

AGENDA
MEETING OF THE AMES AREA METROPOLITAN
PLANNING ORGANIZATION TRANSPORTATION POLICY COMMITTEE
AND REGULAR MEETING OF THE AMES CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL
MARCH 26, 2013

NOTICE TO THE PUBLIC: The Mayor and City Council welcome comments from the public during discussion. If you wish to speak, please complete an orange card and hand it to the City Clerk. When your name is called, please step to the microphone, state your name for the record, and limit the time used to present your remarks in order that others may be given the opportunity to speak. The normal process on any particular agenda item is that the motion is placed on the floor, input is received from the audience, the Council is given an opportunity to comment on the issue or respond to the audience concerns, and the vote is taken. On ordinances, there is time provided for public input at the time of the first reading. **In consideration of all, if you have a cell phone, please turn it off or put it on silent ring.**

AMES AREA METROPOLITAN PLANNING ORGANIZATION (AAMPO)
TRANSPORTATION POLICY COMMITTEE MEETING

CALL TO ORDER: 6:00 p.m.

1. Motion approving Draft FY 2014 Transportation Planning Work Program and setting May 28, 2013, as the date of public hearing
2. Motion approving Final FY 2014 Passenger Transportation Plan Update
3. Motion certifying that the AAMPO transportation planning process is being conducted in accordance with all applicable requirements
4. Motion approving Amendment to FY 13 Transportation Improvement Program
5. Motion approving Amendment to 2035 Long Range Transportation Plan
6. Motion approving Iowa Clean Air Attainment Program Project Support for Mortensen Road Improvements Grant Application
7. Motion approving Policy Committee member composition by amending the Bylaws of the Policy Committee

COMMITTEE COMMENTS:

ADJOURNMENT:

REGULAR CITY COUNCIL MEETING*

*The Regular City Council Meeting will immediately follow the meeting of the Ames Area Metropolitan Planning Organization Transportation Policy Committee.

PROCLAMATIONS:

1. Proclamation for "Eco Fair Day," March 30, 2013
2. Proclamation for "Good Neighbor Emergency Assistance Month," April 2013

PRESENTATIONS:

3. Presentation of Human Relations Commission Annual Report
4. Staff Report on Water and Sewer Rates

CONSENT AGENDA: All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time the Council members vote on the motion.

5. Motion approving payment of claims
6. Motion approving Minutes of the Regular Meeting of March 5, 2013, and Special Meeting of March 11, 2013
7. Motion approving Report of Contract Change Orders for March 1-15, 2013
8. Motion approving renewal of the following beer permits, wine permits, and liquor licenses:
 - a. Class C Liquor - Ge'Angelo's, 823 Wheeler Street, #9
 - b. Class C Liquor - Sips/Paddy's Irish Pub, 124 Welch Avenue
 - c. Class E Liquor, C Beer, and B Wine - Wal-Mart Store #749, 3015 Grand Avenue
9. Resolution approving and adopting Supplement No. 2013-2 to *Municipal Code*
10. Resolution authorizing *Smart Energy* rebate of \$19,669 to Mary Greeley Medical Center
11. Resolution approving expenditure from Contingency Fund for Mayor's visit to Kosu City, Japan
12. Resolution approving appointment of Steve Goodhue to fill vacancy on Electric Utility Operations Review Advisory Board (EUORAB)
13. Resolution approving 28-E Agreement with Iowa Department of Transportation for use of Intelligent Transportation System Network
14. Resolution approving Community Development Block Grant Recovery (CDBG-R) Close-Out Agreement with Department of Housing and Urban Development (HUD)
15. Resolution approving preliminary plans and specifications for 2013/14 Resource Recovery Primary Shredder Replacement Project - Phase II: No. 1 Mill Replacement; setting April 17, 2013, as bid due date and April 23, 2013, as date of public hearing
16. Resolution approving preliminary plans and specifications for 2012/13 CyRide Route Pavement Improvements (Lincoln Way - Franklin Avenue to Hayward Avenue); setting April 17, 2013, as bid due date and April 23, 2013, as date of public hearing
17. Resolution awarding contract to Kaman Industrial Technologies of Grimes, Iowa, in the amount of \$64,938.82 for Replacement Conveyor Belts for Power Plant
18. Resolution approving Change Order No. 10 to the Professional Services Agreement with BrownWinick of Des Moines, Iowa, for legal services in connection with the 161kV Tie Line Franchise
19. Resolution approving contract and bond for 2012/13 Asphalt Street Reconstruction/Seal Coat Reconstruction and 2012/13 Water Main Replacement
20. Resolution approving contract and bond for Hickory Drive Improvements (Lincoln Way to Westbrook Drive)
21. Resolution approving contract and bond for Underground Trenching for Electric Services (Primary Contract)
22. Resolution approving contract and bond for Underground Trenching for Electric Services (Back-Up Contract)
23. Resolution approving Change Order No. 1 with A & P/Samuels Group pertaining to Historic Treatment Specialist for Library Renovation and Expansion Project
24. Resolution accepting completion of 2009/10 Concrete Pavement Improvements Project (South Hyland Avenue, Edison Street, Alexander Avenue, and Stanton Avenue)
25. Resolution accepting completion of 2012/13 CDBG Neighborhood Infrastructure Improvements Project (Beedle Drive and Aplin Road)
26. Resolution accepting completion of 2011/12 Collector Street Pavement Improvements Project (Ash Avenue from Mortensen Parkway to Knapp Street)

27. Resolution accepting completion of WPC Facility Raw Wastewater Pumping Station Pipe Supports and Check Valve Replacement Project

PUBLIC FORUM: This is a time set aside for comments from the public on topics of City business other than those listed on this agenda. Please understand that the Council will not take any action on your comments at this meeting due to requirements of the Open Meetings Law, but may do so at a future meeting. The Mayor and City Council welcome comments from the public; however, at no time is it appropriate to use profane, obscene, or slanderous language. **The Mayor may limit each speaker to five minutes.**

PERMITS, PETITIONS, & COMMUNICATIONS:

28. Greek Week 2013 Requests:

- a. Resolution approving closure of portions of Sunset Drive, Ash Avenue, Gray Avenue, Greeley Street, and Lynn Avenue from 5:00 p.m. to 10:00 p.m. on Friday, April 5 and 7:00 a.m. to 7:00 p.m. on Saturday, April 6
- b. Resolution approving suspension of parking regulations for portions of Gray Avenue, Greeley Street, Pearson Avenue, Lynn Avenue, and Sunset Drive from 7:00 p.m. Thursday, April 4 to 7:00 p.m. Saturday, April 6

29. Motion approving 5-day licenses for Gateway Hotel at ISU Alumni Center, 420 Beach Avenue:

- a. Special Class C Liquor (March 31 - April 4)
- b. Class C Liquor (April 27 - May 1)

PLANNING & HOUSING:

30. Issues relating to redevelopment of former Middle School:

- a. Staff report on rezoning process and options for former Middle School
- b. Council direction regarding Master Plan

31. Staff report on request from Kingland Systems to modify set-back requirement in Campustown Service Center

32. Resolution approving Preliminary Plat for Bella Woods, generally located at 3491 Cameron School Road

33. Resolution approving Downtown Facade Grants

34. Motion referring Petition for Voluntary Annexation of 2212 Oakwood Road to Planning and Zoning Commission

PUBLIC WORKS:

35. Artistic Bike Racks in Main Street Cultural District (MSCD):

- a. Motion authorizing staff to enter into contracts with the Ames Community Arts Council and artists for artistic bike racks in the MSCD
- b. Resolution approving the allocation of \$900 in City Hall Mechanical and Structural Improvements funding for cost of bike rack at City Hall

HEARINGS:

36. Hearing on Amendment to Preliminary Plat/Major Site Development Plan for Somerset Subdivision:

- a. Resolution approving revision to Preliminary Plat/Major Site Development Plan for Somerset Subdivision, 25th Addition with the condition that proposed Plan amendments be incorporated prior to Final Plat approval

37. Hearing on 2013 City Hall Renovation Project:
 - a. Resolution approving final plans and specifications and awarding contract to HPC, LLC, of Ames, Iowa, in the amount of \$770,000.00
 - b. Resolution approving contract and bond
38. Hearing on Asbestos Maintenance Services for Power Plant:
 - a. Report of bids
39. Hearing on 2012/13 Asphalt Street Reconstruction Program:
 - a. Resolution approving final plans and specifications and awarding contract to Manatt's, Inc., of Ames, Iowa, in the amount of \$770,765.63
40. Hearing on 2012/13 Low-Point Drainage Improvements (Oliver Circle):
 - a. Resolution approving final plans and specifications and awarding contract to J & K Contracting, LLC, of Ames, Iowa, in the amount of \$75,495.58
41. Hearing on 2012/13 Shared Use Path Maintenance Project (Bloomington Road - Hoover Road to Taft Avenue):
 - a. Resolution approving final plans and specifications and awarding contract to Manatt's, Inc., of Ames, Iowa, in the amount of \$67,614.45
42. Hearing on Nuisance Assessments:
 - a. Resolution assessing costs of sidewalk repair/replacement and certifying assessment to Story County Treasurer
 - b. Resolution assessing costs of snow and ice removal and certifying assessment to Story County Treasurer

ORDINANCES:

43. Third reading and adoption of ORDINANCE NO. 4142 making modifications to *Municipal Code* Chapter 21 (Sign Code)
44. Third reading and adoption of ORDINANCE NO. 4143 making modifications to *Municipal Code* Appendix N relating to titles of Chapters 5 and 21

COUNCIL COMMENTS:

ADJOURNMENT:

***Please note that this agenda may be changed up to 24 hours before the meeting time as provided by Section 21.4(2), *Code of Iowa*.**

**AMES AREA METROPOLITAN PLANNING ORGANIZATION (AAMPO)
TRANSPORTATION POLICY COMMITTEE ACTION FORM**

SUBJECT: DRAFT FY 2014 TRANSPORTATION PLANNING WORK PROGRAM

BACKGROUND:

As a part of the federal regulations governing Metropolitan Planning Organizations (MPO), the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) provide planning funds to reimburse these agencies for transportation planning activities. The Iowa Department of Transportation (IDOT) administers this program.

The Transportation Planning Work Program (TPWP) includes several elements to ensure an integrated transportation system. One element is review of development plans to determine impact on the transportation system. Beyond subdivision and major site development activity, this includes reviewing potential changes to the Land Use Policy Plan or Urban Fringe Plan, which are closely linked to the transportation system. The other elements of the TPWP include the general work of administering the MPO transportation activities, as well as public involvement. The Long Rang Transportation Plan (LRTP) update will commence this year for submission in October 2015. The Technical Committee recommended the draft FY 2014 TPWP for approval at their March 18, 2013 meeting. The draft FY 2014 TPWP is attached.

ALTERNATIVES:

1. Approve the Draft FY 2014 TPWP and set May 28, 2013, as the date for the public hearing.
2. Modify the Draft FY 2014 TPWP and set May 28, 2013, as the date for the public hearing.

ADMINISTRATOR'S RECOMMENDATION:

The AAMPO Technical Committee has developed and now recommends approval of this Draft FY 2014 TPWP. Therefore, it is recommended by the Administrator that the AAMPO Policy Committee adopt Alternative No. 1, thereby approving the Draft FY 2014 TPWP and setting May 28, 2013, as the date for the public hearing.



TRANSPORTATION PLANNING WORK PROGRAM

FY 2014

DRAFT

March 26, 2013

"The preparation of this report has been financed in part through grant[s] from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the State Planning and Research Program, Section 505 [or Metropolitan Planning Program, Section 104(f)] of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation."

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Introduction

The Ames Area Metropolitan Planning Organization (AAMPO) was officially designated on March 17, 2003. This designation was the result of the Ames urbanized area having a population of greater than 50,000 people in the 2000 census. The AAMPO boundary was then designated based on the existing urbanized areas and the City of Ames Land Use Policy Plan (LUPP). The majority of the area is within the corporate limits of Ames. Small areas outside of the corporate limits in Story County and Boone County are included in the MPO boundary because of the need to plan for the eventual inclusion of these areas within the City.

The AAMPO is generally the stand-alone metropolitan area of Ames. Ames is located in central Iowa and is served by I-35, U.S. Highway 30, and U.S. Highway 69. Surface transportation needs are met through over 200 centerline miles of streets. The community has a very progressive mass transit system, CyRide, which carries over 5 million bus passengers per year. While the majority of transit users have Iowa State University ties, the bus system serves the entire Ames community. The MPO is served by the Ames Municipal Airport, which serves general aviation needs for business, industry, and recreation users. On average 119 aircraft operations occur per day at the Ames Municipal Airport. Union Pacific Railroad provides freight service to the area by dual east-west mainline tracks and a northern agricultural spur.

The City of Ames City Council, the Story County Board of Supervisors, and the Boone County Board of Supervisors approved a 28-E Agreement that provides for the governing of the organization by a Transportation Policy Committee. That committee is made up of the following individuals show below in Table 1:

Table 1: Transportation Policy Committee Membership		
Member	Title	County, City or Agency Represented
Ann Campbell	City Mayor	City of Ames
Jeremy Davis	City Council Member	City of Ames
Matthew Goodman	City Council Member	City of Ames
Jami Larson	City Council Member	City of Ames
Peter Orazem	City Council Member	City of Ames
Victoria Szopinski	City Council Member	City of Ames
Thomas Wacha	City Council Member	City of Ames
Chet Hollingshead	County Supervisor	Boone County
Wayne Clinton	County Supervisor	Story County
Daniel Rediske	Transit Board Member	CyRide
Craig O'Riley	Non-Voting Representative	Iowa Department of Transportation
Tracy Troutner	Non-Voting Representative	Federal Highway Administration
Mark Bechtel	Non-Voting Representative	Federal Transit Administration

In addition, the Transportation Policy Committee will appoint various committees, as appropriate, to advise them. In particular, a Transportation Technical Committee was appointed to provide advice on the programming decisions that involve project issues. Members of the Transportation Technical Committee are shown below in Table 2:

Table 2: Transportation Technical Committee Membership		
Member	Title	County, City or Agency Represented
Tracy Warner	Municipal Engineer	City of Ames
Damion Pregitzer	Traffic Engineer	City of Ames
Corey Mellies	Operations Manager	City of Ames
Bob Kindred (interim)	Planning and Housing Director	City of Ames
Charlie Kuester	Long Range Planner	City of Ames
Sheri Kyras	Transit Director	CyRide
Cathy Brown	Campus Planning Asst. Director	Iowa State University
Bob Kieffer	County Engineer	Boone County
Darren Moon	County Engineer	Story County
Gerry Peters	Facilities Director	Ames Community School District
Angela Davidson	Government Relations Director	Ames Economic Development Commission
Phil Mescher	Non-Voting Representative	Iowa Department of Transportation
Tracy Troutner	Non-Voting Representative	Federal Highway Administration
Mark Bechtel	Non-Voting Representative	Federal Transit Administration

Funds shown for the 2014 fiscal year include new funds and carryover funds from the previous Transportation Planning Work Programs. A budget summary of these funds is found in the FY 2014 Budget Summary section of this document.

TPWP Development

Overall, the Transportation Planning Work Program (TPWP) is a living, working plan that is utilized throughout the year through the course of coordination with other governmental and transportation agencies, technical committee members, and private citizens. This is accomplished through a continuing, cooperative, and comprehensive transportation planning process. There is a multi-phase public participation process carried out in creating the TPWP. In addition to informal input throughout the year, there is formal input sought at the Policy Committee public hearings for the Draft and Final TPWP and at a Public Input session. In an effort to increase public awareness and involvement, AAMPO staff meets with community groups such as Iowa State University classes and committees, Ames Chamber of Commerce, and civic organizations such as Rotary International. The TPWP also includes elements gathered at other meetings and events such as Passenger Transportation Plan meetings, MPO quarterly meetings, and public informational meetings. Also, information was presented and public comment

gathered at City Council sessions regarding Context Sensitive Solutions and Complete Streets.

Work Elements

In general, the overall metropolitan planning goals for the AAMPO are to:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
- Increase the safety of the transportation system for motorized and non-motorized users
- Increase the security of the transportation system for motorized and non-motorized users
- Increase the accessibility and mobility of people and for freight
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
- Promote efficient system management and operation
- Emphasize the preservation of the existing transportation system

The following documents are developed, updated, or maintained on an annual basis:

- Transportation Planning Work Program (TPWP)
- Transportation Improvement Program (TIP)
- Public Participation Plan (PPP)
- Long-Range Transportation Plan (LRTP)
- Passenger Transportation Plan (PTP):

As part of an effort to coordinate and develop services with human service agencies and other transit agencies, a Passenger Transportation Plan has been developed, and is updated annually. CyRide, representing AAMPO, has met locally with human service agencies and transportation providers in an effort to further this goal.

Administration

Task Objective: Administration of AAMPO Transportation Planning.

Project Description: The Fiscal Year 2014 (FY July 1, 2013 to June 30, 2014) TPWP and the budget will be monitored and amended as necessary.

The FY 2015 TPWP and budget will be prepared. The financial audit for FY 2013 will be initiated.

Staff: Administrator (Public Works Director)
Municipal Engineer
Traffic Engineer
Transportation Planner
Transit Planner
City Clerk
Public Works Administrative Assistant
Planning Staff
Operations Manager
Clerical

Time: 650 hours

Cost: \$34,819 (5%)

Work Products:

- FY 2014 TPWP maintenance, budget monitoring (on-going)
- FY 2015 TPWP development (May 2014)
- Self Certification (March 2014)
- Planning funding reimbursement submittals (quarterly)
- Title VI training for employees and monitoring of plan documents (on-going)
- Technical and Policy Committee members composition review (annually)

Previous Work:

- FY 2013 TPWP maintenance, budget monitoring
- FY 2014 TPWP development
- Self Certification
- Identify and analyze potential changes to the Transportation Policy Committee structure

Transportation Improvement Program

Task Objective: State and federal project programming for AAMPO member agencies.

Project Description: The Federal Fiscal Year 2014 – 2017 Transportation Improvement Program (FFY 2014 – 2017 TIP) will be maintained and amended as necessary. The FFY 2015 – 2018 TIP for Surface Transportation Projects and Enhancement Projects will be developed. Coordination with the Iowa DOT Statewide Transportation Improvement Program (STIP) will also be undertaken.

Staff: Administrator (Public Works Director)
Municipal Engineer
Traffic Engineer
Transportation Planner
Transit Planner
City Clerk
Public Works Administrative Assistant
Finance Director
Clerical
Transit Director
Transit Coordinator
Budget Officer

Time: 600 hours

Cost: \$34,819 (5%)

Work Products:

- Maintain the FY 2014 – 2017 TIP (on-going)
- Prepare the FY 2015 – 2018 TIP (Draft due June 15th, Final Due July 15th)
- Revise and amend the FY 2014 – 2017 TIP (as necessary)

Previous Work:

- Completed the FY 2014 – 2017 TIP
- Maintained, revised, and amended the FY 2013 – 2016 TIP

Comprehensive Planning

Task Objective: Integrate transportation planning and land use planning for AAMPO member agencies.

Project Description:

- Review subdivisions and development projects to determine transportation impact
- Forecasting activities related to transportation, livability, and transit planning
- Attend relevant conferences and training pertaining to MPO planning issues
- Updating/amending the shared use path map, as necessary
- Updating/amending the LUPP and Urban Fringe Plan, as necessary
- Traffic counts along area streets and Traffic crash data analyses
- Street alignment and traffic signal concept layouts
- Utilization of the regional ITS architecture when applicable
- Research mobility issues relating to walks, paths, safe routes, etc.
- Participation in and support of Highway 30 Coalition activities
- Competitive funding applications for member agencies

Staff: Administrator (Public Works Director)
Municipal Engineer
Traffic Engineer
Transportation Planner
Transit Planner
Planning Staff

Time: 500 hours

Cost: \$34,819 (5%)

Work Products:

- Update Safe Routes to School maps (as necessary)
- Participation in CIRTPA Bicycle Roundtable (on-going)
- City of Ames Shared Use Path Map update (as necessary)
- Integrate multi-modal projects(non-motorized) for improvement to LOS (as directed)
- Maintain/update transportation network model (on-going)
- Development of pavement management system (on-going)
- City-wide count program and traffic signal synchronization review (on-going)
- Review/update ADA Transition Plan (as necessary)
- Performance Measures tracking (annually)
- Analyze potential alternative funding sources (as requested by member agencies)
- Intersection Improvement Study (as necessary, possible consultant partnering)

Previous Work:

- Analyze fringe area growth impacts on transportation
- Safe Routes to School map updates
- Downtown parking map update
- Central Iowa Bicycle Roundtable
- Neighborhood traffic calming coordination

Transit Planning

Task Objective: Enhance a coordinated, accessible, and efficient transit system

Project Description: Planning efforts will reflect prioritization of the following areas:

- Incorporating safety and security in transit (transportation) planning
- Transit asset management planning
- Participation of transit operators in metropolitan and statewide planning
- Coordination of non-emergency human service transportation
- Planning for transit system management and operation to increase ridership
- Make transit capital investment decisions through effective systems planning

This item involves transit planning issues related to land use and development issues, ridership surveys and analyses, plans to manage transit agency in accordance to the Federal Transit Administration guidelines, and the study of student and commuter service. Meetings will be held to facilitate the (locally developed) coordinated public transit/human-services transportation plan to improve transportation services for the low-income, aging and disabled populations within the community. Efforts will concentrate on improving operating efficiencies of current services and eliminating gaps where and when transportation is not available. The Transportation Planner may conduct various planning and ridership studies throughout the year.

Staff: Administrator (Public Works Director)
Traffic Engineer
Transportation Planner
Transit Planner
Transit Director
Transit Coordinator
Transit Operations Supervisor

Time: 600 hours

Cost: \$38,300 (6%)

Work Products:

- Various transit plans, administration and audits of the following programs requiring annual certification by the transit agency: EEO, Title VI, and Limited English Proficiency (LEP), Disadvantaged Business Enterprise (DBE), Transit Asset Management Plan, Safety Plan, etc (annually)
- Work towards maintenance/update of the Passenger Transportation Plan (PTP) (Draft due Feb. 1st, Final due May 1st)
- Capital/Financial planning to analyze fleet and facility needs for five-year period (on-going)
- Corridor and facility expansion studies (as necessary)
- Bus stop amenities planning (on-going)
- System-wide performance measures (on-going)
- Intermodal facility project development & performance measures (on-going)
- Administration of Ames Alternative Analysis Study (on-going, description follows)

- Administration of Ames – Des Moines Corridor Study (pending, description follows)

Previous Work:

- Ongoing planning activities
- Equal Employment Opportunity (EEO) Program update
- Disadvantaged Business Enterprise (DBE) Program update
- Participation in TIP and TPWP development
- Leading human service/transportation provider coordination
- Update of PTP
- Ames Alternatives Analysis Study
- Intermodal Facility Study

Special Transit Studies

Alternative Analysis Study (in an approved transit grant)

Task Objective: Conduct Alternative Analysis study of Orange Route corridor between Iowa State Center and Iowa State University campus

Project Description: An Alternatives Analysis (AA) Study will be conducted of the Iowa State Center to Iowa State University campus corridor identified currently as the Orange Route. The Ames Transit Agency completed a smaller Transit Feasibility Study in June 2007 looking at seven corridors in the community that had either current transportation/growth issues or future identified growth. The study identified transportation options to resolve corridor problems of which the Orange Route is operating at near maximum capacity. It was determined through the Transit Feasibility Study that the Orange Route may qualify for Small New Starts funding to establish a Bus Rapid Transit corridor which would operate more like a light rail type system only using more cost-efficient buses. The AA study will analyze specific route options in more depth regarding transit-only corridors, provide detailed information on bus stop upgrades, and analyze route speed increases that could be realized with extended-green technology. This study will also analyze the financial capacity/needs of the Ames community to undertake a project such as Bus Rapid Transit. At the conclusion of the AA Study, a locally preferred alternative – the “proposed action” – will be determined.

The Alternative Analysis study began in January 2013. The total budget is \$200,000 (\$160,000 federal) for the study but will cross fiscal years. The budget below assumes that 50% of the funds will be expended in FY 2013.

Federal (5339)	\$80,000
Local (CyRide)	\$20,000
Total Cost	\$100,000

Ames-Des Moines Corridor Study

Task Objective: Selection of a consultant to conduct a study of the I-35 corridor between Ames and Des Moines to determine the feasibility of implementing transit alternatives as opposed to the single occupant vehicle travel along this corridor.

Project Description: This planning study would determine the feasibility of implementing transit improvements to reduce single occupant automobile traffic along Interstate 35 between the City of Ames and City of Des Moines. The study would provide essential information to key decision-makers in Des Moines, Ames and Ankeny to implement future transportation improvements along this corridor. The study would examine the following:

- Identify need/potential ridership in the Ames-Des Moines corridor
- Analyze potential transportation modes to serve forecasted ridership demand
- Refine best alternative details
- Identify potential funding sources
- Identify benefits of implementation

The Des Moines Area Regional Transit Authority, Heart of Iowa Regional Transit Agency and CyRide could co-sponsor the project through a coordinated effort from the following potential organizations: Iowa State University, City of Ames, City of Ankeny, Greater Des Moines Partnership, Des Moines Area Metropolitan Planning Organization (DMAMPO) and the Iowa DOT's Office of Public Transit. This study would further the results from the state-wide needs corridor analysis recently completed in December 2009. Local funding could be derived from the DMAMPO, Des Moines DART and CyRide, but is undetermined at this time.

State (STA)	\$80,000
Local (TBD)	\$20,000
Total Cost	\$100,000

Public Participation

Task Objective: Incorporate a public involvement process that fosters public participation throughout the planning and transportation decision-making process.

Project Description: Informational meetings, as well as public hearings, will be held to obtain public input and feedback on ongoing activities of the AAMPO. The Public Participation Plan (PPP), along with other pertinent documents maintained and developed by the Ames Area Metropolitan Planning Organization, is posted online at www.aampo.org. These documents will be transferred to the AAMPO website during the duration of this work plan. Feedback and social media links can be found on the webpage to provide comments on the AAMPO website and its contents. Integration of virtual meetings to enhance and promote meeting attendance and participation.

Currently, the City of Ames maintains a website on which the activities of the AAMPO are included. Items include the meeting schedule and the approved TIP and TPWP as well as links to LRTP and PTP information. An additional goal will be to review the AAMPO Public Participation Plan (PPP) to make suggestions for improving outreach activities and strengthening public input.

Staff: Administrator (Public Works Director)
Municipal Engineer
Traffic Engineer
Transportation Planner
Transit Planner
Transit Director
Clerical Staff
Planning staff
Public Relations Officer and Intern and Cable 12 staff

Time: 400 hours

Cost: \$24,373 (4%)

Work Products:

- Public meetings for TIP and TPWP input (tentative)
 - Public Input Session for TPWP and TIP – May 2014
 - Public Hearing for TPWP – May 2014
 - Public Hearing for TIP – June 2014
- Update letters to neighborhood groups and interested parties (on-going)
- Maintain and update the PPP (as necessary)
- Maintain and update AAMPO webpage to enhance web presence (on-going)
- Integrate use of virtual meetings (as necessary)
- Promote the AAMPO for public recognition and branding (on-going)

Previous Work:

- Public meetings for TIP, TPWP, and PTP
- Public meetings for project input sessions
- Update letters to neighborhood groups and interested parties

Committee Support

Task Objective: Provide information, background material, and viable alternatives to the committees to assist them in making fully informed decisions.

Project Description: Support for the Transportation Policy Committee and Transportation Technical Committee will be conducted on an as needed basis. Work elements include reports, records management, correspondences, planning of meetings, and supporting materials.

Staff: Administrator (Public Works Director)
Municipal Engineer
Traffic Engineer
Transportation Planner
Transit Planner
Transit Director
Planning Staff
City Clerk
Clerical Staff
Operations Manager

Time: 150 hours

Cost: \$17,409 (2.5%)

Work Products:

- Technical Committee and Policy Committee meetings/minutes (tentative)
 - Technical Committee Meeting – March and April 2014
 - Policy Committee Meeting – March, May and June 2014
- Conduct Citizen Advisory Committee meetings (as necessary)
- Policy and Technical Committee composition discussions (on-going)

Previous Work:

- Technical Committee and Policy Committee meetings/minutes

Long Range Transportation Plan

Task Objective: Provide framework for orderly, efficient growth of an integrated, multi-modal transportation network.

Project Description: The 2040 Long Range Transportation Plan is scheduled to be updated in October 2015. With the recent implementation of MAP-21, the plan will be developed to meet the requirements set by this transportation bill. Work activities that will be taking place for the update include evaluation of the Land Use Policy Plan (LUPP) for compliance, reviewing traffic impact studies for major site developments, alternative network development and analysis, updated transit analysis, Origin Destination Study for transit, update the transportation model, public participation opportunities, and completion of the final report.

Staff: Administrator (Public Works Director)
Municipal Engineer
Traffic Engineer
Transportation Planner
Transit Planner
Transit Director
Transit Coordinator
Public Works Administrative Assistant
Long Range Planner
Finance Director
Budget Officer
City Clerk/Clerical Staff

Time: 400 hours (additional work from consultant)

Cost: \$511,832 (73.5%)

Work Products:

- Development of 2040 LRTP Update (on-going)
- Origin Destination Study for Transit (June 2014)
- Maintain and amend 2035 LRTP (as necessary)

Previous Work:

- Maintain and amend 2035 LRTP (as necessary)

FY 2014 Budget Summary

Table 3: FY 2014 Funding Sources		
Targets		Estimated Costs
FTA 5303	\$ 30,541	\$ 30,541
FHWA PL	\$ 88,441	\$ 88,441
STP	\$ 320,000	\$ 320,000
Carryover Funds		
STP	\$ -	\$ -
FTA 5303	\$ 16,718	\$ 16,718
FHWA PL	\$ 101,396	\$ 101,396
Local Match	\$ 139,274	\$ 139,274
TOTAL	\$ 696,370	\$ 696,370

Cost Allocation Plan

The local match for salaries and other expenses is a part of the 2013/14 City of Ames Program Budget adopted by the City Council for all personnel and associated expenses. Costs billed will be for those specified. The main source of local-match funds will come from the City of Ames Road Use Tax allocation. New FY 2014 funds have been combined with the carryover amounts for expense allocations. **Carryover funds will be used first before new allocations.** The AAMPO does not charge indirect costs and therefore does not submit a DBE worksheet to Iowa DOT.

Table 4: Budget Summary			Federal Funds							
Work Element	Total Cost	Local Match	Total Federal Funds	FTA 5303 New	FTA 5303 Carryover	FHWA STP New	FHWA PL Carryover	FHWA PL New	% of Funding	Total Staff Hours
Administration	\$ 34,819	\$ 6,964	\$ 27,855	\$ 1,527	\$ 836	\$ 16,000	\$ 5,070	\$ 4,422	5%	650
TIP	\$ 34,819	\$ 6,964	\$ 27,855	\$ 1,527	\$ 836	\$ 16,000	\$ 5,070	\$ 4,422	5%	600
Comprehensive Planning	\$ 34,819	\$ 6,964	\$ 27,855	\$ 1,527	\$ 836	\$ 16,000	\$ 5,070	\$ 4,422	5%	500
Transit Planning	\$ 38,300	\$ 7,660	\$ 30,640	\$ 1,680	\$ 919	\$ 17,600	\$ 5,577	\$ 4,864	6%	600
Public Participation	\$ 24,373	\$ 4,875	\$ 19,498	\$ 1,069	\$ 585	\$ 11,200	\$ 3,549	\$ 3,095	4%	400
Committee Support	\$ 17,409	\$ 3,482	\$ 13,927	\$ 764	\$ 418	\$ 8,000	\$ 2,535	\$ 2,211	2.5%	150
L RTP	\$ 511,832	\$ 102,366	\$ 409,466	\$ 22,448	\$ 12,288	\$ 235,200	\$ 74,526	\$ 65,004	73.5%	400
Totals	\$ 696,370	\$ 139,274	\$ 557,096	\$ 30,541	\$ 16,718	\$ 320,000	\$ 101,396	\$ 88,441	100.0%	3,300
% of Total	100%	20%	80%							

**AMES AREA METROPOLITAN PLANNING ORGANIZATION (AAMPO)
TRANSPORTATION POLICY COMMITTEE ACTION FORM**

**SUBJECT: AMES AREA 2014 PASSENGER TRANSPORTATION PLAN (PTP)
UPDATE**

BACKGROUND:

With the passage of the last transportation bill, the federal government mandated an annual coordinated planning effort between human service agencies and transportation providers in order to increase transportation efficiencies while improving transit for the disabled, low-income and elderly populations. The Iowa Department of Transportation (Iowa DOT) charged metropolitan planning organizations with this task in urbanized areas and now requires that all state/federal funding be incorporated into this planning effort called a Passenger Transportation Plan (PTP). This is the AAMPO's seventh effort towards this process.

Over the past year, CyRide staff has been working with human service agencies and transportation providers requesting additional transportation needs, issues, and priority projects. These meetings have primarily occurred through the Story County Human Services Council and United Way's Transportation Collaboration Committee. The result of this effort has been a coordinated plan update for the Ames area. Any funding for transit to be incorporated into the Transportation Improvement Plan (TIP) must first be identified within an approved PTP.

INFORMATION:

PTP Requirements

In 2010, the AAMPO received a "Tier I" approval of their PTP and therefore is only required to provide an update through 2014. A full plan will be required again in 2015. Therefore, a draft copy of the AAMPO 2014 PTP Update is digitally attached for the Policy Committee's review which discusses the following information:

1. **Process:** Discussion of coordination efforts and documentation of key participants (pg. 1-2), meetings (pg. 3), review prior/new input concerning needs (pgs. 4-7), etc.
2. **Projects:** Review status of previously recommended projects (pgs. 7-18) - were they funded, implemented and what's the impact of the project.
3. **Recent Developments:** List any changes that occurred over the past year impacting needs (pgs. 19-24).
4. **Recommended Projects:** Amend any projects recommended by human service agency/transportation providers but not previously contained within PTP requiring concurrence prior to AAMPO approval (pgs. 24-31).

In January 2013, the Human Services Council (human service and transportation providers) reviewed the PTP Update and voted that the recommended program be incorporated into the PTP Update for AAMPO approval. The Iowa DOT reviewed the PTP Update in February and offered minimal comments. The AAMPO Technical Committee reviewed the plan on March 18, 2013, and offered only minor changes. The final copy of the Ames Area 2014 PTP Update can be viewed at <http://www.cityofames.org/Modules/ShowDocument.aspx?documentid=11542>.

The AAMPO Policy Committee is required to approve the PTP along with the recommended program for submittal to the Iowa DOT and Federal Transit Administration (FTA) by May 1, 2013. Projects must be in an approved PTP Update prior to approving any projects within the annual Transportation Improvement Program (TIP) or Transportation Planning Work Program (TPWP).

ALTERNATIVES:

1. Approve the final AAMPO 2014 PTP Update for submission to the Iowa DOT and FTA.
2. Approve the final Ames Area MPO 2014 PTP Update with AAMPO Policy committee modifications for submission to the Iowa DOT and FTA.

ADMINISTRATOR'S RECOMMENDATION:

It is recommended by the Administrator that the AAMPO Policy Committee adopt Alternative No. 1, therefore approving the final Ames Area MPO 2014 PTP Update for submission to the Iowa DOT and FTA.

Ames Area MPO 2014 Final Passenger Transportation Plan Update March 2013



Prepared By:

Ames Area
metropolitan planning organization

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APPENDICES

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I. INTRODUCTION

Transportation is the foundation for all individuals to access employment, education, medical care, social activities, and recreational opportunities within the Ames community. For those individuals without a personal vehicle due to personal circumstance, accessing these critical needs is still vital. For others, limiting vehicles in the household is a “green” lifestyle choice for a better environment. But regardless of choice or hardship, mobility throughout the Ames community is essential to maintain connections and independent lifestyles we all cherish.

The Ames Passenger Transportation Plan (PTP) is an effort of providing key community decision makers with the knowledge of how individuals are currently being transported throughout Ames, the additional transportation needs and service requests identified, and recommended projects to overcome these needs. The plan update, developed by Ames transportation providers and human/health service agency representatives, focuses on improving transportation access and availability for the community with an emphasis towards low-income, elderly and disabled populations. The process also allows opportunity to coordinate together to bring knowledge of what, where and when transportation services are available; how to use them; and then how to provide the most efficient service with available identified resources.

Congress mandates this coordination through the MAP-21 reauthorization transportation bill, which requires a coordinated planning effort in order to receive formulized funding for the elderly (Section 5310 program). Two funding sources (Job Access & Reverse Commute and New Freedom funding) that demanded coordination through this effort in previous years of the PTP are no longer available under the new transportation bill. Transit agencies may fund JARC and New Freedom services under their general formulized appropriation. The Iowa Department of Transportation further requires each metropolitan planning organization or regional planning alliance to conduct this planning effort for communities or agencies to receive ANY state/federal “transit” funding. Coordinating transportation services offers a way to communicate transportation services offered by all transportation providers while ensuring the efficient use of funding for existing or new services that benefit the entire community.

The Ames Area Metropolitan Planning Organization conducted a FY2010 PTP planning effort for the Ames area in 2009 receiving a Tier I grading from the IDOT which means that only an update will be required for this year. The understanding is that another full plan would not be required until FY2015 unless deemed necessary by transportation providers/human service agencies or the AAMPO. The following items detail the required items for the annual PTP update for FY2014.

II. - PROCESS

Sixty-seven organizations throughout Ames collaborated through approximately **21 meetings/tasks** over the past year into the development of the Ames PTP. Formal involvement occurs through the Story County Human Services Council (HSC) which meets monthly when Iowa State University is in session. The meetings and minutes from this group are located on the [Story County Human Service Council](http://storycountyhumanservices.org/?page_id=45) website (http://storycountyhumanservices.org/?page_id=45) and on the Ames Area Metropolitan Planning Organization (<http://www.cityofames.org/index.aspx?page=811>) website. This group identifies transportation needs throughout the community, strategies on how to resolve these needs as well as provides consensus regarding the recommended projects included within the plan to forward to the AAMPO for formal approval. However, the major emphasis for HSC is networking with other human service agency representatives and updates on the ASSET process which provides funding for many human service agencies. The AAMPO representative, Shari Atwood, whom coordinates the PTP process for Ames is the current Secretary for this group on the executive board. Ms. Atwood helps guide the monthly meetings programs with the rest of the HSC board and encourages monthly participation at meetings. Ms. Atwood discusses the PTP update with the HSC and updates the membership on specific transit issues throughout the year.

Mobility Is...

Knowledge of transportation services available and how to use them

In 2007, [United Way of Story County \(UWSC\)](http://www.uwstory.org/) (<http://www.uwstory.org/>) began the Transportation Collaboration Committee (TCC) providing a small forum for human service agencies and transportation providers to discuss transportation issues. The United Way of Story County has identified [transportation](http://www.uwstory.org/Transportation.php) (<http://www.uwstory.org/Transportation.php>) as one of its core areas to focus upon within its [campaign efforts](http://www.uwstory.org/media/375948_UW_CampaignBro2012_P3.pdf) ([http://www.uwstory.org/media/375948 UW CampaignBro2012 P3.pdf](http://www.uwstory.org/media/375948_UW_CampaignBro2012_P3.pdf)). The TCC meets at least once a quarter where only transportation issues are discussed. Transportation projects funded in the past through the UWSC include car seat program, bus education, car maintenance/ insurance forums, emergency gas voucher program, repair program for Wheels to Work, medical transportation to University of Iowa Hospitals and Clinics and Story County Transportation brochure.

The AAMPO has compiled an extensive e-mail database listing of Ames' human/health service agencies and private-public transportation providers it utilizes in obtaining transportation needs and suggestions to improve transportation services for the community. This listing has been utilized over the past year for not only the PTP collaboration efforts but also in gaining letters of support for several successful national discretionary grants for CyRide transit projects within the Ames community for bus replacement. This listing has also been utilized to communicate transportation updates for CyRide and HIRTA, to market the Ames to Iowa City transportation service or relay local sales of used vehicles/bicycles/furniture. Overall communication between human service providers and coordination for increased public transit services has improved as a result of this process. Key PTP participants are listed below:

Ames Community Preschool Center (ACPC)	Iowa Workforce Development
American Red Cross	Iowa Comprehensive Human Service & Iowa Homeless Youth
Ames Area Metropolitan Planning Organization	ISU Story County Extension
Ames Community Schools	ISU Memorial Union
Ames Police Department	Jefferson Lines
Ames Public Library	Legal Aid Society
A Mid-Iowa Organizing Strategy (AMOS)	Lutheran Services in Iowa (LSI)
Assault Care Center (ACCESS)	Mainstream Living
At Home Care Company	Mary Greeley Medical Center
Beyond Welfare	Mid-Iowa Community Action (MICA) Health Services
Bickford Assisted Living	Mid-Iowa Community Action (MICA) Family Development
Boost Together for Children	National Alliance on Mental Illness Central Iowa (NAMI-CI)
Boys & Girls Club of Story County	Parent Partner
Boy Scouts of America	People Place/Crisis Childcare
Burlington Trailways	Raising Readers
Camp Fire USA	Retired & Senior Volunteer Program (RSVP)
Center for Child Care Resources	Richmond Mental Health Center
Center for Creative Justice	Riverside Manor
Childserve	Story County
Childcare Resource & Referral	Story County Community Foundation
CIT	Story County Community Life
Community & Family Resources (CFR)	Story County Community Services
Community Partnerships for Protecting Children (CPPC)	Story County Decategorization and Empowerment
City of Ames (Administrative)	Story County Sheriff's Department
CyRide	Story County Medical Center
Emergency Resident Project (ERP)	The Arc of Story County
Executive Express	The Salvation Army
Experience Works (EI)	University Community Childcare
Foster Grandparent Program	United Way of Story County (UWSC)
Girl Scouts of Greater Iowa	Volunteer Center of Story County (VCSC)
Good Neighbor Emergency Assistance (GNEA)	Youth & Shelter Services (YSS)
Heartland Senior Services (HSS)	YWCA (Engaging International Spouses; International Friendship Fair)
Heart of Iowa Regional Transit Agency (HIRTA)	
Homeward	

Passenger Transportation Development Plan Meetings

The following 21 meetings/tasks, contained within the Appendices with subsequent notes/minutes; if taken, were held to discuss transportation issues and needs of the Ames community. However, all these meetings provided opportunities to gain knowledge from providers on new technology or inventory of vehicles. Any needs identified through meetings held below were discussed and are identified within the PTP plan update.

Human Services Council – PTP Meetings

February 23, 2012	Human Service Council Minutes 2-23-12 ; CyRide Update 2-2012
March 22, 2012	Human Service Council Minutes 3-22-2012 ; CyRide Update 3-2012 Final AAMPO FY2013 PTP was shared with the group
April 26, 2012	Human Service Council Minutes 4-26-12 ; CyRide Update 4-2012 CyRide Ridership
May 24, 2012	Human Service Council Minutes 5-24-12 ; CyRide Update 5-2012
June 28, 2012	Human Service Council Executive Board Meeting (no minutes)
September 27, 2012	Human Service Council Minutes 9-27-12
October 27, 2012	Human Service Council Minutes 10-27-12 ; PTP Update Oct 2012
December 6, 2012	Holiday Networking Luncheon (no minutes)
January 24, 2013	Human Service Council Minutes 1-24-12 ; Transportation Needs/Strategies/Projects 2014-2017 RECOMMENDED PROJECTS to AAMPO

Transportation Collaboration Committee Meetings (TCC)

March 21, 2012	Transportation Collaboration Committee Agenda Packet/Minutes
May 16, 2012	Transportation Collaboration Committee Agenda Packet/Minutes
July 18, 2012	Transportation Collaboration Committee Agenda Packet/Minutes
August 15, 2012	Transportation Collaboration Committee Agenda Packet/Minutes
October 17, 2012	Transportation Collaboration Committee Agenda Packet/Minutes
January 16, 2013	Transportation Collaboration Committee Agenda Packet/Minutes

Other Meetings/Tasks

April-December 2012	Story County Transportation Brochure Developed (www.ridehirta.com/sct.pdf)
April 27, 2012	Mobility Matters CyRide Presentation (http://www.cityofames.org/Modules/ShowDocument.aspx?documentid=11083)
June 9, 2012	Whitehouse Roundtable
June 9, 2012	Ames Intermodal Facility Ribbon cutting (https://aif-parking.sws.iastate.edu/)
August 28, 2012	Presentation to Story County Community Services (DHS) staff on CyRide with focus on how we serve low-income passengers and passengers with disabilities. (http://www.cityofames.org/Modules/ShowDocument.aspx?documentid=11084)
November 27, 2012	Story County Quality of Life Alliance (http://www.storycountyqol.org/) meeting All partnership alliances (http://www.storycountyqol.org/partnership-model.html) throughout Story County attend. Presented TCC efforts to date and shared Story County Transportation brochure

Previous Public Input on Needs

Previous needs were shared with the Human Service Council at their October 27, 2012 meeting and were requested to provide additional needs and possible strategies within the next few months. This information was also shared at the UWSC's Transportation Collaboration Committee on October 17, 2012. **The additional or refined needs and strategies/projects are identified in red below and were shared with the group in subsequent meetings and via e-mail.** Those strategies that have been implemented or partially implemented are identified in blue. Please note that no additional core needs were defined but only possible strategies/projects were added to meet those core needs. The needs were accumulated from the public through public meetings and/or through communications with transportation providers and human service agency representatives. Note that these possible strategies have not all been recommended but if federal/state/local funding became available for the specific project – it could be recommended into the program rather easily as it's already defined as a need.

Needs	Possible Strategies/Project
Education/Marketing: 1. Need to reduce intimidation and misconceptions to riding public transit. 2. Awareness of available programs regarding transportation. 3. Need for insurance/maintenance awareness for automobile owners	1. Large Group Training of how to ride public transit 2. Train the Trainer Sessions for one-on-one training. 3. How to Ride CyRide digital formatted DVD video 4. Communication tools for non-English speaking individuals riding CyRide ie. picture board? 5. Improved signage on CyRide buses for visually impaired riders – black letters on white background 6. Promote RSVP volunteer transportation program – volunteers & for additional volunteers 7. Market Randall moving vehicle availability and sponsorship. 8. Maintenance/insurance class for vehicle owners 9. Car Seat installation education program and/or resources 10. Market "Beyond Welfare" car donation program need for pass through sponsorship by other non-profit agencies due to state regulations limiting more than 6 non-profit car donations per non-profit per year. 11. Improve CyRide's How to Ride written materials describing what a transfer is; when a transfer is applicable as opposed to utilizing two fares; and actual logistics of transferring. 12. Implement Google Transit and/or Trip Planner so anyone could Google how to get from point A to point B via bus in Ames. 13. Develop a "Need Transportation" brochure so individuals can quickly determine which service provider could provide a ride to their destination and for how much.
Affordability Needs: 1. Need for affordable passenger transportation services or programs to make services more affordable. 2. Need for transportation assistance programs. 3. Increased demand for elderly "free" transportation at health/residential facility homes –as seniors vacate their automobiles & become less independent.	1. Continue Transportation Assistance for bus pass/tickets or gas vouchers a. City of Ames Planning & Housing: CDBG program b. UWSC "emergency" program through Good Neighbor Emergency Assistance c. Story County (assistance to those leaving the state of Iowa) 2. Implement common data-base of all Ames transportation assistance bus pass/ticket & gas voucher programs to avoid duplication 3. Continue Car Seat Donation Program 4. United Way's TCC investigate/discuss possible improvements? a. Affordability of Heart of Iowa Regional Transit Agency transportation. b. No resources available for non-Medicaid individuals issue. 5. Identify opportunities for human service organizations to share vehicles and/or drivers (operating 15-18 hours/week on average).

