOATHOUSE
502 LAKE AVE

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

	01-29-2013 to 02-09-2014	02-10-2014 to 01-12-2015
INCIDENTS		
Accident	0	1
	0	1
Bar Check	2	1
Business Security	7	1
City/Co Department Assist	1	0
Fire Department Assist	0	1
Harassment	0	1
Keys Locked In Car	3	0
Motorist Assist	0	1
Open Window/Door	2	2
PR/Talk/Presentation	2	0
Station Assignment	1	2
Theft	2	0
ARREST	none	none

Recommendation: Approval of liquor license.

M E M O R A N D U M

TO: JUSTIN YAROSEVICH

FROM: MARK PROSSER

DATE: FEBRUARY 12, 2015

REFERENCE: LIQUOR LICENSE RENEWAL
CASEY'S EAST
1419 E LAKESHORE DR

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

	02-12-2013 to 02-09-2014	02-10-2014 to 02-10-2015
INCIDENTS		
Burglar Alarm	0	1
Business Security	20	38
Citizen Assist	1	1
City / County Dept. Assist	1	0
Disturbance	0	1
Harassment	0	1
Keys Locked In Car	5	3
Law Department Assist	0	1
Motorist Assist	3	2
Pedestrian Stop	1	0
PR/Talk/Presentation	2	2
Reckless Driver	1	0
Salvation Army Assist	0	1
Station Assignment	3	4
Street Beat	32	44
Suspicious Person	1	0
Theft	3	4
Vehicle Maintenance	3	5
Vehicle Stop	14	16
Welfare Check	0	1
ARRESTS	none	none

Recommendation: Approval of liquor license.

M E M O R A N D U M

TO: JUSTIN YAROSEVICH

FROM: MARK PROSSER

DATE: FEBRUARY 12, 2015

REFERENCE: LIQUOR LICENSE RENEWAL
CASEY'S WEST
222 W MILWAUKEE AVE

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

	02-12-2013 to 02-09-2014	02-10-2014 to 02-10-2015
INCIDENTS		
Accident	4	2
Ambulance Call	1	0
Animal Call	0	1
Assault	1	0
Burglar Alarm	1	0
Business Assist	3	1
Business Security	32	43
Citizen Assist	4	1
City/County Dept. Assist	0	1
Disturbance/Noise/Party	0	1
Domestic	1	0
Drug Investigation	1	0
Extra Security	1	0
Fight	1	0
General Information	1	1
Harassment	2	0
Intoxicated Driver	1	0
Keys Locked In Car	9	14
Law Department Assist	2	1
Lost Child	0	1
PR/Talk/Presentation	2	2
Reckless Driver	1	1
Street Beat	9	25
Suspicious Activity	0	1
Suspicious Vehicle	0	1

Theft	12	3
Vehicle Maintenance	7	5
Vehicle Stop	14	8
Wants/Warrants Check	1	0
Warrant Service	1	1
Station Assignment	3	6
Subpoena Service	1	0

ARRESTS

Assault	1	0
Child Endangerment	1	0
Disorderly Conduct	2	0
Domestic Abuse	1	0
False Imprisonment	1	0
Operating While Intoxicated	0	0
Supply Tobacco to Minor	1	0
Theft	2	0
Truancy	1	0

Recommendation: Approval of liquor license.

Staff Summary

2/16/2015

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	\$425,695.53	\$187,572.59	\$114,766.17	61	\$2320.00	1	\$70,486.42	38
King's Pointe	\$166,345.13	\$62,902.29	\$16,115.06	26			\$46,787.23	74
Golf	\$4,600.65	\$2,049.85	\$1,230.74	60			\$819.11	40

Course								
--------	--	--	--	--	--	--	--	--

RECOMMENDATION: Review Buy Local Information

Staff Summary

2/16/2015
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: Justin Yarosevich, Assistant City Manager / City Clerk

SUBJECT: **Easement Approval**

BACKGROUND: The City of Storm Lake has a need for a temporary construction easement related to the construction of Howard Road which is required to be constructed by the end of August 2015 per the Development Agreement for Woodland Creek.

There is only one easement needed for this project which is from Robert Baschke and would allow the contractor to have access to a corner of his property when putting in a culvert under the approach of Howard Road to HWY 110.

FISCAL IMPACT: The cost of the easement is \$1.00.

RECOMMENDATION: Approve the Consent Agenda Including the Easment

ATTACHMENTS:

Description	Type
Baschke Easement	Backup Material

Return To: Havens and Havens, P.O. Box 426, Storm Lake, IA 50588

Preparer: Philip E. Havens, Havens and Havens, P.O. Box 426, Storm Lake, IA 50588

EASEMENT AGREEMENT

This Agreement, made and entered into this _____ day of _____, 2015, by and between Robert E. Baschke, a single person, herein referred to as Grantor, and the City of Storm Lake, Iowa, a municipal corporation, herein referred to as Grantee.

SECTION I.

RIGHT-OF-WAY GRANT - TEMPORARY WORKSPACE

In consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration, receipt of which is hereby acknowledged, Grantor hereby grants, sells, and conveys to Grantee, its successors and assigns a right-of-way over, across, and on the following described real estate in Buena Vista County, Iowa, to-wit:

PART OF LOT TWENTY-TWO (22), BLOCK SIX (6), OF THE FOURTH PLATTING OF EMERALD PARK, AN ADDITION TO THE CITY OF STORM LAKE, BUENA VISTA COUNTY, IOWA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

Beginning at the Southwest (SW) corner of said Lot Twenty-two (22), thence easterly along the south line of said Lot Twenty-two, 30.00 feet; Thence in a northwesterly direction to a point on the West line of said Lot Twenty-two lying 30.00 feet north of the Southwest corner thereof; Thence South along said West line, 30.00 feet to the Point of Beginning,

which shall be used as temporary work space for the construction of a roadway (Howard Road). This

right will terminate upon completion of construction of said roadway.

SECTION II.

ADDITIONAL RIGHTS OF GRANTEE

Grantee shall have the right of ingress and egress to and from the right-of-way described in Section I, above, for any and all purposes necessary or convenient to the exercise by Grantee of the rights granted herein.

SECTION III.

RIGHT OF GRANTOR

Grantor reserves the right to use and enjoy the right-of-way described in Section I, above, to the fullest possible extent without unreasonable interference with the exercise by Grantee of the rights herein. In this regard, neither Grantor nor Grantee shall have the right to locate any building or any surface installation on any part of the real estate described herein or to fence the whole or any part thereof.

SECTION IV.

RESTORATION OF SURFACE

Grantee agrees that the right-of-way should be left free of any large stones, holes or piles of dirt and that the area should be re-seeded to grass, if necessary. With regard to said restoration, Grantee agrees that the same shall be accomplished as near to the original condition of the affected easement area as may be possible within a reasonable time after the construction of said roadway.

SECTION V.

WARRANTY OF TITLE

Grantor covenants that he is the owner of the temporary work space described herein and has the right, title and capacity to grant said premises.

SECTION VI.

EFFECT OF AGREEMENT

This Agreement shall be binding upon the heirs, legal representatives, successors and assigns of the parties hereto.

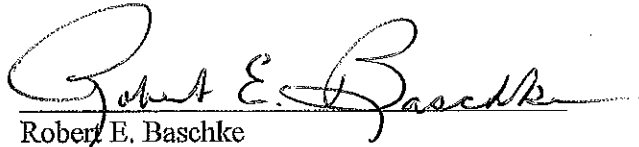
IN WITNESS WHEREOF, the parties have executed this Agreement in Storm Lake; Iowa, on the day and year first above written.

GRANTEE:

GRANTOR:

CITY OF STORM LAKE, IOWA

By _____
Jon F. Kruse, Mayor


Robert E. Baschke

ATTEST:

Justin Yarosevich, City Clerk

STATE OF IOWA, COUNTY OF BUENA VISTA

This record was acknowledged before me on the 9th day of February, 2015, by

Robert E. Baschke, a single person.




Notary Public in and for the State Of Iowa

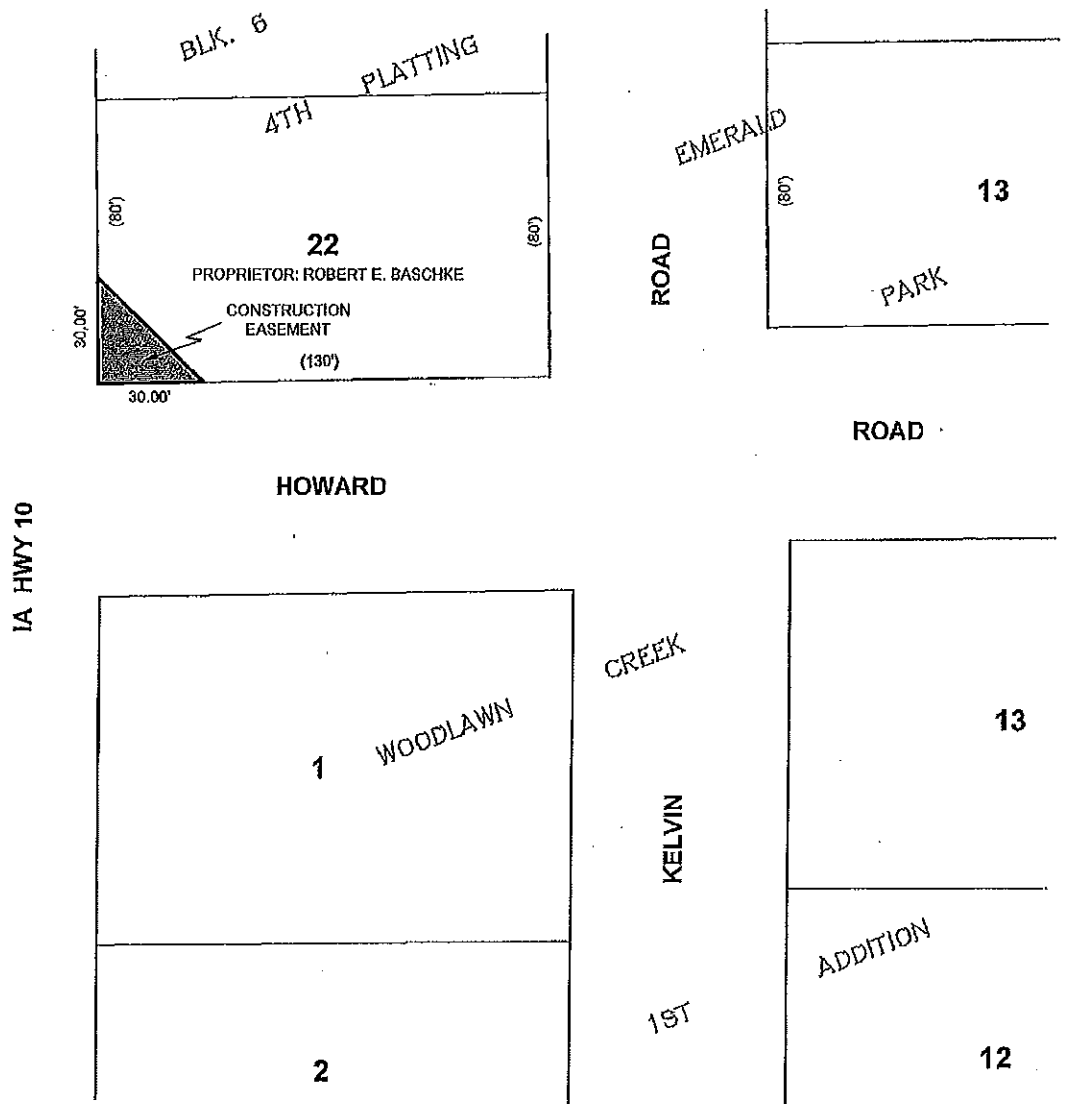
STATE OF IOWA, COUNTY OF BUENA VISTA

This record was acknowledged before me on the _____ day of _____, 2015, by

Jon F. Kruse and Justin Yarosevich, as Mayor and City Clerk, respectively, of the City of Storm Lake, Iowa.

Notary Public in and for the State of Iowa

PREPARED BY: J. SCOTT SHEVEL P.L.S. I&S GROUP, INC. P.O. BOX 468 1725 N. LAKE AVE. STORM LAKE, IA. 50588



CONSTRUCTION EASEMENT:

A TEMPORARY EASEMENT FOR ROADWAY CONSTRUCTION OVER AND ACROSS PART OF LOT TWENTY-TWO (22), BLOCK SIX (6), OF THE FOURTH PLATTING OF EMERALD PARK, AN ADDITION TO THE CITY OF STORM LAKE, BUENA VISTA COUNTY, IOWA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

Beginning at the Southwest (SW) corner of said Lot twenty-two (22), thence easterly along the south line of said Lot twenty-two (22), 30.00 feet; Thence in a northwesterly direction to a point on the West line of said Lot twenty-two (22) lying 30.00 feet north of the Southwest corner thereof; Thence South along said West line, 30.00 feet to the Point of Beginning.



CONSTRUCTION
EASEMENT AREA
DESCRIBED HEREON



**EASEMENT EXHIBIT
PART LOT 22
BLOCK 6
FOURTH PLATTING OF
EMERALD PARK, AN
ADDITION TO THE CITY OF
STORM LAKE, BUENA VISTA
COUNTY, IOWA.**



1725 N. Lake Ave.
Storm Lake Ia. 50588
Ph: 712-732-7745
PN: 112-14672
Drawn: JSS
Sheet 1 OF 1
Surveyed by: JSS
Survey Date:
Revision Date:
Drawing Name:

Staff Summary

2/16/2015

Agenda Item # D.



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

REPORT TO: Honorable Mayor and City Council

FROM: Scott Olesen, Building Official

SUBJECT: **Applications For Tax Abatements**

BACKGROUND: The Storm Lake City Council is required to approve tax abatement applications.

Typically tax abatement applications (if a normal request and filed on time) will be included with the regular Council agendas as part of the Consent Agenda. Items filed late will be handled as a regular staff summary.

The applications for tax abatement for this agenda item are as follows:

- The single family dwelling, located at 1107 West Sixth Street, is a new home constructed by the Storm Lake Community School District Building Trades program. It was completed in June of 2014.
- The single family dwelling located at 1712 Violet Lane was originally located on West Sixth Street, but was moved as a part of the Buena Vista Regional Medical Center project. This project consisted of constructing a new foundation at the Violet Lane location, moving the home, and finishing building out the interior of the basement. It was completed late in 2014.
- 805 Prairie Lane is a new dwelling that is currently under construction. The dwelling should be completed in the spring of 2015.
- 715 Barton Street had a new electrical service installed and had the interior updated. It was completed in late 2014.

Owners of property within the corporate limits of Storm Lake which have built new buildings or have remodeled existing structures, **and are not located in an Urban Renewal Area**, may apply for a property tax abatement.

Owners of residential property may apply for an abatement of

100% of the first \$75,000 of actual value added for a period of five (5) years. Owners of commercial properties may apply for an abatement of 50% on the actual value added for a period of three years.

The amount of increase in value is determined by the Buena Vista County Assessors Office, which will ultimately decide if the property will be eligible for an abatement and how much abatement will be provided.

Applications for tax abatements must be received by the City no later than February 1st and the City must deliver the approved applications to the County Assessors Office no later than March 1st. Applications outside of these dates will still be accepted, but the timing of the abatement will be different than those applications received in the required submittal dates.

The attached applications for tax abatement are not located in an Urban Renewal Area, so they are eligible to apply for a residential tax abatement. The application, if approved by Council, will be forwarded to the Buena Vista County Assessors Office. If approved by the Assessors Office, the properties will receive the full five year abatement.

FISCAL IMPACT:

If the tax abatements are approved by the City Council and Buena Vista County Assessors Office, the estimated total impact to the general fund would be \$1,000 per year for five (5) years.

RECOMMENDATION:

Review and approve the applications for tax abatement under the urban revitalization plan for the properties located at 1107 West Sixth Street, 1712 Violet Lane, 715 Barton Street, and 805 Prairie Lane.

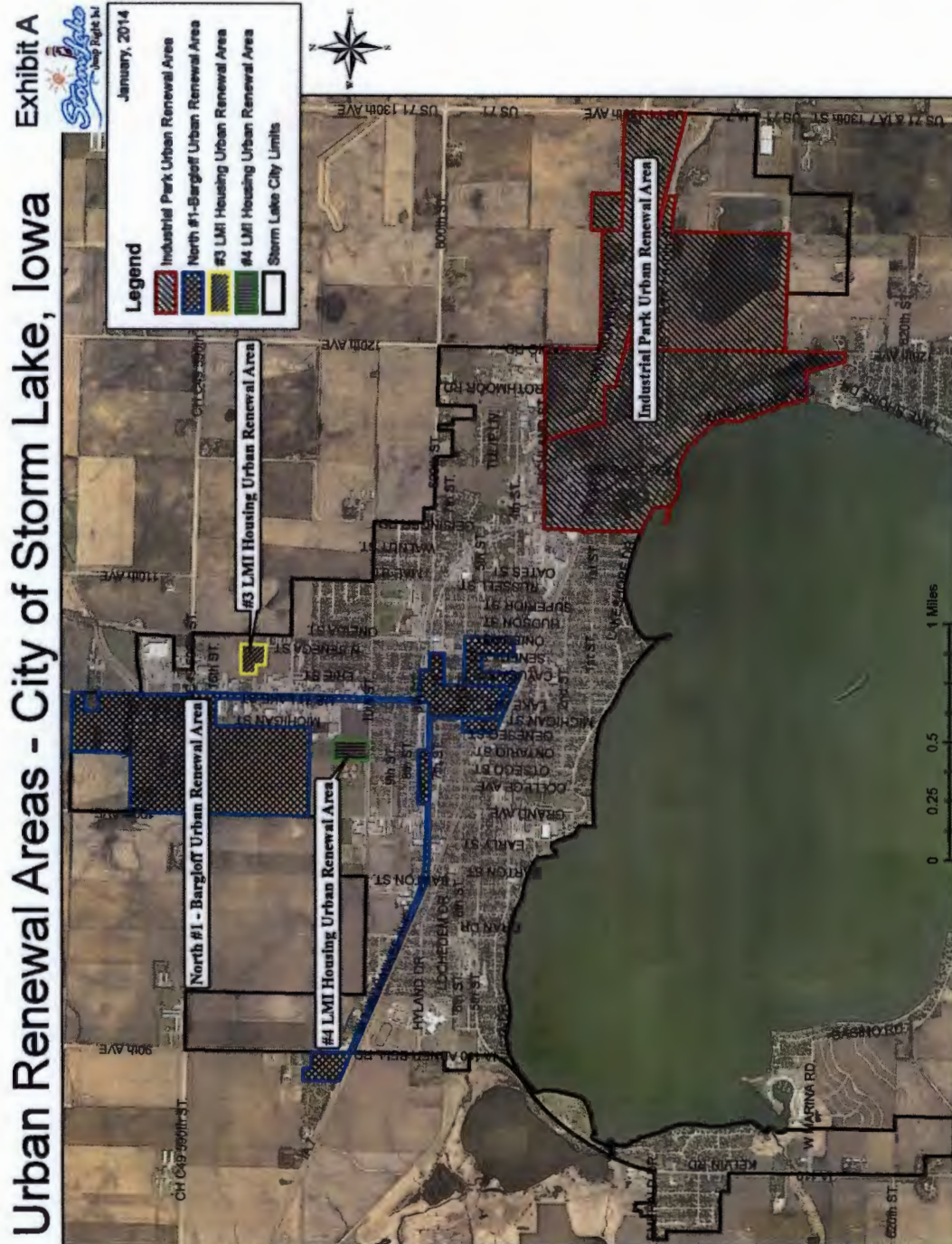
Authorize Mayor to Sign

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Urban Renewal Areas	Backup Material
<input type="checkbox"/> Tax Abatement Applications	Backup Material

EXHIBIT B

Map showing current Urban Renewal Areas that are not eligible for any Exemptions under this Revitalization Plan. Property within future modifications, additions and/or deletions of urban renewal areas are likewise not eligible for any Exemptions under this Revitalization Plan.





TAX ABATEMENT APPLICATION FORM

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

City of Storm Lake
Building Official's Department
P.O. Box 1086
Storm Lake, Iowa 50588
712-732-8000
buildingofficial@stormlake.org

For More information visit:
www.stormlake.org/taxabatement

Tax exemptions are allowed as follows:

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

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

Multi- Residential - No exemption

NOTE: Minimum 20% increase on actual value required

Need More
Information?
Scan This QR
Code!



☐ Prior Approval for Intended Improvements

☒ Approval of Improvements Completed

Property Address: 1107 W 6th St Storm Lake Ia 50588

Legal
Description:

Lot 3, Block 00, Storm Lake Corporation, Hayes Township, West School Addition.

Property ID Number (PIN): 14-04-235-003

Owner E-mail:

Property Owner Name: Storm Lake Comm. Schools

Phone Number: 299-2084

Owner Address (If different than above) 505 Alta Vista, Alta, Iowa

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

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

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

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

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

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

What is the nature of the improvements being completed?

☒ New Construction ☐ Addition ☐ General Improvements

Describe
Improvements:

New 34' x 69' single family dwelling, single story w/
2 car attached garage

Estimated or Actual Date of Completion:

June 4, 2014

Estimated or Actual costs of Improvements:

\$160,000

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

Tax Abatement is **NOT** allowed in any current or future Urban Renewal Area within the City limits of the City of Storm Lake. Your application for Tax Abatement must be filed with the City of Storm Lake by February 1st of the assessment year for which the exemption is first claimed but in no case not later than two (2) years after the February 1st following the year that the improvements are first assessed for taxation. Your project must be completed so that the first full assessment is not later than January 1, 2024.

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

Please attach the approved building permit to your application.

Signature:

Print Name:

Date:

Title:

Company:

City of Storm Lake ONLY

Date Received:

1st Year Fully Assessed:

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

Building Permit #:

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

☒ Check Box if application is approved

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

Disapproval Reason:

Authorized by Building Official:

Date:

Authorized by Mayor:

Date:

Attested by City Clerk:

Date:

☐ Application Scanned to Laserfiche

Delivered to BV County Assessor on:

By:

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

Buena Vista County Assessor ONLY

Present Value of Structure:

Assessed Value with Improvements:

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

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

Assessor Signature:

Date:

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



TAX ABATEMENT APPLICATION FORM

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

City of Storm Lake
Building Official's Department
P.O. Box 1086
Storm Lake, Iowa 50588
712-732-8000
buildingofficial@stormlake.org

For More information visit:
www.stormlake.org/taxabatement

Tax exemptions are allowed as follows:

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

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

Multi- Residential - No exemption

NOTE: Minimum 20% increase on actual value required

Need More
Information?
Scan This QR
Code!



☒ Prior Approval for Intended
Improvements

☐ Approval of Improvements Completed

Property Address:

805 Prairie Lane

Legal
Description:

Lot 7, Block 00, Storm Lake Corp, Hayes Twp, West Lake
Estates 5th Addition

Property ID Number (PIN):

14-08-126-019

Owner E-mail:

erin-smith76@yahoo.com

Property Owner Name:

Tim & Erin Smith

Phone Number:

712-732-4898

Owner Address (If different than above)

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

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

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

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

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

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

What is the nature of the improvements being completed?

☒ New Construction ☐ Addition ☐ General Improvements

Describe
Improvements:

New home being constructed on lot

Estimated or Actual Date of Completion:

03/2015

Estimated or Actual costs of Improvements:

\$ 425,000

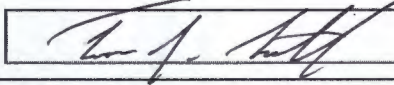
NOTE: For complete details regarding eligibility & requirements see the Urban Revitalization Plan (4-4-2005) and amendment #1 (2014) and Ordinance.

Tax Abatement is **NOT** allowed in any current or future Urban Renewal Area within the City limits of the City of Storm Lake. Your application for Tax Abatement must be filed with the City of Storm Lake by February 1st of the assessment year for which the exemption is first claimed but in no case not later than two (2) years after the February 1st following the year that the improvements are first assessed for taxation. Your project must be completed so that the first full assessment is not later than January 1, 2024.

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

Please attach the approved building permit to your application.

Signature:



Print Name:

Timothy J. Smith

Date:

9-14-14

Title:

Company:

City of Storm Lake ONLY

Date Received:

9-15-14

1st Year Fully Assessed:

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

Building Permit #:

BP14-0214

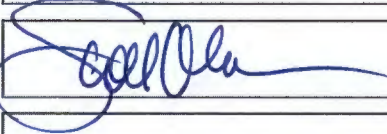
☐ For Rental Properties - Verified that property is on rental inspection registration list

☒ Check Box if application is approved

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

Disapproval Reason:

Authorized by Building Official:



Date:

2-10-2015

Authorized by Mayor:

Date:

Attested by City Clerk:

Date:

☐ Application Scanned to Laserfiche

Delivered to BV County Assessor on:

By:

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

Buena Vista County Assessor ONLY

Present Value of Structure:

Assessed Value with Improvements:

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

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

Assessor Signature:

Date:

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



TAX ABATEMENT APPLICATION FORM

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

City of Storm Lake
Building Official's Department
P.O. Box 1086
Storm Lake, Iowa 50588
712-732-8000
buildingofficial@stormlake.org

For More information visit:
www.stormlake.org/taxabatement

Tax exemptions are allowed as follows:

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

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

Multi- Residential - No exemption

NOTE: Minimum 20% increase on actual value required

Need More
Information?
Scan This QR
Code!



☐ Prior Approval for Intended Improvements

☒ Approval of Improvements Completed

Property Address:

715 Barton

Legal Description:

Lot one (1) of auditors subdivision of part of lot nine (9) of early's addition to the city of storm lake, Iowa

Property ID Number (PIN):

Owner E-mail:

busy licht inc@yaboo.com

Property Owner Name:

Larry + Barbara A. Licht

Phone Number:

(712) 299-4449

Owner Address (If different than above)

5818 Hwy 71

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

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

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

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

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

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

What is the nature of the improvements being completed?

☐ New Construction ☐ Addition ☒ General Improvements

Describe Improvements:

Electric Inlet + Breakers, Plumb Repairs, update Bath, Floor Coverings, paint

Estimated or Actual Date of Completion:

12-28-14

Estimated or Actual costs of Improvements:

\$9,000.00

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

Tax Abatement is **NOT** allowed in any current or future Urban Renewal Area within the City limits of the City of Storm Lake. Your application for Tax Abatement must be filed with the City of Storm Lake by February 1st of the assessment year for which the exemption is first claimed but in no case not later than two (2) years after the February 1st following the year that the improvements are first assessed for taxation. Your project must be completed so that the first full assessment is not later than January 1, 2024.

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

Please attach the approved building permit to your application.

Signature:

Barbara A. Lucht

Print Name:

Barbara A. Lucht

Date:

1-21-15

Title:

owner

Company:

City of Storm Lake ONLY

Date Received:

1-21-2015

1st Year Fully Assessed:

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

Building Permit #:

BP14-0275

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

☒ Check Box if application is approved

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

Disapproval Reason:

Authorized by Building Official:

[Signature]

Date:

2-10-2015

Authorized by Mayor:

Date:

Attested by City Clerk:

Date:

☐ Application Scanned to Laserfiche

Delivered to BV County Assessor on:

By:

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

Buena Vista County Assessor ONLY

Present Value of Structure:

Assessed Value with Improvements:

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

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

Assessor Signature:

Date:

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



TAX ABATEMENT APPLICATION FORM

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

City of Storm Lake
Building Official's Department
P.O. Box 1086
Storm Lake, Iowa 50588
712-732-8000
buildingofficial@stormlake.org

For More Information visit:
www.stormlake.org/taxabatement

Tax exemptions are allowed as follows:

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

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

Multi- Residential - No exemption

NOTE: Minimum 20% increase on actual value required

Need More
Information?
Scan This QR
Code!



☐ Prior Approval for Intended
Improvements

☒ Approval of Improvements Completed

Property Address:

1712 Violet Ln. Storm Lake, IA 50588

Legal
Description:

TH South half of lot seven (7), block six (6), M.C.S. addition
to the city of Storm Lake, IA.

Property ID Number (PIN):

14-02-201-030

Owner E-mail:

Schaller.robert@gmail.com

Property Owner Name:

Robert & Natalie Schaller

Phone Number:

918-770-2067

Owner Address (If different than above)

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

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

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

☒ Residential

☐ Commercial

☐ Multi-Residential

☐ Industrial

☐ Vacant

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

☒ Residential

☐ Commercial

☐ Multi-Residential

☐ Industrial

☐ Vacant

What is the nature of the improvements being completed?

☒ New Construction

☐ Addition

☐ General Improvements

Describe
Improvements:

Home moved onto site, new foundation and utilities, as
well as finish out new basement

Estimated or Actual Date of Completion:

Nov 1, 2014

Estimated or Actual costs of Improvements:

230,000

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

*Tax Abatement is **NOT** allowed in any current or future Urban Renewal Area within the City limits of the City of Storm Lake. Your application for Tax Abatement must be filed with the City of Storm Lake by February 1st of the assessment year for which the exemption is first claimed but in no case not later than two (2) years after the February 1st following the year that the improvements are first assessed for taxation. Your project must be completed so that the first full assessment is not later than January 1, 2024.

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

Please attach the approved building permit to your application.

Signature: Robert Schaller M. Schaller
Print Name: Robert Schaller Maitalie Schaller Date: 12/23/14
Title: _____ Company: _____

City of Storm Lake ONLY

Date Received: 12-23-2014 1st Year Fully Assessed: _____

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

Building Permit #: BP13-0263 ☐ For Rental Properties - Verified that property is on rental inspection registration list

☒ Check Box if application is approved

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

Disapproval Reason: _____

Authorized by Building Official: [Signature]

Date: 2-10-2015

Authorized by Mayor: _____

Date: _____

Attested by City Clerk: _____

Date: _____

☐ Application Scanned to Laserfiche

Delivered to BV County Assessor on: _____

By: _____

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

Buena Vista County Assessor ONLY

Present Value of Structure: _____

Assessed Value with Improvements: _____

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

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

Assessor Signature: _____

Date: _____

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

Staff Summary

2/16/2015
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: James H. Patrick, City Manager

SUBJECT: **Fiscal Year 2016 Budget Workshop**

BACKGROUND: Staff will present the fiscal year 2016 budget to the Council.
Please see the attached sections of the Budget Book.

FISCAL IMPACT: N/A

RECOMMENDATION: Review and discuss the City Manager's proposed budget for FY 2016.

ATTACHMENTS:

Description	Type
City Manager Letter	Letter
Introduction/Factors	Backup Material
Highlights	Backup Material
Taxes	Backup Material
FY 2015 Re-estimations	Backup Material
2015 Purchase Orders	Backup Material
FY 2016 Operations	Backup Material
Capital Projects	Backup Material
Unfunded Capital Requests	Backup Material
Fund Balances	Backup Material
Non Program	Backup Material
Urban Renewal	Backup Material
Debt Service	Backup Material



TO: Mayor and Council
FROM: James Patrick, City Manager
SUBJECT: 2014-2015 Budget
DATE: February 6, 2015

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

My thanks again this year to Justin and Jennifer for their hard and diligent work on this budget and attached documents. This was not an easy budget since revenue is down and anticipated to stay there. We have started tightening the belt in anticipation of significant revenue shortages from 2017 to 2021 due to the State rollback in commercial/industrial property assessment and next year the addition of multifamily property assessment rollbacks.

Last year we were able to reduce property tax. This year we are anticipating an increase to the property tax since there is less taxable valuation and the tax needs are the same or slightly reduced from last year. While the State tried to reduce the tax burden on commercial and industrial it only reduced the taxes paid by one percent while we anticipate a home owner's taxes going up six percent.

We have developed a conservative budget which may turn out not to be as bleak as we are planning for now. If the State tax backfill happens, the franchise fees continue to grow, we see development on the condominium site, continuing the Kings Pointe performance, and as the Local Option Sales Tax continues to grow we will be able to better determine reliable revenue streams.

Another significant impact to the City's Enterprise funds was the Hillshire fire. Hillshire did not require the City's water or sewer services for the nine plus months they were remodeling. This lead to some significant revenue short falls in both funds. We anticipate that the funds can recover.

The City has been fortunate to receive assistance from FEMA for a new sewer interceptor around the west and south side of the lake and for an expansion to the waste water treatment plant. This project will be completed this spring. The items left to be completed are: the inlet lift station, the final hook up to 13th Street lift station, finishing the west aeration basin, landscaping and paving. We will be asking FEMA/Homeland Security to increase their grant funding to this project due to the change orders on contracts 3, 4, and 5.

The new well 20 is almost complete and just needs power to the well, the well house, the generator set, paving and landscaping. The improvements to the water treatment plant are also nearing completion. We do have a MIOX generator that we are having issues with. Replacement of these generators is over \$70,000. We are going to conduct a pilot project in moving to sodium hypochlorite for disinfection with the anticipation that it will do as good if not better and it will be more cost effective.

The City has also received funding for storm water mitigation in the form of Community Development Block Grants (CDBG) and through a new State Sales Tax Increment Financing for Flood Mitigation. The City received over \$4 million to help fund the North Central and Expansion Blvd. Storm Water

mitigation projects. This will significantly reduce the flooding currently experienced in the City during heavy rain storms or heavy snow thaws. This has led to the City being recognized as a "Demonstration Community for Water Best Management Practices" by Iowa Economic Development Authority. As a part of this designation, the City, through an IEDA Grant, is working with Conservation Design Forum to develop a best management practices template for us and other communities in the State. Results were anticipated last fall in time for another grant cycle. Even though we are still waiting on the Template, the City has received approval to submit a full grant application through the Iowa Department of Agriculture and Land Stewardship for a "restorer" and two bioreactors. We were also requested to submit for a CDBG grant for Erie Street reconstruction. Last year, Erie Street once again fell into disrepair and caused some car damage. The only way to fix the potholes and street issues is to reconstruct Erie Street. There is no storm water control measures and the Street needs to be repaved. The thought is that if we could acquire some grants to defray the cost, and if we can use AmeriCorps volunteers to help with either the pervious pavers and/or construction of the rain gardens, that we could accomplish the rebuild cost effectively. The State IEDA is interested in seeing some of the storm water best management practices used. It would also be a prototype of what we could do downtown for downtown revitalization. These actions support Council's goals of protecting the environment and improving the infrastructure.

We did not get the North Central Project bid this last year, neither did we get a good bid on East 10th Street. Both projects are in this budget. Other proposed road projects include, Hwy 7 (W. Milwaukee) widening to three lanes from Barton Street to Northwestern, Howard Road, and North Lake Avenue Trail. This supports Council's priority to enhance and maintain the infrastructure, and enhance the quality of life for the community.

Kings Pointe continues to do well. We have budgeted to pay principle and interest on the loans through Local Options Sales Tax. This year the Resort has performed exceptionally well and now has a positive fund balance for cash flow purposes. We are hoping to maintain the performance levels of the Resort. We are also aware of the need to start upgrading capital items over the next couple of years. This year we will be refinancing the bonds to take advantage of the lower interest rates and spread out the balloon payments. It could reduce our annual P&I payments by around \$150,000 a year which would give us some breathing room. If the condominium site is sold and developed, the taxes generated on that development will help pay for the debt service.

As you will note, we have slowed the capital projects down until we know what the impact of rolled back property values, condominium site development, King's Pointe operations, and road use tax are going to be. There is still a lot to be accomplished this coming year. Last year we had the discussion concerning several funds that are being held as a potential match for capital public/private endeavors. These funds have been held for several years and, as you directed last year, will be used for unfunded needs and appropriated again when the private match is made.

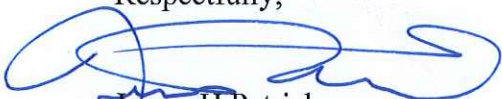
Staff has taken a conservative approach in preparing this budget plan. Other than the union employees, we have budgeted for a two percent base increase on wages. We have not cut any programs this year but reduced funding to the non-profit agencies. I am also proposing that the Community and Economic Development Director position not be funded past December 2015 unless additional revenues can be identified as an annual source. I have reduced the Park Rangers by one this year and unfunded the program in calendar year 2016. I have reduced the number of seasonal park personnel. There are no

new programs proposed in this budget. Additions to the budget have been through the supplemental process there is no across the board increase in operations.

Staff and I look forward to another exciting year and serving the citizens of Storm Lake. I would be remiss if I did not recognize the dedication and management skills of our Department Heads. While there is much public sentiment concerning waste in many government agencies, it is clear that the City Departments are fulfilling their fiduciary responsibility to wisely protect the citizen's tax dollar.

Thank you for your contribution to our City. Your service is greatly appreciated.

Respectfully,



James H Patrick
City Manager



Fiscal Year 2015-2016 Budget

Budget Book Overview – Introduction

This budget book is provided as an overview of the overall proposed and eventually approved Fiscal Year 2015-2016 Budget for the City of Storm Lake.

The information is provided based on the best information that city staff has at the time of the drafting of the budget, things may change between now and the end of the budget year that will affect the outcome of the budget and the plans outlined within this document.

The City's budget year runs from July 1, 2015 to June 30, 2016. In addition to outlining the Fiscal Year 2015-2016 Budget this document will also cover the changes needed for the current Fiscal Year (FY 2015) commonly referred to as re-estimations.

Factors Impacting FY 2016 Budget

There are many factors that impact the City's budget from one year to the next; however, the following items are items that are having or project to have major impacts to the budget either now or in the near future.

Taxable Valuations

The taxable value for the City of Storm Lake continues to remain stagnate with some regression. While at the present time we are not able to determine the actual impact of these changes, we are aware of a few pending items that will impact the overall assessed values for the City. These include:

- There is a potential that there will be an equalization order for commercial property in Buena Vista County that could result in an 8% decrease in assessed values for FY 2017.
- The Buena Vista County Assessor's office continues to work through the process on some pending assessment protests for larger assessed properties in Storm Lake. These include:

<i>Owner</i>	<i>Address</i>	<i>Current Assessment</i>	<i>Requested Assessment</i>
MGN Apartments LLC	1520 W. 5 th Street	1,009,370	720,000
MGN Apartments LLC	914 E. Milwaukee	421,040	288,000
MGN Apartments LLC	710 Geisinger Road	384,200	288,000
Bil-Mar Foods of Iowa	315 Vilas Road	6,034,700	4,409,390
Meridian Manufacturing	2897 Expansion Blvd	482,150	320,052
		8,331,460.00	6,025,442.00

The above specific cases, if won, would result in a loss in assessed valuation of \$2,306,018. While some of the properties are within an existing Urban Renewal Area the reduction in valuation would result in a loss of \$18,679 in revenue to the General Fund.

- There was a settlement in one pending case. In this case the owner Varaha, Inc. (Buena Vista Inn & Suites) protested their value of \$1,600,330 and ultimately settled with the County Assessor for \$1,005,520. This resulted in a loss of valuation for the City of \$594,810.

Fiscal Year 2016 is also the second year of the State of Iowa mandated rollback for commercial businesses to the maximum of 10%. We have received “reimbursement” funding from the State in the current fiscal year for the first year’s 5% rollback; however, as we have done in the past, we don’t know what the second year’s amount will be and thus that reimbursement is not included in the projected FY 2016 Budgeted revenues.

Multi-Family Residential Tax Rollback

The final part of the State’s massive property tax overhaul two years ago was the tax rollback for multi-family residential units including the related impacts to mixed use (multi-family and commercial) properties. At the time this budget was developed the state and BV County Assessor have not released the details about how the system will work and County Auditors cannot provide detailed information about the impacts to cities and other taxing bodies.

SF295 established a new classification for multi-family residential property, properties which include three or more separate living quarters and have at least 75% of the total space as residential. For properties that meet this classification the state will start a 13.75% rollback on these properties in 2015 (we will see the impacts in Fiscal Year 2016-2017). The rollback increases automatically each year until 2021 which will be 37.25%. From that point the same rollbacks as residential properties receive will be applied to the multi-family residential properties.

Hillshire Fire

In March 2014 Hillshire Foods sustained a major fire to their production facility in Storm Lake. The fire caused major damage to the facility which took nine months to reconstruct and reopen the plant. During that time the plant was using minimal water and wastewater services from the City of Storm Lake. This loss of revenue was a major impact on both the water and wastewater funds.

The water fund impact was approximately \$281,000 which is projected to reduce the targeted minimum fund balance in FY 2015 by \$128,237. City staff believes that this impact is not a long term impact and now that the plant is back online and operational the revenue will return to normal levels.

The Wastewater Fund was affected by the same event in a similar manner. The Hillshire fire cost the Wastewater Fund approximately \$500,000. In addition to the effects of the fire the

Wastewater Fund was also affected by Hillshire's pretreatment process upgrades which came on line in FY 2014. The pretreatment process resulted in lower amounts of BOD which reduced the surcharges that the City charged for treatment of BOD in excess of normal limits. These impacts were known in FY 2014 but FY 2015 was the first full year of that impact.

Both the Water Fund and the Wastewater Fund are set to see rate increases on July 1, 2016 as previously determined by the City Council. The Water fund is set to have a 5% increase and the Sewer Fund has a planned 9% increase on July 1, 2015.

Major Capital Projects

Over the past two years the City has embarked on a number of major capital improvement projects. As engineered plans were developed for projects the costs on the projects were refined and in most cases more expensive. The cost of these projects has impacted.

As staff developed the budget the first goal was to ensure operational levels were maintained as much as possible. The second goal was to provide full funding to the existing projects that were either currently underway or committed to by the City.

A majority of available funds for capital in the FY 2016 budget were dedicated toward large projects that have been previously committed to and/or are in some phase of construction but did not have all of the funding needed to complete the project. Fiscal Year 2017's available capital funding is anticipated to be used in a similar manner.

Cable TV Franchise Fees

Staff continues to monitor cable TV Franchise Fees which are a source of revenue for the General Fund. The City's existing franchise agreements with Mediacom and WOW (now Clarity) expire in FY 2016 and most likely both companies will desire to revert from a local franchise to the umbrella of the State of Iowa Franchise Agreement. This move in its own should not project a major impact to revenues but will result in some level of revenue change. The City will continue to get franchise fees once the local systems convert to the state agreement but it will be under the terms of the state agreement and not the city's terms.

The bigger impact for this revenue source will be the number of users converting from a connected wire based service such as what Mediacom and WOW provide to a wireless service such as DISH Network and Direct TV. Additionally, the latest trend in TV Service is online streaming. According to a study conducted by research firm SNL Kagan the number of Americans who pay for cable TV dropped by more than a quarter of a million in 2013, the first full-year decline.

This will be an area of concern for the next few years as the industry continues to evolve.

King's Pointe Resort

King's Pointe Resort continues to be an impact on the annual budget. Fiscal Year 2015 was the first year that additional funding, from Local Option Sales Tax, was allocated to the resort to pay for principal and interest on the Hotel Revenue Bonds (\$400,000 annually). In addition, the FY 2015 budget included \$100,000 of local option funds for capital projects at the resort.

The Fiscal Year 2016 budget continues this philosophy as the City continues to work toward making the facility more stable from a financial standpoint. The resort has had a remarkable winter, in which there was no need for a subsidy payment from the City as of yet. This is great news and if the trend continues it could reduce the impact of the resort on the Local Option Sales Tax Fund. Since the change is over the last four to six months this budget presents the continued support, as planned, with the FY 2016 budget. Staff will continue to monitor and determine the best option for the entire organization.

Additionally, within the second half of FY 2015 (this spring/summer) staff will move forward with the refinancing of the resort's hotel revenue bonds to remove a large balloon payment at the end of the existing bonds and to take advantage of the lower interest rates currently in the market place. We anticipate potential savings of \$150,000 per year for the remainder of the original bond schedule.

Summary

The Fiscal Year 2016's Budget is a challenging one due primarily to stagnate revenue streams and a growing community. The factors indicated above complicate the FY 2016 and future budgets in multiple ways and will provide challenges that the City will have to work through moving ahead.

Fiscal Year 2016 – Budget Highlights

Budget Highlights

The following highlights and major initiatives are included in the Fiscal Year 2016 Budget.

The major focus of this year's budget was the preservation of critical operations and the funding of existing capital projects that were currently under development or in construction.

Funding Existing Capital Projects

During the latter half of FY 2014 and thus far into FY 2015 the City started a number of projects that were not budgeted or in some cases were budgeted but had exceeded the available funds due to high bids or unanticipated additional work.

Our priority was to identify ways to fund the projects that had already been committed to in some fashion prior to starting new projects. All "unanticipated revenue" that was available in FY 2015 was allocated toward these projects. In addition, available capital dollars in FY 2016 were used to help ensure available funding was in place for these projects. In the end, there is not a lot of additional funding available and the projects while given a small "fudge factor," will need to be completed within the available funds.

Erie Street Storm Water & Street Project

The proposed budget was able to fund the committed capital projects with the exception of the Erie Street Storm Water & Street Project. This project, new in late 2014, was identified as a need since the road deteriorated and was causing damage to cars. A temporary "skin" patch was applied but is not expected to last for more than about a year. An application to the Iowa Economic Development Authority for the Community Development Block Grant program was submitted and staff is continuing to try to identify additional grant funds to help fund the project. The announcement on those grants isn't anticipated until mid to late March 2015.

The total project is estimated to cost \$1.4 to \$1.5 million with a potential grant of \$600,000 from the CDBG program. The proposed budget doesn't include any funding for this project from cash sources. Based on the current list of committed projects it is unlikely that sufficient funding from available cash resources would be available to fund the project until FY 2018 or FY 2019 at the earliest. Should Council desire to proceed with this project the best option would be to consider a General Obligation Bond or short term note. The bond would be done in

Fiscal Year 2017 with the first impact to taxes in Fiscal Year 2017 provided the City isn't able to find other revenue sources to pay for the project.

Operational Adjustments

The budget proposes to maintain operations as much as possible; however, it does include some reductions in operations as follows:

Park Ranger Program

The Park Ranger Program, started in FY 2009, has always been budgeted at two rangers per year. Over the past two years finding staffing has become difficult with no rangers hired in FY 2014 and only one ranger hired in FY 2015. The program has been successful but with the difficulty in finding rangers as well as taking into consideration the priority of the program against other General Fund operations it is proposed to reduce the Park Ranger Program to one position for the 2015 season and then to phase the program out unless in the process of putting together the FY 2017 Budget there appears to be adequate funding to maintain the program.

Community Development Director

The position of Project Manager and Community Development Director was started shortly after the start of Project AWAYSIS and was designed to help manage the construction of the project and oversee the operations of the hotel during the first years it was in operation. The proposed budget and the existing available revenue doesn't provide adequate funding the full time Economic Development Director at the current rate of pay.

The proposed budget includes the continuation of the position of Project Manager Community Development Director for the remainder of calendar year 2015 and then the elimination of the position.

Unfilled Recognized Positions

There are two positions that the City has had on the books but have not been filled since the individuals who filled the positions left employment with the City of Storm Lake. These positions are the Community Planner and the Water Quality Director. These positions still hold value to the City and it is desirable to fill the positions when funding would become available.

The proposed budget maintains the positions but recognizes that they are currently unfilled and will remain so until funding becomes available.

Seasonal Staffing Reductions

A review of existing budgets for seasonal positions in the Parks Department and the Golf Course maintenance determined that the departments had budgeted staffing in excess of what they were using annually. Based on a historic review, the proposed budget includes the reduction of two seasonal staff in the Parks Department (these positions were not filled in the past 2-3

years) and the reduction of one seasonal staff member in the Golf Course Maintenance Department (again this position was not filled in the past couple of years).

Other Major Factors

In addition to the above notes the following items are also considered significant changes in the proposed FY 2016 budget.

Airport Grounds Maintenance

In late fall 2014 the Airport Grounds Maintenance employee resigned and left a vacancy. After a review of the position it was determined that the City could utilize existing staff to help with snow removal in the winter and that the Parks Department with the hiring of an additional seasonal staff person, could maintain the grounds during the spring, summer, and fall. This one seasonal person is not one of the two positions cut as noted above.

As part of this process the Airport will have a contractual expense for \$10,000 annually to the General Fund to cover the cost of the staff time for both winter and summer maintenance positions.

Distributions of Shared Staff

This budget, as in past budgets, has some of the City's employees split between departments and funds based on their work allocation. In reviewing the existing splits during the budget process it was evident that a few employees' job duties had switched which should have resulted in changes to the payroll allocations. The proposed budget includes a number of these reallocations which affected operational budgets in several funds. The primary impact was to the Road Use Tax Fund with secondary impacts to Water, Sanitary Sewer, and Storm Water Funds. The new allocations accurately reflect the cost of the employees to the funds in which they are working.

Retirements

FY 2016 will be a big year for retirements as compared to the past couple of years. It is anticipated that the City will have retirements in the following positions:

- Golf Course Maintenance Superintendent – Don Feltner
- Public Works Director – Pat Kelly
- Code Enforcement Officer – Bob Swanson

These positions have been budgeted to include the final payment to the employees for accrued vacation and sick leave. In addition, we have budgeted for the replacement of each position so that there is a small overlap of time in which the new employee can learn from the individual retiring.

Wage Increases

The proposed budget includes pay increases for both employees covered by the City's only Union and for non-union employees.

The City has only one union representing the City's patrol officers in the Police Department. Their contract will be in year four of a four year contract in Fiscal Year 2016 and thus subject to collective bargaining in the fall of 2015. The fourth year of their contract includes a step increase and a cost of living increase equal to an average of 2.5%.

All non-union employees are budgeted with a 2% wage increase, unless they are capped by their current wage scale. Staff did review wage scales for employees with comparable information that we received from other cities. While there were some scale adjustments there was no pay adjustments due to those scale adjustments.

General Fund Business Activities

Two of the General Fund business type activities continue to show deficits that are taking away from the available revenues in the General Fund.

The Sunrise Point Golf Course continues to show a slide in revenues causing a larger than anticipated General Fund subsidy to balance the operations. The following chart shows a short history of the subsidy provided to the Golf Course Operations:

Fiscal Year	Subsidy
FY 2013	\$88,460.43
FY 2014	\$52,684.52
FY 2015	\$77,000.78
FY 2016 (Projected)	\$100,218.71

The FY 2015 re-estimations are affected by the projected subsidy for FY 2015 as well as the additional subsidy needed to finish FY 2014 following the completion of the audit.

Staff has been working with the management team to address this challenge and increase revenues. As part of that process staff will be presenting some changes to the user rates (including the structure of those rates) for the 2015 season. These changes will be brought to the Council for their consideration at the February 16th Regular Meeting as a change to the City's Fee Resolution.

In addition to the Golf Course Operations, the Outdoor Waterpark Operations continue to show a decline and an inability to breakeven on a fiscal year basis. Staff and King's Pointe Resort management have also taken a look at reducing overhead costs for the outdoor waterpark and at ways to increase the attendance at the waterpark. They do not feel a change in rates or rate structure is necessary for the 2015 season. They are exploring some potential capital improvements with related business plans.

The city has had to provide an annual subsidy from the General Fund to the Outdoor Waterpark Fund for the past few years

King's Pointe Resort

King's Pointe Resort has had a great four to six months of financial success which has resulted in a reduced demand for subsidy from other City funds. While this is a great start it is not enough history to make a substantial change to the way the City has been budgeting the resort. Even with the success over the past four to six months the planned subsidy of \$400,000 for the principal and interest payments on the Hotel Revenue Bonds were still made.

As of the end of January 2015 the resort paid back the Local Options Sales Tax money borrowed over the past 12 months for operations as well as set aside \$51,000 for future cash flow needs. This is great news and if the hotel can continue this trend we can modify the FY 2016 budget during the middle of the year and reallocate unneeded funding to other capital projects. As we have done in the past, this budget takes a conservative approach to handling the resort to ensure that the funds are available to pay the bonds when they come due.

In addition, the City is moving forward with refinancing the Hotel Revenue Bonds at their call date in 2015. The refinancing of these bonds will take advantage of the lower interest rates currently available as well as eliminate the large balloon payment that is part of the existing bond structure. This should provide some relief to the annual principal and interest payments on an annual basis as well.

As noted above, the proposed budget continues to use the conservative approach by budgeting for the \$400,000 payment from Local Option Sales Tax to the Hotel Revenue Bonds in FY 2016. Continuation of the positive trends in profit on a monthly basis will allow the City to move some of this budgeted contribution to other needed projects during the fiscal year.

Additionally, the sale and development of the condo property would provide a benefit to the overall financial profile of the resort's bond payments with an increase in available Tax Increment Finance dollars.

Property Tax Budget

Property Tax Budget – Introduction

Typically the most important portion of the budget and the section that draws the most interest is the section that discusses the impact that the budget will have on the property taxes of the community. This section reviews the impact that the Fiscal Year 2016 Budget will have on individual property taxes for Storm Lake residential and commercial properties.

FY 2016 is the second year (of two) that the State mandated rollback for commercial property taxes takes effect. This rolls commercial property tax back 10% so that 90% of the assessed valuation is what their taxes are based on. Again this year the State has promised to backfill the lost revenue but numbers were not available at the time this document was developed.

In addition to the Commercial rollback, the state lowered the rollback on residential property which, combined with the commercial rollback, will increase the amount of taxes paid by residential properties in FY 2016. The following chart shows a short history of the Rollback for the different classes of property in Iowa.

<i>Property Class</i>	FY 2013	FY 2014	FY 2015	FY 2016
<i>Residential</i>	50.7518%	52.8166%	54.4002%	55.7335%
<i>Commercial</i>	100%	100%	95%	90%
<i>Industrial</i>	100%	100%	95%	90%
<i>Ag</i>	57.5411%	59.9334%	43.3997%	44.7021%

For levies such as the Tort (insurance), Debt Service, and Employee Benefits where the City levies are based on the amount needed, the amount of taxes being paid by the residential portion of the community will increase due to the increase in the amount of their assessment that is now taxable (as compared to FY 2015). Due to the 5% decrease in Commercial/Industrial Rollback, the total assessed valuation is less and spreads those costs out over a smaller base.

The total assessed valuation for the City of Storm Lake in FY 2016 as compared to previous years is represented in the following table:

<i>Fiscal Year</i>	Total Taxable Value	TIF Taxable Value	Non-TIF Taxable Value	100% Valuations (pre-Rollback)
<i>FY 2016</i>	312,454,824	23,460,808	288,994,016	461,405,744
<i>FY 2015</i>	315,284,039	22,494,294	292,789,745	457,494,963
<i>FY 2014</i>	307,270,879	21,622,414	285,648,465	448,612,032
<i>FY 2013</i>	296,912,694	19,633,107	277,279,587	442,455,186

As the above chart shows the total taxable value for the City decreased in FY 2016 by \$3,795,729. The impact of this loss in valuation on the General Fund alone was \$30,745.

Property Tax Outlook

City staff expects that FY 2017 will be another year in which the City will see a reduction in the total taxable value due to the implementation of the State mandated multi-family residential rollback which starts with a 13.5% rollback in FY 2017. Unfortunately, staff has no way to calculate the impact of this rollback to the City's funds as the State and the County Assessors have not yet been able to define what fits into this category or what the total assessed valuation currently is for this new property tax classification.

This issue will not only affect FY 2017 but will affect future year's budgets beyond FY 2017. The following chart shows the impact of the multi-family residential until it reaches the mandated same rollback as all other residential properties in Iowa.

Fiscal Year	Rollback %
FY 2017	86.25%
FY 2018	82.50%
FY 2019	78.75%
FY 2020	75%
FY 2021	71.25%
FY 2022	67.50%
FY 2023	63.75%
FY 2024	Equal to the Residential Class Rollback

This deterioration in our taxable value is largely due to the state mandated rollbacks for Commercial and Multi-Family residential. However, it is combined with the lack of any significant growth in assessed value outside of the City's Urban Renewal Areas. The long term impact is going to be twofold –

- a. The reduction in revenues is going to impact the operations of key governmental services in the General Fund (Police, Fire, Parks, and Library)
- b. The lowering of the taxable value will result in higher taxes paid for all property classes for expenses in levy areas where there is no mandated cap such as Employee Benefits Levy and the Tort Levy (Insurance).

It is possible that FY 2017 could be impacted significantly enough that operational cuts including service cuts and staffing reductions may be necessary to continue to ensure that operational costs do not exceed annual revenues.

Tax Levy Detail

The City continues to levy the General Fund and the Emergency Levy at their maximum limits of \$8.10/thousand dollars of value and \$0.27/thousand dollars of value respectively. The other components of the total city levy, not capped by state law, are determined by the amount of money needed. The following is a quick explanation of each part of the City's levy:

General Fund Levy (\$8.10) – The General Fund capped by Iowa Law at \$8.10 per thousand dollars of taxable value. The city has maintained this levy at the capped amount for many years. Funds from this levy are the primary source of revenue for the General Fund activities including Police, Fire, Library, and Parks.

Emergency Levy (\$0.27) – The Emergency Levy is capped by Iowa Law at \$0.27 per thousand dollars of taxable value. The City has also maintained this levy at its capped amount for a number of years. Funds from this levy supplement the General Fund activities as noted above.

Tort Levy (\$0.24222) – The Tort levy provides the revenue for the General and Road Use Tax portions of the City's General Liability Insurance. This levy is not capped by state law and is determined based on the cost of the City's Insurance Policy. The City's insurance policy has remained very steady over the past several years thus the change in this levy amount is primarily due to the taxable valuation of the community.

Employee Benefits Levy (\$3.88478) – The Employee Benefits Levy is the main revenue source for the employee benefits portion of the General Fund and Road Use Tax Fund employees. Employee benefits includes the City's contribution to IPERS, employee health insurance premiums, and workers compensation insurance contributions. This levy is very volatile as the rates of insurance premiums and retirement contributions can be volatile and change drastically from year to year.

Debt Service Levy (\$1.10315) – The Debt Service Levy is the source of revenue to pay off General Obligation Debt as approved by the City Council. This levy covers the principal and interest payments (P&I) for the debt and is determined by the amount of P&I needed during the fiscal year.

Factors Impacting FY 2016 Tax Levy

In general the factor that had a significant positive impact on the FY 2016 Tax Levy was the highly volatile contribution rate to the Municipal Fire Police Retirement System was reduced by the State of Iowa for FY 2016 due to higher than anticipated earnings in their fund. The following chart shows the contribution rate for the City over the past five years:

Fiscal Year	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
Contribution Rate	24.76%	26.12%	30.12%	30.41%	27.77%

Tax Levy Impacts

The impacts of the lower taxable value for the community had a significant impact on the total tax levy and results in a negative impact on the taxes paid by the City's residential property owners. Commercial property tax owners will see a small decrease in their property tax bill due to a reduction in the amount of the assessed value that is now taxable. This is a result of the 5% increase in State issued Commercial Rollback. The following chart shows the taxes paid to the City for three types of residential properties and one commercial property over the past five years:

Property Class	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
Residential 100,000 Assessed Value	\$650.38	\$677.39	\$716.19	\$708.51	\$757.98
Residential 50,000 Assessed Value	\$325.00	\$339.00	\$358.00	\$354.00	\$379.00
Residential 82,000 Assessed Value	\$533.00	\$555.00	\$587.00	\$581.00	\$622.00
Commercial 100,000 Assessed Value	\$1,340.00	\$1,335.00	\$1,356.00	\$1,237.00	\$1,224.00

The 100,000 assessed commercial property will see a projected 1% decrease in their property taxes while the 100,000 assessed residential property owner will see a 6% increase in their property taxes.

