

NOTE: AGENDA ORDER SUBJECT TO CHANGE

**LE MARS CITY COUNCIL REGULAR MEETING
TUESDAY, JUNE 21, 2011, 12:00 P.M.
AGENDA**

**A. CALL TO ORDER – MAYOR
ROLL CALL – CITY CLERK**

COUNCILMEMBERS: NELSON_____, KNAPP_____, REXWINKEL_____,
LEONARD_____, IHRKE_____

B. GENERAL DISCUSSION

1. Citizens
2. “Thumbs Up” Award

C. CONSENT ITEMS

All items listed under "Consent" Agenda will be enacted by one motion. There will be no separate discussion on those items unless a request is made prior to the time the Council votes on the motion.

1. Approval of June 7, 2011 Regular Meeting Minutes
2. List of Bills for Period Ending 6/17/11
3. Monthly Financial Statement for May 2011
4. Interfund Transfer Resolution
5. Fire and Ambulance Personnel Salary Adjustments for FY 2012
6. Resolution Granting Cigarette Permits
7. Certified List of Qualified Civil Service Examinees
8. Renewal of Liquor License/Outdoor Service Area (Louie’s Place, Mr. P’s)

D. ACTION ITEMS

1. Airport Snow Removal Equipment Building
2. Intersection of Central Avenue and Plymouth Street
3. IA 3 West Trail
4. Amending Wards and Precincts
5. Abolish Wards

E. DISCUSSION

1. Council/Mayor
2. City Administrator/Public Works Director
3. Assistant City Administrator

F. CLOSED SESSION

1. Purchase of Real Estate
2. City Attorney – Performance Review
3. Assistant City Administrator – Performance Review
4. City Administrator – Performance Review

G. ADJOURNMENT

CITY OF LE MARS, IOWA

Consent	REQUEST FOR COUNCIL ACTION	Date: June 21, 2011
	Description: List of Bills for Period Ending 6/17/11	Item No. C-2

Attached is the list of bills for the period ending 6/17/11.

COUNCIL ACTION REQUESTED

Approval of bills for the period
ending 6/17/11.

(No Roll Call)

CITY OF LE MARS, IOWA

Consent	REQUEST FOR COUNCIL ACTION	Date: June 21, 2011
	Description: Monthly Financial Statement for May 2011	Item No. C-3

Attached is the monthly Financial Statement for May 2011.

COUNCIL ACTION REQUESTED

Motion acknowledging receipt of monthly
Financial Statement for May 2011.

(No Roll Call)

CITY OF LE MARS, IOWA

Consent	REQUEST FOR COUNCIL ACTION	Date: June 21, 2011
	Description: Interfund Transfer Resolution	Item No. C-4

Information:

A resolution making certain interfund transfers from one fund to another is needed for the 2010-2011 budget year and will be available at the meeting.

Staff Recommendation:

Staff recommends Council approval.

Financial Impact:

These transfers will account for the expenditures properly and within the appropriate fund.

COUNCIL ACTION REQUESTED

Motion adopting Resolution No. _____
making certain interfund transfers for the
2010-2011 fiscal year.

(Roll Call)

CITY OF LE MARS, IOWA

Consent	REQUEST FOR COUNCIL ACTION	Date: June 21, 2010
	Description: Fire and Ambulance Personnel Salary Adjustments for FY 2012	Item No. C-5

Attached are Fire and Ambulance Personnel recommended salary adjustments.

These adjustments are recommendations made by the Fire Chief and the Ambulance Director.

COUNCIL ACTION REQUESTED

Motion approving the FY 2011-2012
Fire and Ambulance Personnel salary
adjustments.

(No Roll Call)

CITY OF LE MARS, IOWA

Consent	REQUEST FOR ACTION	Date: June 21, 2011
	Description: Resolution Granting Cigarette Permits	Item No. C-6

Information:

Attached is a copy of a Resolution granting cigarette permits to businesses for the period July 1, 2011 to June 30, 2012. All have completed the application and paid the \$75.00 fee.

COUNCIL ACTION REQUESTED

Motion adopting Resolution No. _____
granting cigarette permits for the period
July 1, 2011 to June 30, 2012.