Needs	Possible Strategies/Project
Maintenance/Insurance Needs: 1. Need for more cost efficient methods to maintain and replace human service provider vehicles. 2. Need for low-cost maintenance for Wheels to Work program.	1. Coordination of replacement/maintenance of human service provider vehicles. 2. Coordinate group of mechanics to repair Beyond Welfare donated vehicles. 3. Investigate “sharing” of vehicles for providers & implications to insurance coverage.
Bus Storage/Maintenance Facility & Connection : 1. CyRide Bus Storage Facility: CyRide is currently housing 70 vehicles and storage is at capacity. Anticipating growth to 95 vehicles, expansion buses, articulated buses, 100% bike racks on current fleet, hybrid buses would be beyond capacity of current garage to store as well as provide adequate maintenance. 2. CyRide Facility Renovation: Emission requirements of newer buses require CyRide to raise ceiling heights of garage doors as well as internal components throughout the garage due to increased bus height 3. CyRide Maintenance Shop: Need to expand maintenance work area to maintain new buses as well as house extra bays (1 bay per 10 buses)	1. Additional Bus Facility Storage – identify and build additional capacity for bus storage, maintenance and operational needs over next 20 years either on-site at current location or through off-site location. Design off-site CyRide facility with appropriate functions. 2. Modernize current CyRide storage facility including rehab old wash-bay, upgrade ventilation system, replace shop/barn air conditioning system, replace shop/barn exhaust removal system, maintenance pit drainage restoration , make facility energy efficient in all mechanisms possible, relocate parts office, replace shop hoists, secure building/buses, replace/repair exterior walls, shutoff system for fuel/oil/hydraulic lines, electric distribution rehabilitation, fire sprinkler upgrade, security systems added to facility, install back-up power supply, fuel pump improvements, concrete rehabilitation/improvements, re-roof facility, replace boilers, rehabilitate wash bay/fuel area, flood barrier enhancements and increase ceiling height of garage doors and interior building by raising internal components to allow hybrid buses to pass through entire facility. 3. Actively pursue federal earmark funding opportunities and/or nationally competitive grants in light of new upcoming transportation reauthorization bill. 4. Resurface Iowa State Center Parking lot where commuters park to obtain #23 Orange to travel to ISU campus. 5. ISU Intermodal Facility – Continue to study, discuss and construct an Intermodal facility housing Intercity carriers near proximity of campus to connect all transportation modes within one location. The facility opened in August 2012 however, continued efforts should continue towards future funding to meet original vision of facility incorporating 350 additional parking spaces and a CyRide shuttle to/from the facility.
Fleet Needs 1. Reduce transit providers average fleet age 2. Attain 100% accessible fleet for transit providers 3. Increase/maintain spare ratio to 18-20% for transit providers. 4. Increase fleet size for increases in service needs (frequency and geographic coverage) 5. Improve vehicle security systems	1. Identify and apply for federal/state grants as necessary to meet transportation providers’ fleet needs for replacement. a. CyRide recently purchased 33 buses in 2010 (15 new large buses, 6 new small buses, and 12 newer used buses) AND has 13 additional buses (11 large & 2 articulated) that will be purchased in 2011/2012 due to receiving nationally competitive federal grants and a state grant. Due to this influx of buses, the following results WILL BE realized after 2012 bus deliveries: <ul style="list-style-type: none"> Average fleet age decreases from 14 years to 8 years bringing a better visual image of CyRide and more efficiencies to the system: less fuel, oil, and mechanical breakdowns Wheelchair accessibility improved from 70-100% Spare buses increases from 3 to 11 (5-20% goal) Improved efficiencies of additional ridership capacity and

<p>Fleet Needs cont...</p>	<p>eliminating second driver/bus due to 2 larger articulated buses</p> <ul style="list-style-type: none"> 24 large and 6 small buses are still past their useful life and need to be replaced throughout the next 4-year period <p>b. Heart of Iowa Regional Transit Agency (Replace/expand as needed). CyRide purchased a second minibus to operate Dial-A-Ride service in 2008 which is currently leased to HIRTA. HIRTA also received a small bus for the Ames-Iowa City service project in fall 2008 that operates twice a week through HIRTA's overall fleet.</p> <p>2. New and/or Used Bus Purchases - Accessible vehicles to expand new services or add additional trips to safely operate/meet growing demand for transit service.</p> <p>3. Surveillance Systems – Add/replace cameras to all CyRide buses to reduce liability and improve ability to assist City of Ames Police.</p>
Needs	Possible Strategies/Project
<p>Transportation Amenities</p> <ol style="list-style-type: none"> 1. Need to improve accessibility and lighting of bus stops/shelters. 2. Need for bike racks on buses to promote sustainability of community. 	<ol style="list-style-type: none"> 1. Identify/study passenger travel paths (sidewalk access) to/from bus stops from health facilities. (CyRide buses must travel main arterials via city policy.) 2. Bus Stop/Shelter improvements (solar shelters, benches, i-stops, ADA concrete pads, lighting) for major boarding locations. 3. Bike Racks on 100% of CyRide vehicles.
<p>Urban</p> <ol style="list-style-type: none"> 1. Maintain existing transit services and geographic coverage. 2. Need to geographic service coverage of transit in Ames to serve gap areas. 3. Need for increased frequencies of service on high-capacity corridors. 4. Need for additional hours of transportation to specific areas of Ames. 5. Specific need for third shift transportation (12am - 6am?) 6. Need for affordable <u>emergency</u> transportation for low-income K-12 (at-risk) students and seniors. 	<p>Urban Strategies/Projects</p> <ol style="list-style-type: none"> 1. RSVP Volunteer Transportation program managed by RSVP. Research possibility of providing background checks on drivers. 2. Continue existing JARC/New Freedom transit services OR more efficient alternative service. <ul style="list-style-type: none"> Continuation of Brown Route Frequency/Hours Expansion Continuation of Yellow Route Mid-day Expansion Continuation of Contracted Paratransit Service Continuation of Pink Route Service to E. 13th/Dayton 2. Study third shift transportation needs for Ames. (Transportation needed after 6pm and before 6am) 3. Alternative Analysis Study of Orange Route 4. New Transit Route Services: <ul style="list-style-type: none"> Aquatic Center on E. 13th Billy Sunday Road/Airport – Request from apartment complex. 7:30 am – 5:30pm (F = 40 min.) Blue Route Alignment Expansion to Target/Wal-Mart 5. Fare-free city-wide: 5 options (Large Scale, Weekends only, Weekends/nights only, Summer only, K-12, middle/high-school students only, “at-risk” K-12 students only) 6. Additional Frequencies/Trips on existing services. 7. Demand/On-Call Service for: <ul style="list-style-type: none"> Senior transportation after 2pm to/from health facilities Low-income students missing school buses from middle/high schools. Boys & Girls Club transportation from schools alternative - high costs for special service, gasoline & vehicle insurance. 8. AVL technologies - Improve route efficiencies by adding AVL technology, kiosks to the public, trip planner and automated scheduling software. Scheduling software was installed in FY2012. NEXTbus technology and signage to provide real-time information.

<u>Needs</u>	<u>Possible Strategies/Project</u>
<u>Regional</u>	<u>Regional Strategies/Projects</u>
<ol style="list-style-type: none"> 1. Need for additional/improved transportation outside the Ames community for medical transportation and other essential services. 2. Need for commuter transportation to/from outlying areas in Story County into Ames as well as I-35 corridor between Ames & Des Moines. 	<ol style="list-style-type: none"> 1. Transit service between Ames & Iowa City for medical purposes. Possibly coordinate with other interested partners for service continuation to also serve other central Iowa residents to Iowa City and expand ability of Ames residents to receive medical care into Des Moines. 2. Study I-35 corridor between Ames and Des Moines to account for daily commute patterns and possible transit need/solutions from bus rapid transit, regular bus service, to vanpool/carpool options. 3. Study transportation commuter needs into Ames from Story County communities. Possibly coordinate program with ISU transportation that offers employee incentives to carpool/vanpool city-wide. 4. Adult Day Service transportation for Story County residents 5. Additional hours for senior agency special events 6. Easier demand response re-scheduling of pickups/drop offs 7. Transportation service to/from Nevada 3 x's a day 8. Rural meal-site transportation (meals/activities) 9. Out of service hours transportation for agency special events

III - PROJECTS

The Human Service Council (HSC) members had opportunity to review the status of previously recommended projects, listed above, at their October 27, 2012 meeting of which was also dispersed via e-mail. An overview of the PTP requirement was shared for those new to HSC. A summary spreadsheet of previously recommended projects from the 2013 PTP was shared with the group and the status of whether they were on-going, pending or not started which can be viewed on the following pages. At that time, yellow highlighted projects were approved, on-going or would be implemented. Bold projects were partially funded for a portion of the full project. Pending projects were highlighted in grey. Projects in white were not approved for grant funding and therefore not implemented, not requested or delayed. Justification to the community for each project follows the table thereafter. Comments were requested from the group and received. The update was also shared via e-mail out to human/health service agencies representatives not able to attend the meeting. It should also be noted that specific impacts (ridership) have been illustrated on CyRide, HIRTA and RSVP Volunteer Transportation for the past three years within the [2014-2017 recommended projects' justification](#). The ridership/impacts will continue to be shared with the TCC group and Human Services Council for these transportation providers on an annual basis.

To summarize, Ames was extremely successful within the past year receiving funding to implement several transportation services and purchase buses. Major highlights include:

- Two CyRide articulated buses to be delivered by February 2013 (Clean Fuels)
- Six CyRide large buses to be ordered in Spring 2013 (State of Good Repair)
- CyRide #6B Brown Weeknights and Summer Continuation (JARC; last year of funding)
- CyRide #4A Gray Route Expansion mid-day to Jewell/Duff Continuation (JARC; last year of funding)
- CyRide #10 Pink Route Expansion to E. 13th/Dayton Continuation (JARC; last year of funding)
- CyRide Subcontracted ADA Dial-A-Ride Services Continuation
- CyRide NEXT BUS real-time prediction software implemented January 31, 2013
- CyRide Facility Expansion construction will begin April 2013 of the following: 1) Expansion bus storage for 11 more buses; 9 currently parked outside, 2) flood barrier enhancements to two feet above the 500-year floodplain, 3) Increase ceiling height to allow hybrids to operate throughout entire facility and lastly 4) Rehabilitation of wash/fuel bay
- Ames Intermodal Transportation Facility Opening – The facility accommodates the following modes of alternative transportation: Jefferson Lines, Burlington Trailways, Executive Express airport shuttle, bike lockers, bike/pedestrian path, public restrooms and 385 parking spaces that includes free parking for vanpools.

Status of Previously Recommended PTP Projects

Highlighted = Approved project; on-going or will be implemented

Highlighted = Application process pending or new direction indicated to resolve need

Normal text = Project denied or not recommended to request grant funding due to budgetary concerns

	Provider Name	Project Description	Need	Proposed Total Funding (List all anticipated federal/state sources)		Implementation
				Source	Amount (\$)	
Projects recommended as candidates for FTA or STA funding:						
1	CyRide	General Operations	Supports existing transit operations need for Ames community	5307	\$ 7,875,000	Increase fares in January 2012. Eliminated service on Memorial Day, July 4 th , Labor Day as well as last trip of #22 Gold Route. GSB approved up to \$X of additional extra trips (22 thus far) for ISU student ridership.
1	CyRide	General Operations		STA - F	\$ 533,022	
2	CyRide	Subcontracted ADA Dial-A-Ride Service	Service to ADA eligible clientele	5310	\$ 180,531	Continued.... Changed providers from HSS to HIRTA as of July 1, 2012. Working through issues.
3	CyRide	Brown Route Frequency/Hours Expansion	Access to Jobs & Education	JARC	\$ 66,000	Continued.... Brown North expansion of hours on weeknights and frequency on summer weekdays for Somerset area.
4	CyRide	Yellow Route Mid-day Expansion	Access to Jobs & Education	JARC	\$ 33,500	Continued.... Gray #4A Mid-day service (services DMACC and Kate Mitchell areas)
5	CyRide	E. 13th/Dayton Service – Operating service	Access to Jobs & Education/Medical and main destination for disabled community.	JARC, New Freedom	\$ 55,700	Continued....#10 Pink Route (Began August 2010)
6	CyRide	Gray Route Frequency/Hours Expansion	Additional service on S. 16 th to human service agencies/ high residential	New Freedom	\$33,800	Not requested due to budgetary concerns
7	CyRide	Blue Route Expansion (Target/Wal-Mart)	Re-routing of blue route to travel in front of Target/Wal-Mart	JARC	\$ 352,900	Not requested due to budgetary concerns
8	CyRide	Blue Route Frequency Expansion	Additional trips on Blue South	JARC	\$ 38,400	Not requested due to budgetary concerns
9	HIRTA	Ames to Iowa City Service	Medical transportation for specialized care outside of Ames	New Freedom ASSET	\$ 45,000	Continued.....HIRTA modified service (DSM Broadlawns/Iowa City). Iowa Care patients no longer going to Iowa City. Service began 1/20/09. Year 3 funding approved.

10	CyRide	Alternative Analysis Study - Orange Rt.	P	5339	\$ 200,000	Funding approved in grant; CyRide out to bid for planning consultants. Project begins in January 2013.
11	CyRide	I35 Ames-Des Moines Corridor Planning	P	STA - C	\$ 100,000	Not requested due to budgetary concerns. Des Moines MPO investigating ISU class performing study.
12	AAMP O	Planning	Planning Requirements	5303	\$ 45,000	On-going support of PTP efforts, federal planning documents and long-range planning.
13	CyRide	Transit Amenities	C	5310	\$ 50,000	On-going funding for bus stop improvements.
14	CyRide	Expand 60' Articulated Diesel Buses (4 vehicles, cameras)	C	5307, 5309, Clean Fuels	\$ 2,080,000	Need for articulated buses for overcrowding; requested Clean Fuels grant for 2 articulated buses in 6/2010; will receive buses 2/2012.
15	CyRide	Expand 40' HD Large Diesel Hybrid Buses (5 vehicles, cameras)	C	5307, 5309, 5316, 5317, TIGGER	\$ 2,040,000	Did not request
16	CyRide	Replace 40' HD Large Diesel Buses (32 vehicles, cameras)	C	5309, SGR	\$ 13,403,405	Grant Approved for 6 large 40' buses at \$2,031,840
17	CyRide	Replace 176" LD Small Buses (6 vehicles, diesel, urban, cameras)	C	5309, SGR	\$ 576,000	State FY2011 Grant Approved for \$176,000 for 2 LD Buses
18	CyRide	Boiler Replacement	C	5309	\$75,000	State grant approved; Project ongoing fall 2012!
19	CyRide	Vehicle Security System Cameras Rep.	C	5309	\$ 160,000	Grant submitted to State; Project not approved
20	CyRide	AVL technology, web planner, passenger counters	C	5309 TIGER ITS GSB	\$ 1,700,000	1. Grant request denied or not available. 2. GSB funded Nextbus system 100% for capital and 3 years operating. 3. Nextbus Implementation ongoing; available to public on 2/2013.
21	CyRide	Maintenance Facility Exp./ Rehab: expand storage for buses; rehab fuel/wash lane; flood protection barriers & ceiling extension	C	5309, PTIG, SGR	\$2,000,000	Funded via PTIG (2 grants) and 5309. Design approved by transit board. Construction Bid for spring 2013; begin construction 4/2013.
22	CyRide	Ames Intermodal Facility – Phase II	C	TIGER	\$12,500,000	Phase I completed. Facility opened 8/13/2012. Phase II – additional parking, CyRide shuttle denied under request #4 for TIGER funding, no

						other requests at this time.
23	CyRide	Facility Cameras/Proximity Card Access	C	5309	\$ 56,660	Not requested; delayed
24	CyRide	Electric Distribution Rehabilitation	C	5309	\$ 30,000	Not requested; delayed
25	CyRide	Fire Sprinkler System Upgrade	C	5309	\$ 250,000	Will be completed with Maintenance Facility project in 2013/2014.
26	CyRide	Storage area air handling replacement	C	5309	\$ 250,000	Not requested; delayed
27	CyRide	Re-roof Maintenance Facility	C	5309, PTIG	\$ 500,000	Not requested; delayed
28	CyRide	Ames Fare Free/Low-Income Fare Program	O	?	\$ 5,010,955	Implemented 2009 summer fare free for @ \$75,000 minus marketing funding. Various proposals for K-12 fare free discussed among community in 2012. UWSC approved \$2,500 in tickets for ALP students.
29	CyRide	Vanpool Program	C, O	ICAAP, 5309	\$ 430,000	Not requested at this time; awaiting study
30	CyRide	Resurface ISC Commuter parking	C	5309, SGR	\$ 1,000,000	Not requested at this time; discussed with ISU parking
31	RSVP	Central Iowa RSVP Volunteer Driver Program	C, O	UWSC, SCCL, ASSET	\$ 5,000	Began 1/2010 as demonstration project; on-going program.

Funding Source Codes: FTA Programs: **5307** = Urbanized Formula, **5309** = Capital Investment Grants, **5310** = Special Needs, **5311** = Non-Urbanized Formula, **JARC** = Job Access/Reverse Commute, **NF** = New Freedom, **5339** = Alternative Analysis Funding, **ICAAP** = Iowa's Clean Air Attainment Program/Congestion Mitigation Air Quality
 STA Programs: **STA - F** = State Transit Formula, **STA - S** = State Transit Special Projects, **PTIG** = Public Transit Infrastructure Grant
 HHS Programs: **HS** = Head Start, **OAA** = Older Americans Act, etc., **WTF** = Welfare to Work
 IaDHS Programs:

Note: for FTA/STA projects, projects for sub-providers to designated public transit systems must be grouped by designated transit system(s)

Project Type Codes: O = Operations, C = Capital, P = Planning

Funding Source Codes: FTA Programs: **5307** = Urbanized Formula, **5309** = Capital Investment Grants, **5310** = Special Needs, **5311** = Non-Urbanized Formula, **5316** = Job Access/Reverse Commute, **5317** = New Freedom, **5339** = Alternative Analysis Funding, **ICAAP** = Iowa's Clean Air Attainment Program
 STA Programs: **STA - F** = State Transit Formula, **STA - S** = State Transit Special Projects, **PTIG** = Public Transit Infrastructure Grant
 HHS Programs: **HS** = Head Start, **OAA** = Older Americans Act, etc., **WTF** = Welfare to Work
 IaDHS Programs: Depart. Of Homeland Security
 COA = City of Ames
 UWSC = United Way of Story County
 GSB = Government of the Student Body (Iowa State University Students)
 Story County Programs: **ASSET** = Analysis of Social Services Evaluation Team (COA, Story County, UWSC, GSB)

Priority Code: H (High), M (Medium), or L (Low)

PTP 2013-2016 Recommended Projects Justifications

The following justifications discuss the relevant funding for each of the identified SPRP projects.

1. **General Operations – CyRide (5307):** This funding supports the operations of CyRide's fixed-route that provides bus service throughout the Ames community. This formula funding allocation is allocated 100% to operations to make the grant process easier for CyRide as well as FTA. As a result, grants can be drawn quickly instead of remaining open for small capital projects identified in the transit organizations' capital improvement programs. This supports approximately 15% of CyRide's overall budget.

General Operations – CyRide (STA-F): This state formula funding further supports the operations of CyRide's fixed-route operations which provides service throughout the Ames community. This fund comes from a car sales tax which has declined due to the suffering economy.

The impact of CyRide's services are described in the table below in the amount of unlinked (one-way rides) ridership on CyRide. To avoid confusion, all of CyRide's services are included including all JARC services and Dial-A-Ride ADA Paratransit service. For 2010, CyRide had 106 rides per capita, more than any other small urban system in the nation according to a FTA STIC appropriations report. CyRide has increased ridership by 39% since FY2008 and is on track to serve its highest ridership yet with 5.8 million riders for FY2012.

http://www.fta.dot.gov/images/carousel_images/FTA_FY_2012_SMALL_TRANSIT_INTENSIVE_CITIES_PERFORMANCE_DATA_AND_APPORTIONMENTS.xlsx

	CyRide Fixed Route (ALL Services; including DAR/JARC)	
Annual Numbers	FY2010	FY2011
# Riders (unlinked)	5,377,155	5,447,289
# Elderly Rides	65,148	65,412
# Disabled Rides	48,511	38,923
# Revenue Hours	110,167	113,182
# Trips	n/a	n/a
# Revenue Miles	1,152,680	1,185,088
# Days Provided	362	362
Operating Costs	\$7,077,137	\$7,563,828
FTA (5307 & STA)	\$1,574,500	\$1,675,495
State	\$461,763	\$527,414

2. **Subcontracted Ames ADA Complimentary Services – Dial-A-Ride Services (5310):** This need was identified as a base need for the community for those individuals that cannot ride the fixed-route system and instead ride Dial-A-Ride services operated under subcontract currently to Heartland Senior Services. CyRide is mandated by the federal government as part of the American's With Disabilities Act (ADA), to provide complementary fixed-route service for person's with a disability. More demand will be warranted from the community in future years. FTA 5310 funds can be utilized by transit agencies to subcontract out their ADA service however; they cannot provide the service themselves and receive the funding.

	Dial-A-Ride (HIRT)	
	Provides door-to-door ADA service within	
Annual Numbers	FY2010	FY2011
# Riders (unlinked)	9,745	9,101
# Elderly Rides		
# Disabled Rides	9,745	9,101
# Revenue Hours	2,551	2,491
# Revenue Miles	30,498	31,118
# Days Provided/Yr.	362	362
Operating Costs	\$133,752	\$140,152
FTA	\$94,640	\$99,877
State	\$8,470	\$2,720

3. **Brown Route Service Frequency/Hours Expansion (5316):** Additional service was added to the Brown route for the summer during the day as well as fall/winter at night. The Stange area was an area that has dramatically increased as evidenced by high loads on CyRide's buses and requests for additional bus trips. This service provides customers' access to the North Grand Mall and also to ISU campus for employment and job training. This service originally began in 2008 and would be continued for 2013.

	Brown Summer - #6B	
	FY2010	FY2011
Annual Numbers	Provides trips between ISU campus and	
# Riders (unlinked)	15,648	15,504
# Elderly Rides	190	189
# Disabled Rides	113	112
# Revenue Hours	629	621
# Revenue Miles	10,379	8,541
# Days Provided/Yr.	74	74
Operating Costs	\$29,792	\$30,909
FTA	\$14,356	\$14,199
State	\$0	\$0

	#6B Brown Weeknights	
	FY2010	FY2011
Annual Numbers	Provides trips between ISU campus and	
# Riders (unlinked)	12,022	11,960
# Elderly Rides	146	146
# Disabled Rides	87	87
# Revenue Hours	655	658
# Revenue Miles	9,273	9,310
# Days Provided/Yr.	255	255
Operating Costs	\$31,398	\$33,118
FTA	\$15,286	\$16,035
State	0	\$0

4. **Yellow Route Mid-day Expansion (5316):** Additional service was requested for mid-day service to the Yellow Route to accommodate passengers that need rides between their home on the south side of Ames and ISU campus for employment and/or training purposes. This service originally began in 2008 and would be continued for 2013.

	#4A Gray Weekdays	
	Provides trips between ISU campus and	
Annual Numbers	FY2010	FY2011
# Riders (unlinked)	26,827	21,998
# Elderly Rides	326	268
# Disabled Rides	194	159
# Revenue Hours	303	361
# Revenue Miles	5,768	4,309
# Days Provided/Yr.	255	255
Operating Costs	\$16,663	\$17,083
FTA	\$7,628	\$6,874
State	\$0	\$0

5. **Service to Dayton Industrial Area, Dialysis, Agency Locations @ 13th/Dayton (5316/5317):** This project is identified as a gap for the Ames community within the 2010 gap analysis as well as identified as a top priority through the PTP process over the past several years. This service began in August 2010 and would be continued for 2013. The area has several industrial plants as well as medical businesses along this corridor. In addition, this area is planned that a new mall will commence construction when the economy recovers bringing additional jobs to the developed area. This project is identified to be funded either through JARC funding in getting individuals to work or through New Freedom funding in providing better service to medical facilities than the demand response trips that need to be coordinated a day in advance. Mainstream Living (human service agency) representatives have discussed that by providing fixed-route services to this area, a cheaper alternative can be provided since Heartland Senior Service currently provides many trips for individuals to this area of town. Therefore, the trip can be provided at half the cost via fixed route and also make customers obtain the service the day they need it instead of requesting the service a day in advance making individuals more independent.

	#10 Pink Route	
	Provides trips between Ames City Hall, via	
Annual Numbers	FY2010	FY2011
# Riders (unlinked)		2,019
# Elderly Rides		25
# Disabled Rides		15
# Revenue Hours		1,068
# Revenue Miles		4,309
# Days Provided/Yr.		255
Operating Costs		\$44,522
FTA		\$21,829
State		\$13,098

6. **Gray Route Frequency/Hours Expansion:** Several human service agencies relocated to the S. 16th/ High Street area (east of S. Duff) in 2011 including Richmond Center, Community and Family Resources (CFR), Mid-Iowa Community Action (MICA), MICA's Family Development and the MICA Dental Clinic. Currently the #4 Gray route that serves this area provides hourly service along the corridor. However, the route does not provide service for approximately 3 hours each weekday during the times these agencies are servicing their clients. These agencies serve low-income and disabled residents of the Ames area that rely upon CyRide as their means of transportation to access these essential services. Passengers that take the Yellow Route to this area are burdened with walking 3-4 blocks and crossing four lanes of traffic (Duff

Avenue) which is a high safety concern. An additional 3 trips operating hourly service on Gray would provide safe and continuous hourly service during the weekday during the agencies' operating hours a block away from their front door. Additional frequencies could be added when demand is realized.

In addition, two major apartment complexes (The Grove and Laverne Apartments) were built along S. 16th Street with a third (Aspen Heights) to open in the fall 2013. The complexes will serve collectively over 1,300 residents. CyRide's board did not believe that adding additional buses to the Gray route could be accomplished at CyRide's costs at this time due to the \$250,000 deficit and impending cuts for 2014. Therefore, staff prepared two transportation options for the Grove's management team to consider. (CyRide staff became aware of the Laverne Apartments and Aspen Heights developments after these options were presented.) After their discussion, the Grove management decided **not** to contract for additional CyRide service for their residents and have indicated they will be directing their residents to walk, bike or drive to the commuter lot at the ISC and take the #23 Orange route. CyRide is expecting additional buses will be needed to handle this additional load on this particular route already serving 1.5 million passengers on an annual basis.

7. **Blue Route Expansion:** With the opening of Wal-Mart on S. Duff, CyRide's ridership has dramatically increased on this route and the bus stop at S. 4th/Duff experiences a significant increase in boardings. A route modification would extend services east of South Duff to Target, through Target's parking lot to South 3rd St. and then west across South Duff to Riverbirch apartments. The problematic bus stop at the intersection of South 3rd and Duff next to the torn down Sprint business, where numerous shopping carts get parked, could be resolved as Target and Wal-Mart patrons riding CyRide could board and alight the bus closer to these retail stores. This request is the most requested change in CyRide's routes but also a most expensive change for CyRide's board to fund at this time. This expansion would not only require an additional bus each day of the week between 9am and 9pm but also the streets may possibly need to be built up to accommodate the weight of CyRide buses. CyRide will continue to research whether the streets are CyRide strength and work with Target/Wal-Mart to see if the extension through their lots is possible within the next few years.
8. **Blue Route Frequency Expansion:** CyRide currently operates Blue route at 20 minute intervals every day of the week but Sunday where it operates every 40 minutes. Difficulties are occurring to where the driver is having trouble staying on time as the bus is in high demand on Sunday. This expansion would add two additional buses on Sunday to bring Blue route service to 20 minutes between 11am and 5pm between Schilleter Village and the Riverbirch end point on the south side near Wal-Mart. This doubles the opportunities for individuals to take the bus to ISU and to a high commercial area.
9. **Ames to Iowa City Service (5317, ASSET):** This project was a high priority project developed from the 2009 PTP committee. Funds identified with this project include New Freedom and STA Coordination funding. The project would transport disabled clientele from Ames to Iowa City and have a human service partnership in providing the local match. There is a need to transport low-income clientele to/from Iowa City for their essential medical trips. The first two years of the pilot project had six funding sources. This year, the service is recommended to be locally funded by 50% through ASSET which consists of Story County, City of Ames, United Way of Story County, Government of the Student Body and the Department of Human Services. Heartland Senior Services also began coordinating the service with other HIRTA providers and now picks up clients in Grinnell taking them to Iowa City. The round-trip cost to the passengers also increased from \$10 to \$25. In 2011, options opened up to allow low-income patients to be seen at Broadlawns Hospital in Des Moines as opposed to Iowa City. This change of medical provider for this group of individuals may change the need for transit to Iowa City in the near future. Therefore, the need may shift for transportation to Des Moines as a result.
10. **Alternative Analysis Study – Orange Route (5339):** This funding was directly earmarked to CyRide to participate in an Alternative Analysis Study of CyRide's Orange Route and possible conversion to a Bus Rapid Transit. CyRide staff had numerous public input meetings regarding this funding and whether to continue with the study process. Comments were requested from the entire community and compiled into

a summary form for CyRide's Board of Trustees. The end result was that CyRide should continue in looking at solutions to resolve transportation issues on this corridor through the AA funding study to possibly incorporate a BRT in Ames.

11. I-35 Ames-Des Moines Corridor Planning (STA-S): This project has been identified as a need through public meetings in both the Ames, Ankeny and Des Moines communities. Commuter travel along the I35 corridor is increasing each year as a result. A study committee has been formed in recognition of this and recommended a corridor study to validate any viable transit options such as rail, bus rapid transit, vanpool, etc. CyRide or City of Ames staff will continue to participate within these regional discussions.
12. Planning – AAMPO (5303): This funding supports the ability for CyRide staff to work on transit planning issues involving required state and/or federal planning that is mandated by the U.S. Department of Transportation, Federal Transit Administration or the Iowa DOT. Much of the planning involves work with the Passenger Transportation Plan, Transportation Improvement Plan, Long Range Transportation Plan and other major transit planning efforts.
13. Transit Amenities (5310): Special funding can provide transit systems funding to build passenger shelters for the community. Improving CyRide's image is of importance to CyRide staff and to their Board of Trustees. Shelters have been prioritized within a bus stop plan for the community and funded from 5310 funds in the next few years as long as funding is available to improve accessibility. In addition, signage for real-time bus information could be incorporated into CyRide's system if NextBus or similar technology is implemented through funding from ISU's Government of Student Body. Other funding could be realized through New Freedom or through CyRide's local budget.
14. Expand 4 – 60' Articulated Diesel Buses: Certain routes throughout Ames have been saturated with buses to meet ridership demand. As such, campus becomes inundated with continual bus traffic that impedes safety throughout campus. Articulated buses carry vastly more than the standard large diesel bus and can operate more efficiently in possibly reducing the buses/drivers required to meet demand. Some routes have buses leaving every 3 minutes from a stop with up to 5 buses leaving a time point at one time. Red and Orange routes both carry over one million passengers and would benefit from the implementation of articulated buses along the route. A consultant has identified that 6 buses could be implemented onto these two routes. CyRide staff borrowed an articulated bus to determine turning radius and capacity to enter/exit the garage storage. Both could be accommodated and the turning seemed to perform better and more easily than a 40' diesel bus. CyRide received funding in 2010 to purchase 2 articulated buses but still has a need for an additional 4 throughout the system.
15. Expand 40' HD Large Diesel and/or Hybrid buses (camera): Since 2006, CyRide has been increasing its peak pull out for buses by 3 vehicles each year or 12 buses. Buses that have been replaced were retained to accomplish this feat and CyRide's spare ratio suffered as a result leaving only 3 spare buses throughout 2009. This low spare ratio diminished CyRide's ability to serve the community when buses broke down or were in an accident leaving no little room for those situations. The Federal Transit Administration recommends having a 20% spare ratio and CyRide was left with 3-5%. Since CyRide grew by 12 additional peak vehicles to meet ridership demand between 2006 and 2010, staff recommends expanding the fleet with new buses if possible as opposed to utilizing spares to expand the fleet if possible. These buses could be diesel or hybrid depending on the availability of funding. Hybrid buses are a priority for the community as "going green" is a goal for the city and university.
16. Replace 40' HD Large Diesel Buses (cameras): In 2009, CyRide had the 14th oldest fleet in the nation according to the National Transit Database. While CyRide has been successful in cutting its bus fleet age in half with a recent purchase of buses and our next order coming by 2012, continual replacement of old buses is always needed to keep operational costs of maintaining buses to a minimum. Buses take approximately 18 months to 2 years to obtain from the date ordered until delivery. Currently twenty-three (23) buses are past their useful life and need to be replaced even after the 2012 order has been received. Available funding is dependent on the State of Iowa's success in obtaining earmark funding through the

state each year or through the success of CyRide in national competitive grant opportunities that become available. Bus replacement is not only important to the overall image of CyRide but to keep maintenance costs as a minimum.

17. **Replacement of Light-duty LD buses (5309):** Again, this would allow CyRide to obtain earmark funding through the state each year or be eligible for funding through national competitive grant opportunities. These vehicles are past their useful life and need to be replaced. Available funding is dependent on the State of Iowa or CyRide's success in obtaining this additional funding each year.
18. **Boiler Replacement (5309):** CyRide's boilers are currently 29 years old as they were purchased when the building was originally constructed in 1983. CyRide has the boilers inspected annually by a contractor in which they've indicated they are in poor condition. To achieve a state of good repair the boilers need to be replaced before they fail.
19. **Vehicle Surveillance Systems (5309):** CyRide received 27 camera systems in 2004 of which the 20 remaining are in need of replacement. Those cameras systems are no longer manufactured or have available parts for replacement and are therefore obsolete. As the cameras break down, CyRide must transition to a newer system. CyRide utilizes these security systems daily when events transpire, validation of complaints, or to aid the Ames police. CyRide requests funding for a total of 20 security systems to replace this obsolete system and equip 100% of its revenue fleet with modernized surveillance systems.
20. **AVL technology, web planner, passenger counters (5309):** CyRide participated in an urban needs study for AVL technology in 2006 headed by the IDOT. Rural systems acquired and received AVL technology through this method a few years prior. Within this plan, CyRide had needs to incorporate AVL into their system, a web planner passenger kiosks and automatic passenger counters to speed up the boarding process.
21. **Maintenance Facility Expansion:** CyRide requested and received earmark funding for a maintenance facility expansion through the transportation bill reauthorization called SAFETEA-LU. Congress has yet to reauthorize this bill for 2010 and beyond. CyRide currently has 80 large buses with parking for only 60. No additional vehicles can be parked within the facility and CyRide is still growing with an unprecedented ridership of 5.8 million for FY2012. CyRide's 2010 study, completed by URS Corporation, revealed that a majority of the storage needs could be accomplished on-site into 2030 but not all the maintenance or operations staff expansion needs. A previous study identified an off-site location on State Street as a possible future location to fulfill all expansion needs. Both opportunities may continue to be explored however, in the meantime CyRide will proceed with minimal bus storage expansion on-site, flood barrier protection enhancement, rehabilitation of the wash bay area and ceiling modifications to fit hybrid buses throughout the entire storage area which will bring the existing facility to a state of good repair and allow current bus storage needs to be accomplished.
22. **Ames Intermodal Facility (5309):** An Intermodal Facility will finalize phase one construction in June 2012 in the campustown area next to Iowa State University. The facility will include metered/permit parking for approximately 385 individuals, transportation connections to regional carriers (Jefferson Lines, Burlington Trailways, Executive Express, Heartland Senior Services), vanpool/carpool parking, bike trail, and public restrooms/shower facilities. However, the initial vision will not be fully realized and the project has been scaled back relative to the level of funding available. Approximately 385 parking spaces, bike path through the arboretum and a CyRide shuttle will not be part of the project due to the limited funding. Additional parking is needed to allow enough additional revenues to support a CyRide route linking the community with this facility as well as fulfill the need for parking to support economic growth in the campustown area as originally envisioned. Additional TIGER funding through future grant applications could be achieved in the future to fully meet this vision.
23. **Facility Camera/Proximity Card Access (5309):** CyRide has obtained a camera system for the 2008 administrative portion of the facility. This additional funding would secure the remaining portion of the

building from unauthorized access. Since this is a security issue, 5309 funding could be utilized to purchase this equipment. However, CyRide would need to realize this project within its local budget if not approved through the state's discretionary process.

24. Electric Distribution Rehabilitation (5309): CyRide's current electric distribution needs to be rehabilitated for the building as certain circuits on the original facility are overloaded creating a fire hazard. FM Global recommends CyRide reviewing the circuits and redistributing accordingly to protect the building investment.
25. Fire Sprinkler System Upgrade (5309): Recommendations to improve the sprinkler system have been made from FM Global to CyRide. Indications are that the system currently would not produce enough water force to put out a fire in the event one occurred. Fire protection is a critical element for CyRide due to the investment of buses and vertical infrastructure on the site.
26. Storage area air handling replacement (5309): CyRide replaced the air handling within its shop area in 2010. Recommendations from a consultant also determined that the air within the facility storage area needs attention to allow cleaner air to recommended levels for all employees.
27. Re-roof Maintenance Facility (5309, PTIG): In 2014, CyRide's roof will be past its useful life at 31 years of age. Repairs have been made haphazardly throughout the years as staff inspects the roof bi-annually each spring and fall. The flat membrane roof shows signs of deteriorating with cracks, punctures, blisters and water ponding up. The roof now is at the point there replacement is necessary to protect federally funded equipment inside and retain a state of good repair to the facility.
28. Ames Transit System-Wide Fare Free/Low-Income Fare Program (COA, UWSC, ASSET, STA): In the fall 2008, CyRide underwent a public input process where several recommendations were made from the community as well as by the Ames City Council through the budgetary process for free fares on CyRide's public transit system. The Ames City Council questioned CyRide's staff as to what would it take to further the Mayor's Climate Protection Agreement by going fare free city-wide. Iowa State University students already ride CyRide for free with each student contributing to CyRide via their student fees each semester. The student then just shows their ISU student identification card in order to ride free. This project would provide free rides to the remaining portion of the community (non-ISU students) estimated at 1 million additional riders each year. The project would also provide CyRide the opportunity to purchase 5 Hybrid vehicles to increase its fleet and meet this anticipated demand throughout the community. This fare free concept was discussed with the PTP committee at the Human Services' Council meeting in March 2008 and was overwhelmingly received. Providing emergency gas vouchers and bus tickets was the committees' first goal of which would not be needed for bus tickets if CyRide went fare free. Emergency rides to low-income residents were another need for the community. CyRide experimented with Summer Fare Free in 2009 and increased service by 26% that year through approved funding from the Ames City Council. Fare free was widely accepted and the impacts of this experiment have continued with CyRide achieving record breaking ridership since 2009 with CyRide an anticipated ridership of 5.8 million for FY2012. Options presented to CyRide's board to continue fare free in the future included: 1) Ames Fare Free (everyone); 2) Nights/Weekends Fare Free; 3) K-12 Students Fare Free or 4) Summer Fare Free.

In April 2011, [A Mid-Iowa Organizing Strategy \(AMOS\)](http://amosiowa.org/) (<http://amosiowa.org/>) shared results with the community on issues concerning youth who are at-risk within the Ames Community School District (ACSD) based on numerous meetings throughout the community. Within this results sharing meeting, AMOS identified 385 students who were "at-risk" of failing academically, socially, emotionally or vocationally from ACSC data. Two top priorities were identified as goals for AMOS from this session. 1) Develop the online Story County Resource Guide and 2) Assure increased access to transportation for students who are at risk in Ames by 2013. The online guide has been funded, developed and launched although needs tweaked in regards to how transportation is presented within the site. Much discussion to attain this second goal for free transportation for students has transpired since that time. AMOS's proposal (see appendix) was to provide free transportation for all middle and high school students within the Ames

community (partial fare free option #3). AMOS has met with many vested interest groups to request funding to support this need. CyRide identified that \$30,000 would address the lost fare revenue if K-12 students were fare free within the Ames community. Additionally CyRide expressed that additional supervision would be needed as discovered from the 2009 Summer Fare Free program with many K-12 students riding the system. Furthermore; if free fares for students were approved at some point in the future, CyRide suggests funding for all K-12 students to avoid age determination conflicts on the bus between CyRide drivers and students.

In January 2012, representatives from United Way of Story County, Ames Schools, CyRide and the City of Ames met to discuss the true “need” by the school district to get “at risk” students to and from school. The discussion was that all K-12 students in the district did not need free transportation, but “at-risk” students may at times. The Alternative Learning Program Director identified approximately 65 at-risk students (reducing the initial 385 students) that would benefit from free transportation on an occasional basis. He confirmed that these students would not need the transportation on a daily basis. ASSET and United Way representatives commented that their limited funding sources may be a resource to help transport these “at-risk” students but wanted to ensure that their funding was directed to those most at need and not every K-12 student. Future opportunities to address this smaller focused need seem to be a place to start according to the ALP Director to get these at-risk students to school to be educated. In response, AMOS indicated they would continue to search for available funding middle and high-school students to ride free on CyRide’s services as the focus to just to/from school does not address the need for before/after school activities.

29. Vanpool Program – (CMAQ/ICAAP): Currently there isn’t a coordinated vanpool program for the City of Ames. However, this was identified as a need for the community within CyRide public meetings as well as through the PTP committee process. There is a small vanpool program of 5 vehicles operated by ISU’s transportation department. The thought is that this program could be expanded to the entire Ames community for the future. A community program would be eligible for funding through the ICAAP state program to reduce emissions from those commuting into the Ames area. This project would fund the operation, staff and purchase of 10 vans for commuting purposes. This project would not likely occur if federal funding was not found from the ICAAP source.
30. Resurface ISC Commuter parking (5309): CyRide operates its #23 Orange Route out of the Iowa State Center parking lot which generates more than 10,000 rides each day or over 1.5 million rides each year. This parking lot needs to be resurfaced and it’s anticipated that transit commuters contribute to the daily wear and tear of the lot.
31. Central Iowa RSVP’s Volunteer Driver Program (UWSC, ASSET, Story County, COA): With a special grant from United Way of Story County, and support from the Story County Community Foundation, Central Iowa RSVP (Retired and Senior Volunteer Program) began managing a Volunteer Driver Transportation Program January 1, 2010. Currently, the program is funded by UWSC, Story County and the City of Ames. The service trips are provided exclusively by volunteer drivers driving their personal vehicles. Clients needing transportation pay \$3 - \$12 depending on the round trip miles of the trip. Any trip outside the county is \$0.39 per mile. RSVP is supplementing existing transportation services provided in Story County (i.e. Heartland Senior Services Public Transit) by providing the recruitment, management, and scheduling of volunteers giving rides to Story County residents. Priority is given to those residents needing rides to in-county medical appointments (doctor appointments, therapy and treatment sessions, picking up medication, etc.), but other trips are provided as needed. The service is offered Monday through Friday between 8:00 am and 4:30 pm.

	CY2010	CY2011
Round Trip Rides	213	386
Volunteer Drivers	29	40
Transportation Clients Taking Trips	38	70
# Transportation Clients Registered	40	104

IV –RECENT DEVELOPMENTS

Recent developments since the last Passenger Transportation Plan have occurred and are noteworthy to report as they may impact/change the transportation needs for the community and ability to fund future transportation projects.

1) NEXT BUS Technology – On January 31, 2013, CyRide launched its new real-time prediction technology that will inform passengers when their next bus will arrive at their bus stop. Iowa State University's Government of the Student Body has funded the technology 100% for the next three-year period as well as the capital improvements. This new technology is based upon Global Positioning Satellite and cellular technology where buses communicate directly with a server and databases. Information uploaded includes the bus' current location and its rate of progression through its route. Based on historical averages, day of the week and time of day, the databases make an algorithmic calculation that provides arrival predictions to a customer through their telephone, smartphone or computer.



The most visible change to the public will be the addition of a second bus stop sign located directly below the current CyRide bus stop sign. Installation of these new signs at each bus stop location will occur beginning Wednesday, January 30, 2013 by route, with the busiest routes installed first. The signs will provide customers with the necessary information to access the NEXT BUS system. Each stop will have its own unique identification number, a local telephone number, a text message number and a QR code.

In addition, large LED digital signage will be installed on Iowa State University campus at major transfer locations providing bus arrival information for passengers waiting at these bus stop locations. These four locations are: Student Services, Friley Hall, Kildee Hall and Bessey Hall.

The benefits of this technology are two-fold. The benefits to the customer are in knowing more precisely where the bus is located and when it is expected to arrive at a bus stop. This can help passengers effectively plan their transportation in a way that is convenient for them, especially in inclement weather. Also, advanced features of the technology allow a customer to set alerts so that they can be notified when the bus is near their bus stop. In addition, CyRide will be able to manage the transit system as efficiently as possible. CyRide's dispatchers will now have the capability to scan a live map that automatically alerts them to any system abnormalities such as late buses or buses deviating from their route. Historical reports can also be developed to aid in route planning or to answer a customer's question about a bus trip.

2) Dial-A-Ride Services – Dial-A-Ride is CyRide's complementary ADA service for persons with a disability within the Ames community. Specifically, Dial-A-Ride is a door-to-door service serving eligible passengers as defined by ADA regulations. CyRide ended its contract with Heartland Senior Services (HSS) for this service on June 30, 2012. At the same time, HIRTA decided to terminate their contract with HSS to operate transportation services throughout Story County and operate it themselves. After much discussion and coordination in the past year, HIRTA is now also the direct transportation provider for CyRide's Dial-A-Ride ADA service.

3) Central Iowa RSVP's Volunteer Driver Transportation Program – January 2013 marks the start of the fourth year for RSVP to manage its Volunteer Driver Transportation program to Story County residents. RSVP recruits, trains and schedules all volunteer drivers as well as processed and prioritized requests for the service, making medical trips, affordable rates, and safety a priority. Priority is given to those residents needing rides to in-county medical appointments (doctor appointments, therapy and treatment sessions, picking up medication, etc.), but other trips are provided as needed. All clients fill out an application for transportation services in which they need to meet the following criteria: 1) Be a resident of Story County, 2) Be ambulatory 3) Be willing to fill out a waiver of liability for RSVP to keep on file, 4) Be willing to comply with ridership policies and 5) Be

willing to pay for the service at the beginning of your trip. Volunteer drivers utilize their own vehicles with mileage reimbursement available to the volunteers. RSVP welcomes referrals from any agency whose clients may need to access this service. In 2012, RSVP started providing transportation for pregnant women to Broadlawns Hospital in Des Moines for their pre-natal appointments. Approved clients can access transportation Monday through Friday 8:00am to 4:30pm. The cost for this service depends on the round trip miles of the trip at \$0.39 per mile. Any trip outside the county is \$0.39 per mile. Currently, the program is funded by UWSC, Story County and the City of Ames. Below are some highlights of how the program has grown which has virtually doubled in the last calendar year achieving basically all of CY2011's ridership between July-December 2012.

	CY2010	CY2011	CY2012
Round Trip Rides	213	386	344 (July – Dec. 2012)
Volunteer Drivers	29	40	41
# Clients Taking Trips	38	70	89
# Transportation Clients Registered	40	104	160

4) Transportation Issues for Regionalized Domestic Violence and Sexual Assault Programs – In November 2012, human service providers and the Ames Police Chief shared at a Story County Quality of Life Alliance meeting that the State of Iowa is regionalizing how domestic violence, sexual assault and shelter services are funded in 2013. In 2013, the state will likely be split into six regions. They shared a plan illustrating Story County would be one of 21 counties within their large region stretching from Story County on the south, Minnesota to the north, Webster County to the west and Butler County to the east. The regionalization will provide funding to each of the six regions for only 1-2 programs for each of the following services: 1) Domestic violence 2) Sexual assault 3) Shelter. [Assault Care Center Extending Shelter and Support](http://www.assaultcarecenter.org/) (ACCESS; <http://www.assaultcarecenter.org/>) representatives shared that their programs currently serve only three counties. ACCESS shared that it desires to be the regional provider for the entire region. Agencies providing these programs must prepare bids to provide the service for their region. Therefore, funds will be awarded through a competitive bidding process.

