

**AGENDA**  
**REGULAR MEETING OF THE AMES CITY COUNCIL**  
**COUNCIL CHAMBERS - CITY HALL**  
**MAY 13, 2014**

**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.

**CALL TO ORDER:** 7:00 p.m.

**PROCLAMATIONS:**

1. Proclamation for Peace Officers Memorial Day, May 15, 2014
2. Proclamation for Bike to Work Week, May 10-16, 2014
3. Proclamation for National Public Works Week, May 18-24, 2014
4. Proclamation for Building Safety Month, May 2014

**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 Regular Meeting of April 22, 2014, and Special Meetings of April 15, 2014, and May 6, 2014
7. Motion approving certification of civil services applicants
8. Motion approving Report of Contract Change Orders for April 16-30, 2014
9. Motion approving renewal of the following beer permits, wine permits, and liquor licenses:
  - a. Special Class C Liquor – Mongolian Buffet, 1620 S. Kellogg Avenue, #103
  - b. Class E Liquor, C Beer, and B Wine – Walgreen’s #12108, 2719 Grand Avenue
  - c. Class B Beer – Jeff’s Pizza Shop, 2402 Lincoln Way
  - d. Class C Liquor – Mother’s Pub, 2900 West Street
  - e. Class C Liquor - Red Lobster #747, 1100 Buckeye Avenue
  - f. Class C Liquor – Lucullan’s Italian Grill, 400 Main Street
  - g. Class C Beer & B Native Wine – Tobacco Outlet Plus #530, 204 South Duff Avenue
  - h. Special Class C Liquor – Octagon Center for the Arts, 427 Douglas Avenue
10. Motion approving sign encroachment permit for The Salon, 323 Main Street
11. Motion approving new Class B Beer Permit for Chicha Shack, 131 Welch Avenue
12. Motion delegating to staff the ability to administratively approve the closure of the Duff Avenue railroad crossing to facilitate the Union Pacific Railroad maintenance of the crossing
13. Resolution approving Appendix W: Sanitary Sewer Connection District Maps and Schedule of Fees and Water Connection District Map and Schedule of Fees
14. Resolution accepting GreaterGood.org grant for Animal Shelter & Control pertaining to Shelter Renovation Project
15. Resolution approving U.S. Highway 69 Detour Agreement with the Iowa Department of Transportation
16. Resolution approving City Highway Bridge Program Project Agreement with Iowa DOT for 6<sup>th</sup> Street Bridge over Squaw Creek