FY 2015 Budget Update

FY 2015 Budget Update – Introduction

One of the first steps in the budget process is to review the current budget year for both expenses and revenues to ensure that we are on schedule with what was planned and if not where adjustments need to be made. This section of the FY 2016 Budget Book will review the findings during the review process as well as highlight the changes proposed as we move into the second half of the fiscal year.

The largest impact to the FY 2015 Budget was from the number of medium to large projects that were not budgeted or anticipated during the development of the FY 2015 Budget. These projects included the following:

- Erie Street Storm Water/Street Project
- Business Commercialization Center
- Highway 7 Widening
- North Lake Culvert Repairs
- SCADA Network
- Fiber Network

Many of these projects are addressed within this budget.

The notes and changes are presented here by fund. At the end of this section a spreadsheet is provided showing all the approved purchase orders through the end of January 2015.

General Fund

Revenues

General Fund revenues are projected to be more than was originally budgeted for FY 2015 for the following reasons:

- Building Permit fees are up due to several large projects including the rebuild of the Hillshire plant after their fire, the Buena Vista Regional Medical Center Expansion Project, and the Storm Lake High School Expansion Project. Amount = \$100,000
- Property Taxes are anticipated higher than expected as we now know the amount of replacement taxes that we will get from the State of Iowa. Amount = \$63,379

Expenses

General Fund Expenses are proposed to be adjusted by the following major items:

- Funding is proposed to be transferred to the following Capital Project Accounts to close them:
 - Interpretive Center - \$1,451.86
 - Cable Franchise Audit - \$10,431.69
 - City Hall Improvements (Front counter renovation) - \$5,570.20
- Funding is proposed for the matching funds to the Federal Grant for the Commercialization Center Grant. Amount = \$15,000
- The Sunrise Pointe Golf Course needs additional funding to balance out the loss from FY 2014 and the projected loss from FY 2015. Amount = \$129,685
- The King's Pointe Outdoor Waterpark needs funding to balance out the loss from FY 2014 and the projected loss from FY 2015. Amount = \$62,000
- Additional funding was needed for the City's portion of relocation of CommUNITY Education. Amount = \$25,872
- Adjustments were made to the operational budget for Fiscal Year 2014:
 - Police Department Operations (+\$6,387) – This increase is due to building and vehicle repairs and electric service.
 - Fire Department New Hire (+4,263) – This increase to the fire department budget covers the cost for the hiring of two new firefighters.
 - Building Official Legal Fees (+7,878) – This increase is due to legal fees associated with the Piercy zoning issues.
 - Library Building Repairs (+1,271) – This increase to the library budget is due to air conditioner repairs.
 - Parks Capital (+15,000) – This increase is for the repairs to the watering system in the parks system
 - Campgrounds Electric Service (+598) – Due to increase in electrical costs at the Campground.
 - Legal Services (+10,129) – This is due to an increase in general legal fees, and the fees associated with the Personnel Policy update
 - General Government (+6,047) – This increase is due to audit fees for the FY 2014 audit, meetings and conferences and the cost of publications/recordings in the newspaper.

Road Use Tax Fund

Revenues

Road Use Tax Fund revenues are projected to be more than was originally budgeted for FY 2015 for the following reasons:

- Road Use Tax revenues are projected up by \$1.00 per capita based on the latest projections from the State of Iowa. Amount = \$10,600
- Revenue increased due to reimbursement for work completed by City staff at the Casino Beach Marina. Funding for the reimbursement was provided by a grant from the Iowa Department of Natural Resources. Amount = \$34,148

Expenses

Road Use Tax Fund Expenses are proposed to be adjusted by the following major items:

- Funding was needed for some small street repairs which were done a year ahead of when funding was scheduled/available. Amount = \$23,322
- There were unexpected operational increases in the following departments:
 - Street Lighting (+11,147) – This increase is due to an electrical rate increase and the addition of Street Lights for The Reserves
 - Signs & Signals (+12,340) – This increase is due to service calls for the traffic signals as well as some larger repairs to the signals.
 - Streets Vehicle Operations (+4,996) – This increase is due to cost of vehicle operations (fuel).
 - Snow Removal Vehicle Repairs (+3,500) – This increase is due to some major repairs to one of the snow removal vehicles.

Water Fund

Revenues

Water Fund revenues are projected to be less than what was originally budgeted for FY 2015 for the following reasons:

- Water revenues were down due to loss of income during Hillshire plant shut down. Amount = \$281,000

Expenses

Water Fund Expenses are proposed to be adjusted by the following major items:

- Purchase of a Water Plant pickup truck to replace a 1998 Ford Ranger that was no longer running. Amount= \$31,000
- Funding jointly from the water and sewer depreciation funds to fund the installation of a fiber network backbone. A portion of the project will be reimbursed to the City by the SL School District and the County. Amount = \$577,850
- There were unexpected operational increases in the following departments:
 - Water Meters Payroll (+17,640) – This increase is due to the retirement payout to Jim Camerer in December 2014.
 - Water Distribution (+11,998) – This increase is due to vehicle operations, supplies and some vehicle repairs to the backhoe and Water Distribution truck.
 - Water Meters (+13,955) – This increase is due to cost of reimbursed meters, the purchase of a truck topper to protect the equipment in the truck and repairs and upgrades to the Sensus handheld that is used to read meters.

Sewer Fund

Revenues

Sewer Fund revenues are projected to be less than what was originally budgeted for FY 2015 for the following reasons:

- Sewer revenues were down due to loss of income during Hillshire plant shut down. Amount = \$500,000

Expenses

Sewer Fund Expenses are proposed to be adjusted by the following major items:

- Purchase of a Lime Hauling Tanker Truck a year before budgeted due to the current truck determined not to be road worthy. Amount= \$30,000
- Savings from change in scope on purchase of an End Loader. Department determined that a skid loader was a better option. Savings Amount = \$123,548
- Expenses to upgrade and enhance the radio communication system for both water and sewer facilities. Funding jointly from water and sewer depreciation. Amount = \$458,303

Storm Water Fund

Revenues

Storm Water Fund revenues are projected to be approximately \$1000 more than was originally budgeted for FY 2015.

Expenses

There were no increases to the Storm Water Fund Expenses.

Landfill Fund

Revenues

Landfill Fund revenues are projected to be \$3,400 more than was originally budgeted for FY 2015.

Expenses

There were no increases to the Landfill Fund Expenses.

- The City is still planning to do the City Wide Clean-up this Spring. We have been setting aside money over the last several years for the project. Amount = \$20,000

Purchase Orders

July 1, 2014 - January 31, 2015

Budget Program	FY 2015 Purchase Orders	Amount Approved Outside of Budget	Amount Approved Within Budget	Note
Public Safety	19,375.83	17,125.06	2,250.77	
Police Department	2,694.64	1,745.64	949.00	W. 7th Street Light Repairs, Fire System Alarm repairs
Park Ranger	-	-	-	
Emergency Management	-	-	-	
Fire Department	-	-	-	
Building Inspections	-	-	-	
Police Special Revenue	16,681.19	15,379.42	1,301.77	MRAP Radio & Light Install, Rifle Proj. - Fund Balance Available
Animal Control	-	-	-	
Public Works	768.17	-	768.17	
Street Maintenance	-	-	-	
Street Lighting	-	-	-	
Signs & Signals	-	-	-	
Snow Removal	-	-	-	
Airport	768.17	-	768.17	
Health & Social Services	-	-	-	
Culture & Recreation	42,313.66	10,948.11	31,365.55	
Library	1,846.09	1,846.09	-	Air Conditioner Repairs
Band	-	-	-	
Parks Department	8,997.55	4,500.00	4,497.55	Chautauqua Park Bandshell Painting
Sunrise Pointe Golf Course	-	-	-	
Cottages	1,480.00	1,480.00	-	Replace four TVs
Sunrise Campground	3,122.02	3,122.02	-	Replace Vingcard Terminal for Gate
Outdoor Waterpark	-	-	-	
Outdoor Waterpark Reserve	-	-	-	
Storm Lake Marina	-	-	-	
Chautauqua Park Shelter House	26,868.00	-	26,868.00	Roofing Mtls/Labor - FY 15 Budget
Witter Gallery	-	-	-	
Community Education	-	-	-	
Library Memorials	-	-	-	
Community & Economic Development	-	-	-	
Economic Development	-	-	-	
TIF	-	-	-	
SLADC	-	-	-	
Hotel/Motel	-	-	-	
General Government	7,446.21	7,446.21	-	
Mayor, Council, City Manager	-	-	-	
Clerk Treasurer & Finance	-	-	-	
Elections	-	-	-	
Legal Services	-	-	-	
Tort Liability	7,446.21	7,446.21	-	PD & Bldg. Official Vehicle Accident Repairs
City Hall Building	-	-	-	
General Government	-	-	-	
Debt Service	-	-	-	
Total Government Activities POs	69,903.87	35,519.38	34,384.49	
Business Type Activities	642,915.82	128,337.80	514,578.02	
Water Administration	-	-	-	
Water Plant	86,942.33	65,236.00	21,706.33	ReCarb Changer Wall, boiler, Water Plant Truck
Water Distribution	-	-	-	
Water Meters	1,590.00	1,590.00	-	Topper for WM Truck
Wastewater Administration	-	-	-	
Wastewater Plant	130,727.20	18,858.33	111,868.87	Pumps, Consulting Services , Relocation Expenses
Wastewater Collection	-	-	-	
Landfill	-	-	-	
Storm Water Administration	-	-	-	
Storm Water Collection	-	-	-	
Street Cleaning	-	-	-	
Water Capital	371,777.46	31,122.64	340,654.82	Well Service, Water Distr. Bldg.
King's Pointe Resort Operating	51,878.83	11,530.83	40,348.00	Indoor WP UV System, PXC Modular Controller, Heating Repairs
Total Purchase Orders	712,819.69	163,857.18	548,962.51	

Fiscal Year 2016 Operations

Operations

The operations portion of the budget shows the expenses which are related to the daily operation of all the City departments.

The proposed Fiscal Year 2016 budget includes the preservation of the critical operations of the City.

Payroll

The FY 2016 budget includes the following pay increases and adjustments:

- Police Officers covered by the Union contract have been budgeted at the rates and steps set out within the Union contract. It should be noted that the Union contract expires June 30, 2016 so we will be negotiating a new contract in the fall of 2015 for the FY 2017 budget.
- All full-time employees are budgeted with a 2% increase except in cases where the 2% increase would take the employee outside the pay scale for their position. In cases where the employee would exceed the top of the pay scale they have been given an increase up to the maximum pay for that position and then they are considered capped with no further increase until the scale increases for that position.
- There were a few pay scales that were adjusted but all employees on these scales were within the range so they did not receive an additional increase on top of the 2%.
- The Park Ranger program is proposed to be reduced from two positions to one for the 2015 season.
- The Project Manager Community Development Director position is proposed to continue for the remainder of the 2015 calendar year.
- A reduction of two seasonal staff in the Parks and one in the Golf Course based on the last two years history of hours and employees for these departments.

This section is divided by Program rather than by department as has been done in the past. This reflects how the City budgets are submitted to the state. There are nine (9) programs in the City budget. They are as follows:

- Public Safety
- Public Works
- Health & Social Services
- Culture & Recreation

- Economic Development
- General Government
- Debt Service
- Capital Projects
- Business Type Activities

The Debt Service and Capital Project Programs are included in another section of the budget book so they will not be addressed in this section.

All departments were asked to submit an operational budget with no increase over the FY 2015 operational budget. All requested increases were submitted as supplemental requests and the proposed funded requests are shown within the appropriate program.

Public Safety

Supplementals

The FY 2015-2016 Public Safety Program Operational budget includes the following adjustments:

- Police Electricity (+\$690) – This is due to the electric rate increase from Mid-American
- Police Contractual Services (+\$150) – Due to the increase in the annual cost of Logisys (Record Management Software) support
- Police Supplies (+\$1,500) – Each officer now has their own rifle so additional ammunition is needed for training purposes as well as having extra on hand.
- Fire Contractual Services (+\$125) – Due to the increase in the annual software support
- Fire Dues and Memberships (+\$600) – This is for the EDispatch annual fee. This allows dispatching by text via mobile phones.

Public Works

Supplementals

The FY 2015-2016 Public Works Program Operational budget includes the following adjustments:

- Street Lighting (+\$10,000) – This is due to the electric rate increase from Mid-American as well as additional street lights for The Reserves
- Signs & Signals Supplies (+\$2,280) – This is for the replacement of traffic light bulbs

Health & Social Services

Supplementals

This program does not include any supplementals.

The only operation budgeted in this program is the Transit Services. This budget of \$5,500 includes discounted tickets for citizens who utilize the Storm Lake Taxi service or the RIDES bus. The Fiscal Year 2015-2016 budget includes the Transit Services at the same level and with the same plan of issuing \$1.00 coupons.

Culture & Recreation

Supplementals

The FY 2015-2016 Culture & Recreation Program Operational budget includes the following adjustments:

- Library Electric Service – (+\$1,600) - This is due to the electric rate increase from Mid-American
- Library Refuse & Recycling – (+\$69) – This is due to an increase in garbage rates
- Library Telecommunications – (+\$732) – This is due to the state slowly eliminating the e-Rate system for public library phone service
- Library Contractual Services – (+\$1,200) – This increase will cover the cost of Genesis cleaning the library bathroom on Mondays.
- Library Contractual Services (+\$2,200) – This increase will cover the cost of the Biblionix (catalog software) Renewal.
- Library Contractual Services (+\$4,000) – This increase covers the cost of the benefits for the position we share with the school district. We cannot levy for the benefits so they have to be paid for out of the General Fund.

Agency Funding

Under the Culture and Recreation Program the following agencies are budgeted to receive funding for FY 2016.

Agency	FY 2015 Funding	FY 2016 Request	FY 2016 Funding
Witter Gallery	\$13,000	\$16,000	\$11,000
Upper Des Moines Opportunity	\$5,000	\$8,000	\$4,000
Buena Vista County Historical Society	\$0	\$4,462.76	\$0

CommUNITY Education

Under the agreement between the City of Storm Lake and the Storm Lake Community School District the City is responsible for reimbursing the school district for 50% of the Community Education staff salaries and benefits on a quarterly basis. We will pay the school district on the actual payroll and benefits. The number provided below is a projection provided by the school district. The FY 2016 projection is \$79,389.

The search process has begun for the new CommUNITY Education Director with the announcement of Pat Fisher's retirement. We anticipate the cost of this position to be less than what is budgeted but since the search is still in process we are leaving this budget amount the same as FY 2015.

Economic Development

Supplementals

There are no operational adjustments to the Economic Development Program for FY 2016.

General Government

Supplementals

There are no adjustments to the General Government Program for FY 2016.

Business –Type Activities

Supplementals

The FY 2015-2016 Business-Type Activities Program Operational budget includes the following adjustments:

- Water Administration Contractual Services (+\$5,000) – This increase is for additional costs for printing and mailing the utility bills and the financial software (Springbrook) maintenance agreement
- Water Plant Grounds Repairs/Maintenance (+\$5,000) – This is for the painting of fire hydrants throughout the community as they need it
- Water Meters Meetings & Conferences (+\$1,000) – This will provide a budget for training of the new meter reader
- Water Meter Contractual Services (+\$2,000) – This increase will cover the cost of the Sensus Agreement and annual service and upgrades to the handheld that is used to read the water meters.
- Wastewater Administration (+\$5,000) - This increase is for additional costs for printing and mailing the utility bills and the financial software (Springbrook) maintenance agreement

- Wastewater Treatment Plant Gas Service (+\$5,000) – Due to an increased need for propane at the Plant
- Wastewater Treatment Plant Testing (+\$8,000) – This is for outsourcing the additional Nutrient testing that the City is doing
- Wastewater Treatment Plant Supplies (+\$7,200) – For the ultra violet bulb replacement
- Storm Water Administration (+\$5,000) - This increase is for additional costs for printing and mailing the utility bills and the financial software (Springbrook) maintenance agreement

FY 2016 Utility Revenues

Revenues for Fiscal Year 2015-2016 are budgeted based on historic levels and using the current approved fees. On the utility side of operations (Water, Sewer, Storm Water and Landfill) we are proposing rate changes as follows:

- Water Rates – The following rate increase effective July 1, 2015 (This was planned previously and is in the existing ordinance)
 - 5% across the board increase
 - This is the last planned water rate increase in the existing ordinance
- Sewer Rates – The following rate increase effective July 1, 2015 (This was planned previously and is in the existing ordinance)
 - 9% across the board increase
 - This is the last planned water rate increase in the existing ordinance
- Storm Water Rates – There is no planned increase
- Landfill Rates – There is no planned increase

Hotel Motel Tax

FY 2015 is projecting to show an increase in Hotel Motel Tax revenue which is great news for the programs funded by the tax including: Storm Lake United Marketing Activities and the Dredge Operation. In addition, there is a portion of one bond that is paid off by the hotel motel tax revenues. The proposed budget continues the existing commitment to these two programs following the payment of the debt against the revenue source. The following table shows a three year history of where the funding has been allocated and a budget for FY 2016.

Funding Source	FY 2013	FY 2014	FY 2015 (Re-Est)	FY 2016 (Budget)
Hotel Motel Bond Payment	\$95,034	\$126,001	\$124,048	\$126,373
Hotel Motel Bond Reserve¹	\$54,450	\$26,426	\$10,952	\$18,627
Storm Lake United	\$92,710	\$96,206	\$105,000	\$90,000
Dredging	\$30,903	\$32,069	\$40,000	\$30,000
Total Revenue	\$273,097	\$280,702	\$280,000	\$265,000

¹ By allocation formula set in previous budget years the excess tax generated by King's Pointe in excess of the annual principal and interest payment is set aside for early retirement of the bond.

King's Pointe Resort

King's Pointe Resort has had an excellent past four to six months which have resulted in a positive bottom line during some of the tougher months in which they operate. The bottom line has resulted in a set aside of \$51,000 for future cash flow needs as of the end of January 2015.

The following chart shows a three year history on revenues and expenses for the resort along with the budgeted revenues and expenses for FY 2016.

Line	FY 2013	FY 2014	FY 2015 (Re-Est)	FY 2016 Budget
Revenues				
Rooms	\$2,143,880	\$2,347,343	\$2,567,653	\$2,524,688
Restaurant	\$1,405,657	\$1,568,888	\$1,635,655	\$1,650,792
Snack Bar	\$114,543	\$115,361	\$108,104	\$119,975
Waterpark	\$338,221	\$360,403	\$373,266	\$360,670
Other	\$106,166	\$94,579	\$105,372	\$107,355
Total Revenues	\$4,108,467	\$4,486,574	\$4,790,050	\$4,763,480
Expenses				
Rooms	\$472,954	\$495,181	\$520,395	\$516,046
Restaurant	\$1,189,918	\$1,329,150	\$1,340,970	\$1,353,961
Snack Bar	\$68,162	\$65,544	\$66,911	\$72,905
Waterpark	\$251,288	\$260,037	\$201,193	\$194,099
Other	\$35,536	\$41,037	\$44,522	\$42,499
Undistributed	\$2,120,538	\$2,244,558	\$2,127,356	\$2,155,937
Total Expenses	\$4,138,396	\$4,435,507	\$4,301,347	\$4,335,447
Profit*	(\$29,929)	\$51,067	\$488,703	\$428,033

*Bond Principal is not included

The budget includes a continuation of the allocation of \$400,000 towards the principal and interest payments for the resort in FY 2016. It is hoped that a continuation of the past four to six months will carry forward and reduce the need for cash flow assistance. Additionally, the City will refinance the hotel revenue bonds in 2015 which should help reduce the principal payments. Sale of the condo property and development of the site will also provide additional cash to assist with the bond payments.

King's Pointe Waterpark (Outdoor)

The last couple of years for the outdoor waterpark have been challenging from a budget standpoint and staff continues to work with the King's Pointe Resort Management Team to identify ways to improve the bottom line at the waterpark. When the outdoor waterpark doesn't finish the fiscal year in the black the city's General Fund has to supplement the waterpark operations. The following chart shows a three year history for waterpark revenues and expenses and the Fiscal Year 2016 Budget.

Line	FY 2013	FY 2014	FY 2015 (Re-Est)	FY 2016 Budget
Total Revenues	\$419,848	\$392,396	\$403,402	\$407,500
Expenses				
Operating Exp.	\$325,063	\$350,325	\$334,099	\$292,140
Marketing				\$0
Maintenance				\$8,000
Admin.				\$4,460
Insurance	\$4,103	\$9,119	\$5,732	\$5,800
Utilities	\$57,385	\$79,906	\$76,241	\$77,100
Mngmt. Fee	\$20,000	\$20,000	\$20,000	\$20,000
Total Expenses	\$406,551	\$459,350	\$436,072	\$407,500
Profit*	\$13,297	(\$66,954)	(\$32,670)	\$0

Cottage Budget

The four cottages that make up the Cottage Budget continue to do quite well keeping their operations in the black and funding their reserve funds. The following chart shows a three year history of revenues and expenses for the Cottage Budget as well as the Fiscal Year 2016 Budget.

Line	FY 2013	FY 2014	FY 2015 (Re-Est)	FY 2016 Budget
Rooms Reserved	582	638	607	607
Revenue	\$123,423	\$128,876	\$125,000	\$125,000
Expenses*	\$91,452	\$63,832	\$69,732	\$76,909
Profit	\$31,971	\$65,044	\$50,268	\$48,091
Allocation To Reserve Fund	\$15,275	\$15,950	\$15,175	\$15,175

*For FY 2013 and FY 2014 the expenses include the technology loan expense for the cottages. It was paid off in FY 2014.

Capital Projects

Capital Projects – Introduction

Capital projects are broken into two major categories, small capital and large capital. Typically the small capital will be maintenance items, small equipment, and vehicles. The large capital category includes the larger construction projects, typically those that will have to bid under Iowa State Bid Law and/or those that require an engineer or architect to design.

Capital projects are funded from carry over funding and from certain capital project funds such as Local Option Sales Tax Fund, Road Use Tax Fund and the Franchise Fee Fund. The City may also choose to bond for the cost or partial cost of a project. Typically many of these large capital projects will require multiple funding sources.

Large Capital Projects

For this year's large capital projects we are including detailed spreadsheets for each project that show the projects year to date (YTD) expense and revenues that are both already allocated as well as budgeted for the project. The expenses are broken down into several categories for Construction, Engineering, Land Acquisition, Legal and Admin, and Contingency.

It is staff's intent to provide the most detailed information for the public and the department in charge of the project through these sheets.

The following large capital projects are included in the upcoming detail pages:

Public Works Projects

NORTH CENTRAL SW PROJECT

This project will provide relief to the residential neighborhoods north of the Storm Lake High School from localized flooding during medium and heavy rain events. The project includes the installation of a series of small channels that collect water and allow the sedimentation to drop out. Additionally a large four acre pond will hold water in large events prior to slowly out letting the water to the receiving stream.

Total Project Cost	\$2,646,040
Engineer	Bolton & Menk
Construction Timing	Summer 2015

EXPANSION BLVD SW PROJECT

This project will relieve localized flooding in the City's industrial park, around the Expansion Blvd area. Through the installation of a number of best practices the project will provide outlets for the storm water around major industrial plants in the area and provide for the functions of cleaning the water prior to out letting the water to the receiving stream.

Total Project Cost	\$1,665,700
Engineer	EOR
Construction Timing	Summer 2015

WATER QUALITY INITIATIVE

This project will provide for the construction of two bio-reactors, one in drainage district #25 near the Field of Dreams and one in Drainage District #13 in the project area of the Expansion Blvd Storm Water Project. In addition, the project will construct a restorer in the pond near Hillshire that was built as part of the East Central Storm Water Project.

Total Project Cost	\$273,500
Engineer	Bolton & Menk
Construction Timing	Summer 2015

EAST 10TH STREET PROJECT

This project will provide for the reconstruction of East 10th Street from the intersection with Seneca Street east to the intersection of Russell St. The project does not include the reconstruction of the Russell St. intersection which is included in the 3rd Addition Infrastructure Project. The East 10th Street Project will include the installation of sub-drains along the road to remove the buildup of ground water under the street which shortens the life of the road.

Total Project Cost	\$750,549
Engineer	Bolton & Menk
Construction Timing	Summer 2015

HWY 7 3-LANE CONVERSION PROJECT

This project will widen a section of HWY 7 starting at Barton Street and running west to the intersection of Northwestern. The project will include a new traffic signal at the intersection of Northwestern and HWY 7 that will facilitate a better flow of traffic in that area where congestion occurs regularly. Additionally the project will provide for the coordination of the traffic signals with the railroad crossing at Northwestern to insure the safest conditions exist at the intersection.

Total Project Cost	\$1,249,084
Engineer	Bolton & Menk
Construction Timing	Summer 2015

HOWARD ROAD PROJECT

This project will construct a concrete road at the south end of the Emerald Park sub-division. The existing road is gravel and needs lots of maintenance throughout the year due to washouts from heavy rains. In 2012 the City signed a Development Agreement with the developers of the Woodland Creek Sub-division. As part of that agreement the City agreed to pave Howard Road (to which some of their lots front) by the end of August 2015.

Total Project Cost	\$213,500
Engineer	I&S Group
Construction Timing	Summer 2015

NORTH LAKE AVENUE TRAIL PROJECT

This project will construct a new hiking and biking trail along North Lake Avenue. The new trail will start at the 10th Street intersection and run north to C49.

Total Project Cost	\$731,625
Engineer	I&S Group
Construction Timing	Summer 2015

NORTH LAKE CULVERT REPAIRS PROJECT

This project will repair and/or replace an underground culvert that provides for Poor Farm Creek to pass under North Lake Avenue near the Bargloff addition and Walmart store. The project is a joint project with Buena Vista County due to the joint jurisdiction in the area of the culvert. Buena Vista County is leading the project and a 28E Agreement between the City and the County outline that the City will pay for 50% of the costs of the engineering and the construction costs for the project.

Total Project Cost	\$344,987
Engineer	Calhoun Burns
Construction Timing	Summer 2016

ERIE STREET SW PROJECT

This project will create a model project highlighting the use of several best practices for storm water filtering and cleaning in an urban area. The project covers two blocks of Erie Street from East 6th Street north to HWY 7. The entire public corridor in that area will get reconstructed through the use of traditional paving methods along with pervious pavers, rain gardens, and street trees to help capture and clean storm water. In addition to the street work the project will also reconstruct two parking lots, the public lot in the 700 block of Erie and the City Hall parking lot, again featuring best practices for storm water.

Total Project Cost	\$1,466,700
Engineer	Bolton & Menk
Construction Timing	Summer 2017

RICHLAND STREET PROJECT

This project will provide for selective patching of Richland Street from HWY 7 east to Radio Road. The project is funded in part by a grant from the IDOT. Timing on the project will be coordinated with an adjacent project, Industry Street Reconstruction.

Total Project Cost	\$520,680
Engineer	Bolton & Menk
Construction Timing	Summer 2017

INDUSTRY STREET PROJECT

This project will provide for reconstruction of a deteriorating crushed rock road that is used heavily by trucks going into and out of Hillshire. The project will be coordinated with the Richland Street Project but will be done as a separate project. Funding for this project is completely from City funds.

Total Project Cost	\$140,000
Engineer	Bolton & Menk
Construction Timing	Summer 2017

SENECA STREET PROJECT

This project will reconstruct a small portion of Seneca Street from HWY 7 north to the intersection of South Windsor Circle. The project will also resolve some drainage issues currently occurring in the front parking lot of the Storm Lake Police Station.

Total Project Cost	\$232,086
Engineer	Bolton & Menk
Construction Timing	Summer 2018

NORTH LAKE AVENUE OVERLAY PROJECT

This project will overlay and patch North Lake Avenue from Milwaukee north to C49. Work will include upgrading pedestrian crossing to meet the latest ADA requirements.

Total Project Cost	\$1,088,500
Engineer	TBD
Construction Timing	Summer 2019

EAST 4TH STREET PROJECT

This project will overlay East 4th Street from Cayuga to HWY 7 including some full depth patching. In addition, the project will upgrade all the sidewalk approaches along the route to meet the latest ADA Guidelines.

Total Project Cost	\$627,000
Engineer	Bolton & Menk
Construction Timing	Summer 2020

ONEIDA STREET PROJECT

This project will reconstruct Oneida Street from HWY 7 south to East Lakeshore Drive. The project will include some storm water work as well as widening of the road.

Total Project Cost	\$2,232,790
Engineer	Bolton & Menk
Construction Timing	TBD

Economic Development Projects

DOWNTOWN FACADE PROJECT

This project will rehabilitate and restore to historic conditions the facades of 20 buildings in downtown Storm Lake.

Total Project Cost	\$879,883
Engineer	RDG IA Inc.
Construction Timing	Summer 2015

COMMERCIALIZATION CENTER PROJECT

This project will provide for a consultant to do a study of the potential development of a commercialization center in Storm Lake. The project is funded in part by private donations as well as a federal grant.

Total Project Cost	\$78,754
Engineer	Meidh Corporation
Construction Timing	Summer 2015

STORM LAKE 3RD ADDITION PROJECT

This project will install the needed utilities for the City's sub-division, Storm Lake 3rd Addition, north of the high school. The utilities included in the development are water, sanitary sewer, storm water (in conjunction with the North Central SW Project), and roads. Additionally, Mid-American Energy will install electrical to the sub-division and Alliant Energy will bring in natural gas service. Revenues for the project will come from the sale of lots as well as the capture of new taxable valuation in the sub-division.

Total Project Cost	\$785,095
Engineer	Bolton & Menk
Construction Timing	Summer 2015

DOWNTOWN MASTER PLAN PROJECT

This project will hire a consultant to work with the City, citizens, and downtown property and business owners to develop a master plan for the revitalization of the central business district to include lighting, traffic flow and traffic conditions, storm water controls, and pedestrian facilities.

Total Project Cost	\$150,000
Engineer	TBD
Construction Timing	Summer 2018

Water Department Projects

WATER DISTRIBUTION BUILDING PROJECT

With the move of the Water Distribution Department to the Water Plant a new building was required to provide storage and operating space for the department's equipment and materials. The building was started and is expected to be completed in Fiscal Year 2015.

Total Project Cost	\$250,000
Engineer	N/A
Construction Timing	Completed In Spring 2015

WELL #20 CONSTRUCTION PROJECT

This project will construct a new Dakota aquifer well north of the City of Storm Lake. The project includes transmission mains from the new well site to an existing raw water line at Well #15 and the closing of an older well that is no longer in service.

Total Project Cost	\$1,404,263
Engineer	Veenstra & Kimm
Construction Timing	Completed In Spring 2015

WATER TREATMENT PLANT IMPROVEMENTS PROJECT

This project will construct a new Lime storage building for the holding and removal of waste lime product from the plants lime softening process. The project also includes a permanent installation of the Sodium Hypochlorite feed system that was tested in FY 2014 & FY 2015 to great success.

Total Project Cost	\$1,072,065
Engineer	Bolton & Menk
Construction Timing	Completed In Spring 2015

HWY 7 WATER LINE PROJECT

This project will replace an existing large water main along HWY 7 in the area where the City will be widening the road (from Barton Street west to Northwestern Drive). This work will be completed prior to the start of the road work in that area.

Total Project Cost	\$275,000
Engineer	Bolton & Menk
Construction Timing	Summer 2015

WATER STORAGE PROJECT

This project will construct additional storage capacity for the City's water supply. Staff has yet to determine the type of storage, above or below ground, but as the water usage increases the need for additional storage capacity will be required by IDNR requirements.

Total Project Cost	\$1,000,000
Engineer	TBD
Construction Timing	TBD

WELL #21 PROJECT

This project will construct a new Dakota Aquifer Well.

Total Project Cost	\$750,000
Engineer	TBD
Construction Timing	Summer 2019

Wastewater Department Projects

SCADA NETWORK PROJECT

This project will upgrade the existing wireless radio network that provides real time data regarding the status of facilities on the Water and Sanitary Sewer network, including wells, water towers, and lift stations. The final solution will be a combination of new wireless technology as well as fiber connections back to the main City network.

Total Project Cost	\$458,303
Engineer	Automatic Systems
Construction Timing	Summer 2015

FEMA WASTEWATER PROJECT

This project provides for a second conveyance system around the west side of Storm Lake to the Wastewater Plant. Plant site improvements include a new head works facility, new storm water lagoon, and new clarifiers.

Total Project Cost	\$520,680
Engineer	Veenstra & Kimm
Construction Timing	Completion In Spring 2015

LAB AND OFFICE ADDITION PROJECT

This project will construct an addition to the existing wastewater treatment plant building for additional office space and a new lab to include additional lab equipment.

Total Project Cost	\$84,000
Engineer	TBD
Construction Timing	Summer 2018

Airport Projects

AIRPORT ALP PROJECT

This project will update the Airport's existing Airport Layout Plan which is a long term strategic plan for the Airport. An updated ALP is something that is required by Federal and State agencies that work with the Airport. The ALP will provide a comprehensive review of existing facilities as well as provide opportunities for the City and Airport Commission to gather input on the future of the Airport prior to developing an overall master plan for future improvements.

Total Project Cost	\$150,000
Engineer	Bolton & Menk
Construction Timing	Calendar Year 2015

RUNWAY 13/31 REHABILITATION PROJECT

This project will rehabilitate Runway 13/31 at the Airport. This runway is the secondary runway and shorter and narrower than the main runway but is used frequently by general aviation aircraft. The repairs will include replacement of sections of the runway in which pitting has occurred and the cleaning and sealing of joints and cracks in the runway.

Total Project Cost	\$796,155
Engineer	Bolton & Menk
Construction Timing	Summer 2015

Administration Projects

FIBER PROJECT

This project will provide a fiber backbone through the City for the City of Storm Lake network. The project is a joint project with the Storm Lake Community School District and Buena Vista County as well. The project is also a critical piece to the ultimate solution for the City's SCADA Network Project.

Total Project Cost	\$577,850
Engineer	Rebnord Technologies
Construction Timing	Summer 2015

2014 HOUSING REHABILITATION PROJECT

This project will provide forgivable loans to low to moderate income families in the target area for the project to bring their homes into compliance with the state's minimum housing regulations.

Total Project Cost	\$434,100
Engineer	Simmering & Cory
Construction Timing	Calendar Years 2015-2016

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B = Budget
C = Contract

North Central Storm Water Project

EXPENSES

	Contract Amount	FY 2014	FY 2015	FY 2016	FY 2017	Future (Remaining)	Total Expenses	Account #
1 Engineering Contract	255,300.00	C	160,940.50	26,913.50		67,446.00	255,300.00	621-8066-09-7113-0002
4 Construction Contract	1,929,300.00	E				1,929,300.00	1,929,300.00	621-8066-09-7113-0001
5 Legal Admin Expenses	30,000.00	B	7,440.91	6,451.75		16,107.34	30,000.00	621-8066-09-7113-0004
6 Land Acquisition	60,000.00	B	26,424.20	6.00		33,569.80	60,000.00	621-8066-09-7113-0005
7 Other Costs						-	-	
8 Model Water Quality Project	75,000.00	C	7,500.00	43,000.00		24,500.00	75,000.00	621-8066-09-7113-0002
9 Survey Work (Bolton & Menk)	14,100.00	C				14,100.00	14,100.00	621-8066-09-7113-0002
10 Grant Administration	20,000.00	C	6,000.00			14,000.00	20,000.00	621-8066-09-7113-0004
11 Soil Borings	3,440.00	C		3,440.00		-	3,440.00	✓
12 Phase 1 Archaeological	1,300.00	E	1,300.00			-	1,300.00	✓
10th & Richland Intersection	80,000.00	E				80,000.00	80,000.00	
13 Contingency	177,600.00	B	5,049.16			172,550.84	177,600.00	
Totals	2,646,040.00		214,654.77	79,811.25	-	2,351,573.98	2,646,040.00	
14			✓					
15	Balanced							
16								

REVENUES

	Contract Amount	FY 2014	FY 2015	FY 2016	FY 2017	Future (Remaining)	Total Revenues
17 CDBG Grant Original	600,000.00		52,258.43			547,741.57	600,000.00
18 CDBG Grant Amendment #1	75,000.00		50,500.00			24,500.00	75,000.00
19 State Sales Tax Bonds (STIF)	1,178,678.00					1,178,678.00	1,178,678.00
20 Storm Water Depr. Reserve	177,295.00					177,295.00	177,295.00
21 Storm Water Rev Bonds	602,028.00					602,028.00	602,028.00
22 Storm Water Fund FY 2015	50,000.00					50,000.00	50,000.00
Totals	2,683,001.00	-	102,758.43	-	-	2,580,242.57	2,683,001.00
23							
24	Balanced						
25							
26							

CONTRACT DETAILS

	Contractor	Date Approved	Amount	Council Mtg Date
27 Engineering - Survey Work	Bolton & Menk	Monday, June 03, 2013	14,100.00	6/3/2013
28 Engineering	Bolton & Menk	Monday, July 15, 2013	162,540.00	7/15/2013
29 Engineering Amendment #1	Bolton & Menk	Monday, January 20, 2014	92,760.00	1/20/2014
30 Consulting Services	(CDF) Conservation Design	Monday, May 05, 2014	75,000.00	5/5/2014
31 Grant Administration	Simmering-Cory, Inc	Monday, July 15, 2013	20,000.00	7/15/2013
32 Soil Borings	CTS	Monday, January 06, 2014	3,440.00	1/6/2014
33 Archaeological Survey	Kevin Griggs	Monday, November 25, 2013	1,300.00	
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Expansion Blvd Storm Water Project

EXPENSES

	Contract Amount	FY 2013	FY 2014	FY 2015	FY 2016 (B)	Future (Remaining)	Total Expenses	Account #
1 Engineering Contract	198,375.00	C	127,157.08	41,564.26		10,182.02	198,375.00	621-8066-09-7177-0002
4 Construction Contract	1,334,924.60	PC				1,334,924.60	1,334,924.60	621-8066-09-7177-0001
5 Legal Admin Expenses	20,000.00	B	794.25	9,682.35		9,523.40	20,000.00	621-8066-09-7177-0004
6 Land Acquisition	90,000.00	B		59,988.16		30,011.84	90,000.00	621-8066-09-7177-0005
7 Other Costs								
8 CTS Contract	2,400.00	C				2,400.00	2,400.00	
9								
10								
11								
12 Contingency	20,000.00	B				20,000.00	20,000.00	
Totals	1,665,699.60		127,951.33	111,234.77	-	1,407,041.86	1,665,699.60	
13								
14								
15								

REVENUES

	Contract Amount	FY 2013	FY 2014	FY 2015	FY 2016 (B)	Future (Remaining)	Total Revenues
16 Sales Tax Increment Bonds	1,587,469.00					1,587,469.00	1,587,469.00
17 Storm Water Fund FY 2015	55,000.00					55,000.00	55,000.00
18 Storm Water Fund FY 2016	30,000.00					30,000.00	30,000.00
19							
20							
21							
Totals	1,672,469.00					1,672,469.00	1,672,469.00
22							
23							
24							
25							

CONTRACT DETAILS

	Contractor	Date Approved	Amount	Council Mtg Date
26 Soil Boring Contract	CTS	Monday, August 18, 2014	2,400.00	8/18/2014
27 Engineering Agreement Amendment #1	Emmons & Olivier Resources	Emmons & Olivier Resources Tuesday, December 10, 2013	188,000.00	1/20/2014
28 Prelim Eng. Agreement	Emmons & Olivier Resources	TMM		
29 Construction Contract	Healy Excavating	November 15, 2012	1,334,924.60	
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Water Quality Initiative Grant

EXPENSES							Account #		
1	Engineering Contract	36,500.00	FY 2013	FY 2014	FY 2015	FY 2016 (B)	Future (Remaining)	Total Expenses	Complete
4	Construction Contract	210,000.00					36,500.00	36,500.00	
5	Legal Admin Expenses	7,000.00					210,000.00	210,000.00	
6	Land Acquisition	15,000.00					7,000.00	7,000.00	
7	Other Costs						15,000.00	15,000.00	
8							-	-	
9							-	-	
10							-	-	
11							-	-	
12	Contingency	5,000.00					-	-	
Totals		273,500.00	-	-	-	-	5,000.00	5,000.00	
		<hr/> <hr/>							
		<i>Balanced</i>							
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REVENUES									
16	General Fund FY 16	60,000.00	FY 2015	FY 2016	FY 2017	FY 2018	Future (Remaining)	Total Revenues	
17	IDALS Grant	100,000.00					60,000.00	60,000.00	
18	ECO Rock Donation	30,000.00					100,000.00	100,000.00	
19							30,000.00	30,000.00	
20							-	-	
21							-	-	
Totals		190,000.00	-	-	-	-	190,000.00	190,000.00	
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CONTRACT DETAILS									
26	Preliminary Engineering	Bolton & Menk Inc.	Date Approved	Amount	Council Mtg	Date			
27			Wednesday, February 04, 2015	5,000.00					
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East 10th Street Rehabilitation

EXPENSES									
	Contract Amount	FY 2014	FY 2015	FY 2016	FY 2017	Future (Remaining)	Total Expenses	Account #	Complete
1 Engineering Contract	89,980.00	CE	22,053.50	10,876.50		57,050.00	89,980.00	301-2010-08-7165-0002	
4 Construction Contract	605,400.00	E				605,400.00	605,400.00	301-2010-08-7165-0001	
5 Legal Admin Expenses	5,000.00	B	125.00			4,875.00	5,000.00	301-2010-08-7165-0004	
6 Land Acquisition	-	B		169.00		-	169.00	301-2010-08-7165-0005	
7 Other Costs						-	-		
8						-	-		
9						-	-		
10						-	-		
11						-	-		
12 Contingency	50,000.00	B				50,000.00	50,000.00		
Totals	750,380.00		22,178.50	11,045.50	-	717,325.00	750,549.00		
13									
14									
15									

REVENUES									
	Contract Amount	FY 2014	FY 2015	FY 2016	FY 2017	Future (Remaining)	Total Revenues		
16 IDOT Grant	244,000.00	C				244,000.00	244,000.00		
17 Road Use Tax Funds FY 2015	126,000.00	B				126,000.00	126,000.00		
18 Franchise Fees FY 2015	67,000.00	B				67,000.00	67,000.00		
19 Water Fund - Insulation of water line	23,000.00	E				23,000.00	23,000.00		
20 Franchise Fees FY 2016	75,000.00					75,000.00	75,000.00		
21 Road Use Tax Funds FY 2016	50,000.00					50,000.00	50,000.00		
22 Local Option Sales Tax FY 2016	190,900.00					190,900.00	190,900.00		
Totals	775,900.00		-	-	-	775,900.00	775,900.00		
23									
24									
25									
26									

CONTRACT DETAILS					Contractor	Date Approved	Amount	Council Mtg
27	IDOT Funding Agreement	Iowa Dept. of Transportatio	Monday, June 30, 2014	6/16/2014			244,000.00	6/16/2014
28	Engineering Design Agreement	Bolton & Menk	Monday, June 17, 2013	6/17/2013			49,980.00	6/17/2013
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HWY 7 3-Lane Project

REVENUES

2429

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EXPENSES

Complete

16 Franchise Fees FY 2016	17 Franchise Fees FY 2015
1	1
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Totals	220,000.00
	<i>Balanced</i>

26 Engineering Contract

I&S Group

Council Mtg
Date
10/1/2012

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A = Agreement (something less than written)

North Lake Ave Trail Project

EXPENSES		Contract Amount	FY 2013	FY 2014	FY 2015	FY 2016 (B)	Future (Remaining)	Total Expenses	Account #
1	Engineering Contract	49,750.00	C	12,575.00	11,792.00	1,462.50	23,920.50	49,750.00	301-2010-08-7127-0002
4	Construction Contract	640,000.00	E				640,000.00	640,000.00	301-2010-08-7127-0001
5	Legal Admin Expenses	10,000.00	B	1,778.33	357.50		7,864.17	10,000.00	301-2010-08-7127-0004
6	Land Acquisition	5,000.00	B		29.00		4,971.00	5,000.00	301-2010-08-7127-0004
7	Other Costs						-	-	
8	Mid American - Move Lights	26,875.00	C	25,450.29			1,424.71	26,875.00	301-2010-08-7127-0004
9							-	-	
10							-	-	
11							-	-	
12	Contingency						-	-	
13	Totals	731,625.00	✓	39,020.62	✓	1,849.00	678,180.38	731,625.00	
14		Balanced							
15									

REVENUES		Contract Amount	FY 2013	FY 2014	FY 2015	FY 2016 (B)	Future (Remaining)	Total Revenues
16	STP Grant	193,000.00	C				193,000.00	193,000.00
17	Fund Balance	183,093.00	B	149,000.00			34,093.00	183,093.00
18	Franchise Fee FY 2014	100,000.00	B	100,000.00			-	100,000.00
19	Franchise Fee FY 2015	99,239.00	B				99,239.00	99,239.00
20	Road Use Tax FY 2014	14,000.00	B	14,000.00			-	14,000.00
21	Local Option Sales Tax FY 2015	158,000.00					158,000.00	158,000.00
22	Totals	747,332.00		114,000.00	-		484,332.00	747,332.00
23								
24								
25								

CONTRACT DETAILS

Contractor	Date Approved	Amount	Council Mtg Date
Iowa Dept of Transportation	Monday, December 02, 2013	193,000.00	
I&S Group	Monday, February 06, 2012	49,750.00	

26 DOT Contract
27 Engineering Agreement

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North Lake Culvert Project

EXPENSES									
	Contract Amount	FY 2015	FY 2016	FY 2017	FY 2018	Future (Remaining)	Total Expenses	Account #	
1 Engineering Contract	17,523.25	C	493.25			17,030.00	17,523.25	301-2010-08-7196-0002	Complete
4 Construction Contract	325,000.00	E				325,000.00	325,000.00	301-2010-08-7196-0001	
5 Legal Admin Expenses						-	-	301-2010-08-7196-0004	
6 Land Acquisition						-	-	301-2010-08-7196-0004	
7 Other Costs						-	-		
8 Exploratory Work		2,463.70				-	2,463.70		
9						-	-		
10						-	-		
11						-	-		
12 Contingency						-	-		
Totals	342,523.25		-	-	-	342,030.00	344,986.95		
13									
14									
15									
REVENUES									
	Contract Amount	FY 2015	FY 2016	FY 2017	FY 2018	Future (Remaining)	Total Revenues		
16 Franchise Fees FY 2016	145,000.00					145,000.00	145,000.00		
17 Franchise Fees FY 2017	200,000.00					200,000.00	200,000.00		
18						-	-		
19						-	-		
20						-	-		
21						-	-		
Totals	345,000.00	-	-	-	-	345,000.00	345,000.00		
22									
23									
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CONTRACT DETAILS				
26 28E Agreement	Contractor	Date Approved	Amount	Council Mtg Date
27 Engineering Contract	Buena Vista County	Tuesday, August 12, 2014	2,956.95	8/4/2014
28	Calhoun-Burns & Associate		17,030.00	8/4/2014
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C = Contract

Erie Street Storm Water Project

EXPENSES

	Contract Amount	FY 2015	FY 2016	FY 2017	FY 2018	Future (Remaining)	Total Expenses	Account #
1 Engineering Contract	162,000.00	E				162,000.00	162,000.00	621-8066-09-7203-0002
4 Construction Contract	1,109,900.00	E				1,109,900.00	1,109,900.00	621-8066-09-7203-0001
5 Legal Admin Expenses	7,500.00	E				7,500.00	7,500.00	621-8066-09-7203-0004
6 Land Acquisition	7,000.00	E				7,000.00	7,000.00	621-8066-09-7203-0005
7 Other Costs						-	-	
8 Grant Writing Services	800.00	C				800.00	800.00	621-8066-09-7203-0002
9 Preliminary Eng Services	4,500.00	C				4,500.00	4,500.00	621-8066-09-7203-0002
10 Grant Administration	20,000.00	E				20,000.00	20,000.00	621-8066-09-7203-0004
11 Bonding Costs	30,000.00					30,000.00	30,000.00	
12 Contingency	125,000.00	E				125,000.00	125,000.00	621-8066-09-7203-0001
Totals	1,466,700.00		-	-	-	1,466,700.00	1,466,700.00	

REVENUES

	Contract Amount	FY 2015	FY 2016	FY 2017	FY 2018	Future (Remaining)	Total Revenues
16 CDBG Grant	600,000.00	E				600,000.00	600,000.00
17 General Obligation Bond	1,000,000.00					1,000,000.00	1,000,000.00
18						-	-
19						-	-
20						-	-
21						-	-
Totals	1,600,000.00		-	-	-	1,600,000.00	1,600,000.00

Balanced

CONTRACT DETAILS

	Contractor	Date Approved	Amount	Council Mtg Date
26 Preliminary Engineering Contract	Bolton & Menk	Monday, January 05, 2015	4,500.00	1/5/2015
27 Grant Writing Services	Simmering & Cory	Monday, January 05, 2015	800.00	1/5/2015
28 Grant Administration Services	Simmering & Cory			

Completed

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EXPENSES

Contract Amount	FY 2014	FY 2015	FY 2016	FY 2017	Future (Remaining)	Total Expenses
39,180.00 C	1,180.50				37,999.50	39,180.00
451,500.00 B					451,500.00	451,500.00
5,000.00 B	125.00				4,875.00	5,000.00
					-	-
					-	-
					-	-
					-	-
25,000.00 B					25,000.00	25,000.00
Totals	1,305.50	-	-	-	519,374.50	520,680.00
	<i>✓</i>					
	<i>Balanced</i>					

REVENUES

16 STP Funding

17 Local Option Sales Tax FY 17

18 Franchise Fees FY 17

	Contract Amount	FY 2014	FY 2015	FY 2016	FY 2017	Future (Remaining)	Total Revenues
B	202,000.00					202,000.00	202,000.00
B	194,000.00					194,000.00	194,000.00
	130,000.00					130,000.00	130,000.00
						-	-
						-	-
						-	-
Totals	526,000.00	-	-	-	-	526,000.00	526,000.00
	Balanced						

Contractor
Bolton & Menk

Date Approved	Amount	Date
Monday, June 17, 2013	39,180.00	6/17/2013

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Industry Street

EXPENSES										Account #
	Contract Amount	FY 2013	FY 2014	FY 2015	FY 2016 (B)	Future (Remaining)	Total Expenses			
1 Engineering Contract	18,000.00	E				18,000.00	18,000.00	301-2010-08-7164-0002		
4 Construction Contract	110,000.00	E				110,000.00	110,000.00	301-2010-08-7164-0001		
5 Legal Admin Expenses	2,000.00	E				2,000.00	2,000.00	301-2010-08-7164-0004		
6 Land Acquisition						-	-			
7 Other Costs						-	-			
8						-	-			
9						-	-			
10						-	-			
11						-	-			
12 Contingency	10,000.00	E				10,000.00	10,000.00			
13										
14 Totals	140,000.00		-	-	-	140,000.00	140,000.00			
15	Balanced									
REVENUES										
	Contract Amount	FY 2015	FY 2016	FY 2017	FY 2018	Future (Remaining)	Total Revenues			
16 Franchise Fees FY 2017	90,000.00					90,000.00	90,000.00			
17 Road Use Tax FY 2017	60,000.00					60,000.00	60,000.00			
18						-	-			
19						-	-			
20						-	-			
21						-	-			
22										
23 Totals	150,000.00	-	-	-	-	150,000.00	150,000.00			
24	Balanced									
25										
CONTRACT DETAILS										
	Contractor	Date Approved	Amount	Council Mtg Date						
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Seneca Street Rehabilitation Project

EXPENSES									
	Contract Amount	FY 2014	FY 2015	FY 2016	FY 2017	Future (Remaining)	Total Expenses	Account #	
1 Engineering Contract	23,500.00	C 15,041.50				8,458.50	23,500.00	301-2010-08-7163-0002	Complete
4 Construction Contract	188,586.00	E				188,586.00	188,586.00	301-2010-08-7163-0001	
5 Legal Admin Expenses	5,000.00	B 187.20				4,812.80	5,000.00	301-2010-08-7163-0004	
6 Land Acquisition						-	-		
7 Other Costs						-	-		
8						-	-		
9						-	-		
10						-	-		
11						-	-		
12 Contingency	15,000.00	B				15,000.00	15,000.00		
Totals	232,086.00	✓ 15,228.70	-	-	-	216,857.30	232,086.00		
14	Balanced								
15									
REVENUES									
	Contract Amount	FY 2014	FY 2015	FY 2016	FY 2017	Future (Remaining)	Total Revenues		
16 Fund Balance	124,500.00	A 124,500.00				-	124,500.00		
17 Franchise Fees FY 2015	10,000.00	B				10,000.00	10,000.00		
18 Road Use Tax FY 2018	100,000.00					100,000.00	100,000.00		
19						-	-		
20						-	-		
21						-	-		
Totals	234,500.00	124,500.00	-	-	-	110,000.00	234,500.00		
23	Balanced								
24									
25									
CONTRACT DETAILS									
	Contractor	Date Approved	Amount	Council Mtg Date					
26 Engineering Agreement	Bolton & Menk	Sunday, February 02, 2014	23,500.00	2/17/2014					
27									
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North Lake Ave Overlay Project

EXPENSES										Account #	
	Contract Amount	FY 2013	FY 2014	FY 2015	FY 2016 (B)	Future (Remaining)	Total Expenses	Complete			
1 Engineering Contract	160,000.00	E				160,000.00	160,000.00				
4 Construction Contract	800,000.00	E				800,000.00	800,000.00				
5 Legal Admin Expenses	7,500.00	E				7,500.00	7,500.00				
6 Land Acquisition	1,000.00	E				1,000.00	1,000.00				
7 Other Costs						-	-				
8						-	-				
9						-	-				
10						-	-				
11						-	-				
12 Contingency	120,000.00	E				120,000.00	120,000.00				
Totals	1,088,500.00		-	-	-	1,088,500.00	1,088,500.00				
13	Balanced										
14											
15											
REVENUES										Account #	
	Contract Amount	FY 2015	FY 2016	FY 2017	FY 2018	Future (Remaining)	Total Revenues				
16 Franchise Fees FY 2018	200,000.00					200,000.00	200,000.00				
17 Franchise Fees FY 2019	300,000.00					300,000.00	300,000.00				
18 Franchise Fees FY 2020	175,000.00					175,000.00	175,000.00				
19 STP Grant	350,000.00	E				350,000.00	350,000.00				
20						-	-				
21						-	-				
Totals	1,025,000.00		-	-	-	1,025,000.00	1,025,000.00				
22	Balanced										
23											
24											
25											

CONTRACT DETAILS				Contractor	Date Approved	Amount	Council Mtg Date
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EXPENSES

Complete

	REVENUES	Contract Amount
16 Road Use Tax FY 2018		40,000.00
17 Road Use Tax FY 2019		145,000.00
18 Local Option Sales Tax FY 2018		163,000.00
19 STP Grant		204,000.00

Totals	552,000.00
	<i>Balanced</i>

Date Approved	Amount	Date	Council mtg
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Oneida Street Reconstruction

EXPENSES							Account #
	Contract Amount	FY 2013	FY 2014	FY 2015	FY 2016 (B)	Future (Remaining)	
1	Engineering Contract	280,800.00				280,800.00	280,800.00
4	Construction Contract	1,871,990.00				1,871,990.00	1,871,990.00
5	Legal Admin Expenses	20,000.00				20,000.00	20,000.00
6	Land Acquisition					-	-
7	Other Costs					-	-
8						-	-
9						-	-
10						-	-
11						-	-
12	Contingency	60,000.00				60,000.00	60,000.00
13	Totals	2,232,790.00	-	-	-	2,232,790.00	2,232,790.00
14		Balanced					
15							
REVENUES							
16	Road Use Tax FY 2020	80,000.00				80,000.00	80,000.00
17	Franchise Fees FY 2020	200,000.00				200,000.00	200,000.00
18						-	-
19						-	-
20						-	-
21						-	-
22	Totals	280,000.00	-	-	-	280,000.00	280,000.00
23		Balanced					

Complete

CONTRACT DETAILS

CONTRACT DETAILS

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Downtown Façade Project

EXPENSES

	Contract Amount	FY 2013	FY 2014	FY 2015	FY 2016	Future (Remaining)	Total Expenses	Account #
1 Engineering Contract	86,000.00	C				26,969.49	86,000.00	301-5020-08-7176-0002
4 Construction Contract	710,000.00	E		8,462.64		710,000.00	710,000.00	301-5020-08-7176-0001
5 Legal Admin Expenses	40,000.00	B				37,085.60	40,000.00	301-5020-08-7176-0004
6 Land Acquisition	50.00	E	2,551.90			50.00	50.00	301-5020-08-7176-0004
7 Other Costs						-	-	
8 Historical Survey	8,032.50	C	8,032.50			-	8,032.50	301-5020-08-7176-0004
9 Grant Admin Services	20,000.00	C	3,000.00			17,000.00	20,000.00	301-5020-08-7176-0004
10 Grant Writing Services	800.00	C	800.00			-	800.00	301-5020-08-7176-0000
11						-	-	
12 Contingency	15,000.00	E				15,000.00	15,000.00	
Totals	879,882.50		58,152.27	8,462.64	-	806,105.09	879,882.50	
13	Balanced	✓	✓					
14								
15								

REVENUES

	Contract Amount	FY 2013	FY 2014	FY 2015	FY 2016	Future (Remaining)	Total Revenues
16 CDBG Grant	500,000.00	C				472,020.00	500,000.00
17 Private Investment	226,800.00	B		27,980.00		226,800.00	226,800.00
18 Local Option Sales Tax FY 2013	100,000.00	B	100,000.00			-	100,000.00
19 Local Option Sales Tax FY 2015	55,000.00					55,000.00	55,000.00
20						-	-
21						-	-
Totals	881,800.00		-	27,980.00	-	753,820.00	881,800.00
22	Balanced	✓	✓				
23							
24							
25							

CONTRACT DETAILS

	Contractor	Date Approved	Amount	Council Mtg Date
26 Grant Administration Service	Simmering & Cory	Monday, July 15, 2013	20,000.00	7/15/2013
27 Historical Survey	Price Preservation Research	Monday, January 06, 2014	9,532.50	1/6/2014
28 Historical Amendment #1	Price Preservation Research	Monday, March 17, 2014	(1,500.00)	3/17/2014
29 Architect Agreement	RDG IA Inc.	Friday, October 26, 2012	6,000.00	10/15/2012
30 Architect Agreement	RDG IA Inc.	Monday, July 15, 2013	74,000.00	9/16/2013
31 Architect Amendment #1	RDG IA Inc.	Tuesday, November 18, 2014	6,000.00	12/1/2014
32 CDBG Grant	IEDA		500,000.00	8/19/2013
33 Grant Writing Services	Simmering & Cory	Monday, October 01, 2012	800.00	10/1/2012

