

2013
Annual Report

City of Lake Park
&
Lake Park Municipal Utilities





Lake Park Municipal Utilities

217 Market-PO Box 536
Lake Park IA 51347-0536

e-mail: lpmu@lakeparkia.com

Phone: 712-832-3667

Fax: 712-832-3669

Electric & Gas: 712-832-3176

• Water: 712-832-3308

February 3, 2014

Dear Mayor, Council and Utility Board:

The staff of the City of Lake Park and Lake Park Municipal Utilities are pleased to be able to present to you and the citizens of Lake Park the 2013 Annual Report. The purpose of this report is to give you and the citizens an overview of the vast array of projects and regulations we are involved in on a daily basis. This report represents the half-way point of the 2013-2014 fiscal year, and while the fiscal year mid-point budget numbers will be discussed, a more thorough budgetary report will be compiled after June 30, 2014 (the end of the fiscal year).

We feel that 2013 was a year of exciting new projects. The report contained herein will summarize the projects and successes of the City of Lake Park and the Lake Park Municipal Utilities during the 2013 calendar year and look forward to the goals of 2014.

We take this time to thank the Mayor, City Council, and Utility Board for their assistance and support. We would also like to thank the volunteer commissioners, board and committee members, and all volunteers in the City who have donated their time to our numerous organizations.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Wade R. Wagoner".

Wade R. Wagoner AICP, LEED GA
City Administrator

MAYOR

John E. Engel

2013 City Council

Lance Heikens, Mayor Pro Tem
Kay Allen
Clark Reekers
Art Schumacher
Gary Taber

2013 Utility Board

Brent Jacobsen, Board Chair
Tony Lemker, Vice Chair
Vivian Lalone, Secretary/Treasurer
Carl Gochbauer
Carol Johnson

FULL TIME STAFF

Wade Wagoner, City Administrator



City: (712) 832-3527



Utilities: (712) 832-3667

Vernette Palmer, City Clerk
Brandon Ehret, Street Department*
Jeff Jacobsma, Street Department
Joe Hoover, Police Chief
Tony Urwin, Police Officer**
Zachary Harris, Police Officer***

Linda Treharne, Utility Clerk
Todd Doeden, Gas Superintendent
Lane Sether, Electric Superintendent
Jeremy Rasche, Water Superintendent

* Brandon Ehret also serves as the City's Volunteer Fire Chief
** Employment ended with the City in September, 2013
*** Employment with the City began December 2013

2013

ANNUAL REPORT INDEX

Appointed Boards:

Page:

Park Board Annual Report.....	4
Library Board Annual Report.....	5

Full Time Staff:

City & Utility Clerk's Report.....	6
Police Department Report.....	7-8
Street & Wastewater Department Report.....	9
Water Department Report.....	10
Gas Department Report.....	11
Electric Department Report.....	12
Gas Electric and Utility Rates.....	13
Budget Expenditures Summary Mid-Year	14
Administrators Report.....	15-26
Lake Park Housing Authority Report.....	27
FEMA Ice Storm.....	28
FEMA Lagoons Project.....	29
2014 Goals.....	30-32
Zoning Report (Planning Commission and Board of Adjustment).....	33
Building Permits.....	34-36

Other Volunteer Boards Affiliated with the City:

Lake Park Development Corporation/Economic Development Report.....	37
Silver Lake Park Improvement Association Report.....	38-40
Fire Department Report	41
EMT/Ambulatory Report.....	42
Historical Society Report.....	43
Website and Emergency Management Report	44
Freedom Rock Subcommittee.....	45
Recreational Trails.....	46-47

Park Board Annual Report

The Park Board is a group of volunteers that is appointed by the Mayor subject to Council approval. The Park Board is an advisory board that advises the City Council on matters concerning the design, development, maintenance and operation of parks, playgrounds, and open space areas in the City of Lake Park. The Park Department budget is set by the City Council, but once set, the Park Board is responsible for that portion of the City's Budget.

Park Board:

Nancy Puhrman, Board President
Lisa Bowden, Secretary
Jolene Ehlers
Terry Morrow
Billi Niemeier
Al Detlefsen*
Brian Kessler*

*resigned in 2013

2013 Accomplishments:

1. Five new 50 amperage pedestals installed in Silver Lake Park Campground.
2. Installed three new pieces of playground equipment.
3. Successful transition from Red to new Campground hosts Larry and Caron Dalton.
4. Tree trimming and clean up after April ice storm.
5. Additional landscaping at the Community Center.
6. Designated east side of Community Center for Freedom Rock/Veteran's memorial.
7. Christmas decorations at the Community Center.
8. Replaced two outgoing board members with worthy replacements.
9. Goats on the Go Project (see Silver Lake Park Improvement Association section).
10. Approved NWIAA shelter by the little league fields.
11. Planted numerous trees by the little league fields and baseball diamond.
12. Developed and printed Frisbee Golf Scorecard.
13. Submitted more detailed & lengthy annual report to City Council as required by the City Code.

2014 Goals:

1. Arlan's retirement, need to hire a replacement for his position.
2. Fix drainage problem in SW corner of campground.
3. Update 30 amp to 50 amp pedestals and address existing 50 amp pedestal electrical problems.
4. Make minor additions to the new concession stand.
 - a. A door or window on the West side of the concession stand to improve circulation.
 - b. Exhaust fan options to address overheating
 - c. Additional glass board installed on walls and ceiling.
 - d. Wainscoting on the front of the building.
 - e. Compile and display a list of donors.
5. Paint old concession stand to match the new one.
6. Log cabin/First Lake Park home maintenance.
7. Develop long term plan for swimming pool.
8. Bat intervention at shelter house.
9. Move horseshoe pits to shelter house area.
10. Barrier rocks and/or wrought iron guard railing for street between shelter house and lake.
11. Frisbee golf course layout and donor sign.



Respectfully Submitted,

Terry Morrow
Terry Morrow
Board member

Library Board Annual Report

The highlight of the year for the Lake Park Public Library would be the Summer Reading Program. We had a variety of performers here to promote the theme, "Dig Into Reading." We had about 50 kids registered and they had the opportunity to fill out a reading log and receive prizes for their completed logs.

We have an Adult Book Club open to anyone, with 9 current members that meets once a month. There is a flyer in the entry way telling what book we are discussing for the month. Books can be checked out from the library.

We were awarded a Tier 3 accreditation level of the Direct State Aid program on July 1st. There are 3 tier levels, with Level 3 being the highest. This program exists to encourage the on-going development of high quality public library services in Iowa. An application had to be sent in with all the standards checked that are met by our library. Our Long Range Plan 2013 was also updated and emailed to the board members for approval.

There are 3 forms for the E-Rate discount that I fill out throughout the year. It is a significant savings for our phone bill.

I completed the Public Library Management Classes in May and am now a Level IV Certified Librarian in the State of Iowa.

Our library now provides eBooks and AudioBooks through a program called WILBOR. It went into effect May 1st and is available to anyone who has a library card and resides in the incorporated areas of Lake Park. Anyone interested in using this service needs their library card number and an e-reader.

We have an on-going book sale filled with donated books and books pulled from our shelves. Fill a bag for only \$2.

We had an Art Appreciation Show at the library the week of Farmer's Appreciation Days. Anybody who had art projects, photography, wood working, jewelry, etc. to share, was welcome to display their talents.

Five new computers were purchased to replace the older ones that were causing problems. The old ones were sold for \$25 each. We also replaced Mediacom with the installation of IGL. We are very happy with the switch to IGL for our internet.

We had a contest at Thanksgiving time for 2nd and 3rd grade. One was a coloring contest and the other was for a letter written and submitted about what they were most thankful for. First and second prizes were given out by the Royal Neighbors.

That briefly sums up the activities for the public library in 2013.

Respectfully Submitted,

Diane Duitsman

Diane Duitsman, Library Director
Pam Kruger, Librarian

Library Board

Ann Hoerichs, Board President
Justin Dekkenga
Doug Otto
Rachel Popken
Kathy Winters



Clerk's Report

The City Clerk & Utility Clerk/Treasurers are responsible for accounts payable, accounts receivable, billing, financial reports, payroll, City Council and Utility Board and other meeting minutes, budget preparation and management, ordinances, resolutions, and general office management. While the two entities are technically separate, they are housed under one roof and the City Clerk and Utility Clerk work very closely together, both in physical proximity to one another and to accomplish the goals of the City of Lake Park and Lake Park Municipal Utilities.

2013 Accomplishments:

1. Accomplished major software conversion.
2. Primary support staff to all accomplishments listed herein.

2014 Goals:

1. Transition both offices as smoothly as possible during Vernetta's retirement.
2. Participate in the hiring of a new City Clerk.
3. Train new City Clerk.
4. Convert both offices software back to Power Manager.
5. Now that front façade is near completion, play a major advisory and participatory role in the interior renovations of City Hall.
6. Convert to "Radio Read" of meters (water, gas, electric).

Long Term Goals:

Work with the City Administrator to ensure the long term fiscal stability of both entities.

Respectfully Submitted,



Vernetta Palmer
City Clerk

Respectfully Submitted,



Linda Treharne
Utility Clerk

Police Department Report

The Police Department is responsible for providing general public safety for Lake Park and the surrounding area (population 1,105), for all of the people who visit or travel through our community and to all who pass through on U.S. Highway 9. We provide general patrol and provide general business security door checks. We work together with the school to provide training presentations on bike safety, gun safety, K-9 police dog, and meet your local police officer. We also provide security at school events, summer softball, and baseball events.

This year proved to be a lot to handle as we had 892 calls for service. We also had an officer resignation in September. This situation led to the brunt of all calls for service and all of the on-call time falling onto the Chief. This put me in a situation which I have been either working or on call 24-7 since September 2013. This will also continue until the new officer becomes a certified officer when he graduates the academy at the end of March 2014, and will continue until he moves to Lake Park as he is not able to take calls as he lives almost an hour away. Due to the budget constraints for part-time help, only a small portion of this time was being covered by a P/T Officer.

2013 Accomplishments:

I have been working diligently to stay within the budget for the hiring of an officer and to create a benefit and retention package for the Police Department which is more competitive with the surrounding communities in Dickinson County. The cost of living is greater here in this county than outside the IA Great Lakes Area. Historically the city has based salaries and benefits from those areas outside of Dickinson County. The Police Department historically has gone through chiefs and officers within a short period of time. Mostly they get certified and leave as soon as another job opening occurs. Reasons for leaving are low pay, lack of insurance as competitors offer affordable family insurance, medical, optical, dental plans, comp time, more time off, and no on call time. Another reason for leaving is other law enforcements departments do not require their officers to be on call. They work their shifts and go home to go about their personal lives. Lake Park requires 40 hour work weeks and an additional 40 hours each week on call where they are not allowed to leave the area, restricting the employee and also their families/family life which can cause an unstable family life which can lead to frustration, burnout, and loss of productivity. I have been working with the Mayor, City Administrator, Wage & Comp Board and the City Council to voice my concerns, provide them with direction and solutions to help resolve this issue. This process is in progress.

