



"Where People Make the Difference"

# CITY OF CLEAR LAKE

15 North 6th Street • P.O. Box 185 • Clear Lake, IA 50428  
Phone (641) 357-5267 • Fax (641) 357-8711  
www.cityofclearlake.com

Mayor  
NELSON P.  
CRABB

January 30, 2015

HONORABLE MAYOR & CITY COUNCIL MEMBERS:

City  
Administrator  
SCOTT  
FLORY

The next meeting of the Clear Lake City Council is scheduled for Monday, **February 2, 2015**, at 6:30 p.m., in the Council Chambers, at the Clear Lake City Hall. Please refer to the enclosed agenda for the items discussed below.

## COUNCIL MEMBERS

DANA  
BRANT  
Ward 1

TONY J.  
NELSON  
Ward 2

JIM  
BOEHNKE  
Ward 3

MIKE  
CALLANAN  
At Large

GARY  
HUGI  
At Large

**ITEM #6A. W. 7<sup>th</sup> Ave N. Watermain Project.** One of the major capital improvement projects the City anticipates for FY 16 is the reconstruction of the City's water main on W. 7<sup>th</sup> Ave N., between 19<sup>th</sup> St. W. and N. Shore Drive. The existing water main in this segment is a combination of 8" and 6" cast iron material. The City has experienced a high volume of water main breaks on this segment of the distribution system over the last twenty years. It should be noted, that this segment is also part of the secondary feed to the north/northwest water tower from the water treatment plant. In situations where service is interrupted from the primary feed on US HWY 18, this segment reduces the ability to operate the tower effectively.

The proposed project consists of constructing a new 12" diameter PVC water main. The project is roughly 2700 LF in length. The estimate of the probable cost of construction is approximately \$330,000. The Council has tentatively appropriated \$380,000 as a project budget, with engineering design in the FY 15 budget and construction in FY 16. The anticipated date of the bid letting is July 1, 2015 and construction completion by October 30, 2015.

Enclosed in the Council packet is a professional services proposal from Veenstra & Kimm for design, bid, and construction related service for the proposed Project. The total compensation is a not to exceed \$41,400.

**ITEM #6B. Northern Natural Gas Border Station Improvement.** Northern natural gas Company owns and operates the border station located at the intersection of 14<sup>th</sup> Ave N. and Buddy Holly Place. The Company is proposing to make some modifications to its facilities at this location. As a result of the proposed improvements, the Company has inquired with the City about the possibility that some of its equipment may encroach into the City's right-of-way adjacent to Buddy Holly Place. The City has an extraordinarily wide ROW in this location. The intrusion into the ROW would be minimal, but the Company would like to be able to access their equipment for service related purposes, if and when necessary and simply wants to ensure it has legal authority to do so within the City's ROW. The Council could consider a sale of a portion of its ROW, granting an easement in perpetuity, or a ROW encroachment permit, if it is so inclined.



ITEM #6C. **Building & Zoning Official Job Description**. Enclosed in the packet is a revised job description for the building official position. The description was last previously approved in 2000. There are many revisions proposed, including changing the title of the position from "Building Official" to "Building & Zoning Official". The City current building official has announced that he will retire in April, 2015, after more than 30 years with the City. A position announcement was published in the newspaper on January 28, 2015.

ITEM #6D. **N. Shore Drive Project Street Lighting**. The City staff and consulting engineer is getting ready to seek competitive quotes from the various street lighting distributors for the fixture for the N. Shore Drive Street Reconstruction Project. The N. Shore Drive Street Reconstruction project included cost for wiring and fixture foundations, but not the actual fixture itself. The City, of course, budgeted for the fixtures, but to be purchased and installed by the City independently of the construction contract. Prior to seeking quotes, the consultant will review the proposed fixture for a final time with the Council.

**Smart Quote:** "We delight in the beauty of the butterfly, but rarely admit the changes it has gone through to achieve that beauty." -- Maya Angelou, American writer

Scott Flory  
City Administrator

PUBLIC NOTICE IS HEREBY GIVEN that the following governmental body will meet at the date, time, and place herein set out. The tentative agenda for said meeting is as follows:

TENTATIVE AGENDA  
CLEAR LAKE CITY COUNCIL  
CITY HALL – 15 N. 6<sup>TH</sup> STREET  
MONDAY, FEBRUARY 2, 2015  
**6:30 P.M.**

1. Call to Order and Pledge of Allegiance led by Mayor Nelson P. Crabb.
2. Approval of Agenda.
3. Consent Agenda:
  - A. Minutes – January 19, 2015; January 23 & 29, 2015 (workshops)
  - B. Approval of the bills & claims.
  - C. Licenses & Permits:
    - **Liquor License**: Class B Native Wine Permit (WBN) with Sunday Sales, Lake Coffee & Ice Cream, (renewal).
    - **Street Closing Request**: Clear Lake Farmer's Market, 2<sup>nd</sup> Avenue N from N 8<sup>th</sup> Street to N 9<sup>th</sup> Street, Saturday, May 23<sup>rd</sup> through Saturday, October 17<sup>th</sup>.
4. Citizen's opportunity to address the Council on items not on the agenda:
  - In conformance with the City Council's Rules of Procedure, no action can occur on items presented during the Citizens Forum.
  - Please walk to the lectern, state your name (spell last name), address, and subject of your discussion.
  - Speakers are limited to a maximum of five (5) minutes per person.
5. Unfinished Business:
6. New Business:
  - A. W. 7<sup>th</sup> Avenue N. Water Main Improvement Project:
    - Introduction by Scott Flory, City Administrator.
    - Review of professional services agreement, Jason Petersburg, P.E., Veenstra & Kimm.
    - **Motion** to approve Engineering Services Agreement by City Council.
    - Discussion and consideration of **Motion** by City Council.

B. Northern Natural Gas Company Town Border Station Improvement Project:

- Introduction by Scott Flory, City Administrator
- Review of request, Tony Stucchi, Northern Natural Gas Company.
- Discussion and consideration by City Council.

C. Modifications to Building & Zoning Official Job Description:

- Introduction by Scott Flory, City Administrator.
- **Motion** to approve revised job description by City Council.
- Discussion and consideration of **Motion** by City Council.

D. North Shore Drive Project - Street Lighting fixtures:

- Introduction by Scott Flory, City Administrator.
- Review of proposed street light fixture, Jason Petersburg, P.E., Veenstra & Kimm.
- Questions and discussion by City Council.

E. FY 16 Municipal Budget proposal:

- Review of “preliminary” FY 16 municipal budget proposal by Scott Flory, City Administrator.
- Questions and discussion by City Council.

7. Chief of Police’s Report:

8. Mayor’s Report:

9. Public Works Director’s Report:

10. City Administrator’s Report:

- Update City Hall/Police Department Renovation Project.

11. City Attorney’s Report:

12. Other Business:

13. Adjournment.

NEXT REGULAR MEETING – FEBRUARY 16, 2015

This notice is given pursuant to Chapter 21.4(1) of the Code of Iowa and the local rules of said governmental body.

**PROFESSIONAL SERVICES AGREEMENT**

**THIS IS AN AGREEMENT**, made as of \_\_\_\_\_, 2015, between City of Clear Lake, (**CLIENT**) and Veenstra & Kimm, Inc., (**CONSULTANT**).

**CLIENT** requires consulting services for the **West 7th Avenue North Water Main Improvement Project** as defined in **EXHIBIT 1**.