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EXPENSES

REVENUES

CONTRACT DETAILS

26 Consulting Services	Meith Corporation	Monday, January 19, 2015	74,754.00	1/19/2015
27 Grant Agreement	US Dept. of Commerce	Friday, September 19, 2014	40,000.00	10/20/2014

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Storm Lake 3rd Addition Phase 1

EXPENSES									
	Contract Amount	FY 2014	FY 2015	FY 2016	FY 2017	Future (Remaining)	Total Expenses	Account #	
1 Engineering Contract	81,890.00	C	14,253.50			52,921.00	81,890.00	129-5027-05-6499-0000	Complete
2 Construction Contract	622,430.30	C	241,182.34			381,247.96	622,430.30	129-5027-05-6499-0000	
3 Legal Admin Expenses			577.50			-	12,040.00	129-5027-05-6499-0000	
4 Land Acquisition	59,814.80	B	59,814.80			-	59,814.80	129-5027-05-6499-0000	
5 Other Costs						-	-	129-5027-05-6499-0000	
6 Urban Renewal Plan Costs	6,355.44	B	6,355.44			-	6,355.44	129-5027-05-6499-0000	
7 Abstracting Fees			2,292.50			-	2,292.50	129-5027-05-6499-0000	
8 Mid American Energy						-	-	129-5027-05-6499-0000	
9 Alliant Energy						-	-	129-5027-05-6499-0000	
10 Misc. Expenses			272.40			-	272.40	129-5027-05-6499-0000	
Totals	770,490.54		75,107.80	275,818.68	-	434,168.96	785,095.44		
11									
12									
13									

REVENUES									
	Contract Amount	FY 2014	FY 2015	FY 2016	FY 2017	Future (Remaining)	Total Revenues		
14 Sale of Lots (5*\$15,000)	75,000.00					75,000.00	75,000.00		
15 TIF Revenue	113,164.00					113,164.00	113,164.00		
16 Water Revenue	160,000.00					160,000.00	160,000.00		
17 Sewer Revenue	160,000.00					160,000.00	160,000.00		
18						-	-		
19						-	-		
Totals	508,164.00		-	-	-	508,164.00	508,164.00		
20									
21									
22									
23									

CONTRACT DETAILS					
	Contractor	Date Approved	Amount	Council Mtg Date	
24 Engineering Agreement	Bolton & Menk	Monday, March 03, 2014	81,890.00	3/3/2014	
25 Construction Utility Contract	Lundell Construction	Monday, August 18, 2014	268,933.30	8/18/2014	
26 Change Order #1	Lundell Construction	Monday, August 18, 2014	497.00	8/18/2014	
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Downtown Master Plan

EXPENSES							Account #
Contract Amount	FY 2013	FY 2014	FY 2015	FY 2016 (B)	Future (Remaining)	Total Expenses	
1 Engineering Contract	140,000.00					140,000.00	
4 Construction Contract					-	-	
5 Legal Admin Expenses	5,000.00				5,000.00	5,000.00	
6 Land Acquisition					-	-	
7 Other Costs					-	-	
8 Meeting Supplies	5,000.00				5,000.00	5,000.00	
9					-	-	
10					-	-	
11					-	-	
12 Contingency					-	-	
Totals	150,000.00	-	-	-	150,000.00	150,000.00	
Balanced							
Contract Amount	FY 2015	FY 2016	FY 2017	FY 2018	Future (Remaining)	Total Revenues	
16 Franchise Fees FY 2018	150,000.00				150,000.00	150,000.00	
17					-	-	
18					-	-	
19					-	-	
20					-	-	
21					-	-	
Totals	150,000.00	-	-	-	150,000.00	150,000.00	
Balanced							

Complete

	Contractor	Date Approved	Amount	Council Mtg Date
23	CONTRACT DETAILS			
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Water Distribution Building

EXPENSES	Contract Amount	FY 2014	FY 2015	FY 2016	FY 2017	Future (Remaining)	Total Expenses	Account #
1 Building (Wicks)	90,534.00	11,469.00	79,065.00	-	-	-	90,534.00	601-8012-09-7193-0000
4 Legal & Admin Costs			1,113.75	-	-	-	1,113.75	
5 Equipment Rental			1,517.38	-	-	-	1,517.38	
6 Garage Doors	12,702.00		12,202.00			500.00	12,702.00	
7 Office Furniture	4,486.00					4,486.00	4,486.00	
8 Electrical Supplies & Work	41,139.74		1,563.49			39,576.25	41,139.74	
9 Plumbing & Mechanical	22,500.00		1,494.60			21,005.40	22,500.00	
10 Boring			1,702.00			-	1,702.00	
11 Lumber & Supplies	44,221.01		37,237.86			6,983.15	44,221.01	
12 Fuel			83.63			-	83.63	
13 Construction Labor	6,700.00					6,700.00	6,700.00	
14 Technology	1,430.00					1,430.00	1,430.00	
15 Security Cameras	12,539.68					12,539.68	12,539.68	
16 Appliances	1,500.00					1,500.00	1,500.00	
17 Lift Station	5,310.00					5,310.00	5,310.00	
18 Gas Line	2,334.50					2,334.50	2,334.50	
19						-	-	
20						-	-	
21 Totals	245,396.93	11,469.00	135,979.71	-	-	102,364.98	249,813.69	
22		✓						
23	Balanced							
REVENUES	Contract Amount	FY 2014	FY 2015	FY 2016	FY 2017	Future (Remaining)	Total Revenues	
24 Water Depreciation Fund	105,000.00	105,000.00				-	105,000.00	
25 Sewer Depreciation Fund	45,000.00	45,000.00				-	45,000.00	
26 Water Depreciation FY 2015	50,000.00					50,000.00	50,000.00	
27 Sewer Depreciation FY 2015	50,000.00					50,000.00	50,000.00	
28						-	-	
29						-	-	
30 Totals	250,000.00	150,000.00	-	-	-	100,000.00	250,000.00	
31		✓						
32	Balanced							
33								

CONTRACT DETAILS	Contractor	Date Approved	Amount	Council Mtg Date
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Water Treatment Plant Improvements Project

EXPENSES									
	Contract Amount	FY 2013	FY 2014	FY 2015	FY 2016	Future (Remaining)	Total Expenses	Account #	Complete
1 Engineering Contract	125,000.00			80,742.13		44,257.87	125,000.00	601-8011-09-7190-0002	
4 Construction Contract	782,000.00			107,832.60		674,167.40	782,000.00	601-8011-09-7190-0001	
5 Legal Admin Expenses				857.00		-	857.00	601-8011-09-7190-0004	
6 Land Acquisition						-	-		
7 Other Costs						-	-		
8 Const. Materials Testing	2,200.00	C		1,731.00		469.00	2,200.00	601-8011-09-7190-0004	
9 Supplies			3,062.48	3,455.84		-	8,045.99	601-8011-09-7190-0003	
10 Lime Press Equipment	81,265.00		36,242.50	38,152.50		6,870.00	81,265.00	601-8011-09-7190-0003	
11 Skid Loader	72,665.38	C		72,697.38		-	72,697.38	601-8011-09-7190-0003	
12 Contingency						-	-		
Totals	1,062,730.38	✓	39,304.98	305,488.45	-	725,764.27	1,072,065.37		
13	Balanced		✓						
14									
15									
REVENUES									
	Contract Amount	FY 2013	FY 2014	FY 2015	FY 2016	Future (Remaining)	Total Revenues		
16 Bond Revenue	1,044,016.00					1,044,016.00	1,044,016.00		
17 Water Depreciation FY 2015	35,000.00					35,000.00	35,000.00		
18						-	-		
19						-	-		
20						-	-		
21						-	-		
Totals	1,079,016.00	-	-	-	-	1,079,016.00	1,079,016.00		
22	Balanced								
23									
24									
25									

CONTRACT DETAILS					Council Mtg
	Contractor	Date Approved	Amount	Date	
26 Construction Materials Inspection	CTS	Monday, August 04, 2014	2,200.00	8/4/2014	
27 Engineering Agreement	Bolton & Menk	Monday, April 07, 2014	125,000.00	4/7/2014	
28 Construction Contract	Grundman-Hicks Inc.	Monday, August 04, 2014	782,000.00	8/4/2014	
29 Change Order #1	Grundman-Hicks Inc.	Monday, November 03, 2014	50,487.95	11/3/2014	
29 Lime Press Equipment					
30					
31					
32					
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HWY 7 Water Main

EXPENSES			
1 Engineering Contract	Contract Amount	FY 2015	FY 2016
4 Construction Contract	25,000.00 CE	1,265.00	
5 Legal Admin Expenses	215,000.00 E		
6 Land Acquisition	5,000.00	170.50	
7 Other Costs			
8			
9			
10			
11			
12 Contingency	30,000.00		
Totals	275,000.00	1,435.50	-
13	Balanced		
14			
15			
REVENUES			
16 Water Deprecation	Contract Amount	FY 2015	FY 2016
17	275,000.00		
18			
19			
20			
21			
Totals	275,000.00	-	-
22	Balanced		
23			
24			
25			
CONTRACT DETAILS			
26 Engineering Agreement	Contractor	Date Approved	Council Mtg Date
27	Bolton & Menk Inc.	Tuesday, July 29, 2014	8/18/2014
28			
29			
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FY 2016 Budget Capital Project Planning Guide

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Well #21

EXPENSES										Account #
	Contract Amount	FY 2013	FY 2014	FY 2015	FY 2016 (B)	Future (Remaining)	Total Expenses	Complete		
1	Engineering Contract	93,750.00					93,750.00			
4	Construction Contract	625,000.00					625,000.00			
5	Legal Admin Expenses	5,000.00					5,000.00			
6	Land Acquisition						-			
7	Other Costs						-			
8							-			
9							-			
10							-			
11							-			
12	Contingency	25,000.00					25,000.00			
13	Totals	748,750.00	-	-	-	-	748,750.00			
14		Balanced								
15										
REVENUES										
16	Water Fund FY 2016	100,000.00					100,000.00			
17	Water Fund FY 2017	161,000.00					161,000.00			
18	Water Fund FY 2018	141,200.00					141,200.00			
19	Water Fund FY 2019	269,000.00					269,000.00			
20	Water Fund FY 2020	78,800.00					78,800.00			
21							-			
22	Totals	750,000.00	-	-	-	-	750,000.00			
23		Balanced								
24										
25										
CONTRACT DETAILS										
26		Contractor	Date Approved	Amount	Council Mtg Date					
27										
28										
29										
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SCADA Network

EXPENSES										Complete 601-8011-09-7178-0000
	Contract Amount	FY 2013	FY 2014	FY 2015	FY 2016 (B)	Future (Remaining)	Total Expenses			
1 Fiber Portion	263,303.00	E				263,303.00	263,303.00			
2 Wireless Phase	195,000.00	E				195,000.00	195,000.00			
3						-	-			
4						-	-			
5						-	-			
6						-	-			
7						-	-			
8						-	-			
9						-	-			
10 Contingency						-	-			
Totals	458,303.00	-	-	-	-	458,303.00	458,303.00			
11	<i>Balanced</i>									
12										
13										
REVENUES										
	Contract Amount	FY 2015	FY 2016	FY 2017	FY 2018	Future (Remaining)	Total Revenues			
14 Water Depreciation FY 2015	229,151.50					229,151.50	229,151.50			
15 Sewer Depreciation FY 2015	229,151.50					229,151.50	229,151.50			
16						-	-			
17						-	-			
18						-	-			
19						-	-			
Totals	458,303.00	-	-	-	-	458,303.00	458,303.00			
20	<i>Balanced</i>									
21										
22										
23										
CONTRACT DETAILS										
	Contractor	Date Approved	Amount	Council Mtg Date						
24										
25										
26										
27										
28										
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FY 2016 Budget
Capital Project Planning Guide

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FEMA Project

EXPENSES

	Contract Amount	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Future (Remaining)	Total Expenses	Account #
Phase I Engineering - Archeological Study	17,368.81	C	17,368.81					17,368.81	Complete
Phase I Engineering	388,440.00	C	303,694.61					388,440.00	✓
Phase I Engineering - Topographic	89,200.00	C	54,843.21					89,200.00	✓
Phase I Engineering - Environmental Study	22,750.00	C	15,137.00					22,750.00	✓
Phase II Engineering - Construction Observation	546,972.00	C		84,741.78	272,585.98	42,672.24	146,972.00	546,972.00	✓
Phase II Engineering - Construction Admin.	200,200.00	C		65,355.74	81,597.42	45,552.13	7,694.71	200,200.00	✓
Phase II Engineering - Boundary Surveys	17,400.00	C				17,400.00		17,400.00	✓
Phase II Engineering - Final Design/Bidding Services	419,600.00	C	15,282.17	417,529.91				432,812.08	✓
Phase II Engineering - Staking	110,200.00	C		61,765.81	36,036.01	2,162.78	10,235.40	110,200.00	✓
Phase II Engineering - Geotechnology	22,420.00	C		11,300.00			11,120.00	22,420.00	✓
Phase II Engineering - Land Acquisition	49,643.00	C		48,805.25			837.75	49,643.00	✓
Phase II Engineering - Solids Handling Design	79,000.00	C			9,020.52		69,979.48	79,000.00	✓
Phase II Engineering - Solids Handling Constr. Svcs	38,000.00	C			38,902.34	7,024.18		45,926.52	✓
WWTP Disinfection Services - Constr. Svcs	42,500.00	C			3,338.24	33,154.60	6,007.16	42,500.00	✓
Permits	500.00	C		1,350.00				1,850.00	✓
Contract #1 - H&W Contracting	1,519,479.90	C		1,410,259.23	16,933.75	13,462.92	78,824.00	1,519,479.90	✓
Contract #2 - J&K Contracting	1,406,174.15	C		804,778.64	531,100.30	20,000.00	50,295.21	1,406,174.15	✓
Contract #3 - H&W Contracting	1,418,455.50	C		664,140.23	664,140.23		286,598.93	1,418,455.50	✓
Contract #4 - Erickson	3,828,254.13	C		1,205,154.34	1,929,984.04		693,115.75	3,828,254.13	✓
Contract #5 - Gridor	8,949,209.00	C		736,443.80	6,505,157.88	901,155.28	806,452.04	8,949,209.00	✓
Contract #6 - Magney Construction	2,589,468.00	C		1,466,132.15	1,466,132.15	987,926.85	135,409.00	2,589,468.00	✓
Easement/ROW Purchase Costs	155,000.00	E		152,056.06	25,517.00			177,573.06	✓
Contingency		E		45,000.00				45,000.00	✓
Management By City	63,900.00	B	4,516.17	7,551.49	42.00	1,075.87	50,318.67	63,900.00	✓
Phase I Overrun	-	E	299.00	803.63				1,102.63	✓
Phase II Overrun	-	E	218,936.75	339.58	119,534.56	22,381.45	79,395.87	440,588.21	✓
Supplemental Contracts		C						-	✓
Totals	21,974,134.49		350,467.10	415,020.50	4,427,032.92	10,878,339.61	2,353,860.10	22,505,686.99	✓

Balance to Springbrook

REVENUES

	Contract Amount	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Future (Remaining)	Total Revenues
FEMA - Federal	14,195,212.00	16,114.18	378,392.72	1,702,302.67	5,714,564.02	2,749,113.70	3,634,724.71	14,195,212.00
FEMA - State	1,892,695.00	2,148.56	50,452.37	226,973.66	761,941.82	366,548.46	484,630.13	1,892,695.00
Local		10,169.67		84,972.00				95,141.67
Bond Revenue	5,948,399.81			5,948,399.81				5,948,399.81
Totals	22,036,306.81	28,432.41	428,845.09	7,962,648.14	6,476,505.84	3,115,662.16	4,119,354.84	22,131,448.48

CONTRACT DETAILS

	Contractor	Date Approved	Amount	Council Mtg Date
Phase I Archeological	Wapsi Valley	Monday, February 21, 2011	24,358.30	2/21/2011
Phase I Engineering	Veenstra & Kimm	Tuesday, January 25, 2011	477,640.00	1/24/2011
Phase I - Environmental Assessment	Veenstra & Kimm	Monday, January 03, 2011	22,750.00	1/3/2011
Phase II Engineering - Construction Observation	Veenstra & Kimm	Monday, November 05, 2012	400,000.00	11/5/2012
Anticipated Change Order			146,972.00	
Phase II Engineering - Construction Admin.	Veenstra & Kimm	Monday, February 06, 2012	184,200.00	2/6/2012
Anticipated Change Order			16,000.00	
Phase II Engineering - Boundary Surveys	Veenstra & Kimm	Monday, February 06, 2012	17,400.00	2/6/2012
Phase II Engineering - Final Design/Bidding Svcs	Veenstra & Kimm	Monday, February 06, 2012	419,600.00	2/6/2012
Phase II Engineering - Staking	Veenstra & Kimm	Monday, February 06, 2012	104,200.00	2/6/2012
Anticipated Change Order			60,000.00	
Phase II Engineering - Geotechnology	Veenstra & Kimm	Monday, February 6, 2012	22,420.00	2/6/2012

CONTRACT DETAILS

Contractor	Date Approved	Amount	Council Mtg Date
Phase II Engineering - Land Acquisition	Monday, February 06, 2012	49,643.00	2/6/2012
Phase II Engineering - Solids Handling Design	Monday, March 18, 2013	79,000.00	3/18/2013
Phase II Engineering - Solids Handling Constr. Svcs	Monday, March 18, 2013	38,000.00	3/18/2013
Phase II Engineering - WWTP Disinfection	Thursday, November 17, 2011	42,500.00	11/17/2011
Contract #1 - H&W Contracting	Monday, November 19, 2012	1,546,750.40	11/19/2012
Change Order #2	Monday, December 15, 2014	(16,624.00)	12/15/2014
Change Order #3	Monday, December 15, 2014	(10,646.50)	12/15/2014
Contract #2 - J&K Contracting	Monday, December 17, 2012	1,381,625.00	12/17/2012
Change Order #1	Monday, October 07, 2013	48,000.00	10/7/2013
Change Order #3	Monday, January 05, 2015	(18,992.64)	1/5/2015
Change Order #4	Monday, January 05, 2015	(4,458.21)	1/5/2015
Change Order #5	Monday, January 05, 2015	-	1/5/2015
Contract #3 - H&W Contracting	Monday, January 21, 2013	1,319,373.00	1/21/2013
Change Order #1	Monday, August 19, 2013	39,072.50	8/19/2013
Change Order #2	Monday, October 07, 2013	7,700.00	10/7/2013
Change Order #3	Monday, February 03, 2014	2,310.00	2/3/2014
Anticipated Change Order for 13th Street Lift Station		50,000.00	
Contract #4 - Ericksen	Monday, July 15, 2013	3,704,400.00	7/15/2013
Change Order #2	Monday, September 16, 2013	78,892.00	9/16/2013
Change Order #3	Monday, April 21, 2014	5,352.00	4/21/2014
Change Order #4	Tuesday, September 09, 2014	10,110.13	9/9/2014
Anticipated CO for Inlet Tee Connection		14,500.00	
Anticipated CO for Inlet Lift Station		25,000.00	
Anticipated CO Deleting 13th Street		(10,000.00)	
Contract #5 - Gridor	Monday, March 04, 2013	8,784,500.00	3/4/2013
Change Order #1	Monday, September 16, 2013	18,681.00	9/16/2013
Change Order #3	Monday, May 19, 2014	18,410.00	5/19/2014
Change Order #4	Monday, October 06, 2014	38,810.00	10/6/2014
Anticipated CO Pending Items		34,655.00	
Anticipated CO - Outstanding Items		54,153.00	
Contract #6 - Magney Construction	Monday, December 02, 2013	2,565,500.00	12/2/2013
Change Order #1	Monday, October 06, 2014	23,988.00	10/6/2014

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Lab & Office Addition

CONTRACT DETAILS				Contractor	Date Approved	Amount	Council Mtg Date

26	27	28	29	30	31	32	33	34	35	36	37
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Airport ALP Project

Contractor	Date Approved	Amount	Council Mtg Date

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EXPENSES

REVENUES

REVENUES

CONTRACT DETAILS

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EXPENSES

Complete

14 School Payment
15 BV County Payment
16 SCADA Project Transfer
17 Water Depreciation FY 2015
18 Sewer Depreciation FY 2015

Totals	578,813.25
	<i>Balanced</i>

[illegible]

24 25 26 27 28 29 30 31 32 33 34 35

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2014 Housing Rehabilitation Project

	EXPENSES	Contract Amount	FY 2014	FY 2015	FY 2016	FY 2017	Future (Remaining)	Total Expenses	Account #
1	Engineering Contract	24,971.91	C				24,971.91	-	301-5030-08-7044-0000
4	Construction Contract	2,000.00		4.20	310.90		1,684.90	2,000.00	
5	Legal Admin Expenses						-	-	
6	Other Costs								
7	Technical Services	17,500.00	C		1,750.00		15,750.00	17,500.00	
8	Grant Writing Services	1,000.00	C	1,000.00			-	1,000.00	
9	Administrative Services	37,200.00	C				37,200.00	37,200.00	
10							-	-	
11							-	-	
12	Contingency						-	-	
13	Totals	82,671.91	1,004.20	2,060.90	-	-	79,606.81	82,671.91	
14		Balanced	✓						
15									
	REVENUES	Contract Amount	FY 2014	FY 2015	FY 2016	FY 2017	Future (Remaining)	Total Revenues	
16	CDBG Grant	399,100.00	C				397,350.00	399,100.00	
17	Capital Project Fund	35,000.00	B	1,750.00			35,000.00	35,000.00	
18							-	-	
19							-	-	
20							-	-	
21							-	-	
22	Totals	434,100.00	-	1,750.00	-	-	432,350.00	434,100.00	
23		Balanced							
24									
25									

	CONTRACT DETAILS	Contractor	Date Approved	Amount	Council Mtg Date
26	Administrative Technical Services	Simmering & Cory	Monday, January 20, 2014	17,500.00	1/20/2014
27	Grant Writing Services	Simmering & Cory		1,000.00	
28	General Administrative Services	Agreem Simmering & Cory	Wednesday, July 02, 2014	37,200.00	
29					
30					
31					
32					
33					
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35					
36					
37					

Small Capital Projects

The City also funds small capital projects out of the carry over available funds from previous fiscal year budgets. That amount can tend to vary from year to year. For Fiscal Year 2016 the following small capital projects are budgeted.

General Fund Small Capital Projects – Fiscal Year 2016

POLICE DEPARTMENT - PATROL VEHICLE

This project will fund the replacement of one of the department's aging patrol vehicles to include the transfer of the existing radios, lights, and in-car technology from the older vehicle to the new vehicle. Budgeted cost is \$34,900.

POLICE DEPARTMENT – BODY ARMOR

This project will fund the replacement of body armor for police officers. This equipment is considered essential safety equipment and per the Police Union contract is required to be rotated out on a set schedule based on the expected life of the equipment. Budgeted cost is \$4,500.

FIRE DEPARTMENT – SCBA ROTATION

Several years back the City set up a rotation to replace SCBAs in the Fire Department. The FY 2016 budget includes a continuation of that rotation and the replacement of two (2) units. Budgeted cost is \$10,000

FIRE DEPARTMENT – DRESS UNIFORMS

This project will fund half of the cost of purchasing new dress uniforms for the Volunteer Fire Department staff. The Volunteers will cover the other half of the cost for the uniforms. Budgeted cost is \$3,300.

ADMINISTRATION – AMERICORPS GRANT MATCH

This will provide the match funding needed for an application to the State of Iowa under the AmeriCorps program in which the City would be able to hire 30 eligible AmeriCorps members to work on projects within the City. Projects that these volunteers would be doing include laying pavers with the Erie Street Storm Water Project, lake bank clearing, and other tasks. At the time this book was developed the grant had not been approved. Funding shown is for the City's match portion only. Budgeted cost is \$18,000.

ADMINISTRATION - COPIER

This item will replace the existing digital imager in City Hall with a new unit. Last year the City moved a seven year old machine to the Library which is at the end of its life. This would put a new machine at City Hall and move the current machine (2 years old) to the Library. This rotation of machines will ensure that both facilities have what they need to conduct business. Budgeted cost is \$2,000.

LIBRARY - SAFETY ALARM

This item will fund the installation of a silent alarm at the Library to allow staff the ability to summon help in a discreet manner if needed. Budgeted cost is \$1,300.

STORM WATER - RESTORER

This project will fund the development of a “restorer” in the storm water pond behind the Hillshire facility. A “restorer” is designed to remove nitrates from the storm water flow and clean the water prior to out letting the water to the receiving stream, in this case Lake Storm Lake. Budgeted cost is \$60,000.

[Local Option Sales Tax Fund Small Capital Projects – Fiscal Year 2016](#)

KING’S POINTE RESORT – HOTEL MISC. CAPITAL

This allocation will provide funding for capital items at the resort facility and indoor waterpark as determined at a later date by King’s Pointe Resort staff and approved by the City Manager. Budgeted cost is \$80,000.

KING’S POINTE RESORT – OUTDOOR WATERPARK MISC. CAPITAL

This allocation will provide funding for capital items at the outdoor waterpark as determined at a later date by King’s Pointe Resort staff and approved by the City Manager. Budgeted cost is \$20,000.

[Water Fund Small Capital Projects – Fiscal Year 2016](#)

ADMINISTRATION - COPIER

This item will replace the existing digital imager in City Hall with a new unit. Last year the City moved a seven year old machine to the Library which is at the end of its life. This would put a new machine at City Hall and move the current machine (2 years old) to the Library. This rotation of machines will ensure that both facilities have what they need to conduct business. Budgeted cost is \$5,000.

ANNUAL WELL SERVICE

This allocation will provide funding for the annual maintenance of the city’s wells for water production. Funding for this project is transferred to a capital project fund and any funds not used in the current year will be reserved for future years servicing. Budgeted cost is \$85,000.

WATER LINE REPLACEMENT

This allocation will provide funding for annual work to be done to the City’s distribution system including the upgrade of older lines that need replacement and the upgrading of lines that need to be increased in size to support the demands of the community. Work on this project is done by City staff. Budgeted cost is \$57,000.

SMART POINT READERS

This allocation will provide funding for the continued upgrade to the City's water meter system with upgrades to the already installed meters by adding the latest technology smart point readers. These smart point readers provide the meter reading staff the opportunity to read these meters by walking or driving by which saves staff time. Budgeted cost is \$40,000.

LIME SLURRY PUMP

This allocation will provide funding for the replacement of the existing lime slurry pump at the water plant. Budgeted cost is \$2,800.

SIDE DUMP TRUCK REPAIRS

This allocation will provide funding for the maintenance of the main side dump truck used by the water distribution crew for repairs of water main breaks and the installation of new water lines. Budgeted cost is \$25,000.

HYDRANT REPAIRS

This allocation will provide funding for the repair and replacement of fire hydrants around Storm Lake. Annual hydrant flushing will help to identify fire hydrants that need repair or replacement and the work will be completed by the Water Distribution staff. Budgeted cost is \$25,000.

ELECTRIC PUMP

This allocation will provide funding for the purchase of an electric pump for use by the water distribution crews during water main breaks. Budgeted cost is \$2,000.

SLAKER OVERHAUL

This allocation will provide funding for repairs to the lime slaker at the Water Treatment Plant. Budgeted cost is \$80,000.

METER REPLACEMENT

This allocation will provide funding for the annual replacement of meters within the water system. The City does not have a scheduled replacement program for medium and large meters. This will ensure that we have meters that are the most accurate in place. Budgeted cost is \$51,000.

HYDRAULIC PIPE SAW

This allocation will provide funding for the purchase of a hydraulic pipe saw for the Water Distribution crew. Budgeted cost is \$4,000.

BASIN HOIST

This allocation will provide funding for the purchase of a new hoist for the basin area of the Water Treatment Plant. The existing hoist has extensive wear and some parts for it are no longer available. Budgeted cost is \$12,000.

VALVE INSTALLATION

This allocation will provide funding for the installation of new valves in certain areas of the water distribution system. These valves will provide options for the water distribution crew to isolate water lines during main breaks and water line installation projects to limit the impact of turning water off. Budgeted cost is \$10,000.

DEPRECIATION FUND

This allocation will set aside funds in the Water Depreciation account for use in the future to do repairs or maintenance to systems. Budgeted cost is \$75,000.

Wastewater Fund Small Capital Projects – Fiscal Year 2016

ADMINISTRATION - COPIER

This item will replace the existing digital imager in City Hall with a new unit. Last year the City moved a seven year old machine to the Library which is at the end of its life. This would put a new machine at City Hall and move the current machine (2 years old) to the Library. This rotation of machines will ensure that both facilities have what they need to conduct business. Budgeted cost is \$5,000.

MANHOLE REHABILITATION

This allocation will provide funding for the continuation of the city's annual manhole rehabilitation program. Budgeted cost is \$20,000.

SEWER REHABILITATION

This allocation will provide funding for the continuation of the city's annual sewer line rehabilitation program. Budgeted cost is \$55,000.

BLOWERS

This allocation will provide funding for the replacement of the blowers at the Wastewater Treatment Plant. Funds will be transferred into a capital project account and any funds not used in the current year will be available for later year's purchases. The plan is for the replacement of one blower in Fiscal Year 2016. Budgeted cost is \$71,000.

LIFT STATION ENGINEERING STUDY

This allocation will provide funding for the hiring of an engineer to do a comprehensive study of the City's lift stations to develop a plan for repairs and upgrades. Budgeted cost is \$15,000.

PLANT BUILDING STUDY

This allocation will provide funding for the hiring of an architect to help design an expansion to the current Wastewater Treatment Plant to facilitate added space for offices and a new lab. Budgeted cost is \$33,000.

SAMPLER REPLACEMENT

This allocation will provide funding for the purchase and replacement of samplers within the collection and treatment process. Budgeted cost is \$10,000.

LAB EQUIPMENT

This allocation will provide funding for the purchase of new equipment for the lab at the treatment plant to replace equipment that is aging and failing. Budgeted cost is \$21,000.

5-Year Capital Improvements Plan

Annually the City of Storm Lake develops a 5-Year Capital Improvements Plan to highlight the priority improvements over the next five years. The 5-Year Plan provided in this budget outlines expenses by each fund in which the City budgets capital improvements.

With each new budget the 5-Year Plan is reviewed to ensure that projects included in the plan are still valid and the highest priority both for the department as well as the City. In the following pages the reader will be able to view the proposed 5-Year Plan for Fiscal Year 2016.

While reviewing the proposed 5-Year Plan the reader should consider the following notes:

- Expenses are budgeted in the 5-Year Capital Improvements Plan based on the projected available revenue
- In some cases project costs are such that it requires allocation of available funds over multiple funds and multiple years in which to ensure adequate funding for the project
- Some projects are shown in multiple funds – in this case the project is funded partially by each fund

The reader should also note that while there is projected expenses out of the Local Option Sales Tax Fund in FY 2020 that is only projected. The Local Option Sales Tax is an elected tax and the current election expires in FY 2019 thus there is no guarantee that funds will be available in FY 2020.

**FISCAL YEAR 2015-2016 BUDGET
FIVE YEAR CAPITAL IMPROVEMENTS PLAN
GENERAL FUND**

# Line	Capital Project	Department	Notes	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
1	SCBA Replacement	Fire	S	10,000	-	12,000	6,000	11,600
2	Body Armor	Police	S	4,500	12,000	6,000	12,000	4,800
3	Patrol Vehicle	Police	S	34,900	41,900	35,000		35,000
4	Dress Uniforms	Fire	S	3,300				
5	AmeriCorps Grant Match	Administration	S	18,000				
6	In-Car Video Camera Replacement	Police	S	11,000	11,000	11,000		
7	Safety Alarm	Library	S	1,300				
8	Copier*	Administration	S	2,000			2,000	
9	Restorer	Storm Water	S	60,000				
10	Air Bottle Replacement	Fire	S		2,400	2,400	4,800	3,600
11	Police Supervisor's Vehicle	Police	S				50,000	
12	Copier	Public Safety	S		18,000			
13	Radar Unit	Police	S		3,000			
14	CID or SRO Truck	Police	S			25,000		
15	Toolcat Replacement	Parks	S				31,000	
16	Golf Course Ball Washers	Golf Course	S			4,500		
17	Gator and Sprayer	Golf Course	S					8,700
18	Gate System Repairs	Campground	S					5,000
19	Weedeater & Brush Cutter	Parks	S		2,000			
20	Walkbehind 48" Mower	Parks	S					5,500
21	Code Enforcement Vehicle	Building Official	S					20,000
Totals				\$ 145,000.00	\$ 90,300.00	\$ 95,900.00	\$ 105,800.00	\$ 94,200.00

* Funding is split between multiple funds

Final Year of Local Option Term

L Large Capital Project - More information available in the Large Capital Project Section

S Small Capital Project - More information available in the Small Capital Project Section

D Debt Service Payment - More information available in the Debt Service Section

**FISCAL YEAR 2015-2016 BUDGET
FIVE YEAR CAPITAL IMPROVEMENTS PLAN
ROAD USE TAX**

# Line	Capital Project	Department	Notes	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
1	HWY 7 3-Lane Conversion	Public Works	L	150,000				
2	East 10th Street	Public Works	L	50,000				
3	Industry Street	Public Works	L		60,000			
4	Seneca Street	Public Works	L			100,000		
5	Misc. Street Repairs	Public Works	S		15,000	25,000	20,000	25,000
6	1 Ton Truck	Public Works	S		32,000		35,000	
7	Sign Replacement	Public Works	S		10,000	10,000		
8	Dump Truck	Public Works	S		75,000			75,000
9	Snow Blades	Public Works	S			20,000		
10	Snow Fence	Public Works	S			5,000		
11	East 4th Street	Public Works	L			40,000	145,000	
12	Railroad Signal Upgrades	Public Works	S					20,000
13	Oneida Street Project	Public Works	L					80,000
14								
Total				\$ 200,000.00	\$ 192,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00

* Funding is split between multiple funds

Final Year of Local Option Term

L Large Capital Project - More information available in the Large Capital Project Section

S Small Capital Project - More information available in the Small Capital Project Section

D Debt Service Payment - More information available in the Debt Service Section

**FISCAL YEAR 2015-2016 BUDGET
FIVE YEAR CAPITAL IMPROVEMENTS PLAN
LOCAL OPTION SALES TAX FUND**

#	Capital Project	Department	Notes	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019#	Fiscal Year 2019-2020
1	AWAYSIS Project Debt Service	Finance	D	411,123	409,413	407,809	410,523	407,543
2	King's Pointe Resort Bonds	King's Pointe	D	400,000	400,000	400,000	400,000	400,000
3	King's Pointe Resort Capital	King's Pointe	S	80,000	100,000	100,000	110,000	110,000
4	Water Park Capital	King's Pointe	S	20,000	30,000	30,000	40,000	40,000
5	East 10th Street Project	Public Works	L	190,900				
6	Richland Street	Public Works	L		194,000			
7	East 4th Street	Public Works	L			163,000		
8	Park Department Equipment	Parks	S				40,000	
9								
10								
11								
12								
13								
14								
Totals				\$ 1,102,023.00	\$ 1,133,413.00	\$ 1,100,809.00	\$ 1,000,523.00	\$ 957,543.00

* Funding is split between multiple funds

Final Year of Local Option Term

L Large Capital Project - More information available in the Large Capital Project Section

S Small Capital Project - More information available in the Small Capital Project Section

D Debt Service Payment - More information available in the Debt Service Section

**FISCAL YEAR 2015-2016 BUDGET
FIVE YEAR CAPITAL IMPROVEMENTS PLAN
FRANCHISE FEE FUND**

#	Capital Project	Department	Notes	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
1	East 10th Street	Public Works	L	75,000				
2	North Lake Culvert Repairs	Public Works	L	345,000	200,000			
3	Richland Street Project	Public Works	L		130,000			
4	Industry Street	Public Works	L		90,000			
5	East 4th Street	Public Works	L			50,000		
6	North Lake Ave Street Project	Public Works	L			200,000	300,000	175,000
7	Downtown Master Plan	Economic Dev.	L			150,000		
8	Street Signs	Public Works	S			20,000		
9	Spray Injection Patcher	Public Works	S				75,000	
10	Oneida Street Project	Public Works	L					200,000
11	Docks	Parks	S				45,000	15,000
12	Railroad Crossing Signal Upgrades	Public Works	S					30,000
13								
14								
Total				\$ 420,000.00	\$ 420,000.00	\$ 420,000.00	\$ 420,000.00	\$ 420,000.00

* Funding is split between multiple funds

Final Year of Local Option Term

L Large Capital Project - More information available in the Large Capital Project Section

S Small Capital Project - More information available in the Small Capital Project Section

D Debt Service Payment - More information available in the Debt Service Section

**FISCAL YEAR 2015-2016 BUDGET
FIVE YEAR CAPITAL IMPROVEMENTS PLAN
WATER FUND**

# Line	Capital Project	Department	Notes	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
1	City Hall Copier	Administration	S	5,000	-	-	5,000	-
2	Annual Well Service	Water Plant	S	85,000	85,000	85,000	90,000	90,000
3	Water Line Replacement	Water Dist.	S	57,000	65,000	65,000	65,000	70,000
4	Smart Point Readers	Water Meters	S	40,000	40,000	40,000		
5	Lime Slurry Pump	Water Plant	S	2,800		2,800		2,800
6	Side Dump Truck Repairs	Water Dist.	S	25,000				
7	Hydrant Repairs	Water Dist.	S	25,000	25,000	25,000	25,000	25,000
8	Electric Pump	Water Dist.	S	2,000				
9	Slaker Overhaul	Water Plant	S	80,000				
10	Meter Replacement	Water Meters	S	51,000	51,000	51,000	51,000	51,000
11	Hydraulic Pipe Saw	Water Dist.	S	4,000				
12	Basin Hoist (Pipe Gallery FY 17)	Water Plant	S	12,000	10,000			
13	Valve Installation	Water Dist.	S	10,000	10,000	10,000	10,000	10,000
14	Depreciation Fund	Administration	S	75,000				99,900
15	Water Storage Project	Water Plant	L	100,000	100,000	100,000	100,000	100,000
16	Pickup Truck	Water Plant	S			45,000		
17	Backhoe Replacement	Water Dist.	S		100,000	100,000		
18	Wilden Pumps	Water Plant	S				10,000	
19	Well House Rehab	Water Plant	S		10,000	10,000		
20	Contact Basins	Water Plant	S				50,000	
21	Decommissioning Wells	Water Plant	S	10,000				
22	Lime Feeder	Water Plant	S					7,500
23	High Service Pumps & Checks	Water Plant	S					120,000
24	Clear Well Mixer	Water Plant	S					20,000
25	Boiler	Water Plant	S		8,000			
26	Well #21	Water Plant	L	100,000	161,000	141,200	269,000	78,800
Total				\$ 673,800.00	\$ 675,000.00	\$ 675,000.00	\$ 675,000.00	\$ 675,000.00

* Funding is split between multiple funds

Final Year of Local Option Term

L Large Capital Project - More information available in the Large Capital Project Section

S Small Capital Project - More information available in the Small Capital Project Section

D Debt Service Payment - More information available in the Debt Service Section

**FISCAL YEAR 2015-2016 BUDGET
FIVE YEAR CAPITAL IMPROVEMENTS PLAN
STORM WATER FUND**

#	Capital Project	Department	Notes	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
1	Expansion Blvd Project	Public Works	L	30,000				
2	Erie Street SW Project	Public Works	L	20,000				
3	Future Project Set Aside	TBD	S		30,000	30,000	30,000	30,000
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
Total				\$ 50,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00

* Funding is split between multiple funds

Final Year of Local Option Term

L Large Capital Project - More information available in the Large Capital Project Section

S Small Capital Project - More information available in the Small Capital Project Section

D Debt Service Payment - More information available in the Debt Service Section

**FISCAL YEAR 2015-2016 BUDGET
FIVE YEAR CAPITAL IMPROVEMENTS PLAN
SANITARY SEWER FUND**

#	Capital Project	Department	Notes	Fiscal Year 2015-2016	Fiscal Year 2016-2017	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020
1	Copier	Administration	S	5,000			5,000	
2	Manhole Rehab	Sewer Collection	S	20,000	20,000	20,000	20,000	20,000
3	Sewer Rehab	Sewer Collection	S	55,000	55,000	55,000	55,000	55,000
4	Blowers	Sewer Plant	S	74,000	80,500	75,000	100,000	75,000
5	Lift Station Engineering Study	Sewer Plant	S	15,000				
6	Plant Building Study	Sewer Plant	S	33,000		12,000		
7	Sampler Replacement	Sewer Plant	S	10,000	2,500		10,000	
8	Lab Equipment	Sewer Plant	S	21,000				
9	VFD Memorial Pump	Sewer Plant	S		25,000			
10	Campground Lift Station Pump	Sewer Plant	S		30,000			
11	Aeriation Basin Lighting	Sewer Plant	S		12,000			
12	Facilities Plan	Sewer Plant	S			50,000	50,000	
13	Truck Replacement	Sewer Plant	S		45,000		60,000	
14	Jetter Nozzles	Sewer Collection	S			4,000		
15	Security Gate & Fence	Sewer Plant	S		30,000			
16	Lab and Office Addition	Sewer Plant	L			84,000		
17	Memorial Lift Painting	Sewer Plant	S					25,000
18	Camera Truck	Sewer Collection	S					125,000
Total				\$ 230,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00

* Funding is split between multiple funds

Final Year of Local Option Term

L Large Capital Project - More information available in the Large Capital Project Section

S Small Capital Project - More information available in the Small Capital Project Section

D Debt Service Payment - More information available in the Debt Service Section

Fiscal Year 2016 - Unfunded Capital Requests

Unfunded Capital Requests – Introduction

Annually there is a list of projects that the City is unable to fund due to limited resources, as has been prior protocol we list all the unfunded projects so that the Council and the public know what needs exist within the organization. The unfunded capital requests are shown here by department in which they were requested, they are not listed in any priority order:

Police Department

Duty Weapon Replacement	\$6,000
PD Video System Replacement	\$12,000
Records Management Software	\$150,000
Portable Radio Replacement	\$61,609
Vehicle 1 st Aid Kits	\$5,400
Squad Room Tables & Chairs	\$6,400
Turning Targets	\$4,500
Power Flare System	\$4,500
Overt Camera System	\$40,000
Patrol Vehicles (Additional)	\$140,000
AED Replacement	\$10,000
Taser Replacement	\$13,000
Radar Trailer	\$15,000
Radar Units	\$3,200
Blue Gun Trainers	\$2,500
Ballistic Helmets	\$4,500
Body Cameras	\$15,000

Fire Department

Portable Radio Replacement	\$26,000
Hose Storage Rack	\$2,150
Portable Hose Tester	\$4,000
Hose Drying Rack	\$2,000
Metal Cutting Saw	\$1,340
Roof Operations Safety Platform	\$2,800
Concrete Repair	\$2,000
Trench Rescue Generator	\$4,000
Stokes Basket & Harness	\$900
Bunker Gear Dryer	\$8,000
Rescue Step Cribbing	\$2,100
Rescue Boat	\$152,000
Fire Extinguisher Trainer	\$7,250
Space Needs Study	\$8,500
Mini Pumper	\$200,000
Engine #72	\$500,000
Concrete Rehab	\$203,000
Mobile Computers	\$15,000

Library

Security Cameras & Audio	\$7,500
Committee Study	\$24,000

Parks

Campground Picnic Tables	\$3,600
Campground Fire Rings	\$3,880
Seal Coat Roads (Campground)	\$22,000
Storage Building Campground	\$14,400
Cart Paths (Golf Course)	\$72,000
Racket Ball Court Repairs	\$1,625

5' Dirt Bucket (Tool Cat)	\$910
Utility Vehicle	\$13,500
Large Area Mower	\$46,175
72" Mower/Snow Blower	\$37,410
100" Mower/Snow Blower	\$38,454
AED (Golf Course)	\$1,300
Dog Park	\$31,000
Seal Coat Frank Starr Parking	\$15,840
Demolish Parks Building	\$10,000
Trail Development	\$1,200,000

Public Works

Northwestern Sidewalk	\$9,760
Storage Building (Street Shop)	\$336,000
Traffic Signals Low Poles	\$351,000
Traffic Signals High Poles	\$1,606,000
Backhoe	\$110,000
Concrete Saw	\$1,800
Sander Shoulder Machines	\$14,000
Spray Injection Patch Machine	\$75,000
V-Snow Blade	\$7,933
HWY 7/NW Trail	\$138,000
Grand & Cayuga Street Repair	???

Economic Development

Condo Site Maintenance	\$150,000
RAGBRAI	\$10,000

Administration

Window Replacement	\$20,000
Carpet Replacement	\$30,000
Finance Software Upgrade	\$220,000

LED Lighting	\$20,000
Security Camera Addition	\$3,000
Council Chamber AV Set Aside	\$30,000
3 rd Customer Service Window	\$30,000
Water Meters	
Water Meter Read Network	\$1,200,000
Water Meter Truck	\$35,000
Wastewater Plant	
Jet Cam	\$19,000
Clarifier Dome Covers	\$690,000
Utility Vehicle	\$10,000
UV Structure Cover	\$10,000
Water Distribution	
Air Compressor	\$15,000
Backhoe Attachments	\$30,000
Pickup Truck	\$45,000
Geo Phones	\$12,000
Hydrant Seat Removal Tool	\$11,000
Water Plant	
Land Purchase – Future Expansion	\$100,000
Raw Water #2 Valve	\$8,000
Interior Plant Painting	\$117,000
Blowoff Pit Pumps & Check Valve	\$20,000
Backwash Recovery Pumps	\$22,000
Backwash Supply Valve Replace.	\$7,000
Exterior Tank Maintenance	\$50,000
Yard Tractor Replacement	\$28,000
Building Maintenance	\$50,000
Tower 4 Altitude Valve Relocation	\$60,000

Generator Batteries	\$3,000
Scissor Lift	\$13,000
Storm Water Collection	
Little Storm Lake Project	???
Radio Park Project	\$499,500
Airport	
Runway 17/35 Sub Drains	\$247,000
Runway 13/31 Sub Drains	\$158,000
Terminal Renovations	\$90,000
Security Gates	\$25,000
Parallel Taxiway	\$2,600,000
Snow Removal Equipment	\$200,000
Runway Lighting Replacement	\$623,400
Conventional Hangar	\$758,300
Taxiway & Apron Rehab	\$106,000
Hangar Floors & Footings	\$20,000

General Notes

While unfunded in the current 5-Year Capital Plan these projects could be reconsidered in future years and could be added back in should funding levels change or additional resources be obtained that would make funding the project feasible.

One note for the Airport Projects: while shown as unfunded it is possible that following the close of FY 2015 there may be funding available in the Airport Capital Reserve (funds made from Airport specific revenues in excess of expenses) to fund a project listed. Using a conservative budget approach we are not planning to fund any of these projects based on current projections.

Fund Balances

Fund Balance – Introduction

Several years ago the City Council provided staff with guidance that we should budget to maintain fund balances in our major operational funds (General, Road Use Tax, Water, Sewer, Storm Water, and Landfill) at 40% of operations. For this calculation operations is defined as the total of payroll, operational expenses, and technology costs. That goal has continued to be the base line that staff has followed in putting together the operational budgets.

The following chart shows the projected operational fund balance for the major operating funds and some of the smaller independent operating funds (Cottages and Marina) for Fiscal Year 2016.

Fund	July 1, 2015 Projected Fund Balance	Fiscal Year 2016 Revenues	Fiscal Year 2016 Expenses	June 30, 2016 Projected Fund Balance
General Fund	\$842,449	\$3,724,070	\$3,898,980	\$667,538
Outdoor Waterpark	\$62,238	\$427,500	\$427,500	\$62,238
Cottages	\$135,054	\$125,000	\$95,609	\$164,445
Storm Lake Marina	(\$3,072)	\$12,000	\$10,840	(\$1,912)
Road Use Tax	\$245,508	\$1,040,000	\$989,493	\$296,015
Local Option Sales Tax	\$501,821	\$1,101,000	\$1,102,023	\$500,798
Water Fund	\$662,232	\$3,434,335	\$3,259,839	\$836,728
Sewer Fund	\$563,159	\$2,353,152	\$2,388,728	\$527,583
Storm Water Fund	\$118,244	\$473,350	\$460,952	\$130,642
Landfill Fund	\$294,171	\$449,364	\$451,465	\$292,370

Fiscal Year 2016 – Non-Program Funds

Non-Program Funds – Introductions

The City has a few funds that are not part of the operating budget for the City, these funds are commonly referred to as non-program funds. Revenue for the non-program funds is generally through payments from the City's operating funds into the non-program fund. By operating them as non-program funds we are able to avoid accounting for the double expenses.

Technology Fund

The proposed budget includes the continuation of the technology program as it was programmed in previous years. There are some additions to the Technology program in FY 2016 that are noted below:

- Internet charges for internet service have been included in the Technology Fund including the appropriate funding from each fund
- Cost for the following contractual services have been budgeted from the Technology Fund in FY 2016 as opposed to being budgeted in actual department line item budgets in previous years. The budgeted expenses were removed from the operational budgets to ensure that the expenses were not included twice. These include the following:
 - Web Page Hosting Services
 - GIS Web Hosting Services
 - HACH Software Licensing Fees
- An allocation of \$4,000 was added to the technology budget to start the replacement of the Library Public Access machines. This amount should replace 4-5 machines of the 25 that they have available.

The continued projects within the technology fund include the following projects:

- Replacement of desktop, laptop, and thin client machines on a three year life
- Replacement of Police Department In Car Laptops (three units) – three year life
- Continued annual support for trouble shooting and repairs
- Continued software licensing for anti-spam, anti-virus, and productivity software (Adobe, Microsoft, Fleet Maintenance)

- GIS maintenance
- Server rotations and replacement

Costs for the Technology Fund are budgeted out of the Administrative Departments for each fund. Each fund is allocated a representative portion of their cost based on the individual budgeted expense and the departments use of that cost and the fund they are charged to. Based on this allocation the FY 2016 Technology Allocation for each fund is shown in the table below:

General Fund	Road Use Tax	Storm Water	Sewer Fund	Water Fund	Landfill Fund
\$61,371	\$20,701	\$29,146	\$43,063	\$43,063	\$11,747

The budget does include in the remainder of FY 2015 the funding for a Fiber Network Backbone in partnership with the Storm Lake School District and Buena Vista County. The project is anticipated to cost a total of \$577,850 which includes the City's portion and cost for the School District and the County. At this time the scope is still being worked out. Currently, the projected portions are \$65,000 for Buena Vista County and \$126,000 for Storm Lake Community School District.

Fleet Management Fund

The City continues to maintain the Fleet Management Fund as a non-program fund although no funding is allocated on a regular basis outside of the direct purchases that are budgeted annually. We do use the fund to track the purchase of vehicles on an annual basis but the funding is provided through the Capital Budget and not through a direct allocation to the fund.

Fleet purchases budgeted in Fiscal Year 2016 include the following vehicle:

- Police Department Patrol Vehicle - \$34,900

Employee Benefits Fund

The Employee Benefits Fund is the fund that covers the operations for employee benefits including the City Health and Dental Insurance plans, retirement accounts and workers compensation insurance. It is for the employees in the General and Road Use Tax Funds. All of the employees in the Water, Sanitary Sewer, Storm Water and Landfill funds have their benefits paid for out of the revenues from those funds.

Revenues used to pay for the costs of the Employee Benefits Fund are generated through a direct tax levy that is part of the City's overall tax levy.

The following expenses are paid for using the Employee Benefits Fund revenues:

IPERS – State mandated public employee retirement system covers all employees except police and fire, the City Manager, and Police Chief who can elect to opt out of the coverage in lieu of another retirement plan. Volunteer firefighters are also covered by IPERS. Rates for IPERS are set by the State of Iowa. Total cost in FY 2016 - \$128,000

The following table shows the contribution levels for employees and the City over the past five years. The FY 2016 rate did not change for the Employer or Employee and has not changed for the last three years.

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
Employee	5.38%	5.78%	5.95%	5.95%	5.95%
Employer	8.07%	8.67%	8.93%	8.93%	8.93%

MFPRSI – State mandated retirement system specifically for law enforcement officers and full time fire fighters. The rates for this system are set by the State Of Iowa. Total cost in FY 2016 - \$290,057.

The following table shows the contribution level for employees and the City over the past five years. As shown in this table the Employer rate dropped 2.64% which reduces the amount of MFPRSI funds that we have to levy for.

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
Employee	9.4%	9.4%	9.4%	9.4%	9.4%
Employer	24.76%	26.12%	30.12%	30.41%	27.77%

Private Retirement Options – There are three employees who are offered retirement benefits other than or in addition to the state mandated system. These costs are covered by the Employee Benefits Fund. Those employees are as follows:

- City Manager – Opted out of IPERS and elected the ICMA Retirement system. The city pays a contribution to ICMA and an additional amount that was elected in lieu of salary increases. (\$12,000)
- Police Chief – Opted out of MFPRSI and elected the ICMA Retirement system. The City pays a contribution to ICMA equal to 12% of his salary. (\$10,582)
- Economic Development Director – Originally contracted for the regular IPERS contribution plus an additional \$2,000 contribution to ICMA. (\$2,000 plus \$7,268 to IPERS)

Health Insurance Premiums – Full Time employees are offered both health and dental insurance. The City's contribution towards insurance is 90% of the premium cost. Employees contribute 10%. Total cost in FY 2016 - \$532,687

Life Insurance Premium - Full time employees are provided Life Insurance benefits while they are employed with the City of Storm Lake. The full cost of the premium is covered by the City. Total cost in FY 2016 - \$6,076

FICA – This is a federal mandated benefit required to be paid by both the employee and the employer. The employer’s share is covered under this fund’s expenses. Total cost in FY 2016 - \$128,000

Worker’s Compensation Insurance – Required coverage by Federal and state laws at the cost of the employer. Total cost in FY 2016 - \$153,317

Unemployment Insurance – Required coverage at the cost of the employer. Total cost in FY 2016 - \$16,069

Disability Insurance – Insurance benefit for full time employees at the rate of .43% of their salary. Total cost in FY 2016 - \$9,412

Health Benefit Trust Fund

The City’s Health Benefit Trust Fund is the fund that controls the City’s health insurance fund benefit for employees. The City is “self-insured” which means that we collect revenue through the payment of premiums and then payout expenses based on the plan guidelines for claims from employees. The City also purchases a stop loss policy that covers expenses in the event that the City would have an employee with more than \$25,000 in claims in a given plan year.

Premium rates are determined based on the total maximum out of pocket cost that could be paid out of the plan in the given year. In addition, a fund balance is maintained to fund any overages due to larger claims and to cover the loss of revenues due to unforeseen circumstances.

The following table shows the Fund Balance for the Health Benefit Trust Fund.

	FY 2015 Adjusted	FY 2016 Budget
Beginning Fund Balance	\$1,155,732	\$1,067,428
Revenues	\$812,696	\$899,753
Expenses	\$901,000	\$831,000
Ending Fund Balance	\$1,067,428	\$1,136,181

The fund balance grows when the City has good years with low claims for the health insurance. The City would like to have a Fund Balance in the Health Benefit Trust of around 120% of the maximum out-of-pocket costs or \$942,000.

Because the fund balance is in excess of this amount the City has been moving to lower the balance over the last few years through the reduction of the amount of revenues that are

coming from tax receipts annually. The FY 2016 Budget includes a reduction of \$250,000 in the tax asking to lower the fund balance which is above the minimum amount needed to cash flow and cover any unanticipated loss of revenue.

Urban Renewal Areas

Urban Renewal Areas – Introduction

The City of Storm Lake has five (5) Urban Renewal Areas (URA), also known as Tax Increment Financing Districts (TIF), two (2) for commercial and industrial development and three (3) for housing developments. Two of the three housing development URA's are specific to tax credit housing projects and the third housing URA is for the City's housing sub-division, Storm Lake 3rd Addition.

The following sections discuss each of the Urban Renewal Areas in specific detail.

East Industrial Urban Renewal Area

This is the City's original URA which is located on the City's east side and includes King's Pointe Resort. The following chart shows the taxable value of the district over time:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
<i>Taxable Value</i>	\$14,656,937	\$17,609,687	\$17,255,187	\$17,792,281	\$17,734,014
<i>Growth %</i>	2.8%	20%	(2.5%)	3.1%	(.33%)

This URA does contain blight areas and the timeline for remediation of the blight is not limited by Iowa Law. The existing debt for the area is shown in the table below.

	Type of Debt	Total Debt Amount
<i>\$2.5M Bond</i>	Hotel Revenue	\$2,500,000
<i>McKenna Water</i>	Revenue	\$200,000
<i>McKenna Sewer</i>	Revenue	\$680,000
<i>\$6.0M Bond</i>	Hotel Revenue	\$6,000,000
<i>\$5.4M GO Bond</i>	GO	\$5,400,000
<i>\$5.5M Bond</i>	TIF/GO/Hotel/Motel	\$5,600,000
<i>\$2.94M Bond</i>	Hotel Revenue/Hotel-Motel/TIF	\$2,945,000
<i>King's Pointe Taxes</i>	Tax Rebate	Annual
<i>Meridian</i>	Tax Rebate	\$70,000
<i>Hillshire</i>	Tax Rebate	\$93,998
<i>TOTAL</i>		\$23,325,000

Based on the annual debt payments and commitments, the TIF Fund is budgeted for the following expenses and revenues in Fiscal Year 2016.

FY 2015-2016	Amount	Balance
Balance at July 1, 2015		\$93,471
Revenues		
Tax Revenue	\$554,324	
Expenses		
King's Pointe Taxes	\$188,744	
Debt Payments	\$251,876	
Delinquent Condo Taxes	\$40,000	
Hillshire Brands Rebate Agreement	\$22,819	
SLCSD Instructional Support Levy (To District)	\$22,685	
Total Expenses FY 2016	\$526,124	
Balance at July 1, 2016		\$121,671

Bargloff Urban Renewal Area

The Bargloff Urban Renewal Area is also a commercial and industrial URA and includes the newly annexed industrial/agricultural area commonly known as the Bargloff Addition and Downtown Storm Lake. There is no blight designation for this area.

The City has taken a different approach to this area in that we are only implementing TIF Ordinance (the actual instrument that sets the base and captures the taxes on a property) on a property by property basis.