In 2013, a number of investigations led to several persons being arrested for felony charges of sexual abuse of children, multiple thefts from the fire department, and the apprehension of one of California's most wanted escaped parolees. I was the director of operations for the high risk felony warrant executed here in Lake Park and at the same time coordinated with the Arnold's Park P.D. who had detained the California parolee's girlfriend as she was also wanted outside of California.

I worked closely with Harris Lake Park School District and numerous area law enforcement agencies and the National Missing & Exploited Children Network to investigate and coordinate efforts to attempt to identify the male involved with the numerous attempted abductions of children and adults in N.W. IA.

I worked with FEMA, Dickinson County Emergency Management, The City of Lake Park and Lake Park Municipal Utility Crews with the April ice storm damage.

I have updated the business security contact list.

I have purchased two laptop computers for the squad cars and implemented programs to connect with the Dickinson County Communication Center for Computer Aided Dispatching and Mapping.

I am working closely with the Hiring Coop and IA Great Lakes Drug Task Force, serving on the Executive Board for both groups. I am also on the Lakes Regional Hospital Coalition Board for preparation of emergency services in Dickinson County should there be a regional disaster in our county.

I have conducted a hiring process including interviews, background investigations, hiring and training of Zach Harris who I hired in December 2013.

Goals: 2014:

Continue to provide the best community protection possible for this community.

Continue working on a benefit and retention package and retention plan for Police Department employees.

Continue to increase police department personnel.

Continue to acquire police equipment.

Getting Officer Harris through the police academy.

Getting Officer Harris to move to Lake Park.

Continue to train Officer Harris.

Respectfully Submitted,



Joe Hoover
Chief of Police



Street and Wastewater Department Report

The Street and Wastewater Departments are in charge of maintaining and monitoring our wastewater lagoon system and the various lift stations and sewer mains throughout town. This includes weekly monitoring and testing of wastewater and working with the DNR to meet the correct limits for discharge of our system into the West Branch of the West Fork of the Little Sioux River. The Department is also charged with maintaining the structural integrity of our streets (including snow removal) and our storm sewer system. The Department also maintains the swimming pool.

The City of Lake Park's sanitary system has the capacity to accommodate a population of 3,000 residents, affording us some capacity to grow.

2013 Accomplishments:

1. Cleaned up during and after the April ice storm. Worked with FEMA to clean up debris, grind up tree branches and remove dangerous trees due to ice storm.
2. Assisted Silver Lake Water Shed Coordinator with a stream bank improvement project in Silver Lake Park.
3. Assisted 5 new houses with sanitary sewer hookup.
4. Ordered a new Ford pickup, which should arrive shortly.
5. Replaced ½ of the street name signs at intersections.
6. As directed by Council, placed "No Outlet" signs at the entrance to West Bay Road.
7. Worked with the County to clean several road ditches.
8. Leveled and sealed approximately 6 blocks of our asphalt street system.
9. Fixed a portion of Railroad Ave. that was badly in need of repair.
10. Overlayed Market/Main Street with "Replay".
11. Conducted a major tree trimming operation in Silver Lake City Park.
12. Assisted with campground improvements.



2014 Goals:

1. Crack sealing City streets (potentially hire outside assistance).
2. Continue level and seal City streets project (About 20 block to go, do 6-7 blocks in 2014).
3. Make recommendation to City Council on level and seal program to ensure repair cycle aligns with how fast the streets are deteriorating.
4. Bring manholes to street grade.
5. Work with Beck Engineering to complete FEMA project at sewage lagoons and install discharge structure.
6. Replace remainder of street name signs.

Long Term Goals:

1. Add 2 bays to City maintenance shed.
2. Replace motor grader (33 years old), and dump truck (21 years old).

Respectfully Submitted,

Handwritten signatures of Brandon Ehret and Jeff Jacobsma in blue ink.

Brandon Ehret & Jeff Jacobsma
Street and Waste Water Department

Water Department Report

The Water Superintendent is in charge of two water systems in town; the “old town” system and the Country Club Drive system. Daily tests are performed on both systems to ensure potability. Water levels in the main tank by the water plant and the water tower level are monitored daily for fire safety. Daily usage logs. Periodically mains are flushed to ensure cleanliness and adequate fire protection.

The Lake Park Municipal Water Utility has the reserve capacity for about 2-3 days. The DNR requires 2. Lake Park’s water system has the capacity to accommodate moderate future growth.

2013 Accomplishments:

1. Water tower painted and updated with new logo.
2. Initial meetings with DGR and Osceola Rural Water regarding the mapping of our water system so that our maps are updated and digital.
3. Preliminary meeting with DGR and Osceola Rural Water to create hydraulic map of system which will show where the best position for a new water tower would be. This map is necessary to apply for grants to assist in site selection and construction of new water tower.
4. Gained nine new residential water main taps in the Frerich’s Subdivision.
5. Five new residential services became active.
6. Logged hours towards becoming journeyman lineman (electric), many during and after the April ice storm.

2014 Goals:

1. Convert one route to radio read.
2. Finish mapping with DGR.
3. Valve maintenance and repair.
4. Fire hydrant maintenance and repair.
5. Complete book 2 in apprenticeship program Electric Lineman for cross training.
6. Finish hydraulic model with DGR.
7. Install meter pit in City Park for Park Department.

Long Term Goals:

1. Work with DGR (our engineer) and Osceola Rural Water (ORW) on future water tower plans.
2. Continue to help Electric Department and log hours toward apprenticeship program.

Respectfully Submitted,


Jeremy Rasche



Gas Department Report

The Gas Superintendent is in charge of daily gas usage in the City of Lake Park and maintaining and updating 11.2 miles of mains and services for the Lake Park Municipal Utilities. We currently have 614 services. Daily odor levels are monitored for correct levels so if a leak occurs it is noticeable at 1/5 of the lower explosive level by a normal human nose. The Gas Department has the ability to accommodate moderate residential growth, but additional major users (another Die Cast Expansion or Elevator expansion) will require peak shaving or other ways to increase capacity.

2013 Accomplishments:

1. Frerich's Subdivision mains and loop were installed.
2. Roughly a dozen new services added.
3. Participated and helped out where necessary during FEMA disaster.
4. Played a major role in working with Administrator and FEMA in the ice storm disaster.
5. Played a major role in working with Administrator, Wastewater Department, FEMA, and Beck Engineering in repairing the sewage lagoons damaged by the July flood of 2011.
6. Tested the system installed in 2012 for expansion (doubled the system) of the grain drying system at CEA Elevator.
7. Completed biannual IUB inspection process.
8. Act as City Administrator in the event of Wade being on vacation or away at meetings and conferences.

2014 Goals:

1. Review Public Awareness Plan.
2. Review (Distribution Integrity Management Program) DIMP Plan.
3. Reply to Iowa Utility Board inspection.
4. Correct Iowa Utility Board violations.
5. Install Automatic Meter Reading
6. Work on Soddy's Cove fountain installation in the spring.
7. Install any new services as necessary.
8. Install any new mains as necessary.
9. Research peak shaving and other methods to increase gas supply for an expanding town.

Respectfully Submitted,



Todd Doeden,
Gas Superintendent.



Electric Department Report

The Electric Superintendent is in charge of maintaining a safe and reliable electrical distribution system. There are currently 759 electric meters in town. This does not include Beachcomber, Country Club Drive, or West Bay Road, as these are located in the Aliant Energy's territory. We have a 4 megawatt generation back up plant that has the capacity to power the entire system in the event of a power outage to the primary transmission system. This back-up system is a luxury few towns our size can boast. The average usage in the City of Lake Park is 2 megawatts with the peak usage being around 3 megawatts.

2013 Accomplishments:

1. Converted multiple house services from overhead to underground.
2. Gained a few more residential services.
3. Worked multiple days and nights straight with Jeremy Rasche to repair lines and poles that were affected during the April 2013 ice storm. We were able to repair everything affected with the help of all departments. No other outside assistance was required from neighboring communities.
4. Worked with DGR (our engineering company) to set in motion the project of replacing the existing mufflers on the generators with new ones that contain catalytic converters.

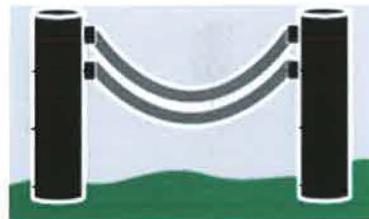
2014 Goals:

1. Finish installation of new 750 KV_a transformer at Northern Iowa Die Cast.
2. Oversee the completion of the catalytic converter project.
3. Finish "wrecking out" the old copper line along Railroad Street thereby beautifying downtown.
4. Install new automated meter reading (AMR) meters on multiple routes.
5. Install and upgrade services as necessary.
6. Convert old streetlights to new LED heads.
7. Tree Trimming in Silver Lake Park.