**CLIENT** and **CONSULTANT** agree:

1. **Scope of Services.** **CONSULTANT** shall perform professional services as stated in **EXHIBIT 2**.
2. **Compensation.** **CLIENT** shall compensate **CONSULTANT** for **CONSULTANT**'s services as stated in **EXHIBIT 3**.
3. **General Considerations.** General considerations to this Agreement are as stated in **EXHIBIT 4**.
4. **Terms and Conditions.** **CONSULTANT** shall provide professional services in accordance with the terms and conditions stated in **EXHIBIT 5**. If **CLIENT** issues a purchase order or other document to initiate the commencement of services hereunder, it is agreed that any terms and conditions appearing thereon shall have no application and only the provisions of this Agreement shall automatically apply
5. **Special Provisions.** Special provisions to this Agreement, if any, are stated in **EXHIBIT 6**.
6. **CLIENT** has provided or shall provide for payment from one or more lawful sources of all sums to be paid to **CONSULTANT**.
7. Following **EXHIBITS** are attached to and made part of this Agreement.
  - a. **EXHIBIT 1** - Project Scope
  - b. **EXHIBIT 2** - Scope of Services.
  - c. **EXHIBIT 3** - Compensation.
  - d. **EXHIBIT 4** - General Considerations
  - e. **EXHIBIT 5** - Standard Agreement Terms and Conditions
  - f. **EXHIBIT 6** - Special Provisions

**IN WITNESS WHEREOF**, the parties below have executed this **Agreement** as of the day and year first above written.

**CITY OF CLEAR LAKE**

By: \_\_\_\_\_  
Scott Flory  
City Administrator

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

Address for giving notices: \_\_\_\_\_

15 North Sixth Street  
P.O. Box 185  
Clear Lake, IA 50428

**VEENSTRA & KIMM, INC.**

By: \_\_\_\_\_  
Timothy A. Moreau, P.E.  
Office Manager

Date: 1/14/15

Attest: \_\_\_\_\_

Becky Dhondt  
Address for giving notices: \_\_\_\_\_

2800 Fourth Street SW  
Suite 9  
Mason City, IA 50401

**EXHIBIT 1  
PROJECT SCOPE**

**SCOPE OF PROJECT**

It is understood and agreed the Project shall include the following improvements:

**A. Project History**

1. In 2009 Veenstra & Kimm, Inc. prepared a Water System Study for the City of Clear Lake that studied the existing distribution system as well as water tower scenarios. Recommendations regarding major water main distribution and water tower improvement projects were included as part of the Study. The City has completed the major water main improvements identified as part of this study.
2. The study also recommended that the City replace existing bottlenecks within the water distribution system.
3. The water main on West 7th Avenue North is an aged 8" and 6" water main. As can be seen on Figure 1 attached this water main is in the area of the new North Water Tower. During routine maintenance on the water distribution system on the north side of Highway 18 the City has experienced problems with being able to properly operate the existing Four Winds Water Tower as the undersized water main on West 7th Avenue North is the main trunkline to that tower when the water main on the north side of Highway 18 is closed.
4. The existing water main on West 7th Avenue North had 19 breaks over the last 34 years, with 14 of them occurring in the last 19 years.

**B. Project Scope Defined**

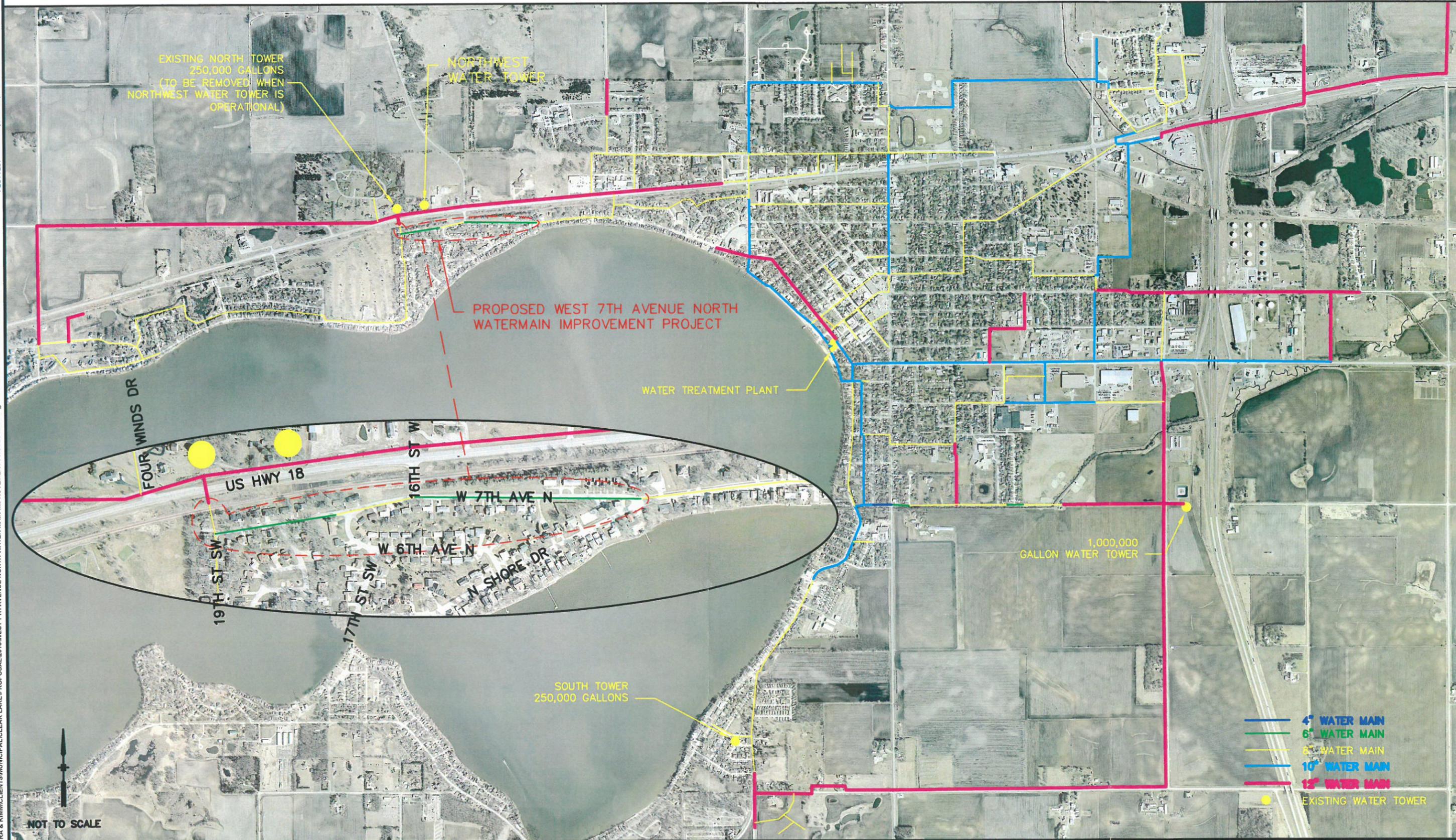
1. Construct a 12" diameter watermain starting with a connection to the existing 12" watermain on the south side of Highway 18 immediately south of the existing Four Winds Water Tower. Water main to be bored south under the railroad tracks and then be extended ~~west~~ <sup>East</sup> from ~~19th Street West~~ along the north side of West 7th Avenue North to ~~17th Street West~~ where it will cross to the south side of West 7th Avenue North and continue ~~east~~ to connect to the existing 8" water

main on North Shore Drive. The total length of the proposed 12" watermain will be approximately 2,700 linear feet.

2. The general location and extent of the proposed improvements are graphically shown on Figure 2 attached.

PLOTTED: Wednesday, January 14, 2015 8:43:11 AM

X-REFS: FILE PATH: V:\VEENSTRA & KIMM\Clients\Municipal\CLEAR LAKE\PROPOSAL\2015\WEST 7TH AVENUE NORTH WATER MAIN IMPROVEMENT PROJECT\MAPS\_BACKGROUND INFO\TRUNK WM MAP 010815



NOT TO SCALE

- 4" WATER MAIN
- 6" WATER MAIN
- 8" WATER MAIN
- 10" WATER MAIN
- 12" WATER MAIN
- EXISTING WATER TOWER

DATE	REVISIONS	SCALE	AS NOTED
		DRAWN	JAP
		CHECKED	JAP
		APPROVED	JAP
		DATE	01/08/15
		ISSUED FOR	

VERIFY SCALE  
 BAR IS ONE INCH ON ORIGINAL DRAWING.  
 IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.