The Ames Police Chief is concerned as officers are the first responders to domestic violence and sexual assault cases within Ames. If ACCESS in Story County isn't the provider for these services, it will be more difficult for the Ames Police to provide assistance to survivors. The other concern is that individuals may not seek assistance as help will be several counties away. Additionally transportation would be difficult as counselors previously provided emergency transportation for these survivors. A trip to pick up a survivor in 2013 may be clear to the Minnesota border. Regional transit agencies throughout Iowa should be aware of this change and how it may impact them in requests for emergency transportation. The transportation for these individuals, if provided via transit, would also cross the [16 Iowa transit agencies service areas](http://www.iowadot.gov/transit/pdf/iowatransitsystem_map.pdf) (http://www.iowadot.gov/transit/pdf/iowatransitsystem_map.pdf) boundaries.

5) Intermodal Facility Update – CyRide opened the [Ames Intermodal Facility](https://aif-parking.sws.iastate.edu/) (<https://aif-parking.sws.iastate.edu/>) on June 9, 2012 with a ribbon cutting ceremony. This facility serves as the regional transportation focal point to connect the following transportation modes including: intercity transportation (Jefferson Lines, Burlington Trailways), public transit (Heart of Iowa Regional Transit Agency), airport shuttle (Executive Express), carpooling, vanpooling, taxi, bicycling, walking and parking (385 spaces). The Ames Intermodal Facility now provides a permanent home for intercity transportation providers (moved four times since 2006) to drop off patrons in a safe location within the Ames community. Executive Express stores, washes and operates their vehicles from the facility. All three transportation services began operating from the facility on July 1, 2012.

The facility also promotes the redevelopment of the campustown area through convenient nearby parking for campustown patrons as well as public restrooms. These restrooms are housed with shower facilities for those wishing to commute via bicycle into the community. CyRide was also able to construct a bike path through the

ISU arboretum linking central campus to west Ames. Phase I of the facility was funded through the following federal/state resources: TIGER I (\$8.643 million via the 2009 Recovery Act), Public Transit Investment Grant (\$880,000) and a state intercity grant (\$300,000).

Elements that remain lacking within this redeveloped facility that remain eligible for TIGER federal funding include an additional 250 parking spaces to fully support campustown development and a CyRide shuttle operating through the facility connecting individuals throughout the Ames community. CyRide is the last element to make the facility truly multi-modal. Revenues from the additional parking would support the operation of a CyRide shuttle. As these additional elements are still vital to the project partners, an additional grant request was made for additional Transportation Investments Generating Economic Recovery (TIGER IV) funding (\$10 million) which was subsequently denied for Phase II of the project. Local match is a requirement for TIGER projects of at least 20% which is what CyRide's local partners submitted in their latest submissions. Projects funded under the third and fourth TIGER announcements supported their projects on average by 69-47% (urban vs. rural) of the total project cost. Intermodal projects were supported locally by an average of 61%. In addition to the local match requirement, if the Intermodal Transportation Facility project were to be funded in the future, the local partners would need to pay back the cost of the surface parking (93 spaces) constructed under TIGER I funding (2009 Recovery Act – aka stimulus funding) to build the second parking deck in its place as planned in phase II. The project will be identified as a continued need in this PTP until project partners determine it's no longer a need.

6) MAP-21 Transit Bill Reauthorization – Federal funding for transportation programs is authorized on a multi-year basis in Congressional bills, then signed into law by the president. The previous transportation law, called SAFETEA-LU, was a five-year authorization bill that expired on September 30, 2009. Since that time, Congress has approved twelve Continuing Resolutions to extend this legislation. On July 6, 2012, the President signed into law a new transportation law called, "Moving Ahead for Progress in the 21st Century" (MAP-21), which is an 18-month law that expires on October 1, 2014. This new law provides transit agencies with its "authorized" level of federal operating and capital funding for the next two years. Congress then "appropriates" funds annually each year.

In last year's recent developments of the PTP, it was discussed how nationally competitive grants seemed to be the future in how transit agencies could acquire capital funding as opposed to a direct earmark from their senator or congressman. With MAP-21, national competitive discretionary grants are no longer available and much of the funding is now formulized. The transportation funding distributed under MAP-21 was primarily to transit agencies with rail transportation, with the remainder primarily going to agencies serving large populations. All discretionary funding for small urban transit agencies that have a population between 50,000-200,000 will be distributed by the Iowa DOT. Specifically, instead of CyRide receiving the \$2 million on average annually, they will now receive \$0, unless their buses rank well within the Iowa DOT's Public Transit Management System (PTMS) process. This PTMS process distributes funding to the oldest and highest mileage vehicles throughout the State of Iowa. Rural transit agencies will receive discretionary funding allocated directly to the Iowa DOT of approximately \$1.7 million. Previously, Iowa tried to attain \$7-\$13 million in discretionary funding for bus replacement for both urban and rural transit systems.

Specifically, two discretionary programs that could fund bus replacement that were eliminated were TIGGER and Clean Fuels. CyRide previously received funding for hybrid upgrades through the TIGGER program and for articulated buses under the Clean Fuels program. State of Good Repair funding that funded several years of buses for CyRide as well as the Iowa DOT to distribute to transit agencies is now only available to transit agencies with rail modes of transportation. Rail does not exist currently for Iowa. The only discretionary program that remains intact is TIGER which funded the Ames Intermodal Facility.

Iowa transit agencies did communicate this problem for capital funding to the Iowa DOT Commission requesting they allocate Iowa's Clean Air and Attainment Program (ICAAP) funding for bus replacement. The Iowa Commission agreed to fund \$3 million of ICAAP funding for bus replacement to be dispersed through the Iowa DOT's PTMS process for the next year. This PTMS process funds buses throughout the state that are the oldest vehicles with the highest mileage. Transit agencies should work with their Senators and

Congressmen as MAP-21 is only a two-year bill. Again, typically transportation bills are five-years long. Therefore, possibilities exist to change how capital is funded in the near future.

As stated earlier, discretionary programs were either eliminated or have been turned into formula programs under MAP-21. While Job Access Reverse Commute (JARC) and New Freedom (NF) funding was eliminated, the projects can be rolled into a transit agencies' general operations funded through their annual formula appropriation. JARC and New Freedom funding generally provided funding for routes serving the low-income, elderly or disabled individuals. Specifically, CyRide received Job Access and Reverse Commute (JARC) funding to operate the #6 Brown (Summer & Weeknight), #4A Gray (Yellow mid-day) and #10 Pink routes. These JARC funds helped subsidize 50% of the total route costs which is funded through March 2014. CyRide's board approved to continue all CyRide's existing route services for FY2014, including these JARC routes, at their January 2013 meeting. The Small Transit Intensive Cities funding increased from 1% of federal transit funds to 1.5% of the funds, providing CyRide with another \$500,000 within their operating budget. Assuming continued funding levels, CyRide anticipates these routes would continue in FY2015 and into the future. CyRide typically reviews their operating budget in the fall of each year which includes the continuation and expansion of any and all CyRide routes. The AAMPO will continue to discuss and document any changes of CyRide's routes through the PTP process.

Lastly, under MAP-21 there are new planning program requirements for transit agencies to prepare Asset Management and Safety Plans.

7) Ames-Iowa City Medical Transportation Service – HIRTA, either directly or through their contracted provider, has operated service to University of Iowa's Hospitals and Clinics to the general public since January 20, 2009. The project was originally planned as a priority project through the PTP and was also defined as a priority through ASSET. With the help from six funding sources, the service originally operated two days a week. This changed when HIRTA began directly operating the service on July 1, 2012 to only one day a week. The reason for the change was due to Story County Iowa Care (<http://www.ime.state.ia.us/IowaCare/#search='IowaCare'>) patients now being seen at Broadlawns in Des Moines as opposed to University of Iowa Hospitals and Clinics in Iowa City which went into effect in October 2011. Although the service to UIHC was never intended to serve only Iowa Cares patients, there was more demand for transportation to Des Moines. It should also be noted that Primary Health Clinics on NE and SE 14th Street in Des Moines were a close second for medical transportation when initially implementing the Ames-Iowa City transportation.

Specifically, the service operates on demand (if requested within 24 hours before the trip) every Tuesday. The cost for passengers decreased back to only \$10 per round trip. (HIRTA's previous provider for Story County had raised the price to \$25 round trip in 2011.) Medical appointments can be scheduled between 9:00 am and 2:00 pm in Iowa City on these days. A bus leaves Ames City Hall at 6:30 am and returns at 3:00 pm or after appointments if they conclude earlier.

HIRTA receives approximately \$20,000 in New Freedom funding for the Ames-Iowa City service. Those costs will now need to be incorporated into HIRTA's overall 5311 budget for the service to continue beyond October 2013. The continuation of this service should be addressed within the Des Moines Area Metropolitan Planning Organization's PTP for CIRPTA as it's a rural service.

8) Story County's Resource Guide – Last year, an online resource guide was developed by a team of individuals to replace Mid-Iowa Community Action's (MICA's) paper version. This guide lists out locations for Story County residents to find information about the following categories: Food/Shelter, Disability, Health, Older Adults, Parent/Family, Youth, Education, Community, Substance Abuse, Domestic Violence, Veteran Assistance, Financial Assistance, and Give Back. Unfortunately, transportation was not a resource that was listed out separately on the home page. The guide is available at <http://www.storycountyresourceguide.org>.

This year, the United Way's Transportation Collaboration Committee (TCC) tried to contact the online resource guide team to add Transportation as a main category for navigation as well as add the new Story County Transportation Brochure as a resource to the guide. The TCC discovered that all of the original members of

the online resource guide development were no longer with their organizations and had left Story County. Therefore, there was no way to update the guide with this information. The guide was built on the premise that agencies would develop and update their portions of the guide as needed. This updating has not materialized, for various reasons, and the guide is now outdated and not as resourceful as the previous paper version.

In December 2012, an original member of the online resource guide development team returned to Story County and is now becoming involved in HSC and TCC. Our desire is that the TCC group can be vital to help keep the online resource guide current for a transportation resource and add our brochure and other contact information as necessary.

9) Story County Transportation Brochure – The United Way's Transportation Collaboration Committee (TCC) developed a brochure that markets all of the open to the public transportation available throughout the county. The brochure resulted after 658 surveys were taken from low-income clients in late 2011. The survey determined that clients that relied on public transportation did not express difficulty in getting to their essential appointments. Of the 20% (132) that indicated major difficulties in transportation, they were not necessarily aware of other transportation options. A half-sheet summary of available alternative transportation was provided to clients for this anticipated reason when the surveys were distributed. Another huge issue for transportation difficulties was the cost of fuel or mechanical problems for their vehicles.

It was determined by the TCC that a brochure was needed to fully market available transportation resources to not only low-income agency clients but to the general public as well. With the new Ames Intermodal Facility being the new connection point for regional travel, this brochure could also market these intercity services as well as the airport shuttle provider. The brochure can be downloaded at www.ridehirta.com/sct.pdf.

The TCC members plan to market the brochure to organizations in Story County and get call takers to ask the question, "Do you have transportation to your next appointment" as they schedule their next appointment. The brochure can be a resource for those that do not have transportation or for those that need options in case their ride falls through. The brochure will also be on display at the Ames Intermodal Facility, Memorial Union and the ISU Visitor's Center. Several organizations plan on putting the URL link on their website to market all of the transportation options available in Story County.



10) CyRide Shelters – In November 2012, CyRide installed the first of its newly designed shelter at Mortensen/Dickenson and received good reviews by our passengers. In addition to the new design image, the shelter incorporates solar lighting and will provide additional accessibility to patrons. Currently, CyRide only has lighting within a handful of shelters around the community. Passengers have complained as they wait for buses that they cannot see the schedule information displayed in the shelters and are utilizing their cell phones to light up the information. CyRide has approximately \$250,000 in federal funding appropriated for this project and plans to begin installing the shelters in 2013.



11) Articulated Buses – On February 28th, CyRide acquired a new longer fleet type to serve Ames passengers. Buses 660 and 661 are new NOVA 'bendy buses' that are longer than normal buses, 62 feet compared to 40 feet. The capacity of the buses are double of a normal bus, 120 passengers can fit sitting and standing, compared to 60 passengers on a regular bus. CyRide plans to have the buses officially out into the community after spring break, approximately March 25, 2013. Until then, CyRide will be working to get the buses ready by ensuring there are no warranty issues and installing required signage, radios and fareboxes. In addition, our drivers will be trained on how to drive these new larger buses as they will track a little differently around corners. The buses are planned to start out serving CyRide's busiest route – the #23 Orange route which carries 1.5 million passengers each year.



V – RECOMMENDED PROJECTS 2014-2017

The projects listed on the following page are recommended to begin securing grant funding within the next four years. All projects for which federal grant applications may be submitted must first be included in the AAMPO's PTP recommended program prior to inclusion into subsequent AAMPO programming documents, such as the Transportation Improvement Program (TIP) or Transportation Planning Work Program (TPWP). This process ensures a cooperative effort between human service agencies and transportation providers to focus on transportation services to achieve the best possible transportation service for the community focusing on the elderly, disabled and low-income populations. After inclusion in the TIP or TPWP, projects are then eligible to receive federal or state transit grant funding.

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Some recommended projects may not come to fruition due to programming changes or lack of local funding support but all recommended projects should be included in the PTP if consideration for federal/state funding is a possibility within the next five year period. The PTP committee, made up of transportation providers and human/health service agencies, provided consensus to forward these recommended projects and written justifications to the AAMPO for formal approval. The AAMPO must review and approve the projects and overall PTP plan for submittal to the Iowa Department of Transportation by May 1, 2013. (See table on the following page)

RECOMMENDED PROJECTS 2014-2017

Projects recommended as candidates for FTA or STA funding:

	Provider Name	Project Description	Type*	Total Estimated Cost	Estimated Fiscal Year	Recommended Funding Source(s)**	Priority
1	CyRide	General Operations	O	\$ 7,875,000	2014-2017	5307, CyRide	H
1	CyRide	General Operations	O	\$ 590,000	2014-2017	STA - F	H
2	CyRide	Subcontracted ADA Dial-A-Ride Service	O	\$ 237,500	2014-2017	5310	H
3	CyRide	I-35 Ames-Des Moines Corridor Planning	P	\$ 100,000	2015	STA - S	M
4	AAMPO	Planning	P	\$ 45,000	2014-2017	5303	H
5	CyRide	Transit Amenities (Shelters & Nextbus signage)	C	\$ 50,000	2014-2017	5310	M
6	CyRide	Expand 60' Articulated Diesel Buses (4 vehicles, cameras)	C	\$ 2,800,000	2015	5307, 5339 Clean Fuels	M
7	CyRide	Expand 40' HD Large Diesel and/or Hybrid Buses (4 vehicles, cameras)	C	\$ 1,763,840	2015-2016	5307, 5339, TIGGER	M
8	CyRide	Replace 40' HD Large Diesel Buses (24 vehicles, cameras)	C	\$ 14,384,289	2014-2017	5339	H
9	CyRide	Replace 176" LD Small Buses (7 vehicles, diesel, urban, cameras)	C	\$ 693,000	2014-2017	5339	H
10	CyRide	Vehicle Surveillance System Rep.	C	\$ 150,000	2014-2017	5339	H
11	CyRide	Nextbus signage/technology	C	\$ 100,000	2014-2017	5339, ICAAP STA	L
12	CyRide	Maintenance Facility Expansion/Rehab: expand storage for buses	C	\$ 3,400,000	2015-2016	5339, PTIG	H
13	CyRide	Ames Intermodal Facility	C	\$ 12,500,000	2014-2017	5339, TIGER	H
14	CyRide	Facility Cameras/Proximity Card Access	C	\$ 56,660	2015	5339	M
15	CyRide	Electric Distribution Rehabilitation	C	\$ 40,000	2015	5339	L
16	CyRide	Fire Sprinkler System Upgrade	C	\$ 250,000	2015	5339	L
17	CyRide	Storage area air handling replacment	C	\$ 250,000	2015	5339	L
18	CyRide	Maintenance Pit Drainage Restoration	C	\$ 250,000	2015	5339	H
19	CyRide	Re-roof Maintenance Facility	C	\$ 500,000	2015	5339, PTIG	M
20	CyRide	Ames Fare Free/Low-Income Fare Prog.	O	\$ 5,010,955	2015-2016	5307, STA-F, ASSET, UWSC	M
21	CyRide	Vanpool Program	C, O	\$ 450,000	2015-2016	ICAAP, 5339	M
22	CyRide	Resurface ISC Commuter parking	C	\$ 1,000,000	2015	5339	L
Projects recommended as candidates for human services or other funding:							
23	RSVP	Central Iowa RSVP Volunteer Driver Program	C, O	\$ 4,000	CY2014- CY2017	UWSC, ASSET, Story County, COA	H
21	CyRide	Ames Fare Free/Low-Income Fare Prog.	O	\$ 30,000	2014	UWSC, ASSET, STA, COA	M

(see code descriptions on following page)

Note: for FTA/STA projects, projects for sub-providers to designated public transit systems must be grouped by designated transit system(s)

Project Type Codes: O = Operations, C = Capital, P = Planning

Funding Source Codes: FTA Programs: **5307** = Urbanized Formula, **5339** = Capital Investment Grants, **5310** = Special Needs, **5311** = Non-Urbanized Formula, **5316** = ~~Job Access/Reverse Commute~~, **5317** = ~~New Freedom~~, **5339** = ~~Alternative Analysis Funding~~, **ICAAP** = Iowa's Clean Air Attainment Program

STA Programs: **STA – F** = State Transit Formula, **STA – S** = State Transit Special Projects, **PTIG** = Public Transit Infrastructure Grant

HHS Programs: **HS** = Head Start, **OAA** = Older Americans Act, etc., **WTF** = Welfare to Work

IaDHS Programs: Depart. Of Homeland Security

Funding in Story County: **ASSET** = Analysis of Social Services Evaluation Team, **COA** = City of Ames

UWSC = United Way of Story County

Priority Code: H (High), M (Medium), or L (Low)

PTP Justifications

The following justifications discuss the relevant funding for each of the identified SPRP projects.

1. General Operations – CyRide (5307): This funding supports the operations of CyRide's fixed-route that provides bus service throughout the Ames community. This formula funding allocation is allocated 100% to operations to make the grant process easier for CyRide as well as FTA. As a result, grants can be drawn quickly instead of remaining open for small capital projects identified in the transit organizations' capital improvement programs. This supports approximately 15% of CyRide's overall budget.

General Operations – CyRide (STA-F): This state formula funding further supports the operations of CyRide's fixed-route operations which provides service throughout the Ames community. This fund comes from a car sales tax which has declined due to the suffering economy.

The impact of CyRide's services are described in the table below in the amount of unlinked (one-way rides) ridership on CyRide. To avoid confusion, all of CyRide's services are included including all JARC services and Dial-A-Ride ADA Paratransit service. For 2010, CyRide had 106 rides per capita, more rides than any other small urban system in the nation according to a FTA STIC appropriations report! CyRide has increased ridership by 38% since FY2006 and served the most passengers ever in FY2012 with 5.75 million rides.

	CyRide Fixed Route (ALL Services; including DAR/JARC)		
Annual Numbers	FY2010	FY2011	FY2012
# Revenue Hours	110,167	113,182	113,025
# Revenue Miles	1,152,680	1,185,088	1,184,183
# Days Provided	362	362	359
# Riders (unlinked)	5,749,038	5,447,289	5,759,883
# Elderly Rides	65,148	65,412	69,825
# Disabled Rides	48,511	38,923	41,549
Operating Costs	\$7,077,137	\$7,563,828	\$7,877,589
FTA (5307 & STA)	\$1,574,500	\$1,675,495	\$1,732,711
State	\$461,763	\$527,414	\$613,684

2. Subcontracted Ames ADA Complimentary Services – Dial-A-Ride Services (5310): This need was identified as a base need for the community for those individuals that cannot ride the fixed-route system and instead ride Dial-A-Ride services operated under subcontract currently to Heart of Iowa Regional Transit Agency (HIRT). CyRide is mandated by the federal government as part of the American's With Disabilities Act (ADA), to provide complementary fixed-route service for person's with a disability. More demand will be warranted from the community in future years. FTA 5310 funds can be utilized by

transit agencies to subcontract out their ADA service however; they cannot provide the service themselves and receive the funding.

	Dial-A-Ride (HIRT)		
	Provides door-to-door ADA service within the Ames city limits.		
Annual Numbers	FY2010	FY2011	FY2012
# Revenue Hours	2,551	2,503	2,665
# Revenue Miles	30,498	31,122	33,975
# Days Provided/Yr.	362	362	359
# Riders (unlinked)	9,745	9,101	11,007
# Elderly Rides			
# Disabled Rides	9,745	9,101	11,007
Operating Costs	\$133,752	\$142,717	\$169,385
FTA	\$94,640	\$99,877	\$122,756
State	\$8,470	\$2,720	\$3,548

3. I-35 Ames-Des Moines Corridor Planning (STA-S): This project has been identified as a need through public meetings in both the Ames, Ankeny and Des Moines communities. Commuter travel along the I35 corridor is increasing each year as a result. A study committee has been formed in recognition of this and recommended a corridor study to validate any viable transit options such as rail, bus rapid transit, vanpool, etc. CyRide or City of Ames staff will continue to participate within these regional discussions.
4. Planning – AAMPO (5303): This funding supports the ability for CyRide staff to work on transit planning issues involving required state and/or federal planning that is mandated by the U.S. Department of Transportation, Federal Transit Administration or the Iowa DOT. Much of the planning involves work with the Passenger Transportation Plan, Transportation Improvement Plan, Long Range Transportation Plan and other major transit planning efforts.
5. Transit Amenities (5310): Special funding can provide transit systems funding to build passenger shelters for the community. Improving CyRide's image is of importance to CyRide staff and to their Board of Trustees. Shelters have been prioritized within a bus stop plan for the community and funded from 5310 funds in the next few years as long as funding is available to improve accessibility. In addition, signage for real-time bus information can be incorporated into CyRide's system when NextBus is implemented through funding from ISU's Government of Student Body. Other funding could be realized through CyRide's local budget.
6. Expand 4 – 60' Articulated Diesel Buses: Certain routes throughout Ames have been saturated with buses to meet ridership demand. As such, campus becomes inundated with continual bus traffic that impedes safety throughout campus. Articulated buses carry vastly more than the standard large diesel bus and can operate more efficiently in possibly reducing the buses/drivers required to meet demand. Some routes have buses leaving every 3 minutes from a stop with up to 5 buses leaving a time point at one time. Red and Orange routes both carry over one million passengers and would benefit from the implementation of articulated buses along the route. A consultant has identified that 6 buses could be implemented onto these two routes. CyRide staff borrowed an articulated bus to determine turning radius and capacity to enter/exit the garage storage. Both could be accommodated and the turning seemed to perform better and more easily than a 40' diesel bus. CyRide received funding in 2010 to purchase 2 articulated buses but still has a need for an additional 4 throughout the system.

7. Expand 40' HD Large Diesel and/or Hybrid buses (camera): Since 2006, CyRide has been increasing its peak pull out for buses by 3 vehicles each year. Buses that have been replaced were retained to accomplish this feat and CyRide's spare ratio suffered as a result leaving only 3 spare buses throughout 2009. This low spare ratio diminished CyRide's ability to serve the community when buses broke down or were in an accident leaving no little room for those situations. The Federal Transit Administration recommends having a 20% spare ratio and CyRide was left with 3-5%. In the future, CyRide will try to attain the recommended 20% spare ratio as the peak demands for buses increase within the community. These buses could be diesel or hybrid depending on the availability of funding. Hybrid buses are a priority for the community as "going green" is a goal for the city and university.
8. Replace 40' HD Large Diesel Buses (cameras): While CyRide has been successful in cutting its bus fleet age in half with a recent bus purchases, continual replacement of old buses is always needed to keep operational costs of maintaining buses to a minimum. Buses take approximately 18 months to 2 years to obtain from the date ordered until delivery. Currently twenty-four (24) buses are past their useful life and need to be replaced even after the next 2013 order has been received. Available funding is dependent on the State of Iowa's success in obtaining earmark funding through the state each year or through the success of CyRide in any national competitive grant opportunities that may become available. Please note that discretionary capital funding was dispersed via formula funds based on population under the current transportation bill (MAP-21). Bus replacement is not only important to the overall image of CyRide but to keep maintenance costs as a minimum.
9. Replacement of Light-duty LD buses (5339): Again, this would allow CyRide to obtain discretionary funding through the state each year or be eligible for funding through any future national competitive grant opportunities. These vehicles are past their useful life and need to be replaced. Available funding is dependent on the State of Iowa or CyRide's success in obtaining this additional funding each year.
10. Vehicle Surveillance Systems (5339): CyRide received 27 camera systems in 2004 of which the 20 remaining are in need of replacement. Those cameras systems are no longer manufactured or have available parts for replacement and are therefore obsolete. As the cameras break down, CyRide must transition to a newer system. CyRide utilizes these security systems daily when events transpire, validation of complaints, or to aid the Ames police. CyRide requests funding for a total of 20 security systems to replace this obsolete system and equip 100% of its revenue fleet with modernized surveillance systems.
11. Nextbus signage/technology (5339, ICAAP, STA): CyRide participated in an urban needs study for technology in 2006 headed by the IDOT. Rural systems acquired and received AVL technology through this method a few years prior. Within this plan, CyRide had needs to incorporate AVL into their system, a web planner passenger kiosks and automatic passenger counters to speed up the boarding process. CyRide recently implemented real-time technology through NEXTbus. Additional digital LED signs may be desired in a few other transfer points within the Ames community similar to the ones being deployed on ISU campus in the spring of 2013. These LED signs would display the next buses to arrive at that stop for all the routes serving that stop.
12. Maintenance Facility Expansion (5339, PTIG): CyRide requested and received earmark funding for a maintenance facility expansion through the transportation bill reauthorization called SAFETEA-LU. CyRide currently has 80 large buses with parking for only 60. No additional vehicles can be parked within the facility and CyRide is still growing with an unprecedented ridership of 5.75 million rides in FY2012. CyRide's 2010 study, completed by URS Corporation, revealed that a majority of the storage needs could be accomplished on-site into 2030 but not all the maintenance or operations staff expansion needs. A previous study identified an off-site location on State Street as a possible future location to fulfill all expansion needs. Both opportunities may continue to be explored however, in the meantime CyRide will proceed with minimal bus storage expansion on-site (storage for 11 more buses), flood barrier protection enhancement, rehabilitation of the wash bay area and ceiling modifications to fit hybrid buses throughout the entire storage area which will bring the existing facility to a state of good

repair and allow existing bus storage needs to be accomplished.

13. Ames Intermodal Facility (TIGER, 5339): An Intermodal Facility phase 1 construction was substantially completed in June 2012 in the campustown area next to Iowa State University. The facility includes metered/permit parking for approximately 385 individuals, transportation connections to regional carriers (Jefferson Lines, Burlington Trailways, Executive Express, Heart of Iowa Regional Transit Agency), bike path through the ISU arboretum, vanpool/carpool parking, bike trail, and public restrooms/shower facilities. However, the initial vision was not fully realized and the project was scaled back relative to the level of funding available. Approximately 350 parking spaces and a CyRide shuttle will not be part of the project due to the limited funding. Additional parking was needed to allow enough additional revenues to support a CyRide route linking the community with this facility as well as fulfill the need for parking to support economic growth in the campustown area as originally envisioned. Additional TIGER funding through future grant applications could be achieved in the future to fully meet this vision.
14. Facility Camera/Proximity Card Access (5339): CyRide obtained a camera system for the 2008 administrative portion of the facility. This additional funding would secure the remaining portion of the building from unauthorized access. Since this is a security issue, 5339 funding could be utilized to purchase this equipment. However, CyRide would need to realize this project within its local budget if not approved through the state's discretionary process.
15. Electric Distribution Rehabilitation (5339): CyRide's current electric distribution needs to be rehabilitated for the building as certain circuits on the original facility are overloaded creating a fire hazard. CyRide's previous insurance carrier recommended CyRide reviewing the circuits and redistributing accordingly to protect the building investment.
16. Fire Sprinkler System Upgrade (5339): Recommendations to improve the sprinkler system have been made from CyRide's previous insurance carrier. Indications are that the system currently would not produce enough water force to put out a fire in the event one occurred. Fire protection is a critical element for CyRide due to the investment of buses and vertical infrastructure on the site.
17. Storage area air handling replacement (5339): CyRide replaced the air handling within its shop area in 2010. Recommendations from a consultant also determined that the air within the facility storage area needs attention to allow cleaner air to recommended levels for all employees.
18. Maintenance Pit Drainage Restoration (5339, PTIG): CyRide's storage facility has several drainage pits throughout the original facility built in 1983 that allow buses to drip any debris, snow as well as bus fluids into the pit as opposed to puddle up on the storage floor. The floor pits are inspected biannual with contents being removed and wasted disposed in a manner that meets all applicable regulations. Again, those pits are original to the facility and are deteriorating around the edges along with the floor around the pits. Rehabilitation and restoration of these pits and flooring is needed in the near future.
19. Re-roof Maintenance Facility (5339, PTIG): In 2014, CyRide's roof will be past its useful life at 31 years of age. Repairs have been made haphazardly throughout the years as staff inspects the roof bi-annually each spring and fall. The flat membrane roof shows signs of deteriorating with cracks, punctures, blisters and water ponding up. The roof now is at the point there replacement is necessary to protect federally funded equipment inside and retain a state of good repair to the facility.
20. Ames Transit System-Wide Fare Free (COA, UWSC, ASSET, STA): In the fall 2008, CyRide underwent a public input process where several recommendations were made from the community as well as by the Ames City Council through the budgetary process for free fares on CyRide's public transit system. In response, the Ames City Council in particular questioned CyRide's staff as to what would it take to further the Mayor's Climate Protection Agreement by going fare free city-wide. Iowa State University students already ride CyRide for free as each student pays upfront by contributing to CyRide through their student fees each semester. The student then just shows their ISU student identification card in order to ride free. This project would provide free rides to the remaining portion of

the community (non-ISU students) estimated at 1 million additional riders each year. The project would also provide CyRide the opportunity to purchase buses to increase its fleet and meet this anticipated demand throughout the community. This fare free concept was discussed with the PTP committee at the Human Services' Council meeting in March 2008 and was overwhelmingly received. Providing emergency gas vouchers and bus tickets was the committees' first goal of which would not be needed for bus tickets if CyRide went fare free. Emergency rides to low-income residents were another need for the community.

CyRide experimented with Summer Fare Free in 2009 and service increased by 26% that year through approved funding from the Ames City Council. Fare free was widely accepted among the human service agencies indicating that it helped out their clients immensely that summer. The effects of this experiment have lasted with CyRide achieving record breaking ridership since 2009 with ridership of 5.75 million in FY2012. Options presented to CyRide's board to continue fare free in the future for the city's sustainability initiatives include: 1) Ames Fare Free (everyone); 2) Nights/Weekends Fare Free; 3) K-12 Students Fare Free or 4) Summer Fare Free.

In April 2011, [A Mid-Iowa Organizing Strategy \(AMOS\)](#) shared results with the community on issues concerning youth who are at-risk within the Ames Community School District (ACSD) based on numerous meetings throughout the community. Within this results sharing meeting, AMOS identified 385 students who were "at-risk" of failing academically, socially, emotionally or vocationally from ACSC data. Two top priorities were identified as goals for AMOS from this session. 1) Develop the online Story County Resource Guide and 2) Assure increased access to transportation for students who are at risk in Ames by 2013. The online guide has been funded, developed and launched although needs tweaked in regards to how transportation is presented within the site. Much discussion to attain this second goal for free transportation for students has transpired since that time. AMOS's proposal to CyRide by fall 2011 was to provide free transportation for all middle and high school students within the Ames community (partial fare free option #3 listed above in the above paragraph. AMOS has met with many vested interest groups to request funding to support this need. CyRide identified that \$30,000 would address the lost fare revenue if K-12 students were fare free within the Ames community. Additionally CyRide expressed that additional supervision would be needed as discovered from the 2009 Summer Fare Free program with many K-12 students riding the system. Furthermore; if free fares for students were approved at some point in the future, CyRide suggests funding for all K-12 students to avoid age determination conflicts on the buses.

In January 2012, the United Way of Story County, Ames Schools, CyRide and the City of Ames met to discuss the true "need" by the school district to get "at risk" students to and from school. The discussion was that all students in the district were not the need, but only "at-risk" students. The Alternative Learning Program Director reduced the previous 385 students and instead identified approximately 65 at-risk students that would benefit from free transportation on an occasional basis. He confirmed that these students would not need the transportation on a daily basis but would benefit from periodic free transportation in certain instances as deemed appropriate by the counselors working with these students at the schools. ASSET and United Way representatives commented that their limited funding sources may be a resource to help transport these "at-risk" students but wanted to ensure that their funding was directed to those most at need and not every K-12 student. Future opportunities to address this smaller focused need seem to be a place to start according to the ALP Director to get these at-risk students to school to be educated. In response, AMOS indicated they would continue to search for available funding middle and high-school students to ride free on CyRide's services as the focus to just to/from school does not address the need for before/after school activities. **The ALP Program was successful in attaining a grant from the United Way of Story County for \$2,500 in CyRide bus tickets to utilize within the 2012-2013 school year.**

21. Vanpool Program – (CMAQ/ICAAP): Currently there isn't a coordinated vanpool program for the City of Ames. However, this was identified as a need for the community within CyRide public meetings as well as through the PTP committee process. There is a small vanpool program of approximately 5 vehicles operated by ISU's transportation department. The thought is that this program could be expanded to the entire Ames community for the future. A community program would be eligible for funding through

the ICAAP state program to reduce emissions from those commuting into the Ames area. This project would fund the operation, staff and purchase of 10 vans for commuting purposes. This project would not likely occur if federal funding was not found from the ICAAP source.

22. Resurface ISC Commuter parking (5339): CyRide operates its #23 Orange Route out of the Iowa State Center parking lot which generates more than 10,000 rides each day or over 1.5 million rides each year. This parking lot needs to be resurfaced and it's anticipated that transit commuters contribute to the daily wear and tear of the lot.
23. Central Iowa RSVP's Volunteer Driver Program (UWSC, ASSET, Story County, COA): With a special grant from United Way of Story County, and support from the Story County Community Foundation, Central Iowa RSVP (Retired and Senior Volunteer Program) began managing a Volunteer Driver Transportation Program January 1, 2010. Currently, the program is funded by UWSC, Story County and the City of Ames. The service trips are provided exclusively by volunteer drivers driving their personal vehicles. Clients needing transportation pay \$3 - \$12 depending on the round trip miles of the trip. Any trip outside the county is \$0.39 per mile. RSVP is supplementing existing transportation services provided in Story County (i.e. Heart of Iowa Regional Transit Agency Public Transit) by providing the recruitment, management, and scheduling of volunteers giving rides to Story County residents. Priority is given to those residents needing rides to in-county medical appointments (doctor appointments, therapy and treatment sessions, picking up medication, etc.), but other trips are provided as needed. The service is offered Monday through Friday between 8:00 am and 4:30 pm.

	CY2010	CY2011	CY2012
Round Trip Rides	213	386	344 (July – Dec. 2012)
Volunteer Drivers	29	40	41
Transportation Clients Taking Trips	38	70	89
# Transportation Clients Registered	40	104	160

VI – CONCLUSION

The PTP coordination effort is an ongoing process throughout the year to define funding and further refine recommended projects originally identified within the 2010 plan. Efforts will continue to coordinate transportation services, identify needs and expand funding availability identified within the recommended projects. This effort includes identifying and encouraging additional federal/state/local funding resources yet to be approved or identified through future transit reauthorization bills. Involvement through Human Services Council, United Way's Transportation Collaboration Committee and Story County's Quality of Life Alliance groups has provided additional opportunities for increased communication between transportation providers and human/health service agencies to ensure better mobility options to the community and region. Coordination offers a great way to obtain positive results from limited resources while sharing available transportation options by many transportation providers to agencies that communicate those resources to the transit dependant, low-income, elderly and disabled populations.

**AMES AREA METROPOLITAN PLANNING ORGRANIZATION (AAMPO)
TRANSPORTATION POLICY COMMITTEE ACTION FORM**

SUBJECT: AAMPO ANNUAL SELF-CERTIFICATION FOR FY 2014

BACKGROUND:

Pursuant to federal regulations, each Metropolitan Planning Organization (MPO) must self-certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements. In the last AAMPO process review by the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA), a joint report was issued finding that the transportation planning activities of AAMPO are being carried out in accordance with federal regulations, policies, and procedures.

ALTERNATIVES:

1. Certify that the AAMPO transportation planning process is being conducted in accordance with all applicable requirements.
2. Reject the certification.

ADMINISTRATOR'S RECOMMENDATION:

It is the recommendation of the Administrator that the AAMPO Policy Committee adopt Alternative No. 1, thereby certifying that the AAMPO transportation planning process is being conducted in accordance with all applicable requirements.

AMES AREA METROPOLITAN PLANNING ORGANIZATION
ANNUAL SELF-CERTIFICATION

In accordance with 23 CFR 450.334, the STATE DEPARTMENT OF TRANSPORTATION and the Ames Area Metropolitan Planning Organization for the Ames, Iowa urbanized area(s) hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- (1) 23 U.S.C. 134, 49 U.S.C. Section 5303, and 23 CFR Part 450;
- (2) In nonattainment and maintenance areas, Sections 174 and 176(c) and (d) of the Clean Air Act as amended (42 U.S.C. 7504, 7506(c) and (d) and 40 CFR 93);
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex or age in employment or business opportunity;
- (5) Section 1101(b) of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (Pub. L. 109-59) regarding the involvement of Disadvantaged Business Enterprises in FHWA and FTA funded planning;
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) The provisions of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and USDOT implementing regulation;
- (8) Older Americans Act, as amended (42 U.S.C. 6101);
- (9) 23 U.S.C. 324, regarding prohibition of discrimination based on gender; and
- (10) Section 504 of the Rehabilitation Act of 1973 and 49 CFR Part 27, regarding discrimination against individuals with disabilities.

For AAMPO:

Ann Campbell, Chair
Transportation Policy Committee

Date

**AMES AREA METROPOLITAN PLANNING ORGANIZATION (AAMPO)
TRANSPORTATION POLICY COMMITTEE ACTION FORM**

SUBJECT: AMENDMENT TO FY 2013 TRANSPORTATION IMPROVEMENT PLAN

BACKGROUND:

The amendment to the Fiscal Year (FY) 2013 - 2016 Transportation Improvement Program (TIP) involves changing the project description for the State Avenue roadway improvement project programmed for FY 2013. Currently the project description reads as State Avenue: Oakwood Road to US HWY 30. The updated description will read as follows, State Avenue: 260 ft. south of Oakwood Road to 445 ft. north of the US HWY 30 Overpass Bridge. These more defined project termini are required to assure construction activities are within the set project boundaries and thus eliminating the chance federal dollars could be withheld for going beyond the project boundaries.

Requirements to process an amendment to the TIP require an opportunity for public review and comment, as well as approval by both the Technical and Policy Committees of the AAMPO. A public meeting was held on February 7, 2013, to discuss the amendment to the FY 2013-16 TIP and to receive comments. No revisions were requested by the public. The Technical Committee recommended approval of the amendment at their March 18, 2013 meeting.

ALTERNATIVES:

1. Approve the amendment to the FY 2013 TIP by updating the project description for the State Avenue Project as follows, State Avenue: 260 ft. south of Oakwood Road to 445 ft. north of the US HWY 30 Overpass Bridge.
2. Approve the amendment with Policy Committee modifications to the FY 2013 TIP updating the project description for the State Avenue project as follows, State Avenue: 260 ft. south of Oakwood Road to 445 ft. north of the US HWY 30 Overpass Bridge.

ADMINISTRATOR'S RECOMMENDATION:

It is recommended by the Administrator that the AAMPO Policy Committee adopt Alternative No. 1, thereby approving the amendment to the FY 2013 TIP updating the project description for the State Avenue Project as follows, State Avenue: 260 ft. south of Oakwood Road to 445 ft. north of the US HWY 30 Overpass Bridge.

**AMES AREA METROPOLITAN PLANNING ORGANIZATION (AAMPO)
TRANSPORTATION POLICY COMMITTEE ACTION FORM**

SUBJECT: 2035 LONG RANGE TRANSPORTATION PLAN AMENDMENT

BACKGROUND:

This amendment updates the Metropolitan Planning Area (MPA) boundary used in the AAMPO 2035 Long Range Transportation Plan (LRTP). The MPA boundary used during the development of the 2035 LRTP no longer encompasses the entire AAMPO urbanized area. A new MPA boundary was approved by the Policy Committee on November 13, 2012.

A public input meeting was held on February 7, 2013, for public review and comment. No comments were received.

ALTERNATIVES:

1. Approve the amendment to the 2035 LRTP to include the updated MPA boundary adjustment.
2. Do not approve the amendment to the 2035 LRTP to include the updated MPA boundary adjustment.

ADMINISTRATOR'S RECOMMENDATION:

It is recommended by the Administrator that the AAMPO Policy Committee adopt Alternative No. 1, thereby approving the amendment to the 2035 LRTP to include the updated MPA boundary adjustment.

**AMES AREA METROPOLITAN PLANNING ORGRANIZATION (AAMPO)
TRANSPORTATION POLICY COMMITTEE ACTION FORM**

**SUBJECT: IOWA CLEAN AIR ATTAINMENT PROGRAM (ICAAP) PROJECT
SUPPORT FOR MORTENSEN ROAD IMPROVEMENTS GRANT
APPLICATION**

BACKGROUND:

The City of Ames submitted a competitive ICAAP grant application for Mortensen Road Improvements between South Dakota Avenue and Dotson Drive to the Iowa Department of Transportation (Iowa DOT) on March 1, 2013. The intent of ICAAP is to fund projects or programs which help to maintain Iowa's clean air quality by reducing transportation related emissions.

One of the requirements for this grant application is Policy Committee approval that the Mortensen Road Improvements project conforms to the AAMPO's regional transportation planning process and Long Range Transportation Plan (LRTP). This project is consistent and included in the AAMPO's 2035 LRTP. The roadway improvements along Mortensen Road will reduce vehicle delay and congestion, promote travel by transit, and enhance walk ability and bike ability along the route.

ALTERNATIVES:

1. Certify that the Mortensen Road Improvements is consistent with the objectives of the AAMPO 2035 LRTP, and the AAMPO supports the application to the Iowa DOT's ICAAP program.
2. Reject the certification.

ADMINISTRATOR'S RECOMMENDATION:

It is the recommendation of the Administrator that the AAMPO Policy Committee adopt Alternative No. 1, thereby certifying that the Mortensen Road Improvements is consistent with the objectives of the AAMPO 2035 LRTP, and the AAMPO supports the application to the Iowa DOT's ICAAP program.

**AMES AREA METROPOLITAN PLANNING ORGRANIZATION (AAMPO)
TRANSPORTATION POLICY COMMITTEE ACTION FORM**

SUBJECT: POLICY COMMITTEE MEMBER COMPOSITION

BACKGROUND:

The AAMPO planning staff went through their quadrennial MPO Transportation Planning Review conducted by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) on June 29, 2011. A final report was prepared and sent containing findings of both recommendations for improvements as well as commendations for quality activities of the AAMPO's transportation planning process. It was recommended to consider diversifying representation to provide distinction between the AAMPO Transportation Policy Committee (TPC) and the City of Ames City Council. To further facilitate this goal, it was also recommended to establish a meeting time for the TPC that is separate from City Council meetings. Table 1 shows the current member composition of the TPC.

Table 1 – Current TPC membership		
7	City of Ames	Mayor & City Council members
1	CyRide	Board of Trustees member
1	Boone County	Board of Supervisors member
1	Story County	Board of Supervisors member
10	Total voting members	
3	Non voting members	FHWA, FTA, Iowa DOT

The Transportation Technical Committee (TTC) recommended a member composition at their April 11, 2012 meeting. This member composition is shown below in Table 2.

Table 2 – TTC recommendation		
4	City of Ames	Mayor + 3 City Council members
1	CyRide	Board of Trustees member
1	Boone County	Board of Supervisors member
1	Story County	Board of Supervisors member
1	Ames Community School District	School Board member
1	Iowa State University	Facilities & Planning member
9	Total voting members	
3	Non voting members	FHWA, FTA, Iowa DOT

In the time between April 2012 when the Technical Committee made their recommendation until now, staff was informed by FHWA that the community of Gilbert had become a part of the Ames urbanized area. This delayed staff bringing this item to the Policy Committee in order to wait for the Census Bureau to officially release the new

urbanized areas. Once the urbanized areas were released, staff held discussions with the Mayor of Gilbert, Jon Popp, to explain the situation and the opportunities for Gilbert to become a part of the Ames urbanized area. The Mayor of Gilbert sent a letter to staff stating their desire to be a part of the regional planning effort and to be considered being made a member of the Policy Committee. The following member compositions, shown in Tables 3 through 6, are slightly altered from the Technical Committee's recommendation in response to Gilbert's written request.

Table 3		
7	City of Ames	Mayor & City Council members
1	CyRide	Board of Trustees member
1	Boone County	Board of Supervisors member
1	Story County	Board of Supervisors member
1	City of Gilbert	Mayor or City Council member
11	Total voting members	
4	Non voting members	FHWA, FTA, Iowa DOT, ISU

Table 4		
6	City of Ames	Mayor & (5) City Council members
1	CyRide	Board of Trustees member
1	Boone County	Board of Supervisors member
1	Story County	Board of Supervisors member
1	City of Gilbert	Mayor or City Council member
1	Iowa State University	Facilities & Planning member
11	Total voting members	
3	Non voting members	FHWA, FTA, Iowa DOT

Table 5		
5	City of Ames	Mayor & (4) City Council members
1	CyRide	Board of Trustees member
1	Boone County	Board of Supervisors member
1	Story County	Board of Supervisors member
1	City of Gilbert	Mayor or City Council member
1	Iowa State University	Facilities & Planning member
10	Total voting members	
3	Non voting members	FHWA, FTA, Iowa DOT

Table 6		
5	City of Ames	Mayor & (4) City Council members
1	CyRide	Board of Trustees member
1	Boone County	Board of Supervisors member
1	Story County	Board of Supervisors member
1	City of Gilbert	Mayor or City Council member
9	Total voting members	
4	Non voting members	FHWA, FTA, Iowa DOT, ISU

ALTERNATIVES:

1. Approve the Policy Committee member composition by amending the Bylaws of the Policy Committee to reflect the new committee membership as shown in Table 3.
2. Approve the Policy Committee member composition by amending the Bylaws of the Policy Committee to reflect the new committee membership as shown in Table 4.
3. Approve the Policy Committee member composition by amending the Bylaws of the Policy Committee to reflect the new committee membership as shown in Table 5.
4. Approve the Policy Committee member composition by amending the Bylaws of the Policy Committee to reflect the new committee membership as shown in Table 6.
5. Do not change the Policy Committee member composition.

ADMINISTRATOR'S RECOMMENDATION:

It is the recommendation of the Administrator that the Transportation Policy Committee adopt Alternative No. 1, thereby approving the Policy Committee member composition by amending the Bylaws of the Policy Committee to reflect the new committee membership as shown in Table 3.

BYLAWS

of the Transportation Policy Committee of the Ames Area Metropolitan Planning Organization

Adopted July 8, 2003

Article I Name

Section 1. The name of this body shall be the Transportation Policy Committee of the Ames Area Metropolitan Planning Organization (hereinafter referred to as the TPC).

Article II Purpose

Section 1. The TPC shall serve as the Metropolitan Planning Organization for the Ames Metropolitan Area and is organized under the provisions of 23 U.S.C. 134 and Section 8 of the Federal Transit Act which requires that the metropolitan area has a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs that consider all transportation modes and supports metropolitan community development and social goals. These plans and programs shall lead to the development and operation of an integrated, intermodal transportation system that facilitates the efficient, economic movement of people and goods.