Respectfully Submitted,



Lane Sether,
Electric Superintendent





Lake Park Municipal Utilities

217 Market-PO Box 536
Lake Park IA 51347-0536

e-mail: lpmu@lakeparkia.com
Phone: 712-832-3667
Fax: 712-832-3669

Rates Effective 04-01-2012

ELECTRIC

Residential *

Service Charge	\$ 13.00
All kWh - May-October*	\$ 0.1054
All kWh - November - April*	\$ 0.0989

Seasonal*

Service Charge	\$ 20.00
All kWh - May - October*	\$ 0.1054
All kWh - November - April*	\$ 0.0989

Commercial *

Service Charge	
Single Phase	\$ 17.00
Three Phase	\$ 25.00
Energy Charge May- October*	\$ 0.1064
Energy Charge - November - April*	\$ 0.1004

Large Commercial *

Service Charge	\$ 36.00
Energy charge	
All kWh	\$ 0.0574
Demand charge	\$ 11.60

* Note: This rate is subject to Power Factor Adjustment

Street lighting

Service Charge	\$ 15.00
All kWh	\$ 0.10

Security Light

150 watt hps	\$ 7.00
--------------	---------

RESIDENTIAL GARBAGE

flat rate - 48 gallon container	\$ 14.00
flat rate - 65 gallon container	\$ 20.00

COMMERCIAL GARBAGE

flat rate - 48 gallon container	\$ 16.00
flat rate - 65 gallon container	\$ 22.00

SEWER

Service Charge/Sewer Maint	\$ 7.50
First 1,000 Gallons	\$ 9.00
Next 1,000 Gallons	\$ 6.00
Next 298,000 Gallons	\$ 3.00
Over 300,000 Gallons	\$ 2.00
Minimum per month	\$ 16.50

Electric & Gas: 712-832-3176

Water: 712-832-3308

Light Plant 832-3176
Water Plant 832-3308
Office 832-3667
Gas Warehouse 832-3036

GAS

Residential **

Line Charge	\$8.00
First 999,999	\$ 0.42773

Commercial **

Line Charge	\$8.00
First 999,999	\$ 0.42773

Crop Drying **

Line Charge	\$105.00
First 999,999	3.68MCF

Industrial **

Line Charge	\$105.00
First 999,999	3.1939MCF

Industrial II

Line Charge	\$105.00
First 999,999	3.99 MCF

Gas Air Conditioning

Residential **

Line Charge	\$8.00
First 999,999	31939CCF

Commercial **

Line Charge	\$8.00
First 999,999	31939CCF

** Note: This rate is subject to Purchased Gas Agreement

WATER

Service Charge	\$8.50
First 1,000 Gallons	\$9.00
Next 1,000 Gallons	\$6.00
Next 2000 - 25,000 Gallons	\$5.00
Over 25,000 Gallons	\$4.00
Minimum per month	\$17.50

Second meter bulk rate

Line Charge	\$ 18.50
Per 1000 gallons	\$ 5.00



Budget Expenditures Midpoint Summary (City)

Department	2013 Amount Budgeted	Dec. 31, 2013	YTD
Library	\$45,025	\$20,158	(44.8%)
Park	\$60,700	\$37,478	(61.7%)
Pool	\$54,280	\$33,820	(62.3%)
Community Center	\$56,400	\$5,233	(9%)
Storm Sewer	\$3,400	\$0	(0%)
Garbage	\$99,996	\$51,329	(51.3%)
Street Department	\$251,208	\$194,287	(77.3%)
Police Department	\$113,695	\$55,016	(48.4%)
Fire Department	\$38,750	\$15,098	(39.0%)
City Clerk Salary	\$37,648	\$22,444	(59.6%)
City Administration Salary	\$60,000	\$32,237	(53.7)
Lake Park Rescue	\$19,606	\$10,665	(55.4%)
Clerk/Administration expenses	\$87,450	\$55,457	(63.4%)
Street Lighting	\$25,000	\$11,697	(46.8%)
Council Salaries	\$3,000	\$835	(27.8%)
Mayor Salary	\$3,600	\$1,800	(50%)
TOTAL FUND	\$959,758	\$547,554	(57.1%)



Budget Expenditures Midpoint Summary (Utilities)

Department	2013 Amount Budgeted	Dec. 31, 2013	YTD
Electric	\$1,219,450	\$526,309	(43.2%)
Water	\$258,525	\$103,294	(40.0%)
Gas	\$565,755	312,305	(55.2%)
TOTAL FUND	\$2,043,730	\$941,908	(46.1%)

2013 Administrators Report

The City Administrator is ultimately responsible for all of the City policies and the Utility policies. The Administrator is responsible for continuous study of the City government operating procedures, organization, and facilities and recommendation of fiscal and other policies to the Mayor, Council, and Utility Board whenever necessary.

The Administrator works with the Clerks do prepare and administer the City and Utility annual operating budgets. Keeping all informed on the progress of programs and policies. The Administrator supervises all City and Utility personnel.

The City Administrator also serves as the City's Zoning Administrator and the CEO of the Lake Park Housing Authority.

Many of the other accomplishments and goals listed herein, the Administrator had a hand in. Sometimes several departments played a role and it was difficult to decide which section of this report accomplishments and goals belonged.

The City Code requires the City Administrator to give monthly reports to the City Council. All of the monthly reports are on file at City Hall and are available for you if you should like any additional information.

During the 2013 calendar year, the City Administrator attended a total of 183 meetings, ranging from City Council regular and special meetings, budget workshops, Utility Board regular and special meetings and budget workshops, Park Board meetings, Freedom Rock meetings, Legionnaire meetings, Library Board meetings, Economic Development meetings, Dickinson County Board of Supervisors meetings, City Administrators meetings, Federated Women's Club meetings, Historical Society meetings, and a host of other meetings to promote the City of Lake Park.

In the following pages will hit the highlights of each quarter throughout the year.

Respectfully Submitted,



Wade R. Wagoner, AICP, LEED GA
City Administrator

January-March

- January 2, 2013, after moving to Lake Park on New Year's Eve, was my first day on the job. That first day on the job would prove to be a big one for Lake Park, as evidenced by the headline below from the Dickinson County News. This approval by the Dickinson County Board of Supervisors was essentially the beginning of Lake Park Housing Authority.

DICKINSON COUNTY SUPERVISORS APPROVE LAKE PARK LMI HOUSING FUNDS



The TIF bonds were issued by the county for Silver Shores Estates and West Bay Estates, because the city lacked the bonding capacity. The county was kind enough to assist us with those TIF bonds. The developments have done well and the bonds are paid off. TIF's must also comply with a series of state requirements. One of which is that a portion of the funds generated by the TIF be used for low and moderate income.

- That first week the Mayor introduced me to many business owners and residents and took me to "dinner date", Brandon Ehret invited me to a fire fighter banquet, and I attended many board meeting for the first time.
- The staff and I developed these business cards. For Lake Park, it's the first time staff has had them. All of the staff's business cards are now hanging just inside the door at City Hall to provide contact information to the public.



- Accounting software and computer hardware upgrade began. Computer hardware upgrade was completed.
- Budget workshops with Utility Board and City Council.
- Met for first time with Silver Lake Park Improvement board. Met Catherine Sereg whose work is discussed in the Silver Lake Park Improvement section of the Report.

- I attended my first Legionnaires meeting where Freedom Rock idea was hatched.
- Joined the Lake Park Kiwanis Club
- Met with Todd, Jeremy, and Dan Gordon of DGR (Dewild Grant Reckert and Associates Company) and Doug Westerman of Osceola Rural Water System, Inc. to determine if we could work together on a project to improve both water systems.
- Participated in the crowning of the King and Queen at Lake Park Care Center.
- Began the TIF/Urban Renewal process with the Frerich's subdivision and began writing the Urban Renewal plan of Bob Josten with Dorsey and Whitney.

April-June

- Utility billing software completed.
- Lake Park business listing is updated and placed on our website (next page).
- Dave and Kathy Perkins took title to the "pocket park" next to the consignment shop with the agreement that they would build a new building on the site of the consignment building and pocket park within two years, or the pocket park would revert to the City.
- The council sets a date of public hearing to enter into Urban Renewal Plan with the developers of Frerich's subdivision.
- Met with the Historical Society and with the Federated Women's Club for the 1st time.
- Interviewed by John Adams of KUOO radio.
- Attended my first Lake's area City Administrator's meeting.
- Attended American Planning Association Conference in Ames (continuing education).
- Several meetings with Jerry Block, our insurance agent and representatives from ICAP insurance.
- Staff and I attended annual L & O (our electric transmission lines) meeting in Rock Rapids.
- Northern Iowa Die Cast discusses TIF or Tax Abatement as a way to incentivize their expansion. Had several meetings with Kathy Evert with Iowa Lakes Corridor to discuss incentive options for Northern Iowa Die Cast's expansion.
- The County and School district attended a consultation session held roughly 2 weeks before hearing (2 weeks prior to May 13 hearing), regarding the Frerich's TIF. The Planning Commission reviewed the Urban Renewal Plan for consistency with the Comprehensive Plan (prior to May 13 meeting).
- Held hearing and adopt Urban Renewal Plan and adopt TIF Ordinance (May 13, City Council meeting) for the Frerich's subdivision.
- Held hearing and approve TIF rebate agreement for Frerich's (June 10 City Council meeting).
- TV interview with Jeff Thee, Program Director, Lakes TV's MC22 to promote Lake Park. (This is available for viewing)
- Attended National APA meeting in Chicago April 13-17.
- Attended Iowa Municipal Finance Officer Association meeting in Des Moines April 17-19.
- Delivered a prayer on behalf of the Government on May 2 (National Day of Prayer).
- Participated in rain garden installation (see Silver Lake Park Improvement Asso. section).
- Compiled a list on local building contractors (attached).

Lake Park 2013 Business Listing

Name	Position	Phone
A.C. Construction	Owner: Albert (Butch) Chiochon	712-832-3310
Alice Anderson Day Care	Alice Anderson	
Arco Dehydrating	Steve Kruppen or Lance Heikens	(712) 832-3610
Bank Midwest Insurance	Agent: Jamie Engel	712-832-3210 or 712-336-0505
Blossoms and Blooms	Nona Joens, Owner	712-832-3050
Building Blocks Home Daycare	Owner: Sarah Bengford	712-832-4010
Buy Rite Foods	Owner: Eric Wahlman	712-832-9849
Cap'n Ken's Restaurant	Owner: Ken Fiala	712-832-3602
Carpe diem Massage	Brenda Hanson	712-330-7969 or 712-832-3056
Cohrs Construction	Bernie Cohrs	712-832-3714
Colleen Meyer Day Care	Colleen Meyer	
Consignment Shop		
Cooperative Elevator (CEA)	Manager Bob Frank	712-832-3621
Cutting Edge Lawn Service	Owners: Greg Sheeler	712-330-1573
Division Pub	Ashley Woizeschke	
EDP renewables	Chris Muge	712-832-3143
Engel's Lakeside Bed & Breakfast	Owner: John & Sharlene Engel	712-832-3899
Five Star Roofing	Harvey Olson	712) 832-3660
GCC Ready Mix		(712) 832-3322
George Hiveley Construction	George Hiveley	712-330-3541
Gilly's Salon	Janice Gilmore, Owner	712-832-3559
Great Lakes Countertops & Kitchens	Pete Danielson	712-832-3197
Great Lakes Insurance	Owner: Jerry Block	712-832-3626
Greg's Electric	Greg Wildeman	712-832-3152
Gunderson's Restaurant and Silver Lanes Bowling	Grant Gunderson	712-832-3410
Floy's Antiques and Used Equipment	Floy Ahrenstorff	712-
H&S Service	Herb Stewart	712-832-9555
Headstrong Salon	Julie Baumgard, Owner	712-832-3091
Heartfelt Creations	Kevin and Jonie Roslansky	712-832-3202
Hemphill Family Care Center	Nurse Practitioner: Denise Hemphill	712-832-9559