The following chart shows the taxable value of this district (the part being captured) over time:

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
<i>Taxable Value</i>	\$133,300	\$2,078,510	\$4,422,317	\$4,784,250	\$5,079,860
<i>Growth %</i>		1,559%	212.7%	8.1%	6.2%

The existing debt certified in this area includes the following specific items:

	Type of Debt	Total Debt Amount
Harvest International	Loan	\$ 200,000
Harvest International	Tax Rebate	\$ 314,353
\$2.7M GO Annual Appropriation	GO	\$2,700,000
Pizza Ranch Water Line		\$ 36,923
Pizza Ranch Rebate*	Tax Rebate	\$ 52,080

This is an Annual Appropriation Rebate and will begin FY 16-17.

Based on the existing debt and the revenues from captured taxes the Fiscal Year 2016 Budget includes the following revenues and expenses:

FY 2015-2016	Amount	Balance
Balance at July 1, 2014		(\$71,547)
Revenues		
Tax Revenue	\$158,778	
Transfer In from Water for Debt Payment	\$ 16,929	
Transfer In from Road Use Tax for Debt Payment	\$ 50,000	
Transfer In from Sewer for Debt Payment	\$ 0	
Total Revenue FY 2016		\$154,160
Expenses		
SLCSD Instructional Support Levy (To District)	\$ 6,498	
Debt Payment	\$ 99,588	
Harvest International Rebate	\$ 25,596	
Total Expenses FY 2016		\$131,682
Balance at July 1, 2016		\$22,478

The Bargloff URA is not yet generating quite enough taxes to pay for all the debt certified against the URA and as such the City has had to supplement the tax collection with revenues from the Road Use Tax Fund, Water Fund, and Sewer Fund. This year we were able to eliminate the transfer from the Sewer Fund for the debt as this TIF has generated enough revenue to cover some of the bond payment.

Housing Urban Renewal Areas

Two of the three housing URAs are individual parcels which, because they are considered low to moderate income housing, have the ability to capture tax revenues for 20 years. We treat them as individual funds in the budget but will discuss them as a group here for simplicity purposes.

In addition to paying back a large percentage of their tax payment annually for 15 years the City has the following expenses and debt certified against each of the URAs.

LMI #3 – The Reserves	Amount
Water & Sewer Connections	\$ 9,000
Installation of Water Main	\$41,547
Street Lights	\$25,000
Tax Rebate – 90% of Tax Increment	\$280,790 (Estimated)
TOTAL	\$356,337

LMI #4 – 10th Street Townhomes	Amount
Water & Sewer Connections	\$ 12,600
Land	\$100,000
Installation of Water Main	\$ 34,066
Street Lights	\$ 23,382
Rain Garden Intakes (2)	\$ 16,000
Temporary Hammerhead	\$ 1,447
Rebate of Building Permit Fees	\$ 27,011
Tax Rebate – 85% of Tax Increment	\$410,700 (Estimated)
TOTAL	\$625,206

The third housing URA is related to the City's sub-division north of the high school. This URA will only be a 10-year URA for each parcel as it is developed (again the City will have to approve individual TIF Ordinances on each lot as it is developed).

The sub-division is still under construction with roads being developed in calendar year 2015. The City will certify the following debt against this URA by the end of Fiscal Year 2016.

LMI #5 – Storm Lake 3rd Addition	Amount
Engineering	\$ 38,391
Land Acquisition	\$ 90,913
Legal/Admin	\$ 18,418
Construction (Phase I)	\$241,432
TOTAL	\$389,154

Debt Service

Debt Service – Introduction

The City of Storm Lake continues to support and pay for its outstanding debt per the payment schedules authorized by Council. The majority of the outstanding debt continues to be related directly to the development of Project AWAYSIS.

Debt is generally classified into two groups: General Obligation Debt and Revenue Bonds.

General Obligation Debt is debt backed by the “general obligation” of the tax payers and while the debt can be abated, or paid, with other revenue sources, it is ultimately backed and payable with tax revenues through the City’s Debt Service Levy.

Revenue bonds are debt backed and payable through the revenues of a utility or service only. Generally these bonds are issued for a municipal utility such as water, sanitary sewer, electric, natural gas or cable TV system.

The City of Storm Lake has both types of debt.

The State of Iowa limits the amount of outstanding General Obligation Debt that a city can have to 5% of the City’s assessed value. This amount is commonly referred to as the City’s Debt Limit.

Debt Limit

The City’s current debt limit (for FY 2016) is \$23,070,287 of which we currently have \$15,061,406 of the limit committed to existing General Obligation Bonds and Development Agreements Incentives. The following chart show the individual commitments that the City has entered into and of which count toward the City’s Debt Limit:

Debt Issue	Principal Amount	Debt Limit	Available Debt Capacity	% Available	Retirement Date
		\$23,070,287	\$23,070,287	100%	
Fire Truck GO Bond	295,000		\$22,775,287	98.7%	6/1/2018
\$6.0M Hotel Bond	\$5,180,000		\$17,595,287	76.3%	6/1/2025
\$5.6M Bond	\$3,605,000		\$13,990,287	60.6%	6/1/2025
\$5.4M Annual Appropriation	\$255,000		\$13,735,287	59.5%	6/1/2026

\$2.94M Bond	\$2,855,000		\$10,880,287	47.2%	6/1/2027
\$2.5M Bond	\$2,060,000		\$8,820,287	38.2%	6/1/2029
\$2.7M Annual Appropriation¹	\$0		\$8,820,287	38.2%	6/30/2031
Harvest International Loan	\$200,000		\$8,620,287	37.4%	
Harvest International Tax Rebate	\$314,353		\$8,305,934	36%	6/30/2021
E. 10th Street Townhomes²	\$214,506		\$8,091,428	35.1%	
The Reserves³	\$75,547		\$8,015,881	34.74%	
Meridian Rebate	7,000 ⁴		\$8,008,881	34.71%	

¹ Principal starts in FY 2018

² Beginning with FY 2017 they receive 90% of TIF they generate – this will count towards the debt limit

³ Beginning with FY 2017 they receive 90% of TIF they generate – this will count towards the debt limit

⁴ Beginning in FY 2018 they receive 100% of TIF they generate on new bldg. estimated to be \$7,000 annually – subject to annual appropriation so only the yearly rebate counts toward the debt limit.

The City has set a top limit of 80% as the goal for the maximum amount of the authorized debt limit that we would want to have committed to at any one time.

The following chart shows all the outstanding General Obligation Debt and it's total cost and retirement dates:

Debt Issue	Issue Year	Retirement Date	Outstanding Principal	Outstanding Interest	Total Outstanding
Fire Truck GO Bond	2013	6/1/2018	\$295,000	\$10,950	\$305,950
\$6.0M Hotel Bond	2005	6/1/2025	\$5,180,000	\$2,181,322	\$7,361,322
\$5.6M Bond	2005	6/1/2025	\$3,605,000	\$872,296	\$4,477,296
\$5.4M Annual Appropriation	2006	6/1/2026	\$3,480,000	\$992,659	\$4,472,659
\$2.94M Bond	2007	6/1/2027	\$2,855,000	\$1,646,043	\$4,501,043
\$2.5M Bond	2009	6/1/2029	\$2,060,000	\$959,120	\$3,019,120
\$2.7M Annual Appropriation	2011	6/1/2031	\$2,700,000	\$1,227,880	\$3,927,670

In Fiscal Year 2015 the City has plans to issue the following General Obligation Debt that is not shown in the above chart:

Debt Issue	Purpose	Amount	Debt Limit % Remaining Post Issuance
\$3.4M Flood Mitigation	NC SW Project & Expansion Blvd. SW Project	\$3,397,000	20%

There is no planned issuance for Fiscal Year 2016 in terms of General Obligation Debt. The next issue that the City would consider would be for the Erie Street Storm Water Project in Fiscal Year 2017 if the City is able to obtain the CDBG Grant and not able to identify any other funding.

Revenue Bonds

Revenue bonds, as stated before do not count toward the City's Debt Limit, and are backed by the revenues of the utilities for which they help fund projects. The following chart shows the outstanding Revenue Bonds that the City of Storm Lake has:

Debt Issue	Issue Year	Retirement Date	Outstanding Principal	Outstanding Interest	Total Outstanding
Storm Water	2006	6/1/2027	\$488,000	\$108,875	\$596,875
\$1.1M Storm Water	2013	6/1/2033	\$1,025,000	\$313,610	\$1,338,610
\$6M Sewer Bond	2013	6/1/2033	\$5,520,000	\$1,571,127	\$7,091,127
\$2.3M Water Bond	2013	6/1/2033	\$2,340,000	\$1,060,513	\$3,400,513
Water Plant Bonds	2003	6/1/2024	\$3,925,000	\$408,000	\$4,333,000
Odor Control	2007	6/1/2027	\$473,000	\$107,208	\$580,208
McKenna Water Bonds	2012	6/1/2031	\$185,000	\$82,200	\$267,200
McKenna Sewer Bonds	2012	6/1/2031	\$605,000	\$262,113	\$867,113

The proposed budget doesn't include any new issues for Revenue Bonds. There is a possibility that the city may want to issue a sewer bond in Fiscal Year 2016 but at the present time the amount is not known. Following the engineering study for the City's lift stations the City will have to determine how they want to fund the projects identified in that report, this may mean the issuance of a sewer revenue bond.

Staff Summary

2/16/2015
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: Mark Prosser, Public Safety Director

SUBJECT: **Resolution No. 87-R-2014-2015 Authorizing The Use Of Chautauqua Park, Street Closures, Noise Variance, Food Vending & Inflatables For The 2015 Fiesta Latina**

BACKGROUND: Attached to this summary is a written request from Carol Williams, Director of Multicultural Engagement for Buena Vista University submitting a series of requests related to the planned 2015 Fiesta Latina which is scheduled for Saturday, May 2, 2015 between the hours of 1:00pm and 7:00pm in Chautauqua Park.

The specific requests are as follows:

*Permission to use Chautauqua Park between the hours of 9:00am and 9:00pm for set up, the event and clean up

*A Noise Variance to be issued for the hours of 12:00pm until 8:00pm for outdoor amplified entertainment and associated noise to the event

*Permission for food vending within the venue

*Permission for inflatables within the venue

*The closure of Chautauqua Park Drive from Hudson Street west to Lakeshore Drive from 9:00am until 9:00pm to create a safety barrier within the venue

These requests are consistent with previous years.



The university traditionally has an appropriate insurance certificate on file with the city that covers this event and lists the city as additionally insured.

FISCAL IMPACT: The Park Department will incur some labor related costs in connection with this event and the Police Department conducts periodic walk throughs all of which is absorbed in the department's normal operational budgets.

The event is designed to draw people to our community and celebrate our diversity.

RECOMMENDATION: Pass Resolution No. 87-R-2014-2015

ATTACHMENTS:

Description	Type
 Letter and Permit	Letter
 Resolution No. 87-R-2014-2015	Resolution

BUENA VISTA UNIVERSITY

February 4, 2015

Mr. Mark Prosser
Director of Public Safety
401 East Milwaukee Avenue
Storm Lake, IA 50588

Dear Mr. Prosser:

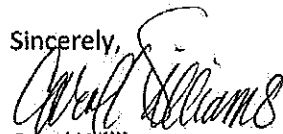
RAICES, one of our student organizations from Buena Vista University, is preparing for its annual **Fiesta Latina** to be held Saturday, May 2, from 1 PM to 7 PM, at Chautauqua Park. In order for Fiesta Latina to be a success this year, we would like to request the city's assistance. We would appreciate your help with the following:

- A noise variance from 12 pm to 8 pm for live performances
- Permission to allow food vendors on site
- Permission to allow inflatables and other attractions on site
- Closing of the street behind the park - Chautauqua Park Dr. - *We are requesting the street be closed for safety purposes and to prevent any potential risks by leaving the street open to traffic.*

Our current schedule of events is provided below for your reference. We greatly appreciate the City Council's consideration of this community event. Should you have any questions or need additional information, please contact me at williamsc@bvu.edu or 712.749.2073.

Thank you for all you do for Buena Vista University and the community of Storm Lake.

Sincerely,



Carol Williams
Director of Multicultural Engagement



Maria Trujillo
President, RAICES

Schedule of Events		
Time		Major Activities
9:00 a	1:00 p	Set up
1:00 p		Start of Fiesta Latina
1:00 p	2:30 p	Mariachi & DJ
2:30 p	3:00 p	Zumba
3:00 p	4:00 p	Capoera & Mariachi
4:00 p	4:30 p	Quinceanera Pageant & Mariachi
4:30 p	5:00 p	Dance Group
5:00 p	7:00 p	Concert
7:00 p	9:00 p	Cleanup
7:00 p		End of Fiesta Latina



**Public Safety
Police & Fire
PERMIT**

401 East Milwaukee Avenue
Storm Lake, Iowa
Phone: 712-732-8010
Email: publicsafety@stormlake.org

Event: 2015 Fiesta Latina

Issued To:

Name: Carol Williams

Organization: BVU Director of Multicultural Engagement

Address: 610 West 4th Street, Storm Lake, Iowa 50588

Phone: 712-749-2073

Date(s) of Event: Saturday, 5-2-2015

Time(s) of Event: 12:00pm until 8:00pm

Expiration of Permit: 5-3-2015

Location / Area
of Use:

Chautauqua Park

Type of Permit

☒ Noise Variance (8-7-4)

☐ Ride/Run/Walk (9-13-4)

☐ Parade (9-13-4)

☐ Public Demonstration (8-7-4)

☒ Street Closing

Chautauqua Park Drive (west of Hudson St.) 9:00am until 9:00pm

☐ Fireworks (8-2-1(I2A))

☐ Authorized Burn (7-2-2-B)

☐ Other

Authorized by:

Mark A. Prosser

Date:

2-17-2015

Signature:

Please Print

Title:

Public Safety Director

RESOLUTION NO. 87-R-2014-2015

**A RESOLUTION APPROVING BUENA VISTA UNIVERSITY RAICES
STUDENT ORGANIZATION REQUESTS FOR THE 2015 FIESTA LATINA
EVENT**

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

To approve the use of Chautauqua Park by Buena Vista University on Saturday, May 2,
2015 between the hours of 9:00am and 9:00pm.

To further approve a noise variance for Saturday, May 2, 2015 between the hours of
12:00pm and 8:00pm in Chautauqua Park.

To further approve the closing of Chautauqua Park Road from Hudson Street west to
Lakeshore Drive from 9:00am until 9:00pm Saturday, May 2, 2015.

To further approve permission to have food vendors in Chautauqua Park.

To further approve inflatables and other attractions in Chautauqua Park.

PASSED AND APPROVED this 16th day of February, 2015.

Jon F. Kruse, Mayor

ATTEST:

Justin Yarosevich, City Clerk

Staff Summary

2/16/2015
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: Mike Wilson, Community Development Director

SUBJECT: **Public Hearing Concerning A Developer's Agreement With Meridian Manufacturing, Inc.**

BACKGROUND: This public hearing is to hear public comments on the proposed Meridian Manufacturing Developer's Agreement. The proposed agreement recognizes Meridian's plant expansion of an approximate \$300,000 new storage building and the addition of 20 new full time employees at wages above the County median.

The proposal is to incentivize Meridian for the new positions by rebating the tax increment from the new building, estimated to be \$7,000/yr. Total rebates are capped at \$70,000.

FISCAL IMPACT: Fiscal impact for this agenda item is the cost of publication of the notice of Public Hearing estimated to be about \$150.

RECOMMENDATION: Open the Public Hearing
Hear the Public
Close the Public Hearing

Staff Summary

2/16/2015
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: James H. Patrick, City Manager

SUBJECT: **Resolution No. 88-R-2014-2015 Approving A Development Agreement With Meridian Manufacturing**

BACKGROUND: Council previously approved a Development Agreement with Meridian wherein the City would make some Economic Development Grants to Meridian in exchange for Meridian creating new taxable value associated with a new building and creating 35 new jobs.

After further consideration by Meridian they were uneasy committing to that many new jobs but are willing to commit to the creation of 20 new jobs.

New taxable value will be from a new storage building with an estimated construction cost of \$300,000. The City estimates this will result in \$200,000 of new taxable value.

The proposed Economic Development Grants are rebates of the new incremental tax of approximately \$7,000/year. Grants would be made annually for 10 years for a not-to-exceed total of \$70,000. The grants are subject to an annual certification by Meridian that the jobs still exist.

FISCAL IMPACT: The Economic Development Grants are limited to the amount of new tax created by the new building. The City estimates this will be approximately \$7,000/year. The total of grants to be made is \$70,000.

RECOMMENDATION: Approve the Resolution No. 88-R-2014-2015

ATTACHMENTS:

Description	Type
☐ Resolution No. 88-R-2014-2015	Resolution

RESOLUTION NO. 88-R-2014-2015

RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF A DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF STORM LAKE AND MERIDIAN MANUFACTURING, INC.

WHEREAS, by Resolution No. 33-R-91-92, adopted September 16, 1991, this Council found and determined that certain areas located within the City are eligible and should be designated as an urban renewal area under Iowa law, and approved and adopted the Storm Lake Industrial Urban Renewal Plan (the "Plan") for the Storm Lake Industrial Urban Renewal Area (the "Urban Renewal Area" or "Area") described therein, which Plan is on file in the office of the Recorder of Buena Vista County; and

WHEREAS, the Plan was amended by Resolution No. 25-R-2004-2005 adopted October 18, 2004 (Amendment No. 1), Resolution No. 07-R-2010-2011 adopted July 19, 2010 (Amendment No. 2), and Resolution No. 36-R-2013-2014 adopted November 18, 2013 (Amendment No. 3); and

WHEREAS, it is desirable that properties within the Area be redeveloped as part of the overall redevelopment area covered by said Plan; and

WHEREAS, on October 6, 2014, the City approved a Development Agreement with Meridian Manufacturing, Inc. ("Developer") by adopting Resolution No. 44-R-2014-2015; and

WHEREAS, the Developer requested, and City staff now recommends, revisions to the Development Agreement including, but not limited to, a reduction in the maximum amount of economic development grant, reduction in the term of the agreement, reduction in number of required full-time employees and reduction in minimum base annual pay; and

WHEREAS, on February 2, 2015, the City repealed Resolution No. 44-R-2014-2015 which the City originally adopted on October 6, 2014; and

WHEREAS, the City has received a proposal from Developer, in the form of a proposed Development Agreement (the "Agreement") by and between the City and the Developer, pursuant to which, among other things, the Developer would agree to construct certain Minimum Improvements (as defined in the Agreement) on certain real property located within the Storm Lake Industrial Urban Renewal Area as defined and legally described in the Agreement and consisting of the construction of an approximately 7,200 square foot expansion consisting of a 60' x 120' post frame building to be used for cold storage, together with all related site improvements, as outlined in the proposed Development Agreement; and

WHEREAS, the Agreement further proposes that the City will make up to ten (10) consecutive annual payments of Economic Development Grants to Developer consisting of 100% of the Tax Increments pursuant to Iowa Code Section 403.19 and generated by the construction of the Minimum Improvements, the cumulative total for all such payments not to

exceed the lesser of \$70,000, or the amount accrued under the formula outlined in the proposed Development Agreement, under the terms and following satisfaction of the conditions set forth in the Agreement; and

WHEREAS, one of the obligations of the Developer relates to employment retention and/or creation; and

WHEREAS, Iowa Code Chapters 15A and 403 authorize cities to make loans and grants for economic development in furtherance of the objectives of an urban renewal project and to appropriate such funds and make such expenditures as may be necessary to carry out the purposes of said Chapters, and to levy taxes and assessments for such purposes; and

WHEREAS, the Council has determined that the Agreement is in the best interests of the City and the residents thereof and that the performance by the City of its obligations thereunder is a public undertaking and purpose and in furtherance of the Plan and the Urban Renewal Law and, further, that the Agreement and the City's performance thereunder is in furtherance of appropriate economic development activities and objectives of the City within the meaning of Chapters 15A and 403 of the Iowa Code taking into account any or all of the factors set forth in Chapter 15A, to wit:

- a. Businesses that add diversity to or generate new opportunities for the Iowa economy should be favored over those that do not.
- b. Development policies in the dispensing of the funds should attract, retain, or expand businesses that produce exports or import substitutes or which generate tourism-related activities.
- c. Development policies in the dispensing or use of the funds should be targeted toward businesses that generate public gains and benefits, which gains and benefits are warranted in comparison to the amount of the funds dispensed.
- d. Development policies in dispensing the funds should not be used to attract a business presently located within the state to relocate to another portion of the state unless the business is considering in good faith to relocate outside the state or unless the relocation is related to an expansion which will generate significant new job creation. Jobs created as a result of other jobs in similar Iowa businesses being displaced shall not be considered direct jobs for the purpose of dispensing funds; and

WHEREAS, pursuant to notice published as required by law, this Council has held a public meeting and hearing upon the proposal to approve and authorize execution of the Agreement and has considered the extent of objections received from residents or property owners as to said proposed Agreement; and, accordingly the following action is now considered to be in the best interests of the City and residents thereof.

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

That the performance by the City of its obligations under the Agreement, including but not limited to making of loans and grants to the Developer in connection with the development of the Development Property under the terms set forth in the Agreement, be and is hereby declared to be a public undertaking and purpose and in furtherance of the Plan and the Urban Renewal Law and, further, that the Agreement and the City's performance thereunder is in furtherance of appropriate economic development activities and objectives of the City within the meaning of Chapters 15A and 403 of the Iowa Code, taking into account the factors set forth therein.

That the form and content of the Agreement, the provisions of which are incorporated herein by reference, be and the same hereby are in all respects authorized, approved and confirmed, and the Mayor and the City Clerk be and they hereby are authorized, empowered and directed to execute, attest, seal and deliver the Agreement for and on behalf of the City in substantially the form and content now before this meeting, but with such changes, modifications, additions or deletions therein as shall be approved by such officers, and that from and after the execution and delivery of the Agreement, the Mayor and the City Clerk are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Agreement as executed.

PASSED AND APPROVED this 16th day of February, 2015.

Jon F. Kruse, Mayor

ATTEST:

Justin Yarosevich, City Clerk

Staff Summary

2/16/2015
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: Mike Wilson, Community Development Director

SUBJECT: **Resolution No. 89-R-2014-2015 Revising Fees At Sunrise
Pointe Golf Course**

BACKGROUND: In an effort to boost revenue and player traffic at Sunrise Pointe Golf Course management is proposing changes to various fees charged for services. Among those changes the family season pass would be replaced by a 'player' season pass whereby each player would purchase a season pass for \$149.00. The rationale for this change is detailed in the attachment.

Daily cart rental fees would remain the same but the annual cart rental fees and cart storage fees would be increased to more closely match local market rates for such services. Green fees would remain unchanged.

We believe that these changes will lead to an increase in season pass revenue and increased player traffic which will lead to increased sales of food, beverages, and accessories.

Please refer to the attachments for further rationale for the changes and detail.

FISCAL IMPACT: There is no cost to implement these changes. We believe the overall fiscal impact will be positive by increasing season pass and related revenues.

RECOMMENDATION: Adopt Resolution No. 89-R-2014-2015

ATTACHMENTS:

Description	Type
☐ 2015 Sunrise Pointe Proposal	Backup Material

2015 Sunrise Pointe Proposal

\$149.00 flat rate per person Season Pass

- No family or group passes. Single player system will increase the number of members: Increased revenue through concession and tournament sales, additional green fees through pass holder companions and higher visibility for the golf course.
- Eliminates family pass loophole where any number of people could play for free under family umbrella.
- Current 187 pass holders created \$37,300 in pass revenue. New system would only need to attract 63 new golfers to match pass revenue while increasing traffic to build other revenue streams.
- Price point and value will increase chances of mid to late season purchases of passes. Last year, only 10.5% of all passes were sold after Memorial Day. At \$149, a pass will be seen as a value with only a month or two of use.
- Creates a secondary perspective of an "all you can play" pass for resort guests and extended stays. A business man visiting once a week could easily find value in purchasing.

\$50.00 flat-rate pass for those 12 and under

- Promotes family golf without being cost prohibitive.

Elimination of early bird special

- No need for additional discounts at price point
- Historically 75%-83% of a passes are sold at early bird rate, making regular rates inconsequential.

Elimination of punch card

- \$149 unlimited play makes \$110 punch card pointless.

Increase in cart fees

- Cart storage increase from \$230 Electric and \$190 Gas to \$275 electric and \$225 Gas.
- Will either have no effect on shed usage and provide pure flow through dollars or create some conversion to season cart or daily cart revenue.
- Increase Cart Season pass to \$300, still remaining lowest in area by far.

No change in daily usage cart and green fees

- Price point remains competitive and effective.

No change in banquet fees

- Increases will drive away current base, decreases provide no additional usage.

Golf Course Fee Proposal

Fees	2015 Proposal	2014
Family Season Pass	Delete	\$ 450.00
Single Season Pass	\$ 149.00	\$ 350.00
College	\$ 149.00	\$ 105.00
Junior (12 and Under)	\$ 50.00	\$ 105.00
Early Bird Family	Delete	\$ 390.00
Early Bird Single	Delete (\$149 always)	\$ 290.00
Electric Cart Storage	\$ 275.00	\$ 230.00
Gas Cart Storage	\$ 225.00	\$ 190.00
Locker Rent for Year	\$ 20.00	\$ 20.00
Golf Club Rental	\$ 10.00	\$ 10.00
Trail Fee (per day)	\$ 10.00	\$ 10.00
Pull Cart Rental	\$ 3.00	\$ 3.00
Trail Fee (Yearly)	\$ 150.00	\$ 100.00
Discount Tickets (Minimum 50)	\$ 10.00	\$ 10.00
Weekday 9 Holes	\$ 15.00	\$ 15.00
Weekday 18 Holes	\$ 19.00	\$ 19.00
Weekend 9 Holes	\$ 19.00	\$ 19.00
Weekend 18 Holes	\$ 25.00	\$ 25.00
Cart Rental 9 Holes	\$ 10.00	\$ 10.00
Cart Rental 18 Holes	\$ 20.00	\$ 20.00
Yearly Cart Rental	\$ 300.00	\$ 200.00
Golf Punch Card	Delete	\$ 110.00
Cart Punch Card	Delete	\$ 80.00
Golf Event Discount 0-25	Regular Price	Regular Price
Golf Event Discount 26-50	\$12/9 Hole \$15/18 Hole	\$12/9 Hole \$15/18 Hole
Golf Event Discount 51-99	\$9/9 Hole \$10/18 Hole	\$9/9 Hole \$10/18 Hole
Golf Event Discount 51-100	\$8/9 Hole \$9/18 Hole	\$8/9 Hole \$9/18 Hole
Hall Rental Off-Season	\$ 250.00	\$ 250.00
Hall Rental Peak Season (5/25 - 9/7)	\$ 300.00	\$ 300.00
Bar Set-Up Fee	\$ 50.00	\$ 50.00
Hall Friday Set Up for Saturday	\$ 75.00	\$ 75.00
Weekday 4 hour rental after	\$ 75.00	\$ 75.00

Staff Summary

2/16/2015
Agenda Item # 8.



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

REPORT TO: Honorable Mayor and City Council

FROM: Pat Kelly, Infrastructure Superintendent / Public Facilities Director

SUBJECT: **Resolution No. 90-R-2014-2015 Approving Contract For Expansion Blvd Storm Water Project**

BACKGROUND: This project is located in the eastern portion of Storm Lake to improve the drainage around Meridian Manufacturing, the concrete plant and the NAPA area. The water will be taken to the east and through created wetland areas that will eventually go to a creek on the east side of Highway 71.

This project will involve a series or combination of two stage ditches, micro pools, pocket wetlands, detention basins, infiltration basins, native landscaping, and a small amount of storm water piping to improve drainage and alleviate flooding in a 35 acre area in and around Expansion Blvd.

Bids were opened on January 14, 2015 with two bidders on the project. The bids were as follows:

Contractor	Base Bid	Alternate #1	Alternate #2
Healy Excavating	\$1,298,704.60	\$33,500	\$2,720
Quam Construction	\$1,834,496.40	\$38,400	\$4,600

EOR has reviewed the bid submittal and Healy Excavating of Lake View, Iowa is the low bidder on the project.

City staff is recommending the acceptance of the base bid and Alternates #1 and #2.

FISCAL IMPACT: The engineering agreement is with Emmons & Olivier Resources, Inc. (EOR) of Minneapolis, Minnesota.

This project will be funded from flood mitigation funds.

Projected Cost -	\$1,665,699.60
Engineering	\$ 198,375.00
Construction	\$1,334,924.60
Legal/Admin	\$ 20,000.00

Contingency	\$ 20,000.00
Land Acquisition	\$ 90,000.00
CTS Contract	<u>\$ 2,400.00</u>
Total Projected Cost	\$1,665,699.60

The project is funded with Flood Mitigation Funding in the amount of \$1,587,469.00 and Storm Water Funds in the amount of \$85,000.

RECOMMENDATION: Approve Resolution No. 90-R-2014-2015

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Resolution No. 90-R-2014-2015	Resolution
<input type="checkbox"/> Expansion Blvd Contract	Contract

RESOLUTION NO. 90-R-2014-2015

RESOLUTION APPROVING CONSTRUCTION CONTRACT AND BOND

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

That the construction contract and bond executed and insurance coverage for the construction of certain public improvements described in general as Expansion Blvd Storm Water Project and as described in detail in the plans and specifications heretofore approved, and which have been signed by the Mayor and Clerk on behalf of the City be and the same are hereby approved as follows:

Contractor:	Healy Excavating, Lake View, Iowa
Date of Contract:	February 16, 2015
Bond Surety:	Granite Re, Inc.
Date of Bond:	January 28, 2015
Portion of Project:	All

PASSED AND APPROVED this 16th day of February, 2015.

Jon F. Kruse, Mayor

ATTEST:

Justin Yarosevich, City Clerk

**SUGGESTED FORM OF AGREEMENT
BETWEEN OWNER AND CONTRACTOR
FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)**

THIS AGREEMENT is by and between _____ City of Storm Lake , IA _____ (“Owner”) and
John J. Healy DBA Healy Excavating _____ (“Contractor”).

Owner and Contractor, *in consideration of the mutual covenants hereinafter set forth*, hereby agree as follows:

ARTICLE 1 – WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

Construct Expansion Boulevard Storm Water Improvements including all materials, labor and equipment necessary for: Mobilization; SWPPP Preparation and Administration; Erosion and Sediment Control; Drainage Structure and Driving Surface Removal; Excavation and Backfill; Drainage Pipes and Structures, Driving Surface Restoration and Replacement; Landscape Restoration, including Native Seeding & Plants; QA/QC Testing, Including Compaction and Samples; Site Clean-Up; Vegetation Establishment and Maintenance.

ARTICLE 2 – THE PROJECT

2.01 The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows:

Expansion Boulevard Storm Water Improvements

ARTICLE 3 – ENGINEER

3.01 The Project has been designed by Emmons & Olivier Resources, Inc. (Engineer), which is to act as Owner’s representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 – CONTRACT TIMES

4.01 *Time of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Dates for Substantial Completion and Final Payment*

- A. Contractor shall excavate a ditch per the Interim Grading Plan that provides temporary flood mitigation measures for the two (2) Meridian Manufacturing Facilities. This work shall be completed on or before May 1, 2015. The remaining work occurring on Meridian Manufacturing facility properties shall be completed on or before August 31, 2015. Supplementary Condition SC-14.04 specifies what substantial completion consists of. All The Work under the contract for the rest of the project must will be substantially completed on or before October 31, 2015, and completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions on or before June 15, 2016.

~~for~~

~~4.02 Days to Achieve Substantial Completion and Final Payment~~

- ~~A. The Work will be substantially completed within _____ days after the date when the Contract Times commence to run as provided in Paragraph 2.03 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions within _____ days after the date when the Contract Times commence to run.~~

4.03 *Liquidated Damages*

- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial loss if the Work is not completed within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with Article 12 of the General Conditions. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner \$250.00 for each day that expires after the time specified in Paragraph 4.02 above for Substantial Completion until the Work is substantially complete. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by Owner, Contractor shall pay Owner \$250.00 for each day that expires after the time specified in Paragraph 4.02 above for completion and readiness for final payment until the Work is completed and ready for final payment.

ARTICLE 5 – CONTRACT PRICE

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to Paragraphs 5.01.A, 5.01.B, and 5.01.C below:

- ~~A. For all Work other than Unit Price Work, a lump sum of: \$ _____~~

~~All specific cash allowances are included in the above price in accordance with Paragraph 11.02 of the General Conditions.~~

- ~~B. For all Unit Price Work, an amount equal to the sum of the established unit price for each separately identified item of Unit Price Work times the actual quantity of that item:~~

<u>UNIT PRICE WORK</u>					
<u>Item</u>			<u>Estimated</u>	<u>Bid Unit</u>	
<u>No.</u>	<u>Description</u>	<u>Unit</u>	<u>Quantity</u>	<u>Price</u>	<u>Bid Price</u>

Total of all Bid Prices (Unit Price Work) \$_____

~~The Bid prices for Unit Price Work set forth as of the Effective Date of the Agreement are based on estimated quantities. As provided in Paragraph 11.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer as provided in Paragraph 9.07 of the General Conditions.~~

- C. For all Unit Price Work, at the prices stated in Contractor's Bid, attached hereto as an exhibit.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

- A. Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment ~~on or about the _____ day of~~ each month during performance of the Work as provided in Paragraph 6.02.A.1 and 6.02.A.2 below. All such payments will be measured by the schedule of values established as provided in Paragraph 2.07.A of the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no schedule of values, as provided in the General Requirements.

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Engineer may determine or Owner may withhold, ~~including but not limited to liquidated damages~~, in accordance with Paragraph 14.02 of the General Conditions.
 - a. 95 percent of Work completed (with the balance being retainage). ~~If the Work has been 50 percent completed as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and~~
 - b. 95 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 95 percent of the Work completed, less such amounts as Engineer shall determine in accordance with Paragraph 14.02.B.5 of the General Conditions and less 200 percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the tentative list of items to be completed or corrected attached to the certificate of Substantial Completion.

6.03 Final Payment

- A. Within 30 days of ~~Upon~~ final completion and acceptance of the Work in accordance with Paragraph 14.07 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 14.07.

ARTICLE 7 – INTEREST

- 7.01 All moneys not paid when due as provided in Article 14 of the General Conditions shall bear interest at the maximum rate allowed by law at the place of the Project. ~~of _____ percent per annum.~~

ARTICLE 8 – CONTRACTOR'S REPRESENTATIONS

- 8.01 In order to induce Owner to enter into this Agreement, Contractor makes the following representations:
 - A. Contractor has examined and carefully studied the Contract Documents and the other related data identified in the Bidding Documents.
 - B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

- C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Contractor has carefully studied all: ~~(1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions *in or* relating to existing surface or subsurface structures at *or contiguous to* the Site (except Underground Facilities), if any, that have been identified in Paragraph SC-4.02 of the Supplementary *General* Conditions as containing reliable "technical data,". and (2) reports and drawings of Hazardous Environmental Conditions, if any, at the Site that have been identified in Paragraph SC-4.06 of the Supplementary Conditions as containing reliable "technical data."~~
- E. Contractor has obtained and carefully studied (or assumes responsibility for having done so) all additional or supplementary examinations, investigations, explorations, tests, and data concerning conditions (surface, subsurface, and Underground Facilities) at or contiguous to the Site which may affect ~~considered the information known to Contractor; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including *applying the* any specific means, methods, techniques, sequences, and procedures of construction, *if any*, expressly required by the Contract Documents; and (3) Contractor's safety precautions and programs *incident thereto*.~~
- F. Based on the information and observations referred to in Paragraph 8.01.E above, Contractor does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.
- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has correlated the information known to Contractor, information and observations obtained from visits to the site, reports and drawings identified in the Contract Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Contract Documents.
- I. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- J. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

ARTICLE 9 – CONTRACT DOCUMENTS

9.01 *Contents*

A. The Contract Documents consist of the following:

1. This Agreement.
2. Performance bond.
3. Payment bond.
4. Insurance.
5. General Conditions.
6. Supplementary Conditions.
7. Specifications as listed in the table of contents of the Project Manual.
8. Drawings consisting of sheets with each sheet bearing the following general title:
EXPANSION BOULEVARD STORM WATER IMPROVEMENTS.
9. Addenda. [Addendum No. 1, Dated 1/13/2015.]
10. Exhibits to this Agreement (enumerated as follows):
 - a. Contractor's Bid. [Exhibit 1]
 - b. Documentation submitted by Contractor prior to Notice of Award. [Exhibit 2]
 - c. SRF Required Front-End Specifications, Funding Forms [See Exhibit 2 and Project Manual]
11. The following which may be delivered or issued on or after the Effective Date of the Agreement and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.
 - c. Change Orders.

B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).

C. There are no Contract Documents other than those listed above in this Article 9.

- D. The Contract Documents may only be amended, modified, or supplemented as provided in Paragraph 3.04 of the General Conditions.

ARTICLE 10 – MISCELLANEOUS

10.01 *Terms*

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 *Assignment of Contract*

- A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;

2. “fraudulent practice” means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
3. “collusive practice” means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
4. “coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement *in duplicate*. *One* Counterparts ~~have~~ *each has* been delivered to Owner and Contractor. All portions of the Contract Documents have been signed or have been identified by Owner and Contractor or on their behalf.

This Agreement will be effective on _____ (which is the Effective Date of the Agreement).

OWNER:

City of Storm Lake , IA

By: _____

Title: Mayor

Attest: _____

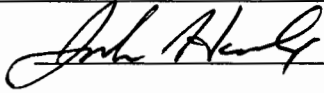
Title: _____

Address for giving notices:

(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

CONTRACTOR

John Healy dba Healy Excavating

By: 

Title: owner

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: _____

Title: _____

Address for giving notices:

License No.: _____

(Where applicable)

Agent for service of process:

2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF BID

- 5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

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Item No.	SUDAS Spec.	Item	Est Quant	Verified Quantity	Units	Unit Price	Cost
Part 1 - General/Erosion Control							
1	1090	Mobilization - General	1		LS	76322.00	76322.00
2	1070	Traffic Control	1		LS	4524.00	4524.00
3	1070	Railroad Protective Liability Insurance Provisions	1		LS	18750.00	18750.00
4	9040	Silt Fence, High Visibility Orange	13900		LF	1.60	22240.00
5	9040	Silt Fence, Removal of Sediment	13900		LF	.25	3475.00
6	9040	Filter Log , 9" Diameter	5400		LF	2.25	12150.00
7	9040	Stabilized Construction Entrance, (6" x 1100sq-ft each, min.)	4		EA	1305.00	5220.00
8	9040	Inlet Protection Device, New Grate Inlet Only (Incl. Removal & Maintenance)	7		EA	75.00	525.00
9	9040	Inlet Protection Device, New Pipe Inlet Only (Incl. Removal & Maintenance)	5		EA	75.00	375.00
10	9040	Inlet Protection Device, Existing Grate or Pipe Inlet Only (Incl. Removal & Maintenance)	12		EA	75.00	900.00
11	9040	SWPPP Preparation	1		LS	2500.00	2500.00
12	9040	SWPPP Management	1		LS	9500.00	9500.00
13	9040	SWPPP Qualifying Rain Event Inspection (> 0.50")	30		EA	125.00	3750.00
14	9040	Water for Dust Control, For all treated areas (Per 1,000 Gallons)	25		MGAL	285.00	7125.00
15	SPEC	Street Sweeper w/Pick-Up Broom (Regenerative Air or High Efficiency)	25		HRS	150.00	3750.00
16	9040	Additional Erosion and Sediment Control Measures, Allowance	1		ALLOW	\$ 25,000.00	\$ 25,000.00
Total Part 1 - General/Erosion Control							196106.00 ✓

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		Part 2 - Removals					
17	7040	Pavement, PCC Removal	81		SY	10.00	810.00
18	6010	Remove 24" Intake, Abandon and Plug Outlet w/Non-Shrinkable Grout	5		EA	350.00	1750.00
19	6010	Remove Drain Tile; Clay, HDPE, CMP, PVC (8" to 18")	2900		LF	3.20	9280.00
20	2010	Clearing and Grubbing	1		LS	2500.00	2500.00
21	9040	Remove Sediment and Debris from 24" x 38' Cast Iron Culvert, and Ensure Clean for Steel Casing	1		LS	1500.00	1500.00
22	1110	Remove Abandoned Wooden Power Pole	2		EA	350.00	700.00
23	9040	Silt Fence, Removal	13900		LF	.30	4170.00
24	9040	Filter Log, Removal (Those not specified for removal, to be left in place)	1800		LF	.40	720.00
25	9040	Stabilized Construction Entrance, Removal	4		EA	500.00	2000.00
		Total Part 2 - Removals					23430.00 ✓

		Part 3 - Grading					
26	2010	Excavation, Class 10 (P)	69000		CY	5.45	376050.00
27	2010	Off Site Trucking (P) --- To City Dump Site	17500		CY	6.75	118125.00
28	2010	Topsoil, OffSite (P) - SPECIAL (Biofiltration Planting Medium - 90% Iowa DOT Gradation No. 1 Sand, Washed and 10% Certified Organic Compost)	850		CY	29.20	24820.00
29	2010	Compaction w/Moisture & Density Control, Grading Allowance (1 / 1500 CY)	30		EA	150.00	4500.00
		Total Part 3 - Grading					523495.00 ✓

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Part 4 - Storm Sewer							
30	4040	Storm Sewer, Trenched, HDPE 6" (Dual-Wall / Smooth Interior Perforated w/NO Sock & Solid Outlet Pipes) and Associated Appertunances (Connections, Tracer Wire, Clean-Outs, Etc.)	350		LF	22.30	7805.00
31	5010	Watermain, Adjustment for Storm Sewer Clearance	1		LS	4800.00	4800.00
32	4020	Storm Sewer, Trenched, 8" HDPE (Dual-Wall / Smooth Interior Solid) or SDR 35 PVC for Existing Lateral Tile Replacement, and Associated Appertunances	450		LF	23.90	10755.00
33	4020	Storm Sewer, Trenched, 15" HDPE (Dual-Wall / Smooth Interior Solid) or SDR 35 PVC for Existing 16" Main Tile Replacement	600		LF	27.35	16410.00
34	4020	Storm Sewer, Trenched, RCP Class 5, 15"	128		LF	43.20	5529.60
35	4020	Storm Sewer, Trenched, RCP Class 5, 24"	110		LF	62.20	6842.00
36	4020	Storm Sewer, Trenched, RCP Class 4, 36"	85		LF	105.00	8925.00
37	4020	Storm Sewer, Trenched, RCP Class 4, 42" Arch Equivalent (32" x 52")	72		LF	161.00	11592.00
38	4020	Storm Sewer, Trenched, RCP Class 3, 48" Arch Equivalent (36"x59")	164		LF	195.00	31980.00
39	4020	Storm Sewer, Trenchless, 22" o.d. x 0.344" Wall Steel Casing (To serve as Carrier Pipe)	60		LF	137.00	8220.00
40	4020	Storm Sewer, Trenchless, 36" o.d. x 0.531" Wall Steel Casing (To serve as Carrier Pipe)	100		LF	456.00	45600.00
41	4030	RCP Apron, 15"	4		EA	460.00	1840.00

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42	4030	RCP Apron, 24"	2		EA	570.00	1140.00
43	4030	RCP Apron, 36"	2		EA	1040.00	2080.00
44	4030	RCP Apron, 42" Arch Equivalent (78" x 96")	2		EA	1250.00	2500.00
45	4030	RCP Apron, 48" Arch Equivalent (84" x 96")	2		EA	1450.00	2900.00
46	4030	Steel Apron, 8" (Field Tile Replacement / Saturated Buffer Outlet)	7		EA	190.00	1330.00
47	4030	Steel Apron, 24" (For 22" Casing Pipe)	2		EA	275.00	550.00
48	4030	Steel Apron, 36" (For 36" Casing Pipe)	2		EA	395.00	790.00
49	4040	6" Precast Concrete Headwall, Knife Gate Valve and Structure Marker (Biofiltration Drain tile)	2		EA	1395.00	2790.00
50	4030	RCP Apron Footing, 42" Arch Equivalent Pipe (20"x48"x78", min.)	2		EA	1530.00	3060.00
51	4030	RCP Apron Footing, 48" Arch Equivalent Pipe (20"x48"x84", min.)	2		EA	1590.00	3180.00
52	6010	60" Dia. Pond Outlet Control Structure - SPECIAL, OCS 101 (Structure, Weir Wall, x2 Orifice)	1		EA	2400.00	2400.00
53	6010	60" Dia. Pond Outlet Control Structure - SPECIAL, OCS 104 (Structure)	1		EA	2200.00	2200.00
54	9040	RCP Anti-Seep Collar, Outlet Pipe for 60" OCS (92"x92"x6", min.)	2		EA	980.00	1960.00
55	6010	60" Dia. Galvanized Cone Grate Trash Rack, Top Mount by Haala Industries, or Approved Equal	2		EA	2050.00	4100.00
56	6010	30" Dia. Storm Manhole - SPECIAL, OCS 112, 113, 120 (Structure, w/Side Orifice(s))	3		EA	1805.00	5415.00

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57	6010	30" Dia. Storm Manhole - SPECIAL, OCS 118 (Structure, Rectangular Side Outlet)	1		EA	1650.00	1650.00
58	6010	30" Dia. Intake SW-512, Ex-Intake 111 (Structure)	1		EA	730.00	730.00
59	6010	Neenah R-4341-A Ditch Stool Casting (Type 5)	5		EA	440.00	2200.00
60	4040	Existing Tile Disconnect / Reconnect New HDPE or PVC Tile	15		EA	295.00	4425.00
61	4040	Vegetation Establishment Drain	9		EA	780.00	7020.00
62	9040	Riprap, Class B w/ Geotextile Fabric	110		TONS	52.00	5720.00
63	9040	Riprap, Class E w/ Geotextile Fabric	580		TONS	43.00	24940.00
64	9040	Flow Transition Mat: Articulated Concrete Mat, Armorflex 30S Open Cell (Block, Cable, Fitting, Geotextile Fabric, Geogrid and 6" Drainage Layer)	3900		SF	13.70	53430.00
65	3010	Compaction w/Moisture & Density Control, Trench Allowance (1 / 50 LF)	40		EA	150.00	6000.00
		Total Part 4 - Storm Sewer					280858.60
							302808.60
		Part 5 - Streets and Parking Lots					
66	2010	Aggregate Base, 9", Strip, Salvage and Respread (P) -- Meridian Parking Lot (North and South)	3800		CY	5.75	21850.00
67	2010	Aggregate Base, 9", Supplement Salvage and Respread Material (P) -- Meridian Parking Lot (North and South)	950		CY	44.60	42370.00
68	2010	Aggregate Base, Repairs --- Meridian Parking Lot South	10500		SF	.38	3990.00
69	7010	Pavement, PCC, Class C Mix, 4000 PSI, 8 IN. , Jointing to Match Existing (Streets)	81		SY	105.00	8505.00

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70	2010	Subgrade Preparation, 12" Thick (Streets)	81		SY	3.00	243.00
71	2010	Subbase, 6-Inch Aggregate Modified (Streets)	81		SY	6.00	486.00
72	2010	Compaction w/Moisture & Density Control, Parking Lot & Street Subbase Allowance (1 / 500 CY)	10		EA	150.00	1500.00
73	7010	PCC Pavement - Material Certifications and Testing	1		LS	300.00	300.00
Total Part 5 - Streets and Parking Lots							79244.00 ✓
Part 6 - Restoration							
74	9010	Conventional Seeding: Seeding and Conventional Mulching, Type 3 Seed Mixture (Permanent Warm-Season Slope and Ditch Mixture)	10.30		AC	1375.00	14162.50
75	9010	Conventional Seeding: Seeding, Inoculant, and Conventional Mulching, Iowa CP25 Seed Mixture (Wet Mesic)	6.80		AC	1025.00	6970.00
76	9010	Conventional Seeding: Seeding, Inoculant, and Conventional Mulching, SUDAS Wetland Grass Seed Mixture	6.00		AC	1975.00	11850.00
77	9010	Hydraulic Seeding, Bonded Fiber Matrix***	18.50		AC	2725.00	50412.50
78	9010	Rolled Erosion Control Product, Type 3.B (12 to 24 month)***	15400		SY	1.35	20790.00
79	9010	Rolled Erosion Control Product, Type 4 - (Min. 36 months)***	6200		SY	1.50	9300.00

***Use in place of Conventional Mulching Surface Treatment as Specified on Plans

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80	9010	Turf Reinforcement Mat Product, Type 2 - Tensar VMax C350 or Propex Landlok 450 (Channel)***	470		SQ	41.80	19646.00
81	9010	Turf Reinforcement Mat Product, Type 2 - Tensar VMax C350 or Propex Landlok 450 (T1 Overflow)***	50		SQ	41.80	2090.00
82	9010	Flow Transition Mat: Tied Concrete Mat, Flexamat (Block, Standard Underlayment, Fasteners)***	2200		SF	12.00	26400.00
83		NOT USED					
84	9010	2-Year Vegetation Establishment / Maintenance Warranty Period (To Start After Final Payment)	1		LS	12000.00	12000.00
		Total Part 6 - Restoration					173621.00 ✓
		Construction Base Bid Total					132054.60 <i>OK</i>
		Add Alternate 1					1,298,704.60 ✓
1	9030	Plants, Deciduous Shrubs, #2 Container Size	1000		EA	33.50	33500.00
		Add Alternate 1 Total					33500.00 ✓
		Add Alternate 2					
1	9030	Treated Wooden Post, 4x4x8, Buried 48" Level (IDOT 4154.07)	40		EA	68.00	2720.00
		Add Alternate 2 Total					2720.00 ✓
		Construction Total w/Add Alternates					132054.60 <i>OK</i>
							1,334,924.60

***Use in place of Conventional Mulching Surface Treatment as Specified on Plans

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Unit Prices have been computed in accordance with Paragraph 11.03.B of the General Conditions.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 6 – TIME OF COMPLETION

6.01 Bidder agrees that the Work will be substantially complete on or before October 31, 2015, and will be completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions on or before June 15, 2016.

6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID

7.01 The following documents are submitted with and made a condition of this Bid:

✓A. Required Bid security in the form of a bid bond in the amount of 10 percent of the maximum bid price.

✓B. List of Proposed Subcontractors;

✓C. List of Proposed Suppliers;

✓D. List of Project References;

✓E. Evidence of authority to do business in the state of the Project; ~~or a written covenant to obtain such license within the time for acceptance of Bids;~~

✓F. Contractor's License No.: N/A; and DID INCLUDE ON 00410-13

✓G. Required Bidder Qualification Statement with Supporting Data;

ARTICLE 8 – DEFINED TERMS

8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

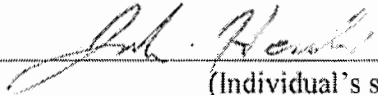
9.01 This Bid is submitted by:

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If Bidder is:

An IndividualName (typed or printed): John HealyBy: 
(Individual's signature)Doing business as: Healy ExcavatingA Partnership

Partnership Name: _____

By: _____
(Signature of general partner -- attach evidence of authority to sign)

Name (typed or printed): _____

A Corporation

Corporation Name: _____ (SEAL)

State of Incorporation: _____

Type (General Business, Professional, Service, Limited Liability): _____

By: _____
(Signature -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____
(CORPORATE SEAL)

Attest _____

Date of Qualification to do business in Iowa is ____/____/____.

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A Joint Venture

Name of Joint Venture: _____

First Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of first joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Second Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of second joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

Bidder's Business Address 3483 Perkins AvenueLake View IA 51450Phone No. 712-665-4500 Fax No. 712-665-4501E-mail johnhealy@netins.netSUBMITTED on January 14, 2015State Contractor License No. C099751. [If applicable]

ARTICLE 1 – BID RECIPIENT

1.01 This Bid is submitted to:

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

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER'S ACKNOWLEDGEMENTS

2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

ARTICLE 3 – BIDDER'S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

A. Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged:

<u>Addendum No.</u>	<u>Addendum Date</u>
<u>1</u>	<u>1/13/2015</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

B. Bidder has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

C. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.

D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities) that have been identified in SC-4.02 as containing reliable "technical data," ~~and (2) reports and drawings of Hazardous Environmental Conditions, if any, at the Site that have been identified in SC 4.06 as containing reliable "technical data."~~

E. Bidder has considered the information known to Bidder; information commonly known to contractors doing business in the locality of the Site; information and observations obtained

from visits to the Site; the Bidding Documents; and the Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents; and (3) Bidder's safety precautions and programs.

- F. Based on the information and observations referred to in Paragraph 3.01.E above, Bidder has performed all examinations, investigations, explorations, tests, studies and reviews of data that it considers necessary or prudent for the determination of this bid and that it reasonably can perform, and does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.

ARTICLE 4 – BIDDER'S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;

2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF BID

- 5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

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Item No.	SUDAS Spec.	Item	Est Quant	Verified Quantity	Units	Unit Price	Cost
Part 1 - General/Erosion Control							
1	1090	Mobilization - General	1		LS	76322.00	76322.00
2	1070	Traffic Control	1		LS	4524.00	4524.00
3	1070	Railroad Protective Liability Insurance Provisions	1		LS	18750.00	18750.00
4	9040	Silt Fence, High Visibility Orange	13900		LF	1.60	22240.00
5	9040	Silt Fence, Removal of Sediment	13900		LF	.25	3475.00
6	9040	Filter Log , 9" Diameter	5400		LF	2.25	12150.00
7	9040	Stabilized Construction Entrance, (6" x 1100sq-ft each, min.)	4		EA	1305.00	5220.00
8	9040	Inlet Protection Device, New Grate Inlet Only (Incl. Removal & Maintenance)	7		EA	75.00	525.00
9	9040	Inlet Protection Device, New Pipe Inlet Only (Incl. Removal & Maintenance)	5		EA	75.00	375.00
10	9040	Inlet Protection Device, Existing Grate or Pipe Inlet Only (Incl. Removal & Maintenance)	12		EA	75.00	900.00
11	9040	SWPPP Preparation	1		LS	2500.00	2500.00
12	9040	SWPPP Management	1		LS	9500.00	9500.00
13	9040	SWPPP Qualifying Rain Event Inspection (> 0.50")	30		EA	125.00	3750.00
14	9040	Water for Dust Control, For all treated areas (Per 1,000 Gallons)	25		MGAL	285.00	7125.00
15	SPEC	Street Sweeper w/Pick-Up Broom (Regenerative Air or High Efficiency)	25		HRS	150.00	3750.00
16	9040	Additional Erosion and Sediment Control Measures, Allowance	1		ALLOW	\$ 25,000.00	\$ 25,000.00
Total Part 1 - General/Erosion Control							196106.00 ✓

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		Part 2 - Removals					
17	7040	Pavement, PCC Removal	81		SY	10.00	810.00
18	6010	Remove 24" Intake, Abandon and Plug Outlet w/Non-Shrinkable Grout	5		EA	350.00	1750.00
19	6010	Remove Drain Tile; Clay, HDPE, CMP, PVC (8" to 18")	2900		LF	3.20	9280.00
20	2010	Clearing and Grubbing	1		LS	2500.00	2500.00
21	9040	Remove Sediment and Debris from 24" x 38' Cast Iron Culvert, and Ensure Clean for Steel Casing	1		LS	1500.00	1500.00
22	1110	Remove Abandoned Wooden Power Pole	2		EA	350.00	700.00
23	9040	Silt Fence, Removal	13900		LF	.30	4170.00
24	9040	Filter Log, Removal (Those not specified for removal, to be left in place)	1800		LF	.40	720.00
25	9040	Stabilized Construction Entrance, Removal	4		EA	500.00	2000.00
		Total Part 2 - Removals					23430.00 ✓

		Part 3 - Grading					
26	2010	Excavation, Class 10 (P)	69000		CY	5.45	376050.00
27	2010	Off Site Trucking (P) --- To City Dump Site	17500		CY	6.75	118125.00
28	2010	Topsoil, OffSite (P) - SPECIAL (Biofiltration Planting Medium - 90% Iowa DOT Gradation No. 1 Sand, Washed and 10% Certified Organic Compost)	850		CY	29.20	24820.00
29	2010	Compaction w/Moisture & Density Control, Grading Allowance (1 / 1500 CY)	30		EA	150.00	4500.00
		Total Part 3 - Grading					523495.00 ✓

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Part 4 - Storm Sewer							
30	4040	Storm Sewer, Trenched, HDPE 6" (Dual-Wall / Smooth Interior Perforated w/NO Sock & Solid Outlet Pipes) and Associated Appertunances (Connections, Tracer Wire, Clean-Outs, Etc.)	350		LF	22.30	7805.00
31	5010	Watermain, Adjustment for Storm Sewer Clearance	1		LS	4800.00	4800.00
32	4020	Storm Sewer, Trenched, 8" HDPE (Dual-Wall / Smooth Interior Solid) or SDR 35 PVC for Existing Lateral Tile Replacement, and Associated Appertunances	450		LF	23.90	10755.00
33	4020	Storm Sewer, Trenched, 15" HDPE (Dual-Wall / Smooth Interior Solid) or SDR 35 PVC for Existing 16" Main Tile Replacement	600		LF	27.35	16410.00
34	4020	Storm Sewer, Trenched, RCP Class 5, 15"	128		LF	43.20	5529.60
35	4020	Storm Sewer, Trenched, RCP Class 5, 24"	110		LF	62.20	6842.00
36	4020	Storm Sewer, Trenched, RCP Class 4, 36"	85		LF	105.00	8925.00
37	4020	Storm Sewer, Trenched, RCP Class 4, 42" Arch Equivalent (32" x 52")	72		LF	161.00	11592.00
38	4020	Storm Sewer, Trenched, RCP Class 3, 48" Arch Equivalent (36"x59")	164		LF	195.00	31980.00
39	4020	Storm Sewer, Trenchless, 22" o.d. x 0.344" Wall Steel Casing (To serve as Carrier Pipe)	60		LF	137.00	8220.00
40	4020	Storm Sewer, Trenchless, 36" o.d. x 0.531" Wall Steel Casing (To serve as Carrier Pipe)	100		LF	456.00	45600.00
41	4030	RCP Apron, 15"	4		EA	460.00	1840.00

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42	4030	RCP Apron, 24"	2		EA	570.00	1140.00
43	4030	RCP Apron, 36"	2		EA	1040.00	2080.00
44	4030	RCP Apron, 42" Arch Equivalent (78" x 96")	2		EA	1250.00	2500.00
45	4030	RCP Apron, 48" Arch Equivalent (84" x 96")	2		EA	1450.00	2900.00
46	4030	Steel Apron, 8" (Field Tile Replacement / Saturated Buffer Outlet)	7		EA	190.00	1330.00
47	4030	Steel Apron, 24" (For 22" Casing Pipe)	2		EA	275.00	550.00
48	4030	Steel Apron, 36" (For 36" Casing Pipe)	2		EA	395.00	790.00
49	4040	6" Precast Concrete Headwall, Knife Gate Valve and Structure Marker (Biofiltration Drintile)	2		EA	1395.00	2790.00
50	4030	RCP Apron Footing, 42" Arch Equivalent Pipe (20"x48"x78", min.)	2		EA	1530.00	3060.00
51	4030	RCP Apron Footing, 48" Arch Equivalent Pipe (20"x48"x84", min.)	2		EA	1590.00	3180.00
52	6010	60" Dia. Pond Outlet Control Structure - SPECIAL, OCS 101 (Structure, Weir Wall, x2 Orifice)	1		EA	2400.00	2400.00
53	6010	60" Dia. Pond Outlet Control Structure - SPECIAL, OCS 104 (Structure)	1		EA	2200.00	2200.00
54	9040	RCP Anti-Seep Collar, Outlet Pipe for 60" OCS (92"x92"x6", min.)	2		EA	980.00	1960.00
55	6010	60" Dia. Galvanized Cone Grate Trash Rack, Top Mount by Haala Industries, or Approved Equal	2		EA	2050.00	4100.00
56	6010	30" Dia. Storm Manhole - SPECIAL, OCS 112, 113, 120 (Structure, w/Side Orifice{s})	3		EA	1805.00	5415.00

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57	6010	30" Dia. Storm Manhole - SPECIAL, OCS 118 (Structure, Rectangular Side Outlet)	1		EA	1650.00	1650.00
58	6010	30" Dia. Intake SW-512, Ex-Intake 111 (Structure)	1		EA	730.00	730.00
59	6010	Neenah R-4341-A Ditch Stool Casting (Type 5)	5		EA	440.00	2200.00
60	4040	Existing Tile Disconnect / Reconnect New HDPE or PVC Tile	15		EA	295.00	4425.00
61	4040	Vegetation Establishment Drain	9		EA	780.00	7020.00
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68	2010	Aggregate Base, Repairs --- Meridian Parking Lot South	10500		SF	.38	3990.00
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71	2010	Subbase, 6-Inch Aggregate Modified (Streets)	81		SY	6.00	486.00
72	2010	Compaction w/Moisture & Density Control, Parking Lot & Street Subbase Allowance (1 / 500 CY)	10		EA	150.00	1500.00
73	7010	PCC Pavement - Material Certifications and Testing	1		LS	300.00	300.00
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Part 6 - Restoration							
74	9010	Conventional Seeding: Seeding and Conventional Mulching, Type 3 Seed Mixture (Permanent Warm-Season Slope and Ditch Mixture)	10.30		AC	1375.00	14162.50
75	9010	Conventional Seeding: Seeding, Inoculant, and Conventional Mulching, Iowa CP25 Seed Mixture (Wet Mesic)	6.80		AC	1025.00	6970.00
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80	9010	Turf Reinforcement Mat Product, Type 2 - Tensar VMax C350 or Propex Landlok 450 (Channel)***	470		SQ	41.80	19646.00
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83		NOT USED					
84	9010	2-Year Vegetation Establishment / Maintenance Warranty Period (To Start After Final Payment)	1		LS	12000.00	12000.00
		Total Part 6 - Restoration					173621.00 ✓
		Construction Base Bid Total					1298704.60 <i>OK</i>
		Add Alternate 1					1,298,704.60 ✓
1	9030	Plants, Deciduous Shrubs, #2 Container Size	1000		EA	33.50	33500.00
		Add Alternate 1 Total					33500.00 ✓
		Add Alternate 2					
1	9030	Treated Wooden Post, 4x4x8, Buried 48" Level (IDOT 4154.07)	40		EA	68.00	2720.00
		Add Alternate 2 Total					2720.00 ✓
		Construction Total w/Add Alternates					1328724.60 <i>OK</i> 1,334,924.60

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ARTICLE 6 – TIME OF COMPLETION

6.01 Bidder agrees that the Work will be substantially complete on or before October 31, 2015, and will be completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions on or before June 15, 2016.