17. Resolution approving Iowa DOT Transportation Enhancement Funding Agreement for 2007/08 Shared-Use Path System - Skunk River Trail Extension (Ada Hayden Heritage Park to Bloomington Road)
18. Resolution approving 2014 Story County Multi-Jurisdictional Local Hazard Mitigation Plan
19. Resolution of Support and Program Agreement for Main Street Iowa for Main Street Cultural District
20. Resolution approving renewal of Agreement with Wellmark BCBS of Iowa for administrative services, specific and aggregate excess coverage, and network access for health benefits for FY 2014/15
21. Resolution accepting proposal from National Insurance Services for continuing the current Group Life and Long-Term Disability policies for new three-year period (July 1, 2014 - June 30, 2017)
22. Resolution naming all activities sponsored by Ames 150 Steering Committee and subcommittees as City of Ames activities and allowing them to be covered under City's liability insurance (not activities by private or for-profit agencies or street vendors)
23. Requests from Premier Event Management for HyVee 5k for Kids on Sunday, July 27:
  - a. Resolution approving closure of portion of Beach Avenue and Country Club Boulevard from approximately 9:00 a.m. to 11:00 a.m.
24. Requests from Ames Patriotic Council for Memorial Day Parade on Monday, May 26, 2014:
  - a. Resolution closing south half of Parking Lot M from 9:00 a.m. until approximately 11:00 a.m. for staging parade
  - b. Resolution approving closure of 5<sup>th</sup> Street from Grand Avenue to Clark Avenue from 9:00 a.m. until 11:00 a.m. for line-up and start of parade
  - c. Resolution approving temporary closure of Clark Avenue (from 5<sup>th</sup> Street to 9<sup>th</sup> Street), 9<sup>th</sup> Street (from Clark to Maxwell), 6<sup>th</sup> Street (at Clark) and Duff Avenue (at 9<sup>th</sup> Street), as parade moves through intersections
25. Requests for Summerfest in Campustown on June 14, 2014:
  - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License for Campustown District
  - b. Motion approving 5-Day Class B Beer Permit & Outdoor Service
  - c. Resolution approving closure of 200 block of Welch Avenue, Welch Lot T, and Chamberlain Lot Y from 7:00 a.m. to 11:00 p.m. and waiver of parking meter fees
  - d. Resolution approving usage of electricity and waiver of costs
  - e. Resolution approving waiver of fee for blanket Vending License
26. Requests from Main Street Cultural District (MSCD) for spring/summer events:
  - a. ArtWalk on Friday, June 6:
    - i. Motion approving blanket Temporary Obstruction Permit for MSCD sidewalks from 3:00 p.m. to 8:00 p.m. and blanket Vending License from 8:00 a.m. to 8:00 p.m.
    - ii. Resolution approving waiver of parking meter fees and enforcement for MSCD from 3:00 p.m. to 6:00 p.m.
    - iii. Resolution approving waiver of fee for blanket Vending License
    - iv. Resolution closing six parking spaces near intersection of Main Street and Kellogg Avenue for food vendors
  - b. MusicWalk on Thursday, June 19:
    - i. Motion approving blanket Temporary Obstruction Permit and blanket Vending License from 3:00 p.m. to 10:00 p.m.
    - ii. Resolution approving waiver of fee for blanket Vending License
    - iii. Resolution approving usage of electricity and waiver of costs
    - iv. Resolution approving waiver of parking meter fees and enforcement for MSCD from 3:00 p.m. to 6:00 p.m.
    - v. Resolution approving closure of up to 30 parking spaces along Main Street for outdoor

- seating areas
- c. Summer Sidewalk Sales on July 24 - 26:
  - i. Motion approving blanket Temporary Obstruction Permit and blanket Vending License
  - ii. Resolution approving suspension of parking regulations in CBD from 8:00 a.m. to 6:00 p.m.
  - iii. Resolution approving waiver of fee for blanket Vending License
- 27. Requests from Ames 150 Committee and Main Street Cultural District for Ames 150<sup>th</sup> and 4<sup>th</sup> of July Celebration:
  - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License for Central Business District from 8:00 a.m. on July 4 to 10:00 p.m. on July 5
  - b. Resolution approving waiver of parking meter fees and enforcement on Main Street from the CBD Lot entrance to Kellogg Avenue, and Douglas Avenue from Main Street to 5<sup>th</sup> Street, from 3:00 p.m. on July 3 through 10:00 p.m. on July 5
  - c. Resolution approving waiver of parking meter fees and enforcement for entire Central Business District from 6:00 p.m. on July 3 through 10:00 p.m. on July 5
  - d. Resolution approving closure of Main Street from CBD Lot to Kellogg Avenue, Douglas Avenue from Main Street to 5<sup>th</sup> Street, and the northeast section of CBD Lot Z (18 spaces), from 6:00 p.m. on July 3 through 10:00 p.m. on July 5, for 150<sup>th</sup> setup and activities
  - e. Resolution approving closure of Clark Avenue, from 5<sup>th</sup> Street to 6<sup>th</sup> Street, from 6:00 p.m. on July 3 to the conclusion of the parade on July 4, for City Council Community Pancake Breakfast
  - f. Resolution approving closure of portions of Main Street, Northwestern Avenue, 5<sup>th</sup> Street, 6<sup>th</sup> Street, Douglas Avenue, Burnett Avenue, Kellogg Avenue, Clark Avenue, Allan Drive, and Pearle Avenue; and Parking Lots V, TT, M, MM, Q, and N, from 6:00 a.m. to approximately 3:00 p.m. on July 4 for parade activities and volunteer parking
  - g. Resolution approving waiver of utility fees for use of outlets and water and waiver of Vending License fee
- 28. Resolution approving preliminary plans and specifications for 2014/15 Shared-Use Path Maintenance Project (South 4<sup>th</sup> Street); setting June 4, 2014, as bid due date and June 10, 2014, as date of public hearing
- 29. Resolution approving preliminary plans and specifications for Phase 1 of City Maintenance Facility (Edison Street) Re-Roofing Project; setting June 11, 2014, as bid due date and June 24, 2014, as date of public hearing
- 30. Resolution approving preliminary plans and specifications for WPC Raw Water Pump Station Make-Up Air Unit Replacement; setting June 12, 2014, as bid due date and June 24, 2014, as date of public hearing
- 31. Resolution approving preliminary plans and specifications for Water Pollution Control Facility Switchgear Control Replacement Project; setting June 12, 2014, as the bid due date and June 24, 2014, as date of public hearing
- 32. Resolution approving contract with Tyler Technologies, Inc., for Inspections software, installation services, and associated hardware at a cost of \$238,200
- 33. Resolution awarding contract to Independent Salt Company of Kanopolis, Kansas, for Purchase of Rock Salt Requirements for 2014/15 Ice Control Program for Public Works Department in the amount of \$65.74 per ton
- 34. Resolution awarding contract to Coatings Unlimited, Inc., of Bridgeton, Missouri, for Coat Concrete Acid Containment Structure at Power Plant for Electric Services Department in the amount of \$35,370 (plus applicable sales taxes to be paid by City to State)
- 35. Valve Maintenance, Testing, Repair, Replacement, and Related Services and Supplies for Electric Services Department:
  - a. Resolution renewing contract with Allied Valve, Inc., of Bettendorf, Iowa, in an amount not to exceed \$70,000