Name	Position	Phone
Jaycox Implement	Ray Jaycox and Denny Puhrman	712-832-3151
Jones Law Office P.L.C.	Carrie S. Jones	712-832-3227
Junk Ease	Brian and Jamie Kelly	712-320-3507
LBR Enterprise	Tony Lemker	712-832-3352
LaCour Machine & Welding	Brian LaCour	(712) 832-3109
Lake Park Auto Body	Joe Hornick	712-832-3496
Lake Park Auto Repair	Al Detlefson	712-832-9619
Lake Park Car Wash	Brian and Jamie Kelly	712-320-3507
Lake Park Care Center	Administrator: Gidget Wingad	712-832-3691
Lake Park Farm and Home Center	Trevon Hesebeck	712832-3581
Lake Park Equipment (John Deere)	Wayne Untiedt	712-832-3686
Lake Park Realty	Realtors: Randy Rowe and Deanna Rowe; Broker: Jeri Prins/Elgersma Agency	712-832-3112
Lake Park Welding & Machine Shop	Owner: Gary Taber	712-832-3051
Lakes Property Shop	Duane Gaudian (Realtor)	712-320-2456
Laura Fiebig Daycare	Laura Fiebig	712-832-3285
Lev's Mowing	Owners: John & Becky Lev	712-832-3526
M & R Construction	Owners: Randy Rowe & Mel Zevenbergen	712-832-3306
Main Street Salon	Lori Stahly	712-832-9535
Market Street Tire	Randy & Regina Johnson, Owners	712-832-9563
Marlene (Digger) Gillette Day Care	Marlene Gillette	
Mary's Cleaning	Mary Schmidt	712-331-1455
Maxi Tan	Maxine Anderson	712-330-5754
Mel's Insurance	Owner: Mel Zevenbergen	712-832-3306
Midwest Cabinet Creations	Brent Jacobsen and Mike Treharne	712-330-3375
Midwest Youth Football League	Brent Jacobsen	712-212-1767
Mulder Mechanical	Kris Mulder, Owner	712-832-3137
Murphy Electric LLC	Owner: Gerald Murphy	712-832-3170
Napa Auto Parts	Jamie Fredrickson	712-832-3652
NIDC (Die Cast)	Jeff Skalbeck	712-832-3661
Niemeier Spine & Sports Chiropractic	Owner: Dr. Chad M. Niemeier D.C.	712-832-3056
Personal Indulgence	Owners: Patti McNab and Deanna Rowe	712-832-3152
Professional Radon Management Team	Brent Jacobsen and Mike Treharne	712-212-1767 or 712-330-3375

Name	Position	Phone
Rebecca Luitjens Daycare	Rebecca Lutjens	
Robertson Mechanical	Scott Robertson	712-832-3372
Savings Bank	Gregg Gunderson	712-832-3030
Silver Lake Chiropractic	Owner: Dr. Lee A. Ditsworth	712-832-3118
Silver Lake Country Club	Lucy Matthiesen	712-832-3213
Silver Pines Nursery	Carl Gochenaur	712-832-3394
Stan's Corner	Patty McNab	712-832-3420
A Stitch in Time alterations	Lorraine Nelson	712-832-3107
Suds and Duds Laundromat	Neil Watje	712-330-6166
Ties that Bind Custom Screen Printing and Embroidery	Paula Jacobsen	712- 832-3193
Town and Country Tree Service	Brian Gillmore	712-832-9785
Town and Country Trash Service (for Dumpsters)	Brad Beyenhof	712-472-2493
TransAmerica Insurance and Investments	Greg and Terry Scheeler	712-832-3341
Travel Central	Patti McNab	712-832-3152
Tri-R-Ag	Trevon Howard	712-832-9500
Treharne Construction	Mike Treharne	712-330-3375
Turner & Jenness Funeral Home	Jerry Turner & Greg Jenness	712-832-3543
Watje Construction and Snow Removal	Neil Watje	712-330-6166
United Community Bank	Richard Packebush	712-832-3296

Organizations:

- American Legion and Auxiliary
- Churches (Methodist, Presbyterian, Lutheran)
- Dinner Date
- Federated Women
- Fire Department and Auxiliary
- Garden Club
- Girl Scouts
- Iowa Lakes Saddle Club
- Kiwanis
- Lake Park Historical Society
- Lake Park Development Committee
- Mason's Club
- Northwest Iowa Youth Athletic Association
- Royal Neighbors of America
- Silver Lake Trails Team and Dickinson County Trails Board
- Silver Lake Watershed (Dickinson & Osceola Co.)
- Sportsman's Club
- Town and Country Boosters
- Trees Forever (ISU Extension Landscape Architecture)
- Harris-Lake Park Community School



LIST OF CONTRACTORS

This is a list of local contractors in Lake Park, Iowa. If you are using one of these contractors for work in conjunction with Lake Park Housing Authority (LPHA) improvements, the contractor must be a bonded/insured contractor. Contractors outside of the City of Lake Park can also be used provided they are bonded/licensed. Do it yourself work cannot be considered for LPHA work.

Professional Radon Management Team: Brent Jacobson and Mike Treharne 712-832-3152. This company does Radon Abatement

Robertson Mechanical: Scott Robertson 712-832-3372
This company does Plumbing, Electrical and HVAC (Heating Venting & Air Conditioning)

Town and Country Tree Service: Brian Gillmore 712-832-9785
Specializes in Tree Removal and Trimming

Town and Country Trash Service (for dumpsters) Brad Beyenhof 712-472-2493
Can provide a dumpster to your property to assisting in clean up

Treharne Construction: Mike Treharne 712-330-3375
Carpentry work

Watje Construction and Snow Removal: Neil Watje 712-330-6166
Remodels, new construction, cement work, and general contracting

Lake Park Farm and Home Center: Trevon Hesebeck 712-832-3581
For your building supply needs

M&R Construction: Randy Rowe and Mel Zevenbergen 712-832-3306
Carpentry work and general contracting

Midwest Cabinet Creations: Brent Jacobsen and Mike Treharne 712-330-3375
Kitchen cabinetry and counter tops

Mulder Mechanical: Kris Mulder 712-832-3137
Plumbing and Electrical

Murphy Electrical L.L.C: Gerald Murphy 712-832-3170
Electrical

A.C. Construction: Albert (Butch) Chiochon 712-832-3310
Carpentry work

Cohrs Construction: Bernie Cohrs 712-832-3714
Gravel and Dirt hauling

Five Star Roofing: Harvey Olson 712-832-3660
Roofing

GCC Ready Mix: 712-832-3322
Concrete

George Hively Construction: George Hively 712- 330-3541
Carpentry

Great Lakes Countertops & Kitchens: Pete Danielson 712-832-3197
Kitchen Cabinetry and counter tops.

Greg's Electric: Greg Wildeman 712-832-3152
Electric

H&S Service: Herb Stewart 712-832-9555
Contractor

Ray Von Holdt: 712-832-3562
Remodling

Duitsman State Line Plumbing Denny Duitsman 507-945-8451
Plumbing

A.R.T. Flooring: Mike Dennert 712-330-4142
Flooring

John Delaney 712-330-2650
Remodling

J&J Plumbing: Bob Joens 712-330-8825
Plumbing

Jeff Kruger 507-360-8204
Remodling

Darren Voss 712-832-3141
Remodling

Heating, Ventilating Air Conditioning R. Duhn 712-336-5506
HVAC

Signature Builders Company Incorporated, Adam Bradshaw, 712-441-7138

- The logos for City of Lake Park, Lake Park Utilities, and Lake Park Housing Authority were created by tweaking our existing city logo.



and then creating new City Logo, a new Lake Park Municipal Utility Logo, and a Lake Park Housing Authority Logo, all similar, symbolizing our teamwork.

The city logo added Silver Lake and added definition to the grain elevator.

The Lake Park Municipal Utilities logo shows natural gas in the P, Electricity in the M, and a water tower in the U.

The Lake Park Housing symbolizes a housing element.

A thank you to Michael Ehret for his hard work on the new logos.



- Insurance values updated with Jerry Block (no increase in premium for this fiscal year, estimated \$1,000 increase for next fiscal year).
- Design new logo for the Water tower. Our logos had to be simplified and made more square (they were too elongated) to fit on the tower. The historic “Noon Whistle” on water tower was resurrected.



October-December

- The Utility Board authorized a fountain in Soddy's Cove by the park just upstream of the dam west of 2nd Street bridge. The goal of the fountain is to beautify the area and remove the odor emanating from the cove.
- IGL Teleconnect Switching in Progress (see cost savings attachment).
- Meeting with Carol Kaizer on Lake Park Housing Authority to apply for Major Grant
- Motivational Speaker (Aaron Thomas) with Brent Jacobsen in Spencer.
- Water tower painted
- Shoreline in park was cleared of remaining foliage seeded with prairie grass mixture.
- Habitat for Humanity held their Roof Raising.
- Freedom Rock was dedicated November 9, 2013
- November 12: Trap, Skeet, Rifle, and Archery Range initial meeting with consultant to explore a local or regional facility is held.
- Insurance meetings regarding Affordable Care Act.
- Insurance and Police Department meeting with Wage and Compensation Board.
- Major aerial photo project was completed and now adorns the City Council Chambers.
- Welcome signage south of town subcommittee formed (Art, Mayor, Carol, Tony, Gary, and town and country boosters)
- Masonry work completed on City Hall's front façade.



Internet Price Comparison

Location	IGL TeleConnect	MediaCom
City Hall		
217 N. Market Street	\$69.95	\$55.30
Electric Plant		
209 Market Street	\$69.95	\$145.90
Fire Station		
21 Avenue A West.	\$39.95	\$89.95
Maintenance Shed		
302 E. Railroad	\$39.95	\$59.65
Gas Building		
115 E. 7th Street	\$39.95	\$89.95
Rescue Building		
17 Avenue A East	\$39.95	\$49.95
Water Plant		
610 S. Market Street	\$0.00	\$0.00 (no service)
Library		
905 S. Market Street	\$0.00	\$0.00 (free for both)
Community Center		
hope to reach from library signal	\$0.00	\$0.00
TOTAL	\$299.70	\$490.70

* 140 charge to switch, made up in first month

Lake Park Housing Authority Report



Lake Park Housing Authority Board:

Lance Heikens, Board President
Gregg Gunderson, Treasurer
Joy Rasche, Secretary
Joe Hornick
Lori Eggers
Todd Doeden

Wade Wagoner, CEO

Currently Lake Park Housing Authority has the ability to allocate approximately \$450,000 of funds that have been generated by Tax Increment Financing Districts (Silver Shores and West Bay Estates) in the City of Lake Park. Some additional funding is likely to be generated by the TIF that was done for Frerich's subdivision. The funding, up to a maximum of \$24,999, is available to low and moderate income property owners who meet eligibility guidelines for residential rehabilitation and down payment assistance. Information about eligibility guidelines and the application process is available at the City Administrator's office in City Hall.