6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID

7.01 The following documents are submitted with and made a condition of this Bid:

- ✓A. Required Bid security in the form of a bid bond in the amount of 10 percent of the maximum bid price.
- ✓B. List of Proposed Subcontractors;
- ✓C. List of Proposed Suppliers;
- ✓D. List of Project References;
- ✓E. Evidence of authority to do business in the state of the Project; ~~or a written covenant to obtain such license within the time for acceptance of Bids;~~
- ✓F. Contractor's License No.: N/A; and DID INCLUDE ON 00410-13
- ✓G. Required Bidder Qualification Statement with Supporting Data;

ARTICLE 8 – DEFINED TERMS

8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

9.01 This Bid is submitted by:

NOT FOR CONSTRUCTION

FOR BIDDING PURPOSES ONLY

33 OF 575

If Bidder is:

An IndividualName (typed or printed): John HealyBy: 
(Individual's signature)Doing business as: Healy ExcavatingA Partnership

Partnership Name: _____

By: _____
(Signature of general partner -- attach evidence of authority to sign)

Name (typed or printed): _____

A Corporation

Corporation Name: _____ (SEAL)

State of Incorporation: _____

Type (General Business, Professional, Service, Limited Liability): _____

By: _____
(Signature -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____
(CORPORATE SEAL)

Attest _____

Date of Qualification to do business in Iowa is ____/____/____.

NOT FOR CONSTRUCTION

FOR BIDDING PURPOSES ONLY

24 OF 27

A Joint Venture

Name of Joint Venture: _____

First Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of first joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Second Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of second joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

Bidder's Business Address 3483 Perkins AvenueLake View IA 51450Phone No. 712-665-4500 Fax No. 712-665-4501E-mail johnhealy@netins.netSUBMITTED on January 14, 2015.State Contractor License No. C099751. [If applicable]

NOT FOR CONSTRUCTION

FOR BIDDING PURPOSES ONLY

PENAL SUM FORM
35 OF 375**SECTION 004313****BID BOND**

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

BIDDER (Name and Address):

John J. Healy DBA Healy Excavating
3483 Perkins Ave.
Lake View, IA 51450

SURETY (Name and Address of Principal Place of Business):

Granite Re, Inc.
14001 Quailbrook Drive
Oklahoma City, OK 73134

OWNER (Name and Address):

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

BID

Bid Due Date: January 14, 2015

Description (Project Name and Include Location):

Grading, Drainage Pipes and Structures, Erosion and Sediment Control, Native Landscaping, Vegetation
Establishment and Maintenance, City of Storm Lake, Buena Vista County, Iowa

BOND

Bond Number: GR02922

Date (Not earlier than Bid due date): January 12, 2015

Penal sum Ten Percent of Amount Bid

(Words)

\$ 10%

(Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

BIDDER

John J. Healy DBA Healy Excavating

(Seal)

Bidder's Name and Corporate Seal

By:

Signature

John Healy

Print Name

Owner

Title

Attest:

Signature

Witness

Title

SURETY

Granite Re, Inc.

(Seal)

Surety's Name and Corporate Seal

By:

Signature (Attach Power of Attorney)

Robert Downey

Print Name

Attorney-in-Fact

Title

Attest:

Signature Karla K. Heffron

Witness

Title

EJCDC C-430 Bid Bond (Penal Sum Form)

Prepared by the Engineers Joint Contract Documents Committee.

City of Storm Lake : Expansion Boulevard Storm Water Improvements
December 17, 2014

004313-1

Bid Bond

NOT FOR CONSTRUCTION

FOR BIDDING PURPOSES ONLY

PENAL SUM FORM
38 OF 57

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
 - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2 All Bids are rejected by Owner, or
 - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

EJCDC C-430 Bid Bond (Penal Sum Form)

Prepared by the Engineers Joint Contract Documents Committee.

City of Storm Lake : Expansion Boulevard Storm Water Improvements
December 17, 2014

00 43-13-2

Bid Bond

GRANITE RE, INC.

GENERAL POWER OF ATTORNEY

Know all Men by these Presents:

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of OKLAHOMA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; ROBERT DOWNEY; CONNIE SMITH its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:

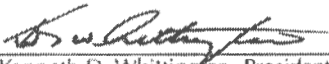
To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

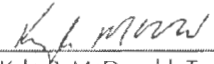
MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; ROBERT DOWNEY; CONNIE SMITH may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Secretary/Treasurer, this 3rd day of July, 2013.

STATE OF OKLAHOMA)
) SS:
COUNTY OF OKLAHOMA)





Kenneth D. Whittington, President


Kyle P. McDonald, Treasurer

On this 3rd day of July, 2013, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Secretary/Treasurer of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Secretary/Treasurer of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Secretary/Treasurer, respectively, of the Company.

My Commission Expires:
August 8, 2017
Commission #: 01013257





Kathleen E. Carlson
Notary Public

GRANITE RE, INC. Certificate


THE UNDERSIGNED, being the duly elected and acting Secretary/Treasurer of Granite Re, Inc., an Oklahoma Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

"RESOLVED, that the President, any Vice President, the Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this

12th day of JANUARY, 2015





Kyle P. McDonald, Secretary/Treasurer

HEALY EXCAVATING

3483 Perkins Avenue
Lake View IA 51450

EXPANSION BOULEVARD STORM WATER IMPROVEMENT PROJECT

SUBCONTRACTORS:

Prairie Restorations, Inc., 31646 128th St. Princeton MN 55371
Soil.Tek, PO Box 738, Grimes IA 50111
Northwest Landscaping, Inc., 1913 Black Forest Road, Hull IA 51239

SUPPLIERS:

Steenhoek Environmental, 3892 N. 500th Avenue, Ames IA 50014
Brockwhite Construction Materials, 2575 Kasota Avenue, St. Paul MN 55108
Hancock Concrete Products Co., 17 Atlantic Avenue, Hancock MN 56273
Contech Engineered Solutions, 1114 SE Lorenz Drive, Ankeny IA 50021

HEALY EXCAVATING

3483 Perkins Avenue
Lake View IA 51450

PAST EXPERIENCE

2014

2014

IOWA DEPT. OF NATURAL RESOURCES

Black Hawk State Marsh-Wetland Dike Repair & Armoring
\$15,557.83

Engineer: Jeff Felts, IDNR, Hinton, IA, 515-250-3712

CITY OF STORM LAKE:

Vilas Street Sub-drain Installation
\$23,633.22

Engineer: Zac Anderson, I & S Group, Inc., Storm Lake, IA, 712-732-7745

CALHOUN/POCAHONTAS COUNTIES:

Open Ditch Repairs-#35-37
\$148,666.63

Engineer: Brian Blomme, I & S Group, Inc., Storm Lake, IA, 712-732-7745

POCAHONTAS COUNTY:

Branch B Open Ditch Repairs #29
\$191,641.50

Engineer: Gary Atherton, Bolton & Menk, Inc., Spencer, IA, 712-580-5075

SIOUX CENTRAL COMMUNITY SCHOOL:

Activities Field/Track Site Grading
\$320,505.00

Engineer: Brad Beck, Beck Engineering, Spirit Lake, IA, 712-336-3596

HEALY EXCAVATING

3483 Perkins Avenue
Lake View IA 51450

PAST EXPERIENCE

2013, 2012

2013

WEBSTER/HAMILTON COUNTIES:

Drain Ditch #54—58 cleanout

\$109,269.83

Engineer: John Milligan, MHF Engineering, PC, Jefferson IA, 515-386-4101

IOWA DEPT. OF AGRICULTURE AND LAND STEWARDSHIP:

Division of Soil Conservation

Pocahontas County CREP Enhancement Project, #Poc903105C and #Poc93113B

\$36,130.93, \$13,116.13 respectively

Engineer: Nick Roethler, I&S Group, Algona IA, 515-295-2980

BUENA VISTA/POCAHONTAS COUNTIES:

Drain Ditch #183 cleanout

\$134,749.10

Engineer: Brian Blomme, I&S Group, Storm Lake IA, 712-732-7745

SAC COUNTY:

Drain Ditch #86 cleanout

\$29,652.97

Engineer: Brian Blomme, I&S Group, Storm Lake IA, 712-732-7745

IOWA DEPT. OF NATURAL RESOURCES:

Okoboji View Wetlands Restoration

\$554,792.50

Engineer: Jeff Felts, IDNR, Hinton IA, 515-250-3712

2012

POCAHONTAS COUNTY

Drain Ditch #22 cleanout

\$93,981.00

Engineer: Gary Atherton, Bolton Menk, Inc., Spencer IA, 712-58-5075

CITY OF LOHRVILLE IA

Wastewater Lagoon

\$434,161.26

Engineer: David Doxtad, I&S Group, Storm Lake IA, 712-732-7745

DUCKS UNLIMITED:

Patterson Wetlands Restoration Project

\$12,080.00

Engineer: Tom Eckroth, c/o Doug Lipetzky, Ducks Unlimited, Bismarck ND, 701-355-3552

IOWA DEPT. OF AGRICULTURE AND LAND STEWARDSHIP:

Division of Soil Conservation

Clay County CREP Wetlands Project, #Cla943506C

\$254,091.89

Engineer: Nick Roethler, I&S Group, Algona IA, 515-295-2980

POCAHONTAS COUNTY:

Drain Ditch #21, 37, 41, 53 Cleanout

\$84,717.90

Engineer: Gary Atherton, Bolton & Menk, Inc., Spencer IA, 712-580-5075

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FOR BIDDING PURPOSES ONLY

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Attachment 1
SRF Required Front-End Specifications
*(This form must be completed and signed by Prime Contractor and
submitted with the bid.)*

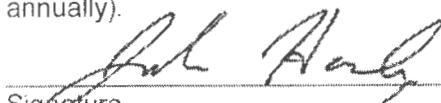
U.S. Environmental Protection Agency
Certification of Non-Segregated Facilities

(Applicable to contracts, subcontracts, and agreements with applicants who are themselves performing Federally assisted construction contracts, exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity clause.)

By the submission of this bid, the bidder, offeror, applicant, or subcontractor certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. He certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder, offeror, applicant, or subcontractor agrees that a breach of this certification is a violation of the Equal Opportunity clause in this contract. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color, or national origin, because of habit, local custom, or otherwise. He further agrees that (except where he has obtained identical certifications from proposed subcontractors for specific time periods) he will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity clause; that he will retain such certifications in his files; and that he will forward the following notice to such proposed subcontractors (except where the proposed subcontractors have submitted identical certifications for specific time periods):

**NOTICE TO PROSPECTIVE SUBCONTRACTORS OF REQUIREMENT FOR
CERTIFICATIONS OF NON-SEGREGATED FACILITIES**

A Certification of Non-segregated Facilities, as required by the May 9, 1967, order (33 F.R. 7808, May 28, 1968) on Elimination of Segregated Facilities, by the Secretary of Labor, must be submitted prior to the award of a subcontract exceeding \$10,000 which is not exempt from the provisions of the Equal Opportunity clause. The certification may be submitted either for each subcontract or for all subcontracts during a period (i.e., quarterly, semiannually, or annually).


Signature

1-14-15

Date

John Healy, Owner

Name and Title of Signer (Please Type)

NOTE: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

EPA-7 5720-4.2

Attachment 2
SRF Required Front-End Specifications

(This form must be completed and signed by the Prime Contractor and submitted with the bid.)

Debarments and Suspensions

Any bidder or equipment supplier whose firm or affiliate is listed in on the U.S. General Services Administration Excluded Parties List System web site at <http://www.epls.gov/> will be prohibited from the bidding process. Anyone submitting a bid who is listed on this web site will be determined to be a non-responsive bidder in accordance with 40 CFR Part 31.

United States Environmental Protection Agency Washington, DC 20460

**Certification Regarding Debarment, Suspension, and
Other Responsibility Matters**

The prospective participant certifies to the best of its knowledge and belief that it and the principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction: violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and
- (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated or cause or default.

I understand that a false statement on this certification may be ground for rejection of this proposal or termination of the award. In addition, under 18 U SC Sec. 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to 5 years, or both.

John Healy, Owner

Typed Name & Title of Authorized Representative


Signature of Authorized Representative

1-14-15

Date

☐ I am unable to certify to the above statements. My explanation is attached.

EPA Form 5700-49 (11-88)

Attachment 3
SRF Required Front-End Specifications
(This form must be completed and signed by Prime Contractor and submitted with the bid.)

Disadvantaged Business Enterprise (DBE) Solicitation

It is EPA's policy that recipients of EPA financial assistance through the State Revolving Fund programs award a "fair share" of subagreements to small, minority and women-owned businesses, collectively known as Disadvantaged Business Enterprises (DBEs). Iowa's Fair Share goals are:

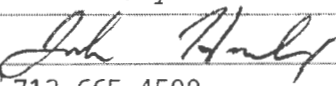
	Minority-Owned Business Enterprise (MBE) Goal	Women-Owned Business Enterprise (WBE) Goal
Construction	1.7%	2.2%
Supplies	0.6%	5.6%
Services	2.5%	11.3%
Goods/Equipment	2.5%	10.4%
Average	1.8%	7.4%

Only work performed by certified DBEs can be counted toward the goals. In Iowa, DBEs must be certified through the Iowa Department of Transportation (IDOT). Information on certification requirements and a list of certified DBEs is on the IDOT website at http://www.iowadot.gov/contracts/contracts_eeoaa.htm.

Prime contractors' DBE requirements for SRF projects include:

- Taking affirmative steps for DBE participation
- Documenting the efforts and the proposed utilization of certified DBEs

PROJECT INFORMATION

SRF Applicant:	Bonnie's Barricades, Inc.
Bidder:	John Healy dba Healy Excavating
Address:	3483 Perkins Ave., Lake View IA 51450
Contact Person:	John Healy
Signature:	
Phone Number:	712-665-4500
E-Mail Address:	johnhealy@netins.net
Check if Prime Contractor is: <input type="checkbox"/> Minority-Owned <input type="checkbox"/> Women-Owned	

NOT FOR CONSTRUCTION

FOR BIDDING PURPOSES ONLY

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GOOD FAITH EFFORTS CHECKLIST

Please complete the checklist to determine if you have complied with the requirement to make good faith efforts to ensure that certified DBEs have the opportunity to compete for procurements funded by EPA financial assistance funds. Bidders/offers must make good faith efforts prior to submission of bids/proposals.

1. Did you ensure that DBEs are made aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities? ☒ Yes ☐ No
2. Did you make information on forthcoming opportunities available to DBEs and arrange time frames for contracts and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by DBEs in the competitive process? This includes, whenever possible, posting solicitation for bids or proposals for a minimum of 30 calendar days before the bid or proposal closing date. ☒ Yes ☐ No
3. Did you consider in the contracting process whether firms competing for large contracts could subcontract with DBEs? This will include dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by DBEs in the competitive process. ☒ Yes ☐ No
4. Did you encourage contracting with a consortium of DBEs when a contract is too large for one of these firms to handle individually? ☐ Yes ☒ No
5. Did you use the services of the Small Business Administration and the Minority Business Development Agency of the Department of Commerce to identify potential subcontractors? ☐ Yes ☒ No
6. List the potential DBE subcontractors that were contacted. Only list those that are certified through the Iowa Department of Transportation.

Name	How Contacted (e.g. letter, phone call, fax, e-mail)	Response (e.g. did not respond, not interested, not competitive)
Bonnie's Barracades, Inc.	Phone/Fax	Utilizing proposed bid.

PROPOSED UTILIZATION OF DBE SUBCONTRACTORS

Please include Attachments 4 and 5 to document the proposed utilization of certified DBE subcontractors.

CONTRACT ADMINISTRATION PROVISIONS

Several contract provisions are required to prevent unfair practices that adversely affect DBEs. These include:

1. Prime Contractor must pay its Subcontractor for satisfactory performance no more than 30 days from the Prime Contractor's receipt of payment from the SRF loan recipient.
2. Prime Contractor must notify the SRF loan recipient in writing prior to termination of a DBE subcontractor for convenience.
3. Prime Contractor must employ the six Good Faith Efforts to solicit a replacement subcontractor if a DBE subcontractor fails to complete work under a subcontract for any reason.

Attachment 4
SRF Required Front-End Specifications
(This form must be completed and signed by DBE Subcontractor and submitted with the bid.)

OMB Control No: 2090-0030
 Approved 8/13/2013
 Approval Expires 8/31/2015

United States Environmental Protection Agency Disadvantaged Business Enterprise Program
DBE Subcontractor Performance Form

This form is intended to capture the DBE¹ subcontractor's² description of work to be performed and the price of the work submitted to the prime contractor. An EPA Financial Assistance Agreement recipient must require its prime contractor to have its DBE subcontractors complete this form and include all completed forms in the prime contractor's bid or proposal package.

Subcontractor Name Bonnie's Barricades, Inc.		Project Name Expansion Boulevard Storm Water Improvements Storm Lake, Iowa	
Bid/Proposal No.		Assistance Agreement ID No. (if known)	Point of Contact Bonnie J Ruggless
Address 1547 Michigan Street Des Moines, IA 50314-3532			
Telephone No. 515-282-8877		Email Address barricades@netzero.com	
Prime Contractor Name		Issuing/Funding Entity State Revolving Fund	
Contract Item Number	Description of Work Submitted to the Prime Contractor Involving Construction, Services, Equipment or Supplies		Price of Work Submitted to the Prime Contractor
	Traffic Control Per Quote Lump Sum		\$4,523.80
DBE Certified by <input checked="" type="checkbox"/> DOT <input type="checkbox"/> SBA Other: _____		Meets/exceeds EPA certification standards? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Unknown	

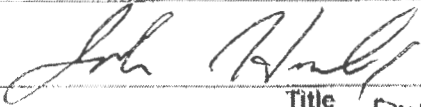
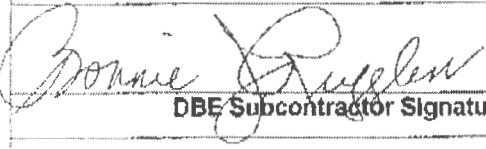
¹A DBE is a Disadvantaged, Minority, or Woman Business Enterprise that has been certified by an entity from which EPA accepts certification as described in 40 CFR 33.204-33.205 or certified by EPA. EPA accepts certifications from entities that meet or exceed EPA certification standards as described in 40 CFR 33.202.

²Subcontractor is defined as a company, firm, joint venture, or individual who enters into an agreement with a contractor to provide services pursuant to an EPA award of financial assistance.

OMB Control No: 2090-0030
 Approved 8/13/2013
 Approval Expires 8/31/2015

**United States Environmental Protection Agency Disadvantaged Business Enterprise Program
 DBE Subcontractor Performance Form**

I certify under penalty of perjury that the forgoing statements are true and correct. Signing this form does not signify a commitment to utilize the subcontractors above. I am aware of that in the event of a replacement of a subcontractor, I will adhere to the replacement requirements set forth in 40 CFR Part 33 Section 33.302 (c).

Prime Contractor Signature	Print Name
	John Healy
Title Owner	Date 1-14-15
	Bonnie J Ruggless
DBE Subcontractor Signature	Print Name
President	1/13/15
Title	Date

The public reporting and recordkeeping burden for this collection of information is estimated to average three (3) hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.



SMARTER | SIMPLER | CUSTOMER DRIVEN

www.iowadot.gov

Date Certified: May 20, 1985

Certificate No. CF8521

Disadvantaged Business Enterprise Certification

This Certifies That

Bonnie's Barricades, Inc.

Has met the requirements under the rules promulgated by the U.S. Department of Transportation pursuant to 49 Code of Federal Regulations, Part 26, and is eligible to participate as a Disadvantaged Business Enterprise in the Iowa Department of Transportation DBE Program

A handwritten signature in black ink, appearing to read 'Todd A. Sadler'.

Todd A. Sadler, Director, Office of Employee Services

This certification may be revoked by the department upon finding of ineligibility and said company is subject to examination at any time and maybe required to supply additional information for review notwithstanding the issuance of this certificate.

NOT FOR CONSTRUCTION

FOR BIDDING PURPOSES ONLY

47:CF 575

Attachment 6
SRF Required Front-End Specifications
(This form must be completed and signed by DBE Subcontractor and submitted with the bid.)

OMB Control No. 2090-0030

Approved 8/13/2013

Approval Expires 8/31/2015

United States Environmental Protection Agency Disadvantaged Business Enterprise Program
DBE Subcontractor Utilization Form

This form is intended to capture the prime contractor's actual and/or intended use of identified certified DBE¹ subcontractors² and the estimated dollar amount of each subcontract. An EPA Financial Assistance Agreement Recipient must require its prime contractors to complete this form and include it in the bid or proposal package. Prime contractors should also maintain a copy of this form on file.

Prime Contractor Name John Healy dba Healy Excavating		Project Name Expansion Boulevard Storm Water Improvements	
Bid/Proposal No. EOR Job No. 01112-0006		Assistance Agreement ID No. (if known)	Point of Contact
Address 3483 Perkins Ave., Lake View IA 51450			
Telephone No. 712-665-4500		Email Address johnhealy@netins.net	
Issuing/Funding Entity			
I have identified potential DBE certified subcontractors <div style="text-align: center;"> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO </div>			
Subcontractor Name/Company Name	Company Address/Phone/Email	Estimated Dollar Amount	Currently DBE Certified?
Bonnie's Barracades, Inc.	1547 Michigan Street, Des Moines IA 50314-3532 515-282-8877 barricades@netzero.com	\$4,523.80	Yes

Continue on back if needed

¹A DBE is a Disadvantaged, Minority, or Woman Business Enterprise that has been certified by an entity from which EPA accepts certification as described in 40 CFR 33.204-33.205 or certified by EPA. EPA accepts certifications from entities that meet or exceed EPA certification standards as described in 40 CFR 33.202.

²Subcontractor is defined as a company, firm, joint venture, or individual who enters into an agreement with a contractor to provide services pursuant to an EPA award of financial assistance.

NOT FOR CONSTRUCTION

FOR BIDDING PURPOSES ONLY

48 OF 575

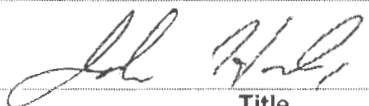
OMB Control No: 2090-0030

Approved 8/13/2013

Approval Expires 8/31/2015

**United States Environmental Protection Agency Disadvantaged Business Enterprise Program
DBE Subcontractor Performance Form**

I certify under penalty of perjury that the forgoing statements are true and correct. Signing this form does not signify a commitment to utilize the subcontractors above. I am aware of that in the event of a replacement of a subcontractor, I will adhere to the replacement requirements set forth in 40 CFR Part 33 Section 33.302 (c).

Prime Contractor Signature	Print Name
	John Healy
Title	Date
Owner	1-14-15

The public reporting and recordkeeping burden for this collection of information is estimated to average three (3) hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

HEALY EXCAVATING QUALIFICATIONS

Business History:

John Healy, Sole Proprietor, dba Healy Excavating 1994 to present.

Employees:

7 full time, 4 seasonal part time

Over 60 years of combined experience

MSHA Trained w/CPR certified

GPS Performance Equipment Inventory:

3 Dozers

4 Excavators

2 Scrapers

3 Wheel Loaders

2 Wheel Compactor

1 Back Hoe

2 Trucks

Misc. tools & supplies



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/27/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER John M Scott c/o FBL Financial Group Inc. 117 S 5th St Sac City IA 50583	CONTACT NAME: John M Scott, J	
	PHONE (A/C, No, Ext): (712) 662-4768	FAX (A/C, No):
INSURED HEALY, JOHN DBA HEALY EXCAVATING 3483 PERKINS AVE LAKE VIEW, IA 514507557	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Farm Bureau Property & Casualty Insurance Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
INSURER F:		
NAIC #		
13773		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	CPP6032771	10/30/2014	10/30/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	<input type="checkbox"/>	<input type="checkbox"/>	CPP6032771	10/30/2014	10/30/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	<input type="checkbox"/>	<input type="checkbox"/>	CU 0002283	10/30/2014	10/30/2015	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	<input type="checkbox"/>	WC 6008983	10/30/2014	10/30/2015	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E L. EACH ACCIDENT \$ 500,000 E L. DISEASE - EA EMPLOYEE \$ 500,000 E L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Storm Lake and Emmons and Oliver Resources, Inc. are listed as additional insured as respects the general liability. EOR Job No. 01112-0006

CERTIFICATE HOLDER

City of Storm Lake 620 Brie St. Storm Lake, IA 50588	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE © 1988-2014 ACORD CORPORATION. All rights reserved.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
EMMONS & OLIVER RESOURCES, INC 651 HALE AVE N OAKDALE MN 55128	VARIOUS LOCATIONS
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

- C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF GOVERNMENTAL IMMUNITY

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
OWNERS AND CONTRACTORS PROTECTIVE LIABILITY COVERAGE PART
RAILROAD PROTECTIVE LIABILITY COVERAGE PART

We will waive, both in the adjustment of claims and in the defense of "suits" against the insured, any governmental immunity of the insured, unless the insured requests in writing that we not do so.

Waiver of immunity as a defense will not subject us to liability for any portion of a claim or judgment in excess of the applicable limit of insurance.

Staff Summary

2/16/2015
Agenda Item # 9.



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

REPORT TO: Honorable Mayor and City Council

FROM: Pat Kelly, Infrastructure Superintendent / Public Facilities Director

SUBJECT: **Set Public Hearing on Plans, Specifications and Form of Contract for Paving Howard Road**

BACKGROUND: This will set the public hearing for the plans, specifications and form of contract for the paving of Howard Road for March 2, 2015 at 5pm in the Council Chambers. The bid letting is scheduled for March 12, 2015.

This project will construct a concrete road at the south end of the Emerald Park subdivision. The existing road is gravel and continually needs maintenance due to washouts from heavy rains. In 2012 the City signed a Development Agreement with the developers of the Woodland Creek subdivision and as part of that agreement the City agreed to pave Howard Road by the end of August 2015. Moving forward with this project will fulfill the City's portion of the Development Agreement.

FISCAL IMPACT: Projected Construction Cost is \$175,865.90
Engineering \$22,500
Legal/Admin \$5,000
Land Aquisition \$1,000
Contingencies \$16,000

Projected Total Cost of Project \$220,365.90

This project is in the current budget and will be funded by Franchise Fees in FY 2015 and FY 2016.

RECOMMENDATION: Set Public Hearing For March 2, 2015 at 5:00PM

Staff Summary

2/16/2015

Agenda Item # 10.



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

REPORT TO: Honorable Mayor and City Council

FROM: Pat Kelly, Infrastructure Superintendent / Public Facilities Director

SUBJECT: **Set Public Hearing For East 10th Street Reconstruction From Seneca Street To Russell Street**

BACKGROUND: This project will be a 7" PCC pavement with a 3" modified subbase and 6" perforated subdrains on both sides. The project will be constructed in one phase instead of three. Accommodations will be made to insure residents can access their homes.

The project will place a new intersection on Seneca, both legs of Oneida, Lincoln Road and Maywood Drive. The project will stop short of Russell Street. Russell and 10th Street is scheduled to be constructed with pervious pavers in the North Central Storm Water Project.

This is a federal aid project and will be let through the Iowa DOT on March 17, 2015.

This agenda item sets the Public Hearing for March 2, 2015 at 5:00pm in the City Council Chambers.

FISCAL IMPACT: Projected Cost of Project - \$750,549.00
Engineering - \$89,980.00
Construction - \$605,400.00
Legal/Admin - \$5,000.00
Contingency - \$50,000.00

Project funded by the following sources:

STP Grant	\$244,000
Road Use Tax	\$126,000
Franchise Fees	\$67,000
Water Funds	\$23,000 (insulation of lines)
Franchise Fees FY 2016	\$75,000
Road Use Tax FY 2016	\$50,000
Local Option Sales Tax FY 2016	\$190,900.00
Total funding is	\$775,900.00

RECOMMENDATION: Set Public Hearing

Staff Summary

2/16/2015
Agenda Item # 11.



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

REPORT TO: Honorable Mayor and City Council

FROM: Jennifer Movall, Finance Department Manager

SUBJECT: **Motion Setting Public Hearing On Fiscal Year 2015-2016 Budget**

BACKGROUND: This agenda item will set the public hearing for the Fiscal Year 2015-2016 Budget for Monday, March 2, 2015 at 5:00PM in the City Hall Council Chambers.

The State of Iowa Code requires that the city hold a public hearing on the proposed Fiscal Year 2015-2016 Budget prior to adoption of the budget by resolution. Notice of the public hearing will be published in the newspaper as required by State Code.

FISCAL IMPACT: The fiscal impact for the motion to set the public hearing is the cost of publication.

RECOMMENDATION: Set the public hearing for Monday, March 2, 2015 at 5:00PM

Staff Summary

2/16/2015
Agenda Item # 12.



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

REPORT TO: Honorable Mayor and City Council

FROM: Jennifer Movall, Finance Department Manager

SUBJECT: **Motion Setting Public Hearing On FY 2016-2020 Five-Year Capital Improvements Plan**

BACKGROUND: This agenda item will set the public hearing for the Fiscal Year 2016-2020 Five-Year Capital Improvements Plan for Monday, March 2, 2015 at 5:00PM in the City Hall Council Chambers.

Section 384.15 of the Iowa Code requires that the City hold a public hearing on the proposed Fiscal Year 2016-2020 Five-Year Capital Improvement Plan prior to adoption of the plan by resolution. Notice of the public hearing will be published in the newspaper as required by State Code.

FISCAL IMPACT: The fiscal impact for the motion to set the public hearing is the cost of publication.

RECOMMENDATION: Set the public hearing for Monday, March 2, 2015 at 5:00PM

Staff Summary

2/16/2015
Agenda Item # 13.



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

REPORT TO: Honorable Mayor and City Council

FROM: Justin Yarosevich, Assistant City Manager / City Clerk

SUBJECT: **Resolution No. 91-R-2014-2015 Approving Code Of Conduct**

BACKGROUND: As part of the funding requirements for the FEMA Grant the State of Iowa and FEMA are requiring that we have an adopted Code of Conduct that meets FEMA's minimum standards.

The proposed Code of Conduct drafted and attached to this staff summary for Council's review meets the requirements of FEMA and the State of Iowa as outlined to staff. The Code of Conduct deals specifically with the selection and solicitation of contracts and awards and covers all the employees and agents of the City of Storm Lake.

FISCAL IMPACT: There is no fiscal impact other than staff time to adopt this resolution.

RECOMMENDATION: Adopt Resolution No.91-R-2014-2015

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Resolution No. 91-R-2014-2015	Resolution

RESOLUTION NO. 91-R-2014-2015

A RESOLUTION ADOPTING A CITY OF STORM LAKE CODE OF CONDUCT

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

SECTION 1. PURPOSE: The purpose of this Code of Conduct is to ensure the efficient, fair, and professional administration of federal grant funds in compliance with 24 CFR; Part 85 (85.36(b.)(3)), and other applicable federal and state standards, regulations, and laws.

SECTION 2. APPLICATION: This Code of Conduct applies to all officers, employees, or agents of the City engaged in the award or administration of contracts supported by federal grant funds.

SECTION 3. REQUIREMENTS: No officer, employee, or agent of the City shall participate in the selection, award, or administration of a contract supported by federal grant funds, if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

- a. The employee, officer, or agent;
- b. Any member of his/her immediate family;
- c. His/her partner; or
- d. An organization which employs, or is about to employ any of the above; has a financial or other interest in the firm selected for award.

City officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or subcontractors.

SECTION 4. REMEDIES: To the extent permitted by federal, state, or local laws or regulations, violation of these standards may cause penalties, sanctions, or other disciplinary actions to be taken against City officers, employees, or agents, or the contractors, potential contractors, subcontractors, or their agents.

PASSED AND APPROVED this 16th day of February, 2015.

Jon F. Kruse, Mayor

ATTEST:

Justin Yarosevich, City Clerk

Staff Summary

2/16/2015

Agenda Item # 14.



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

REPORT TO: Honorable Mayor and City Council

FROM: Justin Yarosevich, Assistant City Manager / City Clerk

SUBJECT: **Motion Approving Branching Out Grant Agreement**

BACKGROUND: The City of Storm Lake as a fiscal sponsor for the Storm Lake Cemetery Board applied for a grant from Trees Forever under the Alliant Energy Branching Out Program. The grant will fund the purchase of trees for the Storm Lake Cemetery to replace a number of trees that have died in the past few years and been removed.

The Storm Lake Cemetery Board and their volunteers will be responsible for all reporting and handling of the purchase of trees and other grant components. The City is simply the fiscal agent and will receive the funding and then distribute it back to the Storm Lake Cemetery Board. We have done this on other grants as well.

FISCAL IMPACT: The grant is in the amount of \$9,737.00. The total amount will be used to purchase trees.

RECOMMENDATION: Approve the Motion and Authorize Mayor to Sign the Agreement

ATTACHMENTS:

Description	Type
❏ Alliant Award Letter	Letter
❏ Branching Out Agreement	Contract



Justin Yarosevich
PO Box 1086
Storm Lake, IA 50588

January 30, 2015

Dear Justin,

Congratulations! Alliant Energy and Trees Forever have granted Storm Lake a **\$9,737.00** tree project grant from the **Branching Out** partnership. Thank you for joining with Trees Forever, Alliant Energy and 44 Iowa communities in making a commitment to tree planting and care in your community and reducing energy use in your community. We will mail your grant check by the end of March, prior to spring planting.

We are pleased to share with you the 2013 *Branching Out* annual report. Though many volunteers are primarily focused on the specific project in your community, it's important to step back and realize you are part of a statewide network of thousands of Trees Forever volunteers. Whether you're new or a longtime participant, you are an important part of this 20-plus year partnership program. Please take a look at some of the amazing accomplishments in the enclosed report. If you would like additional copies to share with your tree committee, city council, mayor, etc. please contact Deb Roman at droman@treesforever.org or 1-800-369-1269 extension 110.

Enclosed you will find a **Branching Out Program Agreement**, which lists the responsibilities of Trees Forever, Alliant Energy, your local group and you as its chairperson. Please read the agreement carefully, sign it, and return it to the Trees Forever office **by February 20, 2015**. Part of Trees Forever's role is to provide you with an experienced field coordinator who will assist you in involving volunteers, providing education to community members, and completing your successful tree-planting project. Your Trees Forever field coordinator will be contacting you soon to discuss your project. At that time, please confirm your spring planting date.

Forty-five communities will be receiving **Branching Out** grants in this round. We look forward to working with Storm Lake. We appreciate your leadership as a key volunteer in your community. Together, we are promoting tree planting and care, encouraging energy efficiency, beautifying your community, reducing our carbon footprint and **planting a better tomorrow.™**

Sincerely,

Anna Darling
Product Manager, Energy Efficiency
Alliant Energy

Shannon Ramsay
President/CEO & Founder
Trees Forever

*Thank you
for helping
make Storm
Lake a
better place to
work/live &
play!*

Enclosures

Alliant Energy
200 First Street SE
Cedar Rapids, IA 52406
www.alliantenergy.com

Trees Forever
770 7th Avenue
Marion, IA 52302
www.treesforever.org



2015 *Branching Out* Program Agreement

As a recipient of a ***Branching Out*** matching grant, please read the responsibilities of the three program partners and share with your committee. After reading the responsibilities, please sign in the space provided on the last page. Keep this first page (front and back) for your future reference. Make a copy of the signature page for your records and **return the original to the Trees Forever office by February 20, 2015**. We are asking you to send this partnership agreement to us before your grant check is issued.

A. Alliant Energy:

- Provides grant funds and delivers the checks to awarded communities.
- Funds Trees Forever to coordinate and support community tree-planting program.
- Promotes energy efficiency.
- Participates in community planting event or local meeting as available.

B. Trees Forever:

- Provides a Field Coordinator (a Trees Forever staff person assigned to work with project committee by telephone and periodic community visits) to assist with planning, implementing and maintaining the planting project. Including as needed:
 - Coordinating technical assistance
 - Providing educational and training materials
 - Assisting with volunteer coordination
 - Reviewing the site plan or species list (particularly if any changes have been made)
 - Attending planning meeting or planting event
- Provides a Field Coordinator to assist in planning and/or to participate in the planting event. Including as needed:
 - Providing materials for the media, sample brochures and logos
 - Assisting with volunteer coordination
 - Helping with event promotion
- Provides a Field Coordinator to work with you to organize a presentation to a group in your community such as council, service club, or school group.
- Provides annual report form.

- Acts as a liaison with Alliant Energy and provides them with an annual report of all projects.
- Promotes energy efficiency and the planting of trees.

C. Local Organization/Project Committee:

- Coordinates community planting event with Alliant Energy & Trees Forever to promote the benefits of trees.
 - Sets date ideally 60 days before event and notifies Trees Forever
 - Invites local elected officials and local supporters
 - Works directly with Trees Forever to plan event, including agenda, speakers, media releases or invites
 - Uses Trees Forever and Alliant Energy logos on handouts, agenda, etc.
- Educates the public to increase their awareness about the benefits of trees throughout the year (Trees Forever can help with information)
- Involves a diverse group of volunteers that represent the whole community; involve local schools if possible.
- Assures that the right tree is planted in the right place. Discuss with Trees Forever Field Coordinator any changes made to the plan presented in the application.
- Gets bids from several nurseries and purchases quality trees with ample root stock.
- Assures that all trees are properly planted (not too deep), watered and mulched.
- Spends all grant dollars on trees and completes project in this program year; if extenuating circumstances prevent you from completing your project, communicate and get approval from your Field Coordinator to carry over funds.
- Follows care and maintenance plan as stated in your application or develops appropriate plan with field coordinator.
- Completes a Program Project Report and sends to the Trees Forever office by November 1, 2015, including updated contact information of all participating volunteers.

COMPLETE THIS PAGE AND RETURN TO TREES FOREVER OFFICE

I understand the responsibilities stated in the ***Branching Out*** Program Agreement, including those of Alliant Energy, Trees Forever, and our project committee. I understand that Trees Forever has been contracted by Alliant Energy to facilitate its tree program. We agree to work cooperatively with Trees Forever and will fulfill the project committee responsibilities, and to make any necessary changes to our project, as noted above.

Date: _____

City/Community Name: _____

Applying Committee Name: _____

Primary Contact Person: _____
(Print please)

Primary Contact Person: _____
(Signature)

Send this signed page to: Trees Forever, 770 7th Ave. Marion, Iowa 52302, by February 20, 2015.



Staff Summary

2/16/2015

Agenda Item # 15.



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

REPORT TO: Honorable Mayor and City Council

FROM: Justin Yarosevich, Assistant City Manager / City Clerk

SUBJECT: **Motion Approving Contract With Bolton & Menk, Inc. For Airport Layout Plan Consulting**

BACKGROUND: The Storm Lake Airport Commission is moving forward with an update of their Airport Layout Plan which hasn't been updated in over 15 years. The Federal Aviation Administration recommends a regular update once every 10 years and a major update every 15-20 years.

The Airport Layout Plan will provide for in-depth study of the Airport facilities and how those facilities work with long term goals of the facility and the Community. The plan will also review current airport regulations and safety requirements to ensure that the Airport is in compliance with state and federal regulations.

As part of the process for this plan there will be some public input opportunities to allow the Commission and the City to learn more from the community and the pilots that use the airport prior to finalizing the plan and the long range goals.

The work will be done by a consultant. The Commission solicited proposals from a number of engineering and planning firms that have done this type of work in the past. From that solicitation they received three proposals back. A sub-committee of two commissioners and two City staff reviewed the three proposals and ranked them prior to meeting to discuss. From that process the proposal from Bolton and Menk, Inc. rose to the top. Bolton and Menk is familiar with the Storm Lake Airport as they have been doing some work out there for the past couple of years.

The Airport Commission did review the proposal scope and fee at their meeting on February 12th and recommended approval of the contract, scope, and fee to the City Council.

FISCAL IMPACT: The total cost of the project is budgeted at \$150,000 with the contract with Bolton and Menk costing \$147,725.

The project will be funded in part by the Federal Aviation Administration Entitlement Funding Program. This program will fund the project at 90% of the total costs.

RECOMMENDATION:

Approve Motion & Authorize Mayor To Sign

ATTACHMENTS:

Description		Type
	Layout Plan Scope	Backup Material
	Layout Plan Fee	Backup Material
	Contract	Contract

EXHIBIT - I
PROFESSIONAL SERVICES CONTRACT
AVIATION PLANNING AND SURVEY SERVICES

2015 AIRPORT MASTER PLAN and
AIRPORT LAYOUT PLAN UPDATE

STORM LAKE MUNICIPAL AIRPORT
STORM LAKE, IOWA

INTRODUCTION

In an effort to establish a solid plan for development of the Airport in the future, the City of Storm Lake which operates the Storm Lake Municipal Airport (Airport) has elected to undertake a study to update the existing Airport Master Plan for the Airport with the financial support of the Federal Aviation Administration (FAA). This study will address numerous areas of interest which have a bearing on the management and development of the Airport in the future. The Consultant was selected to provide Airport planning services to the City of Storm Lake and the Airport. This Scope of Services covers the planning services and tasks associated with an update of the Airport's Master Plan and Airport Layout Plan. This document provides the following important aspects of the project:

- Background information describing the context in which the master planning effort will be accomplished;
- Areas of emphasis for this master planning effort; and
- Project scope elements, describing the actual work activities, responsibilities, and level of effort.

BACKGROUND

The City of Storm Lake would like to update the Airport Master Plan and Airport Layout Plan for the Storm Lake Municipal Airport due to changes in FAA standards and the need to determine the role the airport will play within the community. The City of Storm Lake has a desire to use this study to position the Airport as an economic development tool to attract business development to the community. The City also desires to determine the best configuration for the Airport's airside facilities while maintaining compatibility with surrounding local land use plans.

For these reasons, an Airport Master Plan and associated ALP Update is recommended at this time.

AIRPORT MASTER PLAN AREAS OF EMPHASIS

An Airport Master Plan process evaluates many aspects of an Airport facility. The following areas of emphasis will be reviewed in greater detail in the Airport Master Plan.

Runway Configuration Evaluation

Iowa Highway 110 is located north of the Airport and is a penetration to the Approach/Departure surface to Runway 13. The existing runway configuration will be evaluated to determine the best layout and solution to eliminate the roadway obstruction.

Comprehensive Obstruction Evaluation

There is a need for the Airport to take action to mitigate FAR Part 77 obstructions to the navigable airspace. To identify obstructions to existing and proposed future runway configurations and design standards, the Consultant will acquire aerial imagery to conduct a detailed planning-level obstruction

analysis. This analysis will identify representative obstructions and help determine impacts of Airport development on surrounding roadways and landowners.

Evaluate Building Area Plan

The existing Airport building area has some room for expansion; however, a long-term development plan needs to be evaluated to accommodate corporate traffic and aviation business development, in addition to hangar storage. The plan will evaluate expansion opportunities in the building area based on the desire to attract corporate users to the airport. Development in these areas will enhance community economic development.

Financial Feasibility

The City sees a benefit to completing a Financial Feasibility Analysis to maximize the use of available resources. The plan will evaluate revenue enhancement strategies, which may include air cargo, industrial park development, and other Airport business development. This plan will allow the Airport to be maintained, operated, and developed in an efficient manner. The City desires to complete a financial feasibility analysis to better position the Airport to finance the projects recommended in the master plan and to demonstrate the financial feasibility of the recommended capital improvement program.

Public Involvement

The City of Storm Lake would like special emphasis to be placed on engaging Airport stakeholders and the general public throughout this process. The Consultant will develop a public involvement plan that allows Airport stakeholders the opportunity to provide input to the decision-makers. This will allow an Airport plan to be crafted that considers the broader interests of the general public.

TASK 1 – AIRPORT MASTER PLAN

The following sections describe the project scope elements for this master planning effort. The elements (phases) for this project are broken down as follows:

1. Project Development and Control
2. Public Involvement
3. Data Collection and Analysis

The discussion of each element that follows includes a detailed breakdown of the sub-elements that together makeup the scope of work. Preparation of an Airport Master Plan will follow FAA guidelines described in FAA Advisory Circular 150/5070-6B *Airport Master Plans* and other FAA Regional guidance. FAA airport design standards will follow FAA AC 150/5300-13A *Airport Design* as it stands at the time of the executed Work Order.

PROJECT DEVELOPMENT AND CONTROL

1.0 Project Formulation

It is important at the onset of the planning process to define a detailed scope of services to conduct the master planning effort. The study design includes development of a comprehensive scope of services, definition of effort necessary to accomplish the work scope, and preparation of realistic work effort and cost budgets for completing the work. It also serves to organize the project planning team, which includes the Consultant, its sub-consultants, Airport Management, and City staff so that the necessary study efforts are effectively executed and the participant roles and responsibilities are clearly defined.

Information was gathered from Justin Yarosevich, Assistant City Manager, for the specific purpose of discussing the project and scope elements to be completed as part of this master planning effort.

2.0 Project Scoping

The effort for this Element includes preparation of this scope of services for the master planning efforts. The deliverables for this element will be a draft and final scope of services, project schedule, an agreed-upon project planning budget and an agreement for the proposed planning work. Specialty sub-consultants and their scope of work will be identified and included in the process. The scope of services, the schedule and the budget will all be detailed by study element. In addition to elements, the budget will be identified using rates by role, labor hours by task, person-trips, reimbursable costs and specialty sub-consultant budgets.

These documents will form the basis of the agreement to provide professional services for this project. In an effort to assist the CLIENT in meeting FAA project procurement requirements, the CONSULTANT will also coordinate the preparation of an Independent Fee Estimate between the CLIENT and an independent consultant separate from the scope of this contract. The cost of the Independent Fee Estimate is not included in this scope of work or fee estimate; however, these costs are eligible for reimbursement by FAA.

3.0 Project Management

Projects such as this study demand a refined approach to project management to achieve success. This is especially true at the beginning of the process when the goals, direction, criteria, assumptions, roles, and expectations are developed. Continuous and timely coordination with the Airport and its designated project Operation Specialist will be provided throughout the study. Project management tasks will continue throughout all aspects of the agreed-upon project schedule.

This effort includes communication among the project team for purposes of tracking the progress of the studies. Managing the various technical work tasks among the project team is necessary for a successful project. Project management duties will include:

- Developing and documenting the project plan
- Organizing the project team
- Launching the project activities
- Executing project activities
- Monitoring and controlling the project to achieve results
- Managing/mitigating risks and solving challenges
- Invoicing and monitoring project budget

Regular project status briefings will take place throughout the study process. These briefings will take place in person or via a telephone call or an email between the Assistant City Manager and Consultant's client operation specialist or approved staff. These briefings will include status reports of current work, upcoming meetings and work effort and discussion of any challenges in the study effort which may affect the schedule, process or budget.

Airport Primary Point of Contact

Justin Yarosevich, Assistant City Manager

Bolton & Menk Point of Contact

Matt Ferrier (Client Operation Specialist)

Secondary Point(s) of Contact

Melissa Underwood, Senior Aviation Planner

Greg Broussard, Project Engineer

Monthly written status reports will be compiled to coincide with sponsor coordination meetings. Specific critical needs of this project will be identified for related consultant support. Consultant will coordinate with the various other consultants working at the Airport in their respective roles and responsibilities.

PUBLIC INVOLVEMENT

4.0 Public Involvement Plan

Introduction & Purpose: Public involvement will be a key component to the successful development of Storm Lake's Airport Master Plan. The purpose of this plan is to identify the goals and objectives of public involvement related to this study and to clarify details for the master planning process.

The general public is most often unaware of the contributions an airport provides to the health and vitality of a community, including how an airport's infrastructure strengthens the local economy. When airport building areas or runways need to expand to support existing and future demand, the public often views the expansion negatively. As a result, it is vital to understand airport user needs, perspectives of the public and state and federal review agencies, and the tradeoffs between the alternatives being considered. Developing this understanding, sharing this information between stakeholders, and considering the input received will provide a strong foundation for the future projects ultimately identified in the Airport Master Plan.

This Public Involvement Plan includes proactive outreach strategies. It focuses on:

- Identifying “key influencers” in the community who may be leaders among certain community networks and/or who have the ability to influence others positively or negatively about the Airport's plans.
- Positive two-way communication with all stakeholders, including the public and state and federal environmental review agencies.
- Providing forums to educate the public regarding Airport needs, benefits, opportunities, and project rationale, as well as share the public's comments and concerns so they can be addressed in a proactive manner.

Goals and Objectives: Public involvement provides the public and agencies with continuing opportunities to be involved in the development of the vision for the Airport for the next 20 years. Input from affected agencies and the public lends credibility to key decisions made during the planning process. Making timely, accurate, and useful information available to both key decision-makers and the general public will help to achieve the following goals and objectives of public involvement:

1. Inform, obtain input and gain support. Inform and solicit input on the planning process and ultimately establish a foundation of understanding with the public and local, state, and federal agencies regarding identified future projects.
2. Long-range planning. Enable effective identification and prioritization of projects based on identified Airport user needs to support long-range planning for the Airport.
3. Achieve informed agreement. The intended outcome of the master planning process for the Airport is informed agreement among decision makers and the public on the vision established in the Airport Master Plan.

These objectives will remain consistent over the course of the public involvement effort. A public involvement plan narrative identifying stakeholders, meetings, materials, and overall strategies to involve the public with this project will be developed.

Project Management

Managing a public involvement process for an Airport Master Plan project requires large amounts of coordination time. Typically, time is needed for the Consultant or Client to coordinate with the Airport/city staff, address stakeholder questions, or prepare separate written responses to other stakeholders concerns. Project success with the public requires timely, on-call services to address these needs as they arise. The City will be the primary point person addressing stakeholder questions. This scope of services includes a nominal budget of sixteen (16) total person-hours for professional Consultant assistance throughout the duration of the public involvement effort. Additional efforts will be directed to the Assistant City Manager. The Consultant will complete additional work at an hourly rate upon approval by the City.

5.0 Public Involvement Meetings

The Public Involvement Plan for the Storm Lake Airport Master Plan contains the following meetings:

Master Plan Advisory Group

Purpose: The Master Plan Advisory Group (MPAG) will provide input on information being considered and findings being developed throughout the Airport Master Planning process. The MPAG will help assess Airport issues and needs and be a vital part of the overall project. This group will act as a sounding board for proposed development alternatives, as well as be a conduit for information among various interest groups throughout the community. Interaction with the Assistant City Manager and the MPAG will be essential for the review and assessment of project information that will ultimately be incorporated into the Airport Master Plan.

Description: The MPAG will include the Assistant City Manager and other representatives as follows

- Airport Commission
- Airport business representation
- City Council
- City Planning Commission
- Federal Aviation Administration Airport District Office (FAA ADO)
- Iowa Department of Transportation Office of Aeronautics (Iowa DOT)
- Staff from Iowa City's planning department/Zoning Board
- Others as necessary

The MPAG members each represent an area or stakeholder group, and will be expected to share their perspective with the MPAG, as well as take information back to the groups they represent. The Consultant and the Assistant City Manager will work through each represented entity to identify their appointed liaison.

The Consultant team will lead the preparation and facilitation of the MPAG meetings and distribute meeting notices and summaries for up to four (4) MPAG meetings to be held at the Airport. Meeting graphics and presentations will be prepared for each meeting.

MPAG meetings will be held at key milestones in the development of the Airport Master Plan where there are critical decisions to be made. They will be used to solicit information and responses from the Assistant City Manager and MPAG members regarding information presented by the Consultant. Consultant staff will send invitations two weeks before the MPAG meeting.

Project workbooks, as well as related meeting handouts, and meeting summaries will be provided for each MPAG member. This will also include one hard copy of the working documents for each of the project work items.

Since the resulting documents of the overall study effort will be the property of the City of Storm Lake, it is important for Airport officials to act as the final sounding board for information contained in any final work products associated with the study. The Assistant City Manager is responsible for the final review and approval of all changes recommended by the MPAG as they pertain to the documents developed by the Consultant. This process will streamline the overall project flow and provide for a more refined approach to the review of the various documents which will be developed and form the Airport Master Plan. If questions regarding comments need to be addressed, this can be accomplished by either telephone calls or email for review and clarification.

Public Information Meetings

Purpose: To gather input and inform the broader public and other stakeholders of the progress of the Airport Master Plan.

Description: Up to One (1) Public Information Meeting will be held to share information and receive meaningful input from property owners and other stakeholders on planning considerations that have yet to be identified. The specific format for each meeting will be determined by the Assistant City Manager and the Consultant. Examples of possible formats include:

- Open house format where interested persons can view various graphics and ask questions in a very casual environment
- Workshop format where a formal presentation can be given along with a working session to solicit information from interested citizens

The Consultant is responsible for preparing the meeting notice, presentation, necessary graphics and handouts and will have up to three (3) staff available for the public information meeting. The Airport is responsible for costs associated with advertising and placing appropriate notices to inform the public about the various meetings and workshops, as well as for securing an appropriate location in which to conduct the meetings.

Outreach Meetings

Purpose: To gather input and inform a specific area adjacent to the Airport regarding specific elements of the Airport Master Plan.

Description: The Consultant will not hold any outreach meetings in this project.

Airport Commission Updates/Meetings

Purpose: To provide regular updates to the Airport Commission on key information and the status of the planning process and obtain input.

Description: The Consultant's role will be to provide staff support to the Assistant City Manager and assist with up to four (4) total presentations to the Airport Commission. The intent is to discuss progress and issues, build understanding for the factors influencing recommendations, obtain consensus on the draft findings, and listen to and consider elected and appointed official comments and concerns. Meeting presentations, graphics, and handouts will be prepared.

6.0 Public Involvement Materials

The Public Involvement Plan for Storm Lake Airport Master Plan contains the following materials:

Project Website

Purpose: To provide user friendly, easy internet access to information about the project and provide a “submit comment” feature for the public to provide comments about the project through the web.

Description: A project website will be developed and updated at specific milestones (every other month) to help inform the public and solicit feedback about the project. Project information will be posted on this website and used for dissemination of information related to the project, including upcoming public meetings.

The project website will be hosted by the Consultant for the duration of the planning project. The City will include on its website a link taking the viewer to the project website. The Consultant will provide the Assistant City Manager draft content for approval prior to uploading onto the project website. An online comment page will be placed on the project website and any comments received will be read and then forwarded to the Assistant City Manager for action, if needed.

Newsletters

Purpose: To provide written information about the project to adjacent landowners, city officials, and other interested stakeholders.

Description: Project newsletters will not be developed by the Consultant in this project.

Meeting Minutes

Purpose: Meeting minutes document important information shared, subsequent discussions, and decisions made at each meeting. These documents serve to create a “paper trail” of decisions made during the life of the project. Meeting minutes will serve as a general summary of each meeting.

Description: Meeting minutes will be developed after each MPAG and project meeting, and distributed to the City and meeting attendees electronically in PDF format.

Public & Resource Agency Outreach

Purpose: The purpose of Public & Resource Agency Outreach efforts is as follows

1. Share identified Airport user needs;
2. Inform surrounding landowners about the proposed Airport development plans;
3. Obtain information about what planning or environmental factors should be considered by the CLIENT as alternatives are developed and evaluated, and;
4. Notify agencies of the draft Airport Master Plan and allow another opportunity to comment.