Section 2. The TPC shall annually: adopt a one-year Transportation Planning Work Program outlining planning activities and their cost; adopt a 3-year Transportation Improvement Program listing federal-aid projects within the planning area; and certify to the Federal Highway Administration and the Federal Transit Administration that the metropolitan planning process meets all applicable requirements.

Article III Membership

Section 1. The membership of the TPC shall include:

City of Ames	7 representatives consisting of the incumbent mayor and the incumbent members of the city council
Boone County	1 representative
Story County	1 representative
Ames Transit Agency	1 representative
Iowa Department of Transportation	1 representative (nonvoting advisory)
Federal Highway Administration	1 representative (nonvoting advisory)
Federal Transit Administration	1 representative (nonvoting advisory)

Section 2. Representatives to the TPC shall be appointed by the respective governing body of each member agency.

Section 3. Each member agency may appoint alternates in a total number not greater than the number of its voting representatives. Alternates shall, in accordance with such procedure as is established by the member agency, have full voting rights at meetings of the TPC whenever a member agency's regular representative is absent.

Section 4. Representation to the TPC may be amended to ensure appropriate representation for any expansion of the metropolitan planning area or additional major transportation modes.

Section 5. Representatives of other transportation modes or systems may petition for membership on the TPC. The approval of any such request shall be the sole prerogative of the TPC.

Article IV Officers

Section 1. The officers of the TPC shall be: a Chairperson who shall be the incumbent mayor of Ames and a Vice Chairperson, who shall be the Mayor Pro Tem of Ames, who shall perform the duties of the Chairperson in his or her absence or inability to act. The Chairperson shall be responsible for presiding over meetings, executing all documents authorized by the TPC, appointing persons to committees as necessary, and all other such additional duties and powers customary to the office or as designated by the TPC.

Section 2. Any vacancy occurring in the office of the Vice Chairperson of the TPC shall be filled by a majority vote of the TPC. The officer so appointed shall serve until the replacement Mayor Pro Tem of Ames is selected.

Article V Meetings

Section 1. The TPC shall meet at the call of the Chairperson at such time and place as determined by the TPC or the Chairperson.

Section 2. A quorum shall consist of a majority of the total-voting representatives of the TPC. A simple majority of the voting members present shall be required for approval of actions by the TPC.

Section 3. The presiding officer may participate in discussion, but shall not make a motion.

Section 4. The meetings shall be conducted in general accordance with the current edition of Roberts Rules of Order.

Section 5. Agendas and supporting materials for regularly scheduled meetings shall be mailed to primary representatives at least three (3) days in advance of the meeting.

Section 6. Special meetings may be called by written request to the Chair signed by a minimum of four (4) voting members of the TPC. At least five (5) days notice shall be given for a special meeting.

Article VI Committees

Section 1. The TPC will establish a Transportation Technical Committee (TTC). The TPC may also establish such committees as may be necessary to carry out their duties. Committees may be appointed by the Chairperson and may consist either of members of the TPC or such technical advisors as may be necessary.

Section 2. Those members of the Transportation Technical Committee (TTC), not designated by specific title, shall be appointed by the respective governing body.

Article VII Amendment

Section 1. A majority vote of all voting members of the TPC shall be required to amend these Bylaws.



AMES HUMAN RELATIONS COMMISSION
ANNUAL REPORT
for 2012

Submitted March 22, 2013

AMES HUMAN RELATIONS COMMISSION
2012 Annual Report

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4th of July
Complaints
Goals
Appreciation for Sheila Lundt

*Members**

Aaron Fultz, Chair
Devita Harden
Amy Juhnke
Amy Longnecker[†]
John Klaus
Amit Shah[†]
Lea Vogl[†]
Barbara Woods

*Note that the AHRC became a five-member commission as of November 13, 2012.

[†]No longer a member of the Commission.

Hearing Officers

Sean Smith

Investigative & Conciliation Officers

Dan Brown	Tim Ellett
Elaine Phompheng	Phil Squibb
Johanna Turner	

Introduction

In 2012 the Ames Human Relations Commission continued its work to educate the community, promote diversity and inclusion, and celebrate hard-working individuals and organizations in our community. The Commission again provided planning and support for City events like FACES of Ames and the Martin Luther King, Jr., Birthday Celebration. In addition, the Commission continued its collaboration with other groups and organizations to educate the public on legal and social welfare topics like fair housing and fair employment practices. We continue to look for ways to improve outreach to the community and fulfill our mission of education and conflict resolution.

As always, we welcome any and all input from the Council.

Martin Luther King, Jr., Celebration (2013)¹ / Humanitarian Award

The celebration of the life of the Rev. Dr. Martin Luther King, Jr., was the largest for Ames in many years. Wayne Clinton, a former Ames middle-school teacher and current member of the Story County Board of Supervisors, served as the master of ceremonies, and remarked on his own childhood experiences with discrimination and segregation. Dr. Anthony Jones, the assistant principal at the Ames Middle School, gave the keynote address.

Elementary school students from throughout Ames, led by Charles Grim, sang two versions of the song “Martin Luther King” as a remembrance to Dr. King. Sarah Bartlett of the Volunteer Center of Story County talked about the community projects undertaken by local volunteers, and Dani Stack of the ISU Student Athlete Advisory Committee spoke about the importance of service in the community. The program closed with the singing of “We Shall Overcome” by the audience.

Birthday cake was served prior to the main program in the Ames Middle School cafeteria, accompanied by the Ames High School Jazz Band led by Andrew Buttermore.

Among his many notable contributions, Dr. King emphasized service to others. The Human Relations Commission honored that message when it presented Debra Lee with the 2013 Ames Humanitarian Award. Ms. Lee has been exceptionally active in the Oak/Riverside neighborhood, helping people to get to know one another and having meetings in her own home to resolve differences between neighbors or between her neighborhood and the City. She was also a founding board member of Housing for Sustainable Neighborhoods, working with City officials to improve and strengthen the City’s health and safety code for rental housing. Finally, she was a member of the Mayor’s Inclusive Community Task Force and a strong leader in its work. She also served as a staff facilitator for the Ames Community Conversations on Race and Diversity, and went above and beyond her assigned duties to promote, organize, and monitor that group’s progress and its follow-up activities.

1 A summary of the 2012 celebration appeared in the annual report for 2011.



(L to R) Wayne Clinton, Debra Lee, Aaron Fultz

Fair Housing Forum

On April 17, the Ames Human Relations Commission joined with the Department of Planning and Housing, the Central Iowa Board of Realtors, the Ames Rental Association, and Hunziker Property Management in presenting the Fair Housing Month Forum. The special guest of the forum was Betty J. Bottiger, Director, Office of Fair Housing and Equal Opportunity, U.S. Department of Housing and Urban Development. The goal of this forum was to increase understanding of fair housing issues. Participants engaged in role-playing exercises followed by sharing experiences as housing providers, tenants, and buyers. The event was well attended and will probably occur again during Fair Housing Month in 2013.

Public Outreach on Fair Hiring Practices

In June the AHRC partnered with the Cyclone Chapter of the Society for Human Resource Management to host a free education session on fair hiring practices. Hosted in the Ames City Council Chambers, the two-hour event featured panelists from the legal and human resources fields. Panelists focused on employer rights and obligations when hiring employees.

Over 30 attendees learned about topics such as appropriate interview procedures, documentation such as job descriptions and handbooks/policies, background and reference checks, equal opportunity requirements, applicant skill testing, and protected classes.

AMOS Collaboration

During this year, conversation was undertaken with Mary Richards, Heather Withers and David Digby, representatives from A Mid-Iowa Organizing Strategy (AMOS). The purpose was to consider a collaboration with the commission around a “real community dialog on prejudice.” AMOS shared information on a group called “The People’s Institute for Survival and Beyond,” which would bring a multi-day educational seminar to Ames. The collaboration

is still under consideration. AMOS is expected to provide additional information that will assist the commission in determining its course of action.

Friends of Iowa Civil Rights Awards

John Klaus attended the Friends of Iowa Civil Rights Award Luncheon on October 19th at the Iowa Event Center in Des Moines. It was an opportunity to meet and form connections with State and City Civil Rights Agency professionals and volunteers. Awards were presented to the African American Museum of Iowa, Chrysalis, and Elizabeth Kruidenier.

The African American Museum is located in Cedar Rapids. It is an educational resource on African American History and showcases the contributions of African Americans to the development and culture of Iowa. Chrysalis is an organization that exists to aid and support girls and women in the Des Moines area in becoming community leaders. Elizabeth Kruidenier was a lifetime advocate of civil rights in Iowa and a founding member of the Iowa Civil Rights Commission. She died in October 2011.

FACES of Ames

The City enjoyed another successful celebration of inclusion and diversity at FACES of Ames in September. Many hundreds gathered in Bandshell Park to meet each other and learn from the more than 50 organizations that participated. Live entertainment was again a key attraction as a wide range of groups and individuals performed in the Bandshell. Several local businesses provided refreshments for the large crowd.



Lois Smidt served as the master of ceremonies. She talked with and inspired the crowd to join together and accept one another as an interwoven community. She also engaged the performers in brief interviews to educate attendees.

FACES of Ames is an almost all-volunteer effort that was managed this year primarily by the Commission, which took over from United Ames. Many thanks are owed to former Commission member Amber Corrieri, and to Edna Clinton. In addition, acting Library Director Lynn Carey and the organizers of the Maximum Ames Music Festival organized the entertainment, and Maximum Ames provided sound equipment and technical assistance. Several city staff members provided much-needed administrative and logistical support, both during the planning stages and on the day of the event.

Volunteer recruitment efforts were widespread throughout the community and resulted in full staffing for the event. Traditional and social media avenues were used to

connect potential volunteers with specific volunteer opportunities. From these efforts, volunteers represented diverse backgrounds, school-age through adults, scouts and college students, and adults from various community organizations. Many of the college students used their participation as part of their course requirements.

The Commission has begun discussions regarding the purpose of FACES of Ames and whether the event achieves a significant purpose for the City. The Commission plans to proceed with planning for the 2013 event, though discussion may result in major changes in 2014. As always, the Commission is deeply grateful for the Council's monetary support of FACES of Ames and its input regarding the event.

New Brochure

The AHRC brochure was updated to better communicate the commission's core function and the resources available to the public. The new brochure contains more direct language and a user-friendly flow of information so that all members of the public can understand the process of reporting a case and the Commission's mission and authority.

4th of July

The Commission did not participate in the City's 4th of July parade in 2012 because of scheduling conflicts. The Commission plans to resume its participation in 2013.

Complaints

The Commission handled three complaints in 2012, though none resulted in a full hearing before the Commission. Notably, however, the office of the City Manager frequently receives housing and employment related inquiries, most of which do not generate complaints based on discriminatory activity.

The Commission is currently considering whether to retain investigators and hearing officers, and obtain more training for all persons related to the Commission, or to contract with the Iowa Civil Rights Commission to address complaints.

Goals

The Commission will continue working on many of its prior goals, like supporting the Martin Luther King, Jr., Birthday Celebration, increasing its participation in community events, and educating the public regarding discrimination. Based on recent strategic planning discussions, the Commission anticipates undertaking the following projects or endeavors during 2013 and 2014:

***Have you
been treated
unfairly?***



**DISCRIMINATION IS
AGAINST THE LAW.**

The Ames Human Relations
Commission was established to
address discriminatory issues in our
community.

Facilitating educational opportunities and outreach regarding tenant-landlord relationships, and welcoming new residents to Ames.

Educating the public about who may be in a protected classification, and discriminatory versus non-discriminatory activities.

Determining the impact of bullying in our community, facilitating public discussion, and educating the public regarding ways to deal with bullying.

Educating the public on ways to use the Commission as a resource.

Appreciation for Sheila Lundt

The Commission would like to extend our deepest appreciation and thanks to former Assistant City Manager Sheila Lundt. Her knowledge and insight as the liaison to this Commission were invaluable. On behalf of ourselves and past members of the Commission, we wish her the very best in retirement, and we hope to see her at future community events.

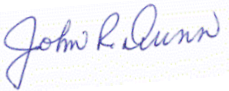
We also pause to express our thanks to many other City staff members for their enthusiasm and assistance. Their efforts makes our job immeasurably easier and more productive.



Memo

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To: Mayor and City Council Members

From: John Dunn 

Date: March 22, 2013

Subject: March 26 Presentation on Water and Sewer Rates

Thank you for the opportunity to present the staff recommendation of revenues necessary to support the planned operating and capital budgets for the Water and Sewer Funds. The *Ames Municipal Code* requires that the Director of Water and Pollution Control "...review and recommend to the City Council revisions of the rates and charges established...at intervals appropriate to provide for the funding needs of the utility."

As you know, both utilities are facing significant expenses in the coming years. The proposed projects are a combination of the need to provide capacity for our growing community, the need to respond to new and anticipated regulatory requirements, and the need to re-invest in the infrastructure of these two utilities that are so essential to our way of life.

To help you prepare for the discussion, I have attached a copy of the presentation. I look forward to meeting with you to discuss the exciting future of the water and sewer utilities as we seek to meet the needs and expectations of our community.

City of Ames Water and Pollution Control Department

FY 2013-2014
Water and Sewer
Revenue Adjustments

March 26, 2013



Agenda

- National and State-wide Trends in Rates
- Projected Need for Revenue Increases in Ames
- Translating Revenue Increases to Rate Increases
- Customer Perspective
- Council Direction
- First peek inside new Water Treatment Plant

National & State Trends



Sources of Information

- 2012 Water and Wastewater Rate Survey – American Water Works Association
- 2011 Water Rates and Sewer Service Charges Survey – City of Ames, Iowa

National Trends

2012 Water and Wastewater Rate Survey - American Water Works Association

- 194 drinking water utilities responded to the survey
 - 166 (86%) have increased water rates in the past two years
 - 40 (21%) had increases of greater than 20%
- 133 wastewater utilities responded to the survey
 - 118 (89%) have increased sewer rates in the past two years
 - 32 (24%) had increases of greater than 20%

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National Trends in Rates

2006 to 2012

Average Annual Increase in Water Rates:	9.1%
Average Annual Increase in Sewer Rates:	9.5%
Average Annual Increase in CPI:	2.3%

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Recent Rate Adjustments in Ames

	Water	Sewer
FY 07/08	--	--
FY 08/09	--	8%
FY 09/10	10%	--
FY 10/11	10%	9%
FY 11/12	8%	10%
FY 12/13	4.2%	10%
Average per year	6.0%	7.1%

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National Trends in Rates

2006 to 2012

Average Annual Increase in Water Rates:	9.1%
Ames Average Annual Increase:	6.0%
Average Annual Increase in Sewer Rates:	9.5%
Ames Average Annual Increase:	7.1%

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Iowa Trends in Rates

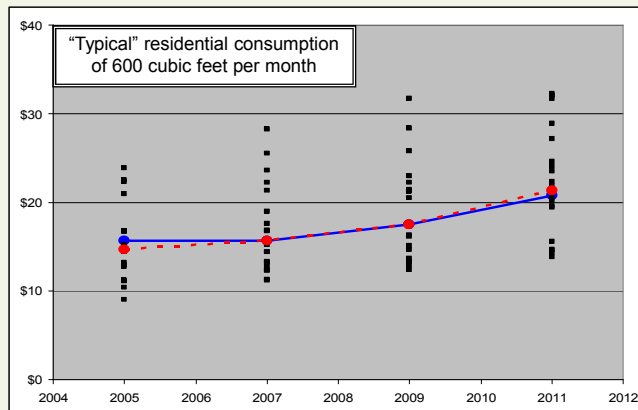
2005 to 2011

Average Annual Increase in Water Rates:	7.7%
Ames Average Annual Increase:	5.5%
Average Annual Increase in Sewer Rates:	8.8%
Ames Average Annual Increase:	5.0%

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Iowa Water Rate Comparison

Cities >10,000 Population with Softening Plants



Ames Average Increase 2005-2011 = 5.5% per year
State-wide Median Increase 2005-2011 = 7.7%

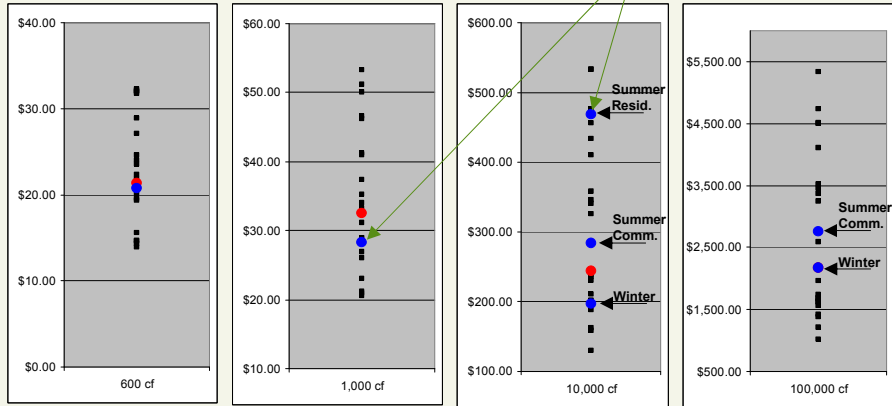
2011 – Lowest to Highest

Dubuque
Burlington
Marshalltown
Newton
Council Bluffs
Des Moines
Storm Lake
Cedar Rapids
Keokuk
Ames
Ankeny
Iowa City
Ottumwa
West Des Moines
Spencer
Boone
Oskaloosa
Johnston
Indianola
Fort Madison
Clive
Altoona
Waukee

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Comparing Across Demand Thresholds – Drinking Water (2011)

Even during the highest demand months, 92.4% of all bills were less than 1,000 cf.



● - State-wide Median (2011) ● - Ames (2011)

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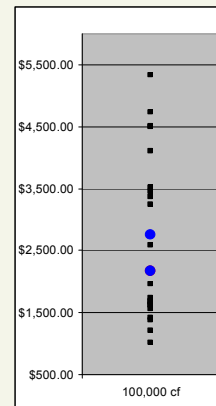
Comparing @ 100,000 cf/month – Drinking Water (2011)

2011-Lowest to Highest

Burlington
Newton
Marshalltown
Council Bluffs
Des Moines
Keokuk
Storm Lake
Cedar Rapids
Dubuque
Ottumwa
Spencer
Iowa City
Ames
Fort Madison
West Des Moines
Boone
Ankeny
Johnston
Oskaloosa
Indianola
Altoona
Waukee
Clive

2012 Average Consumption At or Above 100,000 cf/mo.

AMCOR Rigid Plastics
Arctic Glacier
Barilla America
Ames Electric Power Plant
Mary Greeley Medical Ctr
ISU Dept of Residence
ISU University Village
Old Orchard
Sauer Danfoss
USDA



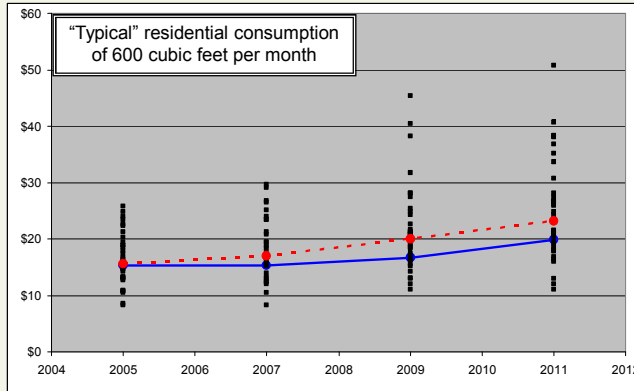
12

Iowa Sewer Rate Comparison

Cities >10,000 Population

2011-Lowest to Highest

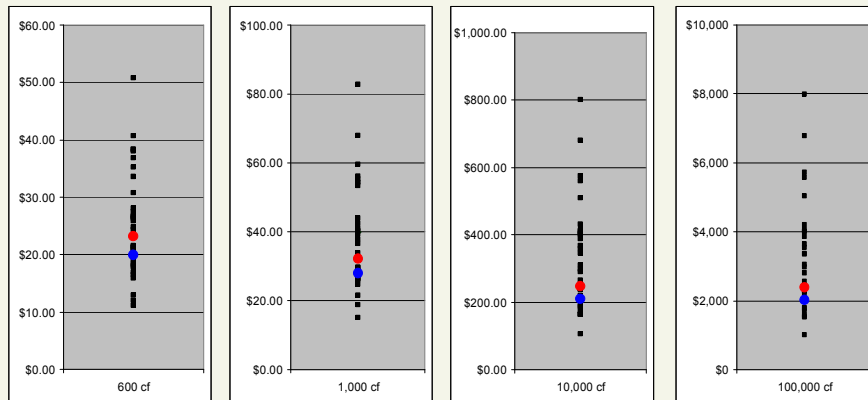
Iowa Great Lakes
Bettendorf
Council Bluffs
Urbandale
Coralville
Newton
Dubuque
Fort Dodge
Waterloo
Mason City
Davenport
Ames
Cedar Falls
Marshalltown
Fort Madison
Spencer
Cedar Rapids
Marion
Burlington
Carroll
West Des Moines
Storm Lake
Johnston
Sioux City
Des Moines
Clive
Oskaloosa
Iowa City
Muscatine
Indianola
Altoona
Waukee
Keokuk
Ottumwa
Ankeny
Clinton
Boone



Ames Average Increase 2005-2011 = 5.0% per year
State-wide Median Increase 2005-2011 = 8.8% per year

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Comparing Across Demand Thresholds – Sewer (2011)



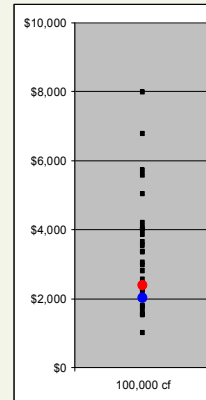
● - State-wide Median (2011) ● - Ames (2011)

14

Comparing @ 100,000 cf/month– Sewer (2011)

2011 – Lowest to Highest

Iowa Great Lakes
Marion
Cedar Rapids
Council Bluffs
Bettendorf
Marshalltown
Waterloo
Spencer
Ames
Fort Dodge
Fort Madison
Urbandale
Burlington
Coralville
Newton
Mason City
Davenport
Clive
Dubuque
Carroll
Des Moines
Oskaloosa
Johnston
West Des Moines
Keokuk
Iowa City
Otumwa
Sioux City
Ankeny
Altoona
Clinton
Boone
Cedar Falls
Storm Lake
Muscatine
Indianola
Waukee

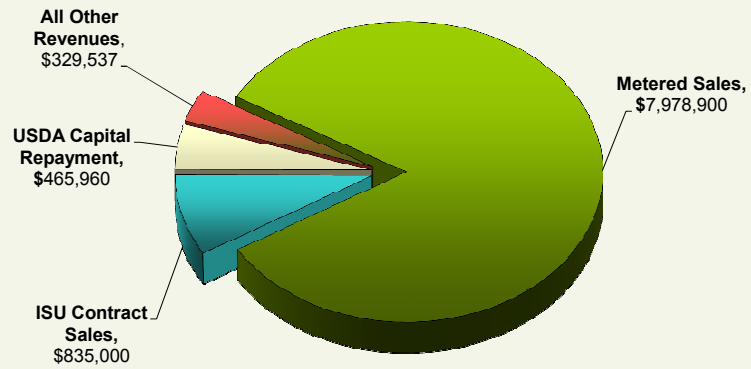


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Water Rate Adjustments - 2013



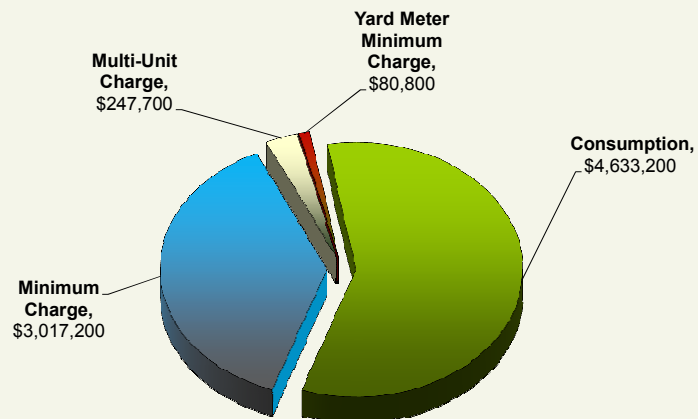
Water Revenue Categories - FY 2012/13 Estimates



Total Estimated Revenue: \$9,609,397

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Water Revenue Categories - FY 2011/12 Estimates



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Current Rates – Water Consumption

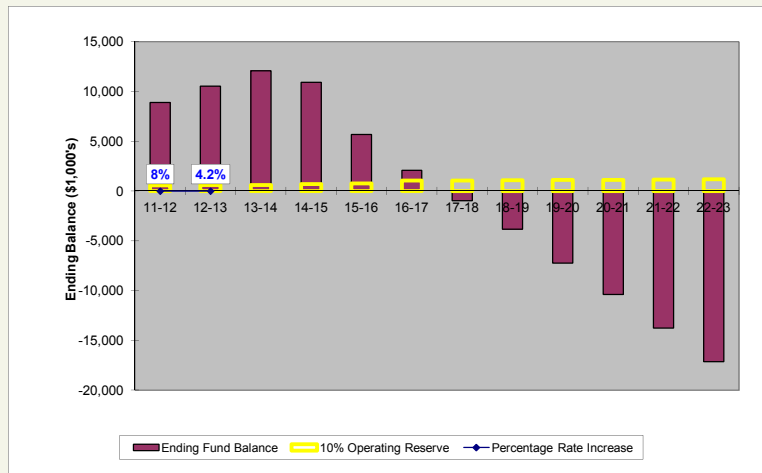
Winter	Charge per
(All customers, all consumption)	cubic foot
	\$0.0195
Summer	
Residential	
Block 1 (First 1,000 cf)	0.0195
Block 2 (Next 1,500 cf)	0.0344
Block 3 (Over 2,500 cf)	0.0517
Irrigation and Yard Water	
Block 1 (First 2,000 cf)	0.0281
Block 2 (Next 3,000 cf)	0.0517
Block 3 (Over 5,000 cf)	0.0861
Non-Residential	
All Consumption	0.0255
Non-peaking Industrial	
All Consumption	0.0195

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Annual Fund Projections

Expenses												
Operating Expenses												
Water Dept Subtotal	3,429	3,509	3,644	3,794	3,949	4,111	4,280	4,455	4,638	4,828	5,026	5,232
PW Subtotal	1,139	1,239	1,253	1,279	1,306	1,333	1,361	1,390	1,419	1,449	1,479	1,510
Cust Service	371	373	389	401	413	425	438	451	465	479	493	508
Transfers			15									
Debt Service*	329	370	373	914	1,400	3,994	3,923	3,931	3,900	3,665	3,669	3,662
Finance Subtotal	120	124	126	130	134	138	142	146	151	155	160	164
Support Subtotal	241	252	262	291	322	357	395	438	485	538	596	660
Audit/Adjustments	-2											
ENDING BALANCE (all funds)	8,883	10,548	12,067	10,915	5,671	2,091	-988	-3,826	-7,238	-10,410	-13,757	-17,148
Minus 10% Operating Reserve	563	587	606	681	752	1,036	1,054	1,081	1,106	1,111	1,142	1,174
AVAILABLE BALANCE	8,320	9,961	11,460	10,234	4,918	1,055	-2,042	-4,907	-8,344	-11,521	-14,899	-18,322
Operating Expenses												
FY 07/08, \$500k	54	54	54	54	55	55	55	56				
FY 08/09, \$2500k	275	273	275	272	274	275	274	276	276			
Northern Growth	44	44	44	44	44	44	44	44	44	44	44	44
Total Debt Service	329	370	373	914	1,400	3,994	3,923	3,931	3,900	3,665	3,669	3,662
CIP Expenses												
New WTP - SRF	892	3,299	3,913	23,890	19,578	3,776						
New WTP - SRF Forgiveness						6,224						
New WTP - nonSRF	89		183	2,496	2,017	1,032						
WTP - All other	255	1,395	450	417	4,842	2,151	1,789	1,297	1,740	1,469	1,402	1,184
PW Eng & Dist CIP	1,349	1,801	900	900	900	900	900	900	900	900	900	900
Total CIP Expenses	2,586	6,496	5,446	27,703	27,337	14,083	2,689	2,197	2,640	2,369	2,302	2,084

Projected Water Fund Balance



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Previous Council Guidance on Rates

- Maintain a 10% operating reserve (Approximately five weeks of expenses)
- Rate increases should be done with smaller percentage increases on a more frequent basis, as opposed to larger increases on a less frequent basis.

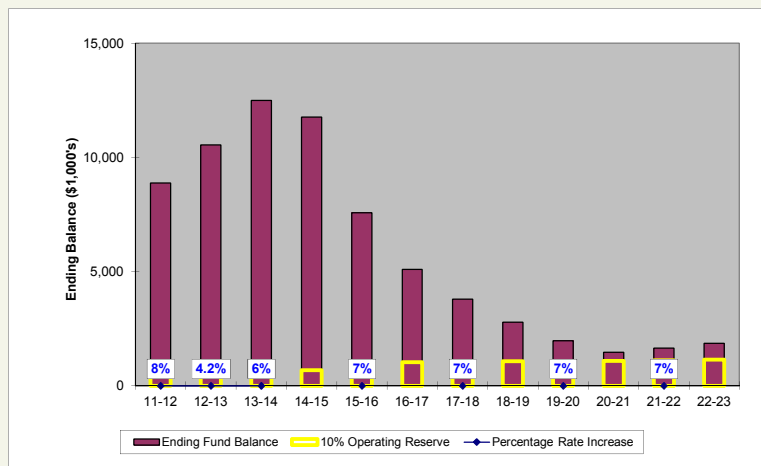
22

Projected Water Rate Adjustments

Year	13-14	14-15	15-16	16-17
Water	6%	0%	7%	0%

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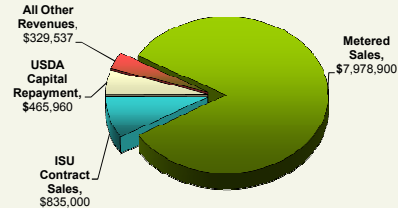
Projected Water Fund Balance



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Revenue Increase for FY 2013/14

- From fund projections, 6% increase in rate-derived revenues
- Translates to approximately \$479,000
- Can be applied as an “across-the-board” increase or can be targeted at specific revenue components



25

6% “Across-the-board” Increase, \$/cf

	Existing	Increase	New
Winter			
All customers; all consumption	\$0.0195	\$0.0012	\$0.0207
Summer			
Residential			
Block 1 (First 1,000 cf)	\$0.0195	\$0.0012	\$0.0207
Block 2 (Next 1,500 cf)	\$0.0344	\$0.0021	\$0.0365
Block 3 (Over 2,500 cf)	\$0.0517	\$0.0031	\$0.0548
Irrigation & Yard Water			
Block 1 (First 2,000 cf)	\$0.0281	\$0.0017	\$0.0298
Block 2 (Next 3,000 cf)	\$0.0517	\$0.0031	\$0.0548
Block 3 (Over 5,000 cf)	\$0.0861	\$0.0052	\$0.0913
Non-Residential			
All consumption	\$0.0255	\$0.0015	\$0.0270
Non-Peaking Industrial			
All consumption	\$0.0195	\$0.0012	\$0.0207

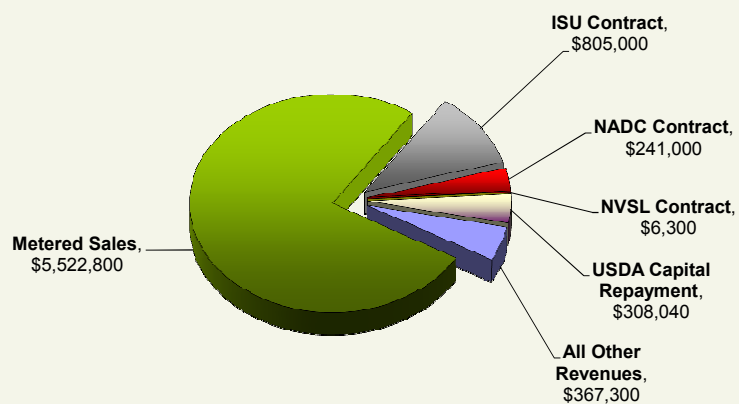
All other charges would increase by the same percentage

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Sewer Rate Adjustments - 2013



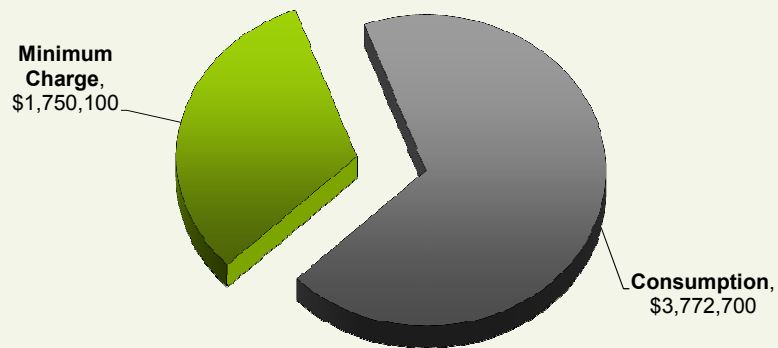
Sewer Revenue Categories - FY 2012/13 Estimates



Total Estimated Revenue: \$7,250,440

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Sewer Revenue Categories - FY 2012/13 Estimates



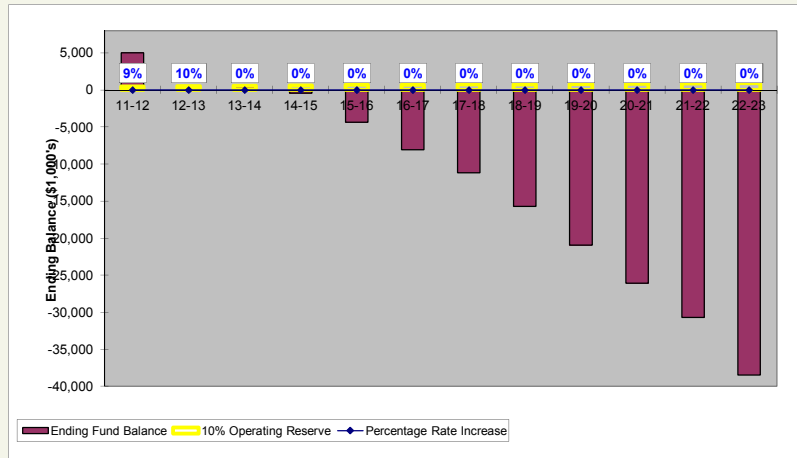
29

Current Rates - Sewer

- Minimum Bill:
\$8.66 per month per customer account
- Consumption:
\$0.0221 per cubic foot

30

Projected Sewer Fund Balance



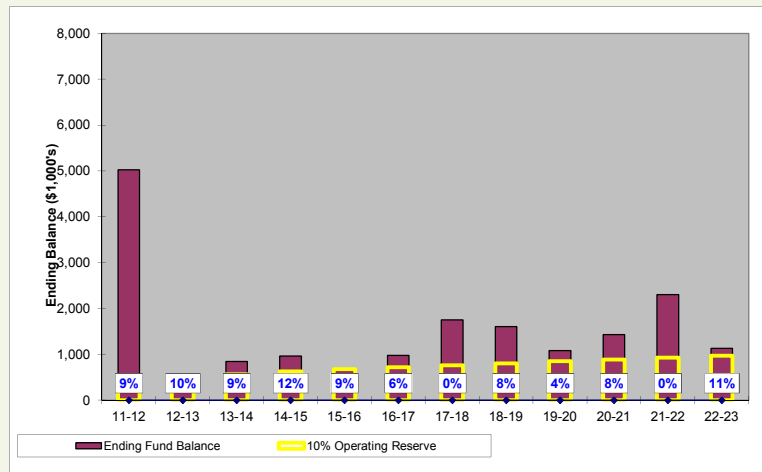
31

Sewer Rate Adjustments

Year	13-14	14-15	15-16	16-17
Sewer	9%	12%	9%	6%

32

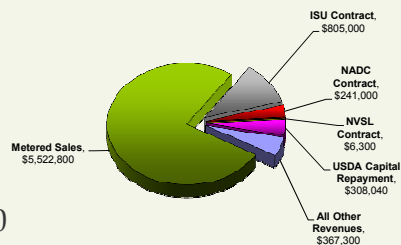
Projected Sewer Fund Balance



33

Revenue Increase for FY 2013/14

- From fund projections, 9% increase in rate-derived revenues
- Translates to approximately \$497,000
- Simple sewer rate structure – “Across-the-board”



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9% “Across-the-board” Increase, \$/cf

	<u>Existing</u>	<u>Increase</u>	<u>New</u>
Consumption			
All customers; all consumption	0.0221	0.0020	0.0241
Minimum Charge			
All customers, per month	8.66	0.78	9.44

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Customer Perspective



Combined Water and Sewer

10-year Projection

	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23
Water	6%		7%		8%		7%		7%	
Sewer	9%	12%	9%	6%		8%	4%	8%		11%

37

Sample Customer Bill –

Median Residential

Electric / Water Use	Electric Summer	Storm Water	Water Summer	Sewer	Total
600 kWh and 600 cf	\$76.16	\$3.45	\$21.66	\$21.92	\$123.19
07/01/13 Rate Change	\$0.00	\$0.00	\$1.30	\$1.97	\$3.27
Totals	\$76.16	\$3.45	\$22.96	\$23.89	\$126.46
% Impact on Total Bill	2.65%				

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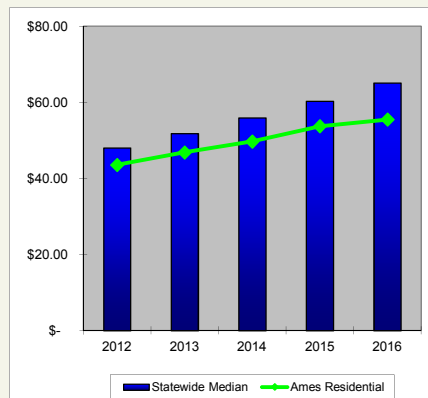
Sample Customer Bill – Non-residential

	Electric / Water Use	Electric Summer	Storm Water	Water Summer	Sewer	Total
Small Commercial (GP)	10,000 kWh and 3,000 cf	\$1,133.00	\$6.90	\$96.42	\$74.96	\$1,311.28
	07/01/13 Rate Change	\$0.00	\$0.00	\$5.79	\$6.75	\$12.54
	Totals	\$1,133.00	\$6.90	\$102.21	\$81.71	\$1,323.82
	% Impact on Total Bill					0.96%

	Electric / Water Use	Electric Summer	Storm Water	Water Summer	Sewer	Total
Commercial (LP)	100,000 kWh and 20,000 cf	\$8,924.00	\$10.35	\$844.67	\$671.66	\$10,450.68
	07/01/13 Rate Change	\$0.00	\$0.00	\$50.68	\$60.45	\$111.13
	Totals	\$8,924.00	\$10.35	\$895.35	\$732.11	\$10,561.81
	% Impact on Total Bill					1.06%

39

Combined Water and Sewer Bill – 2016 Projection



Ames:

Water	\$24.56
Sewer	30.92
Combined	\$55.48

State Median

Water	\$30.88
Sewer	34.18
Combined	\$65.06

40

Staff Recommendation and Council Direction



Recommended Rate Adjustments

6% Across-the-board in Water

9% Across-the-board in Sewer

Timeline

- First Reading – April 9
Second Reading – April 23
Third Reading & Adoption – May 7
- Effective for Meter Reads
on and after June 1, 2013
- Appears on Utility Bills Mailed
on and after July 1, 2013

43

New Water Treatment Plant

- Insert Video



44

City of Ames Water and Pollution Control Department

FY 2013-2014
Water and Sewer
Revenue Adjustments

March 26, 2013



Supplemental Information

The slides that follow are for reference only,
and will not be covered in the presentation
unless there are questions.

Current Rates – Minimum Charge, \$/mo.

Size of Meter	Monthly Charge
5/8" or 5/8" x 3/4"	9.96
3/4"	19.92
1"	39.84
1-1/2"	79.67
2"	159.35
2", battery of 2	308.74
2", battery of 3	458.14
3"	318.71
4"	537.81
6"	896.35
8"	1,792.70
10"	2,689.05

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Current Rates – Multi-unit Charges, \$

Multiple dwellings – Multiple dwellings (such as in a mobile home park) may be serviced from a single water meter. However, there is a surcharge added to the minimum bill charge.

5/8" meter serving 2 or more dwelling units	2.87/month/unit
3/4" meter serving 4 or more dwelling units	2.87/month/unit
1" meter serving 8 or more dwelling units	2.87/month/unit
1-1/2" meter serving 16 or more dwelling units	2.87/month/unit
2" meter serving 30 or more dwelling units	85.81/month
for the first 30 units plus \$4.45/month per unit	
for each additional unit in excess of 30 units	
3" or larger meter serving any number of dwelling units	3.94/month/unit

48

Current Rates – Yard Meter Minimum Charge, \$/mo.

Size of Meter	Monthly Charge
5/8" or 5/8" x 3/4"	3.77
3/4"	5.86
1"	8.16
1-1/2"	11.25
2"	14.96
3"	19.46
4"	24.20
6"	28.98
8"	33.76
10"	38.49

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Sample Customer Bills

Minimal Residential	Electric / Water Use	Electric Summer	Storm Water	Water Summer	Sewer	Total
	100 kWh and 100 cf	\$19.36	\$3.45	\$11.91	\$10.87	\$45.59
	07/01/13 Rate Change	\$0.00	\$0.00	\$0.71	\$0.98	\$1.69
	Totals	\$19.36	\$3.45	\$12.62	\$11.85	\$47.28
	% Impact on Total Bill	3.71%				
Median Residential	Electric / Water Use	Electric Summer	Storm Water	Water Summer	Sewer	Total
	600 kWh and 600 cf	\$76.16	\$3.45	\$21.66	\$21.92	\$123.19
	07/01/13 Rate Change	\$0.00	\$0.00	\$1.30	\$1.97	\$3.27
	Totals	\$76.16	\$3.45	\$22.96	\$23.89	\$126.46
	% Impact on Total Bill	2.65%				

50

Sample Customer Bills

Large Residential	Electric / Water Use	Electric Summer	Storm Water	Water Summer	Sewer	Total
	1,000 kWh and 1,000 cf	\$121.60	\$3.45	\$29.46	\$30.76	\$185.27
	07/01/13 Rate Change	\$0.00	\$0.00	\$1.77	\$2.77	\$4.54
	Totals	\$121.60	\$3.45	\$31.23	\$33.53	\$189.81
	% Impact on Total Bill					2.45%

Small Commercial (GP)	Electric / Water Use	Electric Summer	Storm Water	Water Summer	Sewer	Total
	2,000 kWh and 600 cf	\$238.60	\$3.45	\$25.26	\$21.92	\$289.23
	07/01/13 Rate Change	\$0.00	\$0.00	\$1.52	\$1.97	\$3.49
	Totals	\$238.60	\$3.45	\$26.78	\$23.89	\$292.72
	% Impact on Total Bill					1.21%

51

Sample Customer Bills

Small Commercial (GP)	Electric / Water Use	Electric Summer	Storm Water	Water Summer	Sewer	Total
	5,000 kWh and 1,000 cf	\$574.00	\$3.45	\$35.46	\$30.76	\$643.67
	07/01/13 Rate Change	\$0.00	\$0.00	\$2.13	\$2.77	\$4.90
	Totals	\$574.00	\$3.45	\$37.59	\$33.53	\$648.57
	% Impact on Total Bill					0.76%

Small Commercial (GP)	Electric / Water Use	Electric Summer	Storm Water	Water Summer	Sewer	Total
	10,000 kWh and 3,000 cf	\$1,133.00	\$6.90	\$96.42	\$74.96	\$1,311.28
	07/01/13 Rate Change	\$0.00	\$0.00	\$5.79	\$6.75	\$12.54
	Totals	\$1,133.00	\$6.90	\$102.21	\$81.71	\$1,323.82
	% Impact on Total Bill					0.96%

52

Sample Customer Bills

	Electric / Water Use	Electric	Storm	Water	Sewer	Total
		Summer	Water	Summer		
Commercial (LP)	20,000 kWh and 5,000 cf	\$1,946.00	\$6.90	\$147.42	\$119.16	\$2,219.48
	07/01/13 Rate Change	\$0.00	\$0.00	\$8.85	\$10.72	\$19.57
	Totals	\$1,946.00	\$6.90	\$156.27	\$129.88	\$2,239.05
	% Impact on Total Bill					0.88%
	Electric / Water Use	Electric	Storm	Water	Sewer	Total
		Summer	Water	Summer		
Commercial (LP)	60,000 kWh and 15,000 cf	\$5,345.00	\$10.35	\$422.34	\$340.16	\$6,207.85
	07/01/13 Rate Change	\$0.00	\$0.00	\$25.34	\$30.61	\$55.95
	Totals	\$5,435.00	\$10.35	\$447.68	\$370.77	\$6,263.80
	% Impact on Total Bill					0.90%

53

Sample Customer Bills

	Electric / Water Use	Electric	Storm	Water	Sewer	Total
		Summer	Water	Summer		
Commercial (LP)	100,000 kWh and 20,000 cf	\$8,924.00	\$10.35	\$844.67	\$671.66	\$10,450.68
	07/01/13 Rate Change	\$0.00	\$0.00	\$50.68	\$60.45	\$111.13
	Totals	\$8,924.00	\$10.35	\$895.35	\$732.11	\$10,561.81
	% Impact on Total Bill					1.06%

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MINUTES OF THE REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

MARCH 5, 2013

The regular meeting of the Ames City Council was called to order by Mayor Campbell at 7:00 p.m. on March 5, 2013, in the City Council Chambers in City Hall, 515 Clark Avenue. Present from the Ames City Council were Jeremy Davis, Matthew Goodman, Peter Orazem, Victoria Szopinski, and Tom Wacha. Council Member Jami Larson was absent. *Ex officio* Member Baker was also present.

ACTING MAYOR FOR MARCH 11, 2013: Mayor Campbell noted that both she and Mayor Pro-Tem Larson would be out of town on March 11, 2013. There will be a Special City Council Meeting on that date, so an Acting Mayor needed to be named.

Moved by Davis, seconded by Wacha, to name Matthew Goodman as Acting Mayor for March 11, 2013, Special Meeting.

Vote on Motion: 5-0. Motion declared carried unanimously.

PRESENTATION OF GOVERNMENT FINANCE OFFICERS ASSOCIATION DISTINGUISHED BUDGET PRESENTATION AWARD: The Mayor presented the Award to Finance Director Duane Pitcher and Budget Officer Nancy Masteller. Mr. Pitcher reported that the City had received this Award for the past 28 years. Director Pitcher recognized Carol Collings, recently retired Budget Officer, for her years of service.