WEST 7TH AVENUE NORTH WATER MAIN IMPROVEMENT PROJECT  
 CLEAR LAKE, IOWA  
 2800 Fourth Street SW • Suite 9 • Mason City, Iowa 50401-1596  
 641-421-8008 • 641-380-0313(FAX) • 877-241-8008(WATS)

EXISTING WATER DISTRIBUTION MAP  
 SYSTEM OVERVIEW  
 PROJECT SCOPE

FIG. NO.	1
PROJECT	600-3

**EXHIBIT 3  
COMPENSATION**

The CLIENT shall compensate the CONSULTANTS for their services by payment of the following fees:

- A. Design Services.** For services under this Agreement, as set forth in **EXHIBIT 2**, Paragraph A:
1. CLIENT shall pay CONSULTANTS a Lump Sum fee of Twenty-Four Thousand Two Hundred Dollars (**\$24,200**).
  2. The CLIENT shall compensate the CONSULTANT for the cost of plans and distribution of plans as set forth in Exhibit 2, Paragraph 1, Item h - Cost of Plans and Specifications as provided in Senate File 2389. The reimbursement of the cost plans and distribution of plans as required under Senate File 2389 is not included in the fees for services set forth under this agreement.
- B. Right-of-Way and Easement Acquisition Services.** For services under this Agreement, as set forth in **EXHIBIT 2**, Paragraph B:
1. A fee on the basis of the standard hourly fees for the time the CONSULTANTS' personnel are actually engaged in the performance of the work, plus direct out-of-pocket costs incurred by personnel who are actually engaged in the work, plus direct costs incurred by the CONSULTANTS for work associated with the Project.
  2. For Right of Way and Engineering Agreement Services a fee determination in accordance with Paragraph B on an Hourly Rate Basis, invoiced monthly.
- C. Construction Services.** For services under this Agreement, as set forth in **EXHIBIT 2**, Paragraph C:
1. A fee on the basis of the standard hourly fees for the time the CONSULTANTS' personnel are actually engaged in the performance of the work, plus direct out-of-pocket costs incurred by personnel who are actually engaged in the work, plus direct costs incurred by the CONSULTANTS for work associated with the Project.
  2. The total fee for the construction services shall not exceed the sum of Seventeen Thousand Two Hundred Dollars (**\$17,200**) without additional authorization.

**D. Additional Services.** For services under this Agreement, as set forth in **EXHIBIT 2**, Paragraph D.

1. A fee on the basis of the standard hourly fees for the time the CONSULTANT'S personnel are actually engaged in the performance of the work, plus direct out-of-pocket costs incurred by personnel who are actually engaged in the work, plus direct costs incurred by the CONSULTANT for work associated with the Project.

**E. Labor and Billing Rate Schedule.** Copy of CONSULTANT'S Labor and Billing Rate Schedule effective July 2014 attached.

**F. Payment.** Fees shall be due and payable as follows:

1. During preparation of plans and specifications, related services, and award of contract, a sum determined in accordance with Paragraph A on a percentage of work complete basis, invoiced monthly.
2. For Right of Way and Engineering Agreement Services a fee determined in accordance with Paragraph B on an Hourly Rate Basis, invoiced monthly.
3. For Construction Services, a fee determined in accordance with Paragraph C on a hourly rate basis, invoiced monthly.
4. For Additional Services, a fee determined in accordance with Paragraph D on a hourly rate basis, invoiced monthly.

Proposed 17'x15' facility easement addition within road right of way

17

8

8'x15' on private property

15

251  
051225100200

BUDDY HOLLY PLACE

14TH AVENUE NORTH

45

50

33

50

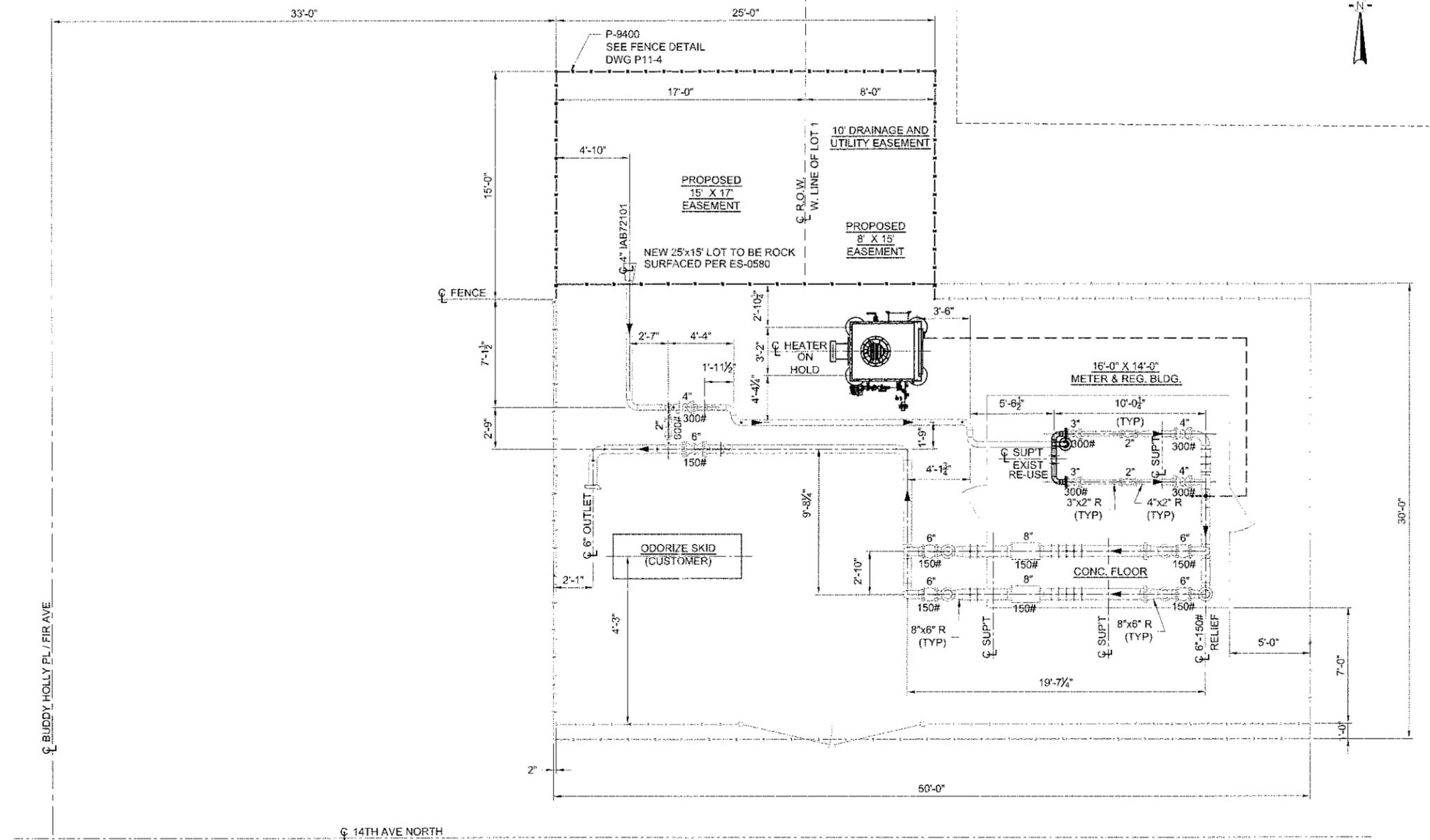
99

10

88



J:\PROJECTS\NNG\2015\MEASUREMENT & SPECIAL PROJECTS\01086744 VENTURA - MASON CITY #1A TBS HEATER PIPELINE\01086744 MECH PRELIM MASON CITY #1A  
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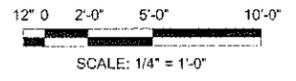
REF. DWG. 52B-16-03

**NOTES:**

1. ALL NEW CONSTRUCTION TO BE DONE BY CONTRACTOR.
2. CONTRACTOR TO FIELD VERIFY ALL DIMENSIONS AND ELEVATIONS PRIOR TO FABRICATION.
3. CONTRACTOR TO EXERCISE EXTREME CAUTION WHILE DITCHING DUE TO ANY BURIED PIPE, CONDUIT OR CABLE NOT SHOWN ON DRAWING.