Description: In the outreach submittal, Airport development alternative maps will be mailed to environmental review agencies and surrounding landowners for their review. Comments will be solicited on Airport user needs and factors resource agencies desire to be considered in the Airport planning process. A summary of input received will be completed. Information received will be fed back into the planning process at key points in the study.

The Consultant will not complete Public & Resource Agency Outreach as part of this project. The City may, however, complete this effort. The Consultant will provide general assistance to the City in the form of examples and process guidance. The City will be responsible for completing this effort at their choosing.

The City may also notify agencies and the general public of the draft Airport Master Plan for review and comment.

Early Environmental Review

Purpose: The purpose of Early Environmental Review Agency Outreach efforts is twofold

1. Share identified Airport user needs
2. Obtain information about what planning or environmental factors should be considered by City as alternatives are developed and evaluated

Description: Existing informational data and mapping will be used to evaluate environmental factors identified during the Airport Master Plan process. A summary of the existing conditions obtained will be developed. Information gathered will be used in the planning process at key points in the study.

DATA COLLECTION AND ANALYSIS

7.0 Data Collection

The initial step in the inventory process will be to review previous planning, environmental, and other issue-specific studies undertaken for the Airport to determine their continued validity. Federal and State aviation plans, as well as plans from Airport tenants will be investigated as appropriate. Data collection and analysis may include, but will not be limited to, the following:

Airport Planning Documents

The Consultant will identify and review existing Airport planning documents to assist in developing a comprehensive base of information to be used in the planning process. The Airport shall provide copies of any existing electronic files which may be of assistance in developing the ALP update, as well as reports or studies which contain information related to the planning topics identified within this scope. These may include documents such as, but not limited to the following documents:

- Current and previous master plans and airport layout plans
- Recent environmental NEPA documents
- Airport operational information (i.e. based aircraft, fuel sales, policies/procedures)
- Airport financial records (i.e. revenues/expenses, lease information)

Community Information

Consultant shall coordinate with and obtain existing GIS database information from City/County and shall use the collected data resource information for the various work tasks. An inventory of existing land use, City/County Comprehensive Plans, zoning, and related regulations will be completed.

Detailed Airport Information

An inventory review of financial and legal information related to the financial condition, Airport policies, administrative regulations, grant status, Airport use and lease agreements, and other Airport user agreements which affect the financial management of the Airport and which will affect the financial reasonableness of implementing the Airport Master Plan CIP will be completed.

Airport Property

The Consultant will also perform a records search and title opinion of the Airport property boundary of the existing Airport to update the “Exhibit A” property map. This inventory effort will include the following to obtain available title/deed/easement information of Airport property interests:

- Coordination with Iowa DOT Office and FAA ADO to obtain any available property information
- Research at County Recorder's office for easements on adjoining lots and on platted Airport lots
- Obtain online account with Buena Vista County
- Obtain document reproductions for City/Airport parcel deeds as well as adjoining property deeds
- Prepare Base Map with City property and adjoining Airport property
- Map easements found during records research at County Recorder's office
- Tabulate Airport property information as part of Base Map

8.0 Existing Airport Review

Site Inspection

The Consultant will conduct an on-site visual inspection and review secondary sources, to prepare a description and inventory of existing airfield and landside facilities. This inspection will likely not be able to be held in conjunction with one of the team meetings, and a separate trip will be anticipated.

The current 5010 *Master Record*, ALP Update, site inspections, and as-built facility plans will serve as the basis for the majority of the inventory information. Items to be inventoried include:

- Runways and taxiway (including pavement condition taken from previous studies)
- Apron and ramp areas (including pavement conditions taken from previous studies)
- Terminal and offices
- General aviation facilities
- Airport access roads
- Maintenance facilities
- Hangars
- Ground access, circulation, and auto parking
- Fuel facilities
- Existing and proposed uses of Airport property
- Airfield lighting
- Landing aids and instrumentation
- Wind data (new data to be acquired from National Climatic Data Center)
- Runway Protection Zones and Obstructions
- Runway Safety Area

Environmental Overview

Environmental factors and constraints will be an important consideration during the development of improvement alternatives. Work effort includes research and review of existing NEPA documents, environmental reports, maps, and databases showing environmental or physical attributes that may represent constraints. Data will be compiled into composite planning consideration drawing(s) illustrating the constraints. This task will rely mostly on data available from existing sources, and will not include new field investigations or delineation surveys. Effort will include coordination with the City/County, resource agencies, and research into City/County Code to research environmental constraints, including but not limited to land use zones, wetlands, floodplains, protected wildlife, and other natural or man-made features. Any field investigations or delineation surveys necessary for the planning effort will be identified for inclusion in a subsequent amendment to the project agreement.

Existing Facilities Summary

The data collection and inventory effort will summarize the historical and existing facilities and conditions at the Airport as well as information and direction necessary to develop the Airport Master Plan Update. Deliverables from this Data Collection and Inventory task will include a brief summary including text and graphics pertaining to the existing facilities at the Airport along with existing land use, zoning, City/County Comprehensive Plans, previous planning studies, etc. This summary will serve as the draft copy of the

inventory chapter of the Airport Master Plan Update.

9.0 Aviation Demand Forecasts

Development of projections of aviation demand is a key element in the planning process and is important data to be used in determining current and future Airport's needs, in assessing the environmental effects of proposed actions, and determining the economic implications of future growth and development.

Projections of short-, intermediate-, and long-term demand levels (i.e., 5-, 10-, and 20-years) will be developed. As part of this element, appropriate regional, state, and national aviation trends and existing (independent) projections will be investigated.

Airport Operational Information

The Airport will provide the Consultant with available Airport operational information, which would include but is not limited to fuel sales and based aircraft. Historical aviation activity will also be analyzed for the Airport by demand component. Existing projections from the FAA's Terminal Area Forecast (TAF) and State forecasts will also be utilized.

Airport User Survey

A comprehensive Airport user survey will be developed in coordination with City staff to obtain local Airport operational information. A separate Airport and business survey will be developed. This user surveys will be developed by the Consultant, administered online and the results will be tabulated and distributed to the City. Information on how to access the survey will be provided to the City. It will be the responsibility of the City to distribute information on how to complete the user survey to local pilots. Any specific follow-up interviews via phone or e-mail will be completed by the Consultant to obtain necessary information. Other follow-ups will be completed by the City at their choosing.

Aviation Forecasts

Through the Airport records, historical activity research, existing projections, user survey, and follow-up interviews; data will be obtained on activity levels showing local/itinerant operations and approach type/design group, in addition to critical design aircraft and based aircraft by approach type/design group. The following components of aviation demand will be projected for 5-, 10-, and 20-years:

- Aircraft operations
 - General aviation (local/itinerant)
 - Military
- Based aircraft
- Aircraft fleet mix (based/itinerant)
- Critical design aircraft

Projections of aviation demand will be developed using standard FAA forecasting methodologies, such as share of the market, regression analysis, time series analysis, and trend line analysis. Peak hour aircraft operations will also be developed using best available data and consultant-developed factors.

Results of this element will be used to determine future needs for airside, landside, and support facility components at the Airport. Methodologies used in this task will be reviewed with the City and the FAA Airports District Office before the element is finalized. Close coordination will be maintained to ensure acceptance of the projection approach. The aviation forecasts will be reviewed and approved by the FAA before further proceeding with the Airport Master Plan study.

Deliverables

Deliverables associated with this task will include a report which summarizes, with appropriate graphs, charts, maps, and drawings, the methods and results of the projections of aviation demand. Once reviewed by the FAA, these findings will be used as part of a chapter in the final Airport Master Plan report.

10.0 Demand/Capacity Analysis

Within this task, current activity levels will be compared to the Airport's operational capacity. Using established FAA criteria and the findings from previous work efforts (i.e. inventory, and projections). Consultant will review the existing runway configuration to determine its capacity and limitations. The capacity of the Airport's existing aviation facilities will be compared to demand projections for the short-, intermediate-, and long-range planning periods (5-, 10-, and 20-years). Surpluses and deficiencies will be identified. The existing Airport will be reviewed for any FAA safety deficiencies.

The Airport's ability to accommodate existing and projected activity will be determined using approved FAA capacity methodologies. The capacity, or that level of activity at which unacceptable delay occurs, will be compared with aviation projections to determine if and when additional capacity should be provided in the future.

Airside facilities at the Airport will be analyzed. Using the FAA's methodology for calculating annual service volume (ASV), the Airport's annual operational processing capacity will be estimated. Inputs for this analysis include aircraft fleet mix, navigation aids, physical orientation of runways and taxiways, spacing of taxiway exits, percentage of the Airport's training activity, and peaking characteristics.

Landside facilities at the Airport will also be analyzed in terms of their capacity and ability to accommodate current demand. Using FAA guidelines, as well as consultant-developed factors, capacities of landside facilities such as hangars and apron space will be determined. To determine their adequacy, these capacities will be compared to current and projected demand identified during the inventory and forecast elements. A simple analysis of passenger terminal area facilities (passenger terminal building, terminal area parking facilities) will also be performed.

Deliverables

Deliverables for this task will include a summary of the findings of this task which will be used as a portion of a chapter in the final master plan document. The summary will be provided to the Airport staff and MPAG as part of the MPAG meetings.

11.0 Facility Requirements

Required facilities will be identified through the inventory of existing facilities and the capacity analyses when compared to projections of aviation demand. Anticipated timing of required improvements will also be identified. FAA Advisory Circulars (AC) referenced as part of this task will include but not be limited to: AC 150/5300-13, *Airport Design*; FAR Part 77, *Safe, Efficient Use, and Preservation of Navigable Airspace*; 150/5060-5 *Airport Capacity and Delay*, and 150/5070-6B *Airport Master Plans*.

Tabulated wind data will be obtained from the National Climatic Data Center for the most current 10-year data. Full All-Weather, VFR, and IFR wind roses will be prepared for use in this Airport Master Plan and the ALP update.

Utilizing current FAA planning criteria, the Consultant will review the facility needs based on projected future activity and the Airport's role in the local, regional and national aviation and economic system. Facilities to be analyzed using best available information include:

- Approaches
- Runways
- Runway Safety Areas
- Taxiways
- Aircraft apron areas
- FBO, corporate, and general aviation facilities
- Aircraft storage and hangar areas
- Support facilities such as maintenance and utilities
- Fuel farms
- Airport access and circulation
- Storm water utilities

Future requirements will provide the basis for evaluating alternative development actions that might be adopted to satisfy the need for improved facilities. The facility requirements analysis for the Airport will focus on a number of specific issues that are most important to the Airport's future growth and development. The alternatives analysis will identify, review, and evaluate options for accommodating these activities in their existing location over the planning period. The objective of the facility requirements analysis will be to ensure that each of the Airport's functional aviation areas has long-term flexibility and growth potential that will enable it to respond to changing demand scenarios. Facility requirements will generally be tied to the 5-, 10-, and 20-year demand projections developed as part of this study. The ADO has identified a need for Airport Master Plans to identify any Airport design deficiencies. A summary of the existing Airport's compliance with FAA existing Airport design standards will be completed in this section.

Deliverables

Deliverables for this task will include summaries of the facility requirements for review by Airport staff, MPAG and the FAA. This summary will be used to create a portion of a final chapter in the master plan report.

12.0 Alternatives Analysis

Consultant will develop and document feasible alternatives for the development of the Airport's facilities, based on the results of the previous tasks. Each of the alternatives will be graphically illustrated, as appropriate, and presented to the Airport and MPAG for review and consideration. These alternatives will take into consideration the long-term development of the Airport, while also planning for the near-term implementation of projects.

The next step in the alternatives analysis will be to identify potential alternatives for meeting future facility requirements. Alternatives will be identified, graphically depicted, and evaluated in light of demand projections, the capacity analysis, and facility requirements determination. Once reasonable development alternatives have been identified; their merits and deficiencies will be compared. Factors to be considered in the evaluation may include:

- FAA Design Criteria
- Safety Standards
- Capacity Recommendations
- Expansion Potential
- Compatibility Issues (including Land Use/Zoning)
- Off-Airport Development Potential
- Operational Impacts
- Economic Impacts

- Environmental Impacts
- Overall Feasibility
- Clear Airspace

Other factors may include sustainability. Basic sustainability goals and objectives may be developed through discussions with Airport management, and may be used to evaluate each alternative and its ability to meet and/or comply with these standards. No additional special studies related to sustainability will be completed in this scope of services. Airfield and hangar/terminal area alternatives will be evaluated independently. It is assumed that up to five (5) airfield alternatives will be developed, and up to three (3) terminal area alternatives will be developed. Each alternative will include graphical depictions of each development “footprint”. A preliminary screening process is not anticipated; however input from the MPAG will be solicited about desired airfield and hangar/terminal alternatives to be evaluated. An intensive planning session(s) will be held to present, review, and evaluate the alternatives.

The alternatives will be quantitatively and qualitatively ranked, according to their performance against safety, capacity, and compatibility criteria. A preferred development alternative for each of the functional components will then be selected by the MPAG. Location options and development needs for support facilities will be reviewed and investigated as part of this phase of the alternatives analysis. Some facilities may have a single, logical development option associated with them. For those facilities, an analysis of alternatives may not be necessary.

The alternatives analysis will result in identification of a recommended course of action for the Airport to follow over the ensuing 20-year planning period. The logic and justification for following the recommended plan will be detailed. At this stage of the study, the plan will be conceptual in nature and will be subject to further refinement, particularly through the financial feasibility analysis, environmental overview, and as detailed layout plans are prepared in subsequent tasks.

Deliverables

Deliverables for this task will include graphics and text as appropriate to summarize and document the merits of each alternative developed. This information will be presented in a working paper format which will ultimately be included in the Airport Master Plan report document.

13.0 Environmental Overview

The objectives of this task are to prepare a summary of the inventory of environmentally sensitive features of the Airport and the potential impacts upon those as part of the recommended development plan. The inventory will include readily available information and review the following:

- Potential environmental impacts of the selected airspace/land use/airfield/landside plan to allow refinement of the plan.
- Potential significance of the impacts.
- Possible abatement and mitigation measures which may reduce or eliminate any potentially significant adverse impacts.
- Prior environmental and planning documents.
- Current site conditions at the Airport.

A preliminary overview of environmental resource categories known or easily visible upon site inspection will be done in conformance with the most current FAA Order 1050.1E, *Environmental Impacts: Policies and Procedures*, FAA Order 5050.4B, *National Environmental Policy Act (NEPA) Implementing Instructions for Airport Actions*, FAA Advisory Circulars and applicable federal, state and local regulations. Any of the other environmental resource categories where an impact may be anticipated will be identified as a potential impact.

The environmental overview is not intended to substitute for a National Environmental Policy Act (NEPA) document. It is to provide information on obvious environmental resources applicable to the Airport. For master planning it is not necessary to carry out substantial investigations such as cultural resource studies or wetland delineations or to define all environmental factors needed for a NEPA document. This scope of work does not include the depth of NEPA review to meet the requirements of an Environmental Assessment or Environmental Impact Statement. It is intended to be used as a basis for these documents.

The environmental overview will include the following environmental inventory items and contain appropriate discussion in the Airport Master Plan report.

Aircraft Noise

Aircraft noise is a component of Airport operations that, when evaluated, identifies the influence of Airport activity beyond Airport property. A detailed noise evaluation will not be performed as part of this master plan study. A short summary of the FAA noise impact thresholds will be discussed. But if recommended at a later date can be added back in under the “Additional/Optional Services” Task.

Compatible Land Use

Provide a short narrative of compatible land use per various FAA Advisory Circulars and State criteria.

- Location of Land Use Compatibility
 - Residential
 - Public Use (churches, schools, hospitals)
 - Commercial Use
 - Manufacturing and Production
 - Recreational
- Identify zoning and/or platting associated within the Airport vicinity for land use compatibility
 - Residential
 - Commercial
 - Industrial
 - Agricultural
 - Public
 - Other
- Location of landfills, sewage treatment lagoons, wetlands
- Location of known DOT 4(f) land within a one-mile radius (recreational and historic)
- Location of possible planned water features within 10,000 ft of ARP
- Location of floodplains and floodways
- Prime and unique farmlands on Airport or projected to be acquired by Airport

This task will include a discussion of compatible land use issues in the Airport Master Plan report. To the extent necessary, based on changes in the existing land use and other conditions identified in the inventory portion of the Airport Master Plan, a land use plan will be developed that depicts the existing and recommended land uses for all land within the Airport property boundaries and in the surrounding vicinity of the Airport (generally defined at one mile of the runway ends and one-half mile parallel to the sides of the runway).

The Airport Master Plan will specifically categorize and identify proposed facilities and land use compatibility recommendations in accordance with applicable local, State, and FAA standards. Recommendations for local comprehensive plans will be completed and documented in the Airport Master Plan report.

Historic and Archeological

It is known that the Airport may have historical significance. Assessment of the local area and/or Airport environs will be completed to identify existing resources that have been recorded. The assessment will include a literature search at the State Historic Preservation Office (SHPO) to identify known archaeological sites and recorded properties on the National Register of Historic Places (NRHP). No on-site evaluation of structures or field survey will be conducted.

Water Quality

Review existing site drainage conditions and concerns:

- Appraise and map existing Airport drainage facilities including streams, culverts, ditches, drains, drainage control structures, berms, secondary containment, piping, and direction of flows
- Map future Airport drainage facilities

Fish, Wildlife, and Plants

Short narrative describing wildlife habitat and potential wildlife hazard issues.

- Literature/other review for endangered species and habitats on/near Airport.
- Literature/other review for fish, wildlife, plants, habitats, and migration routes on/near Airport (narrative from wildlife assessment)
- Summarize current wildlife controls – fences, mitigation, permits

Hazardous Materials and Solid Waste

Review site records and conduct no more than three interviews to perform an evaluation for known hazardous and solid waste issues associated with the Airport.

- Determine location of potentially contaminated areas
- Locate and size fuel storage, dispensing, and containment
- Locate and size agriculture operations, storage, mixing, and containment
- Location and type of maintenance activities

A Recycling Management Plan will be completed by the Consultant to meet new FAA requirements as outlined in Program Guidance Letter 12-08. These components will be added to the environmental evaluation in this task. The work will include the following:

- A waste audit;
- The feasibility of solid waste recycling at the Airport;
- Minimizing the generation of solid waste at the Airport;
- Operation and maintenance requirements;
- The review of waste management contracts; and
- The potential for cost savings or the generation of revenue.

No technical guidance has been released from FAA on the requirements of a Recycling Management Plan. The scope of this work will meet the requirements available at the time of this agreement. Additional FAA guidance released during this project will be utilized as much as possible without increasing project cost.

Wetlands

Discuss presence of wetlands on Airport property. Wetlands data will be taken from National Wetland Inventory Maps available, visual observations, or other available records.

- Map NWI wetland determinations
- Map other “wet lands” noted but not formally delineated.
- Map FEMA floodplain and floodway.

Deliverables

Deliverables for this task will be incorporated into the appropriate chapters such as existing conditions and alternatives development and evaluation. Any refinements to the preferred alternative based on the environmental analysis will be discussed in a white paper, and incorporated into the Airport Master Plan report.

14.0 Implementation / Financial Feasibility Analysis

The Airport Master Plan will identify various projects that are necessary to implement the preferred alternative.

The Consultant will formulate a list of projects according to applicable local, State, and Federal needs identified in this planning study. Cost estimates for the project will be developed to support this element of the Airport Master Plan. A preliminary Airport implementation plan will be developed to help determine the desired sequencing of projects identified for development. A five year Airport Capital Improvement Plan (ACIP) will be updated as part of this task.

This task will complete an ACIP funding plan and will include an analysis that will demonstrate the Sponsor's ability to fund the projects developed in the facilities requirements phase and scheduled through the phasing plan. This will include a review of the existing revenue and expenses for the Airport and the development of a financial plan to coincide with the phasing of the future projects shown on the ACIP for the Airport.

a. Existing Airports Financial Structure

This task will review the Airport's existing financial structure including revenue and expenses. This will consist of all current Airport contracts and informal business relationships on the Airport involving revenue producing areas such as, fuel facilities, fixed based operators and leased areas (hangar and land), both short and long term. This will formulate the base for capacity for the funding of future projects.

b. ACIP Financial Feasibility Plan

The ACIP will be assimilated with the development phasing plan for the Airport and future funding sources will be identified for the improvement projects of each phase. The potential funding sources will be clearly identified for each year of the financial plan following the anticipated schedule of the ACIP. The standard funding sources will include non-Primary Entitlement Funds, Federal Discretionary, State Apportionment, State, Airport Revenue and Local General Funds. Changes/increases in local revenue sources will be identified at each stage of recommended development, including increase in operations, users, leases, fuel sales projections, etc. that will naturally occur after the specific project is completed. It will also include a summary of the projected future expenses that will be incurred by the Airport for future projects as recommended by the ACIP.

Deliverables will be a summary report of all of the pertinent business terms, revenue generated from each source and recognition of the future local match for the projects scheduled in the ACIP. It will also lay out the funding strategies needed for each of the capital improvements shown on the ACIP using standard funding sources and include a pro forma cash flow analysis.

c. Revenue Enhancement and Review of Alternative Strategies

Revenue Enhancement: In order to help the airport improve their financial condition and keep costs at a reasonable level, a comparison of the Airport to other comparable airports will be conducted to identify ways to increase revenues. This subtask examines how those potential aviation activities could affect the immediate airport environs, including community, governmental, and environmental considerations. From a financial/revenue stream perspective, this

subtask includes a discussion of how revenue streams and cost expenditures are created through various aviation activities.

In the event that the available standard funding sources (described above) are not sufficient to cover the full project costs associated with the ACIP, and the revenue generated by the Airport facilities is not sufficient to cover the local share, a revenue enhancement plan will be developed to target specific large capital expenses anticipated through the ACIP and phasing plans. This would include developing alternative strategies for user fee based approaches, Public Private Partnership (PPP) opportunities, and third party developer funding alternatives.

Deliverables will include, a management plan for developing and occupying the facilities including timeframe, and an identification of resources required for each proposed revenue generation facility corresponding with the ACIP. A summary report detailing the type of revenue enhancement, the timing and the estimate financial gains will be provided. This will be incorporated into the summary report developed under (b) above.

d. Financial Feasibility Report

A financial feasibility report will be completed based on the data and plans developed through (a)-(c) above. It will include detailing the existing revenue and expenses, historical cash flow, the funding plan for the ACIP, timing of future revenue generation strategies and an overall summary of the cash flow analysis over the planning period.

e. Meetings

Subconsultant will participate in six (6) meetings throughout the course of the contract at an average of four (4) hours per meeting.

15.0 Documentation

An effective Airport plan places emphasis on developing concise, effective study documentation. Several types of materials will be produced to document the planning process as noted below. The report sections or chapters will be provided for FAA and local review, as will the draft and final documents.

Airport Master Plan Report

The Consultant shall prepare twenty (20) paper copies a draft and final Airport Master Plan Report which will summarize the planning process and document the findings of the elements outlined in this scope of services. This report will be written so that it can be easily understood by the general public. The format of the report will be determined through discussions with City staff, but will be based on the individual sections or chapters developed in the individual technical elements of this project. The final product will include a locally adopted Airport Master Plan report.

Anticipated sections/chapters of the Airport Master Plan report include:

- Introduction
- Facility Inventory
- Aviation Demand Forecasts
- Demand/Capacity and Facility Requirements
- Alternative Analysis
- Environmental Overview
- Preferred Alternative (if necessary)
- Financial Analysis
- Appendices

Electronic files of the Airport Master Plan in Adobe PDF format will also be provided to the City, and be posted on the project website. It is recommended that the City post the Airport Master Plan report on the City's Airport website for on-going reference.

The Consultant shall prepare up to twenty (20) bound paper copies of the draft and final Airport Master Plan Report which will summarize the planning process and document the findings of the elements outlined in this scope of services.

Two (2) hard copy drafts of the Airport Master Plan will be each sent to FAA and Iowa DOT Office to provide an opportunity for review and comment prior to proceeding with next chapters; forecast, alternatives analysis, implementation. One (1) final paper and electronic PDF copy of the Airport Master Plan will be each sent to FAA and Iowa DOT Office.

The Consultant will prepare an Executive Summary of the Airport Master Plan Update, summarizing the results of the analysis and outcome of the study. The summary is typically up to 12 panels/pages with summary exhibits. The summary can be used as a stand-alone product for City distribution as needed.

TASK 2 – AERONAUTICAL SURVEY

As identified by staff at FAA ADO, the completion this Airport Master Plan and Airport Layout Plan requires aeronautical survey and mapping services that meet the standards outlined in FAA Advisory Circular AC 150/5300-16A, -17C, and 18B. The survey requirements and deliverables will be completed for an "Airport Layout Plan" as identified in Table 2-1 of AC 150/5300-18B.

The required FAA Advisory Circulars have been established to provide survey specifications to collect safety critical and other Airport data. The specifications outline geodetic control, aerial imagery, survey, data attribution, and delivery requirements. The applicable FAA requirements include:

- FAA Advisory Circular 150/5300-16A *General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to the National Geodetic Survey*,
- FAA Advisory Circular 150/5300-17C *Standards for Using Remote Sensing*
- FAA Advisory Circular 150/5300-18B *General Guidance and Specifications for Submission of Aeronautical Surveys to NGS: Field Data Collection and Geographic Information System (GIS) Standards*.

In general, the Aeronautical Survey will accomplish the following goals:

- Produce a planimetric and topographic base-map necessary to create an Airport Layout Plan.
- Produce a robust dataset, formatted to the standards of the FAA Airports-GIS program, to enable the Airport and Commission to incorporate the Airport's data into a GIS system.
- Complete an "existing conditions" airspace analysis in compliance with FAA Airports-GIS standards. This will fulfill FAA requirements for Airport Layout Plan projects by supplying the FAA with airspace/obstruction data based on existing conditions.
- Complete a Part 77 obstruction analysis in order to produce obstruction data necessary for developing the Airspace sheets of the Airport Layout Plan (in compliance with FAA requirements).
- Complete specialized/custom obstruction data collection necessary to complete a feasibility study on the relocation of runway ends.
- Assist the Commission and Airport in understanding, compliance with, and incorporating FAA Airports-GIS standards.

Data collection and submittal will be limited to the existing Airport configuration for submittal to the FAA. Although not approved yet, the data can eventually be used to develop, in part, an electronic Airport Layout

Plan (eALP).

The Consultant will assist the City with setup of the project on the FAA Airports GIS website (<https://airports-gis.faa.gov/airportsgis/>) and designation of the Consultant's representatives. Required deliverables to the FAA ADO or National Geodetic Survey (NGS) to successfully complete an Aeronautical Survey project include the following:

- Statement of Work (FAA-ADO and FAA Airport GIS website)
- Survey Work and Qualify Control Plan (FAA Airport GIS website)
- Remote Sensing Plan (FAA GIS website)
- Aerial Photography Report (FAA GIS website)
- Airport Survey Digital Data File (FAA via hard drive)
- Final Surveyors Report (FAA GIS website)
- Digital Data Delivery (FAA GIS website)

Work will be completed by CONSULTANT and through sub-contract with CONSULTANT.

1.0 Geodetic Control

Geodetic Control is necessary to establish project control tied to the National Spatial Reference System (NSRS) to establish accurate vertical and horizontal benchmarks. The horizontal datum will be NAD83 and the vertical datum will be NAVD88.

No Primary and/or Secondary Airport Control Stations (PACS/SACS) currently exist at Storm Lake. The use of **Temporary Geodetic Control** will be utilizing on this project. If this is not acceptable to FAA then a scope of services will be developed to establish PACS/SACS at Storm Lake.

2.0 Aerial Photography

Aerial Photography is required by project specifications for development of an obstruction analysis. The photography will also be used to develop an overall Airport base map of planimetric features. The team will develop a flight plan, acquire the photography, process and analyze the imagery. This includes stereo photography and ortho photography as required by FAA AC 150/5300-17C.

Ground control points for aerial imagery will be determined and ground surveyed to provide accuracy for the aerial imagery acquisition. The control positions will be determined with direct ties to the Temporary Control developed for Storm Lake. The capture of aerial photography will be completed once the ground control stations are set. For the obstruction analysis, tree canopies must be in full bloom providing full 'leaf-on' conditions. Two imagery acquisition flights are planned to obtain the best imagery for base mapping and obstruction analysis at the Airport; one during leaf-off conditions to capture buildings within forested areas and one during leaf-on conditions to capture vegetative obstructions. Ortho photography will also be collected as required in AC 150/5300-17C.

The photography flight crew will collect the imagery as defined in the flight layout, encompassing the critical areas of the obstruction identification surfaces and planimetric base mapping. The imagery will be processed and geo-referenced. Models will then be produced for the planimetric base mapping and obstruction analysis.

3.0 Aeronautical Survey

An aeronautical survey is required to obtain and document critical airside information. Ground surveying will be completed to FAA AC 150/5300-18B standards for "Airport Layout Plans" utilizing temporary geodetic

survey control. Multiple survey methods will be used to capture critical runway, navigational aid (NAVAID), obstructions, and control points. This includes the following general surveying tasks for IOW:

- Survey Runway 17/35 ends and profile
- Survey Runway 13/31 ends and profile
- Survey Runway 6/24 ends and profile
- Monument Runway ends (if not already completed)
- Survey Navigational aids for all Runways

The horizontal and vertical points of each NAVAID and top obstruction point will be collected. Prior to survey, the project team will conduct field reconnaissance and Airport interviews to develop project understanding and ensure airfield operational safety is maintained. Airport officials and FAA will be utilized for assistance in identifying NAVAIDS on site or off Airport property.

4.0 FAA Obstruction Analysis

An aerial obstruction analysis will identify the top elevation of the tallest object within over the Airport's airspace surfaces. This mapping identifies representative objects that penetrate the surface under analysis including buildings, vegetation, fences, poles, and other objects. The purpose of this analysis is to determine the Airport's existing and potential future compliance with FAR Part 77 and other protected surfaces for Airport development alternatives explored in the Airport Master Plan. The data will assist in determining which off-Airport properties may require remedial action, such as the acquisition of property easements for object removal. Only representative points will be identified, i.e. not individual trees.

The Subconsultant will collect obstruction data within a defined special collection area so that an obstruction analysis can be performed by the Consultant. An airspace analysis will be performed for the existing airfield configuration. Natural and man-made objects within 10 feet of the critical airspace surfaces will also be identified. The airspace surfaces that may be evaluated include Threshold Siting Surfaces, FAR Part 77 surfaces, and TERPS Departure Surface.

5.0 FAA Planimetric Mapping & GIS Attributes

Aerial photography will be used to develop a planimetric map over the base mapping area which includes the Airport property and surrounding area. The on-Airport features group and class information populated will follow the required (not optional) critical elements as outlined in FAA AC 150/5300-18B. The data groups rendered into attributes will include data easily viewable via aerial photography and/or via site visit. All feature classes are excluded from this effort unless specifically described in this scope of services. Generally this Airport planimetric map will include:

- Runways
- Taxiways
- Buildings
- Navigational Aids
- Obstructions
- Landmarks

Items not included in the scope include wetlands, or other environmentally sensitive areas. The off-Airport base mapping area will include limited planimetric to include streets, buildings, and driveways. 1-foot ground contours will be developed within the identified base map boundary.

The data will be compiled into an AutoCAD format work product ready for delivery to FAA Airports GIS compliant with FAA AC 150/5300-18B. A digital file deliverable in the appropriate format will be completed to be uploaded to the Airports GIS website.

6.0 User-Defined Planimetric Mapping & GIS Attributes

FAA requires specific critical data to be collected to meet the minimum requirements of FAA AC 150/5300-18B. Additional data can be collected to better serve the Airport. In this GIS data collection effort, Airport Management has expressed an interest in including additional feature groups and classes. Data provided to the Consultant will be used to add additional GIS features and attributes. This will include the following:

- Airport Parcel: Available Airport property information (i.e. previous owner, parcel number, grant number, acreage) will be included to match Exhibit A. Fee and easement interests will be included.

7.0 Project Management, Reporting, Deliverables

The Consultant will manage the overall project, including administration and coordination of all efforts related to this work item including coordination with NGS and online portal, coordination with survey staff to produce an accurate product meeting industry standards, and monitoring work schedules to ensure deadlines are met.

The Consultant will be responsible for providing the Airport with a regular progress reports to communicate the team's progress throughout the project. Each progress report will contain progress updates and significant schedule or work issues with the project. Data files and reports will be prepared and delivered as defined in AC 150/5300-16A, 17B, and 18B. The FAA requires a geodetic control report to the NGS (if applicable), an aerial imagery report to the NGS for use in validation, and a final project completion report. The final project completion report will include a complete synopsis of each of the survey tasks completed.

Final deliverables to the Airport will include two (2) CDs containing digital GIS shapefiles of the existing Airport, and four (4) poster-size prints of the aerial photography captures as part of the project.

TASK 3 – AIRPORT LAYOUT PLAN

The Airport Layout Plan (ALP) will be updated to show development recommended in the Airport Master Plan for the Airport over the 20-year planning period. Consultant will build upon the base mapping and obstruction data produced in Task 2 – Aeronautical Survey to create base files and ALP sheets in AutoCAD format. All files will be provided to the Airport at the end of the study.

1.0 ALP Production

The Consultant will produce an ALP set in accordance with the FAA Central Region ALP Checklist (2011), and applicable State of Iowa standards. Preparation of the ALP will be based on the findings of the previous tasks and will include the following individual drawings:

- Title Sheet
- Airport Data Sheet(s)
- Airport Layout Plan Drawing(Existing & Future)
- Airport Layout Plan Drawing(Ultimate), if applicable
- Airport Airspace Drawing
- Runway 17 Inner Portion of the Approach Surface Drawing
- Runway 35 Inner Portion of the Approach Surface Drawing
- Runway 13 Inner Portion of the Approach Surface Drawing

- Runway 31 Inner Portion of the Approach Surface Drawing
- Runway 6 Inner Portion of the Approach Surface Drawing
- Runway 24 Inner Portion of the Approach Surface Drawing
- Building Area Drawing
- On-Airport & Off-Airport Land Use Drawing
- Airport Property Map / Exhibit A

This work includes an update to the Exhibit "A" Airport Property Map to comply with FAA requirements. Data collection related to this effort is identified in Task 1.

The Airport Layout Plan will consist of 22" x 34"(ANSI D) sheets, containing sufficient data to obtain approval from Iowa DOT and FAA. The Consultant will prepare draft versions of the ALP for Airport review. Once approved by the Airport, copies of the ALP will be sent to Iowa DOT for review by their Airport development, planning, and operations staff. Comments will be incorporated into the ALP for submittal to FAA for ADO review. A signed copy of the FAA ALP checklist and a list of changes from the previous ALP will also be submitted with the ALP submittal to the FAA-ADO for review. If acceptable to the ADO, an electronic version of the ALP will be prepared and uploaded to the Obstruction Evaluation Airport Airspace Analysis (OEAAA) online portal for FAA Lines of Business (LOB) review. The ALP will then be published as a final document for distribution upon receipt of FAA airspace review. The documentation will include the following:

- Four (4) Airport draft ALP sets (1 for Consultant and 3 for Airport review)
- Three (3) Iowa DOT draft ALP sets (1 for Airport, 1 for Iowa DOT, 1 for Consultant)
- Three (3) FAA ADO draft ALP sets (1 for Airport, 1 for FAA, 1 for Consultant)
- Five (5) final ALP sets for FAA and Airport signature (2 for Airport, 1 for the FAA, 1 for Iowa DOT, and 1 for Consultant)
- Two Disks (2) of CAD/Adobe PDF drawings of the final approved ALP
- GIS shapefiles of the ALP (future elements not to any FAA Airports GIS standard)

The Consultant will develop a transmittal package for each draft submittal which contains required supporting documentation for Iowa DOT and FAA review. This information will include the Executive Summary from the Airport Master Plan.

Preparation of these documents will be coordinated closely with Iowa DOT, FAA-ADO, and Airport staff. Final documents will reflect appropriate responses to comments received on draft materials from all reviewing agencies. Deliverables will include and FAA-approved ALP.

2.0 Project Management

This ALP effort includes communication among the project team for purposes of tracking the progress of the studies. Managing the various technical work tasks among the project team is necessary for a successful project. Project management duties will include:

- Developing and documenting the project plan
- Organizing the project team
- Launching the project activities
- Executing project activities
- Monitoring and controlling the project to achieve results
- Managing/mitigating risks and solving challenges
- Invoicing and monitoring project budget

Regular project status briefings will take place throughout the ALP process. These briefings will take place in person or via a telephone call or an email between the Assistance City Manager and Consultant's Project Manager or approved staff. These briefings will include status reports of current work, and discussion of any challenges in the study effort which may affect the schedule, process or budget.

TASK 4 – FUNDING ADMINISTRATION

Funding Administration is necessary to assist the Airport with obtaining funding for the proposed project. Work items are related to the tasks outlined as requirements to formulate, program, obtain, and close the grant for the project. This includes the preparation of necessary FAA environmental documentation and compliance with Disadvantaged Business Enterprise (DBE) requirements. The following tasks will be completed.

1.0 Grant Application and Administration

The Consultant shall update the Airport Capital Improvement Plan (ACIP) for the Airport as it relates to the Airport Master Plan and ALP project so that the project is identified for funding. The ACIP will also be updated at the end of the planning project to show new 5-year planned Airport improvements.

FAA project programming papers will be prepared as necessary to provide FAA necessary detail about the project for funding. Discuss project funding, eligibility, and process with FAA. Up to one (1) FAA grant application package for the project will be prepared and submitted to FAA. This will include a funding summary, project description, agreements for work to be performed, and a grant request letter

FAA Quarterly Performance Reports will be prepared while the grant is active as required by FAA to report project progress.

2.0 DBE Plan or Update

Because this project is not anticipated to use \$250,000 in Federal funds in one fiscal year, an updated DBE program will not be developed or updated to meet current 3-year program standards.

3.0 Prepare Environmental Documentation

No Environmental Documentation is necessary to be prepared by the Sponsor for this project.

4.0 Project Closeout

The Consultant shall prepare one (1) FAA long-form grant closeout report for the grant to cover the projects identified in this scope of services. This work includes research to determine final project costs, preparation of the report, coordination with the Airport, State, and FAA-ADO for review, and preparation of final documents for Airport approval.

I.B. ADDITIONAL/OPTIONAL SERVICES

Consulting services performed other than those authorized under Section I.B. shall not be considered part of the Basic Services and may be authorized by the CLIENT as Additional Services. Additional Services consist of those services, which are not generally considered to be Basic Services; or exceed the requirements of the Basic Services; or are not definable prior to the commencement of the project; or vary depending on the technique, procedures or schedule of the project contractor. Additional services may consist of the following:

1. Completion of additional special studies or facilitating/attending meetings not identified in Section I.A.
2. Periodic completion of grant reimbursement requests (i.e. Credit Applications).

3. Attendance of additional meetings beyond those identified in the above scope. These meetings would be authorized as needed by the City at an hourly basis per meeting.
4. All other services not specifically identified in Section I.A.

DETAILED WORK PLAN

ESTIMATED PERSON-HOURS AND FEES

SPONSOR: CITY OF STORM LAKE, IOWA

PROJECT: 2014 AIRPORT MASTER PLAN

CONSULTANT: BOLTON & MENK, INC.

AIRPORT MASTER PLANNING SERVICES

BOLTON & MENK		Fee
TASK 1 - AIRPORT MASTER PLAN		
PHASE I - PROJECT DEVELOPMENT AND CONTROL		
1.0	Project Formulation	\$640.00
2.0	Prepare/Negotiate Contract and Sub Contracts	\$640.00
3.0	Project Management	\$2,640.00
SUBTOTAL PHASE I		\$3,920.00
PHASE II - PUBLIC INVOLVEMENT AND MEETINGS		
4.0	Public Involvement Plan	\$2,880.00
5.0	Public Involvement / Meetings	\$8,110.00
6.0	Public Involvement / Meeting Materials	\$4,570.00
SUBTOTAL PHASE II		\$15,560.00
PHASE III - DATA COLLECTION AND ANALYSIS		
7.0	Data Collection & Property	\$3,700.00
8.0	Existing Airport Review	\$4,690.00
9.0	Aviation Demand Forecasts	\$3,500.00
10.0	Demand/Capacity Analysis	\$1,020.00
11.0	Facility Requirements	\$2,320.00
12.0	Alternatives Analysis	\$2,560.00
13.0	Environmental Overview	\$2,320.00
14.0	Implementation / Financial Feasibility Analysis	\$2,480.00
15.0	Documentation	\$2,260.00
SUBTOTAL PHASE III		\$24,850.00
TOTAL TASK 1 - AIRPORT MASTER PLAN		\$44,330.00
OPTIONAL SERVICES		
1.0	Data Collection & Property	\$0.00
TOTAL TASK 1 - OPTIONAL SERVICES		\$0.00
TASK 2 - AERONAUTICAL SURVEY		
1.0	FAA Aeronautical Survey	\$14,420.00
2.0	Alternative Obstruction Analysis	\$1,380.00
3.0	Other Surveying	\$4,720.00
TOTAL TASK 2 - AERONAUTICAL SURVEY		\$20,520.00
TASK 3 - AIRPORT LAYOUT PLAN UPDATE		
1.0	ALP Production	\$13,095.00
2.0	Project Management	\$1,280.00
3.0	Documentation	\$1,110.00
TOTAL TASK 3 - AIRPORT LAYOUT PLAN		\$15,485.00
TASK 4 - FUNDING ADMINISTRATION		
1.0	Grant Application and Administration	\$2,420.00
2.0	DBE Plan or Update	\$0.00
3.0	Prepare Environmental Documentation	\$0.00
4.0	Project Closeout	\$1,370.00
TOTAL TASK 4 - FUNDING ADMINISTRATION		\$3,790.00
TOTAL FEES		\$84,125.00

SUB-CONSULTANTS	Fee
Photogrammetrist for Imagery Obstruction Analysis (QUANTUM)	\$38,000.00
Financial Feasibility Analysis (MARR/ARNOLD)	\$25,000.00
Other	\$0.00
Other	\$0.00
TOTAL SUB-CONSULTANTS	\$63,000.00

EXPENSES	Fee
MARR/ARNOLD Expenses	\$600.00
MPAG Project Binders (12 @ \$10/ea)	\$0.00
Storage Media for AGIS Imagery	\$0.00
Johnson County Online Property Account (1 month for Optional)	\$0.00
Johnson County Reproduction Costs (for Optional Services)	\$0.00
Bolton & Menk Travel Expenses	\$0.00
TOTAL EXPENSES	\$600.00

TASK BREAKDOWN (INCLUDING EXPENSES)	Fee
TASK 1 - AIRPORT MASTER PLAN	\$69,930.00
OPTIONAL SERVICES	\$0.00
TASK 2 - AERONAUTICAL SURVEY	\$58,520.00
TASK 3 - AIRPORT LAYOUT PLAN UPDATE	\$15,485.00
TASK 4 - FUNDING ADMINISTRATION	\$3,790.00
TOTAL FEES	\$147,725.00

TOTAL CORE SERVICES	\$147,725.00
TOTAL OPTIONAL SERVICES	\$0.00

TOTAL BOLTON & MENK FEES	\$84,125.00
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TOTAL SUB-CONSULTANTS	\$63,000.00
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TOTAL EXPENSES	\$600.00
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TOTAL	\$147,725.00
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TOTAL ROUNDED FOR LUMP SUM	\$147,800.00
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TOTAL ANTICIPATED FEDERAL SHARE (90%)	\$133,020.00
TOTAL ANTICIPATED LOCAL SHARE (10%)	\$14,780.00

Item No.	2014 Billing Rates	Principal \$160.00	Sr. Aviation Project Manager \$0.00	Sr. Environmental Planner \$105.00	Project Engineer, Trans. Planner \$0.00	Lead Aviation Planner \$120.00	Staff/Aviation Planner \$85.00	Senior CAD/GIS Technician \$0.00	CAD/GIS Technician, Design Engineer \$75.00	Principal Surveyor \$145.00	Licensed Land Surveyor (2 person crew) \$150.00	Clerical \$65.00	Total Hours		Cost Summary
TASK 1 - AIRPORT MASTER PLAN															
PHASE I - PROJECT DEVELOPMENT AND CONTROL															
1.0 Project Formulation															
1.1	Project Scoping Meetings	0	0	0	0	2	0	0	0	0	0	0	2		\$240.00
1.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3		\$400.00
Estimated Total Man-hours		1	0	0	0	4	0	0	0	0	0	0	5		
Summary Costs		\$160.00	\$0.00	\$0.00	\$0.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$640.00
2.0 Prepare/Negotiate Contract and Sub Contracts															
Estimated Total Man-hours		1	0	0	0	4	0	0	0	0	0	0	5		\$640.00
Summary Costs		\$160.00	\$0.00	\$0.00	\$0.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$640.00
3.0 Project Management															
3.1	Project Management	2	0	0	0	6	0	0	0	0	0	0	8		\$1,040.00
3.2	Sponsor Coordination	2	0	0	0	6	0	0	0	0	0	0	8		\$1,040.00
3.3	Consultant Coordination	2	0	0	0	2	0	0	0	0	0	0	4		\$560.00
Estimated Total Man-hours		6	0	0	0	14	0	0	0	0	0	0	20		
Summary Costs		\$960.00	\$0.00	\$0.00	\$0.00	\$1,680.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$2,640.00
PHASE I - PROJECT DEVELOPMENT AND CONTROL													TOTAL		\$3,920.00
PHASE II - PUBLIC INVOLVEMENT AND MEETINGS															
4.0 Public Involvement Plan															
4.1	Develop Public Involvement Plan	0	0	0	0	16	0	0	0	0	0	0	16		\$1,920.00
4.2	Public Involvement Management	0	0	0	0	8	0	0	0	0	0	0	8		\$960.00
Estimated Total Man-hours		0	0	0	0	24	0	0	0	0	0	0	24		
Summary Costs		\$0.00	\$0.00	\$0.00	\$0.00	\$2,880.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$2,880.00
5.0 Public Involvement / Meetings															
5.1	Advisory Group Meetings (4)	0	0	0	16	16	0	8	4	0	0	4	48		\$2,480.00
5.2	Project Meetings (2)	0	0	0	0	0	0	0	0	0	0	0	0		\$0.00
5.3	Other Project Meetings	0	0	0	0	0	0	0	0	0	0	0	0		\$0.00
5.4	Local Representative Meetings	4	0	0	0	4	0	0	0	0	0	0	8		\$1,120.00
5.5	Public Informational Meetings (1)	8	0	0	0	4	2	0	4	0	0	4	22		\$2,490.00
5.6	City Council / Commission / Board Meetings (2)	8	0	0	4	4	0	0	0	0	0	4	20		\$2,020.00
5.7	Other Outreach - Neighborhood Meetings	0	0	0	0	0	0	0	0	0	0	0	0		\$0.00
5.8	Other Outreach - Local Landowner Meeting	0	0	0	0	0	0	0	0	0	0	0	0		\$0.00
Estimated Total Man-hours		20	0	0	20	28	2	8	8	0	0	12	98		
Summary Costs		\$3,200.00	\$0.00	\$0.00	\$0.00	\$3,360.00	\$170.00	\$0.00	\$600.00	\$0.00	\$0.00	\$780.00			\$8,110.00
6.0 Public Involvement / Meeting Materials															
6.1	Develop/Maintain/Update Project Website	0	0	0	0	6	0	0	4	0	0	0	10		\$1,020.00
6.2	Develop Newsletters	0	0	0	0	0	0	0	0	0	0	0	0		\$0.00
6.3	Prepare Meeting Handouts and/or Presentations (7)	0	0	0	7	14	10	0	4	0	0	0	35		\$2,830.00
6.4	Prepare Meeting Notes (7)	0	0	0	0	6	0	0	0	0	0	0	6		\$720.00
6.4	Public & Resource Agency Review Outreach	0	0	0	0	0	0	0	0	0	0	0	0		\$0.00
Estimated Total Man-hours		0	0	0	7	26	10	0	8	0	0	0	51		
Summary Costs		\$0.00	\$0.00	\$0.00	\$0.00	\$3,120.00	\$850.00	\$0.00	\$600.00	\$0.00	\$0.00	\$0.00			\$4,570.00
Expenses														Rate	
	Auto Rental	0	0	0	0	0	0	0	0	0	0	0	0 Days	\$75.00	\$0.00
	Mileage	0	0	0	0	0	0	0	0	0	0	0	0 Miles	\$0.57	\$0.00
	Lodging	0	0	0	0	0	0	0	0	0	0	0	0 Days	\$85.00	\$0.00
	Meals	0	0	0	0	0	0	0	0	0	0	0	0	\$15.00	\$0.00
	Reproductions	0	0	0	0	0	0	0	0	0	0	0	0	\$250.00	\$0.00
	Other	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00	\$0.00
280 miles round trip from Ames													Total Expenses		\$0.00
PHASE II - PUBLIC INVOLVEMENT AND MEETINGS													TOTAL		\$15,560.00

Item No.	2014 Billing Rates	Principal \$160.00	Sr. Aviation Project Manager \$0.00	Sr. Environmental Planner \$105.00	Project Engineer, Trans. Planner \$0.00	Lead Aviation Planner \$120.00	Staff/Aviation Planner \$85.00	Senior CAD/GIS Technician \$0.00	CAD/GIS Technician, Design Engineer \$75.00	Principal Surveyor \$145.00	Licensed Land Surveyor (2 person crew) \$150.00	Clerical \$65.00	Total Hours		Cost Summary
PHASE III - DATA COLLECTION AND ANALYSIS															
7.0 Data Collection & Property															
7.1	Obtain / Review Previous Reports / Data	0	0	0	0	0	8	0	8	0	0	0	16		\$1,280.00
7.2	Perform Property Records Search	0	0	0	0	0	8	0	0	12	0	0	20		\$2,420.00
Estimated Total Man-hours		0	0	0	0	0	16	0	8	12	0	0	36		
Summary Costs		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,360.00	\$0.00	\$600.00	\$1,740.00	\$0.00	\$0.00			\$3,700.00
8.0 Existing Airport Review															
8.1	Conduct Site Inspection / Research	0	0	0	2	0	12	0	2	0	0	0	16		\$1,170.00
8.2	Perform Basic Environmental Overview	0	0	12	2	0	4	0	4	0	0	0	22		\$1,900.00
8.3	Prepare Existing Facilities Summary	0	0	0	4	0	12	0	8	0	0	0	24		\$1,620.00
Estimated Total Man-hours		0	0	12	8	0	28	0	14	0	0	0	62		
Summary Costs		\$0.00	\$0.00	\$1,260.00	\$0.00	\$0.00	\$2,380.00	\$0.00	\$1,050.00	\$0.00	\$0.00	\$0.00			\$4,690.00
9.0 Aviation Demand Forecasts															
9.1	Conduct Airport / Business User Survey	0	0	0	0	0	12	0	0	0	0	8	20		\$1,540.00
9.2	Perform Aviation Forecasting	0	0	0	0	0	12	0	0	0	0	0	12		\$1,020.00
9.3	Prepare Aviation Forecast Summary	0	0	0	0	0	8	0	0	0	0	4	12		\$940.00
Estimated Total Man-hours		0	0	0	0	0	32	0	0	0	0	12	44		
Summary Costs		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$780.00			\$3,500.00
10.0 Demand/Capacity Analysis															
10.1	Perform Demand/Capacity Analysis	0	0	0	0	0	6	0	0	0	0	0	6		\$510.00
10.2	Prepare Aviation Capacity/Demand Summary	0	0	0	0	0	6	0	0	0	0	0	6		\$510.00
Estimated Total Man-hours		0	0	0	0	0	12	0	0	0	0	0	12		
Summary Costs		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,020.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$1,020.00
11.0 Facility Requirements															
11.1	Determine Facility Requirements	0	0	0	0	4	8	0	0	0	0	0	12		\$1,160.00
11.2	Prepare Facility Requirements Summary	0	0	0	0	4	8	0	0	0	0	0	12		\$1,160.00
Estimated Total Man-hours		0	0	0	0	8	16	0	0	0	0	0	24		
Summary Costs		\$0.00	\$0.00	\$0.00	\$0.00	\$960.00	\$1,360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$2,320.00
12.0 Alternatives Analysis															
12.1	Formulate Alternatives	0	0	0	8	4	0	0	6	0	0	0	18		\$930.00
12.2	Develop Alternatives Analysis	0	0	0	0	2	0	0	0	0	0	0	2		\$240.00
12.3	Prepare Alternatives Exhibits	0	0	0	0	2	0	10	10	0	0	0	22		\$990.00
12.4	Prepare Alternatives Summary	1	0	0	8	2	0	0	0	0	0	0	11		\$400.00
Estimated Total Man-hours		1	0	0	16	10	0	10	16	0	0	0	53		
Summary Costs		\$160.00	\$0.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00			\$2,560.00
13.0 Environmental Overview															
13.1	Noise Analysis	0	0	0	0	0	0	0	0	0	0	0	0		\$0.00
13.2	Compatible Land Use	0	0	2	0	0	0	0	2	0	0	0	4		\$360.00
13.3	Historic and Archaeological	0	0	2	0	0	0	0	2	0	0	0	4		\$360.00
13.4	Water Quality	0	0	1	0	0	0	0	2	0	0	0	3		\$255.00
13.5	Fish, Wildlife, Plants	0	0	1	0	0	0	0	0	0	0	0	1		\$105.00
13.6	Hazardous Materials and Solid Waste	0	0	2	0	0	0	0	0	0	0	0	2		\$210.00
13.7	Wetlands / Floodplain	0	0	2	0	0	0	0	0	0	0	0	2		\$210.00
13.8	Perform Environmental Impact Analysis	0	0	2	0	0	0	0	0	0	0	0	2		\$210.00
13.9	Prepare Environmental Impact Summary	0	0	1	0	0	0	0	0	0	0	0	1		\$105.00
13.10	Prepare Preferred Alternative Summary	1	0	1	0	2	0	0	0	0	0	0	4		\$505.00
Estimated Total Man-hours		1	0	14	0	2	0	0	6	0	0	0	23		
Summary Costs		\$160.00	\$0.00	\$1,470.00	\$0.00	\$240.00	\$0.00	\$0.00	\$450.00	\$0.00	\$0.00	\$0.00			\$2,320.00
14.0 Implementation / Financial Feasibility Analysis															
14.1	Prepare Project Cost Estimates	0	0	0	0	2	4	0	0	0	0	0	6		\$580.00
14.2	Develop Preliminary Implementation Plan	0	0	0	0	2	0	0	0	0	0	0	2		\$240.00
14.3	Airport Financial Plan Project Coordination	0	0	0	0	4	0	0	8	0	0	0	12		\$1,080.00
14.4	Prepare Implementation Summary	1	0	0	1	1	2	0	0	0	0	2	7		\$580.00
Estimated Total Man-hours		1	0	0	1	9	6	0	8	0	0	2	27		
Summary Costs		\$160.00	\$0.00	\$0.00	\$0.00	\$1,080.00	\$510.00	\$0.00	\$600.00	\$0.00	\$0.00	\$130.00			\$2,480.00
15.0 Documentation															
15.1	Compile Master Plan Report	1	0	0	4	0	8	0	0	0	0	12	25		\$1,620.00
15.2	Prepare Executive Summary	0	0	0	1	0	4	0	4	0	0	0	9		\$640.00
Estimated Total Man-hours		1	0	0	5	0	12	0	4	0	0	12	34		
Summary Costs		\$160.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,020.00	\$0.00	\$300.00	\$0.00	\$0.00	\$780.00			\$2,260.00
Expenses															
Auto Rental		0	0	0	0	0	0	0	0	0	0	0	0 Days	\$75.00	\$0.00
Mileage		0	0	0	0	0	0	0	0	0	0	0	0 Miles	\$0.55	\$0.00
Lodging		0	0	0	0	0	0	0	0	0	0	0	0 Days	\$85.00	\$0.00
Meals		0	0	0	0	0	0	0	0	0	0	0	0	\$15.00	\$0.00
Reproductions		0	0	0	0	0	0	0	0	0	0	0	0	\$250.00	\$0.00
Other		0	0	0	0	0	0	0	0	0	0	0	0	\$0.00	\$0.00
280 miles round trip from Ames														Total Expenses	\$0.00
PHASE III - DATA COLLECTION AND ANALYSIS															
														TOTAL	\$24,850.00
OPTIONAL SERVICES															
1.0 Data Collection & Property															
1.1	Perform Property Records Search	0	0	0	0	0	0	0	0	0	0	0	0		\$0.00
Estimated Total Man-hours		0	0	0	0	0	0	0	0	0	0	0	0		

Item No.	2014 Billing Rates	Principal \$160.00	Sr. Aviation Project Manager \$0.00	Sr. Environmental Planner \$105.00	Project Engineer, Trans. Planner \$0.00	Lead Aviation Planner \$120.00	Staff/Aviation Planner \$85.00	Senior CAD/GIS Technician \$0.00	CAD/GIS Technician, Design Engineer \$75.00	Principal Surveyor \$145.00	Licensed Land Surveyor (2 person crew) \$150.00	Clerical \$65.00	Total Hours		Cost Summary
	Summary Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00
TOTAL															\$0.00

Item No.	2014 Billing Rates	Principal \$160.00	Sr. Aviation Project Manager \$0.00	Sr. Environmental Planner \$105.00	Project Engineer, Trans. Planner \$0.00	Lead Aviation Planner \$120.00	Staff/Aviation Planner \$85.00	Senior CAD/GIS Technician \$0.00	CAD/GIS Technician, Design Engineer \$75.00	Principal Surveyor \$145.00	Licensed Land Surveyor (2 person crew) \$150.00	Clerical \$65.00	Total Hours		Cost Summary
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Item No.	2014 Billing Rates	Principal \$160.00	Sr. Aviation Project Manager \$0.00	Sr. Environmental Planner \$105.00	Project Engineer, Trans. Planner \$0.00	Lead Aviation Planner \$120.00	Staff/Aviation Planner \$85.00	Senior CAD/GIS Technician \$0.00	CAD/GIS Technician, Design Engineer \$75.00	Principal Surveyor \$145.00	Licensed Land Surveyor (2 person crew) \$150.00	Clerical \$65.00	Total Hours		Cost Summary
TASK 2 - AERONAUTICAL SURVEY															
1.0	FAA Aeronautical Survey														
1.1	Geodetic Control	0	0	0	2	2	0	0	0	8	8	0	20		\$2,600.00
1.2	Aerial Photography	0	0	0	0	0	0	0	0	0	0	0	0		\$0.00
1.2	Aeronautical Survey	0	0	0	0	4	0	0	8	8	24	0	44		\$5,840.00
1.3	FAA Obstruction Analysis	0	0	0	0	2	0	0	0	0	0	0	2		\$240.00
1.4	FAA Planimetric Mapping & GIS Attributes	0	0	0	0	2	0	8	8	0	0	0	18		\$840.00
1.5	User Defined Planimetric Mapping & GIS Attributes	0	0	0	0	0	0	0	0	0	0	0	0		\$0.00
1.6	Project Management, Reporting, Deliverables	2	0	0	2	4	0	0	0	20	8	0	36		\$4,900.00
Estimated Total Man-hours		2	0	0	4	14	0	8	16	36	40	0	120		
Summary Costs		\$320.00	\$0.00	\$0.00	\$0.00	\$1,680.00	\$0.00	\$0.00	\$1,200.00	\$5,220.00	\$6,000.00	\$0.00			\$14,420.00
2.0	Alternative Obstruction Analysis														
2.1	Develop Airspace Models	0	0	0	0	2	0	0	0	0	0	0	2		\$240.00
2.2	Develop Obstruction Exhibits	0	0	0	0	2	0	0	12	0	0	0	14		\$1,140.00
Estimated Total Man-hours		0	0	0	0	4	0	0	12	0	0	0	16		
Summary Costs		\$0.00	\$0.00	\$0.00	\$0.00	\$480.00	\$0.00	\$0.00	\$900.00	\$0.00	\$0.00	\$0.00			\$1,380.00
3.0	Other Surveying														
3.1	Ground Survey (PACs & SACs OR EXHIBIT A)	0	0	0	0	0	0	0	0	16	16	0	32		\$4,720.00
Estimated Total Man-hours		0	0	0	0	0	0	0	0	16	16	0	32		
Summary Costs		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,320.00	\$2,400.00	\$0.00			\$4,720.00
Expenses														Rate	
	Auto Rental	0	0	0	0	0	0	0	0	0	0	0	0 Days	\$75.00	\$0.00
	Mileage	0	0	0	0	0	0	0	0	0	0	0	0 Miles	\$0.55	\$0.00
	Lodging	0	0	0	0	0	0	0	0	0	0	0	0 Days	\$85.00	\$0.00
	Meals	0	0	0	0	0	0	0	0	0	0	0	0	\$15.00	\$0.00
	Reproductions	0	0	0	0	0	0	0	0	0	0	0	0	\$250.00	\$0.00
	Other	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00	\$0.00
280 miles round trip from Ames														Total Expenses	\$0.00
TASK 2 - AERONAUTICAL SURVEY														TOTAL	\$20,520.00

TASK 3 - AIRPORT LAYOUT PLAN UPDATE															
1.0	ALP Production														
1.1	Title Sheet	0	0	0	0	1	0	0	5	0	0	0	6		\$495.00
1.2	Airport Data Sheets	0	0	0	0	2	0	0	8	0	0	0	10		\$840.00
1.3	Airport Layout Plan Drawing (Existing)	0	0	0	0	4	0	0	8	0	0	0	12		\$1,080.00
1.4	Airport Layout Plan Drawing (Ultimate)	0	0	0	0	2	0	0	8	0	0	0	10		\$840.00
1.5	Airport Airspace Drawing	0	0	0	0	0	0	0	8	0	0	0	8		\$600.00
1.6	Runway 7 Inner Approach Surface Drawing	0	0	0	0	4	0	0	8	0	0	0	12		\$1,080.00
1.7	Runway 25 Inner Approach Surface Drawing	0	0	0	0	4	0	0	8	0	0	0	12		\$1,080.00
1.8	Runway 12 Inner Approach Surface Drawing	0	0	0	0	4	0	0	8	0	0	0	12		\$1,080.00
1.9	Runway 30 Inner Approach Surface Drawing	0	0	0	0	4	0	0	8	0	0	0	12		\$1,080.00
1.10	Terminal Area Drawing	0	0	0	0	2	0	0	8	0	0	0	10		\$840.00
1.11	Long-Term Terminal Area Drawing	0	0	0	0	2	0	0	8	0	0	0	10		\$840.00
1.12	Off-Airport Land Use Drawing	0	0	0	0	0	0	0	4	0	0	0	4		\$300.00
1.13	On-Airport Land Use Drawing	0	0	0	0	0	0	0	4	0	0	0	4		\$300.00
1.14	Airport Property Map - Exhibit "A"	0	0	0	0	0	0	0	4	0	0	0	4		\$300.00
1.15	Airport Departure Surfaces Map	0	0	0	0	2	0	0	4	0	0	0	6		\$540.00
1.16	Address Iowa/DOT Review Comments	0	0	0	0	2	0	0	8	0	0	0	10		\$840.00
1.17	Address FAA Review Comments	0	0	0	0	3	0	0	8	0	0	0	11		\$960.00
	Estimated Total Man-hours	0	0	0	0	36	0	0	117	0	0	0	153		
	Summary Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$4,320.00	\$0.00	\$0.00	\$8,775.00	\$0.00	\$0.00	\$0.00			\$13,095.00
2.0	Project Management														
2.1	Project Management	2	0	0	0	4	0	0	0	0	0	0	6		\$800.00
2.2	Sponsor Review	0	0	0	0	4	0	0	0	0	0	0	4		\$480.00
	Estimated Total Man-hours	2	0	0	0	8	0	0	0	0	0	0	10		
	Summary Costs	\$320.00	\$0.00	\$0.00	\$0.00	\$960.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$1,280.00
3.0	Documentation														
3.1	Prepare ALP Checklist	0	0	0	0	2	0	0	0	0	0	0	2		\$240.00
3.2	Prepare Airport Layout Plan Sets, Submittals	0	0	0	0	4	0	0	0	0	0	6	10		\$870.00
	Estimated Total Man-hours	0	0	0	0	6	0	0	0	0	0	6	12		
	Summary Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$390.00			\$1,110.00
TASK 3 - AIRPORT LAYOUT PLAN UPDATE													TOTAL		\$15,485.00

[illegible]

Item No.	2014 Billing Rates	Principal \$160.00	Sr. Aviation Project Manager \$0.00	Sr. Environmental Planner \$105.00	Project Engineer, Trans. Planner \$0.00	Lead Aviation Planner \$120.00	Staff/Aviation Planner \$85.00	Senior CAD/GIS Technician \$0.00	CAD/GIS Technician, Design Engineer \$75.00	Principal Surveyor \$145.00	Licensed Land Surveyor (2 person crew) \$150.00	Clerical \$65.00	Total Hours		Cost Summary
	Estimated Total Man-hours	0	0	0	0	0	0	0	0	0	0	0	0		
	Summary Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00
4.0 Project Closeout															
	Estimated Total Man-hours	0	0	0	0	6	0	0	0	0	0	10	16		\$1,370.00
	Summary Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$650.00			\$1,370.00
TASK 4 - FUNDING ADMINISTRATION													TOTAL		\$3,790.00

AGREEMENT FOR PROFESSIONAL SERVICES

2015 AIRPORT MASTER PLAN AND AIRPORT LAYOUT PLAN UPDATE

STORM LAKE, IOWA

This Agreement, made this ____ day of _____, 2015, by and between City of Storm Lake, P.O. Box 1086 hereinafter referred to as CLIENT, and BOLTON & MENK, INC., 2730 Ford Street, P.O. Box 668, Ames, IA 50010, hereinafter referred to as CONSULTANT.