CONSENT AGENDA: Moved by Davis, seconded by Szopinski, to approve the following items on the Consent Agenda:

1. Motion approving payment of claims
 2. Motion approving Minutes of Regular Meeting of February 26, 2013
 3. Motion approving Report of Contract Change Orders for February 16-28, 2013
 4. Motion approving certification of civil service applicants
 5. Motion approving renewal of the following beer permits, wine permits, and liquor licenses:
 - a. Class C Liquor & Outdoor Service – Coldwater Golf Links, 615 S. 16th Street
 - b. Class E Liquor – Kum & Go #113, 2801 E. 13th Street
 - c. Class A Liquor w/ Outdoor Service – Elks Lodge #1626, 522 Douglas Avenue
 - d. Class C Beer and B Wine – Swift Stop #5, 3218 Orion Street
 - e. Class C Liquor – Carlos O’Kelly’s Mexican Café, 631 Lincoln Way
 - f. Special Class C Liquor – Valentino’s, 823 Wheeler Street, #1
 - g. Class E Liquor, C Beer, and B Wine – Sam’s Club #6568, 305 Airport Road
 - h. Special Class C Liquor – The Spice Thai Cuisine, 402 Main Street
 - i. Class C Beer & B Native Wine – Swift Stop #4, 1118 South Duff Avenue
 - j. Special Class C Liquor – Lucullan’s Italian Grill, 400 Main Street
 - k. Class E Liquor – Kum & Go #227, 2108 Isaac Newton Drive
 - l. Class C Liquor – Café Northwest, 114 Des Moines Avenue
 6. RESOLUTION NO. 13-097 approving appointments to City’s various boards and commissions
 7. RESOLUTION NO. 13-098 adopting Rental Housing Fees
 8. RESOLUTION NO. 13-099 approving preliminary plans and specifications for Power Plant Maintenance Services; setting May 1, 2013, as bid due date and May 14, 2013, as date of public hearing
 9. RESOLUTION NO. 13-100 approving contract and bond for 2012/13 West Lincoln Way Intersection Improvements (Lincoln Way and Dotson Drive)
- Roll Call Vote: 5-0. Resolutions/Motions declared adopted/approved unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

PUBLIC FORUM: Catherine Scott, 1510 Roosevelt Avenue, Ames, spoke of her concerns about the development proposed by Breckinridge for the former Middle School. She had been informed that the land closing has been scheduled for April 1, 2013. Ms. Scott said that she had learned, from attending two neighborhood meetings with the developer, that the type of project being proposed is luxury student housing that consists of cottages with two to five bedrooms. The units are rented by the bedroom. Each bedroom has its own bathroom, there is a common kitchen and social area, there are no garages or basement, and there is 1.3 parking space/bedroom. The developer told the attendees at the meetings that he is bringing this new product to the Ames market. Ms. Scott pointed out that this type of development may not be what Ames wants brought to the local market.

According to Ms. Scott, the north and middle parcels of the former Middle School site are designated as Residential - Low Density. The south parcel has a Floating Residential Suburban or Village Residential designation, which allows for a slightly higher density. To Ms. Scott, Low-Density Residential usually means neighborhoods with single-family homes and a few duplexes. She does not believe the City ever envisioned to have an entire neighborhood designated entirely for students or rented by the room. It is unclear to Ms. Scott whether the number of unrelated persons being proposed for each unit would be allowed under Ames' Code. She also noted that density has been set for particular zoning designations, which allow for compatibility with existing neighborhoods. Ms. Scott stated her opinion that this type of development did not seem to be compatible with the surrounding neighborhood.

Ms. Scott said one of her main concerns with the Breckinridge proposed development is that it is not flexible; it is solely for students - not appropriate for families or the elderly. As such, it would be very difficult to retrofit, so if the development is allowed to go forward, the City would be committing itself to always having only one type of development on the entire parcel. She said she preferred housing that could be occupied by families or students.

Noting that the enrollment at Iowa State University had been increasing and was predicted to remain at that level for the next ten years. The University is planning to provide more student housing and the market is already attempting to meet the demand. Ms. Scott believes that Breckinridge had looked for a niche market and thinks that it has found one in Ames. She relayed her belief that strong neighborhoods with some diversity are ideal - those that allow people to remain in that neighborhood for their entire lives. Ms. Scott hopes that the City will work towards that in the redevelopment of the former Middle School land.

No one else asked to speak, and the Mayor closed Public Forum.

HEARING ON AMENDMENTS TO FISCAL YEAR 2012/13 BUDGET: Mayor Campbell opened the public hearing. There being no one wishing to speak, the hearing was closed.

Moved by Goodman, seconded by Davis, to adopt RESOLUTION NO. 13-101 amending the budget for the current Fiscal Year ending June 30, 2013.

Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

HEARING ON ADOPTION OF FY 2013/14 BUDGET: The Mayor opened the hearing. No one requested to speak, and the hearing was closed.

Moved by Goodman, seconded by Szopinski, to adopt RESOLUTION 13-102 approving the FY 2013/14 budget.

Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

1817 EAST LINCOLN WAY: City Planner Charlie Kuester summarized the background on this case. He said that the owner of 1817 E. Lincoln Way is proposing a two-lot subdivision. It is a corner lot with frontage on both Carnegie Avenue and East Lincoln Way. With the subdivision plat, the rear lot would have frontage on Carnegie, which is a street that does not have sanitary sewer or a sidewalk. The City's subdivision regulations require that both sanitary sewer and sidewalk be installed as part of the subdivision plat. The owner is seeking a waiver of those two requirements, citing that the self-storage units currently on the site do not have a need for installation of a public sewer and that there are no other sidewalks adjacent to the site. Mr. Kuester asked the Council to decide whether the waivers of the subdivision standards should be granted.

Bud Ely, 3914 Valley View Road, Ames, told the Council that he has lived in Ames for 54 years. He advised that his son owns the storage sheds, but the ground where they sit is owned by him. His entire intent, for estate pre-planning, is to "gift" his son the ground where the sheds have been built. According to Mr. Ely, his attorney has recommended that the land be subdivided so that he can make the gift of the ground to his son. Mr. Ely owns the land adjacent to where the storage sheds are; that is Bud's Service Center, and his family will keep all the land together.

Council Member Goodman asked if the east/west road to the north of the property was paved. Planner Kuester said that the road had been seal-coated. The site is located in a heavy industrial area. There is a fragmented lot pattern; in the past, lots had been created without the necessary infrastructure. Some of the land to the north is City-owned property, but there is some private property on the east side of Carnegie that also does not have sewer or water. There are no structures on that private property; it is also used for outdoor storage.

It was noted by Mr. Goodman that, from his experience on the City Council, subdivision requests are the last chance the City has to require infrastructure on the property. At Mr. Goodman's inquiry, Planner Kuester said that the Council has waived the requirement for sidewalks in the past due to topography constraints. Also, in response to Council Member Goodman's question, Mr. Kuester said that there currently are no sidewalks on either side of Carnegie Avenue.

Council Member Szopinski pointed out that it is difficult to know if the property to the north of the site in question was going to develop. She felt the likelihood of that happening was slim, and she hoped that a developer's agreement could be signed so if the land to the north was ever sold and developed, infrastructure on the land in question would be installed. Mr. Kuester said that it is possible to do that, e.g., if there was a use that was going to require sewer or water, the owner of this parcel would have to install sanitary sewer through the entire length of his property on the east side. Mr. Kuester advised that, if that was approved by the Council, it would be best to require some sort of financial security from the owner to ensure that commitment is guaranteed. After being questioned by Council Member Davis, Mr. Kuester stated that there is a sanitary sewer on the north side of Lincoln Way.

Planner Kuester advised that there is a requirement for sidewalk on only one side of the street in the industrial area. The Future Lands Use Plan identifies the area in question as Industrial. Currently, there are no sidewalks at all on Carnegie Avenue.

Council Member Wacha reiterated that after approval to subdivide is granted, the City loses its leverage to require infrastructure. There are areas in Ames where there are gaps in sidewalks and

paved streets; it is very difficult to get those gaps remedied because it wasn't done when it should have been paid for by the owner or developer. Mr. Wacha said it was important for the City to take a long-range view.

Planner Kuester reported on possible options to help the Council determine whether or not to grant a request of the subdivision standards for the installation of required infrastructure.

Council Member Goodman again noted that, when a property is subdivided, it is the City's last chance to require the installation of sidewalks.

City Manager Schainker added that if the City Council chose to waive either or both standards, it could impose conditions so that, if necessary, the public infrastructure would be installed when needed. Planner Kuester added that a development agreement could require the installation of both the public sanitary sewer and the sidewalk at such time as any improvements that require water service or sanitary sewer service are made to the rear lot. If this approach is selected by the Council, the development agreement would be submitted for approval along with the subdivision plat at some future meeting. Without the installation of the sanitary sewer by this applicant, if a property owner to the north subsequently requested development, there would be a gap of infrastructure, similar to the gap that the City Council had to resolve recently for electric service to the northern growth area. Mr. Schainker advised that, short of requiring financial security to be held in the eventuality of further development along Carnegie Avenue, there is not an easy mechanism to require payment from this property owner should an abutting property later need sanitary sewer.

Moved by Wacha, seconded by Goodman, to deny the request for waiver of subdivision regulations.

Council Member Orazem disagreed with the motion, stating that he does not foresee the area in question ever being a widely used pedestrian area. He expressed his dislike for snippets of sidewalk being installed because they serve no function, other than just to add costs.

Council Member Goodman said that the Council had heard the argument several times that a property owner should not have to install sidewalks because there are no other sidewalks in the area. However, it is impossible for this Council to know that the area will always be just as it is today.

Mildred Ely, 3914 Valley View Road, Ames, stated that they purchased the property when it was a dump. They cleaned it up, filled it in, and built storage sheds on that land. The City owns the land behind the area in question; there are no sidewalks on that land. Currently, there is no sidewalk anywhere around their property. Across the street is a junkyard; there are no sidewalks there either. If they were made to install sidewalk, that sidewalk would be the only one and it would go nowhere. Mrs. Ely told the Council that if they are made to install sidewalk and sanitary sewer, they will not subdivide the land; they will leave it as it is. She said that they cannot afford it.

Vote on Motion: 2-3. Voting aye: Goodman, Wacha. Voting nay: Davis, Orazem, Szopinski. Motion failed.

Moved by Goodman, seconded by Orazem, to ask the owners to work out an agreement that if sidewalk is constructed to the north of the property in question, or the property to the north is subdivided, the owner of 1817 E. Lincoln Way would install, at their own costs, sidewalk to connect to it.

Council Member Orazem asked if there was a legal way to attach the sidewalk requirement to the property even if it passes from one person to another. Acting City Attorney Judy Parks said that the agreement would be made subject to any future owner and/or assigns, and the document would be recorded. Ms. Parks said the same could be done in regards to the sewer; however, she could not recall any instance where the City had done anything similar.

Vote on Motion: 4-1. Voting aye: Davis, Goodman, Orazem, Szopinski. Voting nay: Wacha. Motion declared carried.

Moved by Goodman, seconded by Orazem, to adopt RESOLUTION NO. 13-106 requiring the owner of 1817 E. Lincoln Way to install sanitary sewer when subdividing the land.

Council Member Goodman justified his position, stating that, it is unknown what the future might bring, and when an exception is made, it creates an unfair burden to all taxpayers in the future should the area further develop.

Vote on Motion: 4-1. Voting aye: Davis, Goodman, Orazem, Szopinski. Voting nay: Wacha. Resolution declared adopted, signed by the Mayor, and hereby made a portion of these Minutes.

2013/14 AMES ANNUAL OUTDOOR SCULPTURE EXHIBITION SCULPTURES: Committee Chairperson Greg Fuqua introduced Commission Members Kathranne Knight and Firth Whitehouse. Mr. Fuqua showed pictures of the five sculptures that were chosen for the Exhibition and the five alternates. He explained the process for recruiting artists to participate in the program. In April, sites will be chosen for placement of the sculptures.

Moved by Davis, seconded by Orazem, to adopt RESOLUTION NO. 13-103 to approve the 2013/14 Ames Annual Outdoor Sculpture Exhibition sculptures, as follows:

1. *Pivot* by James Anthony Bearden, Des Moines, Iowa
2. *Bunny* by Jeff Brewer, Nacogdoches, Texas
3. *Immaterial* by Chris Wubbena, Jackson, Missouri
4. *Transponder* by Steve Elliott, Wayne, Nebraska
5. *Horse* by John Howard, Hinesville, Georgia

and five alternates, as follows:

1. *Black Bird* by James Bearden, Des Moines, Iowa
2. *Tree* by Jeff Brewer, Nacogdoches, Texas
3. *Muso's Thought* by Steve Maeck, Floral City, Florida
4. *Imbroglia* by Zachary Schnock, Cedar Falls, Iowa
5. *Prayer Torso* by V. Skip Willits, Camanche, Iowa

Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

REQUEST FOR WAIVER OF PARKING METER FEES FOR STORY COUNTY COMMISSION OF AMES VETERANS AFFAIRS: Moved by Davis, seconded by Szopinski, to adopt RESOLUTION NO. 13-107 approving a waiver of fees for meters surrounding 516 Kellogg Avenue for a Story County Commission of Ames Veterans Affairs event on Friday, March 15, 2013.

Brett McClain, 126 South Kellogg, Ames, spoke as the Director of the Story County Commission of Ames Veterans Affairs. He explained that the event to be held on March 15, 2013, would be the first “Homeless Standdown,” and told the Council how the event came into being. A meal will be served to the homeless and those nearly homeless. The event will be held at the First United Methodist Church at 516 Kellogg, and the affected parking would be adjacent to the Church in the 500 Block of Kellogg Avenue and 200 Block of 5th Street, respectively. The parking would be used by their volunteers and staff from the Veterans Administration Hospital, who will provide medical, dental, and vision care.

Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

INTEGRATED NETWORK STORAGE SOLUTION: Moved by Davis, seconded by Goodman, to adopt RESOLUTION NO. 13-104 awarding a contract to RSM McGladrey of Des Moines, Iowa, in the amount of \$105,753 for the purchase of Integrated Network Storage Solution.

Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

RETENTION OF OUTSIDE COUNSEL TO ASSUME CITY PROSECUTIONS: Acting City Attorney Judy Parks advised that Assistant City Attorney Kristine Stone had recently accepted the position of City Attorney of Bettendorf, Iowa, and will be assuming that post on April 1. In her current position for the City of Ames, Ms. Stone handles all of the criminal and infraction prosecutions. Since the caseload is continual and time-sensitive, it would be very difficult for Acting City Attorney Judy Parks to undertake the additional work. The proposed temporary resolution is to authorize the prosecutions be done on the City’s behalf by Dorsey & Whitney, the Des Moines firm that was retained on a standby basis shortly after City Attorney Marek resigned.

Council Member Wacha recalled that the Dorsey & Whitney firm had approached the City a couple years ago offering to handle prosecutor services on a pro-bono basis as part of the firm’s commitment to participate in programs that serve the public interest. Ms. Parks advised that the pro-bono services are no longer being offered; that was a short-term arrangement to allow attorneys from Dorsey & Whitney to gain litigation experience. Ms. Parks requested approval to use up to \$10,000 of the previously allocated \$50,000 to retain Dorsey & Whitney to handle City prosecutions as long as the staffing situation makes it necessary.

Moved by Davis, seconded by Goodman, to adopt RESOLUTION NO. 13-108 authorizing the retention of outside counsel to assume City prosecutions.

Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

RESIDENT SATISFACTION SURVEY: Public Relations Officer Susan Gwiasda stated that the City is again working with Iowa State University’s Institute for Design Research and Outreach to produce, distribute, and analyze the 2013 Resident Satisfaction Survey. Each year, a small amount of space is reserved for a current issue question(s) to be added. Ms. Gwiasda had provided a list of potential topics for additional survey questions and asked the Council to come to consensus on any new questions to be explored. She said the consultant had asked her to remind the Council, if additional questions are suggested, to think of two things: is the information already available somewhere else and what would be done with the information.

Council Member Wacha pointed out that it would be beneficial to know the perceived need for continued tax-funded public WiFi hot spots at outdoor locations; however, that information should be able to be gleaned from the data of how many people are connecting and for long. He suggested

that a question about the Yard Waste Free Day would be a good one since the City recently changed the service provider and location. Ms. Gwiasda said that the timing of the Survey could be an issue for that question. Yard Waste Free Day is set for April 27, and the Survey would be sent out at the end of March or beginning of April. Some respondents may base their response on past Free Day experiences.

Council Member Goodman would like to know if people would be willing to pay more for an increased level of service for Yard Waste Free Day (perhaps more than one day so there would be shorter lines) or pay less for a decreased level of service.

Council Member Szopinski said she would like a little more time to get input from others on possible questions. Ms. Gwiasda said that the Survey needs to be sent out by the end of March, and it takes some time to assemble it.

Council Member Orazem expressed his frustration over the length of time it takes to get shared use paths built. He wondered if it would be possible to ask people's willingness to volunteer to help build shared use paths if the design and engineering is provided by the City. Discussion ensued about potential liability issues if volunteers are used to build City trails. City Manager Schainker agreed to talk to Public Works about that concept.

Council Member Szopinski would like to ask the public if they wish for the City to revisit the issue of the lack of owner-occupied property maintenance standards. Ms. Gwiasda said she thought that was included on a past Survey. It was recalled that the question had been sent out on a separate Web-based survey approximately four or five years ago. City Manager Schainker said it could be included in this year's Survey.

Council Member Davis questioned whether it was cost-effective to mail out the paper version of the Resident Satisfaction Survey rather than transitioning to an all-electronic version. Ms. Gwiasda advised that the City does not have a good database of e-mail addresses for the general population to have a scientific survey through e-mail. It can be done through the University because the City uses their database, and it can be randomly surveyed. Mr. Schainker noted that presently, utility customers are not required to provide their email addresses. The City does not have an email address for every customer. If that is something the Council wants, it would be necessary to mandate that information on utility applications. Ms. Gwiasda noted that the consultants had told her that the response rate to surveys where the respondent is directed to go to a web site is extremely poor - 1 or 2%. It is an extra step that people do not want to take the time to do. At the inquiry of Council Member Davis, Ms. Gwiasda answered that the City spends approximately \$2/booklet with postage. It sends out 1,350.

ORDINANCE MAKING MODIFICATIONS TO *MUNICIPAL CODE* CHAPTER 21 (SIGN CODE): Moved by Szopinski, seconded by Davis, to pass on second reading an ordinance making modifications to *Municipal Code* Chapter 21 (Sign Code).
Roll Call Vote: 5-0. Motion declared carried unanimously.

ORDINANCE MAKING MODIFICATIONS TO *MUNICIPAL CODE* APPENDIX N RELATING TO THE TITLES OF CHAPTERS 5 AND 21: Moved by Goodman, seconded by Wacha, to pass on

second reading an ordinance making modifications to *Municipal Code* Appendix N relating to the titles of Chapters 5 and 21.

Roll Call Vote: 5-0. Motion declared carried unanimously.

COUNCIL COMMENTS: *Ex officio* Sawyer Baker announced that Ames had been named as the "Second Best College Town for Populations Under 250,000" by the American Institute for Economic Research. She named some of the factors used to make that determination. Mayor Campbell noted that *USA Today* had reported it as well.

CLOSED SESSION: Moved by Davis, seconded by Wacha, to hold a Closed Session as provided by Section 20.17(3), *Code of Iowa*, to discuss collective bargaining strategy.

Roll Call Vote: 5-0. Motion declared carried unanimously.

The meeting reconvened in Regular Session at 8:18 p.m.

Moved by Davis, seconded by Orazem, to adopt RESOLUTION NO. 12-105 ratifying the contract with the Public, Professional, and Maintenance Employees (PPME).

Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

ADDITIONAL COUNCIL COMMENTS: Council Member Goodman asked about the zoning designations for the three parcels of the former Middle School that are in the process of being sold to the Breckinridge developers. City Manager Schainker clarified that two parcels are zoned Low-Density Residential and one is zoned Suburban Residential. The Low-Density Residential parcels are already developed areas; it is only the Suburban Residential parcel that is in the New Lands area. The City Council would make the decision as to what zoning designation would be applied to the Suburban Residential. Mr. Goodman asked what the time line would be if the Council has any interest in ensuring that the Suburban Residential parcel would be low-density. Specifically, he wanted to know if it would be made more difficult if the new owner was in possession of the property. Mr. Schainker said staff would have to check the *Iowa Code*, but there are some provisions for protesting the zoning designation. Depending on whether criteria are met for validating the protest, it could force the number of votes required to make the change to three-fourths of the Council or five votes instead of four. The Council was also informed that the property owner may apply for rezoning or the City Council may initiate the rezoning.

Moved by Goodman, seconded by Szopinski, to direct staff to provide, at the March 26, 2013, Council meeting, a report on the rezoning process and options for the former Middle School.

Vote on Motion: 5-0. Motion declared carried unanimously.

ADJOURNMENT: Moved by Davis to adjourn the meeting at 8:31 p.m.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

**MINUTES OF THE SPECIAL MEETING OF THE AMES CITY COUNCIL AND
SPECIAL JOINT MEETING OF THE AMES CITY COUNCIL AND ELECTRIC
UTILITY OPERATIONS REVIEW AND ADVISORY BOARD**

SPECIAL MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

MARCH 11, 2013

The Ames City Council met in special session at 7:00 p.m. on the 11th day of March, 2013, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with Mayor Pro Tem Matthew Goodman presiding and the following Council Members present: Davis, Orazem, Szopinski, and Wacha. Mayor Campbell and Member Larson were absent. *Ex officio* member Baker was also absent.

MOTION APPROVING OUTDOOR SERVICE AREA EXTENSION FOR DUBLIN BAY, 320 SOUTH 16TH STREET: Moved by Davis, and seconded by Orazem to approve the outdoor service area extension.

Vote on Motion: 5-0. Motion carried unanimously.

RESOLUTION ADOPTING REVISED RENTAL HOUSING FEES: Moved by Davis, and seconded by Wacha to adopt the revised rental housing fees.

Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

RESOLUTION APPROVING CONTRACT AND BOND FOR CYRIDE BUS FACILITY EXPANSION: Moved by Davis, and seconded by Orazem to approve the contract and bond for the CyRide bus facility expansion.

Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

ADJOURNMENT: The meeting adjourned at 7:01 p.m.

**SPECIAL JOINT MEETING OF THE AMES CITY COUNCIL AND ELECTRIC
UTILITY OPERATIONS REVIEW AND ADVISORY BOARD (EUORAB)**

City Manager Steve Schainker said the decisions regarding the two topics this evening will be very important as they will chart the course of the electric utility and disposing of refuse in Ames and Story County for many years. He said the information will be plenty, and the alternatives could be controversial, so no decisions will be made this evening; rather, more meetings and further discussion will take place over the next few months so the Council is comfortable with the decisions. Mr. Schainker said what will be challenging is, there is no easy or clear path for combining the two utilities, so working together to come up with the best course of action in the coming year will be very important. He told the Council that the electric utility will have to describe its future in the next couple months, but there is time to proceed cautiously.

PRESENTATION OF GASIFICATION FINANCIAL ANALYSIS REPORT FROM HDR:

Public Works Director John Joiner introduced Lori Calub, Financial Modeler and Karl Fryklind, Principal Engineer for the project. Mr. Joiner said in 2011 conversion technologies were presented, and through that process gasification was identified as the most feasible technology. He said HDR's study will determine costs for different configurations of gasification equipment that would be compatible with any option that could be selected as a result of the Energy

Resource Options Study. Mr. Fryklind noted that municipal solid waste (MSW) has been converted to refuse derived fuel (RDF) at the Resource Recovery Plant since 1975. He also described gasification as a new and emerging technology that involves a partial combustion process with a limited amount of oxygen that produces a synthetic gas. He said several scenarios are being looked at using syngas. He said parameters being used for the scenarios include the facility size, which will accommodate 300 tons per day, and the RDF to gasification would be 85% of MSW converted into syngas, and the remaining 15% would remain as residue or char. He said of the 85%, 65% would be syngas energy, as some of the energy is lost during the conversion process in the heat.

Mr. Fryklind described the mass burn option as the MSW being burned and converted to electricity through a conventional steam turbine cycle. He said there would be 28% ash residue with this option.

Mr. Fryklind reviewed the six scenarios:

- Scenario 1: Syngas being used as a supplemental fuel into each of the City's existing coal-fired boilers
- Scenario 2: Syngas being used as a supplemental fuel into each of the City's existing boilers, which would be converted to natural gas
- Scenario 3: Syngas being used in a new combustion turbine generator set connected to the electrical distribution grid
- Scenario 4: Syngas being combusted in a dedicated internal combustion generator set connected to the electrical distribution grid (conditioning would include cooling, acid gas removal, and particulate control)
- Scenario 5: Syngas being combusted in a dedicated package boiler generator set connected to the electrical distribution grid (will not require any conditioning)
- Scenario 6a: Retire the Resource Recovery Plant and construct a mass burn to energy facility that would generate electricity using raw MSW
- Scenario 6b: Retire the Resource Recovery Plant and construct a mass burn to energy facility that would generate electricity using shredded MSW.

Ms. Calub reviewed the system expenses and the system revenues. She said operations and maintenance cost assumptions were developed for each scenario. She said all scenarios have common cost components, but the gasification systems will involve the purchase of RDF and operation and maintenance of RDF storage bins, and that the mass burn options would involve different costs. She reviewed more details on costs and revenues for each scenario.

Mr. Schainker said with the debt service alone, the least expensive options are scenarios one and two, at about \$3.9 million. He said the current total budget for Resource Recovery is about \$3.7 million. He said these scenarios also have capital investments of over \$33 million, and with that new debt, it has to be determined how to pay for it. He said if it was paid for with per capita (subsidy paid on property taxes from citizens in the county), which is currently about \$9.10, that would need to be increased to \$44.63 or \$43.72 depending on the option. He said if the tipping fee was used to pay for the increase, that fee would need to go from \$54 to \$105 or \$107. He said the City of Ames desires to be innovative, but there is no other plant that is using MSW and gasification that can be looked at for comparison.

Council Member Orazem asked if these costs involve any changes that would need to be made to the electric utility. Mr. Fryklind said these costs are independent of any other changes the electric utility would need to make. Management Analyst Brian Phillips said the cost to convert the boilers to accept syngas would be included in the capital expense. Mr. Fryklind clarified in scenario two that the conversion from a coal-fired plant to natural gas is not included but cost to modify the burners to accept syngas is included in the costs.

Discussion continued on the scenarios, costs, and financing options. Mr. Joiner said it is important that the two studies being discussed tonight are running parallel as the options are laid out.

OVERVIEW AND PRELIMINARY DISCUSSION OF ENERGY RESOURCE OPTIONS STUDY FROM BLACK AND VEATCH:

Electric Services Director Don Kom introduced Bob Slettehaugh and Natalie Rolph of Black and Veatch. He said they will be looking at the Electric side of this question, and said the study was needed because of three different categories of information: Environmental Protection Agency's (EPA) several rules and proposed rules; natural gas being more abundant with a lower cost, and now the fuel of choice of the EPA; and other energy options available including the Midwest Independent System Operator (MISO) market, buying into a unit, and solar or wind. Mr. Kom said a Request For Proposals was put together to look at the rules of EPA and identify possible solutions to meet the rules with existing or new generation, consider impacts of MSW that is processed into RDF and co-fired with coal, then cost out the options and economically model the options using forecasted costs looking out to 2037, then make a final recommendation that will include consideration of the City's values. Mr. Kom said a recommendation was not desired from Black and Veatch, but rather a report with all costs associated with each option so staff and Council can study the options.

Mr. Trower said there are two big rules before them: the Cross State Air Pollution Rule (CSAPR) and the Mercury and Air Toxics Standard (MATS). Mr. Trower further explained that CSAPR will regulate sulfur dioxide (SO₂) and nitrogen oxides (NO_x) but has temporarily been vacated, and that MATS imposes emission limitations on mercury, acid gases and other hazardous air pollutants emitted from coal fired steam units. He said that by April, 2015 the City of Ames must comply with these rules.

Mr. Trower told the Council that they looked at many alternatives for units 7 and 8, and ended up with 16 options. Mr. Trower reviewed the process so far, and said Black and Veatch was chosen because the firm is good at both studying the options and making determinations, and was the only entity with a very sophisticated computer model that can predict year by year what can be done and what commitments should be made. Black and Veatch further analyzed five of the 16 options.

Bob Slettehaugh of Black and Veatch reviewed the approach to the study. He also reviewed the study workflow and how the complete list of possibilities was funneled down. He told the Council that Black and Veatch studied units 7 and 8 and their emissions from 2003 to 2010. SO₂ would need reduced by 13 - 34% and NO_x would need reduced by 60-70%. He said control technology could be added, allowances could be purchased, or the City could change how much the units are operated to stay within the annual limit. Mr. Slettehaugh described the qualitative screening and ranking of the different options, and said that some were eliminated based on the gap analysis.

Mr. Slettehaugh reviewed the key findings. He said in general, updating Unit 8 will be more cost effective than changing Unit 7. Mr. Kom said RDF can continue to be burned if coal is burned and also if natural gas is burned, but it is believed that less RDF can be burned on gas since the heat intensity of a coal fire is hotter and RDF is consumed more efficiently. Discussion ensued on the process of burning RDF.

Mr. Slettehaugh said to control NO_x, Low Nox Burner (LNB) and Over Fire Air (OFA) would be cost effective methods. He said Powder Activated Carbon (PAC) also known as Activated Carbon Injection (ACI), and Dry Sorbent Injection (DSI) are cost effective ways to reduce MATS. Other systems were described, and discussion ensued on how these methods could be utilized. Mr. Trower noted that the Power Plant is confined to a certain physical area, so re-routing would be very difficult.

Mr. Orazem asked when a decision would have to be made if the City of Ames wanted to participate in the gas line that ISU is participating in. Mr. Kom said contracts will be signed by April 1 so to participate in that contract is not likely. He said a new gas line is what is being looked at, which would come from Story City. Discussion continued regarding the options to participate in a new gas line. Mr. Trower said there is 2.25 years left in the coal delivery contract, and there would be a penalty. Mr. Kom said staff will come to Council again in the near future to make a recommendation to Council for how to handle RDF and the Electric needs of the community. Mr. Davis asked what the time frame would be if the decision is made to convert to gas. Mr. Kom said a couple years from a Power Plant standpoint, but the process is extensive.

Mr. Slettehaugh said as soon as possible would mean about a 30 month schedule for converting to gas. Another option is to delay changes until 2020 to see how legislation comes out. Mr. Schainker asked what the interim step is. He said the City could continue operating on coal, and would need MISO in the near term.

Mr. Slettehaugh reviewed the options. Discussion ensued regarding the options.

The Council recessed at 9:12 p.m. and reconvened at 9:17 p.m.

Natalie Rolph told the Council that the goals of the Energy Resource Options Study include identifying the City's least-cost environmental compliance plan and estimating the impact of the continued RDF use. She said the approach by Black and Veatch involved characterizing the assumptions about the marketplace, identifying the key compliance options and the system constraints, using an optimum generation expansion model to test combinations of compliance and growth options finding least-cost plans, and checking the robustness of selected plans. She said the system in total must be looked at.

Ms. Rolph said through the year 2037 the utility will need another 34 megawatts. She told the Council that Black and Veatch started their own forecasting services about 5 years ago. She said internally they have national models of the national power sector by about 100 different markets, and that they are able to forecast gas prices, electric prices, and allowance markets. She showed a graph showing the natural gas price forecast. She said City of Ames prices are slightly higher than general market prices, and winter prices run approximately 20% higher than summer prices. She also reviewed the coal and RDF price forecast. Mr. Orazem asked about CO₂ as an option. Ms. Rolph said it is extremely expensive, and the last measure you would go to.

Council Member Szopinski asked about alternative energy sources and how they would fit into the scenarios in part. Ms. Rolph said to get to 2050 with 80 % CO₂ reduction will take a lot of wind, solar, demand side management, etc. Discussion ensued. Mr. Trower said the CO₂ tax is being looked at, but if there is not that tax, it could change the order of the options. The other assumptions and constraints were reviewed including insurance, cost of debt, carrying charges, transmission assumptions, minimum load levels, and equipment retirement costs.

Discussion ensued regarding the prices of the options. Mr. Kom told the Council that \$30.5 million is already in the CIP. Mr. Kom said less RDF is burned in unit 7 than 8, and Ms. Rolph added that there are many costs associated with retiring a unit. Further discussion ensued regarding costs of the options. Mr. Schainker said page 8 of the staff report shows the capital costs associated with the options. He said it isn't an option to do nothing.

Ms. Rolph reviewed forecast comparative revenue requirements. She said if no RDF is burned, a lot more energy would be purchased from the marketplace. Mr. Trower said prior to 2008, the City's production price was lower on average than the market price. Now, the City's production price is above the average purchase power price. He said Black and Veatch is forecasting that Ames' price will remain above the average purchase power price. Mr. Goodman asked about wind. Ms. Rolph said whatever is done with units 7 and 8 is separate from wind. Ms. Szopinski asked about the increase in Ames' price and asked how the study can help. Mr. Trower said during the market price constraint in the summer, the City wants to be generating because it's much more expensive to buy off the market. Ms. Rolph said EPA would not even allow Units 7 and 8 to operate as is without modifications. Mr. Slettehaugh said we have to have the capacity, and want to get the cheapest capacity we can. Discussion ensued regarding MidAmerican Energy. Mr. Trower said Ames could do a bilateral agreement with MidAmerican Energy with no ownership or buy off the MISO market.

Ms. Rolph said that the option without RDF and converting both units 7 and 8 to natural gas is the least cost option. Mr. Davis asked about the difference in prices for the options where RDF is still burned. She said the difference in prices are gas prices and buying from the market.

Mr. Kom said that staff will be reviewing and analyzing the effects of a newly proposed EPA rule, which would make it necessary to be in compliance at all times, even during shut down, start up, and repair of the units. He said this proposed rule will likely result in at least one more option. He said a finalized report will be presented to City Council in a couple weeks, and staff will make a recommendation on a preferred option to EUORAB and City Council.

Mr. Trower said our situation doesn't lend itself to a building block approach, rather a distinct path must be chosen. He said it would be prudent for staff and Council to recommend and approve the right path. Mr. Goodman asked about the Council's policy of 15% being renewable energy. Mr. Kom said the wind that we have today provides that 15%. Mr. Wacha asked if the study included costs or revenue from a recycling program if it is decided to move away from RDF. Mr. Trower said that is not included in the study. Mr. Schainker said that study was done some years ago. Mr. Orazem asked if the accounting for alternative energy generated accounts for other efforts. Mr. Kom said we are not gaining any credits for the demand side management program. He also said that together with the Resource Recovery Plant, Electric has requested that RDF be recognized, but at this time it is not being counted.

COMMENTS: Mr. Orazem said both reports were very well done. Ms. Szopinski also thanked staff for the reports.

ADJOURNMENT: The meeting adjourned at 10:30 p.m.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

Erin Thompson, Recording Secretary



REPORT OF CONTRACT CHANGE ORDERS

Period:	<input checked="" type="checkbox"/>	1 st – 15 th
	<input type="checkbox"/>	16 th – end of month
Month and year:	March 2013	
For City Council date:	March 26, 2013	

Department	General Description of Contract	Contract Change No.	Original Contract Amount	Contractor/ Vendor	Total of Prior Change Orders	Amount this Change Order	Change Approved By	Purchasing Contact Person/Buyer
Public Works	Engineering Services for Financial Modeling Study	1	\$93,705.00	HDR Engineering, Inc.	\$0.00	\$4,431.49	G. Freel	KS
Transit	Architectural / Engineering Services	3	\$462,509.00	URS Corporation	\$28,050.00	\$5,435.00	M. Mundt	MA
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		



MEMO

*Caring People
Quality Programs
Exceptional Service*

8a-c

TO: Mayor Ann Campbell and Ames City Council Members

FROM: Lieutenant Jeff Brinkley – Ames Police Department

DATE: March 21, 2013

SUBJECT: Beer Permits & Liquor License Renewal Reference City Council Agenda
March 26, 2013

The Council agenda for March 26, 2013, includes beer permits and liquor license renewals for:

- Class C Liquor – GeAngelo's, 823 Wheeler Street #9
- Class E Liquor, C Beer, and B Wine – Wal-Mart #749, 3015 Grand Avenue
- Class C Liquor – Sips/Paddy's Irish Pub, 124 Welch Avenue

A routine check of police records found no violations for GeAngelo's or Wal-Mart #749. The Police Department recommends renewal of these licenses.

Police issued three citations for on premises underage and one citation for serving an intoxicated person at Paddy's in the past twelve months. There have also been two instances of over crowding related to fire code and occupancy in the past year. Those issues have been addressed and management is working with city departments to comply with regulations. We will continue to monitor those specific violations. We recommend renewal at this time.

RESOLUTION NO. _____

**RESOLUTION APPROVING AND ADOPTING
SUPPLEMENT NO. 2013-2 TO THE AMES MUNICIPAL CODE**

BE IT RESOLVED, by the City Council for the City of Ames, Iowa, that in accordance with the provisions of Section 380.8 Code of Iowa, a compilation of ordinances and amendments enacted subsequent to the adoption of the Ames Municipal Code shall be and the same is hereby approved and adopted, under date of April 1, 2013, as Supplement No. 2013-2 to the Ames Municipal Code.

Adopted this _____ day of _____, 201__.

Ann H. Campbell, Mayor

Attest:

Diane R. Voss, City Clerk

COUNCIL ACTION FORM

SUBJECT: **SMART ENERGY REBATE TO MARY GREELEY MEDICAL CENTER**

BACKGROUND:

Electric Services' Smart Energy incentive programs are designed to help customers purchase and install energy efficient equipment. The program helps us work collaboratively with customers to reduce our overall load, and particularly helps reduce our summer peaks.

Mary Greeley Medical Center (MGMC) recently participated in the Smart Energy program by making lighting upgrades to its parking ramp. MGMC changed all of their parking ramp lights from metal halide high intensity discharge lamps to LED lamps. The change is expected to save 234,155 kWh of energy and 27 KW of demand, and to remove 192 tons of CO₂ from the atmosphere per year. This will save MGMC approximately \$17,800 annually, while future avoided costs (savings) for Electric Services is estimated at \$50,146 over the life of the lighting upgrades. This installation qualifies Mary Greeley for a rebate of \$19,669.

ALTERNATIVES:

1. Authorize the Smart Energy rebate to Mary Greeley Medical Center in the amount of \$19,669.
2. Delay the payment.

MANAGER'S RECOMMENDED ACTION:

It has been a goal of the City Council to reduce the increases in energy consumed in our community and to have an increasingly sustainable community. Smart Energy incentive programs encourage individuals and businesses to invest in more energy-efficient technologies and have reduced increases in demand on the City's Electric Utility. Particularly important have been the recent reductions in peak demand during the summer months.

Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1, thereby authorizing the Smart Energy rebate to Mary Greeley Medical Center in the amount of \$19,669.



MEMO

11

TO: Mayor & City Council

FROM: Bob Kindred, Assistant City Manager

DATE: March 26, 2013

SUBJECT: Mayor Campbell's Trip to Koshu City, Japan

As part of the City's support for Ames' partner cities, an elected official sometimes leads local Ames delegations' visits to our two partner cities. The City Council authorizes payment of the elected official's travel expenses and the cost of modest gifts from the Council's Contingency Account.

This year marks the twentieth anniversary of the partner city relationship between Ames and Koshu, Yamanashi Prefecture, Japan. To help celebrate that event, Mayor Campbell is planning to lead this year's delegation to Koshu. The cost of travel is slightly under \$1,600, and the cost of meals should not exceed \$300. Most of the other trip expenses will be borne by Koshu City or by the local host families. Costs for the official gifts should not exceed \$500.

To authorize these expenses, it would be appropriate for the Council to approve up to \$2,400 from the Council's Contingency Account for this purpose.



MEMO

12

To: Members of the City Council

From: Ann H. Campbell, Mayor

Date: March 22, 2013

Subject: Appointment to Fill Vacancy on Electric Utility Operations Review & Advisory Board (EUORAB)

Dick Johnson, member of EUORAB, has submitted his resignation from the board. Since Dick's term of office does not expire until April 1, 2015, an appointment needs to be made to fill this vacancy.

Therefore, I request that the City Council approve the appointment of Steve Goodhue to fill an unexpired term of office on the Electric Utility Operations Review & Advisory Board.

COUNCIL ACTION FORM

**SUBJECT: AGREEMENT WITH IOWA DEPARTMENT OF TRANSPORTATION
FOR USE OF INTELLIGENT TRANSPORTATION SYSTEM NETWORK**

BACKGROUND:

The Iowa Department of Transportation (IDOT) is installing an Intelligent Transportation System (ITS) network consisting of cameras, sensors, and dynamic message boards in the Ames area along the I-35 corridor to assist in traffic operations and information dissemination in and around the Ames area. As a generous gesture of intergovernmental cooperation, the IDOT has extended an offer to allow the City to have access to this network. This arrangement, to be confirmed through a 28E intergovernmental agreement, will provide the City with low cost network expansion as well as access to data provided by the ITS.

Under the proposed agreement, the Iowa Department of Transportation agrees to:

- Provide access to the ITS Network Features for City use, including but not limited to Police, Fire, Information Technology, and Public Works.
 - The ITS devices (e.g. cameras, sensors) are only for transportation and public safety applications. The use of the ITS devices for law enforcement purposes is prohibited.
- Provide, at no cost or obligation to the City, ten strands of dark fiber optic cable that the City will use to connect Water and Pollution Control, Fire Station 3, and Animal Control to the existing City fiber optic infrastructure at the Veterinary Medicine Electric Substation.
- Allow the City to install additional devices (e.g., cameras) on the ITS network at no cost or obligation to the City.

The City obligations under the proposed agreement are to:

- Reimburse the IDOT an estimated \$4,815 for connections to the City fiber infrastructure.
- Provide electrical service to IDOT cameras at two traffic signal locations at no cost or obligation. The annual electrical usage is estimated to cost less than \$30 per year.

ALTERNATIVES:

1. Approve the 28E Agreement with the Iowa Department of Transportation for use of the IDOT's Intelligent Transportation System Network.

2. Reject the agreement.

MANAGER'S RECOMMENDED ACTION:

By approving the agreement between the City and the Iowa Department of Transportation, the City will be provided access to the IDOT's traffic monitoring system in and around the Ames area, and will also be able to extend fiber optic network connections to additional City facilities and infrastructure.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the 28E Agreement with the Iowa Department of Transportation for the use of IDOT's Intelligent Transportation System Network.

COUNCIL ACTION FORM

SUBJECT: **COMMUNITY DEVELOPMENT BLOCK GRANT RECOVERY
(CDBG-R) CLOSEOUT AGREEMENT**

BACKGROUND:

On March 6, 2009, the U.S. Department of Housing and Urban Development (HUD) notified the City that we had been allocated \$130,258 of Community Development Block Grant Recovery (CDBG-R) funds as part of the American Recovery and Reinvestment Act of 2009. The grant period was from June 2009 through September 2012.

To utilize this grant funding, the following two projects were approved and completed:

Neighborhood Infrastructure Improvement Program – This program targeted improvements to the infrastructure in HUD designated low and moderate income census tracts. The objective was to replace and/or repair curbs, driveway approaches, sidewalks, and/or street resurfacing areas that have deteriorated and are causing pre-mature pavement failure. The overall goal of the program was to preserve and enhance the viability and aesthetics of our core existing neighborhoods. Under this activity, the City completed the above objectives along South Riverside Drive. The total amount spent was \$101,022.50, and one job was created.

Eco-Smart Housing Retro-fit Program – This program utilized an existing single-family home by incorporating “go-green” features as part of the rehabilitation of the property. The green affordable home was then to be sold to an eligible, low or moderate income, first-time homebuyer, in conjunction with the City’s CDBG Homebuyer Assistance Program. The overall goal of the program was to increase the availability of affordable housing to low income families and to maintain decent, safe, and sanitary housing stock in existing neighborhoods. The property at 3317 Morningside was purchase under our regular CDBG program and CDBG-R funds were utilized for rehabilitation to create an environmentally friendly, healthy, affordable home. The total amount of CDBG-R funds spent on this activity was \$29,236 and .37 job was created. The property is anticipated to be sold before June 30, 2013.

HUD is now requesting that the City complete the grant close-out documents, including a CDBG-R Grant Closeout Agreement, Closeout Certification and Closeout Checklist. Staff is requesting that City Council authorize the Mayor to sign and submit to HUD by March 31, 2013.

ALTERNATIVES:

1. The City Council can authorize the Mayor to sign the Grant Closeout documents in connection with the City's 2009 Community Development Block Grant Recovery (CDBG-R) Program with HUD.
2. The City Council can choose not to authorize the Mayor to sign these Grant Closeout documents.

MANAGER'S RECOMMENDED ACTION:

These closeout documents must be submitted to complete the City's obligations under the City's 2009 Community Development Block Grant Recovery (CDBG-R) Program.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby authorizing the Mayor to sign the Grant Closeout documents described above.

GRANT CLOSEOUT AGREEMENT

For Entitlement Community Development Block Grant-Recovery Program

Between

**U.S. Department of Housing & Urban Development
Edward Zorinsky Federal Building
1616 Capitol Avenue, Suite 329
Omaha, Nebraska 68102-4908**

AND

**City of Ames
515 Clark Avenue
P.O. Box 811
Ames, Iowa 50010-0811**

This agreement sets forth the terms and conditions associated with the closeout of HUD CDBG-R Grant (B-09-MY-19-0010) dated July 29, 2009, and any applicable amendments. The City of Ames certifies that, to the best of its knowledge:

All activities as authorized by this grant and any applicable amendments have been completed as described in the grantee's final performance report dated March 26, 2013.

During the administration of this award, no fraud, waste or mismanagement has occurred in carrying out the approved activities.

All grant-financed costs associated with these activities have been incurred.

Proper provisions have been made for the payment of all unpaid costs and unsettled third-party claims.

The Department of Housing and Urban Development is under no obligation to make any payment to the City of Ames in excess of the amount identified in the grant agreement.

Statements and amounts set forth in the Federal Financial Report (SF-425) are true and accurate as of this date.

Further, the City of Ames hereby acknowledges the remaining obligation(s) under the terms of the grant agreement and agrees as follows:

All records and documents pertaining to this grant will be maintained for a period of 4 years after execution of this closeout agreement or the period required by other applicable laws and regulations related to *affirmatively furthering fair housing-24 CFR 570.506 (g) (1), Lead-Based Paint-Poisoning Prevention Act-24 CFR 570.608, Architectural Barriers Act and Americans with Disabilities Act—24 CFR 570.614*, and the Uniform Relocation Act – 24 CFR 570.606.

Any real property within the City of Ames's control which was acquired or improved in whole or part using CDBG funds in excess of \$25,000 is governed by the principles described in 24 CFR 570.505.

If any rehabilitated property falls within a flood plain, flood insurance coverage must be maintained for the mandatory period for affected property owners.

Identify any closeout costs or contingent liabilities subject to payment after the closeout agreement is signed.

Submit to HUD a Federal Financial Report using Standard Form 425 upon the completion of the final audit and resolution of any finding.

HUD maintains the right to conduct future monitoring of this grant, either on site or by review of information or copies of documents requested from the City of Ames. The City of Ames acknowledges that a finding of non-compliance resulting from such a review and failure to take appropriate corrective action satisfactory to HUD may be taken into account by HUD as evidence of unsatisfactory performance, in consideration of future grant awards. Further the City of Ames may be required to repay HUD any disallowed costs based on the results of a future audit or monitoring finding.

City of Ames, Iowa

Ann H. Campbell, Mayor

Date

For the Department of Housing and Urban Development:

Francis P. Severin, CPD Director
Omaha, NE Field Office

Date

HUD Form 40158 (1/2012)



U.S. Department of Housing and Urban Development
Community Planning and Development

Attachment: C

OMB Approval No. 2506-0193 (exp 1/31/2015)

**Community Development Block Grant – Recovery (CDBG-R) Program
Grantee Closeout Certification**

Grantee Name: City of Ames, Iowa

Grant Number: B-09-MY-19-0010

The Grantee hereby certifies that: (1) the grant as described in the approved application has been performed in accordance with the terms and conditions of the executed Grant Agreement and applicable CDBG-R Grant Award and that there are no known outstanding programmatic or financial issues; and (2) all data provided below fairly reflects costs and sources of funds of the CDBG-R grant and are taken from HUD-approved reports and other project-related documents.

1. Grant amount authorized. \$ 130,258
2. Cumulative grant funds disbursed. \$ 130,258
(Grantee should draw down amounts for any final audit costs
or unsettled third party claims. Any such amounts not subsequently disbursed
must be immediately reimbursed to HUD.)
3. Grant funds recaptured previously \$ 0
4. Balance of grant funds to be recaptured. \$ 0
(These funds will be recaptured by HUD in order for the funds to be returned to the U.S. Treasury.)

Grantee Authorized Representative's Signature and Date

Ann H. Campbell

Typed Name of Signatory

Mayor

Title

CPD Division Director Signature and Date

Francis T. Severin

Typed Name of Signatory

CPD Director, Omaha Field Office

Title

The above signature by HUD signifies approval of grant closeout.