Goals and Objectives

The primary goals and objectives of the Lake Park Housing Authority, Inc. are:

- To preserve and/or stabilize the community's housing stock that is affordable to low and moderate income persons;
- To ensure safe, decent, and sanitary housing for the community's residents who do not have the financial wherewithal to make repairs to their own dwellings;
- To improve the general aesthetics and attractiveness of the community's housing stock;
- To maintain or increase the community's residential tax base;
- To assist in the promotion and attraction of economic and community development opportunities; and
- To increase owner occupied housing.
- The lifetime maximum amount to be given per property is \$25,000

2013 Successes:

- Nearly \$78,000 in down payment assistance and residential rehabilitation funds allocated in 2013, with another \$82,000 ready to be allocated once the approved repairs are complete.

2014 Goals:

- Secure an additional \$200,000 in grant funding through the State of Iowa and continue with the work that was done in 2013.

Respectfully Submitted,
Wade R. Wagoner, CEO Lake Park Housing Authority

FEMA Ice Storm



2013 Accomplishments:

April 9-10: Freezing rain falls accumulating up to ¾" on power lines and trees.

April 11: Four inches of wet heavy snow falls overnight from the 10th and 11th, sticking to the already ice-covered trees and power-lines causing further damage. Warning is issued to residents to stay indoors to avoid falling tree branches. School is cancelled and Governor Branstad issues a disaster proclamation for 10 counties including Dickinson.



City and Utility Staff worked around the clock to clean up the City and restore power.

April 17: Teams from HSEMD and FEMA arrive to conduct a preliminary damage assessment to determine if there is enough damage to warrant a federal disaster declaration.

May 6: FEMA issues a major disaster declaration (DR-4114) for five Iowa counties, including Dickinson, from the ice storm, opening up state and federal funds for recovery.



The City worked with FEMA and the Iowa Department of Homeland Security to recover funds used for storm clean up and restoration. The estimated damage was approximately \$90,000 by the time the City repaired power lines and cleared debris. The City was able to recover 85% of these damages because of the disaster declaration.

City and Utility Staff received accolades for the timely manner in which they restored order to the City.

FEMA Lagoons Project



2014 Goals:

July 9-14, 2011 severe storms and straight line winds and flooding caused significant damage to the City of Lake Park. Three days of heavy rains (up to 11 inches) cause severe flooding of and damage to the wastewater treatment lagoon.

Cell 4 of 4 is the downstream filtration cell which released into the adjacent West Branch of the West Fork of the Little Sioux River. Water levels were raised 36-48 inches above normal causing significant damage.

The City is working with Beck Engineering, FEMA, and the State of Iowa's Department of Homeland security to repair the structure and install mitigation measures to prevent damage in the future. This is nearly a \$200,000 repair. The City should be able to secure 85% of the cost of the repair from FEMA as this event was declared a federal disaster.

The City hopes to have this matter closed out during the 2014 calendar year.

2014 Administrator's Goals

- Convert City's and Utility's software system back to Power Manager
- Hire a City Clerk and transition smoothly from Vernetta's retirement.
- Update welcome sign south of town.
- Work with Rick Hopper, Silver Lake Improvement Association, and Paul Johnson to do a drainage assessment for the main drainage ditch entering Trappers Bay/Silver Lake.
- Continue to improve Main/Market Street by eliminating overhead wires and improving facades and streetscape.
- Make sure the prairie grass takes along the shoreline at the Silver Lake Park, and come up with a wrought iron or decorative fence along the shoreline by the dock.
- Have an art contest to design a City Seal.



- Design a City Flag.
- Design a Capital Improvements Program for the City.
- Close out the FEMA Lagoon Project from the 2011 flood.
- Suggest changes for the Zoning Ordinance and Comprehensive Plan.
- Install a fountain in Soddy's Cove to beautify area and address stagnant water smell.
- Work towards having a Trap, Skeet, Sporting Clays, Pistol and Archery Range.
- Have a stocked trout pond in Lake Park; potentially use Trapper's Bay and a fish barrier between the lake and the bay. May require dredging of Trapper's Bay.
- Implement a farmer's market here in Lake Park.
- Create incentives program for employees.
- Keep up certifications for AICP and LEED.
- Get commercial driver's license to help with snow plowing and other city and utility tasks.
- Participate in Junior Achievement program with the elementary school.
- Explore recycling alternatives.
- Ongoing economic development activities and further promotion of Lake Park.
- Finish City Hall's front (see attached article and mock up).
- Embark on the interior renovations of City Hall.



The façade of Lake Park, Iowa, City Hall has been updated with new brick and new windows.

Lake Park city building gets new look

LAKE PARK, Iowa — Lake Park’s City Hall has recently undergone a transformation, and more updates to the structure are in the works.

“I’d go as far to say that we’ve got a good start,” said City Administrator Wade Wagoner. “In my opinion, it’s still too two-dimensional, and we’re going to try to incorporate elements that are going to give it some dimension.”

The building located at 217 Market St. — known as the Boyer Building — houses the city administration and utility officers. New brickwork and windows have given it a more modern appearance while keeping the historical integrity.

“We chose kiln-fired brick because it is durable and timeless and is the historically correct material for use in most Iowa downtowns,” Wagoner explained.

So far, about \$15,000 has been spent on the renovations, but Wagoner hopes the city council will invest a bit more into the update.

“It continues to evolve,” he said. “The general consensus is we’re not done. We still have some things to put on the building: the possibility of some planters over the windows; benches under the windows; the possibility of awnings; and we’re definitely going to do the city seal.” Wagoner has proposed a public art contest to come up with a design for the seal, involving students at the elementary and high school as well as public submissions. The seal would be engraved on the building’s façade.

“We’re also contemplating the city flag, which also might appear on the building,” he said. “We could use the existing logo or have another contest to create a city flag.”

Hired as the city administrator about 11 months ago, Wagoner has been working with the city council to implement what he terms “feel-good projects” to improve the community’s image and appeal. The town’s water tower was also recently repainted.

“We’re lucky to be growing and be able to do stuff like this,” he said. “Not everybody can.”

Wagoner would like to see a wave of renovation spread through Lake Park’s business district, and he’s come up with a list of details that could be incorporated into the downtown designs, including signs, materials, streetscape, lighting and landscaping.

“(We want to) use our city hall as a springboard to incent other quality façade renovation in the downtown,” he said. “This will likely involve working with the Lake Park development Corp. to come up with financial assistance to building facades that incorporate good downtown design.”

Daily Globe Features Editor Beth Rickers may be reached at 376-7327.

City Hall Mock up below:



Zoning Administrator's Report

Planning Commission:

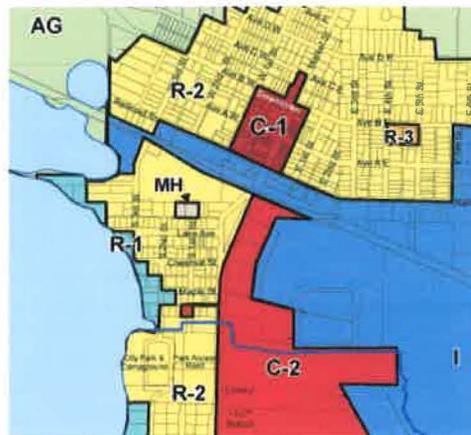
Ryan Rowe, Ron Sterler, Neil Watje, Jason Heikens, Missy Gemblar.

The main purpose of the Planning Commission is to advise the City Council on land use policies and laws. A five member Commission appointed by the Council is charged with developing the City's Master Plan, Zoning Ordinance, and subdivision (plats) review. Documents have to have final approval by the City Council. The Planning Commission (also sometimes referred to as the Planning and Zoning Commission or Zoning Board) meets as necessary.

Zoning Ordinance last updated in 2009.

Master Plan last updated in 2003.

2013: Planning Commission meetings:



April 30, 2013 - Report to the City Council on whether the Frerich's Urban Renewal Plan conforms to and is consistent with the City's Community and General Development Plan (recommend approval to Council).

August 21, 2013 - Special Exception for signage in excess of 150 ft² located at the property generally known as Great Lakes Countertops (recommend approval to Board of Adjustment).

September 4, 2013 – Recommendation to City Council on a rezoning request from "I" Industrial District to "R-2" Single Family Residential District for the property generally located in the 600 block on Railroad Street, on the north side of the road, in Lake Park for Brian Gilmore (recommend approval to Council).

2014 Goals: Consider updating Master Plan and review Zoning Ordinance for areas that need changes.

Board of Adjustment:

Herb Stewart, Larry Rusch, Mike Treharne, Dallas Heikens, Pam Wingert

The Board of Adjustment is charged with review of the Zoning Administrator's decision(s). To decide Special Exceptions as outlined in the Zoning Ordinance, and to grant variances to the Zoning Ordinance where the exception won't be contrary to the public interest & creates a hardship for the applicant.