WITNESS, whereas the CLIENT requires professional services in conjunction with completion of the Airport Master Plan and Airport Layout Plan Update as detailed in Exhibit I and whereas the CONSULTANT agrees to furnish the various professional services required by the CLIENT.

NOW, THEREFORE, in consideration of the mutual covenants and promises between the parties hereto, it is agreed:

SECTION I - CONSULTANT'S SERVICES

- A. The CONSULTANT agrees to perform the various Basic Services in connection with the proposed project as described in Exhibit I.
- B. Upon mutual agreement of the parties hereto, Additional Services may be authorized as described in Exhibit I or as described in Paragraph IV.B. of this Agreement.

SECTION II - THE CLIENT'S RESPONSIBILITIES

- A. The CLIENT shall promptly compensate the CONSULTANT in accordance with Section III of this Agreement.
- B. The CLIENT shall place any and all previously acquired information in its custody at the disposal of the CONSULTANT for its use. Such information shall include topographic surveys, preliminary plan layouts, soil surveys, drainage reports, aerial photos, utility agreements, and other data on existing utilities. The CONSULTANT may rely upon the accuracy and sufficiency of all such information in performing services unless otherwise instructed, in writing, by CLIENT.
- C. The CLIENT will guarantee access to and make all provisions for entry upon both public and private portions of the project and pertinent adjoining properties.
- D. The CLIENT will give prompt notice to the CONSULTANT whenever the CLIENT observes or otherwise becomes aware of any defect in the proposed project.
- E. The CLIENT shall designate a liaison person to act as the CLIENT'S representative with respect to services to be rendered under this Agreement. Said representative shall have the authority to transmit instructions, receive instructions, receive information, interpret and define the CLIENT'S policies with respect to the project and CONSULTANT'S services.

- F. The CLIENT shall provide such legal, accounting, independent cost estimating and insurance counseling services as may be required for completion of the consultant services described in this agreement.
- G. The CLIENT will obtain any and all regulatory permits required for the proper and legal execution of the project.
- H. The CLIENT will hire, when requested by the CONSULTANT, an independent test company to perform laboratory and material testing services, and soil investigation that can be used for the proper design and construction of the project. The CONSULTANT shall assist the CLIENT in selecting a testing company. Payment for testing services shall be made directly to the testing company by the CLIENT and is not part of this Agreement.

SECTION III - COMPENSATION FOR SERVICES

A. FEES.

- 1. The CLIENT will compensate the CONSULTANT in accordance with the following schedule of fees for the time spent in performance of Agreement services.

Schedule of Fees

Employee Classification	Hourly Billing Rates
Sr. Project Manager – Sr. Principal Engineer/Surveyor	\$120-198/Hour
Sr. Project Manager – Principal Engineer/Surveyor	\$100-160
Senior Transportation/Aviation Planner	\$110-170
Project Manager (Inc. Landscape Architect)	\$100-150
Project/Design Engineer/Planner/Landscape Architect	\$60-135
Licensed Surveyor	\$70-135
Project Surveyor	\$60-100
Specialist (Nat. Resources; GIS; Traffic; Graphics; Other)	\$70-120
Senior Technician (Inc. Survey ¹)	\$70-145
Technician (Inc. Survey ¹)	\$50-90
Administrative Support & Clerical	\$35-80
GPS/Robotic Survey Equipment	NO CHARGE
CAD/Computer Usage	NO CHARGE
Routine Office Supplies	NO CHARGE
Routine Photo Copying/Reproduction	NO CHARGE
Field Supplies/Survey Stakes & Equipment	NO CHARGE
Mileage	NO CHARGE
¹ No separate charges will be made for GPS or robotic total stations on Bolton & Menk, Inc. survey assignments; the cost of this equipment is included in the rates for Survey Technicians.	

2. Total cost for the services itemized under Section I.A (Basic Fee) shall not exceed \$147,725.00 (lump sum).

The CONSULTANT and CLIENT agree that the duration of the project is dependent upon factors that are outside of the control of the CONSULTANT. The scope of services defined in this project are based on known factors at this time. During the project when it is anticipated additional services beyond the control of the CONSULTANT will be required, the CLIENT agrees that the CONSULTANT will be reimbursed for additional services completed in excess of the budget stated above. Compensation for the additional work shall be based on the standard hourly rate for the individuals providing services on the project.

3. Additional services as outlined in Section I.B may vary depending upon project conditions and will be billed on an hourly basis at the rate described in Section III.A.1.
- B. The payment to the CONSULTANT will be made by the CLIENT upon billing at intervals not more often than monthly at the herein rates.

IV - GENERAL

A. STANDARD OF CARE

Professional services provided under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the Consultant's profession currently practicing under similar conditions. No warranty, express or implied, is made.

B. CHANGE IN PROJECT SCOPE

In the event the CLIENT changes or is required to change the scope of the project from that described in Section I and/or the applicable addendum, and such changes require Additional Services by the CONSULTANT, the CONSULTANT shall be entitled to additional compensation at the applicable hourly rates. The CONSULTANT shall give notice to the CLIENT of any Additional Services, prior to furnishing such additional services. The CLIENT may request an estimate of additional cost from the CONSULTANT, and upon receipt of the request, the CONSULTANT shall furnish such, prior to authorization of the changed scope of work.

C. LIMITATION OF LIABILITY

CONSULTANT shall indemnify, defend, and hold harmless CLIENT and its officials, agents and employees from any loss, claim, liability, and expense (including reasonable attorneys' fees and expenses of litigation) arising from, or based in the whole, or in any part, on any negligent or intentional act or omission by CONSULTANT'S employees, agents, or subconsultants.

CLIENT shall indemnify, defend, and hold harmless CONSULTANT and its employees from any loss, claim, liability, and expense (including reasonable attorneys' fees and expenses of litigation) arising from, or based in the whole, or in any part, on any negligent or intentional act or omission by CLIENT'S employees, agents, or consultants except CONSULTANT.

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or the CONSULTANT. The CONSULTANT'S

services under this Agreement are being performed solely for the CLIENT'S benefit, and no other entity shall have any claim against the CONSULTANT because of this Agreement or the performance or nonperformance of services provided hereunder.

D. INSURANCE

The CONSULTANT agrees to maintain, at the CONSULTANT'S expense, statutory worker's compensation coverage.

The CONSULTANT also agrees to maintain, at CONSULTANT'S expense, general liability insurance coverage insuring CONSULTANT against claims for bodily injury, death or property damage arising out of CONSULTANT'S general business activities (including automobile use). The liability insurance policy shall provide coverage for each occurrence in the minimum amount of \$1,000,000. The policy will include a \$2,000,000 General Liability Umbrella coverage.

During the period of design and construction of the project, the CONSULTANT also agrees to maintain, at CONSULTANT'S expense, Professional Liability Insurance coverage insuring CONSULTANT against damages for legal liability arising from an error, omission or negligent act in the performance of professional services required by this agreement, providing that such coverage is reasonably available at commercially affordable premiums. For purposes of this agreement, "reasonably available" and "commercially affordable" shall mean that more than half of the design professionals practicing in this state in CONSULTANT'S discipline are able to obtain coverage. The professional liability insurance policy shall provide coverage for each occurrence in the amount of \$1,000,000 and annual aggregate of \$1,000,000 on a claims-made basis.

Upon request of CLIENT, CONSULTANT shall provide CLIENT with certificates of insurance, showing evidence of required coverages.

E. OPINIONS OR ESTIMATES OF CONSTRUCTION COST

Where provided by the CONSULTANT as part of Exhibit I or otherwise, opinions or estimates of construction cost will generally be based upon public construction cost information. Since the CONSULTANT has no control over the cost of labor, materials, competitive bidding process, weather conditions and other factors affecting the cost of construction, all cost estimates are opinions for general information of the CLIENT and the CONSULTANT does not warrant or guarantee the accuracy of construction cost opinions or estimates. The CLIENT acknowledges that costs for project financing should be based upon contracted construction costs with appropriate contingencies.

F. CONSTRUCTION SERVICES

It is agreed that the CONSULTANT and its representatives shall not be responsible for the means, methods, techniques, schedules or procedures of construction selected by the contractor or the safety precautions or programs incident to the work of the contractor.

G. USE OF ELECTRONIC/DIGITAL DATA

Because of the potential instability of electronic/digital data and susceptibility to unauthorized changes, copies of documents that may be relied upon by CLIENT are limited to the printed copies (also known as hard copies) that are signed or sealed by CONSULTANT. Except for electronic/digital data which is specifically identified as a project deliverable by this AGREEMENT or except as otherwise explicitly provided in this AGREEMENT, all electronic/digital data developed by the CONSULTANT as part of the PROJECT is acknowledged to be an internal working document for the CONSULTANT'S purposes solely and any such information provided to the CLIENT shall be on an "AS IS" basis strictly for the convenience of the CLIENT without any warranties of any kind. As such, the CLIENT is advised and acknowledges that use of such information may require substantial modification and independent verification by the CLIENT (or its designees). Provision of electronic/digital data, whether required by this Agreement or provided as a convenience to the Client, does not include any license of software or other systems necessary to read, use or reproduce the information. It is the responsibility of the CLIENT to verify compatibility with its system and long-term stability of media. CLIENT shall indemnify and hold harmless CONSULTANT and its Subconsultants from all claims, damages, losses, and expenses, including attorneys' fees arising out of or resulting from third party use or any adaptation or distribution of electronic/digital data provided under this AGREEMENT, unless such third party use and adaptation or distribution is explicitly authorized by this AGREEMENT.

H. REUSE OF DOCUMENTS

Drawings and Specifications and all other documents (including electronic and digital versions of any documents) prepared or furnished by CONSULTANT pursuant to this AGREEMENT are instruments of service in respect to the Project and CONSULTANT shall retain an ownership interest therein. Upon payment of all fees owed to the CONSULTANT, the CLIENT shall acquire an ownership interest in all identified deliverables, including Plans and Specifications, for any reasonable use relative to the Project and the general operations of the CLIENT. CLIENT may make and disseminate copies for information and reference in connection with the use and maintenance of the Project by the CLIENT. However, such documents are not intended or represented to be suitable for reuse by CLIENT or others on extensions of the Project or on any other project and any reuse other than that specifically intended by this AGREEMENT will be at CLIENT'S sole risk and without liability or legal exposure to CONSULTANT.

I. CONFIDENTIALITY

CONSULTANT agrees to keep confidential and not to disclose to any person or entity, other than CONSULTANT'S employees and subconsultants any information obtained from CLIENT not previously in the public domain or not otherwise previously known to or generated by CONSULTANT. These provisions shall not apply to information in whatever form that comes into the public domain through no fault of CONSULTANT; or is furnished to CONSULTANT by a third party who is under no obligation to keep such information confidential; or is information for which the CONSULTANT is required to provide by law or authority with proper jurisdiction; or is information upon which the CONSULTANT must rely for defense of any claim or legal action.

J. PERIOD OF AGREEMENT

This Agreement will remain in effect for the longer of a period of two years or such other explicitly identified completion period, after which time the Agreement may be extended upon mutual agreement of both parties.

K. PAYMENTS

If CLIENT fails to make any payment due CONSULTANT for services and expenses within thirty days after date of the CONSULTANT'S invoice, a service charge of one percent (1.0%) per month or the maximum rate permitted by law, whichever is less, may be charged on any unpaid balance. In addition after giving seven days' written notice to CLIENT, CONSULTANT may, without waiving any claim or right against the CLIENT and without incurring liability whatsoever to the CLIENT, suspend services and withhold project deliverables due under this Agreement until CONSULTANT has been paid in full all amounts due for services, expenses and charges.

L. TERMINATION

This Agreement may be terminated by either party for any reason or for convenience by either party upon seven (7) days written notice.

In the event of termination, the CLIENT shall be obligated to the CONSULTANT for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination, computed in accordance with Section III of this Agreement.

M. CONTINGENT FEE

The CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT to solicit or secure this Contract, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from award or making of this Agreement.

N. NON-DISCRIMINATION

The provisions of any applicable law or ordinance relating to civil rights and discrimination shall be considered part of this Agreement as if fully set forth herein.

The CONSULTANT is an Equal Opportunity Employer and it is the policy of the CONSULTANT that all employees, persons seeking employment, subcontractors, subconsultants and vendors are treated without regard to their race, religion, sex, color, national origin, disability, age, sexual orientation, marital status, public assistance status or any other characteristic protected by federal, state or local law.

O. CONTROLLING LAW

This Agreement is to be governed by the law of the State of Iowa.

P. DISPUTE RESOLUTION

CLIENT and CONSULTANT agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice of dispute prior to proceeding to formal dispute resolution or exercising their rights under law. Any claims or disputes unresolved after good faith negotiations shall first be submitted to mediation, using a mutually acceptable Neutral Third Party and mutually agreeable mediation process. If the mediation is unsuccessful in resolving the dispute, the parties may mutually agree to submit to another method of dispute resolution or submit the dispute to a court of competent jurisdiction.

Q. SURVIVAL

All obligations, representations and provisions made in or given in Section IV of this Agreement will survive the completion of all services of the CONSULTANT under this Agreement or the termination of this Agreement for any reason.

R. SEVERABILITY

Any provision or part of the Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon CLIENT and CONSULTANT, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

S. SECTION 508 OF THE REHABILITATION ACT

All electronic Information Technology (IT) procured, developed, maintained or used as part of this Contract shall comply with Section 508 standards.

T. FEDERAL CONTRACT PROVISIONS

The agreement includes all provisions of the attached Exhibit II Required Architectural/Engineering Contract Provisions for Airport Improvement Program for Obligated Sponsors for professional A/E services funded under the Federal Airport Improvement Program (AIP). They are deemed part of this agreement and are incorporated herein.

SECTION V - SIGNATURES

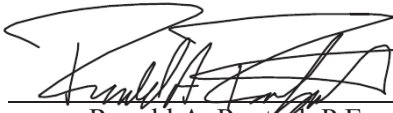
THIS INSTRUMENT embodies the whole agreement of the parties, there being no promises, terms, conditions or obligation referring to the subject matter other than contained herein. This Agreement may only be amended, supplemented, modified or canceled by a duly executed written instrument signed by both parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their behalf.

CLIENT: City of Storm Lake, Iowa

CONSULTANT: Bolton & Menk, Inc.

Jon F. Kruse, Mayor

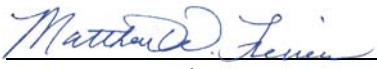


Ronald A. Roetzel, P.E., 02/12/15
Principal Date

Attest:

Justin Yarosevich, City Clerk

Attest:



Matt Ferrier, P.E. 02/12/15
 Date

EXHIBIT - I
PROFESSIONAL SERVICES CONTRACT
AVIATION PLANNING AND SURVEY SERVICES

2015 AIRPORT MASTER PLAN and
AIRPORT LAYOUT PLAN UPDATE

STORM LAKE MUNICIPAL AIRPORT
STORM LAKE, IOWA

INTRODUCTION

In an effort to establish a solid plan for development of the Airport in the future, the City of Storm Lake which operates the Storm Lake Municipal Airport (Airport) has elected to undertake a study to update the existing Airport Master Plan for the Airport with the financial support of the Federal Aviation Administration (FAA). This study will address numerous areas of interest which have a bearing on the management and development of the Airport in the future. The Consultant was selected to provide Airport planning services to the City of Storm Lake and the Airport. This Scope of Services covers the planning services and tasks associated with an update of the Airport's Master Plan and Airport Layout Plan. This document provides the following important aspects of the project:

- Background information describing the context in which the master planning effort will be accomplished;
- Areas of emphasis for this master planning effort; and
- Project scope elements, describing the actual work activities, responsibilities, and level of effort.

BACKGROUND

The City of Storm Lake would like to update the Airport Master Plan and Airport Layout Plan for the Storm Lake Municipal Airport due to changes in FAA standards and the need to determine the role the airport will play within the community. The City of Storm Lake has a desire to use this study to position the Airport as an economic development tool to attract business development to the community. The City also desires to determine the best configuration for the Airport's airside facilities while maintaining compatibility with surrounding local land use plans.

For these reasons, an Airport Master Plan and associated ALP Update is recommended at this time.

AIRPORT MASTER PLAN AREAS OF EMPHASIS

An Airport Master Plan process evaluates many aspects of an Airport facility. The following areas of emphasis will be reviewed in greater detail in the Airport Master Plan.

Runway Configuration Evaluation

Iowa Highway 110 is located north of the Airport and is a penetration to the Approach/Departure surface to Runway 13. The existing runway configuration will be evaluated to determine the best layout and solution to eliminate the roadway obstruction.

Comprehensive Obstruction Evaluation

There is a need for the Airport to take action to mitigate FAR Part 77 obstructions to the navigable airspace. To identify obstructions to existing and proposed future runway configurations and design standards, the Consultant will acquire aerial imagery to conduct a detailed planning-level obstruction

analysis. This analysis will identify representative obstructions and help determine impacts of Airport development on surrounding roadways and landowners.

Evaluate Building Area Plan

The existing Airport building area has some room for expansion; however, a long-term development plan needs to be evaluated to accommodate corporate traffic and aviation business development, in addition to hangar storage. The plan will evaluate expansion opportunities in the building area based on the desire to attract corporate users to the airport. Development in these areas will enhance community economic development.

Financial Feasibility

The City sees a benefit to completing a Financial Feasibility Analysis to maximize the use of available resources. The plan will evaluate revenue enhancement strategies, which may include air cargo, industrial park development, and other Airport business development. This plan will allow the Airport to be maintained, operated, and developed in an efficient manner. The City desires to complete a financial feasibility analysis to better position the Airport to finance the projects recommended in the master plan and to demonstrate the financial feasibility of the recommended capital improvement program.

Public Involvement

The City of Storm Lake would like special emphasis to be placed on engaging Airport stakeholders and the general public throughout this process. The Consultant will develop a public involvement plan that allows Airport stakeholders the opportunity to provide input to the decision-makers. This will allow an Airport plan to be crafted that considers the broader interests of the general public.

TASK 1 – AIRPORT MASTER PLAN

The following sections describe the project scope elements for this master planning effort. The elements (phases) for this project are broken down as follows:

1. Project Development and Control
2. Public Involvement
3. Data Collection and Analysis

The discussion of each element that follows includes a detailed breakdown of the sub-elements that together makeup the scope of work. Preparation of an Airport Master Plan will follow FAA guidelines described in FAA Advisory Circular 150/5070-6B *Airport Master Plans* and other FAA Regional guidance. FAA airport design standards will follow FAA AC 150/5300-13A *Airport Design* as it stands at the time of the executed Work Order.

PROJECT DEVELOPMENT AND CONTROL

1.0 Project Formulation

It is important at the onset of the planning process to define a detailed scope of services to conduct the master planning effort. The study design includes development of a comprehensive scope of services, definition of effort necessary to accomplish the work scope, and preparation of realistic work effort and cost budgets for completing the work. It also serves to organize the project planning team, which includes the Consultant, its sub-consultants, Airport Management, and City staff so that the necessary study efforts are effectively executed and the participant roles and responsibilities are clearly defined.

Information was gathered from Justin Yarosevich, Assistant City Manager, for the specific purpose of discussing the project and scope elements to be completed as part of this master planning effort.

2.0 Project Scoping

The effort for this Element includes preparation of this scope of services for the master planning efforts. The deliverables for this element will be a draft and final scope of services, project schedule, an agreed-upon project planning budget and an agreement for the proposed planning work. Specialty sub-consultants and their scope of work will be identified and included in the process. The scope of services, the schedule and the budget will all be detailed by study element. In addition to elements, the budget will be identified using rates by role, labor hours by task, person-trips, reimbursable costs and specialty sub-consultant budgets.

These documents will form the basis of the agreement to provide professional services for this project. In an effort to assist the CLIENT in meeting FAA project procurement requirements, the CONSULTANT will also coordinate the preparation of an Independent Fee Estimate between the CLIENT and an independent consultant separate from the scope of this contract. The cost of the Independent Fee Estimate is not included in this scope of work or fee estimate; however, these costs are eligible for reimbursement by FAA.

3.0 Project Management

Projects such as this study demand a refined approach to project management to achieve success. This is especially true at the beginning of the process when the goals, direction, criteria, assumptions, roles, and expectations are developed. Continuous and timely coordination with the Airport and its designated project Operation Specialist will be provided throughout the study. Project management tasks will continue throughout all aspects of the agreed-upon project schedule.

This effort includes communication among the project team for purposes of tracking the progress of the studies. Managing the various technical work tasks among the project team is necessary for a successful project. Project management duties will include:

- Developing and documenting the project plan
- Organizing the project team
- Launching the project activities
- Executing project activities
- Monitoring and controlling the project to achieve results
- Managing/mitigating risks and solving challenges
- Invoicing and monitoring project budget

Regular project status briefings will take place throughout the study process. These briefings will take place in person or via a telephone call or an email between the Assistant City Manager and Consultant's client operation specialist or approved staff. These briefings will include status reports of current work, upcoming meetings and work effort and discussion of any challenges in the study effort which may affect the schedule, process or budget.

Airport Primary Point of Contact

Justin Yarosevich, Assistant City Manager

Bolton & Menk Point of Contact

Matt Ferrier (Client Operation Specialist)

Secondary Point(s) of Contact

Melissa Underwood, Senior Aviation Planner
Greg Broussard, Project Engineer

Monthly written status reports will be compiled to coincide with sponsor coordination meetings. Specific critical needs of this project will be identified for related consultant support. Consultant will coordinate with the various other consultants working at the Airport in their respective roles and responsibilities.

PUBLIC INVOLVEMENT

4.0 Public Involvement Plan

Introduction & Purpose: Public involvement will be a key component to the successful development of Storm Lake's Airport Master Plan. The purpose of this plan is to identify the goals and objectives of public involvement related to this study and to clarify details for the master planning process.

The general public is most often unaware of the contributions an airport provides to the health and vitality of a community, including how an airport's infrastructure strengthens the local economy. When airport building areas or runways need to expand to support existing and future demand, the public often views the expansion negatively. As a result, it is vital to understand airport user needs, perspectives of the public and state and federal review agencies, and the tradeoffs between the alternatives being considered. Developing this understanding, sharing this information between stakeholders, and considering the input received will provide a strong foundation for the future projects ultimately identified in the Airport Master Plan.

This Public Involvement Plan includes proactive outreach strategies. It focuses on:

- Identifying “key influencers” in the community who may be leaders among certain community networks and/or who have the ability to influence others positively or negatively about the Airport's plans.
- Positive two-way communication with all stakeholders, including the public and state and federal environmental review agencies.
- Providing forums to educate the public regarding Airport needs, benefits, opportunities, and project rationale, as well as share the public's comments and concerns so they can be addressed in a proactive manner.

Goals and Objectives: Public involvement provides the public and agencies with continuing opportunities to be involved in the development of the vision for the Airport for the next 20 years. Input from affected agencies and the public lends credibility to key decisions made during the planning process. Making timely, accurate, and useful information available to both key decision-makers and the general public will help to achieve the following goals and objectives of public involvement:

1. Inform, obtain input and gain support. Inform and solicit input on the planning process and ultimately establish a foundation of understanding with the public and local, state, and federal agencies regarding identified future projects.
2. Long-range planning. Enable effective identification and prioritization of projects based on identified Airport user needs to support long-range planning for the Airport.
3. Achieve informed agreement. The intended outcome of the master planning process for the Airport is informed agreement among decision makers and the public on the vision established in the Airport Master Plan.

These objectives will remain consistent over the course of the public involvement effort. A public involvement plan narrative identifying stakeholders, meetings, materials, and overall strategies to involve the public with this project will be developed.

Project Management

Managing a public involvement process for an Airport Master Plan project requires large amounts of coordination time. Typically, time is needed for the Consultant or Client to coordinate with the Airport/city staff, address stakeholder questions, or prepare separate written responses to other stakeholders concerns. Project success with the public requires timely, on-call services to address these needs as they arise. The City will be the primary point person addressing stakeholder questions. This scope of services includes a nominal budget of sixteen (16) total person-hours for professional Consultant assistance throughout the duration of the public involvement effort. Additional efforts will be directed to the Assistant City Manager. The Consultant will complete additional work at an hourly rate upon approval by the City.

5.0 Public Involvement Meetings

The Public Involvement Plan for the Storm Lake Airport Master Plan contains the following meetings:

Master Plan Advisory Group

Purpose: The Master Plan Advisory Group (MPAG) will provide input on information being considered and findings being developed throughout the Airport Master Planning process. The MPAG will help assess Airport issues and needs and be a vital part of the overall project. This group will act as a sounding board for proposed development alternatives, as well as be a conduit for information among various interest groups throughout the community. Interaction with the Assistant City Manager and the MPAG will be essential for the review and assessment of project information that will ultimately be incorporated into the Airport Master Plan.

Description: The MPAG will include the Assistant City Manager and other representatives as follows

- Airport Commission
- Airport business representation
- City Council
- City Planning Commission
- Federal Aviation Administration Airport District Office (FAA ADO)
- Iowa Department of Transportation Office of Aeronautics (Iowa DOT)
- Staff from Iowa City's planning department/Zoning Board
- Others as necessary

The MPAG members each represent an area or stakeholder group, and will be expected to share their perspective with the MPAG, as well as take information back to the groups they represent. The Consultant and the Assistant City Manager will work through each represented entity to identify their appointed liaison.

The Consultant team will lead the preparation and facilitation of the MPAG meetings and distribute meeting notices and summaries for up to four (4) MPAG meetings to be held at the Airport. Meeting graphics and presentations will be prepared for each meeting.

MPAG meetings will be held at key milestones in the development of the Airport Master Plan where there are critical decisions to be made. They will be used to solicit information and responses from the Assistant City Manager and MPAG members regarding information presented by the Consultant. Consultant staff will send invitations two weeks before the MPAG meeting.

Project workbooks, as well as related meeting handouts, and meeting summaries will be provided for each MPAG member. This will also include one hard copy of the working documents for each of the project work items.

Since the resulting documents of the overall study effort will be the property of the City of Storm Lake, it is important for Airport officials to act as the final sounding board for information contained in any final work products associated with the study. The Assistant City Manager is responsible for the final review and approval of all changes recommended by the MPAG as they pertain to the documents developed by the Consultant. This process will streamline the overall project flow and provide for a more refined approach to the review of the various documents which will be developed and form the Airport Master Plan. If questions regarding comments need to be addressed, this can be accomplished by either telephone calls or email for review and clarification.

Public Information Meetings

Purpose: To gather input and inform the broader public and other stakeholders of the progress of the Airport Master Plan.

Description: Up to One (1) Public Information Meeting will be held to share information and receive meaningful input from property owners and other stakeholders on planning considerations that have yet to be identified. The specific format for each meeting will be determined by the Assistant City Manager and the Consultant. Examples of possible formats include:

- Open house format where interested persons can view various graphics and ask questions in a very casual environment
- Workshop format where a formal presentation can be given along with a working session to solicit information from interested citizens

The Consultant is responsible for preparing the meeting notice, presentation, necessary graphics and handouts and will have up to three (3) staff available for the public information meeting. The Airport is responsible for costs associated with advertising and placing appropriate notices to inform the public about the various meetings and workshops, as well as for securing an appropriate location in which to conduct the meetings.

Outreach Meetings

Purpose: To gather input and inform a specific area adjacent to the Airport regarding specific elements of the Airport Master Plan.

Description: The Consultant will not hold any outreach meetings in this project.

Airport Commission Updates/Meetings

Purpose: To provide regular updates to the Airport Commission on key information and the status of the planning process and obtain input.

Description: The Consultant's role will be to provide staff support to the Assistant City Manager and assist with up to four (4) total presentations to the Airport Commission. The intent is to discuss progress and issues, build understanding for the factors influencing recommendations, obtain consensus on the draft findings, and listen to and consider elected and appointed official comments and concerns. Meeting presentations, graphics, and handouts will be prepared.

6.0 Public Involvement Materials

The Public Involvement Plan for Storm Lake Airport Master Plan contains the following materials:

Project Website

Purpose: To provide user friendly, easy internet access to information about the project and provide a “submit comment” feature for the public to provide comments about the project through the web.

Description: A project website will be developed and updated at specific milestones (every other month) to help inform the public and solicit feedback about the project. Project information will be posted on this website and used for dissemination of information related to the project, including upcoming public meetings.

The project website will be hosted by the Consultant for the duration of the planning project. The City will include on its website a link taking the viewer to the project website. The Consultant will provide the Assistant City Manager draft content for approval prior to uploading onto the project website. An online comment page will be placed on the project website and any comments received will be read and then forwarded to the Assistant City Manager for action, if needed.

Newsletters

Purpose: To provide written information about the project to adjacent landowners, city officials, and other interested stakeholders.

Description: Project newsletters will not be developed by the Consultant in this project.

Meeting Minutes

Purpose: Meeting minutes document important information shared, subsequent discussions, and decisions made at each meeting. These documents serve to create a “paper trail” of decisions made during the life of the project. Meeting minutes will serve as a general summary of each meeting.

Description: Meeting minutes will be developed after each MPAG and project meeting, and distributed to the City and meeting attendees electronically in PDF format.

Public & Resource Agency Outreach

Purpose: The purpose of Public & Resource Agency Outreach efforts is as follows

1. Share identified Airport user needs;
2. Inform surrounding landowners about the proposed Airport development plans;
3. Obtain information about what planning or environmental factors should be considered by the CLIENT as alternatives are developed and evaluated, and;
4. Notify agencies of the draft Airport Master Plan and allow another opportunity to comment.

Description: In the outreach submittal, Airport development alternative maps will be mailed to environmental review agencies and surrounding landowners for their review. Comments will be solicited on Airport user needs and factors resource agencies desire to be considered in the Airport planning process. A summary of input received will be completed. Information received will be fed back into the planning process at key points in the study.

The Consultant will not complete Public & Resource Agency Outreach as part of this project. The City may, however, complete this effort. The Consultant will provide general assistance to the City in the form of examples and process guidance. The City will be responsible for completing this effort at their choosing.

The City may also notify agencies and the general public of the draft Airport Master Plan for review and comment.

Early Environmental Review

Purpose: The purpose of Early Environmental Review Agency Outreach efforts is twofold

1. Share identified Airport user needs
2. Obtain information about what planning or environmental factors should be considered by City as alternatives are developed and evaluated

Description: Existing informational data and mapping will be used to evaluate environmental factors identified during the Airport Master Plan process. A summary of the existing conditions obtained will be developed. Information gathered will be used in the planning process at key points in the study.

DATA COLLECTION AND ANALYSIS

7.0 Data Collection

The initial step in the inventory process will be to review previous planning, environmental, and other issue-specific studies undertaken for the Airport to determine their continued validity. Federal and State aviation plans, as well as plans from Airport tenants will be investigated as appropriate. Data collection and analysis may include, but will not be limited to, the following:

Airport Planning Documents

The Consultant will identify and review existing Airport planning documents to assist in developing a comprehensive base of information to be used in the planning process. The Airport shall provide copies of any existing electronic files which may be of assistance in developing the ALP update, as well as reports or studies which contain information related to the planning topics identified within this scope. These may include documents such as, but not limited to the following documents:

- Current and previous master plans and airport layout plans
- Recent environmental NEPA documents
- Airport operational information (i.e. based aircraft, fuel sales, policies/procedures)
- Airport financial records (i.e. revenues/expenses, lease information)

Community Information

Consultant shall coordinate with and obtain existing GIS database information from City/County and shall use the collected data resource information for the various work tasks. An inventory of existing land use, City/County Comprehensive Plans, zoning, and related regulations will be completed.

Detailed Airport Information

An inventory review of financial and legal information related to the financial condition, Airport policies, administrative regulations, grant status, Airport use and lease agreements, and other Airport user agreements which affect the financial management of the Airport and which will affect the financial reasonableness of implementing the Airport Master Plan CIP will be completed.

Airport Property

The Consultant will also perform a records search and title opinion of the Airport property boundary of the existing Airport to update the “Exhibit A” property map. This inventory effort will include the following to obtain available title/deed/easement information of Airport property interests:

- Coordination with Iowa DOT Office and FAA ADO to obtain any available property information
- Research at County Recorder's office for easements on adjoining lots and on platted Airport lots
- Obtain online account with Buena Vista County
- Obtain document reproductions for City/Airport parcel deeds as well as adjoining property deeds
- Prepare Base Map with City property and adjoining Airport property
- Map easements found during records research at County Recorder's office
- Tabulate Airport property information as part of Base Map

8.0 Existing Airport Review

Site Inspection

The Consultant will conduct an on-site visual inspection and review secondary sources, to prepare a description and inventory of existing airfield and landside facilities. This inspection will likely not be able to be held in conjunction with one of the team meetings, and a separate trip will be anticipated.

The current 5010 *Master Record*, ALP Update, site inspections, and as-built facility plans will serve as the basis for the majority of the inventory information. Items to be inventoried include:

- Runways and taxiway (including pavement condition taken from previous studies)
- Apron and ramp areas (including pavement conditions taken from previous studies)
- Terminal and offices
- General aviation facilities
- Airport access roads
- Maintenance facilities
- Hangars
- Ground access, circulation, and auto parking
- Fuel facilities
- Existing and proposed uses of Airport property
- Airfield lighting
- Landing aids and instrumentation
- Wind data (new data to be acquired from National Climatic Data Center)
- Runway Protection Zones and Obstructions
- Runway Safety Area

Environmental Overview

Environmental factors and constraints will be an important consideration during the development of improvement alternatives. Work effort includes research and review of existing NEPA documents, environmental reports, maps, and databases showing environmental or physical attributes that may represent constraints. Data will be compiled into composite planning consideration drawing(s) illustrating the constraints. This task will rely mostly on data available from existing sources, and will not include new field investigations or delineation surveys. Effort will include coordination with the City/County, resource agencies, and research into City/County Code to research environmental constraints, including but not limited to land use zones, wetlands, floodplains, protected wildlife, and other natural or man-made features. Any field investigations or delineation surveys necessary for the planning effort will be identified for inclusion in a subsequent amendment to the project agreement.

Existing Facilities Summary

The data collection and inventory effort will summarize the historical and existing facilities and conditions at the Airport as well as information and direction necessary to develop the Airport Master Plan Update. Deliverables from this Data Collection and Inventory task will include a brief summary including text and graphics pertaining to the existing facilities at the Airport along with existing land use, zoning, City/County Comprehensive Plans, previous planning studies, etc. This summary will serve as the draft copy of the

inventory chapter of the Airport Master Plan Update.

9.0 Aviation Demand Forecasts

Development of projections of aviation demand is a key element in the planning process and is important data to be used in determining current and future Airport's needs, in assessing the environmental effects of proposed actions, and determining the economic implications of future growth and development.

Projections of short-, intermediate-, and long-term demand levels (i.e., 5-, 10-, and 20-years) will be developed. As part of this element, appropriate regional, state, and national aviation trends and existing (independent) projections will be investigated.

Airport Operational Information

The Airport will provide the Consultant with available Airport operational information, which would include but is not limited to fuel sales and based aircraft. Historical aviation activity will also be analyzed for the Airport by demand component. Existing projections from the FAA's Terminal Area Forecast (TAF) and State forecasts will also be utilized.

Airport User Survey

A comprehensive Airport user survey will be developed in coordination with City staff to obtain local Airport operational information. A separate Airport and business survey will be developed. This user surveys will be developed by the Consultant, administered online and the results will be tabulated and distributed to the City. Information on how to access the survey will be provided to the City. It will be the responsibility of the City to distribute information on how to complete the user survey to local pilots. Any specific follow-up interviews via phone or e-mail will be completed by the Consultant to obtain necessary information. Other follow-ups will be completed by the City at their choosing.

Aviation Forecasts

Through the Airport records, historical activity research, existing projections, user survey, and follow-up interviews; data will be obtained on activity levels showing local/itinerant operations and approach type/design group, in addition to critical design aircraft and based aircraft by approach type/design group. The following components of aviation demand will be projected for 5-, 10-, and 20-years:

- Aircraft operations
 - General aviation (local/itinerant)
 - Military
- Based aircraft
- Aircraft fleet mix (based/itinerant)
- Critical design aircraft

Projections of aviation demand will be developed using standard FAA forecasting methodologies, such as share of the market, regression analysis, time series analysis, and trend line analysis. Peak hour aircraft operations will also be developed using best available data and consultant-developed factors.

Results of this element will be used to determine future needs for airside, landside, and support facility components at the Airport. Methodologies used in this task will be reviewed with the City and the FAA Airports District Office before the element is finalized. Close coordination will be maintained to ensure acceptance of the projection approach. The aviation forecasts will be reviewed and approved by the FAA before further proceeding with the Airport Master Plan study.

Deliverables

Deliverables associated with this task will include a report which summarizes, with appropriate graphs, charts, maps, and drawings, the methods and results of the projections of aviation demand. Once reviewed by the FAA, these findings will be used as part of a chapter in the final Airport Master Plan report.

10.0 Demand/Capacity Analysis

Within this task, current activity levels will be compared to the Airport's operational capacity. Using established FAA criteria and the findings from previous work efforts (i.e. inventory, and projections). Consultant will review the existing runway configuration to determine its capacity and limitations. The capacity of the Airport's existing aviation facilities will be compared to demand projections for the short-, intermediate-, and long-range planning periods (5-, 10-, and 20-years). Surpluses and deficiencies will be identified. The existing Airport will be reviewed for any FAA safety deficiencies.

The Airport's ability to accommodate existing and projected activity will be determined using approved FAA capacity methodologies. The capacity, or that level of activity at which unacceptable delay occurs, will be compared with aviation projections to determine if and when additional capacity should be provided in the future.

Airside facilities at the Airport will be analyzed. Using the FAA's methodology for calculating annual service volume (ASV), the Airport's annual operational processing capacity will be estimated. Inputs for this analysis include aircraft fleet mix, navigation aids, physical orientation of runways and taxiways, spacing of taxiway exits, percentage of the Airport's training activity, and peaking characteristics.

Landside facilities at the Airport will also be analyzed in terms of their capacity and ability to accommodate current demand. Using FAA guidelines, as well as consultant-developed factors, capacities of landside facilities such as hangars and apron space will be determined. To determine their adequacy, these capacities will be compared to current and projected demand identified during the inventory and forecast elements. A simple analysis of passenger terminal area facilities (passenger terminal building, terminal area parking facilities) will also be performed.

Deliverables

Deliverables for this task will include a summary of the findings of this task which will be used as a portion of a chapter in the final master plan document. The summary will be provided to the Airport staff and MPAG as part of the MPAG meetings.

11.0 Facility Requirements

Required facilities will be identified through the inventory of existing facilities and the capacity analyses when compared to projections of aviation demand. Anticipated timing of required improvements will also be identified. FAA Advisory Circulars (AC) referenced as part of this task will include but not be limited to: AC 150/5300-13, *Airport Design*; FAR Part 77, *Safe, Efficient Use, and Preservation of Navigable Airspace*; 150/5060-5 *Airport Capacity and Delay*, and 150/5070-6B *Airport Master Plans*.

Tabulated wind data will be obtained from the National Climatic Data Center for the most current 10-year data. Full All-Weather, VFR, and IFR wind roses will be prepared for use in this Airport Master Plan and the ALP update.

Utilizing current FAA planning criteria, the Consultant will review the facility needs based on projected future activity and the Airport's role in the local, regional and national aviation and economic system. Facilities to be analyzed using best available information include:

- Approaches
- Runways
- Runway Safety Areas
- Taxiways
- Aircraft apron areas
- FBO, corporate, and general aviation facilities
- Aircraft storage and hangar areas
- Support facilities such as maintenance and utilities
- Fuel farms
- Airport access and circulation
- Storm water utilities

Future requirements will provide the basis for evaluating alternative development actions that might be adopted to satisfy the need for improved facilities. The facility requirements analysis for the Airport will focus on a number of specific issues that are most important to the Airport's future growth and development. The alternatives analysis will identify, review, and evaluate options for accommodating these activities in their existing location over the planning period. The objective of the facility requirements analysis will be to ensure that each of the Airport's functional aviation areas has long-term flexibility and growth potential that will enable it to respond to changing demand scenarios. Facility requirements will generally be tied to the 5-, 10-, and 20-year demand projections developed as part of this study. The ADO has identified a need for Airport Master Plans to identify any Airport design deficiencies. A summary of the existing Airport's compliance with FAA existing Airport design standards will be completed in this section.

Deliverables

Deliverables for this task will include summaries of the facility requirements for review by Airport staff, MPAG and the FAA. This summary will be used to create a portion of a final chapter in the master plan report.

12.0 Alternatives Analysis

Consultant will develop and document feasible alternatives for the development of the Airport's facilities, based on the results of the previous tasks. Each of the alternatives will be graphically illustrated, as appropriate, and presented to the Airport and MPAG for review and consideration. These alternatives will take into consideration the long-term development of the Airport, while also planning for the near-term implementation of projects.

The next step in the alternatives analysis will be to identify potential alternatives for meeting future facility requirements. Alternatives will be identified, graphically depicted, and evaluated in light of demand projections, the capacity analysis, and facility requirements determination. Once reasonable development alternatives have been identified; their merits and deficiencies will be compared. Factors to be considered in the evaluation may include:

- FAA Design Criteria
- Safety Standards
- Capacity Recommendations
- Expansion Potential
- Compatibility Issues (including Land Use/Zoning)
- Off-Airport Development Potential
- Operational Impacts
- Economic Impacts

- Environmental Impacts
- Overall Feasibility
- Clear Airspace

Other factors may include sustainability. Basic sustainability goals and objectives may be developed through discussions with Airport management, and may be used to evaluate each alternative and its ability to meet and/or comply with these standards. No additional special studies related to sustainability will be completed in this scope of services. Airfield and hangar/terminal area alternatives will be evaluated independently. It is assumed that up to five (5) airfield alternatives will be developed, and up to three (3) terminal area alternatives will be developed. Each alternative will include graphical depictions of each development “footprint”. A preliminary screening process is not anticipated; however input from the MPAG will be solicited about desired airfield and hangar/terminal alternatives to be evaluated. An intensive planning session(s) will be held to present, review, and evaluate the alternatives.

The alternatives will be quantitatively and qualitatively ranked, according to their performance against safety, capacity, and compatibility criteria. A preferred development alternative for each of the functional components will then be selected by the MPAG. Location options and development needs for support facilities will be reviewed and investigated as part of this phase of the alternatives analysis. Some facilities may have a single, logical development option associated with them. For those facilities, an analysis of alternatives may not be necessary.

The alternatives analysis will result in identification of a recommended course of action for the Airport to follow over the ensuing 20-year planning period. The logic and justification for following the recommended plan will be detailed. At this stage of the study, the plan will be conceptual in nature and will be subject to further refinement, particularly through the financial feasibility analysis, environmental overview, and as detailed layout plans are prepared in subsequent tasks.

Deliverables

Deliverables for this task will include graphics and text as appropriate to summarize and document the merits of each alternative developed. This information will be presented in a working paper format which will ultimately be included in the Airport Master Plan report document.

13.0 Environmental Overview

The objectives of this task are to prepare a summary of the inventory of environmentally sensitive features of the Airport and the potential impacts upon those as part of the recommended development plan. The inventory will include readily available information and review the following:

- Potential environmental impacts of the selected airspace/land use/airfield/landside plan to allow refinement of the plan.
- Potential significance of the impacts.
- Possible abatement and mitigation measures which may reduce or eliminate any potentially significant adverse impacts.
- Prior environmental and planning documents.
- Current site conditions at the Airport.

A preliminary overview of environmental resource categories known or easily visible upon site inspection will be done in conformance with the most current FAA Order 1050.1E, *Environmental Impacts: Policies and Procedures*, FAA Order 5050.4B, *National Environmental Policy Act (NEPA) Implementing Instructions for Airport Actions*, FAA Advisory Circulars and applicable federal, state and local regulations. Any of the other environmental resource categories where an impact may be anticipated will be identified as a potential impact.

The environmental overview is not intended to substitute for a National Environmental Policy Act (NEPA) document. It is to provide information on obvious environmental resources applicable to the Airport. For master planning it is not necessary to carry out substantial investigations such as cultural resource studies or wetland delineations or to define all environmental factors needed for a NEPA document. This scope of work does not include the depth of NEPA review to meet the requirements of an Environmental Assessment or Environmental Impact Statement. It is intended to be used as a basis for these documents.

The environmental overview will include the following environmental inventory items and contain appropriate discussion in the Airport Master Plan report.

Aircraft Noise

Aircraft noise is a component of Airport operations that, when evaluated, identifies the influence of Airport activity beyond Airport property. A detailed noise evaluation will not be performed as part of this master plan study. A short summary of the FAA noise impact thresholds will be discussed. But if recommended at a later date can be added back in under the “Additional/Optional Services” Task.

Compatible Land Use

Provide a short narrative of compatible land use per various FAA Advisory Circulars and State criteria.

- Location of Land Use Compatibility
 - Residential
 - Public Use (churches, schools, hospitals)
 - Commercial Use
 - Manufacturing and Production
 - Recreational
- Identify zoning and/or platting associated within the Airport vicinity for land use compatibility
 - Residential
 - Commercial
 - Industrial
 - Agricultural
 - Public
 - Other
- Location of landfills, sewage treatment lagoons, wetlands
- Location of known DOT 4(f) land within a one-mile radius (recreational and historic)
- Location of possible planned water features within 10,000 ft of ARP
- Location of floodplains and floodways
- Prime and unique farmlands on Airport or projected to be acquired by Airport

This task will include a discussion of compatible land use issues in the Airport Master Plan report. To the extent necessary, based on changes in the existing land use and other conditions identified in the inventory portion of the Airport Master Plan, a land use plan will be developed that depicts the existing and recommended land uses for all land within the Airport property boundaries and in the surrounding vicinity of the Airport (generally defined at one mile of the runway ends and one-half mile parallel to the sides of the runway).

The Airport Master Plan will specifically categorize and identify proposed facilities and land use compatibility recommendations in accordance with applicable local, State, and FAA standards. Recommendations for local comprehensive plans will be completed and documented in the Airport Master Plan report.

Historic and Archeological

It is known that the Airport may have historical significance. Assessment of the local area and/or Airport environs will be completed to identify existing resources that have been recorded. The assessment will include a literature search at the State Historic Preservation Office (SHPO) to identify known archaeological sites and recorded properties on the National Register of Historic Places (NRHP). No on-site evaluation of structures or field survey will be conducted.

Water Quality

Review existing site drainage conditions and concerns:

- Appraise and map existing Airport drainage facilities including streams, culverts, ditches, drains, drainage control structures, berms, secondary containment, piping, and direction of flows
- Map future Airport drainage facilities

Fish, Wildlife, and Plants

Short narrative describing wildlife habitat and potential wildlife hazard issues.

- Literature/other review for endangered species and habitats on/near Airport.
- Literature/other review for fish, wildlife, plants, habitats, and migration routes on/near Airport (narrative from wildlife assessment)
- Summarize current wildlife controls – fences, mitigation, permits

Hazardous Materials and Solid Waste

Review site records and conduct no more than three interviews to perform an evaluation for known hazardous and solid waste issues associated with the Airport.

- Determine location of potentially contaminated areas
- Locate and size fuel storage, dispensing, and containment
- Locate and size agriculture operations, storage, mixing, and containment
- Location and type of maintenance activities

A Recycling Management Plan will be completed by the Consultant to meet new FAA requirements as outlined in Program Guidance Letter 12-08. These components will be added to the environmental evaluation in this task. The work will include the following:

- A waste audit;
- The feasibility of solid waste recycling at the Airport;
- Minimizing the generation of solid waste at the Airport;
- Operation and maintenance requirements;
- The review of waste management contracts; and
- The potential for cost savings or the generation of revenue.

No technical guidance has been released from FAA on the requirements of a Recycling Management Plan. The scope of this work will meet the requirements available at the time of this agreement. Additional FAA guidance released during this project will be utilized as much as possible without increasing project cost.

Wetlands

Discuss presence of wetlands on Airport property. Wetlands data will be taken from National Wetland Inventory Maps available, visual observations, or other available records.

- Map NWI wetland determinations
- Map other “wet lands” noted but not formally delineated.
- Map FEMA floodplain and floodway.

Deliverables

Deliverables for this task will be incorporated into the appropriate chapters such as existing conditions and alternatives development and evaluation. Any refinements to the preferred alternative based on the environmental analysis will be discussed in a white paper, and incorporated into the Airport Master Plan report.

14.0 Implementation / Financial Feasibility Analysis

The Airport Master Plan will identify various projects that are necessary to implement the preferred alternative.

The Consultant will formulate a list of projects according to applicable local, State, and Federal needs identified in this planning study. Cost estimates for the project will be developed to support this element of the Airport Master Plan. A preliminary Airport implementation plan will be developed to help determine the desired sequencing of projects identified for development. A five year Airport Capital Improvement Plan (ACIP) will be updated as part of this task.

This task will complete an ACIP funding plan and will include an analysis that will demonstrate the Sponsor's ability to fund the projects developed in the facilities requirements phase and scheduled through the phasing plan. This will include a review of the existing revenue and expenses for the Airport and the development of a financial plan to coincide with the phasing of the future projects shown on the ACIP for the Airport.

a. Existing Airports Financial Structure

This task will review the Airport's existing financial structure including revenue and expenses. This will consist of all current Airport contracts and informal business relationships on the Airport involving revenue producing areas such as, fuel facilities, fixed based operators and leased areas (hangar and land), both short and long term. This will formulate the base for capacity for the funding of future projects.

b. ACIP Financial Feasibility Plan

The ACIP will be assimilated with the development phasing plan for the Airport and future funding sources will be identified for the improvement projects of each phase. The potential funding sources will be clearly identified for each year of the financial plan following the anticipated schedule of the ACIP. The standard funding sources will include non-Primary Entitlement Funds, Federal Discretionary, State Apportionment, State, Airport Revenue and Local General Funds. Changes/increases in local revenue sources will be identified at each stage of recommended development, including increase in operations, users, leases, fuel sales projections, etc. that will naturally occur after the specific project is completed. It will also include a summary of the projected future expenses that will be incurred by the Airport for future projects as recommended by the ACIP.

Deliverables will be a summary report of all of the pertinent business terms, revenue generated from each source and recognition of the future local match for the projects scheduled in the ACIP. It will also lay out the funding strategies needed for each of the capital improvements shown on the ACIP using standard funding sources and include a pro forma cash flow analysis.

c. Revenue Enhancement and Review of Alternative Strategies

Revenue Enhancement: In order to help the airport improve their financial condition and keep costs at a reasonable level, a comparison of the Airport to other comparable airports will be conducted to identify ways to increase revenues. This subtask examines how those potential aviation activities could affect the immediate airport environs, including community, governmental, and environmental considerations. From a financial/revenue stream perspective, this

subtask includes a discussion of how revenue streams and cost expenditures are created through various aviation activities.

In the event that the available standard funding sources (described above) are not sufficient to cover the full project costs associated with the ACIP, and the revenue generated by the Airport facilities is not sufficient to cover the local share, a revenue enhancement plan will be developed to target specific large capital expenses anticipated through the ACIP and phasing plans. This would include developing alternative strategies for user fee based approaches, Public Private Partnership (PPP) opportunities, and third party developer funding alternatives.

Deliverables will include, a management plan for developing and occupying the facilities including timeframe, and an identification of resources required for each proposed revenue generation facility corresponding with the ACIP. A summary report detailing the type of revenue enhancement, the timing and the estimate financial gains will be provided. This will be incorporated into the summary report developed under (b) above.

d. Financial Feasibility Report

A financial feasibility report will be completed based on the data and plans developed through (a)-(c) above. It will include detailing the existing revenue and expenses, historical cash flow, the funding plan for the ACIP, timing of future revenue generation strategies and an overall summary of the cash flow analysis over the planning period.

e. Meetings

Subconsultant will participate in six (6) meetings throughout the course of the contract at an average of four (4) hours per meeting.

15.0 Documentation

An effective Airport plan places emphasis on developing concise, effective study documentation. Several types of materials will be produced to document the planning process as noted below. The report sections or chapters will be provided for FAA and local review, as will the draft and final documents.