- b. Resolution approving contract and bond
- 36. Specialized Cleaning Services, including Grit Blasting, Hydro Blasting, Detonation Blasting, and Vac Truck Services for Electric Services Department:
  - a. Resolution renewing contract with W-S Industrial Services, Inc., of Council Bluffs, Iowa, in an amount not to exceed \$199,000 for FY 2014/15
  - b. Resolution approving contract and bond
- 37. Resolution renewing contract with ChemTreat, Inc., of Glen Allen, Virginia, for Chemical Treatment Services and Supplies for Electric Services Department in an amount not to exceed \$260,000 for FY 2014/15
- 38. Resolution renewing contract with Diamond Oil Company of Des Moines, Iowa, for Supply of Diesel Fuel to Power Plant for Electric Services Department in an amount not to exceed \$588,000
- 39. Power Plant Breaker and Relay Maintenance for Electric Services Department:
  - a. Resolution renewing contract with Tri-City Electric Company of Iowa of Davenport, Iowa, in an amount not to exceed \$180,000
  - b. Resolution approving contract and bond
- 40. Resolution renewing contract with Air Hygiene of Broken Arrow, Oklahoma, for Emissions Testing for Steam Electric Plant and Combustion Turbine Generator for Electric Services Department in an amount not to exceed \$55,000 for FY 2014/15
- 41. Resolution renewing contract with Burns & McDonnell of Chesterfield, Missouri, for Fire Risk Mitigation professional services for Electric Services Department in an amount not to exceed \$50,000
- 42. Power Plant Maintenance Services for Electric Services Department:
  - a. Resolution renewing contract with ProEnergy Services, LLC, of Sedalia, Missouri, in an amount not to exceed \$800,000
  - b. Resolution approving contract and bond
- 43. Resolution approving contract and bond for WPC Facility Electrical Transformer Replacement Project
- 44. Resolution approving contract and bond for 2013/14 Concrete Pavement Improvements (Knapp Street and Lynn Avenue)
- 45. Resolution approving contract and bond for 2012/13 Concrete Pavement Improvements Program #1 (Wheeler Street)
- 46. Resolution approving Change Order to Flowserve contract deleting two pumps from the contract and accepting modifications to the contract terms and conditions, as negotiated by the City Attorney, for Water and Pollution Control First Stage Trickling Filter Vertical Turbine Solids Handling Pumps
- 47. Resolution approving partial completion of public improvements and lessening amount of security for Somerset Subdivision, 25<sup>th</sup> Addition
- 48. Resolution approving Plat of Survey for 205 South Wilmoth Avenue (Breckenridge North Parcel)
- 49. 4130 Lincoln Swing:
  - a. Resolution approving Plat of Survey
  - b. Resolution approving Acquisition Plat for street right-of-way
  - c. Resolution approving Quit Claim Deed for conveyance of street right-of-way from GW College Park, LLC
- 50. Resolution approving Plat of Survey for 300, 306, and 312 Abraham Drive
- 51. 551, 703, and 705 South Duff Avenue:
  - a. Resolution approving Plat of Survey
  - b. Resolution approving Agreement for Shared-Use Path deferral
- 52. Resolution approving Plat of Survey for 2105 Southeast 5<sup>th</sup> Street