**LEGEND**

- NEW FACILITIES
- EXISTING FACILITIES
- NNG FENCE LINE
- ROW LINE
- NNG PROPERTY LINE



NO.	REVISION - DESCRIPTION	BY	DATE	CHKD	APPD
A	ISSUED FOR BID	DMS	12/3/14		

**BID  
DRAWING**  
 DO NOT USE FOR  
 CONSTRUCTION

STATUS	CHECKED		APPROVED	
	BY	DATE	BY	DATE
PRELIM				
BID	KP	12/12/14	KWK	12/12/14
CONST.				

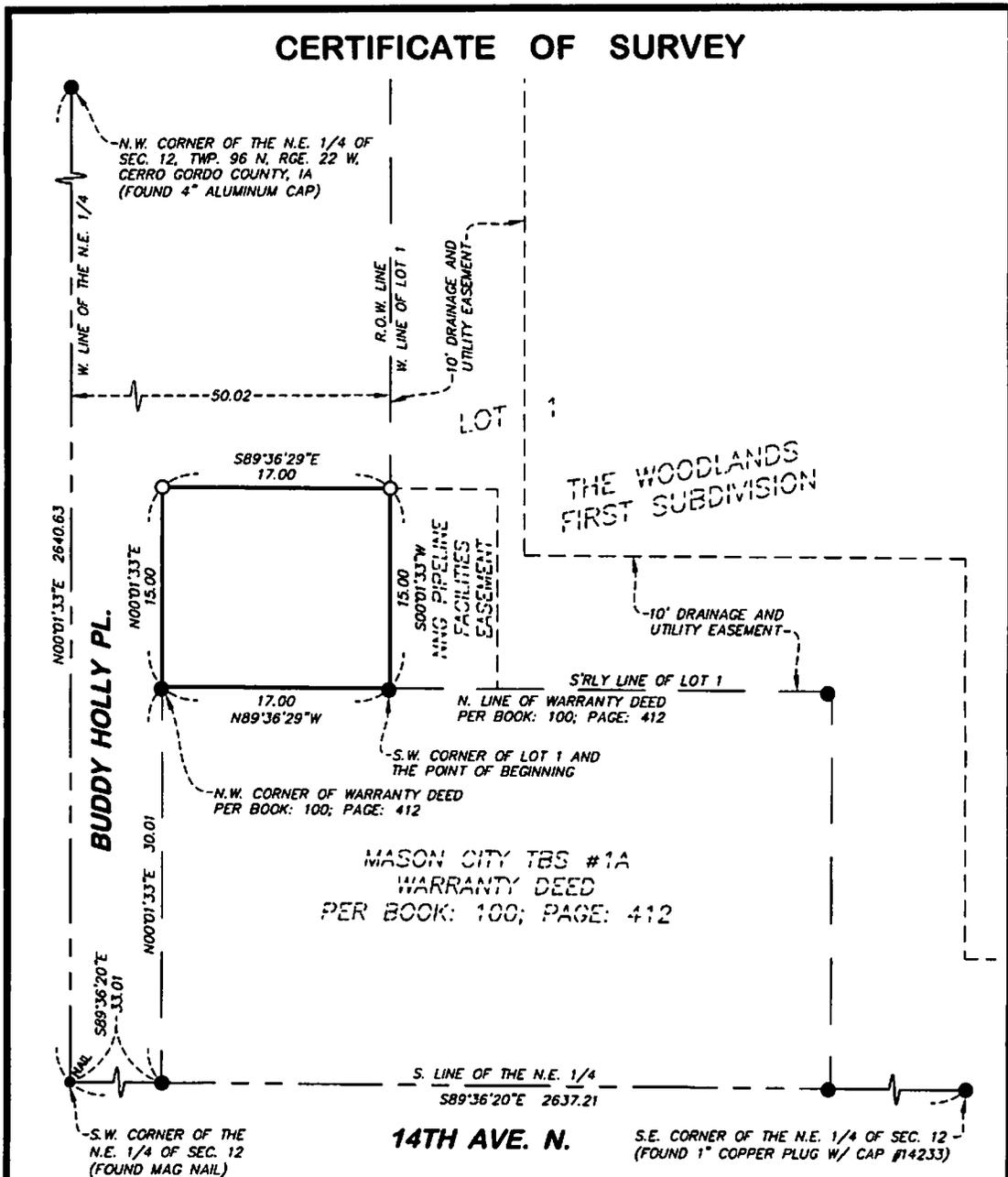
FAC. CODE: 733042	REL. V.C. 21086744
PL# IAB72101	CONST. YR 2015
STA# 01	FORM 3204
DESIGN BY DMS	DATE 12/3/14
DRAWN BY DMS	DATE 12/3/14
ASBUILT	
FILE NO.: P202	
SCALE: 1/4" = 1'-0"	

**MASON CITY #1A TBS  
MASON CITY #1A TBS HEATER  
SITE PIPING PLAN  
SEC. 12, T96N, R22W  
CERRO GORDO COUNTY, IOWA**

PROJECT NO.  
**01086744**  
 DWG. NO.  
**P7-1**



# CERTIFICATE OF SURVEY



## LEGEND

- DENOTES FOUND MONUMENT
- NAIL DENOTES FOUND MAG NAIL
- DENOTES SET 5/8" REBAR W/ CAP #17898
- G- EXISTING UNDERGROUND GAS PIPELINE

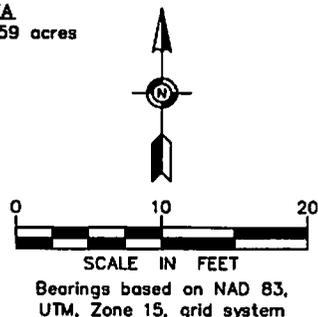
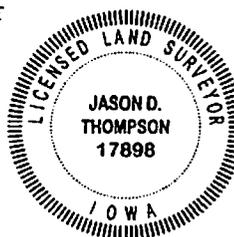
I hereby certify that this survey was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Iowa.

Date of survey: October 10, 2014  
Date of signature: January 08, 2015

*Jason D. Thompson*  
Jason D. Thompson  
Iowa License No. 17898  
My license renewal date is December 31, 2015

## SUMMARY

**PARCEL AREA**  
255 sq. ft. / 0.0059 acres



OMA-NHC 11



1229 Tyler Street NE, Suite 100  
Minneapolis, Minnesota 55413  
PHONE: (612) 464-3300  
FAX: (612) 464-3383  
WWW.EFNSURVEY.COM  
COPYRIGHT © 2015 BY EFN, FLD & NOWAK, INC.

CERTIFICATE OF SURVEY  
IAB 72101  
BUDDY HOLLY PLACE,  
THE WOODLANDS FIRST SUBDIVISION,  
SEC. 12, TWP. 96 N, RGE. 22 W,  
CERRO GORDO COUNTY, IOWA



FILE NO. 01086744

SHEET 1 OF 2

# CERTIFICATE OF SURVEY

That part of Buddy Holly Place, as dedicated in WOODLANDS FIRST SUBDIVISION, Cerro Gordo County, Iowa, described as follows:

Beginning at the southwest corner of Lot 1, WOODLANDS FIRST SUBDIVISION; thence North 89 degrees 36 minutes 29 seconds West, bearings based on UTM, Zone 15 coordinate grid, along the north line of Warranty Deed per Book: 100, Page: 412, a distance of 17.00 feet to the northwest corner of said Warranty Deed; thence North 00 degrees 01 minute 33 seconds East, a distance of 15.00 feet; thence South 89 degrees 36 minutes 29 seconds East, a distance of 17.00 feet to the west line of said Lot 1; thence South 00 degrees 01 minute 33 seconds West, along said west line, a distance of 15.00 feet to the point of beginning.