Airport Master Plan Report

The Consultant shall prepare twenty (20) paper copies a draft and final Airport Master Plan Report which will summarize the planning process and document the findings of the elements outlined in this scope of services. This report will be written so that it can be easily understood by the general public. The format of the report will be determined through discussions with City staff, but will be based on the individual sections or chapters developed in the individual technical elements of this project. The final product will include a locally adopted Airport Master Plan report.

Anticipated sections/chapters of the Airport Master Plan report include:

- Introduction
- Facility Inventory
- Aviation Demand Forecasts
- Demand/Capacity and Facility Requirements
- Alternative Analysis
- Environmental Overview
- Preferred Alternative (if necessary)
- Financial Analysis
- Appendices

Electronic files of the Airport Master Plan in Adobe PDF format will also be provided to the City, and be posted on the project website. It is recommended that the City post the Airport Master Plan report on the City's Airport website for on-going reference.

The Consultant shall prepare up to twenty (20) bound paper copies of the draft and final Airport Master Plan Report which will summarize the planning process and document the findings of the elements outlined in this scope of services.

Two (2) hard copy drafts of the Airport Master Plan will be each sent to FAA and Iowa DOT Office to provide an opportunity for review and comment prior to proceeding with next chapters; forecast, alternatives analysis, implementation. One (1) final paper and electronic PDF copy of the Airport Master Plan will be each sent to FAA and Iowa DOT Office.

The Consultant will prepare an Executive Summary of the Airport Master Plan Update, summarizing the results of the analysis and outcome of the study. The summary is typically up to 12 panels/pages with summary exhibits. The summary can be used as a stand-alone product for City distribution as needed.

TASK 2 – AERONAUTICAL SURVEY

As identified by staff at FAA ADO, the completion this Airport Master Plan and Airport Layout Plan requires aeronautical survey and mapping services that meet the standards outlined in FAA Advisory Circular AC 150/5300-16A, -17C, and 18B. The survey requirements and deliverables will be completed for an "Airport Layout Plan" as identified in Table 2-1 of AC 150/5300-18B.

The required FAA Advisory Circulars have been established to provide survey specifications to collect safety critical and other Airport data. The specifications outline geodetic control, aerial imagery, survey, data attribution, and delivery requirements. The applicable FAA requirements include:

- FAA Advisory Circular 150/5300-16A *General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to the National Geodetic Survey*,
- FAA Advisory Circular 150/5300-17C *Standards for Using Remote Sensing*
- FAA Advisory Circular 150/5300-18B *General Guidance and Specifications for Submission of Aeronautical Surveys to NGS: Field Data Collection and Geographic Information System (GIS) Standards*.

In general, the Aeronautical Survey will accomplish the following goals:

- Produce a planimetric and topographic base-map necessary to create an Airport Layout Plan.
- Produce a robust dataset, formatted to the standards of the FAA Airports-GIS program, to enable the Airport and Commission to incorporate the Airport's data into a GIS system.
- Complete an "existing conditions" airspace analysis in compliance with FAA Airports-GIS standards. This will fulfill FAA requirements for Airport Layout Plan projects by supplying the FAA with airspace/obstruction data based on existing conditions.
- Complete a Part 77 obstruction analysis in order to produce obstruction data necessary for developing the Airspace sheets of the Airport Layout Plan (in compliance with FAA requirements).
- Complete specialized/custom obstruction data collection necessary to complete a feasibility study on the relocation of runway ends.
- Assist the Commission and Airport in understanding, compliance with, and incorporating FAA Airports-GIS standards.

Data collection and submittal will be limited to the existing Airport configuration for submittal to the FAA. Although not approved yet, the data can eventually be used to develop, in part, an electronic Airport Layout

Plan (eALP).

The Consultant will assist the City with setup of the project on the FAA Airports GIS website (<https://airports-gis.faa.gov/airportsgis/>) and designation of the Consultant's representatives. Required deliverables to the FAA ADO or National Geodetic Survey (NGS) to successfully complete an Aeronautical Survey project include the following:

- Statement of Work (FAA-ADO and FAA Airport GIS website)
- Survey Work and Qualify Control Plan (FAA Airport GIS website)
- Remote Sensing Plan (FAA GIS website)
- Aerial Photography Report (FAA GIS website)
- Airport Survey Digital Data File (FAA via hard drive)
- Final Surveyors Report (FAA GIS website)
- Digital Data Delivery (FAA GIS website)

Work will be completed by CONSULTANT and through sub-contract with CONSULTANT.

1.0 Geodetic Control

Geodetic Control is necessary to establish project control tied to the National Spatial Reference System (NSRS) to establish accurate vertical and horizontal benchmarks. The horizontal datum will be NAD83 and the vertical datum will be NAVD88.

No Primary and/or Secondary Airport Control Stations (PACS/SACS) currently exist at Storm Lake. The use of **Temporary Geodetic Control** will be utilizing on this project. If this is not acceptable to FAA then a scope of services will be developed to establish PACS/SACS at Storm Lake.

2.0 Aerial Photography

Aerial Photography is required by project specifications for development of an obstruction analysis. The photography will also be used to develop an overall Airport base map of planimetric features. The team will develop a flight plan, acquire the photography, process and analyze the imagery. This includes stereo photography and ortho photography as required by FAA AC 150/5300-17C.

Ground control points for aerial imagery will be determined and ground surveyed to provide accuracy for the aerial imagery acquisition. The control positions will be determined with direct ties to the Temporary Control developed for Storm Lake. The capture of aerial photography will be completed once the ground control stations are set. For the obstruction analysis, tree canopies must be in full bloom providing full 'leaf-on' conditions. Two imagery acquisition flights are planned to obtain the best imagery for base mapping and obstruction analysis at the Airport; one during leaf-off conditions to capture buildings within forested areas and one during leaf-on conditions to capture vegetative obstructions. Ortho photography will also be collected as required in AC 150/5300-17C.

The photography flight crew will collect the imagery as defined in the flight layout, encompassing the critical areas of the obstruction identification surfaces and planimetric base mapping. The imagery will be processed and geo-referenced. Models will then be produced for the planimetric base mapping and obstruction analysis.

3.0 Aeronautical Survey

An aeronautical survey is required to obtain and document critical airside information. Ground surveying will be completed to FAA AC 150/5300-18B standards for "Airport Layout Plans" utilizing temporary geodetic

survey control. Multiple survey methods will be used to capture critical runway, navigational aid (NAVAID), obstructions, and control points. This includes the following general surveying tasks for IOW:

- Survey Runway 17/35 ends and profile
- Survey Runway 13/31 ends and profile
- Survey Runway 6/24 ends and profile
- Monument Runway ends (if not already completed)
- Survey Navigational aids for all Runways

The horizontal and vertical points of each NAVAID and top obstruction point will be collected. Prior to survey, the project team will conduct field reconnaissance and Airport interviews to develop project understanding and ensure airfield operational safety is maintained. Airport officials and FAA will be utilized for assistance in identifying NAVAIDS on site or off Airport property.

4.0 FAA Obstruction Analysis

An aerial obstruction analysis will identify the top elevation of the tallest object within over the Airport's airspace surfaces. This mapping identifies representative objects that penetrate the surface under analysis including buildings, vegetation, fences, poles, and other objects. The purpose of this analysis is to determine the Airport's existing and potential future compliance with FAR Part 77 and other protected surfaces for Airport development alternatives explored in the Airport Master Plan. The data will assist in determining which off-Airport properties may require remedial action, such as the acquisition of property easements for object removal. Only representative points will be identified, i.e. not individual trees.

The Subconsultant will collect obstruction data within a defined special collection area so that an obstruction analysis can be performed by the Consultant. An airspace analysis will be performed for the existing airfield configuration. Natural and man-made objects within 10 feet of the critical airspace surfaces will also be identified. The airspace surfaces that may be evaluated include Threshold Siting Surfaces, FAR Part 77 surfaces, and TERPS Departure Surface.

5.0 FAA Planimetric Mapping & GIS Attributes

Aerial photography will be used to develop a planimetric map over the base mapping area which includes the Airport property and surrounding area. The on-Airport features group and class information populated will follow the required (not optional) critical elements as outlined in FAA AC 150/5300-18B. The data groups rendered into attributes will include data easily viewable via aerial photography and/or via site visit. All feature classes are excluded from this effort unless specifically described in this scope of services. Generally this Airport planimetric map will include:

- Runways
- Taxiways
- Buildings
- Navigational Aids
- Obstructions
- Landmarks

Items not included in the scope include wetlands, or other environmentally sensitive areas. The off-Airport base mapping area will include limited planimetric to include streets, buildings, and driveways. 1-foot ground contours will be developed within the identified base map boundary.

The data will be compiled into an AutoCAD format work product ready for delivery to FAA Airports GIS compliant with FAA AC 150/5300-18B. A digital file deliverable in the appropriate format will be completed to be uploaded to the Airports GIS website.

6.0 User-Defined Planimetric Mapping & GIS Attributes

FAA requires specific critical data to be collected to meet the minimum requirements of FAA AC 150/5300-18B. Additional data can be collected to better serve the Airport. In this GIS data collection effort, Airport Management has expressed an interest in including additional feature groups and classes. Data provided to the Consultant will be used to add additional GIS features and attributes. This will include the following:

- Airport Parcel: Available Airport property information (i.e. previous owner, parcel number, grant number, acreage) will be included to match Exhibit A. Fee and easement interests will be included.

7.0 Project Management, Reporting, Deliverables

The Consultant will manage the overall project, including administration and coordination of all efforts related to this work item including coordination with NGS and online portal, coordination with survey staff to produce an accurate product meeting industry standards, and monitoring work schedules to ensure deadlines are met.

The Consultant will be responsible for providing the Airport with a regular progress reports to communicate the team's progress throughout the project. Each progress report will contain progress updates and significant schedule or work issues with the project. Data files and reports will be prepared and delivered as defined in AC 150/5300-16A, 17B, and 18B. The FAA requires a geodetic control report to the NGS (if applicable), an aerial imagery report to the NGS for use in validation, and a final project completion report. The final project completion report will include a complete synopsis of each of the survey tasks completed.

Final deliverables to the Airport will include two (2) CDs containing digital GIS shapefiles of the existing Airport, and four (4) poster-size prints of the aerial photography captures as part of the project.

TASK 3 – AIRPORT LAYOUT PLAN

The Airport Layout Plan (ALP) will be updated to show development recommended in the Airport Master Plan for the Airport over the 20-year planning period. Consultant will build upon the base mapping and obstruction data produced in Task 2 – Aeronautical Survey to create base files and ALP sheets in AutoCAD format. All files will be provided to the Airport at the end of the study.

1.0 ALP Production

The Consultant will produce an ALP set in accordance with the FAA Central Region ALP Checklist (2011), and applicable State of Iowa standards. Preparation of the ALP will be based on the findings of the previous tasks and will include the following individual drawings:

- Title Sheet
- Airport Data Sheet(s)
- Airport Layout Plan Drawing(Existing & Future)
- Airport Layout Plan Drawing(Ultimate), if applicable
- Airport Airspace Drawing
- Runway 17 Inner Portion of the Approach Surface Drawing
- Runway 35 Inner Portion of the Approach Surface Drawing
- Runway 13 Inner Portion of the Approach Surface Drawing

- Runway 31 Inner Portion of the Approach Surface Drawing
- Runway 6 Inner Portion of the Approach Surface Drawing
- Runway 24 Inner Portion of the Approach Surface Drawing
- Building Area Drawing
- On-Airport & Off-Airport Land Use Drawing
- Airport Property Map / Exhibit A

This work includes an update to the Exhibit "A" Airport Property Map to comply with FAA requirements. Data collection related to this effort is identified in Task 1.

The Airport Layout Plan will consist of 22" x 34"(ANSI D) sheets, containing sufficient data to obtain approval from Iowa DOT and FAA. The Consultant will prepare draft versions of the ALP for Airport review. Once approved by the Airport, copies of the ALP will be sent to Iowa DOT for review by their Airport development, planning, and operations staff. Comments will be incorporated into the ALP for submittal to FAA for ADO review. A signed copy of the FAA ALP checklist and a list of changes from the previous ALP will also be submitted with the ALP submittal to the FAA-ADO for review. If acceptable to the ADO, an electronic version of the ALP will be prepared and uploaded to the Obstruction Evaluation Airport Airspace Analysis (OEAAA) online portal for FAA Lines of Business (LOB) review. The ALP will then be published as a final document for distribution upon receipt of FAA airspace review. The documentation will include the following:

- Four (4) Airport draft ALP sets (1 for Consultant and 3 for Airport review)
- Three (3) Iowa DOT draft ALP sets (1 for Airport, 1 for Iowa DOT, 1 for Consultant)
- Three (3) FAA ADO draft ALP sets (1 for Airport, 1 for FAA, 1 for Consultant)
- Five (5) final ALP sets for FAA and Airport signature (2 for Airport, 1 for the FAA, 1 for Iowa DOT, and 1 for Consultant)
- Two Disks (2) of CAD/Adobe PDF drawings of the final approved ALP
- GIS shapefiles of the ALP (future elements not to any FAA Airports GIS standard)

The Consultant will develop a transmittal package for each draft submittal which contains required supporting documentation for Iowa DOT and FAA review. This information will include the Executive Summary from the Airport Master Plan.

Preparation of these documents will be coordinated closely with Iowa DOT, FAA-ADO, and Airport staff. Final documents will reflect appropriate responses to comments received on draft materials from all reviewing agencies. Deliverables will include and FAA-approved ALP.

2.0 Project Management

This ALP effort includes communication among the project team for purposes of tracking the progress of the studies. Managing the various technical work tasks among the project team is necessary for a successful project. Project management duties will include:

- Developing and documenting the project plan
- Organizing the project team
- Launching the project activities
- Executing project activities
- Monitoring and controlling the project to achieve results
- Managing/mitigating risks and solving challenges
- Invoicing and monitoring project budget

Regular project status briefings will take place throughout the ALP process. These briefings will take place in person or via a telephone call or an email between the Assistance City Manager and Consultant's Project Manager or approved staff. These briefings will include status reports of current work, and discussion of any challenges in the study effort which may affect the schedule, process or budget.

TASK 4 – FUNDING ADMINISTRATION

Funding Administration is necessary to assist the Airport with obtaining funding for the proposed project. Work items are related to the tasks outlined as requirements to formulate, program, obtain, and close the grant for the project. This includes the preparation of necessary FAA environmental documentation and compliance with Disadvantaged Business Enterprise (DBE) requirements. The following tasks will be completed.

1.0 Grant Application and Administration

The Consultant shall update the Airport Capital Improvement Plan (ACIP) for the Airport as it relates to the Airport Master Plan and ALP project so that the project is identified for funding. The ACIP will also be updated at the end of the planning project to show new 5-year planned Airport improvements.

FAA project programming papers will be prepared as necessary to provide FAA necessary detail about the project for funding. Discuss project funding, eligibility, and process with FAA. Up to one (1) FAA grant application package for the project will be prepared and submitted to FAA. This will include a funding summary, project description, agreements for work to be performed, and a grant request letter

FAA Quarterly Performance Reports will be prepared while the grant is active as required by FAA to report project progress.

2.0 DBE Plan or Update

Because this project is not anticipated to use \$250,000 in Federal funds in one fiscal year, an updated DBE program will not be developed or updated to meet current 3-year program standards.

3.0 Prepare Environmental Documentation

No Environmental Documentation is necessary to be prepared by the Sponsor for this project.

4.0 Project Closeout

The Consultant shall prepare one (1) FAA long-form grant closeout report for the grant to cover the projects identified in this scope of services. This work includes research to determine final project costs, preparation of the report, coordination with the Airport, State, and FAA-ADO for review, and preparation of final documents for Airport approval.

I.B. ADDITIONAL/OPTIONAL SERVICES

Consulting services performed other than those authorized under Section I.B. shall not be considered part of the Basic Services and may be authorized by the CLIENT as Additional Services. Additional Services consist of those services, which are not generally considered to be Basic Services; or exceed the requirements of the Basic Services; or are not definable prior to the commencement of the project; or vary depending on the technique, procedures or schedule of the project contractor. Additional services may consist of the following:

1. Completion of additional special studies or facilitating/attending meetings not identified in Section I.A.
2. Periodic completion of grant reimbursement requests (i.e. Credit Applications).

3. Attendance of additional meetings beyond those identified in the above scope. These meetings would be authorized as needed by the City at an hourly basis per meeting.
4. All other services not specifically identified in Section I.A.

EXHIBIT II



**FAA
Airports**

Required A/E Contact Provisions for Airport Improvement Program and for Obligated Sponsors

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For purposes of this document, all references to "Contractor" shall also mean "CONSULTANT".

Provisions Required for All Contracts

1. ACCESS TO RECORDS AND REPORTS.

(Reference: 2 CFR § 200.326, 2 CFR § 200.333)

1.1. APPLICABILITY.

Applies to all AIP-funded projects and must be included in all contracts and subcontracts.

1.2. MANDATORY CONTRACT LANGUAGE.

The mandatory language that must be used on AIP funded project contracts is as follows:

ACCESS TO RECORDS AND REPORTS

The Contractor must maintain an acceptable cost accounting system. The Contractor agrees to provide the Sponsor, the Federal Aviation Administration, and the Comptroller General of the United States or any of their duly authorized representatives access to any books, documents, papers, and records of the contractor which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts and transcriptions. The Contractor agrees to maintain all books, records and reports required under this contract for a period of not less than three years after final payment is made and all pending matters are closed.

2. BUY AMERICAN PREFERENCE.

(Reference: 49 USC § 50101)

2.1. APPLICABILITY.

The sponsor must meet the Buy American preference requirements found in 49 USC § 50101 in all AIP-funded projects. The Buy America requirements flow down from the sponsor to first tier contractors, who are responsible for ensuring that lower tier contractors and subcontractors are in compliance. **The Buy American preference also applies to professional service agreements if the agreement includes any manufactured product as a deliverable.**

2.2. REQUIREMENTS.

The Buy-American preference requirements established within 49 USC § 50101 require that all steel and manufactured goods used on AIP projects must be produced in the United States. It also gives the FAA the ability to issue a waiver to the sponsor to use other materials on the AIP funded project. The FAA requires that these waivers be requested in advance of use of the materials on the AIP funded project. The sponsor may request that the FAA issue a waiver from the Buy American preference requirements if the FAA finds that:

- 1) applying the provision is not in the public interest;
- 2) the steel or manufactured goods are not available in sufficient quantity or quality in the United States;
- 3) the cost of components and subcomponents produced in the United States is more than 60 percent of the total components of a facility or equipment, and final assembly has taken place in the United States. Items that have an FAA standard specification item number (such as specific airport lighting equipment) is considered the equipment in this case. For construction of a facility, the application of this subsection is determined after bid opening; or
- 4) applying this provision would increase the cost of the overall project by more than 25 percent.

2.3. NATIONAL BUY AMERICAN WAIVERS WEBSITE.

The FAA Office of Airports maintains a list of equipment that has received waivers from the Buy American preference requirements on the http://www.faa.gov/airports/aip/buy_american/ website. Products listed on the Nationwide Buy American Waivers Issued list do not require a project specific Buy American preference requirement waiver from the FAA.

2.4. MANDATORY CONTRACT LANGUAGE.

The mandatory language that must be used on AIP funded project contracts is as follows:

BUY AMERICAN CERTIFICATION

The contractor agrees to comply with 49 USC § 50101, which provides that Federal funds may not be obligated unless all steel and manufactured goods used in AIP-funded projects are produced in the United States, unless the FAA has issued a waiver for the product; the product is listed as an Excepted Article, Material Or Supply in Federal Acquisition Regulation subpart 25.108; or is included in the FAA Nationwide Buy American Waivers Issued list.

A bidder or offeror must submit the appropriate Buy America certification (below) with all bids or offers on AIP funded projects. Bids or offers that are not accompanied by a completed Buy America certification must be rejected as nonresponsive.

Type of Certification is based on Type of Project:

There are two types of Buy American certifications.

- For projects for a facility, the Certificate of Compliance Based on Total Facility (Terminal or Building Project) must be submitted.
- For all other projects, the Certificate of Compliance Based on Equipment and Materials Used on the Project (Non-building construction projects such as runway or roadway construction; or equipment acquisition projects) must be submitted.

Certificate of Buy American Compliance for Total Facility

(Buildings such as Terminal, SRE, ARFF, etc.)

As a matter of bid responsiveness, the bidder or offeror must complete, sign, date, and submit this certification statement with their proposal. The bidder or offeror must indicate how they intend to comply with 49 USC § 50101 by selecting one of the following certification statements. These statements are mutually exclusive. Bidder must select one or the other (i.e. not both) by inserting a checkmark (✓) or the letter "X".

- ☐ Bidder or offeror hereby certifies that it will comply with 49 USC. 50101 by:
- a) Only installing steel and manufactured products produced in the United States; or
 - b) Installing manufactured products for which the FAA has issued a waiver as indicated by inclusion on the current FAA Nationwide Buy American Waivers Issued listing; or
 - c) Installing products listed as an Excepted Article, Material or Supply in Federal Acquisition Regulation Subpart 25.108.

By selecting this certification statement, the bidder or offeror agrees:

1. To provide to the Owner evidence that documents the source and origin of the steel and manufactured product.
2. To faithfully comply with providing US domestic products

3. To refrain from seeking a waiver request after establishment of the contract, unless extenuating circumstances emerge that the FAA determines justified.
- ☐ The bidder or offeror hereby certifies it cannot comply with the 100% Buy American Preferences of 49 USC § 50101(a) but may qualify for either a Type 3 or Type 4 waiver under 49 USC § 50101(b). By selecting this certification statement, the apparent bidder or offeror with the apparent low bid agrees:
1. To submit to the Owner within 15 calendar days of the bid opening, a formal waiver request and required documentation that support the type of waiver being requested.
 2. That failure to submit the required documentation within the specified timeframe is cause for a non-responsive determination may result in rejection of the proposal.
 3. To faithfully comply with providing US domestic products at or above the approved US domestic content percentage as approved by the FAA.
 4. To furnish US domestic product for any waiver request that the FAA rejects.
 5. To refrain from seeking a waiver request after establishment of the contract, unless extenuating circumstances emerge that the FAA determines justified.

Required Documentation

Type 3 Waiver - The cost of components and subcomponents produced in the United States is more than 60% of the cost of all components and subcomponents of the "facility". The required documentation for a type 3 waiver is:

- a) Listing of all manufactured products that are not comprised of 100% US domestic content (Excludes products listed on the FAA Nationwide Buy American Waivers Issued listing and products excluded by Federal Acquisition Regulation Subpart 25.108; products of unknown origin must be considered as non-domestic products in their entirety)
- b) Cost of non-domestic components and subcomponents, excluding labor costs associated with final assembly and installation at project location.
- c) Percentage of non-domestic component and subcomponent cost as compared to total "facility" component and subcomponent costs, excluding labor costs associated with final assembly and installation at project location.

Type 4 Waiver – Total cost of project using US domestic source product exceeds the total project cost using non-domestic product by 25%. The required documentation for a type 4 of waiver is:

- a) Detailed cost information for total project using US domestic product
- b) Detailed cost information for total project using non-domestic product

False Statements: Per 49 USC § 47126, this certification concerns a matter within the jurisdiction of the Federal Aviation Administration and the making of a false, fictitious or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code.

Date

Signature

Company Name

Title

* * * * *

Certificate of Buy American Compliance for Manufactured Products

(Non-building construction projects, equipment acquisition projects)

As a matter of bid responsiveness, the bidder or offeror must complete, sign, date, and submit this certification statement with their proposal. The bidder or offeror must indicate how they intend to comply with 49 USC § 50101 by selecting one on the following certification statements. These statements are mutually exclusive. Bidder must select one or the other (not both) by inserting a checkmark (✓) or the letter "X".

- ☐ Bidder or offeror hereby certifies that it will comply with 49 USC § 50101 by:
- a) Only installing steel and manufactured products produced in the United States, or;
 - b) Installing manufactured products for which the FAA has issued a waiver as indicated by inclusion on the current FAA Nationwide Buy American Waivers Issued listing, or;
 - c) Installing products listed as an Excepted Article, Material or Supply in Federal Acquisition Regulation Subpart 25.108.

By selecting this certification statement, the bidder or offeror agrees:

1. To provide to the Owner evidence that documents the source and origin of the steel and manufactured product.
2. To faithfully comply with providing US domestic product
3. To furnish US domestic product for any waiver request that the FAA rejects
4. To refrain from seeking a waiver request after establishment of the contract, unless extenuating circumstances emerge that the FAA determines justified.

- ☐ The bidder or offeror hereby certifies it cannot comply with the 100% Buy American Preferences of 49 USC § 50101(a) but may qualify for either a Type 3 or Type 4 waiver under 49 USC § 50101(b). By selecting this certification statement, the apparent bidder or offeror with the apparent low bid agrees:

1. To the submit to the Owner within 15 calendar days of the bid opening, a formal waiver request and required documentation that support the type of waiver being requested.

2. That failure to submit the required documentation within the specified timeframe is cause for a non-responsive determination may result in rejection of the proposal.
3. To faithfully comply with providing US domestic products at or above the approved US domestic content percentage as approved by the FAA.
4. To refrain from seeking a waiver request after establishment of the contract, unless extenuating circumstances emerge that the FAA determines justified.

Required Documentation

Type 3 Waiver - The cost of the item components and subcomponents produced in the United States is more than 60% of the cost of all components and subcomponents of the "item". The required documentation for a type 3 waiver is:

- a) Listing of all product components and subcomponents that are not comprised of 100% US domestic content (Excludes products listed on the FAA Nationwide Buy American Waivers Issued listing and products excluded by Federal Acquisition Regulation Subpart 25.108; products of unknown origin must be considered as non-domestic products in their entirety)
- b) Cost of non-domestic components and subcomponents, excluding labor costs associated with final assembly at place of manufacture.
- c) Percentage of non-domestic component and subcomponent cost as compared to total "item" component and subcomponent costs, excluding labor costs associated with final assembly at place of manufacture.

Type 4 Waiver – Total cost of project using US domestic source product exceeds the total project cost using non-domestic product by 25%. The required documentation for a type 4 of waiver is:

- a) Detailed cost information for total project using US domestic product
- b) Detailed cost information for total project using non-domestic product

False Statements: Per 49 USC § 47126, this certification concerns a matter within the jurisdiction of the Federal Aviation Administration and the making of a false, fictitious or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code.

Date

Signature

Company Name

Title

3. CIVIL RIGHTS - GENERAL.

(Reference: 49 USC § 47123)

3.1. APPLICABILITY.

The General Civil Rights Provisions found in 49 USC § 47123, derived from the Airport and Airway Improvement Act of 1982, Section 520, apply to all AIP-funded projects. This provision is in addition to the Civil Rights – Title VI provisions.

3.2. MANDATORY CONTRACT LANGUAGE.

The mandatory language that must be used on AIP funded project contracts is as follows:

GENERAL CIVIL RIGHTS PROVISIONS

The contractor agrees that it will comply with pertinent statutes, Executive Orders and such rules as are promulgated to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or handicap be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision binds the contractors from the bid solicitation period through the completion of the contract. This provision is in addition to that required of Title VI of the Civil Rights Act of 1964.

This provision also obligates the tenant/concessionaire/lessee or its transferee for the period during which Federal assistance is extended to the airport through the Airport Improvement Program, except where Federal assistance is to provide, or is in the form of personal property; real property or interest therein; structures or improvements thereon.

In these cases the provision obligates the party or any transferee for the longer of the following periods:

(a) the period during which the property is used by the airport sponsor or any transferee for a purpose for which Federal assistance is extended, or for another purpose involving the provision of similar services or benefits; or

(b) the period during which the airport sponsor or any transferee retains ownership or possession of the property.

4. CIVIL RIGHTS – TITLE VI ASSURANCES.

Appropriate clauses from the Standard DOT Title VI Assurances must be included in all contracts and solicitations. The clauses are as follows:

- 1) Title VI Solicitation Notice
- 2) Title VI Clauses for Compliance with Nondiscrimination Requirements.
- 3) Title VI Required Clause for Land Interests Transferred from the United States
- 4) Title VI Required Clause for Real Property Acquired Or Improved by the sponsor subject to the nondiscrimination Acts and Regulations.
- 5) Clauses for Construction/Use/Access to Real Property Acquired Under the Activity, Facility or Program
- 6) Title VI List Of Pertinent Nondiscrimination Statutes And Authorities

4.1. APPLICABILITY.

The sponsor must insert the **Title VI Solicitation Notice** in:

- 1) All solicitations for bids, requests for proposals work, or material subject to the nondiscrimination acts and regulations made in connection with Airport Improvement Program grants; and
- 2) All proposals for negotiated agreements regardless of funding source

The Sponsor must insert the **Title VI required contract clause** and the **Title VI list of Pertinent Nondiscrimination Statutes and Authorities** in every contract or agreement, unless the sponsor has determined and the FAA has agreed, that the contract or agreement is not subject to the nondiscrimination Acts and the Regulations.

The sponsor must insert the clauses of **Title VI Clauses for Deeds Transferring United States Property**, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a sponsor.

The sponsor must include the **Title VI Clauses for Transfer of Real Property Acquired or Improved Under the Activity, Facility, Or Program**, the **Title VI Clauses for Construction/Use/Access to Real Property Acquired Under the Activity, Facility or Program**, and the **Title VI List of Pertinent Nondiscrimination Authorities**, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the sponsor with other parties:

- 1) For the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
- 2) For the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.

4.2. MANDATORY CONTRACT LANGUAGE.

4.2.1. Title VI Solicitation Notice

(Source: Appendix 4 of FAA Order 1400.11, Nondiscrimination in Federally-Assisted Programs at the Federal Aviation Administration)

Title VI Solicitation Notice:

The **(Name of Sponsor)**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

4.2.2. Title VI Clauses for Compliance with Nondiscrimination Requirements

(Source: Appendix A of Appendix 4 of FAA Order 1400.11, Nondiscrimination in Federally-Assisted Programs at the Federal Aviation Administration)

Compliance with Nondiscrimination Requirements

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the **Title VI List of Pertinent Nondiscrimination Statutes and Authorities**, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor’s obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.

4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the sponsor or the Federal Aviation Administration to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the sponsor or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:
 - a. Withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. Cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the sponsor or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the sponsor to enter into any litigation to protect the interests of the sponsor. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

4.2.3. Title VI Clauses for Deeds Transferring United States Property

(Source: Appendix B of Appendix 4 of FAA Order 1400.11, Nondiscrimination in Federally-Assisted Programs at the Federal Aviation Administration)

CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of the Airport Improvement Program grant assurances.

NOW, THEREFORE, the Federal Aviation Administration as authorized by law and upon the condition that the **(Title of Sponsor)** will accept title to the lands and maintain the project constructed thereon in accordance with **(Name of Appropriate Legislative Authority)**, for the **(Airport Improvement Program or**

other program for which land is transferred), and the policies and procedures prescribed by the Federal Aviation Administration of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the **(Title of Sponsor)** all the right, title and interest of the U.S. Department of Transportation/Federal Aviation Administration in and to said lands described in **(Exhibit A attached hereto or other exhibit describing the transferred property)** and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto **(Title of Sponsor)** and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the **(Title of Sponsor)**, its successors and assigns.

The **(Title of Sponsor)**, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [,] [and]* (2) that the **(Title of Sponsor)** will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended[, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the Federal Aviation Administration and its assigns as such interest existed prior to this instruction].*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.)

4.2.4. Title VI Clauses for Transfer of Real Property Acquired or Improved Under the Activity, Facility, or Program

(Source: Appendix C of Appendix 4 of FAA Order 1400.11, Nondiscrimination in Federally-Assisted Programs at the Federal Aviation Administration)

CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the **(Title of Sponsor)** pursuant to the provisions of the Airport Improvement Program grant assurances.

- A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add “as a covenant running with the land”] that:
 - 1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a Federal Aviation Administration activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Nondiscrimination Acts and Regulations listed in the Pertinent List of Nondiscrimination Authorities (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Nondiscrimination covenants, **(Title of Sponsor)** will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.*
- C. With respect to a deed, in the event of breach of any of the above Nondiscrimination covenants, the **(Title of Sponsor)** will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the **(Title of Sponsor)** and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

4.2.5. Title VI Clauses for Construction/Use/Access to Real Property Acquired Under the Activity, Facility or Program

(Source: Appendix D of Appendix 4 of FAA Order 1400.11, Nondiscrimination in Federally-Assisted Programs at the Federal Aviation Administration)

CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY OR PROGRAM

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by **(Title of Sponsor)** pursuant to the provisions of the Airport Improvement Program grant assurances.

- A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, “as a covenant running with the land”) that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the List of Pertinent Nondiscrimination Authorities.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above nondiscrimination covenants, **(Title of Sponsor)** will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.*
- C. With respect to deeds, in the event of breach of any of the above nondiscrimination covenants, **(Title of Sponsor)** will there upon revert to and vest in and become the absolute property of **(Title of Sponsor)** and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

4.2.6. Title VI List of Pertinent Nondiscrimination Authorities

(Source: Appendix E of Appendix 4 of FAA Order 1400.11, Nondiscrimination in Federally-Assisted Programs at the Federal Aviation Administration)

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination In Federally-Assisted Programs of The Department of Transportation—Effectuation of Title VI of The Civil Rights Act of 1964);

- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 *et seq.*).

5. DISADVANTAGED BUSINESS ENTERPRISE.

(Reference: 49 CFR part 26)

5.1. APPLICABILITY.

The Disadvantaged Business Enterprise requirements found in 49 CFR part 26, apply to all AIP-funded projects and must be included in all contracts and subcontracts. This includes both project with contract goals and project relying on race/gender neutral means.

5.2. MANDATORY CONTRACT LANGUAGE.

The mandatory language that must be used on AIP funded project contracts is as follows. Other than to insert appropriate Sponsor information into the noted spaces, the Sponsor must not modify these contract clauses:

DISADVANTAGED BUSINESS ENTERPRISES

Contract Assurance (§ 26.13) - The contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as the recipient deems appropriate.

Prompt Payment (§26.29)- The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than {specify number} days from the receipt of each payment the prime contractor receives from {Name of recipient}. The prime contractor agrees further to return retainage payments to each subcontractor within {specify the same number as above} days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the {Name of Recipient}. This clause applies to both DBE and non-DBE subcontractors.

6. FEDERAL FAIR LABOR STANDARDS ACT (FEDERAL MINIMUM WAGE)

(Reference: 29 USC § 201, et seq.)

6.1. APPLICABILITY.

The federal minimum wage provisions are contained in the Fair Labor Standards Act (FLSA) which is administered by the United States Department of Labor Wage and Hour Division. All contracts and subcontracts must meet comply with the FLSA, including the recordkeeping standards of the Act.

6.2. MANDATORY CONTRACT LANGUAGE.

All contracts and subcontracts that result from this solicitation incorporate the following provisions by reference, with the same force and effect as if given in full text. The contractor has full responsibility to monitor compliance to the referenced statute or regulation. The contractor must address any claims or disputes that pertain to a referenced requirement directly with the Federal Agency with enforcement responsibilities.

Requirement	Federal Agency with Enforcement Responsibilities
Federal Fair Labor Standards Act (29 USC 201)	U.S. Department of Labor – Wage and Hour Division

7. LOBBYING AND INFLUENCING FEDERAL EMPLOYEES.

(Reference: 49 CFR part 20, Appendix A)

7.1. APPLICABILITY.

The Lobbying and Influencing Federal Employees prohibition found in 49 CFR part 20, Appendix A, applies to all AIP-funded projects and must be included in all contracts and subcontracts.

7.2. MANDATORY CONTRACT LANGUAGE.

The mandatory language that must be used on AIP funded project contracts is as follows:

LOBBYING AND INFLUENCING FEDERAL EMPLOYEES

The bidder or offeror certifies by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

- 1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the bidder or offeror, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- 2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

8. OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970

(Reference 20 CFR part 1910)

8.1. APPLICABILITY.

The United States Department of Labor Occupational Safety & Health Administration (OSHA) oversees the workplace health and safety standards wage provisions from the Occupational Safety and Health Act of 1970. All contracts and subcontracts must meet comply with the Occupational Safety and Health Act of 1970.

8.2. MANDATORY CONTRACT LANGUAGE.

All contracts and subcontracts that result from this solicitation incorporate the following provisions by reference, with the same force and effect as if given in full text. The contractor has full responsibility to monitor compliance to the referenced statute or regulation. The contractor must address any claims or disputes that pertain to a referenced requirement directly with the Federal Agency with enforcement responsibilities.

Requirement	Federal Agency with Enforcement Responsibilities
Occupational Safety and Health Act of 1970 (20 CFR Part 1910)	U.S. Department of Labor – Occupational Safety and Health Administration

9. RIGHT TO INVENTIONS.

(Reference 2 CFR § 200 Appendix II(F))

9.1. APPLICABILITY.

The requirement for rights to inventions and materials found in 2 CFR § 200 Appendix II(F) applies to all AIP-funded projects and must be included in all contracts and subcontracts.

9.2. MANDATORY CONTRACT LANGUAGE.

The regulation does not prescribe mandatory language, however the following clause represents sample language that meets the intent of 2 CFR § 200 Appendix II(F).

RIGHTS TO INVENTIONS

All rights to inventions and materials generated under this contract are subject to requirements and regulations issued by the FAA and the Sponsor of the Federal grant under which this contract is executed.

10. TRADE RESTRICTION

(Reference: 49 CFR part 30)

10.1. APPLICABILITY.

The trade restriction clause applies to all AIP-funded projects and must be included in all contracts and subcontracts.

10.2. MANDATORY CONTRACT LANGUAGE.

The mandatory language is as follows:

TRADE RESTRICTION CLAUSE

The contractor or subcontractor, by submission of an offer and/or execution of a contract, certifies that it:

- a. is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms published by the Office of the United States Trade Representative (USTR);
- b. has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country on said list, or is owned or controlled directly or indirectly by one or more citizens or nationals of a foreign country on said list;
- c. has not procured any product nor subcontracted for the supply of any product for use on the project that is produced in a foreign country on said list.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to a contractor or subcontractor who is unable to certify to the above. If the contractor knowingly procures or subcontracts for the supply of any product or service of a foreign country on said list for use on the project, the Federal Aviation Administration may direct through the Sponsor cancellation of the contract at no cost to the Government.

Further, the contractor agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in each contract and in all lower tier subcontracts. The contractor may rely on the certification of a prospective subcontractor unless it has knowledge that the certification is erroneous.

The contractor shall provide immediate written notice to the sponsor if the contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The subcontractor agrees to provide written notice to the contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

This certification is a material representation of fact upon which reliance was placed when making the award. If it is later determined that the contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration may direct through the Sponsor cancellation of the contract or subcontract for default at no cost to the Government.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

Additional Provision for A/E Contracts Exceeding \$10,000

11. TERMINATION OF CONTRACT.

(Reference 2 CFR § 200 Appendix II(B))

11.1. APPLICABILITY.

Incorporate in all contracts and subcontracts that exceed \$10,000.

11.2. MANDATORY CONTRACT LANGUAGE.

TERMINATION OF CONTRACT

a. The Sponsor may, by written notice, terminate this contract in whole or in part at any time, either for the Sponsor's convenience or because of failure to fulfill the contract obligations. Upon receipt of such notice services must be immediately discontinued (unless the notice directs otherwise) and all materials as may have been accumulated in performing this contract, whether completed or in progress, delivered to the Sponsor.

b. If the termination is for the convenience of the Sponsor, an equitable adjustment in the contract price will be made, but no amount will be allowed for anticipated profit on unperformed services.

c. If the termination is due to failure to fulfill the contractor's obligations, the Sponsor may take over the work and prosecute the same to completion by contract or otherwise. In such case, the contractor is liable to the Sponsor for any additional cost occasioned to the Sponsor thereby.

d. If, after notice of termination for failure to fulfill contract obligations, it is determined that the contractor had not so failed, the termination will be deemed to have been effected for the convenience of the Sponsor. In such event, adjustment in the contract price will be made as provided in paragraph 2 of this clause.

e. The rights and remedies of the sponsor provided in this clause are in addition to any other rights and remedies provided by law or under this contract.

Additional Provision for A/E Contracts Exceeding \$25,000

12. DEBARMENT AND SUSPENSION (NON-PROCUREMENT).

(Reference: 2 CFR part 180 (Subpart C), 2 CFR part 1200, DOT Order 4200.5 DOT Suspension & Debarment Procedures & Ineligibility)

12.1. APPLICABILITY.

The contract agreement that ultimately results from this solicitation is a “covered transaction” as defined by Title 2 CFR Part 180. Bidder must certify at the time they submit their proposal that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction. The bidder with the successful bid further agrees to comply with Title 2 CFR Part 1200 and Title 2 CFR Part 180, Subpart C by administering each lower tier subcontract that exceeds \$25,000 as a “covered transaction”.

Incorporate in all contracts and subcontracts that exceed \$25,000.

12.2. MANDATORY CONTRACT LANGUAGE.

CERTIFICATE REGARDING DEBARMENT AND SUSPENSION (BIDDER OR OFFEROR)

By submitting a bid/proposal under this solicitation, the bidder or offeror certifies that at the time the bidder or offeror submits its proposal that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION (SUCCESSFUL BIDDER REGARDING LOWER TIER PARTICIPANTS)

The successful bidder, by administering each lower tier subcontract that exceeds \$25,000 as a “covered transaction”, must verify each lower tier participant of a “covered transaction” under the project is not presently debarred or otherwise disqualified from participation in this federally assisted project. The successful bidder will accomplish this by:

1. Checking the System for Award Management at website: <http://www.sam.gov>
2. Collecting a certification statement similar to the Certificate Regarding Debarment and Suspension (Bidder or Offeror), above.
3. Inserting a clause or condition in the covered transaction with the lower tier contract

If the FAA later determines that a lower tier participant failed to tell a higher tier that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedy, including suspension and debarment.

Additional Provisions for A/E Contracts Exceeding \$100,000

13. BREACH OF CONTRACT TERMS.

(Reference 2 CFR § 200 Appendix II(A))

13.1. APPLICABILITY.

This provision is required in all contracts that exceed the simplified acquisition threshold. This threshold, fixed at 41 USC 403(11), is presently set at \$100,000.

13.2. MANDATORY CONTRACT LANGUAGE.

The regulation does not prescribe mandatory language, however the following clause represents sample language that meets the intent of 2 CFR § 200 Appendix II(A). This provision requires grantees to incorporate administrative, contractual or legal remedies in instances where contractors violate or breach contract terms.

BREACH OF CONTRACT TERMS

Any violation or breach of terms of this contract on the part of the contractor or its subcontractors may result in the suspension or termination of this contract or such other action that may be necessary to enforce the rights of the parties of this agreement. The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder are in addition to, and not a limitation of, any duties, obligations, rights and remedies otherwise imposed or available by law.

14. CLEAN AIR AND WATER POLLUTION CONTROL.

(Reference: 49 CFR § 18.36(i)(12)) Note, when the DOT adopts 2 CFR 200, this reference will change to 2 CFR § 200 Appendix II(G))

14.1. APPLICABILITY.

Incorporate in all professional service agreements, construction contracts and subcontracts that exceed \$100,000. (Note that the 2 CFR 200 will raise this level to \$150,000)

14.2. MANDATORY CONTRACT LANGUAGE.

CLEAN AIR AND WATER POLLUTION CONTROL

Contractors and subcontractors agree:

1. That any facility to be used in the performance of the contract or subcontract or to benefit from the contract is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities;
2. To comply with all the requirements of Section 114 of the Clean Air Act, as amended, 42 U.S.C. 1857 et seq. and Section 308 of the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq. relating to inspection, monitoring, entry, reports, and information, as well as all other requirements specified in Section 114 and Section 308 of the Acts, respectively, and all other regulations and guidelines issued thereunder;
3. That, as a condition for the award of this contract, the contractor or subcontractor will notify the awarding official of the receipt of any communication from the EPA indicating that a facility to be used for the performance of or benefit from the contract is under consideration to be listed on the EPA List of Violating Facilities;
4. To include or cause to be included in any construction contract or subcontract which exceeds \$100,000 the aforementioned criteria and requirements.

15. CONTRACT WORKHOURS AND SAFETY STANDARDS ACT REQUIREMENTS.

(Reference: 2 CFR § 200 Appendix II (E))

15.1. APPLICABILITY.

Incorporate in all professional service agreements, construction contracts and subcontracts that exceed \$100,000.

15.2. MANDATORY CONTRACT LANGUAGE.

CONTRACT WORKHOURS AND SAFETY STANDARDS ACT REQUIREMENTS

1. Overtime Requirements.

No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic, including watchmen and guards, in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

2. Violation; Liability for Unpaid Wages; Liquidated Damages.

In the event of any violation of the clause set forth in paragraph (1) above, the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph 1 above, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph 1 above.

3. Withholding for Unpaid Wages and Liquidated Damages.

The Federal Aviation Administration or the Sponsor shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any monies payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other Federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph 2 above.

4. Subcontractors.

The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraphs 1 through 4 and also a clause requiring the subcontractor to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs 1 through 4 of this section.

DETAILED WORK PLAN
ESTIMATED PERSON-HOURS AND FEES
SPONSOR: CITY OF STORM LAKE, IOWA
PROJECT: 2015 AIRPORT MASTER PLAN
CONSULTANT: BOLTON & MENK, INC.

AIRPORT MASTER PLANNING SERVICES

SUB-CONSULTANTS	Fee
Photogrammetrist for Imagery Obstruction Analysis (QUANTUM)	\$38,000.00
Financial Feasibility Analysis (MARR/ARNOLD)	\$25,000.00
Other	\$0.00
Other	\$0.00
TOTAL SUB-CONSULTANTS	\$63,000.00

EXPENSES	Per
MARR/ARNOLD Expenses	\$600.00
MP/MAG Project Binders (12 @ \$10/ea)	\$0.00
Storage Media for AGIS Imagery	\$0.00
Johnson County Online Property Account (1 month for Options)	\$0.00
Johnson County Reproduction Costs (for Optional Services)	\$0.00
Johnson & Meek Travel Expenses	\$0.00
TOTAL EXPENSES	\$600.00

Task Breakdown (Including Expenses)	Fee
ASR 1 - AIRPORT MASTER PLAN	\$69,530.00
OPTIONAL SERVICES	\$0.00
ASR 2 - AERONAUTICAL SURVEY	\$8,520.00
ASR 3 - AIRPORT LAYOUT PLAN UPDATE	\$15,485.00
ASR 4 - FUNDING ADMINISTRATION	\$3,790.00
TOTAL FEES	\$147,725.00
TOTAL CORE SERVICES	\$147,725.00
TOTAL OPTIONAL SERVICES	\$0.00

[illegible]

Item No.	Item Description	Principal Investigator \$160.00	Sr. Aviation Project Manager \$0.00	Sr. Environmental Planner \$160.00	Project Engineer, Trn. Planner \$0.00	Lead Aviation Planner \$170.00	Staff/Aviation Planner \$85.00	Senior CAD/GIS Technician \$0.00	CONVRS Engineer \$75.00	Principal Surveyor \$160.00	License #1 and Surveyor #2 (no fees) \$160.00	Certical \$65.00	Total Hours	Cost Summary
PHASE I - PROJECT DEVELOPMENT AND CONTROL														
4.0 Project Formulation														
4.1	Project Scoping Meeting	0	0	0	0	2	0	0	0	0	0	0	2	\$2,400.00
4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
Summary Costs														\$640.00
4.0 Project Formulation														
4.1	Project Scoping Meeting	0	0	0	0	2	0	0	0	0	0	0	2	\$2,400.00
4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
Summary Costs														\$640.00
4.0 Project Formulation														
4.1	Project Scoping Meeting	0	0	0	0	2	0	0	0	0	0	0	2	\$2,400.00
4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
Summary Costs														\$640.00
4.0 Project Formulation														
4.1	Project Scoping Meeting	0	0	0	0	2	0	0	0	0	0	0	2	\$2,400.00
4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
Summary Costs														\$640.00
4.0 Project Formulation														
4.1	Project Scoping Meeting	0	0	0	0	2	0	0	0	0	0	0	2	\$2,400.00
4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
Summary Costs														\$640.00
4.0 Project Formulation														
4.1	Project Scoping Meeting	0	0	0	0	2	0	0	0	0	0	0	2	\$2,400.00
4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
Summary Costs														\$640.00
4.0 Project Formulation														
4.1	Project Scoping Meeting	0	0	0	0	2	0	0	0	0	0	0	2	\$2,400.00
4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
Summary Costs														\$640.00
4.0 Project Formulation														
4.1	Project Scoping Meeting	0	0	0	0	2	0	0	0	0	0	0	2	\$2,400.00
4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
Summary Costs														\$640.00
4.0 Project Formulation														
4.1	Project Scoping Meeting	0	0	0	0	2	0	0	0	0	0	0	2	\$2,400.00
4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
Summary Costs														\$640.00
4.0 Project Formulation														
4.1	Project Scoping Meeting	0	0	0	0	2	0	0	0	0	0	0	2	\$2,400.00
4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
Summary Costs														\$640.00
4.0 Project Formulation														
4.1	Project Scoping Meeting	0	0	0	0	2	0	0	0	0	0	0	2	\$2,400.00
4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
Summary Costs														\$640.00
4.0 Project Formulation														
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4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
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4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
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Estimate of Total Man-hours														
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Estimate of Total Man-hours														
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Summary Costs														\$640.00
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Estimate of Total Man-hours														
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Estimate of Total Man-hours														
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4.1	Project Scoping Meeting	0	0	0	0	2	0	0	0	0	0	0	2	\$2,400.00
4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
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4.0 Project Formulation														
4.1	Project Scoping Meeting	0	0	0	0	2	0	0	0	0	0	0	2	\$2,400.00
4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
Summary Costs														\$640.00
4.0 Project Formulation														
4.1	Project Scoping Meeting	0	0	0	0	2	0	0	0	0	0	0	2	\$2,400.00
4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
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4.1	Project Scoping Meeting	0	0	0	0	2	0	0	0	0	0	0	2	\$2,400.00
4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
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4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
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4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
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4.0 Project Formulation														
4.1	Project Scoping Meeting	0	0	0	0	2	0	0	0	0	0	0	2	\$2,400.00
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Estimate of Total Man-hours														
Summary Costs														\$640.00
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4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
Summary Costs														\$640.00
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4.1	Project Scoping Meeting	0	0	0	0	2	0	0	0	0	0	0	2	\$2,400.00
4.2	Develop Project Scope of Work	1	0	0	0	2	0	0	0	0	0	0	3	\$400.00
Estimate of Total Man-hours														
Summary Costs														\$640.00
4.0 Project Formulation														
4.1	Project Scoping Meeting	0	0	0	0	2	0	0	0	0	0	0	2	\$2,400.00
4.2														

Phase III - Data Collection & Analysis														
Item No.	From	Principal (\$10k)	Sr. Aviation Project Manager (\$90k)	Sr. Environmental Planner (\$155k)	Project Engineer, Train. Planner (\$10k)	Lead Aviation Pilot (\$125k)	Staff Aviation Planner (\$85k)	Senior CAD/CIS Technician (\$90k)	CAD/CIS Technologist, Design Engineer (\$75k)	Licensed Aircraft Surveyor (\$155k)	Checked (\$55k)	Total Hours		Cost Summary
7.0 Data Collection & Property Acquisition														
7.1 Obtain Aerial Imagery & Data		0	0	0	0	0	8	0	8	0	0	16	\$1,200.00	\$1,200.00
7.2 Perform Property Records Search		0	0	0	0	0	8	0	8	12	0	20	\$2,400.00	\$2,400.00
Estimated Total Man-hours Summary Costs		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,160.00	\$0.00	\$600.00	\$1,140.00	\$0.00	36		\$3,700.00
8.0 Facilities Master Plan Review														
8.1 Conduct Visual Impact Research		0	0	0	2	0	12	0	2	0	0	16	\$1,700.00	\$1,700.00
8.2 Pre-Form Base Environmental Overview		0	0	12	2	0	4	0	4	0	0	22	\$1,900.00	\$1,900.00
8.3 Prepare Existing Facilities Summary		0	0	0	4	0	12	0	24	8	0	44	\$1,620.00	\$1,620.00
Estimated Total Man-hours Summary Costs		0	0	12	8	0	28	0	14	0	0	62		\$4,000.00
Summary Costs		\$0.00	\$0.00	\$1,260.00	\$0.00	\$0.00	\$2,380.00	\$0.00	\$1,050.00	\$0.00	\$0.00			\$4,000.00
9.0 Aviation Demand Forecasts														
9.1 Conduct Airport Business User Survey		0	0	0	0	0	12	0	0	0	8	20	\$1,400.00	\$1,400.00
9.2 Pre-Form Aviation Forecasting		0	0	0	0	0	12	0	0	0	0	12	\$1,020.00	\$1,020.00
9.3 Prepare Aviation Forecast Summary		0	0	0	0	0	0	0	0	0	0	0	\$0.00	\$0.00
Estimated Total Man-hours Summary Costs		0	0	0	0	0	24	0	0	0	12	44		\$3,420.00
Summary Costs		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,220.00	\$0.00	\$0.00	\$0.00	\$0.00			\$3,420.00
10.0 Demand Capacity Analysis														
10.1 Perform Demand Capacity Analysis		0	0	0	0	0	6	0	0	0	0	6	\$510.00	\$510.00
10.2 Prepare Aviation Capacity Demand Summary		0	0	0	0	0	6	0	0	0	0	6	\$510.00	\$510.00
Estimated Total Man-hours Summary Costs		0	0	0	0	0	12	0	0	0	0	12		\$1,020.00
Summary Costs		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,020.00	\$0.00	\$0.00	\$0.00	\$0.00			\$1,020.00
11.0 Facility Requirements														
11.1 Determine Facility Requirements		0	0	0	0	4	8	0	0	0	0	12	\$1,600.00	\$1,600.00
11.2 Prepare Facility Requirements Summary		0	0	0	0	8	16	0	0	0	0	24	\$3,600.00	\$3,600.00
Estimated Total Man-hours Summary Costs		0	0	0	0	0	24	0	0	0	0	36		\$5,200.00
Summary Costs		\$0.00	\$0.00	\$0.00	\$0.00	\$960.00	\$1,160.00	\$0.00	\$0.00	\$0.00	\$0.00			\$2,120.00
12.0 Alternative Analysis														
12.1 Formulate Alternatives		0	0	0	8	4	0	0	6	0	0	18	\$0.00	\$0.00
12.2 Develop Alternatives Analysis		0	0	0	0	2	0	0	0	0	0	2	\$2,400.00	\$2,400.00
12.3 Prepare Alternative Exhibit		0	0	0	0	2	0	10	10	0	0	22	\$900.00	\$900.00
12.4 Prepare Alternatives Summary		0	0	0	8	2	0	0	0	0	0	11	\$400.00	\$400.00
Estimated Total Man-hours Summary Costs		1	0	0	16	10	0	10	16	0	0	53		\$2,600.00
Summary Costs		\$160.00	\$0.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00			\$2,600.00
13.0 Environmental Overview														
13.1 Assess Air Quality		0	0	0	0	0	0	0	0	0	0	0	\$0.00	\$0.00
13.2 Assess Noise Levels		0	0	0	0	0	0	0	0	0	0	0	\$0.00	\$0.00
13.3 Assess Hazards and Archaeological		0	0	2	0	0	0	0	2	0	0	4	\$560.00	\$560.00
13.4 Water Quality		0	1	0	0	0	0	0	2	0	0	3	\$255.00	\$255.00
13.5 Fish Wildlife Plants		0	0	1	0	0	0	0	1	0	0	1	\$105.00	\$105.00
13.6 Hazardous Materials and Solid Waste		0	0	2	0	0	0	0	0	0	0	2	\$210.00	\$210.00
13.7 Wetlands		0	0	0	0	0	0	0	0	0	0	0	\$0.00	\$0.00
13.8 Pre-Form Environmental Impact Analysis		0	0	2	0	0	0	0	0	0	0	2	\$210.00	\$210.00
13.9 Prepare Environmental Impact Summary		0	1	0	0	0	0	0	0	0	0	1	\$105.00	\$105.00
13.10 Prepare Preferred Alternative Summary		1	0	1	0	2	0	0	0	0	0	4	\$505.00	\$505.00
Estimated Total Man-hours Summary Costs		1	0	0	0	2	0	0	6	0	0	23		\$2,120.00
Summary Costs		\$160.00	\$0.00	\$1,170.00	\$0.00	\$240.00	\$0.00	\$0.00	\$510.00	\$0.00	\$0.00			\$2,120.00
14.0 Implementation / Financial Feasibility Analysis														
14.1 Prepare Project Cost Estimates		0	0	0	0	2	4	0	0	0	0	6	\$580.00	\$580.00
14.2 Develop Preliminary Implementation Plan		0	0	0	0	2	0	0	0	0	0	2	\$240.00	\$240.00
14.3 Prepare Preliminary Project Coordination		0	0	0	0	0	0	0	0	0	0	0	\$0.00	\$0.00
14.4 Prepare Implementation Summary		1	0	0	1	4	2	0	0	0	2	7	\$580.00	\$580.00
Estimated Total Man-hours Summary Costs		1	0	0	1	6	6	0	8	0	2	27		\$2,400.00
Summary Costs		\$160.00	\$0.00	\$0.00	\$0.00	\$1,080.00	\$0.00	\$600.00	\$0.00	\$0.00	\$130.00			\$2,400.00
15.0 Discounted Costs														
15.1 Complete Major Plan Report		1	0	0	4	0	8	0	0	0	12	25	\$1,620.00	\$1,620.00
15.2 Prepare Executive Summary		0	0	0	1	0	4	0	0	0	0	9	\$640.00	\$640.00
Estimated Total Man-hours Summary Costs		1	0	0	5	0	12	0	4	0	12	34		\$2,260.00
Summary Costs		\$160.00	\$0.00	\$0.00	\$1,020.00	\$0.00	\$1,020.00	\$0.00	\$300.00	\$0.00	\$750.00			\$2,260.00
Expenses														
		0	0	0	0	0	0	0	0	0	0	0	Rate per hour	\$0.00
	Airport Rental	0	0	0	0	0	0	0	0	0	0	0	0 Days	\$0.00
	Mileage	0	0	0	0	0	0	0	0	0	0	0	0 Miles	\$0.55
	Lodging	0	0	0	0	0	0	0	0	0	0	0	0 Days	\$85.00
	Meals	0	0	0	0	0	0	0	0	0	0	0	0	\$15.00
	Reproduction	0	0	0	0	0	0	0	0	0	0	0	0	\$200.00
		0	0	0	0	0	0	0	0	0	0	0	0	\$0.00
	240 miles round trip from Airport	0	0	0	0	0	0	0	0	0	0	0	Total Expenses	\$0.00