(Roll Call)

CITY OF LE MARS, IOWA

Consent	REQUEST FOR COUNCIL ACTION	Date: June 21, 2011
	Description: Certified List of Qualified Civil Service Examinees	Item No. C-7

The Civil Service Commission will meet on Monday, June 20, 2011 and certify applicants from the Police Officer Examination given May 26, 2011 for purposes of having a current list for the Patrolman position on the Le Mars Police Department. The list of certified applicants will be available at the meeting.

COUNCIL ACTION REQUESTED

Motion accepting the Civil Service Commission's Certified List of Qualified Civil Service Examinees dated June 20, 2011.

(No Roll Call)

CITY OF LE MARS, IOWA

Consent	REQUEST FOR COUNCIL ACTION	Date: June 21, 2011
	Description: Renewal of Liquor License/Outdoor Service Area (Louie's Place, Mr. P's)	Item No. C-8

Applications have been received from Louie's Place for renewal of their Class C Liquor License and Outdoor Service Area and Mr. P's for renewal of their Class C Liquor License. Approved by Police Department and Fire Chief.

COUNCIL ACTION REQUESTED

Motion (approving) (denying) renewal of Class C Liquor License and Outdoor Service to Louie's Place and Class C Liquor License to Mr. P's.

(No Roll Call)

CITY OF LE MARS, IOWA

Action	REQUEST FOR COUNCIL ACTION	Date: June 21, 2011
	Description: Airport Snow Removal Equipment Building	Item No. D-1

Information:

Bolton & Menk has prepared technical specifications for the airport snow removal equipment building and bids were received and opened on June 1, 2011 and are attached. Also attached is an email from Matthew Ferrier. At the June 7, 2011 meeting Council tabled action pending the Buy American Certification and Congressional funding.

The remaining schedule is as follows:

June 1	Open Bids
June 7	Council to review / award bids to lowest approved bidder or table consideration, if FAA funding not confirmed
June 21	Council to review / award bids to lowest approved bidder or table consideration, if FAA funding not confirmed

Staff Recommendation:

Staff recommendation will be available at the meeting.

Financial Impact:

Le Mars is a recipient of the FAA grant for this building at 95/5 grant; however, Congress has not yet appropriated funds.

COUNCIL ACTION REQUESTED

Motion approving Resolution No. _____ awarding the contract for the Snow Removal Equipment Building – Le Mars Municipal Airport to _____ in the amount of \$_____, subject to FAA concurrence.

(Roll Call)

Or

Motion to table bids for consideration after FAA funding is confirmed.

(No Roll Call)

CITY OF LE MARS, IOWA

Action	REQUEST FOR COUNCIL ACTION	Date: June 21, 2011
	Description: Intersection of Central Avenue and Plymouth Street	Item No. D-2

Information:

Council requested a map of options 3, 5 and 7.

This item is placed on the agenda to discuss the Council's opinion of the various repair options for the intersection of Central Avenue and Plymouth Street, as follows:

- Option
1. Repair damaged brick pavers with brick pavers and seal all contraction joints.
 2. Remove central diamond bricks and replace with asphalt and seal all contraction joints.
 3. Remove all bricks and replace all with asphalt and seal all contraction joints.
 4. Same as 2; however, replace by milling for depth and replace with colored PCC overlay.
 5. Same as 3; however, replace by milling for depth and replace with colored PCC overlay.
 6. Overlay entire intersection with asphalt after proper prep of existing surface.
 7. Overlay entire intersection with whitetopping after proper prep of existing surface.
 8. Some combination of the above?

Estimate of costs for each option will be available at the meeting.

Staff Recommendation:

Recommendation will be available at the meeting.

COUNCIL ACTION REQUESTED

As desired.

CITY OF LE MARS, IOWA

Action	REQUEST FOR COUNCIL ACTION	Date: June 21, 2011
	Description: IA 3 West Trail	Item No. D-3

Information:

City Staff has evaluated other options for this project which will be discussed with Council at the meeting.

DGR has completed the Preliminary Design Phase of the IA 3 West – Trail including the FEMA/DNR required “No-Rise” analysis of Floyd River down stream of the IA 3 Vehicle Bridge. The Pedestrian Bridge would need to be 285 Feet south of IA 3. Attached is an email from Bryan Wells of DGR and a Preliminary Cost Estimate.

Staff Recommendation:

Staff recommends Council proceed with a small scope for the project through final design and bid letting. Also, recommend using Public Works Department to grade the route and install salvaged to lower the total cost of the project.