01A-NNG 11



1229 Tyler Street NE, Suite 100  
Minneapolis, Minnesota 55413  
PHONE: (612) 466-3300  
FAX: (612) 466-3363  
WWW.EFNSURVEY.COM  
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CERTIFICATE OF SURVEY  
IAB 72101  
BUDDY HOLLY PLACE,  
THE WOODLANDS FIRST SUBDIVISION,  
SEC. 12, TWP. 96 N, RGE. 22 W,  
CERRO GORDO COUNTY, IOWA



FILE NO. 01086744

SHEET 2 OF 2



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**BUILDING OFFICIAL (Continued)**

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- F. Administers the building permitting **process**, including application, fee assessment and collection, permit issuance, inspection, and certificate of occupancy.
- G. Coordinates plan reviews, inspections, and enforcement actions.
- H. Periodically patrols or inspects an assigned area to monitor for violations of local codes.
- I. Responds to complaints of potential code violations relating to signing, building occupancy, hazardous sidewalks or other conditions, housing conditions, construction, land use, zoning or other code-related matters.
- J. **Assists in preparing cases for submission to City Attorney for prosecution.**
- K. **Attends all meetings of Zoning Board of Adjustment and Planning and Zoning Commission serving as staff liaison to both. Attends City Council meetings as necessary.**
- L. **Attends meetings, conferences, workshops and training sessions and reviews publications and audio-visual materials to become and remain current on the principles, practices and new developments in assigned work areas.**
- M. Performs other duties as assigned, including answering the phones.

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**STANDARDS OF PERFORMANCE**

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- A. **Ability to communicate clearly and concisely both verbally and in writing with employees, other department heads, elected officials, and members of the public.**
- B. Excellent time management and organizational skills.
- C. Demonstration of acceptable levels of attendance, strong work ethic, high level of customer service and positive attitude towards constituents and Clear Lake employees.
- D. Interpersonal relationships that encourage openness, candor and trust, both internally and outside of the City of Clear Lake.
- E. Initiative and creative thinking in decision-making and problem resolution situations and in the performance of job duties.

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**EDUCATION, EXPERIENCE, **KNOWLEDGE**, AND TRAINING**

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- A. **Graduate of an accredited college or university with Bachelor's Degree in Construction Technology, Structural or Mechanical Engineering, Architecture, or related field with a minimum of five (5) years progressively more responsible experience, including supervisory and administrative experience in building construction, building inspection, or building maintenance, or an Associate Degree in related areas with a minimum of ten (10) years progressively more responsible experience, including supervisory and administrative experience in the areas previously defined. Within 12 months of employment he/she shall obtain a Certified Building Officials certification from the International Code Council (ICC).**

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**BUILDING OFFICIAL (Continued)**

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- B. Strong oral and written communication skills with particular emphasis on communicating effectively with a wide variety of individuals.
- C. Comprehensive knowledge of applicable state and local building related laws, International Building Code, International Residential Code, Uniform Plumbing Code, International Mechanical Code.
- D. In-depth knowledge of general construction practices
- E. General knowledge of office equipment, including telephone, facsimile, photo copier, and calculator
- F. Comprehensive knowledge and understanding of building mechanical systems as they relate to maintaining, repair and replacement of building system including doors, windows, roofs, etc.
- G. Comprehensive knowledge of mechanical and structural engineering practices involved in construction and inspection of houses, apartments, commercial and industrial buildings.
- H. Comprehensive knowledge of, or the ability to learn, the City's Code of Ordinances for building construction, zoning, subdivision, heating and air conditioning, housing, and plumbing inspections.

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**MENTAL AND PHYSICAL REQUIREMENTS**

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- A. Ability to read, analyze, and interpret laws, resolutions, ordinances, codes, license specifications, and contracts.
- B. Ability to operate a motor vehicle and possession of a valid State of Iowa Driver's License and excellent driving record.
- C. Ability to operate a personal computer using standard or customized software applications appropriate to assigned tasks.
- D. Ability to communicate effectively with various businesses, civic, and citizen groups, both orally and in writing, using both technical and non-technical language.
- E. Ability to establish and maintain harmonious working relationships with subordinates, other government officials, and the general public.
- F. Ability to understand and follow oral and/or written policies, procedures and instructions.
- G. Ability to prepare and present accurate and reliable reports containing findings and recommendations.
- H. Ability to use logical and creative thought processes to develop solutions according to written specifications and/or oral instructions.
- I. Ability to perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines.
- J. Ability to demonstrate integrity, ingenuity and inventiveness in the performance of assigned tasks.

**EQUIPMENT AND TOOLS**

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- A. General office equipment including, but not limited to:
    - Telephone/voicemail
    - Fax machine
    - Copy machine
  - B. Computer, peripherals and software.
- 

**WORKING ENVIRONMENT AND CONDITIONS**

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- A. The worker is subject to both internal and external environments including construction sites.
- B. Work will occasionally occur in an environment where temperatures may vary.
- C. Work is classified as medium work with the requirements of exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently and/or up to 10 pounds of force constantly to move objects.
- D. Frequent stooping, kneeling, crouching, reaching, handling, talking, able to hear normal conversation, near and far sight acuity, and judgment
- E. Intermittent climbing, balancing, depth perception, color vision and field of vision

Work Schedule

Generally 8:00 a.m. to 5:00 p.m., Monday through Friday. Must also be available outside of and in addition to these hours for City Council, Board of Adjustment, and Planning & Zoning Commission meetings or other activities that require the attendance of the Building Official

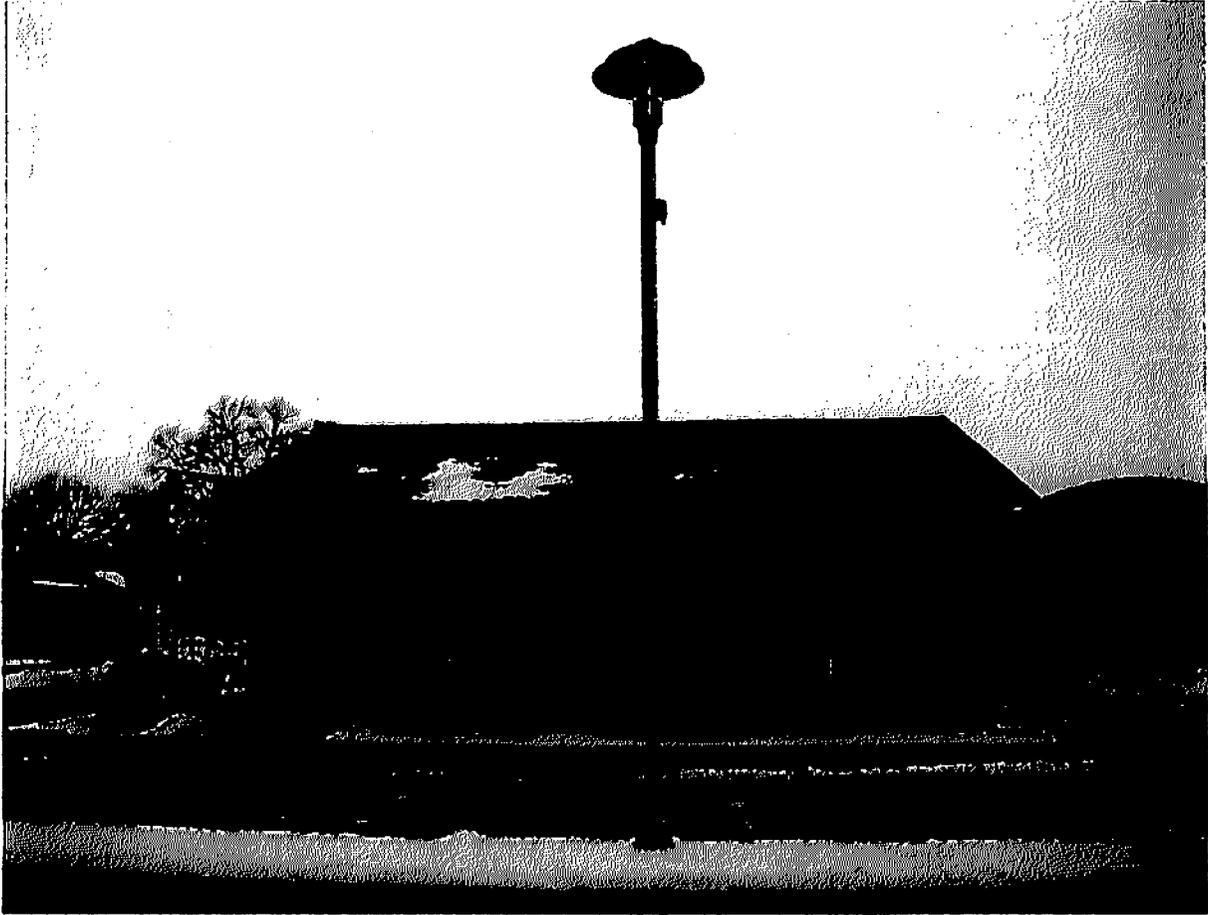
**Note:** This job description should not be construed to imply that these requirements are the exclusive standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as may be required. The employer has the right to revise this job description at any time. The job description is not to be construed as a contract for employment.