**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, AND COMMUNICATIONS:**

53. Presentation of Human Relations Commission Annual Report
54. Staff report on HIRTA services
55. Resolution approving purchase of 2013/14 Neighborhood Art Acquisition Program sculpture selections

**FIRE:**

56. Staff report regarding recommended changes to Ames Rental Code
57. Fire Alarm Retrofitting:
  - a. Motion directing staff to adopt a date of July 1, 2020, for compliance

**PLANNING & HOUSING:**

58. Resolution approving Preliminary Plat for Aspen Ridge, 2<sup>nd</sup> Addition
59. Request for waiver of subdivision regulations for Ames Golf & Country Club:
  - a. Resolution approving/motion denying waiver of portions of Division IV Design and Improvement Standards of Ames subdivision regulations
  - b. Resolution approving Covenant for Assessment of Costs of Improvements, Covenant Pertaining to Water Service, and Covenant Pertaining to Annexation
60. Rural Subdivision located at northwest corner of 250<sup>th</sup> Street and X Avenue:
  - a. Resolution approving/motion denying waiver of Division IV Design and Improvement Standards of Ames subdivision regulations
  - b. Resolution approving Covenants for Assessments of Costs of Improvements, Covenant Pertaining to Water Service, and Covenant Pertaining to Annexation
61. Resolution requiring Master Plan with rezoning application for Quarry Estates

**PUBLIC WORKS:**

62. Resolution approving final plans and specifications and awarding contract to J & K Contracting, Inc., of Ames, Iowa, in the amount of \$1,909,379.80 for North Growth Area Utility Extension Project

**HEARINGS:**

63. Hearing on Asbestos Maintenance Services for Power Plant:
  - a. Resolution approving final plans and specifications and awarding contract to ESA, Inc., of North Sioux City, South Dakota, in an amount not to exceed \$75,000
64. Hearing on Vet Med Substation Feeder Extension:
  - a. Resolution approving final plans and specifications and awarding contract to Tri-City Electric Company of Iowa of Davenport, Iowa, in the amount of \$170,786.97 (inclusive of Iowa sales tax)
65. Hearing on Specialized Wet Dry Vacuum, Hydro Blast, and Related Cleaning Services for Power Plant:
  - a. Resolution approving final plans and specifications and awarding contract to Bodine Services of Clinton, LLC, of Clinton, Iowa, (for hourly rates and unit prices bid) in an amount not to exceed \$67,000

**ORDINANCES:**

66. First passage of ordinance modifying *Ames Municipal Code* Section 21.114(3) providing the electronic message signs standards
67. Second passage of ordinance rezoning with Master Plan for 3699 George Washington Carver Avenue from Agricultural (A) to Suburban Low-Density Residential (FS-RL)
68. Second passage of ordinance increasing sewer rates by 8% effective July 1, 2014
69. Third passage of ORDINANCE NO. 4182 changing parking regulations on Twain Circle