Financial Impact:

80% Federal Enhancement Funding
20% City through Le Mars Urban Renewal/TIF
Engineering by City through Le Mars Urban Renewal/TIF

COUNCIL ACTION REQUESTED

Motion approving the Preliminary Concept for a smaller project of the IA 3 West – Trail and authorizing project to proceed to final design and bid letting.

(No Roll Call)

CITY OF LE MARS, IOWA

Action	REQUEST FOR COUNCIL ACTION	Date: June 21, 2011
	Description: Amending Wards and Precincts	Item No. D-4

Information

At its last meeting the Council held a public hearing and approved the first reading of an ordinance amending wards/precincts.

Staff Recommendation

Approve the second reading of the ordinance.

COUNCIL ACTION REQUESTED

Motion approving the second reading of Ordinance No. _____ amending Wards & Precincts.

(Roll Call)

CITY OF LE MARS, IOWA

Action	REQUEST FOR COUNCIL ACTION	Date: June 21, 2011
	Description: Abolish Wards	Item No. D-5

Information

Council requested information on City's ability to abolish Wards, see attached Section 372.4 of Iowa Code.

Yes, City can abolish Wards.

Staff Recommendation

Staff recommends to abolish Wards and do it following this schedule:

- June 21, 2011 Approve concept to abolish Wards and set date/time for Public Hearing
- July 5, 2011 Hold Public Hearing
 Approve or deny First Reading
- July 19, 2011 Approve or deny Second Reading
- August 2, 2011 Approve or deny Third Reading
 Adopt Ordinance if applicable
- August 5, 2011 Publish Ordinance (effective)
- Mid-August Candidates allowed to take out papers for upcoming election

COUNCIL ACTION REQUESTED

Motion approving concept to Abolish Wards and establish July 5, 2011 at 12:00 PM for Public Hearing on proposed Ordinance to Abolish Wards.

(No Roll Call)

CITY OF LE MARS, IOWA

	REQUEST FOR COUNCIL ACTION	Date: June 21, 2011
	Description: Closed Session - Purchase of Real Estate	Item No. F-1

It is recommended that the Council enter Closed Session to discuss the purchase of real estate.

COUNCIL ACTION REQUESTED

Motion to enter Closed Session under Iowa Code Section 21.5j where the disclosure of the discussion to purchase real estate would be to the disadvantage of the City.

(Roll Call)

Motion to move out of Closed Session.

(No Roll Call)

CITY OF LE MARS, IOWA

Closed Session	REQUEST FOR COUNCIL ACTION	Date: June 21, 2011
	Description: Performance Review - City Attorney	Item No. F-2

It is recommended that the Council enter Closed Session to discuss the City Attorney's performance and the City Attorney has requested the Closed Session.

COUNCIL ACTION REQUESTED

Motion to enter closed session per Iowa Code Section 21.5i to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.

(Roll Call)

Motion to move out of closed session.

(No Roll Call)

CITY OF LE MARS, IOWA

Closed Session	REQUEST FOR ACTION	Date: June 21, 2011
	Description: Assistant City Administrator – Performance Review	Item No. F-3

It is recommended that the Council enter Closed Session to discuss the Assistant City Administrator's performance and the Assistant City Administrator has requested the Closed Session.

COUNCIL ACTION REQUESTED

Motion to enter closed session per Iowa Code Section 21.5i to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.

(Roll Call)

Motion to move out of Closed Session.

(No Roll Call)

Potential Action After Closed Session:

Motion (approving) (denying) Assistant City Administrator's salary level of \$_____ plus mileage for City business at the approved City (IRS) rate for FY '12.

(No Roll Call)

CITY OF LE MARS, IOWA

Closed Session	REQUEST FOR ACTION	Date: June 21, 2011
	Description: City Administrator - Performance Review	Item No. F-4

It is recommended that the Council enter Closed Session to discuss the City Administrator's performance and the City Administrator has requested the Closed Session.

COUNCIL ACTION REQUESTED

Motion to enter closed session per Iowa Code Section 21.5i to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.

(Roll Call)

Motion to move out of Closed Session.

(No Roll Call)

Potential Action After Closed Session:

Motion (approving) (denying) City Administrator's salary level of \$_____ plus mileage for City business at the approved City (IRS) rate for FY '12.

(No Roll Call)