HUD Form 40156 (1/2012)



U.S. Department of Housing and Urban Development
Community Planning and Development

Attachment: D

OMB Approval No. 2506-0193 (exp 1/31/2015)

CDBG-R Closeout Checklist

For the purposes of expediting the grant closeout process, HUD asks applicants to submit the following checklist.

Grantee Name <u>City of Ames</u>	Grant Number <u>BY-09-MY-19-0010</u>
Official Contact Person <u>Vanessa Baker-Latimer</u>	Telephone Number <u>515-239-5400</u>
Email Address <u>vbakerlatimer@city.ames.ia.us</u>	Fax Number <u>515-239-5699</u>
DUNS NUMBER <u>061320917</u>	

1. Program Income

- Is there any program income on-hand at the time the close out agreement is signed? Yes ☐ No ☒
If yes, explain:

2. CDBG-R Activities

- Are any of the activities ineligible under the Recovery Act, including swimming pools, golf courses, zoos, aquariums, and casinos or other gambling establishments? Yes ☐ No ☒ If yes, explain:
- Are any of the activities ineligible under the regular CDBG program or do any of the activities provide insufficient public benefit per 24 CFR 570.209(b)(3) or 24 CFR 570.482(f)(4)?
Yes ☐ No ☒ If yes, explain:
- Do any activities contradict with any of the provisions in President Obama's *Ensuring Responsible Spending of Recovery Act Funds* Memo, including the section on *Avoiding Funding of Imprudent Projects*? Yes ☐ No ☒ If yes, explain:
- Any unused grant funds cancelled by HUD? Yes ☐ No ☒ If yes, explain:

3. Draw Downs

- Evidence that no more than 10% of the grant amount was spent on administration and planning?
Yes ☒ No ☐ If no, explain:
- Evidence that no more than 15% of the grant amount was spent on public services? Yes ☒ No ☐ If no, explain:
- Evidence that at least 70% of the grant amount principally benefitted persons of low- and moderate-income? Yes ☒ No ☐ If no, explain:
- Did grantee commingle regular CDBG and CDBG-R funds? Yes ☐ No ☒ If yes, explain:
- If applicable, did the activities identified meet the public benefit standard underwriting guidelines as described in 24 CFR 570.209 (a) for entitlements grantees and 24 CFR 570.482(e) for states
Yes ☒ No ☐ If no, explain:

HUD Form 40157 (1/2012)



U.S. Department of Housing and Urban Development
Community Planning and Development

4. Activity Eligibility and Meet a National Objective

OMB Approval No. 2506-0193 (exp 1/31/2015)

- Are all activities eligible and does each activity meets a national objective? Yes ☒ No ☐ If no, explain

5. Audits

- Did the grantee have any open audits prior to CDBG-R allocation? Yes ☐ No ☒, if yes explain
- Did the grantee make reviews and audits of subrecipients and/or state recipients? Yes ☐ No ☒, if no explain No sub-recipients and/or state recipients on the project.

6. Monitoring

- Does the grantee have any open monitoring findings? Yes ☐ No ☒, if yes explain

7. Reporting Systems

- Are all quarterly reports current and accurate in Federal Reporting? Yes ☒ No ☐, if no explain
- Did grantee report on the number of jobs created or retained for each activity carried out? Yes ☒ No ☐, if no explain
- Did the grantee report on the name, location, and contact information for the entity that carried out each activity? Yes ☒ No ☐, if no explain
- Does the RAMPS data system indicate that the environmental review is complete? Yes ☒ No ☐, if no explain
- Did the grantee indicate that the grant is complete in Federal Reporting? Yes ☒ No ☐, if no explain

8. Certifications

- Did the grantee adhere to all certifications regarding the applicable provisions of the CDBG-R Notice? For example, Buy American provisions, Affirmatively Furthering Fair Housing, Section 3, Lead-based paint procedures. Yes ☒ No ☐, if no explain

GRANTEE

By:

Grantee Authorized Representative's Signature

Date

HUD Form 40157 (1/2012)

COUNCIL ACTION FORM

**SUBJECT: RESOURCE RECOVERY PRIMARY SHREDDER REPLACEMENT
(PHASE II)**

BACKGROUND:

On December 2012, City Council approved a two-phased approach to replace the 38-year old Primary Shredder at Resource Recovery Plant. On February 5, 2013, City Council approved a solicitation from Renewable Resource Consultants (RRC) of Maple Grove, MN, to provide Phase I services of engineering, design, and specifications for the replacement equipment along with details for removal of old equipment and installation of the new. RRC has completed the plans, specifications and bid documents with a cost estimate of \$1,154,700 for Phase II of the project.

Phase II is included in 2013/14 year of the Capital Improvements Plan (CIP) with funding in the amount of \$1,000,000 from Resource Recovery revenue abated G.O. Bonds. The contractor could begin the project as soon as April 24th with Council award. In the event that expenses are incurred prior to July 1st, savings of \$90,000 has been identified from the 2012/13 CIP to cover any expenditure prior to the new fiscal year. These funds will come from cost savings from Phase I engineering services of this project, and also from deferring building and rooftop equipment painting.

Staff has identified funding sources from the 2013/14 CIP Budget to cover any additional short fall by deferring other essential projects. Deferring those projects is advisable, due to the major impact that this project has on overall daily operations of the Resource Recovery Plant.

The schedule in the contract documents indicates completion for installation by fall 2013. A shredder could take as long as six months to get on site and could cost \$850,000. Thus, Phase II implementation must begin now to allow for synchronizing with the Power Plant's fall shutdown of Boiler #8. The Resource Recovery Plant's existing 38-year old high speed shredder will be sold after decommissioning, with the value to be determined by the market. Salvage value will be approximately \$9,000, but we will try to sell it on the heavy equipment market to maximize our return and partially offset the cost of the new shredder.

ALTERNATIVES:

1. Approve the 2013/14 Resource Recovery Primary Shredder Replacement (Phase II) by establishing April 17, 2013, as the date of letting and April 23, 2013, as the date for report of bids.

2. Direct staff to incorporate cost saving changes and delay the project as required.

MANAGER'S RECOMMENDED ACTION:

This project replaces the Plant's existing, 38-year old primary shredder with a new slow speed, high torque shredder. This new shredder will improve safety, improve throughput, and increase overall plant efficiencies while reducing the amount of material sent to the landfill. Adjustments in the timing of other plant projects are being made to insure that adequate funding is available to complete this project.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the 2013/14 Resource Recovery Primary Shredder Replacement (Phase II) by establishing April 17, 2013, as the date of letting and April 23, 2013, as the date for report of bids. The City Council should note that this action will accelerate authorization to begin the project by three months.

COUNCIL ACTION FORM

SUBJECT: 2012/13 CYRIDE ROUTE PAVEMENT IMPROVEMENTS (LINCOLN WAY – FRANKLIN AVENUE TO HAYWARD AVENUE)

BACKGROUND:

This is the annual program for pavement improvements to streets that are or were bus routes. These streets were originally designed and built for lighter residential traffic. With these streets designated as bus routes, accelerated deterioration of the street pavement occurred. Pavement improvements will now restore or improve these street sections to carry projected traffic volumes.

The 2012/13 project locations will be Todd Drive from South Dakota to Allcott Drive, and Lincoln Way from Franklin Avenue to Hayward Avenue. The Lincoln Way work involves a mill and overlay of the existing pavement, as well as sanitary sewer and storm sewer repairs as identified during the design.

Staff has completed plans and specifications for the Lincoln Way segment with estimated construction costs of \$620,255. Engineering and construction administration are estimated at \$95,000, bringing total estimated project costs to \$715,255. A table with the estimated funding and cost breakdown, including estimated engineering and administrative costs between the different locations, is shown below:

Todd Drive – South Dakota to Alcott (estimated)	\$ 460,000
Lincoln Way – Franklin to Hayward (estimated)	<u>\$ 715,255</u>
	\$1,175,255

This program is financed in the amount of \$1,420,000 with General Obligation Bonds.

Staff has coordinated with CyRide and Iowa State University regarding the timing and access through the project limits. The project is scheduled for construction during the ISU summer session to minimize traffic impacts in the construction area.

ALTERNATIVES:

1. Approve the 2012/13 CyRide Route Pavement Improvements (Lincoln Way: Franklin Avenue - Hayward Avenue) by establishing April 17, 2013, as the date of letting and April 23, 2013, as the date for report of bids.
2. Do not proceed with the project at this time.

MANAGER'S RECOMMENDED ACTION:

By approving this project now, it will be possible to restore the structural integrity of the designated streets with construction to be completed during the 2013 ISU summer session.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the 2012/13 CyRide Route Pavement Improvements (Lincoln Way: Franklin Avenue – Hayward Avenue) by establishing April 17, 2013, as the date of letting and April 23, 2013, as the date for report of bids.

COUNCIL ACTION FORM

SUBJECT: REPLACEMENT CONVEYOR BELTS FOR POWER PLANT

BACKGROUND:

This bid is for the purchase of three conveyor belts and installation of one of them at the City's Power Plant. These conveyor belts are used for moving coal from the coal yard to the plant bunkers. The manufacturer specified for these belts was Goodyear, since testing showed that the Goodyear belts were not affected by the dust suppression foam used at the plant. In contrast, other brands cupped when using the foam.

On February 11, 2013, a request for quotation (RFQ) document was issued to nine potential bidders. The RFQ was also advertised on the Current Bid Opportunities section of the Purchasing webpage, and was sent to two plan rooms.

On February 19, 2013, four bids were received as shown below:

BIDDER	BID PRICE
Kaman Industrial Technologies, Grimes IA	\$64,938.82
Applied Industrial Technologies Des Moines, IA	Non-Responsive
Automatic Systems, Inc. Kansas City, MO	Non-Responsive
Bi-State Rubber Fenton, MO	Non-Responsive

Staff determined that the bids received by Applied Industrial Technologies, Automatic System, Inc., and Bi-State Rubber were all non-responsive. Applied Industrial Technologies and Automatic Systems bids were non-responsive because they qualified their installation bids. Applied Industrial Technologies' bid stated that "*belt install is estimate only based on site and application info provided &/or best case scenarios. Delays which occur at the job site not attributed to AIT field service personnel will be recorded and charges according to the prevailing labor rates. Charges are in addition to estimate.*" Automatic System, Inc.'s bid stated that "*in the event there is a delay on having access to the conveyor or any other delay caused by the plant. Delay time will be added to the invoice at T & M rates*". Bi-State Rubber's bid was non-responsive because they did not bid on Goodyear manufactured belts and did not bid on installation.

Staff concluded that the bid in the amount of \$64,938.82 submitted by Kaman Industrial Technologies of Grimes, Iowa is acceptable.

The approved FY 2012/13 operating budget contains \$65,000 in the Ash Hauling account that will be transferred to the Fuel Handling Equipment account which will be used for the purchase of these conveyor belts.

ALTERNATIVES:

1. Award a contract to Kaman Industrial Technologies of Grimes, Iowa for the replacement conveyor belts for the Power Plant in the amount of \$64,938.82.
2. Reject the quotes and delay the replacement of the conveyor belts.

MANAGER'S RECOMMENDED ACTION:

Purchase of these belts ensures continued efficient operation of the Power Plant and coal yard. Having one of these belts go off-line could increase the risk of not being able to supply coal to the units. As a result, the Plant would have to shut down until the conveyor belts are purchased and installed.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.

COUNCIL ACTION FORM

SUBJECT: **LEGAL SERVICES FOR 161kV TIE LINE FRANCHISE**

BACKGROUND:

Due to complexities surrounding the City's installation of a 161kV interconnection with MidAmerican Energy Company in Ankeny, a substantial amount of outside legal services have been needed. In 2008 the City Council approved a retainer agreement for legal services with the BrownWinick law firm of Des Moines.

The original purchase order with this firm for legal services costs was \$50,000. Since that time BrownWinick has assisted the City through a protracted process of filings with the Iowa Utilities Board (IUB), presentations to an Administrative Law Judge (ALJ), and dealing with legal objections raised by property owners along the route of the new tie line. To date, Council has approved six change orders for BrownWinick's assistance with these additional legal actions, with a total of \$332,000 having been authorized by Council. Staff subsequently approved two additional change orders for a total \$34,000.

After eight years of work on the tie line project, a final decision was finally issued by the IUB on September 24, 2012. The IUB granted the City a franchise, which permits the construction of the tie line. Subsequent to the issuance of the IUB's final order, however, one of the objectors filed a petition for judicial review of the order. On December 20, 2012, staff approved Change Order #9 for \$15,000 to cover the preparatory legal costs for that court case. **The outcome/ruling of this hearing could take as long as six months, but will not prevent Ames from continuing to construct the transmission line. The primary issue is over compensation to the landowner.**

The principal attorney who has been heading the City's legal team, Philip Stoffregen, has years of experience guiding franchise proposals successfully through the IUB process, and has been doing an outstanding job for the City. Given the estimated amount of staff time still needed to bring this work to conclusion, staff is requesting that Council approve Change Order #10 in the amount of \$40,000. That action will increase the overall purchase order amount to \$421,000.

While the legal support expense is high, it should be noted that BrownWinick has provided excellent legal services before the ALJ, the IUB, and now the Iowa Court of Appeals for nearly four years. The amount and level of legal services required has grown considerably since 2008. This investment in legal services continues to be crucial to our being able to provide reliable service to our electric customers in the future.

The adjusted 2012/13 CIP budget for the Vet Med Substation Voltage Support project contains \$88,426 of unobligated funding which can be used to cover this additional \$40,000 expense.

ALTERNATIVES:

1. Approve Change Order #10 to the professional services agreement with BrownWinick of Des Moines, Iowa, increasing the amount of the purchase order to \$421,000. The City will continue to be billed on an hourly basis for services incurred in accordance with the agreement.
2. Do not approve the proposed change order and ask staff for further information.

MANAGER'S RECOMMENDED ACTION:

It is in the best interest of both the City and our electric customers to keep this interconnection project moving forward and to settle the remaining legal challenge raised by one objector. The firm of BrownWinick has provided excellent service to the Electric Utility throughout the current franchise process.

Therefore it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby approving Change Order #10 to the professional services agreement with BrownWinick of Des Moines, Iowa, in the amount of \$40,000, and increasing the total authorized amount to \$421,000.



MEMO

To: Mayor and Members of the City Council

From: City Clerk's Office

Date: March 22, 2013

Subject: Contract and Bond Approval

There are no Council Action Forms for Item Nos. 19 through 22. Council approval of the contract and bond for these projects is simply fulfilling a *State Code* requirement.

/jr

COUNCIL ACTION FORM

SUBJECT: **LIBRARY RENOVATION AND EXPANSION PROJECT – CHANGE ORDER NO. 1**

BACKGROUND:

At its March 21st meeting, the Library Board of Trustees adopted a resolution recommending that the City Council approve Change Order No. 1, which eliminates subsections 1.3A, 1.4A, 1.4B, 1.4C, 3.5A, 3.5B, 3.6A, and 3.6B of section 01 3591 of the construction contract. These subsections (attached) relate to the requirement for a Historic Treatment Specialist. Change Order No. 1 results in a deduct of \$13,850.

The Library Board of Trustees has affirmed its intent to give priority to the considerations of energy efficiency, ease of future maintenance, and fiscal stewardship when making decisions pertaining to the treatment of historic features during the renovation and expansion of the library building. Early on in the design process it was decided that, where possible, original building elements would remain as a celebration of the library's history. **The contract still contains provisions that reflect a commitment to that idea, and the current design will maintain much of the original woodwork, terrazzo floors and ornamental plaster from 1904 and 1940.**

It is important to include a historic treatment specialist in a construction contract when an owner has the end goal of listing the building on the National Register of Historic Places. Because listing on the National Register is not among the goals for this project, the services of a historic treatment specialist are not needed.

ALTERNATIVES:

1. Approve Change Order No. 1 with A&P/Samuels Group, A Joint Venture, deleting subsections 1.3A, 1.4A, 1.4B, 1.4C, 3.5A, 3.5B, 3.6A, and 3.6B of section 01 3591 that pertain to hiring a Historic Treatment Specialist.
2. Do not accept Change Order No. 1.

MANAGER'S RECOMMENDED ACTION:

The Library Board of Trustees has affirmed its intent to make energy efficiency, ease of maintenance, and fiscal stewardship priorities when faced with decisions during renovation and expansion of the 515 Douglas building. These priorities align with interests expressed in a community attitude survey conducted in the fall of 2010. At that time, 91% of Ames voters identified making repairs to the building and increasing energy efficiency as their highest priority with respect to the project. The City Council's

goal “to support environmental sustainability” was also considered when the architect was charged with designing the building to a Leadership in Energy and Environmental Design (LEED) silver certification standard.

While attempts will be made to retain or replicate historic elements of the building as visible reminders of the history and cultural heritage of the library wherever practical, the library does not seek to be listed on the National Register. It is appropriate to remove sections of the contract requiring the services of a historic treatment specialist.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving Change Order No. 1 with A&P/Samuels Group, a Joint Venture, deleting subsections 1.3A, 1.4A, 1.4B, 1.4C, 3.5A, 3.5B, 3.6A, and 3.6B of section 01 3591, all of which pertain to hiring a Historic Treatment Specialist.

As a final note, the Library Director and the chair of the Historic Preservation Commission have visited regarding the need to improve communication between the two bodies regarding historic aspects of the renovation. As a next step to accomplish that goal, the Library Director will be attending an upcoming meeting of the Historic Preservation Commission.

SECTION 013591 HISTORIC TREATMENT PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes general protection and treatment procedures for Project where indicated and the following specific Work:
 - 1. Historic removal and dismantling.

1.2 DEFINITIONS

- A. Dismantle: To disassemble and detach items by hand from existing construction to the limits indicated, using small hand tools and small one-hand power tools, so as to protect nearby historic surfaces; and legally dispose of dismantled items off-site, unless indicated to be salvaged or reinstalled.
- B. Existing to Remain: Existing items that are not to be removed or dismantled.
- C. Historic: Spaces, areas, rooms, surfaces, materials, finishes, and overall appearance which are important to successful restoration as determined by Architect.
- D. Match: To blend with adjacent construction and manifest no apparent difference in material type, species, cut, form, detail, color, grain, texture, or finish; as approved by the Architect.
- E. Reinstall: To protect removed or dismantled item, repair and clean it as indicated for reuse, and reinstall it in original position, or where indicated.
- F. Remove: Specifically for historic spaces, areas, rooms, and surfaces, the term means to detach an item from existing construction to limits indicated, using hand tools and hand-operated power equipment, and legally dispose of it off-site, unless indicated to be salvaged or reinstalled.
- G. Repair: To correct damage and defects, retaining existing materials, features, and finishes while employing as little new material as possible. Includes patching, piecing-in, splicing, consolidating, or otherwise reinforcing or upgrading materials.
- H. Replace: To remove, duplicate, and reinstall entire item with new material. The original item is the pattern for creating duplicates unless otherwise indicated.
- I. Replicate: To reproduce in exact detail, materials, and finish, unless otherwise indicated.
- J. Restore: To consolidate, replicate, reproduce, repair, and refinish as required to achieve indicated results.
- K. Retain: To keep existing items that are not to be removed or dismantled.
- L. Salvage: To protect removed or dismantled items and deliver them to Owner.

1.3 INFORMATIONAL SUBMITTALS

- A. Historic Treatment Program: Submit before Work begins.
- B. Inventory of Salvaged Items: After removal or dismantling Work is complete, submit a list of items that have been salvaged.

1.4 QUALITY ASSURANCE

- A. Historic Treatment Specialist Qualifications: An experienced firm regularly engaged in historic treatments similar in nature, materials, design, and extent to this Work as specified in each Section, and that has completed a minimum of 5 recent projects with a record of successful in-service performance that demonstrate the firm's qualifications to perform this Work.
- B. Historic Removal and Dismantling Specialist Qualifications: A qualified historic treatment specialist. General selective demolition experience is not sufficient experience for historic removal and dismantling work.
- C. Historic Treatment Program: Prepare a written plan for historic treatment for the whole Project, including each phase or process and protection of surrounding materials during operations. Describe in detail materials, methods, and equipment to be used for each phase of Work. Show compliance with indicated methods and procedures specified in this and other Sections.
- D. Standards: Comply with ANSI/ASSE A10.6.

1.5 STORAGE AND PROTECTION OF HISTORIC MATERIALS

- A. Salvaged Historic Materials for Reinstallation:
 - 1. Repair and clean historic items as indicated and to functional condition for reuse.
 - 2. Pack or crate items after cleaning and repairing; cushion against damage during handling. Label contents of containers.
 - 3. Protect items from damage during transport and storage.
 - 4. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment unless otherwise indicated. Provide connections, supports, and miscellaneous materials to make item functional for use indicated.
- B. Existing Historic Materials to Remain: Protect construction indicated to remain against damage and soiling from construction Work. Where permitted by Architect, items may be dismantled and taken to a suitable, protected storage location during construction Work and reinstalled in their original locations after historic treatment and construction Work in the vicinity is complete.

1.6 FIELD CONDITIONS

- A. General Size Limitation in Historic Spaces: Materials, products, and equipment used for performing Work and for transporting debris, materials, and products shall be of sizes that clear surfaces within historic spaces, areas, rooms, and openings, including temporary protection, by 12 inches or more.
- B. Notify Architect of discrepancies between existing conditions and Drawings before proceeding with removal and dismantling Work.
- C. Hazardous Materials: Hazardous materials are present in construction affected by removal and dismantling Work. A report on presence of hazardous materials is on file for review and use. Examine report to become aware of locations where hazardous materials are present.
 - 1. Hazardous material remediation is specified elsewhere in Contract Documents.
 - 2. Do not disturb hazardous materials or items suspected of containing hazardous materials except under procedures specified elsewhere in Contract Documents.
 - 3. If unanticipated asbestos is suspected, stop Work in area of potential hazard, shut off fans and other airhandlers ventilating area, and rope off area until questionable material is identified. Re-assign workers to continue Work in unaffected areas. Resume Work in area of concern after safe working conditions are verified.
- D. Storage or sale of removed or dismantled items on-site is not permitted unless otherwise indicated.

PART 2 - PRODUCTS

NOT USED

PART 3 - PRODUCTS

3.1 HISTORIC REMOVAL AND DISMANTLING EQUIPMENT

- A. Removal Equipment: Use only hand-held tools except as follows or unless otherwise approved by the Architect on a case-by-case basis:
 - 1. Light jackhammers are allowed subject to Architect's approval.
 - 2. Large air hammers are not permitted.
- B. Dismantling Equipment: Use manual, hand-held tools, except as follows or otherwise approved by the Architect on a case-by-case basis:
 - 1. Hand-held power tools and cutting torches are permitted only as submitted in historic treatment program. They must be adjustable so as to penetrate or cut only thickness of material being removed.
 - 2. Pry bars over 18 inches long and hammers weighing over 2 pounds are not permitted for dismantling Work.

3.2 EXAMINATION

- A. Preparation for Removal and Dismantling: Examine construction to be removed or dismantled to determine best methods to safely and effectively perform removal and dismantling Work. Examine adjacent Work to determine what protective measures will be necessary. Make explorations, probes, and inquiries as necessary to determine condition of construction to be removed or dismantled and location of utilities and services to remain that may be hidden by construction that is to be removed or dismantled.

3.3 PROTECTION, GENERAL

- A. Comply with temporary barrier requirements in Section 015000 – Temporary Facilities and Controls.
- B. Temporary Protection of Historic Materials:
 - 1. Protect existing historic materials with temporary protections and construction. Do not deface or remove existing materials.
 - 2. Do not attach temporary protection to historic surfaces except as indicated as part of historic treatment program and approved by Architect.
- C. Comply with each product manufacturer's written instructions for protections and precautions. Protect against adverse effects of products and procedures on people and adjacent materials, components, and vegetation.

3.4 PROTECTION DURING APPLICATION OF CHEMICALS

- A. Do not apply chemicals during winds of sufficient force to spread them to unprotected surfaces.
- B. Neutralize and collect alkaline and acid wastes and legally dispose of off Owner's property.
- C. Collect and dispose of runoff from chemical operations by legal means and in a manner that prevents soil contamination, soil erosion, undermining of paving and foundations, damage to landscaping, or water penetration into building interior.

3.5 GENERAL HISTORIC TREATMENT

- A. Ensure that supervisory personnel are present when historic treatment Work begins and during its progress.
- B. Halt process of deterioration and stabilize conditions, unless otherwise indicated. Perform Work as indicated on Drawings. Follow procedures in subparagraphs below and procedures approved in historic treatment program.
 - 1. Retain as much existing material as possible; repair and consolidate rather than replace.

2. Use additional material or structure to reinforce, strengthen, prop, tie, and support existing material or structure.
- C. Notify Architect of visible changes in integrity of material or components whether due to environmental causes including biological attack, UV degradation, freezing, or thawing; or due to structural defects including cracks, movement, or distortion.
 1. Do not proceed with Work in question until directed by Architect.
- D. Where Work requires existing features to be removed or dismantled and reinstalled, perform these operations without damage to material itself, to adjacent materials, or to substrate.

3.6 HISTORIC REMOVAL AND DISMANTLING

- A. General: Have removal and dismantling Work performed by qualified historic removal and dismantling specialist. Ensure that historic removal and dismantling specialist's field supervisors are present when removal and dismantling Work begins and during its progress.
- B. Perform Work per historic treatment program.
- C. Removing and Dismantling Items On or Near Historic Surfaces:
 1. Use only dismantling tools and procedures within 12 inches of historic surface. Do not use pry bars. Protect historic surface from contact with or damage by tools.
 2. Unfasten items to be removed, in opposite order from which they were installed.
 3. Support each item as it becomes loosened to prevent stress and damage to historic surface.
 4. Dismantle anchorages.

3.7 HISTORIC REMOVAL AND DISMANTLING SCHEDULE

- A. Existing Items to Be Removed and Salvaged:
 1. Existing metal shelving as indicated on Drawings.
- B. Existing Items to Be Removed and Reinstalled:
 1. Existing metal shelving in Room 164.
 2. Existing stained glass window above East Entrance doors.
 3. Existing wood wainscot in Gallery Room 208.
- C. Existing Items to Remain: Refer to Drawings for extent of items to remain. Rooms with historic features to remain include the following:
 1. Meeting Room 203.
 2. North Stair 207.
 3. Gallery 208.

END OF SECTION

COUNCIL ACTION FORM

SUBJECT: FINAL ACCEPTANCE OF 2009/10 CONCRETE PAVEMENT IMPROVEMENTS PROJECT- HYLAND, EDISON, STANTON

BACKGROUND:

This annual program is to remove and replace deteriorated concrete street sections. Removal and replacement of these sections provide enhanced rideability to the City's residents and visitors. The 2009/10 project locations were South Hyland Avenue (Arbor Street to Lincoln Way), Edison Street (Whitney to Dayton Avenue), Alexander Avenue (Lincoln Way to 350' South) and Stanton Avenue (Knapp Street to Storm Street). Work consisted of concrete pavement reconstruction, storm sewer intake replacement, sanitary sewer manhole replacement, sanitary sewer main repairs, and restoration of the affected areas.

On August 23, 2011, City Council awarded this project to Concrete Technologies, Inc. of Urbandale, Iowa in the amount of \$1,022,869.18. Construction was completed in the amount of \$1,025,259.25. Two change orders for this project were processed administratively approved by staff. The first was a credit in the amount of (\$2,074.00), and included changes to the lining of the existing storm sewer. The second, in the amount of \$4,464.08, was the balancing change order. This included liquidated damages for late project completion and balanced the actual field installed quantities. Engineering and administration costs for the overall project are estimated at \$240,215, bringing overall project costs to \$1,265,474.25.

This project was shown in the 2009/10 approved budget with financing in the amount of \$1,625,000 from General Obligation Bonds. Funding in the amount of \$823.50 from the Electric Utility was used to cover electric expenses on the project. Additionally, funds from the Sanitary Sewer Rehabilitation Program in the amount of \$64,805 were utilized, bringing total project funding to \$1,690,628.50.

CONTRACTOR PERFORMANCE:

The contractor for this project, Concrete Technologies, Inc. of Urbandale, Iowa, required significant additional oversight and management by City of Ames staff. The contractor's scheduling, quality of work, and readiness to work on a day-to-day basis had to be monitored very closely throughout the project. The lack of continual progress by the contractor led to affected residents voicing their displeasure and required additional staff time to provide the necessary customer service. City staff facilitated meetings with the contractor in an attempt to rectify these issues and find solutions; however, some of the problems remain. This is the second year in a row that staff has experienced this level of service from Concrete Technologies, Inc., as they were also the contractor on the

2010/11 Collector Street Program (Storm Street). Because of this performance, the City Council may want to consider past performance if Concrete Technologies, Inc. chooses to bid on future City projects.

ALTERNATIVES:

1. Accept the 2009/2010 Concrete Pavement Improvements Project for South Hyland Avenue (Arbor Street to Lincoln Way), Edison Street (Whitney to Dayton Avenue), Alexander Avenue (Lincoln Way to 350' South) and Stanton Avenue (Knapp Street to Storm Street) as completed by Concrete Technologies, Inc. of Urbandale, Iowa, in the amount of \$1,025,259.25.
2. Direct staff to pursue modifications to this project.

MANAGER'S RECOMMENDED ACTION:

Even though this project experienced a number of challenges, it has now been completed in accordance with the City's approved plans and specifications.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.

COUNCIL ACTION FORM

SUBJECT: FINAL ACCEPTANCE – 2012/13 COMMUNITY DEVELOPMENT BLOCK GRANT PUBLIC FACILITIES NEIGHBORHOOD INFRASTRUCTURE IMPROVEMENTS (BEEDLE DRIVE AND APLIN ROAD)

BACKGROUND:

The Neighborhood Infrastructure Improvements Program (curb, streets, sidewalks, etc.) is available for targeted low- and moderate-income census tracts. The objective of this program is to replace and/or repair curbs, driveway approaches, sidewalks, and/or street resurfacing areas in qualifying census tracts that have deteriorated and are causing premature pavement failure. The overall goal of the program is to preserve and enhance the viability and aesthetics of our existing core neighborhoods.

This project was part of the City's 2012/13 Community Development Block Grant (CDBG) Annual Action Plan program to pave the existing gravel streets on Beedle Drive (Aplin Road to approximately 200' south) and Aplin Road (Beedle Drive to Dotson Drive). Beedle Drive and Aplin Road are in a targeted census tract where at least 51 percent of the residents have income at or below 80 percent of the Story County median income limits.

On August 28, 2012, City Council awarded this project to Manatt's, Inc. of Ames, Iowa, in the amount of \$338,818.93. Construction was completed in the amount of \$353,361.56. One change order, in the amount of \$14,542.63, was administratively approved by staff. This was the balancing change order and included modifications to address storm water drainage and balanced the actual field installed quantities. The engineering and administrative costs were \$53,004, bringing overall project costs to \$406,366.

The initial amount of CDBG funds that was allocated to the project was \$440,000. Additionally order to receive the greatest low and moderate income benefit 100% of the CDBG covered the project cost, while \$53,004 for Engineering and Construction Administration was covered using unobligated G.O. Bond funds.

ALTERNATIVES:

1. Accept the 2012/13 CDBG Public Facilities Neighborhood Infrastructure Improvements Program – Beedle Drive (Aplin Road to approximately 200' south) and Aplin Road (Beedle Drive to Dotson Drive) as completed by Manatt's, Inc of Ames, Iowa, in the amount of \$353,361.56.
2. Direct Staff to pursue modifications to the project.

MANAGER'S RECOMMENDED ACTION:

This project directly addressed a community concern of having gravel streets within the City. The use of CDBG funding in this targeted census tract allowed the project to be accomplished without the use of special assessments. The project has now been completed in accordance with approved plans and specifications, and is within the approved budget.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting the 2012/13 CDBG Public Facilities Neighborhood Infrastructure Improvements Program – Beedle Drive (Aplin Road to approximately 200' south) and Aplin Road (Beedle Drive to Dotson Drive) as completed by Manatt's, Inc., of Ames, Iowa, in the amount of \$353,361.56.

To celebrate the completion of this project, a ribbon cutting event with the neighborhood is being planned for Saturday, April 27th at 11:00 a.m.

COUNCIL ACTION FORM

SUBJECT: 2011/12 COLLECTOR STREET PAVEMENT IMPROVEMENTS – ASH AVENUE (MORTENSEN PARKWAY TO KNAPP STREET)

BACKGROUND:

This annual program is for reconstruction or rehabilitation of collector streets. Locations are chosen in accordance with the most current street condition inventory. The 2011/12 program locations were Ash Avenue (Mortensen Parkway to Knapp Street), Ridgewood Avenue (13th Street to 16th Street), and Hayes Avenue (20th Street to 24th Street).

This specific project was for Ash Avenue from Mortensen Parkway to Knapp Street. The project included curb and gutter repairs and an asphalt overlay of the roadway from Mortensen Parkway to just south of Country Club Boulevard, as well as a street replacement from just south of Country Club Boulevard to Knapp Street. Repair of the existing storm sewer and sanitary sewers were completed throughout the project. A bicycle-only lane along the west side of the road from Mortensen Parkway to just south of Country Club Boulevard was added with input from residents as a means to slow vehicular traffic in the neighborhood.

On March 27, 2012, City Council awarded the project to Manatt's, Inc. of Ames, Iowa, in the amount of \$1,161,811.46. Construction was completed in the amount of \$1,214,547.87. Two change orders were processed for this project. Change Order No. 1, in the amount of \$33,651, was administratively approved by staff in accordance with purchasing policy. This change order included work required to lower an existing water main so that it would have sufficient cover to protect it from freezing. Change Order No. 2, the balancing change order for this project, in the amount of \$19,085.41 was approved by City Council on January 22, 2013. This change order included additional patching of the asphalt base, additional driveway and sidewalk reconstruction necessary due to changes in the roadway elevation, and additional sod necessary for surface restoration. Engineering and construction administration for this project is estimated at \$242,910, bringing total project costs to \$1,457,458.

Funding for this program was identified in the 2011/12 CIP in the amount of \$1,898,500 from General Obligation Bonds and \$1,060,000 from MPO/STP funds. Additional Sanitary Sewer funds in the amount of \$47,550 were also used for the Ash Avenue project. The table below shows the estimated funding and cost breakdown between the different locations, and confirms that overall program funding more than covers program costs:

Street	Project Costs	Revenue by Source			
		G.O. Bonds	Sanitary Sewer	MPO-STP	Total
Hayes Avenue (Completed)	\$493,442	\$493,442	0	0	\$493,442
Ridgewood Avenue (Estimated)	\$577,738	\$707,485	0	0	\$707,485
Ash Avenue (Completed)	\$1,457,458	\$697,573	\$47,550	\$1,060,000	\$1,805,123
Total	\$2,650,963	\$1,898,500	\$47,550	\$1,060,000	\$3,006,050

ALTERNATIVES:

1. Accept the 2011/12 Collector Street Pavement Improvements – Ash Avenue (Mortensen Parkway to Knapp Street) project as completed by Manatts, Inc. of Ames, Iowa, in the amount of \$1,214,547.87.
2. Direct staff to pursue modifications to the project.

MANAGER'S RECOMMENDED ACTION:

This project has now been completed in accordance with approved plans and specifications, is within the approved budget, and has passed an audit by the Iowa Department of Transportation.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting the 2011/12 Collector Street Pavement Improvements – Ash Avenue (Mortensen Parkway to Knapp Street) project as completed by Manatts, Inc. of Ames, Iowa, in the amount of \$1,214,547.87.

COUNCIL ACTION FORM

SUBJECT: **COMPLETION OF WATER POLLUTION CONTROL FACILITY RAW
WASTEWATER PUMP STATION PIPE SUPPORTS AND CHECK
VALVE REPLACEMENT**

BACKGROUND:

On August 28, 2012, Council awarded a \$135,300 contract to Story Construction to replace pipe supports and check valves in Water Pollution Control Facility's raw water pump station.

The work for this contract is now complete. The substantial completion date was June 30, 2013, but work was completed early. There was one change order on the project in the amount of \$5,190.00. The number of pipe supports specified did not match the actual number to be replaced, so four supports were added to the contract. The engineer has issued a statement certifying that the project is complete.

ALTERNATIVES:

1. Accept the Water Pollution Control Facility raw wastewater pump station pipe supports and check valve replacement project as complete, and authorize final payment in accordance with the contract to Story Construction.
2. Do not accept completion of this project.

MANAGER'S RECOMMENDED ACTION:

Work for this project has been completed in accordance with the City's plans and specifications.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting the project as complete and authorizing final payment to Story Construction.

COUNCIL ACTION FORM

SUBJECT: GREEK WEEK 2013 REQUESTS

BACKGROUND:

Again this year the Greek Week Central Committee and the Office of Greek Affairs have requested that streets be closed periodically for activities as part of Greek Week and Greek Getaway. The closures would be around the "Greek Triangle" and include Sunset Drive, from just west of Beach to Ash Avenue; Ash Avenue, from Gable Lane to Knapp Street; Gray Avenue, from Gable Lane to Greeley; Greeley Street; Pearson Avenue, from Sunset to Greeley; and Lynn Avenue, from Chamberlain to Knapp. Lynn Avenue would be closed only on Saturday, April 6, from 7:00 a.m. to noon, to facilitate the Greek Olympics activities. All of the other street closures will be from 5:00 p.m. to 10:00 p.m. on Friday, April 5 and from 7:00 a.m. to 7:00 p.m. on Saturday, April 6.

In addition, event organizers have requested that parking be prohibited on both sides of Gray Avenue, Greeley Street, portions of Pearson Avenue, portions of Lynn Avenue, and all of Sunset Drive from 7:00 p.m. on Thursday, April 4 to 7:00 p.m. on Saturday, April 6.

Several single family homes are located along the closed streets, and the organizers will notify the affected residents and the South Campus Area Neighborhood Association about the closures by canvassing the area and distributing notification letters. There are no fireworks associated with this event.

Staff recommends that these requests be approved with the following stipulations:

- No alcohol shall be served or consumed on streets or other public property during the events
- Organizers and participants will be responsible for picking up trash in the area during and at the conclusion of the events
- Organizers will reimburse the City for any lost or damaged barricades
- Food served and/or sold at private residences is the liability of the residence

ALTERNATIVES:

1. Approve the request to close streets and enact temporary parking prohibitions for the 2013 Greek Week activities scheduled for Friday, April 5 and Saturday, April 6, 2013, subject to the stipulations listed above.
2. Deny the requests.

MANAGER'S RECOMMENDED ACTION:

Greek Week is an annual student-run event at Iowa State that highlights the fraternities and sororities and their contributions to student life. It is highly dependent upon City approval of street closures and parking prohibitions so that it can occur in a safe and smooth manner.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby approving the request to close streets and enact temporary parking prohibitions for the 2013 Greek Week activities scheduled for Friday, April 5 and Saturday, April 6, 2013, subject to the above-listed stipulations.

Itinerary for Greek Olympics

TIME	EVENT	LOCATION
7:00 AM	Set-Up	Entire Area
9:00 AM	Canoe Race	Lake Laverne
9:45 AM	Dizzy Dizzy Duck	Sigma Alpha Epsilon
10:30 AM	ΛΑΡΠ	Phi Kappa Psi
11:30 AM	Skin the Snake	FarmHouse/FIJI
12:00 PM	Remove 2 Barricades	Lynn Avenue
12:00 PM	Egg Joust	Theta Chi
12:30 PM	Road Race	Delta Zeta Triangle
1:15 PM	LUNCH & Dingle Dangle Donut	Ash Avenue
2:00 PM	Bed Race PRELIMS	Delta Zeta Triangle
2:45 PM	Fruit of the Loom	Tau Kappa Epsilon
3:30 PM	Tug O War	Beta Sigma Psi
4:15 PM	Bed Race FINALS	Delta Zeta Triangle
By 9:00 PM	Tear Down	Entire Area

License Application ()

29a

Applicant

Name of Applicant: Gateway Center Associates, LLP

Name of Business (DBA): Gateway Hotel and Conference Center

Address of Premises: ISU Alumni Center

City: Ames

County: Iowa

Zip: 50011

Business Phone: (515) 331-1753

Mailing Address: 200 10th St., Ste 300

City: Des Moines

State: IA

Zip: 50309

Contact Person

Name: Michelle Mathews

Phone: (515) 331-1753

Email Address: mmathews@orchestrate-mgmt.com

Classification: Special Class C Liquor License (BW) (Beer/Wine)

Term: 5 days

Effective Date: 03/31/2013

Expiration Date: 04/04/2013

Privileges:

Special Class C Liquor License (BW) (Beer/Wine)

Status of Business

BusinessType: Limited Partnership

Corporate ID Number: 86769

Federal Employer ID # 42-1068825

Ownership

Douglas DreesFirst Name: DouglasLast Name: DreesCity: Des MoinesState: IowaZip: 50313Position Manager% of Ownership 0.00 %

U.S. Citizen

Friends of ISU Hotel HoldingsFirst Name: Friends of ISULast Name: Hotel HoldingsCity: Des MoinesState: IowaZip: 50313Position Partner% of Ownership 1.00 %

U.S. Citizen

Gateway Center Holdings, Inc.First Name: Gateway CenterLast Name: Holdings, Inc.City: Des MoinesState: IowaZip: 50313Position Partner% of Ownership 99.00 %

U.S. Citizen

Michelle MathewsFirst Name: MichelleLast Name: MathewsCity: Des MoinesState: IowaZip: 50309Position Controller% of Ownership 0.00 %

U.S. Citizen

Insurance Company InformationInsurance Company: General CasualtyPolicy Effective Date: 03/31/2013Policy Expiration Date: 04/05/2013

Bond Effective Continuously:

Dram Cancel Date:

Outdoor Service Effective Date:

Outdoor Service Expiration Date:

Temp Transfer Effective Date:

Temp Transfer Expiration Date:

ApplicantName of Applicant: Gateway Center Associates, LLPName of Business (DBA): Gateway Hotel and Conference CenterAddress of Premises: ISU Alumni CenterCity: AmesCounty: StoryZip: 50011Business Phone: (515) 331-1753Mailing Address: 200 10th St., Ste 300City: Des MoinesState: IAZip: 50309***Contact Person***Name: Michelle MathewsPhone: (515) 331-1753Email Address: mmathews@orchestrate-mgmt.comClassification: Class C Liquor License (LC) (Commercial)Term: 5 daysEffective Date: 04/27/2013Expiration Date: 05/01/2013

Privileges:

Catering PrivilegeClass C Liquor License (LC) (Commercial)***Status of Business***BusinessType: Limited PartnershipCorporate ID Number: 86769Federal Employer ID # 42-1068825***Ownership***

Douglas DreesFirst Name: DouglasLast Name: DreesCity: Des MoinesState: IowaZip: 50313Position Manager% of Ownership 0.00 %

U.S. Citizen

Friends of ISU Hotel HoldingsFirst Name: Friends of ISULast Name: Hotel HoldingsCity: Des MoinesState: IowaZip: 50313Position Partner% of Ownership 1.00 %

U.S. Citizen

Gateway Center Holdings, Inc.First Name: Gateway CenterLast Name: Holdings, Inc.City: Des MoinesState: IowaZip: 50313Position Partner% of Ownership 99.00 %

U.S. Citizen

Michelle MathewsFirst Name: MichelleLast Name: MathewsCity: Des MoinesState: IowaZip: 50309Position Controller% of Ownership 0.00 %

U.S. Citizen

Insurance Company InformationInsurance Company: General CasualtyPolicy Effective Date: 04/27/2013Policy Expiration Date: 05/02/2013

Bond Effective Continuously:

Dram Cancel Date:

Outdoor Service Effective Date:

Outdoor Service Expiration Date:

Temp Transfer Effective Date:

Temp Transfer Expiration Date:

Staff Report

Old Middle School Rezoning Process

March 26, 2013

At the March 5, 2013, meeting, the City Council directed staff to provide a report on the rezoning process and options for the former Middle School. **This report is intended as an overview of the process, and does not deal with the merits of these rezoning requests. That information will be provided to Council as the process unfolds.**

BACKGROUND

On March 11, 2013, deeds were recorded transferring ownership of three parcels of land from the Ames Community School District to Breckenridge Group Ames Iowa LLC. These three parcels are addressed as 205 S. Wilmoth Avenue (the north parcel—former athletic field), 321 State Avenue (the middle parcel—former middle school building), and 601 State Avenue (the south parcel—recently divided from the current middle school site). A map is included as Attachment 1.

All three parcels are zoned S-GA (Special Government Airport). This zoning category is intended to apply to land owned by governments at the local, county, state, federal, or school level.

The Land Use Policy Plan provides guidance for these properties in the event that a rezoning is sought. For the north and middle parcels, the LUPP designation is Low-Density Residential. This designation is summarized as “single-family residential with a maximum net density of 7.26 dwelling units per net acre.”

The south parcel is designated in the LUPP as Village/Suburban Residential, summarized as “all single-family, two-family, multi-family and manufactured residential uses that involve more than a net density of 8.0 units per acre with supporting convenience/neighborhood-scale commercial uses.”

On March 11th, an application was submitted to the City by Breckinridge Group requesting the rezoning of the middle parcel from S-GA to RL (Residential Low Density). RL is intended “to accommodate primarily single-family dwellings, while accommodating certain existing two-family dwellings and other uses customarily found in low-density areas.” While the LUPP designation of Low-Density Residential would support a rezoning to RL, it does not mandate that the City Council change the zoning designation.

To summarize, the permitted uses in the requested zoning district for the middle parcel, RL, allows for single family homes, but not any new duplexes, any townhomes or any apartments. It should be noted that, in this zoning district,

occupancy in a single family home is limited by the zoning code to a family or no more than three unrelated persons or a family. The rental code also limits occupancy to a family or no more than three unrelated adults.

On March 15th, an additional application was submitted to the City by Breckinridge Group requesting the rezoning of the south parcel from S-GA to FS-RM (Floating Suburban Residential Medium Density). FS-RM is intended to “accommodate contemporary development patterns similar to development in the past 20 to 30 years.”

Again, the Village/Suburban Residential designation would support a rezoning to FS-RL (Floating Suburban Low Density Residential), FS-RM, F-VR (Floating Village Residential), or F-PRD (Floating Planned Residential Development). However, it does not mandate that the City Council change the zoning designation to any particular one of these designations. Therefore, it would be possible to rezone the southern parcel to FS-RL, RS-RM, F-VR or F-PRD.

The permitted uses in the requested zoning district for the southern parcel, FS-RM, allows single family homes, but also duplexes, townhomes of up to 12 attached units, and apartments of up to 12 units. No more than three unrelated persons or a family can live in a single family home or townhome. The zoning code limits occupancy of apartments to no more than five unrelated persons or a family. The rental code allows occupancy of one more than the number of bedrooms up to a total of five persons, subject to meeting the available parking as required by the rental housing code.

PROCESS AND DECISIONS

The City Council, the Planning and Zoning Commission, or owners of land (or 50 percent of the owners of land if multiple parcels) can initiate the rezoning of any property in the City. **The first step in the rezoning process is for the City Council to determine whether a Master Plan shall be required for the rezoning. In this case, these two rezoning requests will be brought to the City Council at the April 9th meeting.**

The Master Plan may be required if any of a number of specified conditions are present in the request. These conditions are noted in Section 29.1507(3)(b) of the Zoning Code, and are included in Attachment 2. **The City Council will be asked to determine the need for a Master Plan on April 9th.** At that meeting, staff will provide more information regarding the level of information provided in a Master Plan and its relationship to this proposed development. Furthermore, at that time Council could also inform staff and/or the applicant of any additional information that it desires to review so that it has enough information to understand the impacts of what will result from the rezoning.

If the City Council does not require a Master Plan, then the applications were considered complete on March 11th (for the middle parcel) and March 15th (for the south parcel). The Planning and Zoning Commission would need to make a recommendation to the City Council within 90 days. Should the Commission fail to reach a recommendation within 90 days (by its June 5 meeting), these rezoning requests will be

forwarded to the City Council with a presumed recommendation for approval by the Commission.