2013: Board of Adjustment meetings:

August 21, 2013 - for a Special Exception for signage in excess of 150 ft² located at the property generally known as Great Lakes Countertops. (recommend approval to Board of Adjustment)

2014 Goals: Provide input to Planning Commission for portions of Zoning Ordinance that need changed.

City of Lake Park Building Permits Issued in 2013

Permit #	Date	Name	Address	Building Type	Square Feet	Fee
2013-01	3/4/2013	David Hobson	288 Country Club Drive., Lake Park	addition	505	\$126
2013-02	3/4/2013	Century Link	204 Railroad Avenue	Placing telephone buried service wire	n/a	n/a
2013-03	3/15/2013	Gordon Smith	170 Country Club Drive	Attached Garage and living	1152	\$288
2013-04	4/1/2013	Curt Harms	315 E. 7th Street	3 Season's room	224	\$56
2013-05	3/29/2013	Joe & Deb Petersen	510 2nd Street	24'x40' out building	960	\$240
2013-06	4/10/2013	Jason and Helise Huff	201 W 3rd Street	28x16 building addition	448	\$112
2013-07	4/22/2013	Vernon and Penny LaRenzon	212 Country Club Drive	16'x43' building addition	688	\$172
2013-08	4/24/2013	Laura Fiebig	12 N. Lakeside Lane	4' Fence	NS	\$50
2013-09	4/29/2013	Dennis Claus	306 N. Market Street	32x26 wood frame addition	1040	\$260
2013-10	5/9/2013	Karl Davis	412 Avenue B. West	wood frame 12' x 18'	216	\$54
2013-11	5/30/2013	Judy Harmon	119 W. Bay Road	shed 12'x10'	120	\$50
2013-12	6/5/2013	Todd Doeden	205 W. 4th Street	2 sheds and a deck	952 total	\$238

2013-13	6/7/2013	Matthew Perry	102 Arnolds Entrance	shed 12'x10'	120 ft ²	\$50
2013-14	6/7/2013	Richard Turner	209 Avenue C West	small porch 7x16	112 ft ²	\$50
2013-15	6/11/2013	Violet Ihnen	301 Lake Avenue	Rock on bank above high water mark	NA	\$40
2013-17	6/25/2013	Steve Winters	209 E. 6th Street	regrade and reseed slope above HWM	NA	\$40
2013-17.5	6/26/2013	Adam Cross	211 E. 6th Street	fence, shed, kennel	260	\$65
2013-18	7/2/2013	Lane Gunderson	136 West Bay Rd	New Home	2640	\$660
2013-19	7/2/2013	Roger Burmeister	180 Country Club Drive	New Home	2573	\$643.25
2013-20	7/3/2013	Gordon Smith	170 Country Club Drive	7x24 Deck	168	\$50
2013-21	7/8/2013	Kathy Zinn	508 Avenue D East	Fence for a dog kennel	8'x24	\$50
	7/18/2013	NW Equipment (John Deere)	22 Lakeland Rd	Entrance permit off of Highway	NA	NA
2013-22	7/23/2013	Kembe Hulstein	192 Country Club Drive.	House Addition	280	\$70
2013-23	7/28/2013	Roger Burmeister paid by Mark Broek of Broekland Homes	180 Country Club Drive	Sewer Hook On Permit	NA	\$225
2013-24	7/24/2013	Lane Gunderson	136 West Bay Rd	Sewer Hook On Permit	2640	\$225
2013-25	8/13/2013	Lester Peters	205 W. 3rd Street	Attached Garage and 3 season room	924	\$231
2013-26	8/13/2013	Randy Arhenstorff	1606 Lakeside Ave	Landscaping Permit	NA	\$40

2013-27	8/19/2013	Brian Gillmore	309 E. 5th Street	Rezoning Application	165'x100'	\$200
2013-28	8/19/2013	Habitat for Humanity	1204 Clayton St.	New Home	1560 ft ²	\$615
2013-29	8/23/2013	Tom Kliver	101 Maple Ave.	Deck Addition	240ft ²	\$60
2013-30	9/24/2013	Michael McClain	102 W. 3rd Street	attached Garage Addition	1080	\$270
2013-31	9/27/2013	William K. Verndoor	138 Country Club Drive	Detached Garage	240	\$60
2013-32	10/8/2013	Mike and Linda Treharne	194 Country Club Dr	Sewer Hook On Permit	NA	\$225
2013-33	11/5/2013	Doug and Dawn Goodell	311 E. 4th Street	Storage Shed	240ft ²	\$60
2013-34	11/5/2013	Mike and Linda Treharne	194 Country Club Dr	New Home	2601ft ²	\$650.25
2013-35	11/8/2013	Shelly and Paige Morris	114 W. Bay Road	Home Addition	12x14	\$50
		Don Newbrough		shed close enuf in size to old one, as per administrator		\$0
2013-36	3/4/2013	Northern Iowa Die Cast	702 E. Railroad Street	Industrial Building Addition	16600	\$2000

Lake Park Development Corporation/Economic Development

The Lake Park Development Corporation, comprised of an eight-person board of directors, is committed to furthering economic development opportunities for the community. Incentives include financial assistance for rental, purchasing, and façade improvement incentives. To qualify, a business plan must be submitted to the Lake Park Development Corporation. Contact Richard M. Packebush at United Community Bank at 832-3296.

Downtown Lake Park Incentives:

- Tax abatement: Arranged with City on individual bases.
- Sewer and Garbage Rebate: 50% rebate not to exceed \$200/month (up to one year).
- Utility Rebate: 50% of utility bill rebate not to exceed \$500/month (up to one year).
- Announcement of new business in utility bills.

2013 Accomplishments:

- The City Council determined it to be in our best interest to sponsor a financial assistance application on behalf of Northern Iowa Die Casting Inc. to the Iowa Economic Development Authority in May of 2013. This package included a graduated 10 year abatement schedule that should result in over \$200,000 being abated for Northern Iowa Die Casting's expansion over the next 10 years. The developer estimates that the expansion should result in 28 new jobs in the City of Lake Park.
- The City entered into a 10 year Tax Increment Financing rebate agreement with the developers of the nine lot Frerich's subdivision in June of 2013.

2014 Goals:

Trap and Skeet Range

With shooting sports growing in both youth and adult participation throughout Iowa and the country, the time is right for Lake Park to develop a shooting facility and build upon Lake Park's strength as a recreational hotbed. This new facility could serve as home to high school trap teams, registered competitions, corporate events, and recreation with family and friends.

Respectfully Submitted,



Wade R. Wagoner, AICP LEED GA
City Administrator



Silver Lake Park Improvement Association

Silver Lake Park Improvement Association Board –

Scott Mitchell -Board President
Richard Packebush - Treasurer
Pam Wingert – Secretary (served partial year)
Jared Herbert - Secretary
Gary Taber
David Hobson
Herb Stewart
Jeff Rolfes
Catherine Sereg – Silver Lake Watershed Coordinator



While Lake Park has many great manmade amenities, the #1 thing that separates us from other small towns is Silver Lake. Currently the high amounts of sediment, nitrogen, and phosphorous entering the Silver Lake have earned it the dubious designation as an endangered lake by the DNR. While other small towns in Iowa are losing population, Lake Park is growing at a steady 8%; the Lake is the primary reason for this growth. Restoring Silver Lake will help ensure the viability of the City of Lake Park for generations.

2013 Accomplishments:

- Rain Garden (see attached)
- Shoreline restoration project (see attached)
- Catherine worked tirelessly with Paul Johnson of the Board of Supervisors to clean up the main drainage ditch leading into Trappers Bay. Catherine identified this main ditch as being responsible for about 60% of the pollution load in the lake. While Catherine has moved on, Paul Johnson and the staff of the City of Lake Park will continue to work on cleaning up the lake.

2014 Goals:

- Replace Catherine
- Monitor seed growth at shoreline project

Join us at 7:30 a.m. at Mel's Insurance on the second Tuesday of every month. All are welcome.



Be apart of keeping
Silver Lake great!



Submitted
by Wade
Wade

You are looking at a...

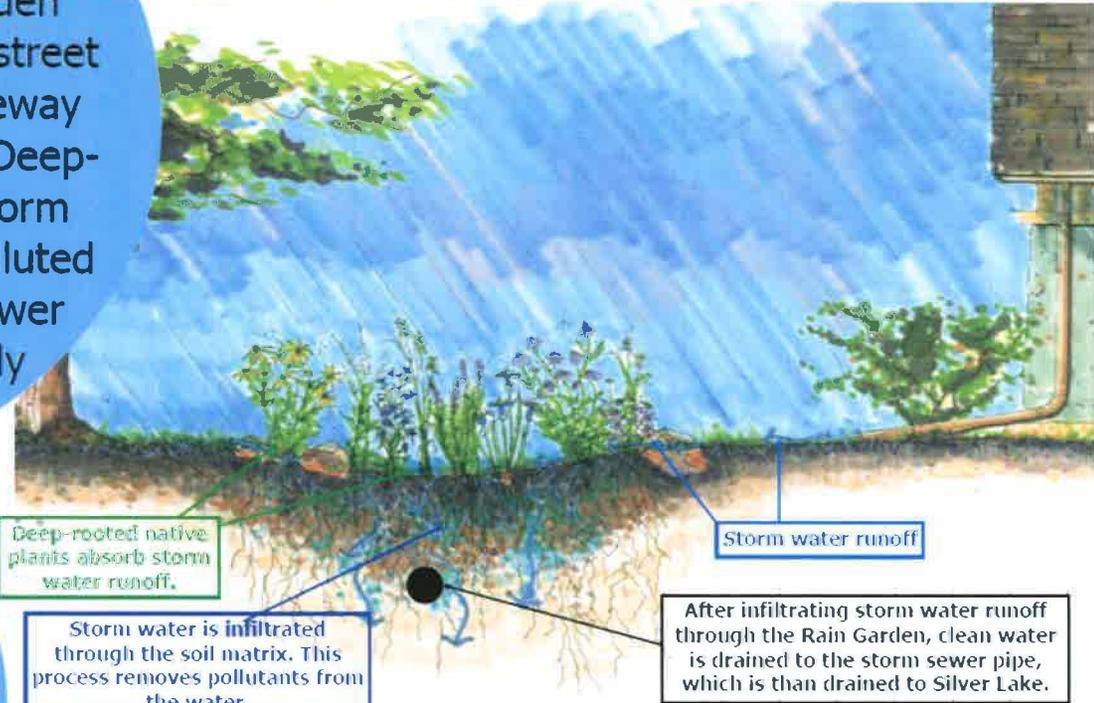
Rain Garden

A Rain Garden is...

a shallow depression that is planted with deep-rooted native plants and grasses. The garden should be positioned near a street drain, downspout, or a driveway to capture rainwater runoff. Deep-rooted plants will absorb storm water runoff and prevent polluted water from entering the sewer system that drains directly into Silver Lake.