Degrees earned in whole or in part from "internet-based" or "virtual" colleges or universities are not considered to meet the educational requirements.

# Existing City Light Fixtures



**North Lakeview Drive**



**The Surf District**



**Downtown Area**

# Proposed North Shore Drive Light Fixtures



## Charleston Aluminum Pole CVC Roadway Crossarm Memphis® LED Pedestrian Series

### POLE ATTRIBUTES:

**Description** The lighting post shall be all aluminum, one-piece construction, with a classic tapered and fluted base design.

**Materials** The base and fluted tapered cast shaft shall be heavy wall, cast aluminum produced from certified ASTM 356.1 Ingot per ASTM B-179-95a or ASTM B26-95. The straight shaft shall be extruded from aluminum, ASTM 6061 alloy, heat treated to a T6 temper. The tapered shaft shall be extruded from aluminum ASTM 6063 alloy, spun to a tapered shape, then heat treated to a T6 temper. All hardware shall be tamper resistant stainless steel.

**Construction** The shaft shall be double welded to the base casting and shipped as one piece for maximum structural integrity. The shaft shall be welded inside the base casting at the top of the access door, and externally where the shaft exits the base. All welding shall be per ANSI/AWS.

**Dimensions** The post shall be X'-XX" in height with a 12" or 16" diameter base. At the top of the post, an integral tenon with a transitional donut shall be provided for luminaire mounting.

**Installation** The post has an option to have four L-Type hot dip galvanized anchor bolts shipped with it. A door shall be provided in the base for anchorage and wiring access. A grounding screw shall be provided inside the base opposite the door.

### CROSSARM ATTRIBUTES:

**CONSTRUCTION** The roadway arms shall be all aluminum, one-piece construction. The arms shall consist of a decorative post mounting piece, a bent tube arm, a decorative scroll, and an end piece for Luminaire mounting. The wall bracket shall have a flat aluminum wall plate for mounting. All welding shall be per ANSI/AWS D1.2-90. All welders shall be certified per ANSI/AWS D1.2-90 Section 5.

**MATERIALS** The post mounting piece, decorative scroll and Luminaire mounting piece shall be heavy wall, cast aluminum produced from certified ASTM 356.1 ingot per ASTM B179-95a or ASTM B26-95. The bent tube arm, and wall bracket plate shall be aluminum, ASTM 6061 alloy, heat-treated to a T6 temper. All hardware shall be stainless steel.

**Installation** The arms shall slip-fit a post top tenon and attach with socket set screws. Arms shall have a 1.5" male NPT fitting for Luminaire mounting. A plumbing device shall be included for Luminaire leveling. The wall bracket shall have four clear holes for mounting to the wall. (Bracket mounting hardware furnished by others) Requires P12

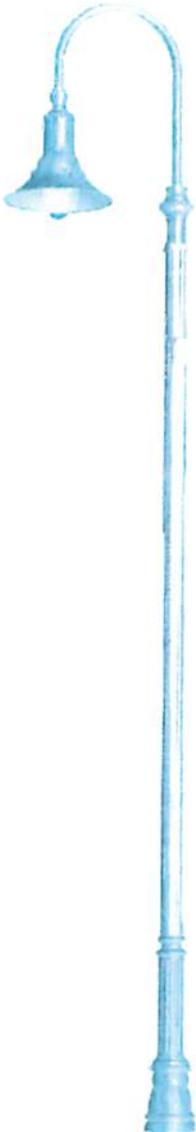
Tenon

### FIXTURE ATTRIBUTES:

The Memphis® Pedestrian luminaire is styled to replicate the "teardrop" luminaires that lighted boulevards in the first half of this century. Designed for light control and ease of installation and maintenance, the Memphis pedestrian has a precision optical system for true street lighting performance.

### Features for the Pedestrian Tear Drop Series:

- Classic, elegant appearance
- Pedestrian-scale



- Complements original Tear Drop Series
- Permanent, durable prismatic glass
- Ease of maintenance/installation

**Finish/Material** The luminaire is finished with polyester powder paint to insure maximum durability. All castings utilize alloy #356 copper free aluminum for maximum corrosion resistance and all exposed hardware is stainless steel. **Luminaire Accepts 1.5NPT Configure Entire Pole Package Assmembly For Pole and Arm Combinations**

### SPECIFICATIONS

#### FIXTURE

Memphis LED Pedestrian  
-[MSPL 038 4K AS P CMC 4 DS]  
Prefix: MSPL  
Source & Wattage: 38 Nominal System Watts (2 COB, 525mA)  
Color Temperature: 4000 Series CCT  
Voltage: Auto-Sensing (120-277V) 50/60 HZ  
Mounting: 1.5NPT Pendant Mount  
Finish: Customer Matched Color (Verde Green)  
Door: Teardrop Asymmetric  
Skirts: Deep Skirt For Cutoff Requirement (25" Dia)  
Dimming Driver: None  
Prewired Leads: None  
Photocontrol Receptacle: None  
Photocontrols: None  
ROAM Dimming: None  
Surge Protector: None  
Leveling Fitter: None  
Pipe: None  
Fitter Finish: None  
Luminaire EPA: 1.36  
Luminaire Weight: 39

#### ARM / MOUNTING BRACKET

CVC Roadway Crossarm; Oriented at 180 degrees.  
-[CVC 27/1 CA CMC]  
Series: CVC Roadway Arm  
Arm Length: 27" Roadway One Way Arm  
Material Type: Cast Aluminum  
Finish: Q015545 Customer Matched Color (Verde Green)  
Arm EPA: 1.84  
Arm Weight: 38

#### POLE

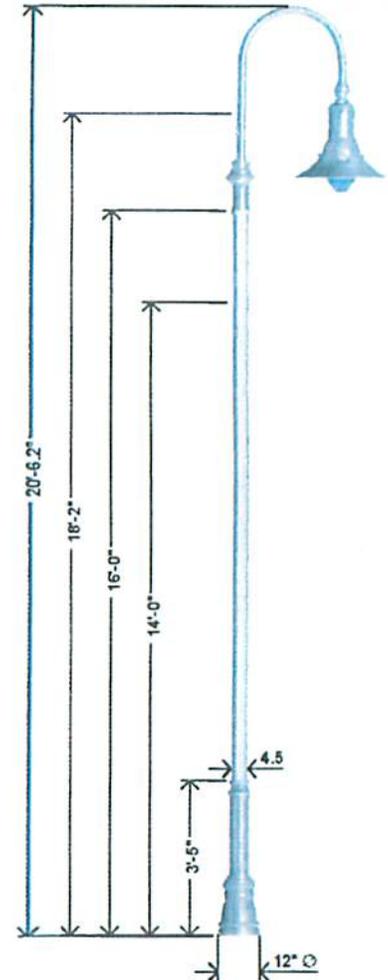
Charleston Aluminum Pole  
-[CHA 16 L4E 12 P12 ABG CMC R168B]  
Prefix: Charleston, Aluminum Pole  
Height: 16 feet (Actual Height: 16'-0")  
Shaft Style: L4E SiteLink 4.55 inch Fluted, .156 wall  
Base: 12 inch Round Base  
Tenon: 3 X 12 Tenon  
Pole Mounting: Anchor bolts, galvanized steel  
Finish: Custom Match Color Finish (Verde Green)  
Breakaway Kit: None  
Breakaway Kit Finish: None  
Base EPA: 3.075  
Base Weight: 50  
Anchor Bolt: AB-31-4

#### ACCESSORY

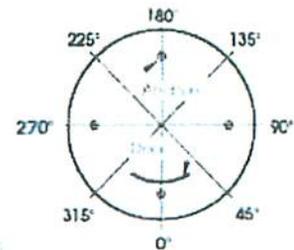
Weatherproof Receptacle; Height Mounted at 14'-0"  
-[FGIUS\_S TDC]  
Receptacle Type: Small, In-Use Wet Location Cover  
Finish: Custom Select RAL Colors

Your Assembly Wind Load status: Pass  
Passed for wind speed: 90 MPH  
For further details, review the Structural Analysis Report.