If the City Council does require a Master Plan, then the applications will be considered complete upon submittal of that Master Plan to the Department of Planning and Housing. The requests for rezoning will then be presented to the Planning and Zoning Commission for their recommendation within 90 days from that submittal.

Prior to the Planning and Zoning Commission's public hearing, staff will prepare reports to the Commission outlining the background of the requests and the applicable law governing the requests. The report will also present recommendations to the Commission and will describe any conditions staff proposes for the rezonings. After conducting its public hearings, the Commission will make recommendations on the requests to the City Council, including any conditions it deems appropriate. Those items will then be placed on a subsequent agenda of the City Council, allowing time for the necessary published notices and mailings.

The City Council will also conduct a public hearing on the requests. Staff will prepare reports similar to those prepared for the Commission. These reports will include the Commission's recommendations, as well as summaries of comments received during the Commission's public hearings.

The City Council will then conduct its public hearings after which it may take action approving or denying the rezoning requests. **It is important to note that, under Section 414.5 of the Code of Iowa, the City Council may impose conditions on the rezoning request provided that the applicant agrees to those conditions prior to the close of the public hearing.** This type of arrangement is sometimes referred to as "contract zoning." Any conditions "must be reasonable and imposed to satisfy public needs which are directly caused by the requested change." The full section is found in Appendix 3.

If, prior to the close of the public hearing, a petition is presented to the City Council opposing the rezoning and is signed by owners representing 20 percent or more of the land within 200 feet of the area proposed for rezoning, then the City Council will need a three-fourths majority vote to approve the request. Since our Council has six members, the request would need five affirmative votes for approval of the ordinance. The full text of the state and local codes are found in Appendix 3.

If the requests are ultimately denied by the City Council, those particular requests cannot be reconsidered for one year unless 50 percent of the original objectors petition for reconsideration or unless the City Council itself initiates reconsideration.

REZONING CONSIDERATIONS

The City Council should be aware that a request to rezone a property is a legislative action. Therefore, the Council has some degree of discretion, although it cannot arbitrarily deny the request if it is consistent with the Land Use Policy Plan. The Council

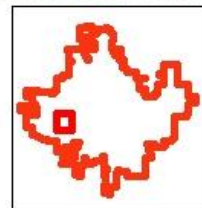
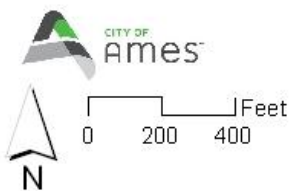
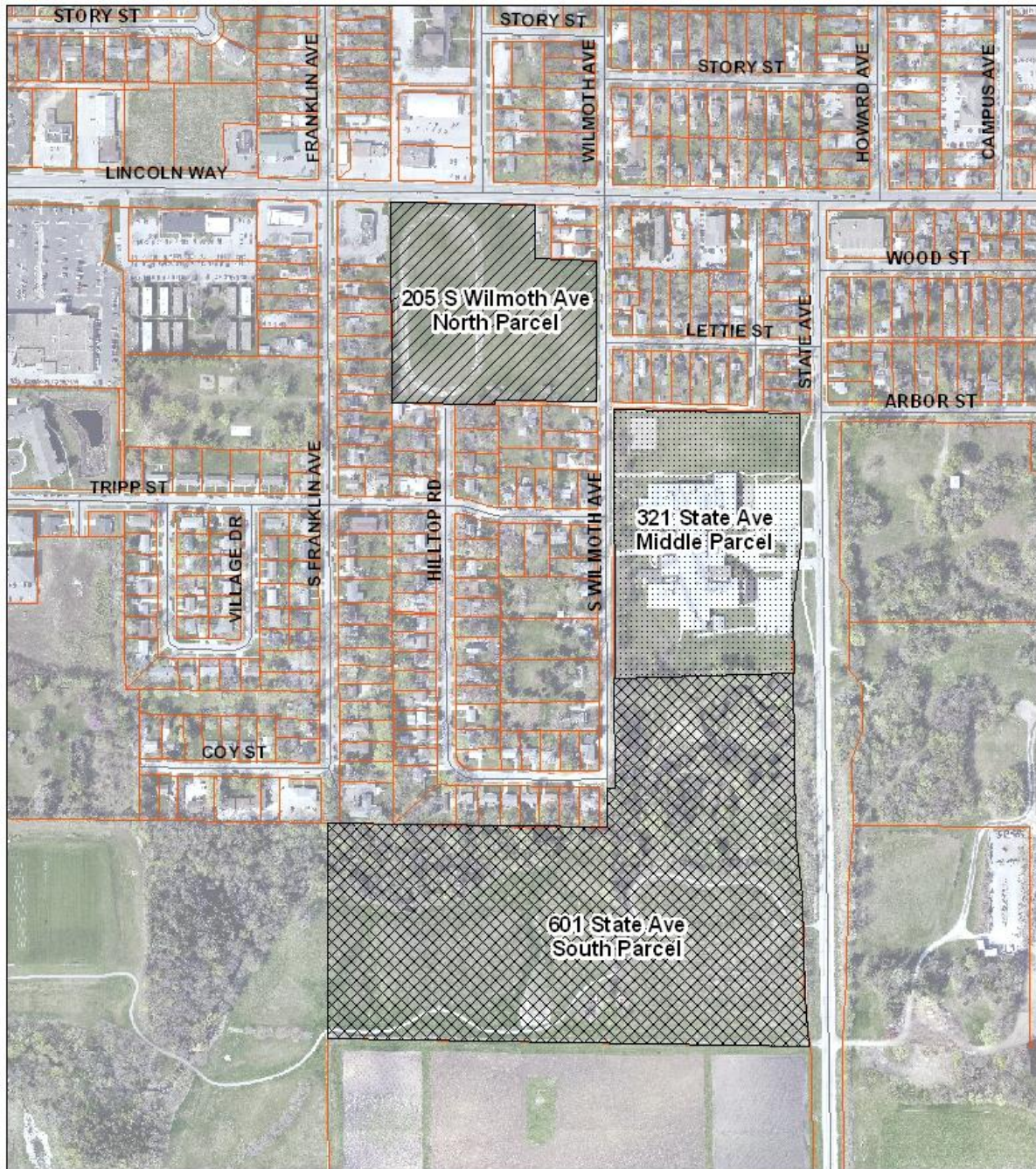
is allowed to impose any reasonable conditions provided they are satisfying “public needs which are directly caused by the requested change.” The owner will also need to agree to these conditions, which will be the basis for a development agreement between the City and the owner.

The City Council can ask for enough information about the proposed change and proposed project so as to better understand what the public needs are and what conditions may be necessary to ameliorate the negative impacts. The City Council is not obligated to approve a rezoning if the proposed project is not consistent with the intent and purpose of the zoning district.

These two properties are currently zoned S-GA. This is a designation that applies only to properties owned by governmental agencies. A private owner would not be allowed to use the property or build anything on it. Therefore, it would be inappropriate for these properties to remain as S-GA, especially since the LUPP identifies a future (non-governmental) land use for the property. Failure to ultimately change the zoning designation might be considered a “taking” by a jury.

The Council’s considerations of a rezoning request must be an examination of the potential impacts of the proposed request on the existing neighborhood and community as a whole. The Council is not obligated to rezone a property to maximize the profit of the owner, since the Council has no control over how much was paid for the property. The Council must not, however, eliminate all return from the property.

Attachment 1: Location Map



Attachment 2: Conditions for a Master Plan

Section 29.1507(3)

- (b) The City Council may require a Master Plan to be submitted with a rezoning application if it determines that any one of the following conditions is met:
 - (i) The area to be rezoned will contain more than one type of residential dwelling unit and will be developed in multiple phases.
 - (ii) The area to be rezoned contains designated wetlands; flood plain and floodway boundaries; areas designated by the Ames Land Use Policy Plan as Greenways and Environmentally Sensitive Areas; conservation easements or other documented sensitive environmental conditions or valuable natural resources.
 - (iii) Development of the area with the most intensive uses permitted by the proposed zoning designation may require new, enlarged or upgraded off-site public improvements.
 - (iv) The City Council determines that due to specific conditions that exist on or around the area proposed to be rezoned, or due to situations that require more careful consideration of how the layout and design of a site affects general health, safety, and welfare, a Master Plan is necessary for consideration of the proposed zoning map amendment.
- (c) If the City Council determines that a Master Plan is required it shall be prepared in compliance with the requirements of Section 29.1507(4) and shall be reviewed concurrently with the application for a zoning text amendment.

Appendix 3: Applicable Law excerpts

Code of Iowa excerpt

414.5 Changes—protest.

The regulations, restrictions, and boundaries may, from time to time, be amended, supplemented, changed, modified, or repealed. Notwithstanding section 414.2, as a part of an ordinance changing land from one zoning district to another zoning district or an ordinance approving a site development plan, a council may impose conditions on a property owner which are in addition to existing regulations if the additional conditions have been agreed to in writing by the property owner before the public hearing required under this section or any adjournment of the hearing. The conditions must be reasonable and imposed to satisfy public needs which are directly caused by the requested change. In case, however, of a written protest against a change or repeal which is filed with the city clerk and signed by the owners of twenty percent or more of the area of the lots included in the proposed change or repeal, or by the owners of twenty percent or more of the property which is located within two hundred feet of the exterior boundaries of the property for which the change or repeal is proposed, the change or repeal shall not become effective except by the favorable vote of at least three-fourths of all the members of the council. The protest, if filed, must be filed before or at the public hearing. The provisions of section 414.4 relative to public hearings and official notice apply equally to all changes or amendments.

City of Ames Municipal Code excerpt

Section 29.1507—Zoning Text and Map Amendments.

(8) **Vote Required When Amendment Protested.** If a written protest against any proposed amendment, supplement or change has been filed with the City Clerk, signed by the owners of 20% or more of the area of the lots included in the proposed amendment, supplement or change or by the owners of 20% or more of the property that is located within 200 feet of the exterior boundaries of the property for which the amendment, supplement or change is proposed, such amendment, supplement or change shall not become effective except by favorable vote of at least $\frac{3}{4}$ of all members of the City Council.

Staff Report

Campustown Zoning Requirement for Step-Back in Facade

March 26, 2013

Kingland Systems has purchased the property from the Champlin family that comprises the 2400 block of Lincoln Way from Welch Avenue east to the Cranford Apartments Building. (see Attachment A – Location Map) Kingland intends to remove the existing structures and to build new buildings for its expanding business, as well as to lease for retail and office use. Kingland does not intend to allow residential uses in these buildings.

City staff received a letter from Kingland Systems requesting a waiver or modification of the City's current zoning requirement for properties in that area. That requirement establishes a maximum height of 30 feet for those portions of buildings that are within 15 feet of the Lincoln Way and Welch Avenue right-of-ways. (See attached Kingland System request, which includes the excerpt from the Zoning Ordinance). **This report explains the “step-back” requirement, describes why the City Council chose to include it in the Zoning Ordinance, and provides possible options for Council to consider should it choose to give staff direction on preparing a zoning text amendment to accommodate Kingland's request.**

BACKGROUND

One of the primary objectives of land use policy in the area south of the University campus has been to guide new infill development so that it is compatible with existing development. The Land Use Policy Plan describes this area as being made up of districts, each with a distinct character, well defined by building use, type, scale, setting, intended activity level, and other characteristics. It further states:

At the core, in the Campustown Service Center, buildings will be the largest and residential densities will be the highest, supporting lively commercial activity at the street level. Building placement, design, and materials reinforce a dynamic, pedestrian-friendly neighborhood character. (P. 51)

The Land Use Policy Plan calls for compatibility standards to guide the design integration of new development with existing development. Compatibility standards address scale, height, exterior materials, rhythms, and other building elements.

These design standards, now in the Zoning Ordinance, are based on an inventory conducted in 2003 and 2004 of all buildings and property within the areas south and west of campus. The inventory and analysis identified a Center Commercial District

consisting of seven portions of blocks within the Campustown Service Center. In this Center Commercial District, 85% of all buildings were two stories or less in height and most were located at the right-of-way line with a zero set-back. It was determined that these characteristics contribute to the “pedestrian-friendly neighborhood character” of this commercial area. In other words, the buildings along the street form the boundaries of urban space of a size that promotes and encourages people to walk as a means to go from place to place within the district. (See Attachment B for a graphical summary of the findings and conclusions of the planning for this area.)

In the several years immediately prior to this sub-area planning effort, two large residential projects were built. These are the Cyclone Plaza at 200 Stanton and the Legacy Tower at 119 Stanton. Both of these buildings are seven stories tall, which was the maximum permitted height at the time; but through use of mezzanine levels, the Legacy Tower is 114 feet tall. Each project provides more residential units at higher densities than had ever been developed previously. Public input throughout the sub-area planning revealed that many people believe that these tall buildings significantly altered the physical character of the area. Furthermore, if this pattern development continued, it was feared that a “canyon effect” could result. In addition, experience from these new structures showed that people in the living units adjacent to the streets could throw objects onto pedestrians.

Public and stakeholders who provided input to the sub-area plan included neighborhood associations, ISU staff, Campustown business and property owners, students and the general public. Viewpoints from this input included the following perspectives:

- Support for the larger buildings,
- Concern that the capacity for new residential use in the area may have been reached due to traffic, parking and intensity concerns,
- Concern that tall buildings may change sun/shade and wind conditions, affecting the quality of the pedestrian environment,
- Concern that further height restrictions could reduce the feasibility of residential buildings, due to the relatively shallow depth from the street of some lots, and
- Some who feel the larger buildings are out of place.

In response, the sub-area plan states the following:

Along Lincoln Way between Stanton and Hayward Avenue and along Welch Avenue between Lincoln Way and Chamberlain Street, as building height increases to the maximum, the building face should step back from any street right-of-way line.

Since this standard would reduce the buildable volume available for each property, the Plan also stated that the maximum building height would be increased from seven stories to nine stories, approximately 115 feet.

In October 2005, a Staff Advisory Committee developed proposals for the specific zoning standards. This eight-person committee included business owners, property owners, a developer, a student, an ISU representative, a resident, an architect and a neighborhood representative. Among the Committee's findings was the following:

Purpose of Design Standards is, in an area that has traditionally contained mostly one and two-story buildings, to reduce the visual impact of new, taller buildings from the street.

Committee Recommended Guideline as to Height is to require any portion of a building over 50 feet in height to step back 25 feet from the street right-of-way line. After discussion about structural issues, retail space requirements, and a possible prohibition on outside uses of the roof space on the lower, front part of the building, most of the Committee agreed on 25 feet for the step-back. One of the developers felt that any number is too arbitrary without knowing the situation of each lot and building. The University representative believed that two stories is about the right maximum height at the street.

The Committee considered an alternative to the step-back height requirement that allowed the use of materials; building form; placement of windows and doors; and details in the bottom two or three stories to create interest at the street level and pedestrian scale. The Committee agreed that, if such architectural standards were to be required, an architectural review committee would be needed to respond to the variety of localized conditions in the area. Some of the issues involved in implementing an architectural review committee include its membership, authority, and scope of review. Specific guidelines would need to be established in advance to express the intent and objectives for its review. There would also be a significant cost in staff time for administering such a Committee. The time and cost of the applicant would likely be even more than for the City staff review.

Based upon this input, in March of 2006 the City Council approved the current zoning development standards for the Campustown Service Center that require a step-back of 15 feet for a building to be taller than 30 feet, or two stories, and a maximum height of 115 feet.

POSSIBLE OPTIONS FOR CONSIDERATION

Revitalization of Campustown has been a priority for the City Council for many years. The Council's policy is to intensify the area closest to Iowa State University in a manner that is compatible with those characteristics that make Campustown a favorite place of current and past residents of Ames. The Kingland Systems project is the largest major development project to be proposed since the current zoning standards for building height were enacted. **Before moving ahead with the project, the staff needs direction regarding the zoning requirement for building height step-back.**

Option 1

The City Council can choose to leave the current standard in place. The very valid concerns that Kingland System raised in its letter to Council were acknowledged at the time that the zoning standards were approved. A mandatory build-to line requiring buildings to be at the street right-of-way was considered, but was not adopted. Kingland Systems can avoid the cost of the step-back by placing the front of the building 15 feet from the right-of-way. It should be remembered that the permitted building height was increased to compensate for the loss in potential value of a project.

This option appears to satisfy the safety and scale issues associated with tall buildings at the street right-of-way.

Option 2

As an alternative to the step-back requirement, the City Council can consider design standards for the building façade that create interest at the street level and pedestrian scale. This approach recognizes the differences between each project and, with general standards and architectural review, can both allow needed flexibility for buildings that are not as tall or do not have residential units. This approach could replace the step-back standard or be an option for projects where the step-back standard is not appropriate.

Option 3

The City Council can consider deleting this standard for the block face *along Lincoln Way only*. With the width of Lincoln Way and the open space of the University on the north side of the street, the character of the urban space is quite different from Welch Avenue and other streets within Campustown. To promote compatibility with existing buildings in the area, design standards as described in Option 2 could also be required.

Option 4

The City Council can consider revising the step-back standard by increasing the allowable height to allow a maximum of three stories without a step-back. Also included in this option could be a requirement that no residential units be allowed on the third floor. The 15 foot step-back requirement would be maintained for buildings over three stories.

The current requirement of a step-back for buildings over 30 feet, or two stories, is based on the predominant building height in the core area. There is no “correct” height standard. Rather, the principle is to limit the height at the street face so that it is not excessively greater than the right-of-way width, which on Welch Avenue is 66 feet.

This option appears to satisfy the safety and scale issues associated with tall buildings at the street right-of-way.

Option 5

The City Council can consider other options or combinations of options to modify the current step-back requirement.

NEXT STEPS

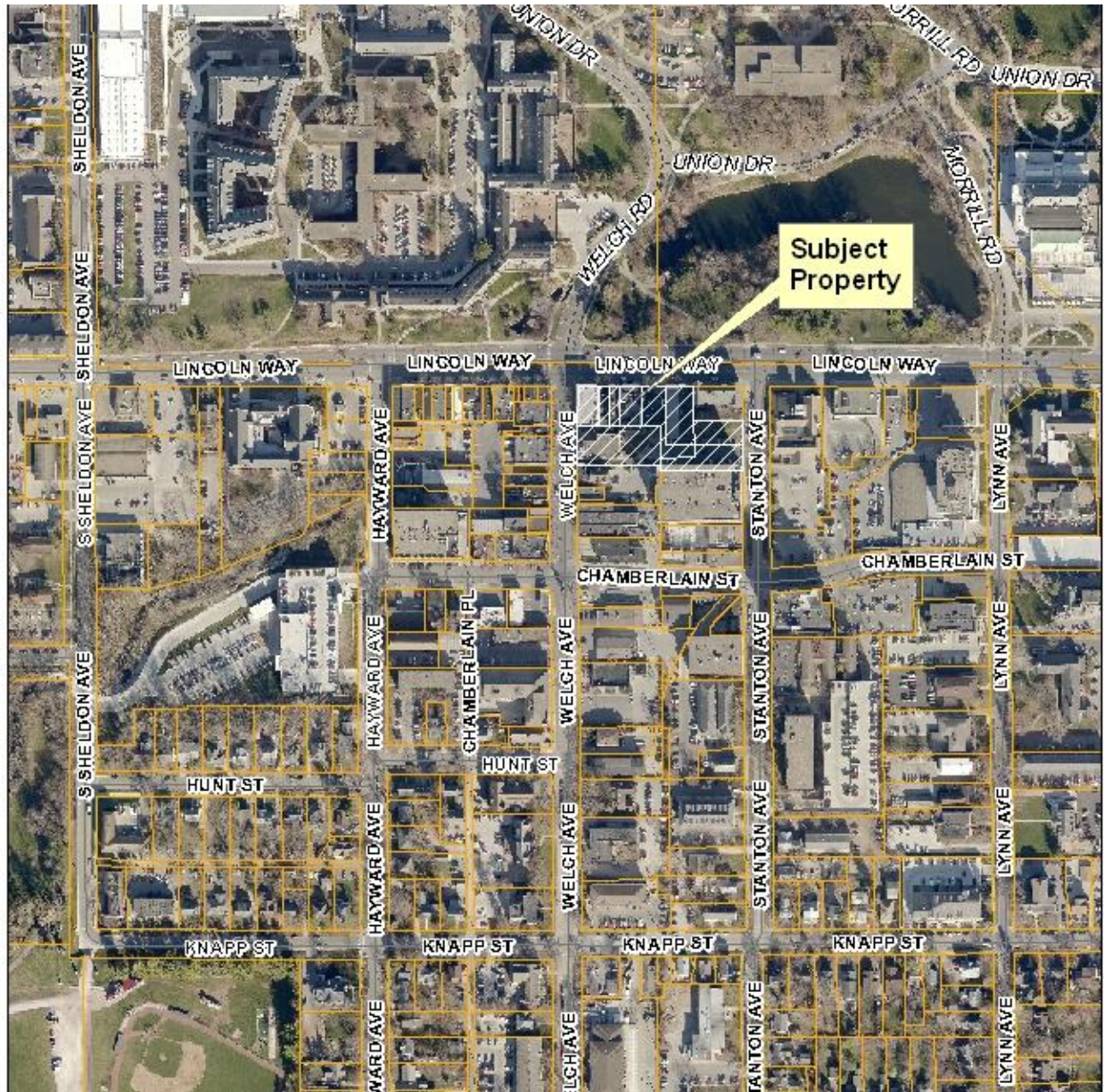
If the City Council chooses to consider a specific change to this standard, staff could be directed to draft the appropriate zoning text amendment, seek input from Campustown stakeholders, and hold a public hearing before the Planning and Zoning Commission. In that case, staff would work to bring the text amendment back to Council for adoption on first reading in May.

If the City Council chooses to explore multiple options, staff could be directed to seek input on those options from Campustown stakeholders and the Planning and Zoning Commission. Staff would then bring that input back to Council in May, at which time Council could initiate the formal amendment process. This process would take an additional month or so to accomplish.

STAFF COMMENTS

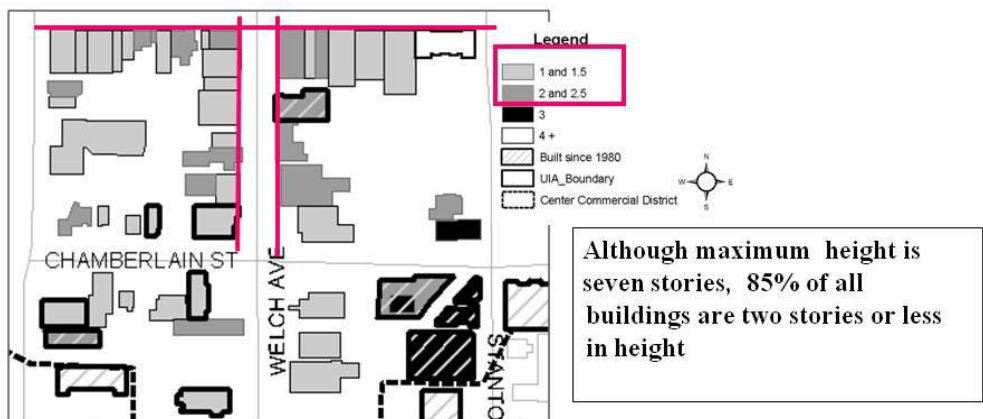
It appears that Option 4 1) results in the change in the Zoning Ordinance in the least amount of time, 2) allows the Kingland System project, as proposed, to move forward, and 3) maintains the goals of the City regarding safety and scale in Campustown.

Attachment A - Location Map

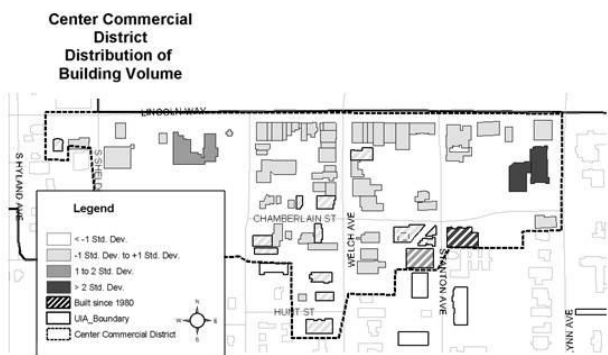


Attachment B – Summary of Building Height and Step-back Standards

Building Height in Center Commercial District



These buildings, placed at the street rights-of-way create a distinctly pedestrian scale at the center of this district.



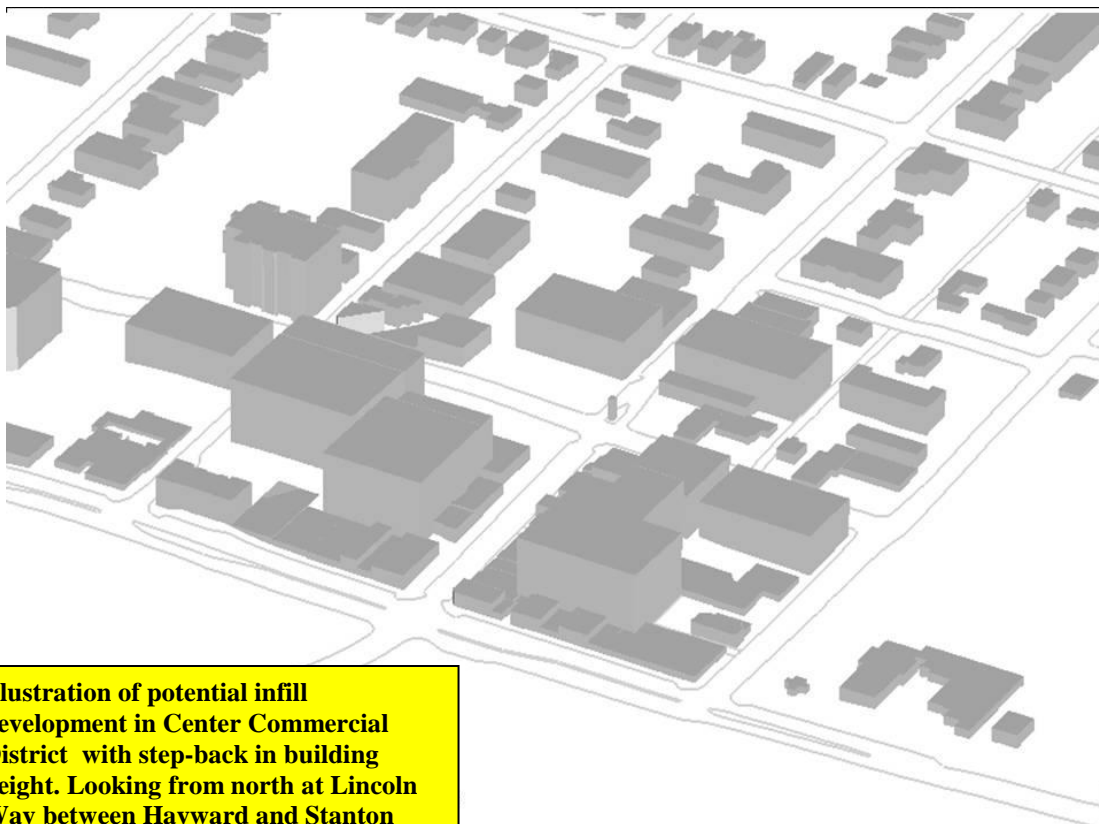
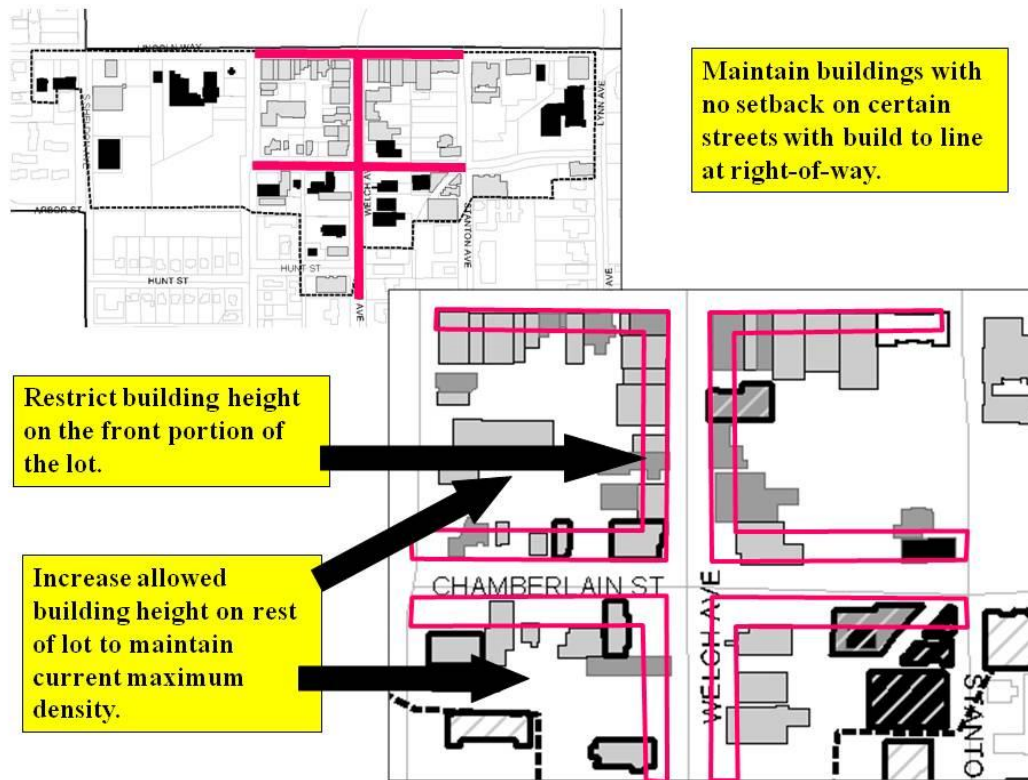
Recent and future development consistent with the city's land use and zoning policy will continue to significantly alter the physical character of the district.



The primary goal in the Center Commercial district should be to preserve and extend those characteristic that make it an active, lively pedestrian-oriented place with a variety of uses and spaces.



Attachment B – Summary of Building Height and Step-back Standards



Attachment B – Summary of Building Height and Step-back Standards



Alternative: Use of materials, building form, windows, doors, and details in the bottom two or three stories should create pedestrian scale and encourage activity.





March 8, 2013

City of Ames
Mayor & City Council
City Hall, 515 Clark Avenue
Ames, IA 50010

Dear Mayor and Members of the City Council:

We are excited to work with the city of Ames on our construction project in Campus town and have had great support from the city staff as we move from concept to reality. We are writing the City Council with a request for waiver of the maximum height of 30 feet within 15 feet of the right-of-way lines of Lincoln Way and Welch Avenue per Municipal Code Chapter 29, Section 29.809, Table 29.809(3) Campustown Service Center Zone Development Standards (see attachments).

Our project is to construct a new 3-story building on the 2400 block of Lincoln Way that will host expanded retail and office space. It will significantly increase the usability of the existing space and could provide workspace for as many as 300 – 400 people, in addition to nearly 14,000 square feet of retail space. The maximum height restriction results in a requirement for a 15-foot setback on the third floor of our project and results in a significant burden on the construction that is proving to be a major impediment for us to proceed. The setback would require us to add an additional line of columns and beams along the entire east-west wall, increasing structural costs by as much as 25%. If the 15 foot setback is required, the building foundation system cost would also increase about 25%. The setback also increases snow loading and drifting on the structure, further increasing costs. This waiver would further allow our project to capture 5,000 square feet of leasable space. The increased costs and loss of leasable space results in necessary lease rates which are unacceptable to potential tenants of this office space.

We are sensitive to the primary reason for the setback for ensuring that large monolithic structures do not create an un-pleasing canyon effect of streetscapes. To guard against that we have undertaken specific design considerations that will break up the structure and present an appearance of multiple buildings, with a variety of façade materials that are compatible with surrounding architecture. Our plans also include variety on the east-west lines of the façade, as well as the vertical wall of the buildings to provide for a variation from straight lines. We would also point to the fact that our third floor roof height will still be lower than the building to our east, and that this area of Lincoln Way is broad and

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completely open to green-space on the north side of the road, which also eliminates a potential for a tunnel-like view of the streetscape. We also want to confirm that we have no plans to expand our project beyond three floors at a later point and that this project is not expected to include a residential use.

We encourage the council to refer this request to city staff to analyze the appropriateness of a waiver or modification of the set-back requirement for our project in order that we can close on construction costs and deliver a project which will significantly benefit the area and increase the usability of the space. We look forward to your assistance in this matter and are available for questions. Please direct any questions to either our facilities manager, Jeff Gorbali, who may be reached at 641 355 1005 or via email at jeff.gorbali@kingland.com or our CFO, Todd Rognes, who can be reached at 641 355 1014 or via email at todd.rognres@kingland.com.

Respectfully,

A handwritten signature in black ink, appearing to read "Todd Rognes", with a stylized flourish extending to the right.

Todd Rognes
CFO

Sec. 29.809. "CSC" CAMPUSTOWN SERVICE CENTER.

(1) **Purpose.** The Campustown Service Center (CSC) zone is intended to provide high-density development within an area of the city adjacent to Iowa State University. A broad range of uses is allowed to serve the needs of people who wish to be near ISU, including students and staff, and their families. Development is intended to encourage lively commercial activity in the building at the street level and pedestrian activity, with a strong emphasis on safe, vital and attractive streets.

Development is intended to be very dense with high building coverage, large buildings in scale with the predominant building pattern in the Campustown commercial area, and buildings placed close together, while also conserving and preserving existing valuable characteristics by assuring compatibility between existing and new development. Building placement, scale at the street, design and materials reinforce a dynamic, pedestrian-friendly neighborhood character.

Table 29.809(3)
Campustown Service Center (CSC) Zone Development Standards

DEVELOPMENT STANDARDS	CSC ZONE
Minimum FAR	1.0 (1)
Minimum Lot Area	No minimum, except for mixed uses, which shall provide 250 sf of lot area for each dwelling unit
Minimum Lot Frontage	No minimum, except for mixed uses, which shall provide 25 ft.
Minimum Building Setbacks:	
Front Lot Line	0
Side Lot Line	0
Rear Lot Line	10 ft.
Lot Line Abutting a Residentially Zoned Lot	10 ft.
Minimum Landscaped Area	No minimum
Landscaping in Setbacks Abutting an R Zoned Lot	5 ft. @ L3. See Section 29.403
Maximum Building Coverage	100%
Openings between buildings	In order to provide access for vehicles and/or utilities to the interior of the block, there shall be a twenty foot wide opening between buildings, at the approximate mid-point of each face of each block. In addition to this mid-block areaway or drive, any lot without other means of access from a public street or alley may have one driveway from the street of up to 20-ft in width.
Minimum Height	25 feet
Maximum height in portions of CSC bounded by:	115 feet
Lincoln Way	
Stanton Avenue	
Hunt Street	
Hayward Avenue	
Maximum height within fifteen (15) feet of the right-of-way lines of:	30 feet
Lincoln Way from Hayward Avenue to Stanton Avenue	
Weich Avenue from Lincoln Way to Chamberlain Street	
Maximum Height in all other locations	75 feet
Parking Allowed Between Buildings and Streets	No
Windows	More than 50% of the area of primary or secondary façade between the ground line and the second floor line shall be windows that allow views into the interior space or be a display window.
Building Materials	Clay brick shall comprise more of the exterior wall surface of the building than any other material. Exterior surface does not include windows or doors or their trim. This requirement does not apply to additions to buildings which do not have brick as an exterior material.
Entrance	There shall be at least one functional pedestrian entrance facing a street.
Balconies	There shall be no exterior balconies above the third floor.
Site materials	No rocks, brick fragments or other hard, loose material over ¾-inch in size shall be used.
Drive-Through Facilities Permitted	Yes
Outdoor Display Permitted	Yes, See Section 29.405
Outdoor Storage Permitted	No
Trucks and Equipment Permitted	Yes

COUNCIL ACTION FORM

BACKGROUND:

Project Description. Bella Homes is proposing a residential subdivision in the unincorporated area of Story County. The site is within the Rural Transitional Residential Area (a subcategory of the Rural/Urban Transitional Area) of the Ames Urban Fringe Plan. Both the Ames City Council and the Story County Supervisors retain jurisdictional approval, according to the 28E Implementation Agreement. The Plan describes Rural Transitional Residential as follows:

Areas designated Rural Transitional Residential are located in areas where urban infrastructure may not be in place for a time period beyond the Ames Urban Fringe Plan planning horizon. Rural Transitional Residential development is designed to transition seamlessly into adjacent rural residential and agricultural land use, providing buffers where necessary to separate residences from particularly intense or noxious agricultural activities. Residential densities with this designation are between rural densities and urban densities.

The site was originally platted as Lot 17, Third Addition, Squaw Valley South Subdivision in 1990. One home was constructed on the site, along with a detached garage. Bella Homes is proposing a replatting to create 15 residential lots. An additional outlot will contain much of the existing pond at the south end of the lot.

A new street will extend from Cameron School Road to the north property line. Approximately 280 feet south of the property's north boundary, an additional street will extend to the west. Later in this report will be a discussion about whether that street should end in a cul-de-sac, end in a cul-de-sac with the possibility of a future extension, or extend now to the west property line to accommodate a possible future connection with Mathews Drive to the west.

Applicable Law. Laws pertinent to the City Council are Sections 23.302 as described in Attachment B.

All subdivisions within the Ames Urban Fringe are subject to all the requirements of the Ames Subdivision Regulations (Chapter 23 of the Ames *Municipal Code*). The Ames Urban Fringe Plan and accompanying 28E Implementation Agreement state that the City will waive its authority in Rural Service and Agriculture Conservation Areas of the Plan and the County will waive its authority in areas in Urban Reserve Areas. However, both jurisdictions retain authority in the Rural/Urban Transitional Areas.

This subdivision is required to meet the Design and Improvement Standards (Division IV) of the City's Subdivision Regulations unless specific waivers are granted by the City Council. In this case, on February 12th the applicant received a waiver from the City Council

for the following specific portions of Division IV.

- Section 23.402 Residential Subdivision Landscaping Standards.
- Section 23.403 Streets, but retain compliance with requirements for street width, street right-of-way, through streets, and cul-de-sac lengths.
- Section 23.404 Water Supply.
- Section 23.405 Sanitary Sewer, but retain a requirement that a sanitary sewer easement be identified and noted for a possible future line to connect the homes to Cameron School Road.
- Section 23.406 Electric Distribution and Street Lighting Standards, but retain a requirement that any street lights that are installed shall be an approved International Dark-Sky Association fixture or equivalent.
- Section 23.407 Storm Water Management.
- Section 23.408 Soil Erosion and Sedimentation Control.
- Section 23.409 Improvement Guarantees.

City staff has reviewed this proposed preliminary plat to determine compliance with the use and density standards of the Ames Urban Fringe Plan. City staff also reviewed the plat to determine compliance with those portions of Division IV which the City Council did not waive.

Density Information. The net developable area of this preliminary plat is 14.2 acres, resulting in a density of 1.07 dwelling units per acre. The Rural Transitional Residential Area density standards require between 1.00 and 3.75 dwelling units per acre.

Utilities and Easements. With the waiver granted by the City Council regarding the installation of sanitary sewer service and public water, the subdivision will be required to meet Story County requirements for water and on-site septic systems. The proposed plat shows easements that will accommodate a future sanitary sewer line to all the lots. This is intended to accommodate a City sanitary sewer line if the site is ever annexation.

The City has obtained the three covenants required for development in the Ames Urban Fringe. These covenants require the property owners (both current and subsequent) to seek annexation at the City's request, to agree to pay any special assessments associated with providing City infrastructure following annexation, and to pay any costs associated with the buyout of rural water service. With these covenants and easements, City staff sees no obstacle to the provision of services following annexation.

Streets and Culs-de-sac. The City retained those portions of Division IV pertaining to street right-of-way widths, paving widths, street lengths, and culs-de-sac. Regarding the street right-of-way widths, paving widths, and street lengths, the proposed preliminary plat meets City standards.

However, the Design and Improvements Standards notes the following consideration:

(d) minimizing overall lengths of public ways and infrastructure facilities while limiting the use of dead-end streets and cul-de-sacs [sic].

The proposed subdivision includes a dead-end street at the north end. This was placed there for the possible future extension into the property to the north. The area to the north is also within the Rural Transitional Residential Area and, if it develops, should have interconnectivity to this development.

The developer proposes a cul-de-sac to the west of the main north-south street (see Attachment C). Around this, he proposes six residential lots. However, Mathews Road lies directly to the west of this development, platted during the approval of Third Addition, Squaw Valley South Subdivision in 1990. This cul-de-sac has a 60-foot “Street Reservation Easement” extending from the east end of the cul-de-sac to the east property line (adjacent to this proposed Bella Woods subdivision). The restrictive covenants for the Squaw Valley South Subdivision state that the owners of Lots 4 and 5 (upon which this easement is located) shall convey or dedicate those portions of the lots in the event that Mathews Road is extended to the east. The covenants further state that these owners are not responsible for the costs of that extension. What is not clear, however, is what trigger mechanism will require Mathews Road to be extended and who will pay for it.

Since the intent of the Squaw Valley South Subdivision was to allow for the interconnected development of this proposed development with Mathews Road, staff required the applicant to prepare a plat showing how this proposed plat to will connect with the older development to the west (see Attachment D). The connection to the west property line of Bella Woods is possible while retaining the same number of lots and still allowing the future connection to Squaw Valley South Subdivision.

The applicant, however, would prefer not to make this connection. The applicant has provided reasons against the connection (below) from the anticipated perspective of the existing home-owners on Mathews Road and from the perspective of the developer.

From the Squaw Valley South side:

- The owners will likely fight it even now, and will certainly fight the building of the street section if annexation is negotiated. Requiring the HOA to build that street section, in addition to the costs of upgrading the entire street network, will be a huge issue and obstacle to overcome. Allowing the Bella Circle cul-de-sac will eliminate that issue.
- The existing ‘street preservation easement’ does not specify to whom the easement rights are granted. Transfer of ownership would have to be worked out during annexation.
- The Henderson’s house is situated at an angle as on a typical cul-de-sac lot. In addition, their driveway is constructed in the easement, and at least a portion of it will have to be torn up and replaced.

From the Bella Woods side:

- Cul-de-sacs, while not encouraged in the City, are not prohibited. Homeowners generally like them, very often prefer them, and thus there is a premium in lifestyle to the buyer, and in value and marketability to the developer.

- Both Bella Woods and Squaw Valley South are large lot, semi-rural communities – by definition not pedestrian oriented, and connectivity is not a lifestyle concern. In addition, future connectivity in Bella Woods is clearly provided to the north.
- Extending the street as requested would require, first of all, the removal of more trees. This would significantly diminish the 2 lots affected. Secondly, it would have to be sloped to the west, which means that the storm water would have to be captured in an additional detention are, which would require the removal of even more trees, further diminishing the lot on which it occurs. (Our proposed plan works with the topography and captures all storm water in the detention pond at the south). In addition, the detention pond, while releasing water at historic rates, would be releasing it in a more concentrated area, which the neighbors likely will not appreciate. An alternative to that would be to convey the water to the south detention pond by means of a swale along the west boundary. But this would require the removal of a lot of trees which are a buffer between lots, and a major attraction of this piece of property.
- The extension of the street to the west boundary would have the following impacts to the future homeowners as well as the developer:
 - The diminishment of the quality and value of lots 5 and 6, due to them becoming non- cul-de-sac lots and the necessary removal of trees.
 - The potential diminishment of lots 1 and 2 as well, depending on storm water solutions.
 - The extra expense of 180 lineal feet of additional street.
- What is the real benefit of extending the street? Squaw Valley South has existed happily with Mathews Road as a cul-de-sac for over 20 years. Will connecting that community with Bella Woods truly benefit either in any significant way? And annexation of Squaw Valley South may never happen. Is it fair to place the burden of the extended street and lot impacts on the Bella Woods developer and homeowners for something that is of questionable benefit and may never even occur? And as stated earlier, if annexation does occur, not having that connection will be less problematic for all parties.

The City's position is that the preference is to develop subdivisions without unnecessary culs-de-sac. Further, the development of the subdivision in 1990 indicates that the intent was for the connection ultimately to be made to the east. While the City is not requiring that connection to be made now, the City needs to avoid creating a design that would preclude that connection from ever happening. If this subdivision includes a street connection to the west, the City would, when needed and after an annexation request is made, determine how the western street extension is paid for and seek to ensure that better conformance with the City's design standards will be met.

Since the Planning and Zoning Commission meeting, staff has worked with the applicant to develop a third alternative (Attachment E). This alternative allows the cul-de-sac to be built but also creates an outlot that will be reserved for the future extension of the road to the west. At that time, Mathews Road can also be extended to the east. This alternative is similar to that done in 1990 when Squaw Valley South Subdivision, Third Addition was platted. However, this approach creates a platted outlot reserved for the future street

extension rather than an easement that would need to be transferred later, as is the case with Squaw Valley South Subdivision. In addition, the covenants that were signed by the Bella Woods owner when the waiver of the subdivision standards was requested include a provision that the subsequent owners will pay for any special assessments that are needed for public improvements. The language of the covenant includes the following:

In anticipation of the possibility that the City may at some time deem it to be in the public interest to cause construction of street paving, curbs and guttering, storm sewers, water mains, sanitary sewer mains, bicycle paths, and sidewalks by means of city awarded contracts to be paid by special assessments to be levied against the Real Estate, the Owner does hereby covenant and agree that by execution of this instrument Owner, its heirs, successors and assigns, including purchasers of the Real Estate, and each of them, shall pay and are bound to pay to the City, the costs of the aforesaid improvements assessed to the Real Estate, by action of the governing body for the City, after notice of hearing as provided by Section 384.50 Code of Iowa, the provisions of Section 384.38 Code of Iowa notwithstanding.

This approach allows for the initial construction of a cul-de-sac, which satisfies the developer who would prefer that there not be a connection to the west. It also allows for the eventual connection if, after annexation, the City Council thought that the standards for interconnectivity of neighborhoods should be met, although it doesn't mandate that the connection be made at any particular time. The reserved outlot means that the land is available for dedication as right-of-way in the future should the road be extended. The thirty-foot setbacks lines from the outlot shown on the final plat would mimic the setback requirements as if it were a public right-of-way. The covenants are the mechanism by which the costs of the road extension would be borne by the various owners of the subdivision.

FINDINGS OF FACT & CONCLUSIONS:

Staff has made the following findings of facts and conclusions.

FINDING 1. The entirety of the Bella Woods development is designated as Rural Transitional residential on the Ames Urban Fringe Plan Map and shows a net development density of 1.07 dwelling units per acre.

CONCLUSION: Staff concludes that the proposed preliminary plat is consistent with the uses and density of the Ames Urban Fringe Plan.

FINDING 2. The City Council waived a number of design and improvement standards of the Subdivision Regulations. Regarding those standards that remain, except as noted in Finding 3, these have been satisfied by the proposed preliminary plat.

CONCLUSION: Staff concludes that Section 23.107 of the Ames *Subdivision Regulations* have been met.

FINDING 3. The City proposes that the preliminary plat include a street connection to the west, allowing for the future connection to Mathews Road. Staff believes this is consistent

with the intent of the Ames Subdivision Regulations and with the Third Addition of South Squaw Valley Subdivision. The applicant believes the connection is unneeded and, in fact, creates additional problems, such as storm water control and the unnecessary removal of trees. A third would option allow for the initial construction of the cul-de-sac while preserving the option for the eventual extension of the street into Mathews Road, if this were ever annexed and the City Council at that time were to seek the connection.

CONCLUSION: Staff concludes that the connection of the proposed road to the west property line is important for the future interconnection of neighborhoods, for redundant emergency access, to promote strong neighborhoods by allowing the free passage from one to the other, and to meet the intent of the 1990 plat. This would only be achieved if Bella Circle were to be extended to the west and Mathews Drive were to be extended to the east.