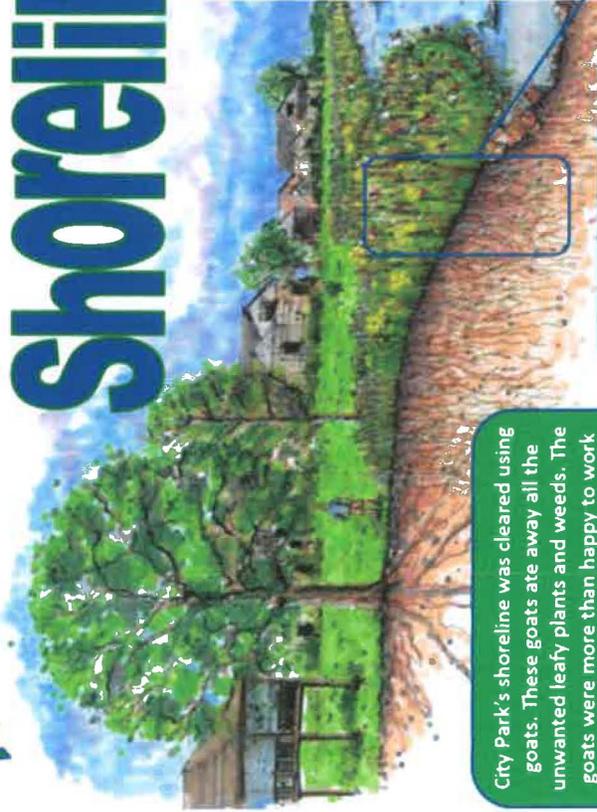
Native Plants Used...

Wood's Pink Aster, New England Aster, Purple Coneflower, Stella D'oro Daylily, Spike Gayfeather, Raspberry Wine Bee Balm, Black-eye Susan, Feather Reed Grass, Little Bluestem



Project Sponsors: Water Quality Commission, Harris-Lake Park Community School District, 4 Evergreen Landscape and Design, Silver Lake Watershed Project, Silver Lake Park Improvement Association, Cohrs Construction Inc, Iowa Department of Agriculture and Land Stewardship, DNR Section 319, NRCS, Dickinson and Osceola Soil and Water Conservation Districts, and The City of Lake Park.

You are looking at a Native Prairie



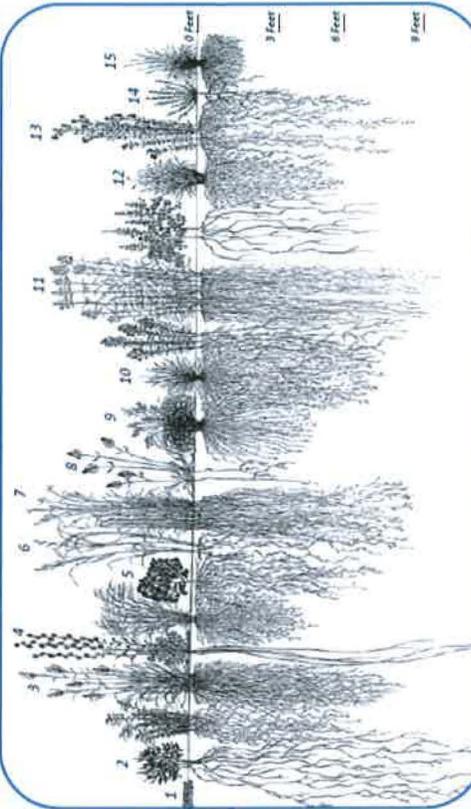
City Park's shoreline was cleared using goats. These goats ate away all the unwanted leafy plants and weeds. The goats were more than happy to work on very steep slopes, keeping human workers safe, and eliminating the use of heavy equipment.



Why Native Prairie?
The answer is **ROOTS!** Prairie Grasses have deep roots that have the ability to hold soil in place and protect these banks from collapsing and eroding in to Silver Lake. Prairie Plants have 5-15 feet of fibrous root depth compared to Turf Grass (what you would find in your yard) that only has 3 inches of root depth. Most trees only have 2-3 feet of woody root depth.

Shoreline Restoration

Shoreline Restoration is a practice that re-introduces native prairie grasses back to bank areas, where trees and shrubs have taken over. Once large trees and shrubs dominate a shoreline, sunlight isn't able to get through to the ground surface resulting in grasses dying off and exposing soil to wind, rain, and wave action. This can result in bank erosion, gully formations, and bank collapses.



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Grass	Plant	Grass	Plant	Grass	Plant	Shrub	Shrub	Shrub	Shrub	Grass	Grass	Shrub	Shrub	Shrub
Turf	Leaf	Indian	Compass	Heads	Prairie	Cord	Big	Blow	Red	Purple	Prairie	Side	Oats	Switch
Grass	Plant	Grass	Plant	Grass	Plant	Shrub	Shrub	Shrub	Shrub	Grass	Grass	Shrub	Shrub	Shrub
Grass	Plant	Grass	Plant	Grass	Plant	Shrub	Shrub	Shrub	Shrub	Grass	Grass	Shrub	Shrub	Shrub

Project Sponsors: Silver Lake Watershed Project, City of Lake Park, Silver Lake Park Improvement Association, and Goats on the Go.

Lake Park Fire Department Report

The Lake Park Fire Department is responsible for 110 square miles that include Dickinson County in Iowa and Jackson and Nobles County in Minnesota. In addition to providing fire protection the LPFD also performs Jaws of Life rescue, grain bin and other ag related rescue, and hazardous materials response along with ice and surface water rescue. The LPFD provides mutual aid and any other call for help that is requested by any neighboring agency. The LPFD has 21 members who are all certified in Fire Fighter 1 and Hazmat Ops. (as per state requirement). Members are also certified at Driver Operator/Pumper & Fire Fighter 2. The LPFD runs about 20 calls per year.

2013 Accomplishments:

- Took delivery of new grass/quick attack truck
- Completed grain bin and ag rescue trailer
- Continued relationship with Lake Park Equipment on donation of Gator for wild land unit.

2014 Goals:

- Work with townships and City to come up with a plan to be able to budget for new equipment and keep updating equipment to stay in NFPA compliance and keep our firefighters safe.
- Get a plan in place for an addition to the Fire Station making it able to house the Lake Park Rescue and more room for equipment.
- Keep membership between 22-25 and keep all members up to date on training and physicals.

Long Term Goals:

- Keep to the truck replacement schedule.
- Construct said addition to Fire Station.

Respectfully Submitted,

Brandon Ehret, Chief

On behalf of

Neil Watje, Assistant Chief
Jarrold Wallace, Assistant Chief
Justin Kracht Captain
Ryan Rowe, Lieutenant
Nick Fiebig, Engineer
Kevin Winters, Secretary
Randy Nicks, Treasurer
Josh Paskert

Harry Riesburg
Al Detlefson
Trent Claus
Ericka Ehret
Gib Zahren
Ryan Breitbach
Jim Hemphill
Greg Baloun

Tal Allen
Mel Zevenburgen
Kevin Delaney
Chad Niemeier



Lake Park Rescue Report/ Emergency Medical Services

The Lake Park Rescue (Emergency Medical Services) is responsible for taking care of the sick and injured in Lake Park and the surrounding rural area that are in need of first response care. In addition to responding locally, they also respond to the Spirit Lake area if other paramedic crews are deployed.

All of the individuals that serve in this organization are volunteers whose certification levels vary. The motivation for becoming a part of this group is to play a critical and often times thankless role in the wellbeing of the community and surrounding area. The ability to provide the necessary level of care requires countless hours of continuing education. Lake Park owes a debt of gratitude to these volunteers. Being a part of this group requires carrying a pager and responding around the clock. If you feel called to be a part of this group, please contact Steve Hopkins at 712-330-1144.

2013 Accomplishments:

- Specific successes are private do to HIPPA laws.
- Responded to 86 calls.
- CPAP airway device upgrade.
- One new volunteer added.

2014 Goals:

- Upgrading our level of care to the advanced EMT level (gives more training and options when treating patients).
- Upgrade defibrillation monitor.

Long Term Goals:

- Hire 2 Part time staffed EMT's which would collectively provide daytime coverage (too many volunteers work out of town).

Respectfully Submitted,



Steve Hopkins, Paramedic, President

Lance Heikens, Emergency Medical Technician
Wanda Hopkins, Emergency Medical Technician, Secretary/Treasurer
Stephanie Whitrock, Emergency Medical Technician
Bonnie Boetel, Emergency Medical Technician
Josh Boetel, Emergency Medical Technician
Adam Nelson, Emergency Medical Technician
Richard Cother, Emergency Medical Technician
Erika Ehret, Emergency Medical Technician
Carol Voss, Emergency Medical Technician/Registered Nurse
Dawn Kinkade, Emergency Medical Technician-Intermediate
Deb Schroeder, Emergency Medical Technician-Intermediate
Herb Stewart, Emergency Medical Technician-Intermediate
Roxie Cother, Emergency Medical Technician-Intermediate

Ambulance Drivers:

Amanda Hopkins
Joe Hopkins
Brandon Ehret
Justin Kracht
Kim Puhrman
Tony Irwin

Historical Society Report

The Historical Society mission is to gather the history of our community, family, and friends, so we can pass this onto the next generation and to anyone who crosses our path.

The committee has chosen several military uniforms and is displaying them with name, rank, service branch, and years served. The display was at Harris Lake Park High School during the 2013 Memorial Day program that was given by the local Legionnaires and Auxiliary. Following this program the Kiwanis served hot dogs to about 80 individuals that toured the Heritage Square, Museum, the Jail and Prairie House. This event was held May 27, 2013.

In celebration of Independence Day, the museum held a scavenger hunt of historical signs, dates, words, and objects on buildings on Lake Park Market/Main Street. Bicycles decorated in patriotic themes were awarded prizes. Those traveling a distance were given a prize as were different age groups. Gift bags from local businesses were passed out and lemonade and cookies were served to all. This was held July 5, 2013. Thanks to Joe Hoover, Chief of Police, Wade Wagoner, City Administrator, and Tom Boeckholt for their part in making this a successful event.

During Farmer's Appreciation Days, on August 3, 2013, the museum held their annual bike, trike, baby buggy, anything with wheels decorating contest. It was a farm theme. It was a fun event for the kids to take part in during the weekend of activities around the town.

December 8, 2013 was our Tour of Homes. It started with a meal being served at the Community Center by firefighters, a bake sale by the Federated Women's Club, and pictures and a visit with Santa by the Kiwanis. The Historical Society held a raffle and gave a chance at a door prize to all attending the tour.

A holiday lighting contest for Lake Park residents and businesses was conducted with the assistance with funds from the City Council. Judging took place December 18th. Headstrong Salon was the business winner and the residential winner was Deb and Terry Morrow.

The Historical Society is a non-profit organization and all of the projects are done by volunteers with funds that are donated.

Submitted by Carol Johnson. 