### Charleston Aluminum Pole CVC Roadway Crossarm Memphis® LED Pedestrian Series



**Anchorage/Orientation Plan**



Hand Hole is at 0 deg.

Customer Approval:

Job Name: Clear Lake North Shore Lighting

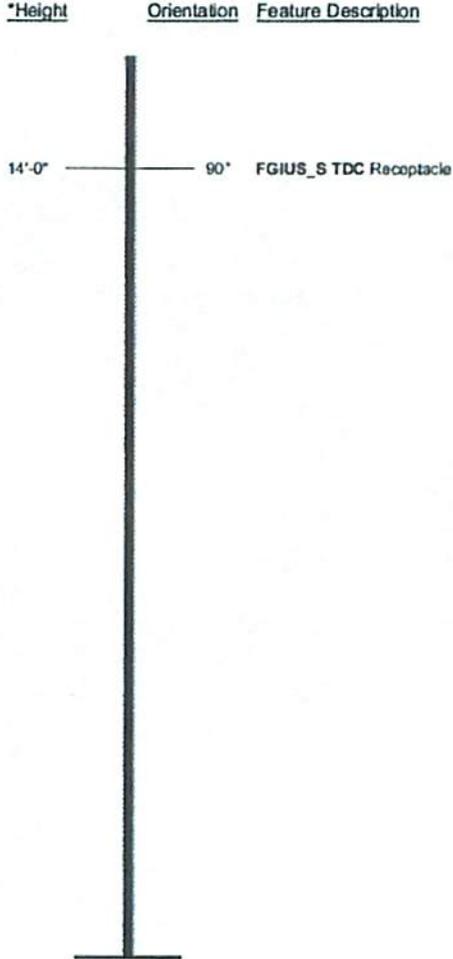
Client Name: Veenstra Kimm

signature

date

Created By: Ronald Feigl

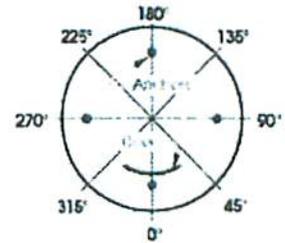
Date: 28-Jan-15



The hand hole is located at zero (0) degrees.  
Height from bottom of base / anchor plate.

Post	Height
CHA 16 L4E 12 P12 ABG CMC R168B	16'-0"

**Anchorage/Orientation Plan**



Customer Approval:

Job Name: Clear Lake North Shore Lighting

Client Name: Veenstra Kimm

signature

date

Created By: Ronald Feigl

Date: 28-Jan-15



**SITELINK®**  
REVOLUTIONARY TRACK SYSTEM



**HOLOPHANE®**  
LEADER IN LIGHTING SOLUTIONS

# WHAT IS SITELINK?

## The Concept

The SiteLink pole is an extruded aluminum shaft with up to four self-contained tracks for mounting site equipment such as luminaires, banners, traffic lights, traffic control systems, communication systems, security cameras, cellular, and audiovisual equipment. In addition, SiteLink can be utilized to anchor amenities such as traffic provisions, trash receptacles and planters as well as a variety of other equipment that today or tomorrow's sites may require.

SiteLink has been rigorously tested to meet the highest standards of pole and lighting standard requirements in the marketplace. SiteLink is designed per AASHTO-2009 to meet wind loading requirements throughout North America.

All SiteLink accessory components must be installed with the proper equipment.

## Equipment

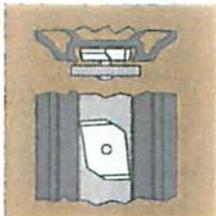
Site equipment such as traffic lights, pedestrian signal equipment, security cameras and traffic signs can all fit the TracLoc System through the use of one of the several standard accessory components available. Custom components can also be developed for more challenging designs that require special attachments. In these instances, please contact your local Holophane factory sales representative for consultation.

## TracLoc System

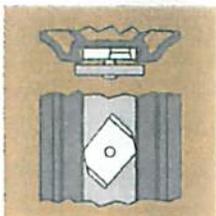
At the heart of the SiteLink Pole is the TracLoc System, which uses a dovetail track and TracNut.

The TracLoc System allows the installer to locate components in the field without preplanning. In addition, an installer can add products in the *future* without having to modify the pole, buy a new pole, or add components using unsightly straps and banding.

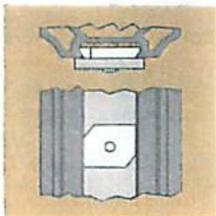
## How It Works



Place TracNut lengthwise in track and slide TracNut to desired position.



Rotate TracNut 90° to engage flanges of track.



TracNut is now in position. Tighten bolt to pull TracNut out against track flange.



# ADAPTABLE & FLEXIBLE

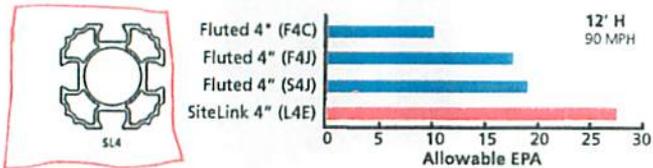
SiteLink is compatible with just about any traditional pole accessory and lighting fixture. It is also adaptable so that communication systems, traffic control and security devices, and street amenities may be mounted to the versatile Tracloc System. This is accomplished through a variety of mounting hardware.

As your lighting and street plan evolves or your needs change, SiteLink poles offer the flexibility to accommodate the new requirements without your site looking like an afterthought or without the added costs of additional poles and labor associated with today's more conventional poles.

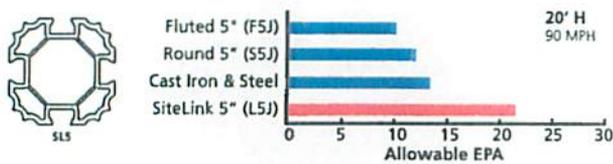


## SITELINK STRENGTH

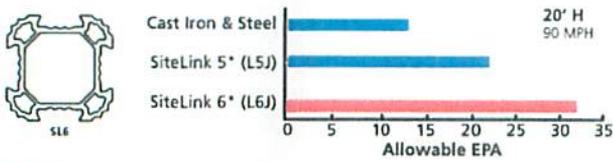
### Shaft Comparison: SiteLink 4" (L4E) Wadsworth Base



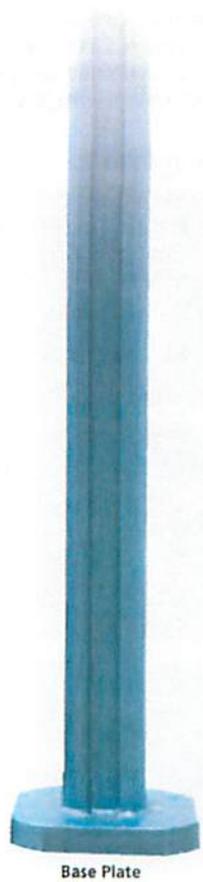
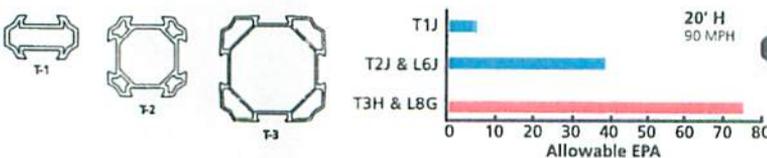
### Shaft Comparison: SiteLink 5" (L5J) Wadsworth Base