RECOMMENDATION OF THE COMMISSION:

At its meeting of March 6, 2013, with a vote of 5-1, the Planning and Zoning Commission recommended approval of the Preliminary Plat for Bella Woods with the street extended to the west line of the proposed development, based upon the findings of facts and conclusions in this report, conditioned on:

- a) The applicant completing a number of updates to this proposed plat prior to presentation to the City Council for approval. These updates include a complete grading plan, tabular data, etc. (The applicant had limited time to draw this plat based on the direction of staff to extend the road to the west); and
- b) That the consideration of groundwater issues and surface water runoff be considered by the City Council.

The owners of 5206 Valley Road, west of the proposed subdivision, addressed the City Council regarding the drainage from the existing ponds and the presence of water in the ditches much of the year. These concerns were forwarded to County staff, which has jurisdiction on drainage. The Commission, though, wanted the City Council to consider these when they acted upon the request for approval of the preliminary plat.

ALTERNATIVES:

1. The City Council can approve the preliminary plat for Bella Woods with the street extended to the west line of the proposed development as shown on **Attachment D**, conditioned on:
 - a. The applicant completing a number of updates to this proposed plat prior to presentation to the Story County Supervisors for approval. These updates include a complete grading plan, tabular data, etc. (The applicant had limited time to draw this plat based on the direction of staff to provide an option extend the road to the west.)
2. The City Council can approve the preliminary plat for Bella Woods with the street not

extended to the west line of the proposed development as shown on **Attachment C**. This is the option that the applicant seeks and for which they will request approval.

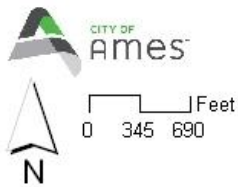
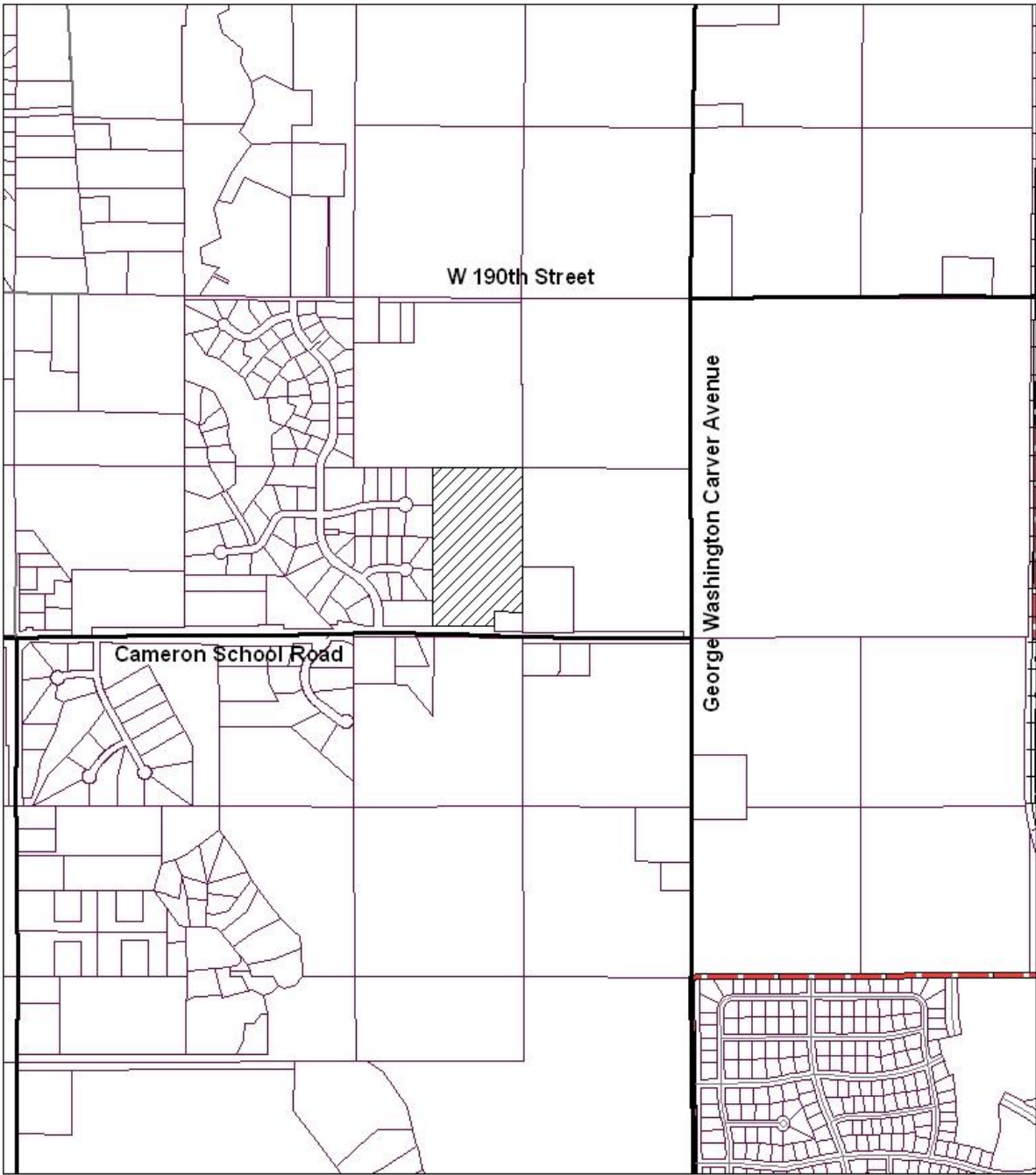
3. The City Council can approve the preliminary plat for Bella Woods with the street not extended to the west line of the proposed development but with an outlot shown that would be reserved for right-of-way in the event the street would be extended following annexation as shown in Attachment E, conditioned on:
 - a. The applicant completing a number of updates to this proposed plat prior to presentation to the Story County Supervisors for approval. These updates include a complete grading plan, tabular data, etc. (The applicant had limited time to draw this plat based on the direction of staff to provide an option extend the road to the west.)
4. The City Council can deny the preliminary plat for Bella Woods by setting forth its reasons for denial.
5. Action on this request can be postponed and referred back to City staff and/or the applicant for additional information.

MANAGER'S RECOMMENDED ACTION:


Based upon the Findings of Fact and Conclusions above, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby approving the preliminary plat for Bella Woods with the street extended to the west line of the proposed development as shown on **Attachment D**, conditioned on:


- a. The applicant completing a number of updates to this proposed plat prior to presentation to the Story County Supervisors for approval. These updates include a complete grading plan, tabular data, etc. (The applicant had limited time to draw this plat based on the direction of staff to provide an option extend the road to the west.)

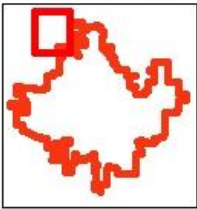
ATTACHMENT A



Legend

 Subject Parcel

 Ames City Boundary



ATTACHMENT B

Applicable Subdivision Law

The laws applicable to this preliminary plat for Bella Woods include, but are not limited to, the following: (verbatim language is shown in *italics*, other references are paraphrased):

Code of Iowa Chapter 354, Section 8 requires that the governing body shall determine whether the subdivision conforms to its Land Use Policy Plan.

Ames Municipal Code Chapter 23, Subdivisions, Division I, outlines the general provisions for subdivisions within the City limits and within two miles of the City limits of Ames.

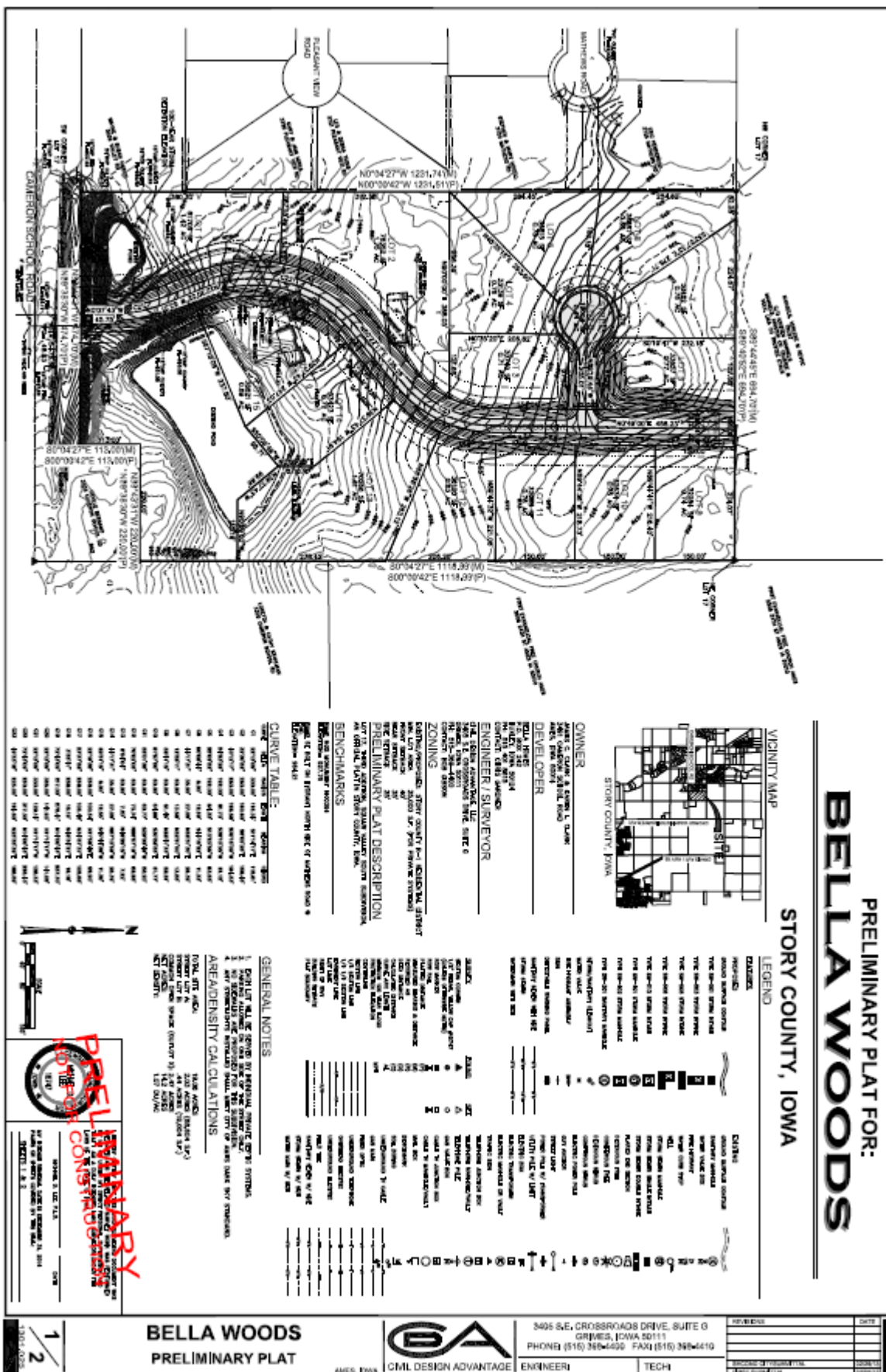
Ames Municipal Code Section 23.302(5):

- (3) *City Council Review of Preliminary Plat: All proposed subdivision plats shall be submitted to the City Council for review and approval in accordance with these Regulations. The City Council shall examine the Preliminary Plat, any comments, recommendations or reports examined or made by the Planning and Zoning Commission, and such other information as it deems necessary and reasonable to consider.*

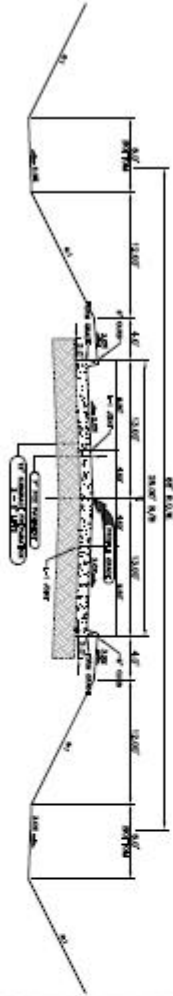
Ames Municipal Code Section 23.302(6):

- (6) *City Council Action on Preliminary Plat:*
- (a) *Based upon such examination, the City Council shall determine whether the Preliminary Plat conforms to relevant and applicable design and improvement standards in these Regulations, to other City ordinances and standards, to the City's Land Use Policy Plan and to the City's other duly adopted plans. In particular, the City Council shall determine whether the subdivision conforms to minimum levels of service standards set forth in the Land Use Policy Plan for public infrastructure and shall give due consideration to the possible burden of the proposed subdivision on public improvements in determining whether to require the installation of additional public improvements as a condition for approval.*
 - (b) *Following such examination and within 30 days of the referral of the Preliminary Plat and report of recommendations to the City Council by the Planning and Zoning Commission, the City Council shall approve, approve subject to conditions, or disapprove the Preliminary Plat. The City Council shall set forth its reasons for disapproving any Preliminary Plat or for conditioning its approval of any Preliminary Plat in its official records and shall provide a written copy of such reasons to the developer.*

ATTACHMENT C: PRELIMINARY PLAT W/ CUL-DE-SAC



TYPICAL SECTION - 26' P.C.C. / 56' R.O.W. ROADWAY
SEE TO SCALE



AERIAL VIEW WITH TREES



2/2

BELLA WOODS
PRELIMINARY PLAT

AMES, IOWA



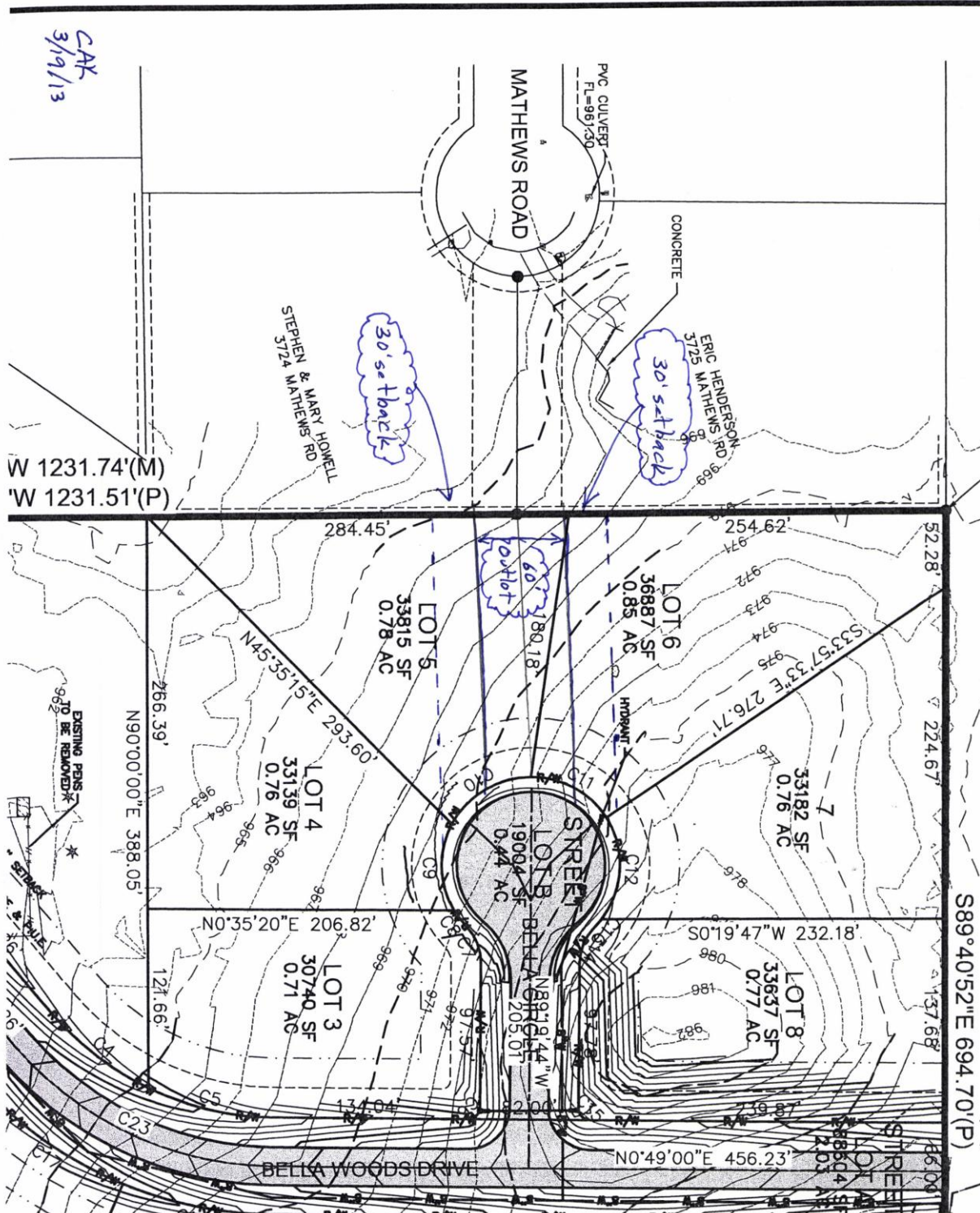
CML DESIGN ADVANTAGE

3405 S.E. CROSSROADS DRIVE, SUITE 3
GRIMES, IOWA 50111
PHONE (515) 365-4400 FAX (515) 365-4410
ENGINEER TECH

REVISION	DATE

[illegible]

ATTACHMENT E: PRELIMINARY PLAT W/ CUL-DE-SAC AND OUTLOT



COUNCIL ACTION FORM

SUBJECT: DOWNTOWN FAÇADE GRANTS – 2012/13 SECOND ROUND

BACKGROUND:

In March 2012, the City Council awarded six Downtown Façade Improvement grants from the program budget for the current fiscal year. The project at 300 Main Street (StyleEyes) did not proceed. Another project awarded from the prior year's budget, the American Legion at 223 Main, also did not proceed. Therefore, \$23,000 remains in the program fund.

Although a formal invitation has not been extended for new grant applications, two property owners who are ready to proceed with improvements this spring have applied for façade grants. **This report considers those two applications for the unused Downtown Façade Improvement grant funds.**

The following two grant applications have been received at this time:

<u>Address</u>	<u>Business or Building Name</u>	<u>Amount Requested</u>	<u>Total Project</u>
313 5 th	Marss Wealth Management (former McFarland Clinic & Ames Tribune)	\$ 9,120	\$ 18,240
215 Main	Emerhoff's Women's Shoes	\$15,000	\$ 34,000
	Architect fees	\$ 1,000	\$ 2,000
		\$25,120	\$ 54,240

At 313 5th Street, the original metal canopy will be recreated. (See attached historic image). This type of canopy is consistent with the Downtown Design Guidelines. As compared to a fabric canopy, this type of canopy is permanent and therefore qualifies by itself under the Council's criteria for making permanent improvements that meet the design guidelines. This is the first canopy of this type that has been restored under this program. The owner has made other improvements to restore the building façade.

At 215 Main Street, the improvements are similar in scope to the improvements already completed at 217-219 Main under this program, except that the second-story windows are not being replaced. This project will remove the metal canopy and the metal covering over the transom area. A wood panel and trim system will be added in the transom area and a fabric awning with the business sign will be installed. These improvements will match the improvements to the west. (See attached drawing)

The City Council previously approved a grant for the building to the west that has the same owner. Therefore, Council should consider its policy that a second grant for the same building would only be approved during the second grant round of a given fiscal year. Council's intent was to only consider such applications after other qualifying projects are funded for buildings that have not previously received a grant. This is now the second grant round for the current fiscal year. **Therefore, if the Council determines that this grant application is the second grant for the same building, it could award the grant for 215 Main for \$13,880, which is the amount remaining after the grant of \$9,120 for 313 5th Street is approved.**

As another approach to this situation, the west half of the building for which the grant was previously awarded is divided as a separate space and has been leased to other businesses for many years. It could thus be concluded that one owner qualifies for two grants, as was the case for the former Antique Ames building at 203-205 Main, which received two façade grants for what are now two separate spaces (B.Belle's and ISU Design). **If the Council followed this approach, it could award the remaining \$23,000 to both projects *in proportion to the funds requested*. That would lead to a \$8,350 grant for 313 5th Street and a \$14,650 grant for 215 Main Street.**

With regards to the coming year's program, staff will be carrying out an application and evaluation process over the next two months. The proposed 2013/14 Downtown Façade Improvement projects will be brought to the Council in June.

ALTERNATIVES:

The \$25,120 total of both grant applications is more than the total funding available in the current fiscal year. There are several alternatives for addressing this issue:

1. The City Council can approve a Downtown Façade Improvement grant of \$9,120 to 313 5th Street and a Downtown Façade Improvement grant of \$13,880 to 215 Main.

Council would approve this alternative if it considers the grant for 215 Main to be the second grant for one building.

2. The City Council can approve a Downtown Façade Improvement grant of \$8,350 to 313 5th Street and a Downtown Façade Improvement grant of \$14,650 to 215 Main.

Council would approve this alternative if it considers the grant for 215 Main to be a separate grant for a separate building due to the separate use of 219 Main.

3. The City Council can refer this request to staff or the applicants for additional information.

MANAGER'S RECOMMENDED ACTION:

City staff has determined that both proposed Downtown Façade Improvement projects are consistent with the Downtown Design Guidelines and meet the criteria for the grant program. Council will need determine if the grants for 215 and 217/219 Main are for separate projects to separate buildings or are two grants to the same building. This will determine how Council awards the funds remaining for this fiscal year.

313 5th Street

memo



To: Jeff Benson, AICP, ASLA
From: Craig and Beth Marrs
CC: Ames City Council Members
Date: 2/1/2013
Re: Downtown Façade Grant—313 Fifth Street Building (McFarland Clinic, Ames Tribune Corp. Offices)

Comments: The proposed project will be to restore the original façade that was in place while McFarland Clinic owned and occupied the building. I have attached a picture that shows what we will attempt to do. The picture shows the building with a lady walking in front of the building after the second story addition was completed.

I have attached other pages from a booklet that was published highlighting the 65th Anniversary of McFarland Clinic.

The time line for this project is to be completed as soon as weather and scheduling allows. The primary focus for construction is on the apartments. We just moved in to our new offices this week.

The proposed budget is attached.

Beth and I are very excited about this project. 19 years ago we remodeled 208 Main Street and restored that building front back to early period look that I think was a nice addition. We expect this project to be a nice redevelopment of a great building as well.

Thank you for created this grant program.

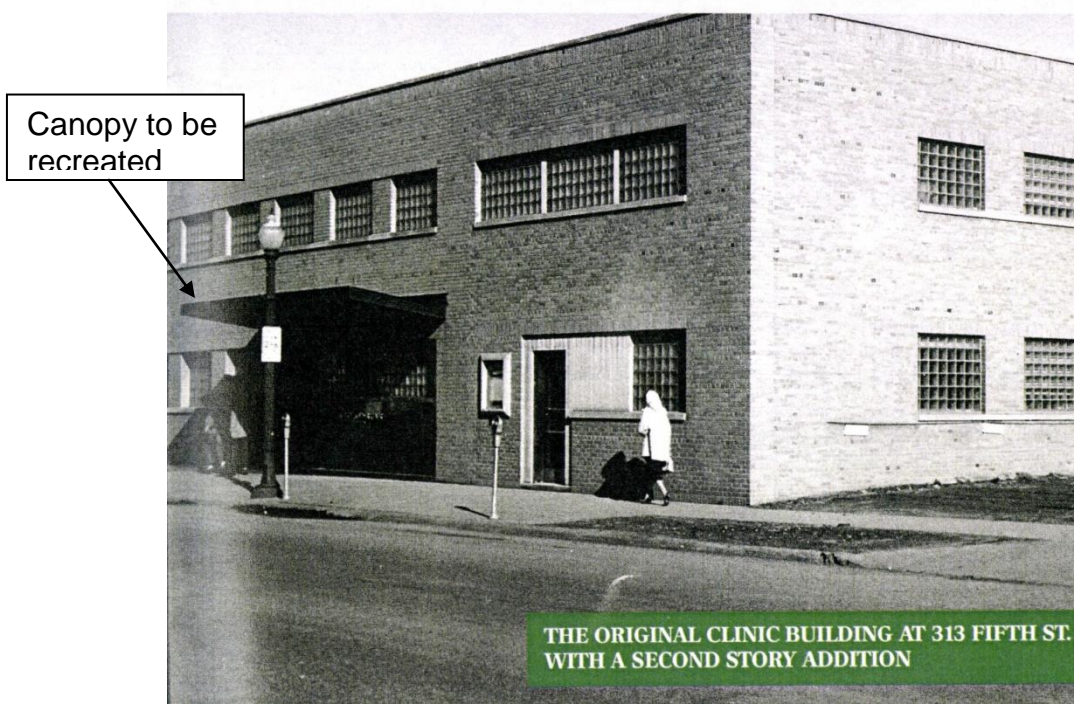
Best Regard,

Craig and Beth Marrs

313 5th Street



Building before improvements



Historic image and proposed building improvement

313 5th Street

Craig

The only written bid I have was from Sargent Metal the other ones were per a phone conversations with the other subs.

So what I have is as follows

Build the canopy from Sargent Metal Fabrication \$5,236.38

Engineer the canopy and see if we can install without angle brackets. \$2,500.00

Install the canopy \$2,500.00

Labor and material to cover the bottom of the canopy and prep work to attach to existing steel in the wall \$3,200.00

Labor and material to wire lights on the underside \$1,600.00

Labor to paint the canopy \$500.00

Labor to work on the drain line that is existing to make sure it works \$300.00

Labor to coordinate the work and misc labor \$2,200.00

For a total of \$18,236.38

Let me know if you need more info

Thanks Steve

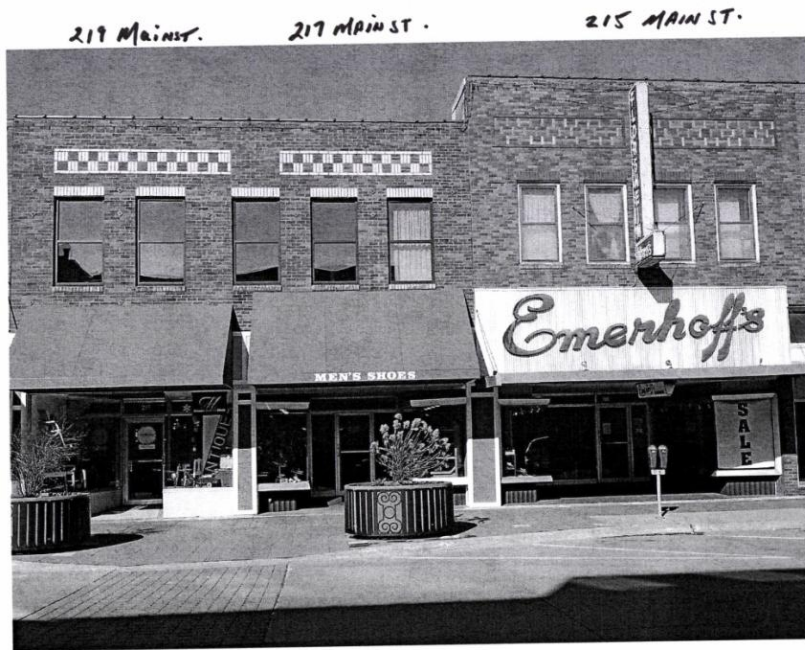


1408 Top-O-Hollow Rd.

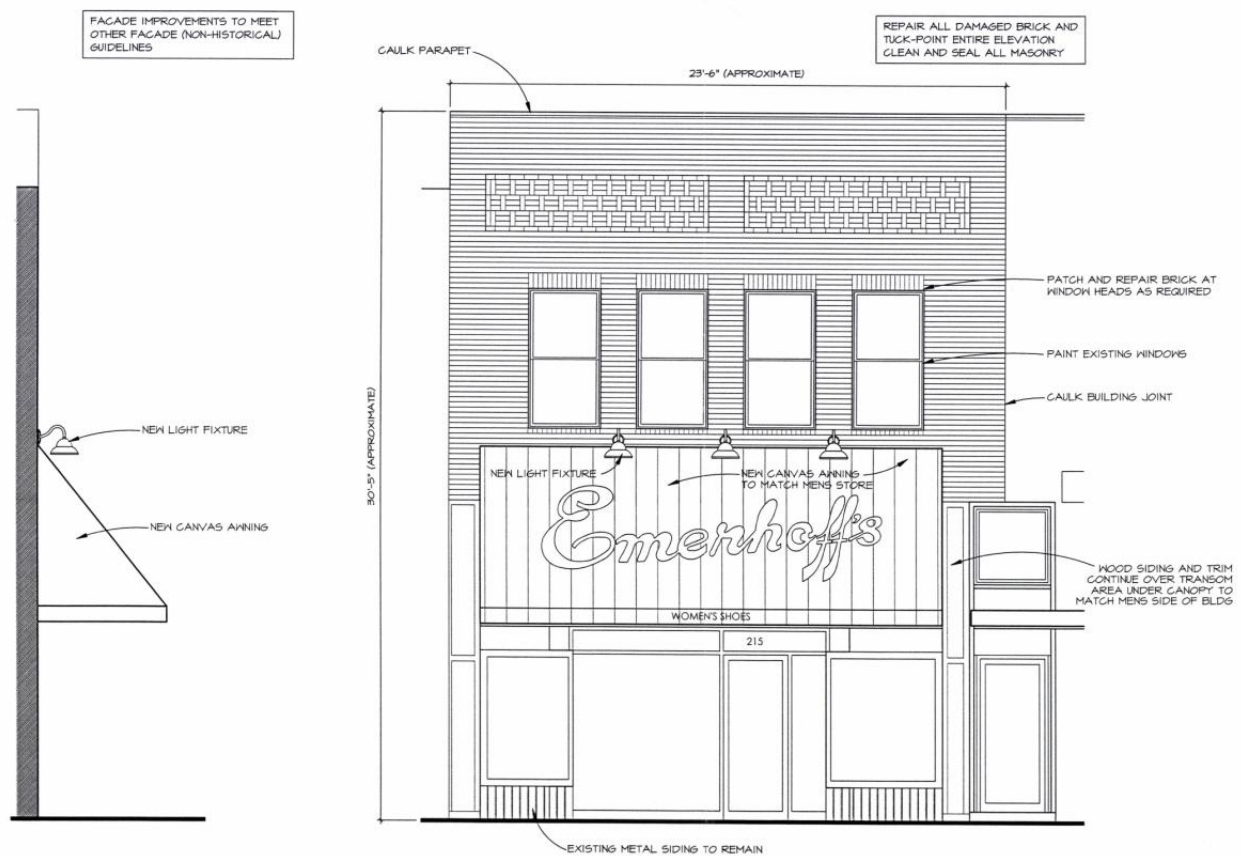
Ames, IA 50010

Phone: (515) 231-2472

215 Main



Building before improvements



Proposed building improvements

215 Main



HAROLD PIKE CONSTRUCTION COMPANY

120 N. SHERMAN AVE. P.O. BOX 429 AMES, IOWA 50010 * PHONE: 515-232-3133 * FAX: 515-232-7818 * WWW.HPIKECONST.COM

January 18, 2013

Emerhoff's Footwear
215 Main Street
Ames, Iowa 50010
Phone: 515-232-3473

Attn: Mark Peterson

Re: Downtown Façade Grant Application

Dear Mark:

Per your discussions with Bryan Manfull and per RMH architectural drawings, HPC proposes to remove old aluminum canopy, remove old signage, repair, clean and seal brick work, install wood trims at transom area, paint existing windows and install new awning with signage for the following estimate:

Architect Fees	\$	2,000
Temp. Protection	\$	4,000
Remove Canopy, Signage, & Rock Panels	\$	5,000
Rebuild Masonry	\$	12,000
Wood Trims @ Transom Area	\$	5,000
New Awnings & Signage	\$	8,000
Total	\$	36,000

Please see attached drawing from RMH Architects.

HPC proposes to start March 15, 2013 and be completed by August 15, 2013.

We would like to thank you for the opportunity to work with you on this project and assist you in revitalizing the Ames Main Street District.

Sincerely,


Harold Pike
HP/bm

Encl.

COUNCIL ACTION FORM

SUBJECT: **ANNEXATION PETITION FOR PROPERTIES AT 2212 OAKWOOD ROAD**

BACKGROUND:

On behalf of property owners Floyd and Anna Christofferson, Kurt Friedrich has submitted a voluntary annexation petition for three parcels of land at and adjacent to 2212 Oakwood Road. (See Attachment A Location Map) An annexation plat of this 20-acre area is included as Attachment B. The City Council is being asked to accept the annexation petition and refer it forward to the Planning and Zoning Commission.

The Ames Urban Fringe Plan use designation for this area is Urban Residential. The Ames Land Use Policy Plan identifies it as in the Southwest II Allowable Growth Area. If annexed, the LUPP designation would become Village/Suburban Residential, consistent with the developer's stated intention for the property.

Following this action, the annexation process would proceed on the following schedule:

April 9 Consultation with the County Supervisors and Township Trustees
April 17 Planning & Zoning Commission considers applications
May 28 City Council Public Hearing and action on annexations

ALTERNATIVES:

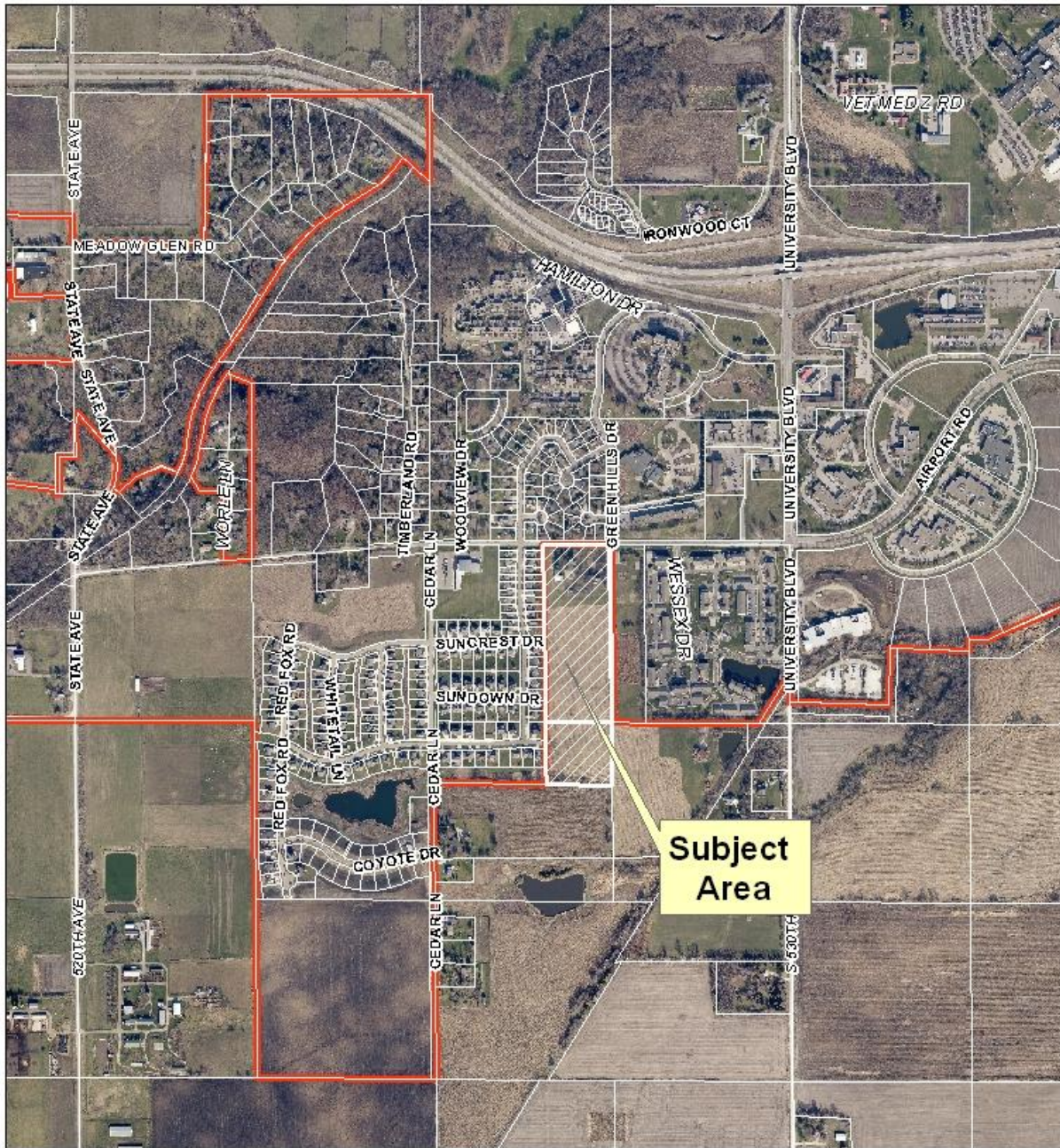
1. The City Council can accept the petition for annexation for the properties at and adjacent to 2212 Oakwood Road and refer it to the Planning & Zoning Commission.
2. The City Council can refuse the petitions for annexation for any or all of the properties at and adjacent to 2212 Oakwood Road.
3. The City Council can refer this request back to staff and/or the applicant for additional information.

MANAGER'S RECOMMENDED ACTION:

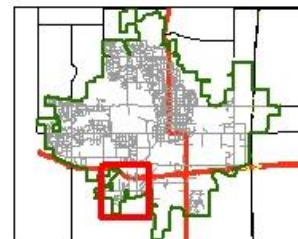
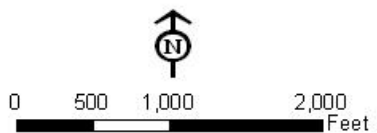
The proposed annexation of these infill properties is consistent with the Ames Urban Fringe Plan and the Allowable Growth Areas of the LUPP. The property owners are all parties to the voluntary annexation petition.

Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1, thereby accepting the petition for annexation and referring it to the Planning and Zoning Commission.

ATTACHMENT A - LOCATION MAP



Location Map 2212 Oakwood Road



RECEIVED

MAR 19 2013

CITY OF AMES, IOWA
DEPT. OF PLANNING & HOUSING

Effective Date: September 12, 2012

ANNEX-13-01

Voluntary Annexation Petition

Application Form

(This form must be filled out completely before your application will be accepted.)

1. **Property Address** for this Voluntary Annexation or a Description of the General Location if an Address has not been assigned: 2212 Oakwood Road
3 Parcels: Story County Parcel Nos. 09-16-480-150, 09-21-200-125, 09-16-480-205

2. **Legal Description** (attach, if lengthy) See attached legal description

4. **Property Owner:** Floyd and Anna Christofferson

Business: _____

Address: 2212 Oakwood Road Ames Iowa 50014
(Street) (City) (State) (Zip)

Telephone: 515-292-7370
(Home) (Business) (Fax)

5. **Applicant:** Kurt Friedrich

Business: Friedrich Iowa Realty

Address: 100 6th Street Ames Iowa 50010
(Street) (City) (State) (Zip)

Telephone: NA 515-232-6175 email kfriedrich@friedrich-realty.com
(Home) (Business) (Fax)

6. **Contact Person:** Scott Renaud, P.E.

Business: FOX Engineering Associates

Address: 414 S. 17th Street, Suite 107 Ames, Iowa 50010
(Street) (City) (State) (Zip)

Telephone: NA 515-233-0000 515-233-0103
(Home) (Business) (Fax)

E-mail address: srenaud@foxeng.com

Effective Date: March 13, 2008

Obtaining approval of this Voluntary Annexation does not absolve the applicant from obtaining all other applicable permits, such as Building Permits, IDOT access permits, et cetera.

I (We) certify that I (we) am (are) familiar with applicable state and local codes and ordinances, the procedural requirements of the City of Ames and have submitted all the required information.

Signed by: *Stacy Custer* Date: 03/14/2013
(Property Owner) *

(Print Name)

(Note: No other signature may be substituted for the Property Owner's Signature.)

and: _____ Date: _____
(Applicant)

(Print Name)

and: *Kurt Friedrich* Date: 3/14/13
(Contact Person)

KURT FRIEDRICH
(Print Name)

* If a limited liability corporation, association, trust, non-profit organization, or any other legal entity owns the property proposed for voluntary annexation, an agent or agents responsible for the affairs of the legal entity must sign the application as the property owner(s). It must be noted that the assignee(s) is (are) acting on behalf of the legal entity. In addition, documentation, such as incorporation documents, must be included that show the assignee's (assignees') authority to act on behalf of the legal entity. If the property owner is a religious institution, a written explanation must be provided on the institution's letterhead that the person(s) signing the application can act on behalf of the institution. One or more established leaders of the religious congregation must also attest to the letter.

Proprietors: Floyd W. & Anna W. Christofferson

Survey Description-Parcel E:

Part of the Southeast Quarter of the Southeast Quarter of Section 16, Township 83 North, Range 24 West of the 5th P.M., Story County, Iowa, more particularly described as follows; Beginning at the Northwest Corner of the Southeast Quarter of the Southeast Quarter of said Section 16; thence N89°10'12"E, 15.04 feet along the north line of the Southeast Quarter of the Southeast Quarter of said Section 16; thence S00°28'11"W, 1309.37 feet; thence N88°46'58"W, 15.01 feet to the Southwest Corner of the Southeast Quarter of the Southeast Quarter of said Section 16; thence N00°28'06"E, 1309.27 feet to the point of beginning, containing 0.45 acres, which includes 0.01 acres of existing public road right of way.

Legal Description-Parcel F:

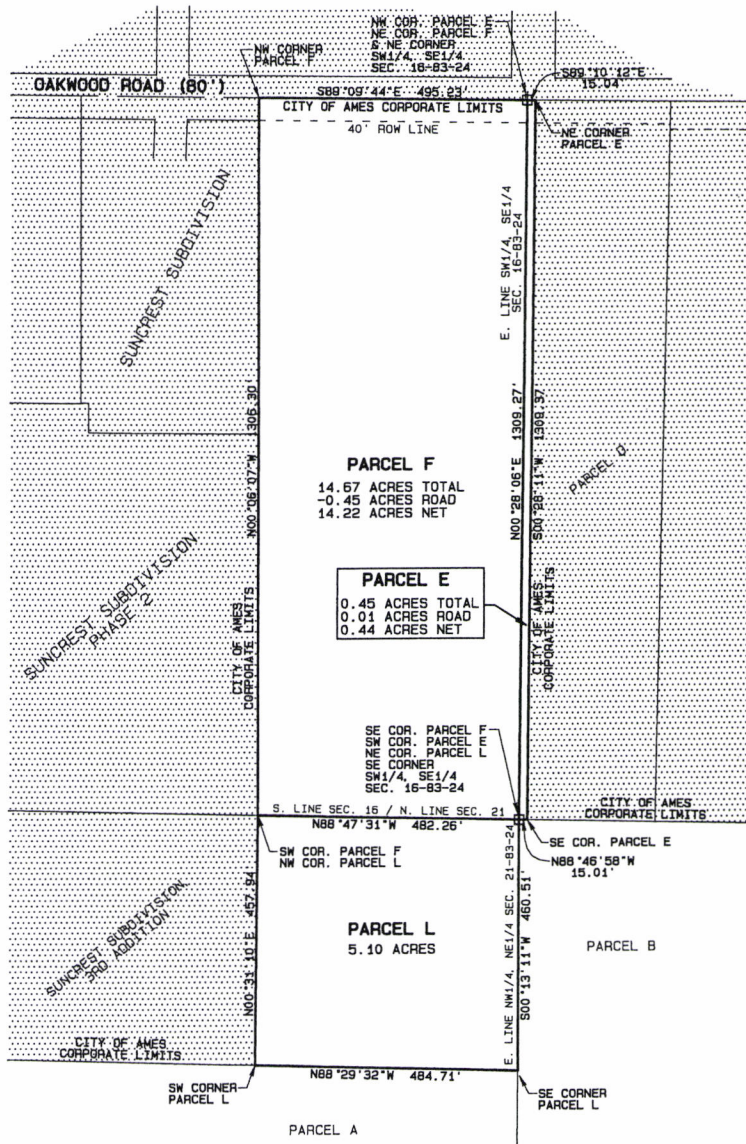
Part of the Southwest Quarter of the Southeast Quarter of Section 16, Township 83 North, Range 24 West of the 5th P.M., Story County, Iowa, more particularly described as follows; Beginning at the Northeast Corner of the Southwest Quarter of the Southeast Quarter of said Section 16; thence S00°28'06"W, 1309.27 feet along the East line of said Southwest Quarter of the Southeast Quarter to the Southeast Corner thereof; thence N88°47'31"W, 482.26 feet along the South line of said Section 16 to the Southeast Corner of Suncrest Subdivision, Phase 2; thence N00°06'07"W, 1306.30 feet along the East line of Suncrest Subdivision, Phase 2 and Suncrest Subdivision to the Northeast Corner of said Suncrest Subdivision, said point being on the North line of the Southwest Quarter of the Southeast Quarter of said Section 16; thence S89°09'44"E, 495.23 feet along said line to the point of beginning, containing 14.67 acres, which includes 0.45 acres of existing public right of way..

Survey Description - Parcel L:

Part of the Northwest Quarter of the Northeast Quarter of Section 21, Township 83 North, Range 24 West of the 5th P. M., Story County, Iowa, more particularly described as follows: Beginning at the Northeast Corner of said Northwest Quarter of the Northeast Quarter; thence S00°13'11"W, 460.51 feet along the east line of the Northwest Quarter of the Northeast Quarter of said Section 21 to the Northeast Corner of Parcel A in the Northwest Quarter of the Northeast Quarter of said Section 21; thence N88°29'32"W, 484.71 feet along the north line of said Parcel A to the Southeast Corner of Suncrest Subdivision, 3rd Addition; thence N00°31'10"E, 457.94 feet along the East line of Suncrest Subdivision, 3rd Addition to the Northeast Corner thereof, said point being on the North line of said Section 21; thence S88°47'31"E, 482.26 feet along said line to the point of beginning, containing 5.10 acres.

R. BRADLEY STUMBO P.O. BOX 1664 AMES, IOWA 50010 515-233-3689

ANNEXATION PLAT



PROPRIETORS: FLOYD W. & ANNA W. CHRISTOFFERSON

STUMBO & ASSOCIATES LAND SURVEYING

510 S. 17TH STREET, SUITE #102
AMES, IOWA 50010
PH. 515-233-3689 • FAX 515-233-4403

Certification: I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

R. Bradley Stumbo Date: 3/14/13
R. Bradley Stumbo License #17161
My license renewal date is December 31, 2013

Job #15396ANX Date: 3/13/13 Page 1 of 2

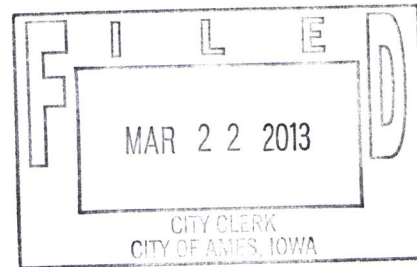


To: Honorable Mayor and Council

From: Kurt W. Friedrich, R. Friedrich and Sons, Inc.

Re: Christofferson Annexation

Date: 3-22-13



Dear Mayor and Council,

We request that the Council would send our application for annexation of the Christofferson property forward to Staff, so we can bring additional residential lots to the market as quickly as possible. All new land comes into the City with the anticipation of Village/Suburban residential zoning. We will ultimately want to zone this land FS-RL so that we can create more residential lots in this area. Unfortunately, we cannot start the zoning or platting process until the annexation is complete, which at the earliest would occur at the May 28 meeting.

As you know we have an extreme shortage of residential lots in Ames currently. We will not be asking for a change to the LUPP. The zoning will be a continuation of what lies adjacent to the property in Suncrest. As you know this area is in the City's targeted growth area and within the Ames School District. I am asking for any help you can provide once the annexation is complete, to expedite the process of platting and zoning (perhaps allowing us to move these forward concurrently and waiving unnecessary readings if all is agreeable). If we get bogged down in this process, we will miss much of this year's construction season, and we have builders and clients who are in need of building sites immediately.

Thanks for your consideration and assistance in moving this fine project along smoothly and swiftly.

Sincerely,

Kurt Friedrich

President, R. Friedrich and Sons, Inc.