Members are:

Dolly Bahde
Ardith Ehret
Marvel Byers
Jeanne Gross
Mavis Hornick
Joan Miller
Janet Whitney

Beth Brandt
Pearl Godfrey
Leon & Gladys Goodell
Jane Heikens
Carol Johnson
Bev Rush
Jana Zahren

Marge Brueggeman
Don & Betty Goodell
Rod & Char Graham
Evelyn Hemminston
Wes & Vivian Lynn
Becky Schierholt

Website & Emergency Management Report

The website for the City of Lake Park, www.lakeparkia.com, received just over 20,000 visits in 2013 from 8,809 different people. Each month averaged 1,700 visits. The day with the most visits was August 1, the day before Farmers Appreciation Day; the second-busiest day was May 31, the day before the city-wide garage sales.

Geographically, the vast majority of visitors were from our area. The top five states that visited our site were: 1) Iowa, 2) Minnesota, 3) Nebraska, 4) South Dakota and 5) California. The top five countries that visited our site were: 1) USA, 2) Canada, 3) Germany, 4) India and 5) Philippines.

The top pages on the site for 2013 were: 1) Home Page, 2) Business Directory, 3) Farmer's Appreciation Day (schedule and downloadable forms for events), 4) City Council Minutes, 5) News, 6) City Hall/City Government, 7) Bright Energy Solutions, 8) LPMU, 9) Funeral Announcements, & 10) Contact City Officials.

The website was first launched in March of 2000.



The website in 2003 (left) and as it appears today (right).

Goals for 2014:

- Improve the business directory to provide more information about the businesses in Lake Park
- Bring more traffic to the site by posting more information on a more regular basis
- Have more community events posted to the calendar

The site in 2013 has a 48% bounce rate. That means that 48% of our visitors went to just one page, then left the site. Most likely, they went to the home page, saw nothing new there, and left the site. If we want more traffic on the website, we need to post more information more often.

Emergency Management

- Met with the Council in April to have the Hazard Mitigation plan formally adopted.
- Worked with the City & Utilities in April in response to and recovery from the ice & snow storm and to assist in securing a federal disaster declaration with Iowa HSEMD and FEMA
- Continue to encourage the City to begin saving funds/budgeting funds to replace the outdoor warning sirens.
- Assisted the Fire & Police Departments as requested.

Respectfully Submitted,

Mike Ehret

Freedom Rock/Veterans Memorial

P.O. Box 121; Lake Park, IA 51347

The Freedom Rock/Veterans Memorial Committee met and was formed February 28, 2013. From that organizational meeting and for almost every 2 weeks after that each meeting kept bringing the reality of the Freedom Rock/Veterans Memorial to realization. Thanks to the dedication of various individuals who put in many volunteer hours and generous donations from individuals and business, this project became reality.



On November 9, 2013 the Freedom Rock/Veterans Memorial (Dickinson County Freedom Rock) was dedicated. 182 pavers, 6 benches, 8 flags, 5 military rocks and the Freedom Rock were dedicated. What a breath of fresh air to witness the uncovering of the center-piece rock by the families of those featured, to the sense of awe to witness and view this magnificent project to fully come together. As dirt was moved, foundations and base material were put in place; the excitement of everything starting to take shape was felt throughout the community.

2014 Goals

1. Place lighting on the Memorial and signage rock.
2. Finish the landscaping of the Memorial.
3. Create website and new brochures for the Memorial.
4. Host bus tours of the Memorial.
5. Replace the flags in the Memorial.
6. Video projector and screen to use during bus tours to showcase the town of Lake Park.



Freedom Rock/Vets Memorial Committee:

James Kessler

James Kessler, Chair

Clark Reekers, Vice Chair

Vince Elser, Treasurer

Carol Johnson, Secretary

Nancy Puhrman

B.J. Ferguson

Wade Wagoner (ex officio)

SILVER LAKE TRAIL

A trail to get residents involved in the community to build friendships, improve health and enjoy the natural beauty of Lake Park.

Lake Park became a member of the Dickinson County Trails Board (DCTB) in 2007. The Dickinson County Trails Board is an organization that preserves, develops and improves multi-purpose public recreational trails in Dickinson County, Iowa. The DCTB is constantly working to develop and improve trails in our area to provide safe recreation for our citizens and visitors. The Silver Lake Trail was developed in 2010 on the south side of town connecting Beachcomber Ave to Country Club Drive. The trail is approximately a one mile multi-use recreational trail that connects the East and West sides of town. The trail was funded by a REAP grant, the city of Lake Park, DCTB and local donations. The new trail allows pedestrians to walk, bike ride or use golf carts. The recent addition of Lakeside Ave has provided a safe route to connect Lakeside Lane to the new trail. There is an annual bike ride in August called RALPH that invites people of all ages to get out and enjoy the trail with their family and friends. The future plans consist of connecting the Silver Lake Trail with all of the trails in the lakes area via the railroad. The DCTB has purchased the railroad and will be working on funding to get the trail paved and completed in the future.

The recreational trail in our community is a wonderful asset that improves the economy through tourism and civic improvement. The trails preserve and restore open space of our beautiful scenic views of Silver Lake and the wetlands in Lake Park. It provides opportunities for physical activity to improve fitness and mental health. Trails increase property values and attract more residents that want to live near a trail. A home near a trail can offer a pleasing view and quieter streets. The trail is a recreational opportunity for families to enjoy an activity together and a chance to get in touch with nature. Most of all make it will make Lake Park a better place to visit and to live.

Lake Park's location within the Iowa Great Lakes region is an asset to the community that can be strengthened in large and small ways. A recreational trail connection would be a long term commitment and would provide an obvious link to the region. These strengthened connections will all serve to give potential residents, visitors, and businesses the proper impression about the vast opportunities available near Lake Park for shopping, recreation and job opportunities.

(Taken from Lake Park beautification plan in 2003, submitted by Billi Niemeier)

Dickinson County Trails Board

Billi Niemeier

Erin Reed, President
Barry Sackett, Vice President
Brad Jones
Robb Keizer
Joe Miller
Billi Niemeier
Jeanne Sieh
Yvonne Taylor
Bill Mass
Jason Harrington

Jean Martin, Executive Director

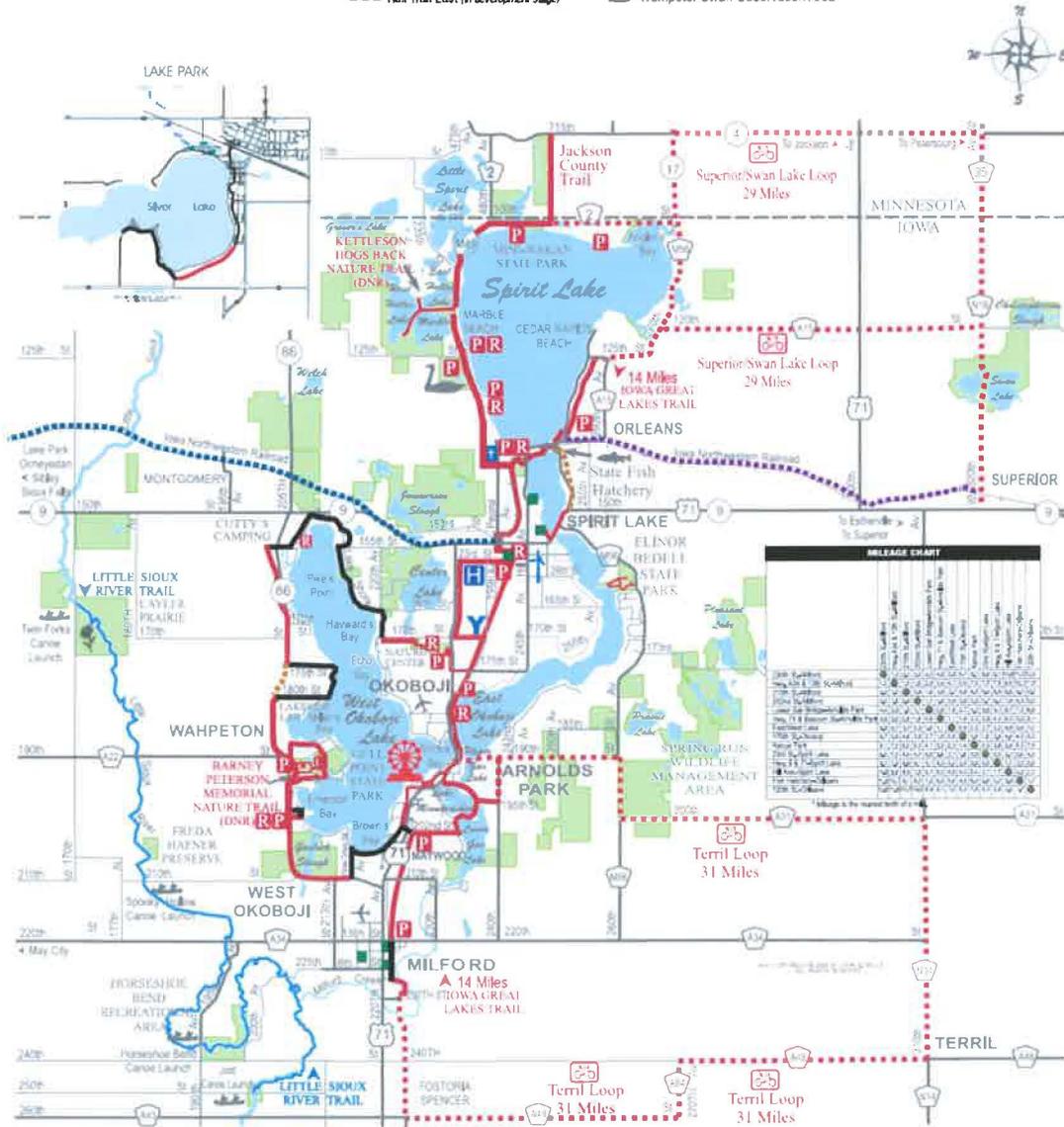




DICKINSON COUNTY RECREATIONAL TRAILS

MAP LEGEND

- Existing Trail
- Local Street Route
- Bicycle Loop Symbol
- Future Development
- Rail Trail West 24 miles to Sibley, IA (in development stage)
- Rail Trail East (in development stage)
- P Parking Area
- R Restroom
- A Arnolds Park Amusement Park
- Wildlife Management Area/Preserve
- City Park
- Trumpeter Swan Observation Area
- ↑ Wind Generators
- Canoe Launch
- Lakes Regional Health Care
- Y The YMCA
- ~ River With Canoe Route



Visit our website at dickinsoncountylakes.com



Please support Dickinson County Trails by sending your donation to: Friends of the Trails, PO Box 304, Okoboji, IA 51355. (Make checks payable to: Friends of the Trails) Thank you!