### Shaft Comparison: SiteLink 6" (L6J) Wadsworth Base



### Shaft Comparison: T-Series & L6J/L8G Base Plate or Shoe Base

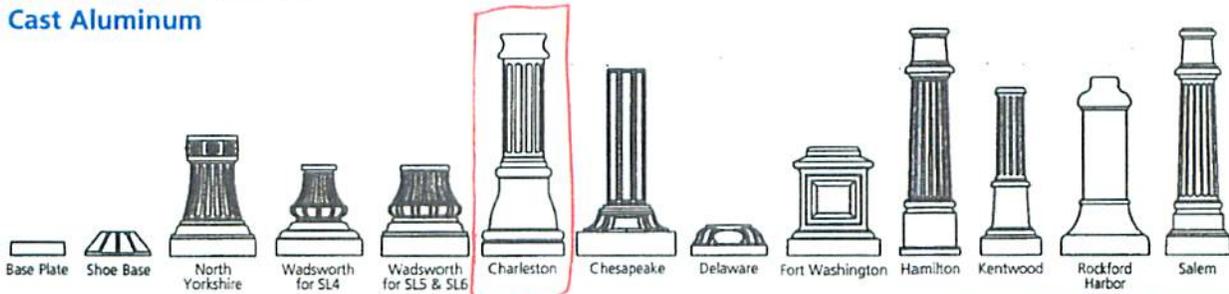


STRUCTURAL BASES

Material	Base Type	T1	T2	T3	SL4	SL5	SL6	SL8
Cast Aluminum	Base Plate	•	•	•				
	Shoe Base						•	•
	North Yorkshire		•		•	•	•	
	Wadsworth		•		•	•	•	
	Charleston		•		•	•	•	
	Chesapeake				•	•		
	Delaware				•	•		
	Fort Washington				•	•		
	Hamilton				•	•		
	Kentwood				•	•		
	Rockford Harbor				•	•		
	Salem				•	•		

• Available   Not Available

Cast Aluminum



CLAMSHELL BASES

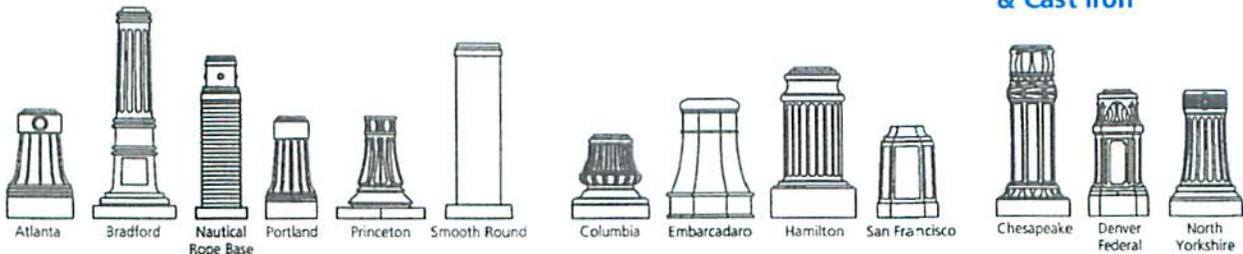
Material	Base Type	T1	T2	T3	SL4	SL5	SL6	SL8
Cast Aluminum	Atlanta	•	•				•	•
	Bradford	•	•				•	
	Nautical Rope Base		•				•	•
	Portland	•	•				•	
	Princeton	•	•				•	
	Smooth Round	•	•	•				
Cast Iron	Columbia	•	•	•			•	•
	Embarcadero	•	•				•	•
	Hamilton		•	•				•
	San Francisco	•	•	•			•	
Cast Aluminum and Cast Iron	Chesapeake	•	•				•	
	Denver Federal	•						
	North Yorkshire	•	•	•	•	•	•	

• Available   Not Available

Cast Aluminum

Cast Iron

Cast Aluminum & Cast Iron





An Acuity Brands Company

Quoted To: Veenstra and Kimm Inc.
3000 Westown Parkway
West Des Moines, IA 50265
(P) (515) 225-8000 (F) (515) 225-7848

Job Name: Clear Lake- 2013-2014
Quote #: 2036-13-10175-2
Quote Label: Clear Lake-North Shore Lighting-2015
Job Location: Clear Lake, Iowa
Issue Date: 1/28/2015
Bid Date: 1/30/2015

Quoted By: Ronald Feigl
515/964-4879
Ronald.Feigl@Holophane.com

Quoted For: City of Clear lake
Clear Lake, IA

Table with columns: Type, Qty, Catalog #, Unit \$, Ext \$. Row 1: S, 22, MSPL 038 4K AS P CMC 4 DS CVC 27/1 CA CMC CHA 16 L4E 12 P12 ABG CMC R168B FGIUS\_S TDC, \$3,021.20, \$66,466.40. Row 2: N, 66, TNUT 3/8-125SM TRAC-NUT, \$7.80, \$514.80.

Estimated Lead Time: 0 days

Grand Total: \$66,981.20

Notes

- \* Customer Service Contact Information:
New Toll Free 1-800-577-8432
Toll Free Fax for Customer Service: 1-800-345-4471
\* Please Provide Quote Number On Purchase Order.
\* Ronald Feigl, LC
Sales Representative

Holophane Lighting
an Acuity Brands Company
2701 sw 2nd street, Ankeny, IA 50023-5010
Office Phone: 515-964-4879
Cell Phone: 515-249-5442
Fax: 866-553-9652
E-Mail: Ronald.Feigl@holophane.com
Website - http://www.holophane.com

\* Thank you for the opportunity to quote this bill of material.

Distributor Mark-up Estimate 4%
= \$2,680

Total = \$69,661.20
Estimate

Terms



**Job Name:** Clear Lake- 2013-2014  
**Quote #:** 2036-13-10175-2  
**Quote Label:** Clear Lake-North Shore Lighting-2015  
**Job Location:** Clear Lake, Iowa  
**Issue Date:** 1/28/2015  
**Bid Date:** 1/30/2015

**Quoted By:** Ronald Feigl  
515/964-4879  
Ronald.Feigl@Holophane.com

**HOLOPHANE:** This quote is valid for 90 calendar days from date of quote. Shipment lead times begin the day after the order is released and are based on working days only. Shipments are FOB Shipping Point on all orders. Holophane shall pay freight on orders of \$3,000 or more (\$750 for replacement ballast kits) to all points in the continental United States and Canada. Upon release of your order, poles and non-standard material cannot be cancelled or returned. Terms are subject to revision. Items with "Hold" status have not been allocated any labor, material, or scheduled production time. The lead time to shipment will begin when Holophane receives your clarification or approval to release your purchase order item(s) from "Hold" status. Prices in this acknowledgement are firm for release within a period of six months from the date of order. At the end of six months, Holophane, at its option, shall either increase prices by 3% or renegotiate pricing. Thereafter, escalation of 1-1/2% per three month period will be added. In the event of an extraordinary change in raw material costs, Holophane reserves the right to renegotiate pricing. Pricing will be reevaluated and confirmed upon receipt of your clarification or approval to release the purchase order item(s) from "Hold" status.

Electrical Distributors for Bid of poles and lights to Clear Lake

**Subject:** Electrical Distributors for Bid of poles and lights to Clear Lake  
**From:** "Feigl, Ron" <Ronald.Feigl@Holophane.com>  
**Date:** 11/20/2013 1:21 PM  
**To:** Jason Petersburg - VK <jpetersburg@v-k.net>

Jason,

Here is a list of Electrical Distributors you can contact to bid your poles and lights for Clear Lake.

Culver Hahn-Mason City- Tom Kemp- Kent Stevens  
2001 15<sup>th</sup> street SW  
Mason City, IA 50401  
641-423-6343

Crescent Electric- Mason City  
641 S Delaware Ave.  
Mason City, IA 50401  
641-423-7042

Kriz Davis Company- Steve Gwiasda- Larry Buttry  
425 So Bell Street  
Ames, IA 50010  
515-232-2304

Resco Electric- Lynn Bibler  
933 SE Shurfine Dr.  
Ankeny, IA 50021  
515-964-7664

3E- Todd Tiernan  
953 73<sup>rd</sup> Street  
Winsor Heights, IA 50324  
515-273-0226

Van Meter Industrial- Dan Hardaway  
4040 121<sup>st</sup> Street  
Urbandale, IA 50323  
515-299-2610

Regards,

**Ronald Feigl, LC**

Sales Representative

**Holophane Lighting**

*an Acuity Brands Company*

2701 sw 2<sup>nd</sup> street, Ankeny, IA 50023-5010  
Office Phone: 515-964-4879