**COUNCIL COMMENTS:**

**CLOSED SESSION:**

70. Motion to hold Closed Session as provided by Section 21.5c, *Code of Iowa*, to discuss matters in litigation

**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*.**

# MINUTES OF THE REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

APRIL 22, 2014

The Regular Meeting of the Ames City Council was called to order at 7:04 p.m. on April 22, 2014, in the City Council Chambers in City Hall, 515 Clark Avenue pursuant to law with Mayor Pro-Tem Matthew Goodman presiding and the following City Council members present: Gloria Betcher, Amber Corrieri, Tim Gartin, Chris Nelson, and Peter Orazem. Mayor Ann Campbell was absent.

**PROCLAMATION FOR ARBOR DAY:** April 25, 2014, was proclaimed as Arbor Day by Mayor Pro-Tem Goodman. On behalf of Ames Trees Forever, John Jacobson, Dave Brotherson, and Bill LeGrange accepted the Proclamation.

**PROCLAMATION FOR WATER PLANT OPEN HOUSE:** Mayor Pro-Tem Goodman read a Proclamation for the Water Plant Open House, which will be held on April 26, 2014. Accepting the Proclamation was the City's Water and Pollution Control Director John Dunn.

**PROCLAMATION FOR NATIONAL PRESERVATION MONTH:** May 2014 was proclaimed as National Preservation Month by Mayor Pro-Tem Goodman. Accepting the Proclamation was Kim Hanna, representative of the City's Historic Preservation Commission.

**PRESENTATION OF 2014 HISTORIC PRESERVATION MONTH:** Kim Hanna presented the 2014 Historic Preservation Award to Craig Marrs, owner of property at 313 - 5<sup>th</sup> Street, for the replication of the original 1934 awnings to the building.

Mayor Pro-Tem Goodman announced that the City Council would be working off of an Amended Agenda. A revision had been made to Item No. 24 to indicate that the Class B Beer Permit & Outdoor Service Area would be a 5-Day License, not a 6-Month License.

**CONSENT AGENDA:** Council Member Orazem asked to pull Consent Item No. 11 (approval of the appointment of *ex officio* student liaison to City Council) for separate discussion.

Moved by Corrieri, seconded by Betcher, to approve the following items on the Consent Agenda:

1. Motion approving payment of claims
2. Motion approving Minutes of Regular Meeting of April 8, 2014, and Special Meeting of April 17, 2014
3. Motion approving Report of Contract Change Orders for April 1-15, 2014
4. Motion approving renewal of the following beer permits, wine permits, and liquor licenses:
  - a. Class C Liquor w/Outdoor Service – Perfect Games, 1320 Dickinson Avenue
  - b. Class C Beer – Swift Stop #2, 3406 Lincoln Way
  - c. Special Class C Liquor – Great Plains Sauce & Dough, 129 Main Street
5. Motion directing staff to prepare ordinance pertaining to fats, oils, and grease
6. Motion approving application for participation in Department of Justice Office of Justice Programs Bulletproof Vest Partnership Program
7. RESOLUTION NO. 14-190 approving appointment of Deb Schildroth as alternate representative to Central Iowa Regional Housing Authority (CIRHA)
8. RESOLUTION NO. 14-191 approving Investment Report for quarter ending March 31, 2014
9. RESOLUTION NO. 14-192 approving contracts with various organizations for FY 2013/14 and FY 2014/15 City Council Grant Program
10. RESOLUTION NO. 14-193 approving 28E Agreement for Flood Warning System with Iowa State

University, Iowa Department of Transportation, and Story County, subject to approval by other entities

11. RESOLUTION NO. 14-194 waiving Purchasing Policies and Procedures and awarding sole source contract to Mid-American Signal of Kansas City, Kansas, for Wavetronix Traffic Data Collectors in an amount not to exceed \$175,000
12. RESOLUTION NO. 14-195 waiving Purchasing Policies and Procedures and approving the purchase of computers and networking equipment for the Public Library from Dell Marketing LP for \$89,404.76 using Library Renovation and Expansion Project bond funds
13. RESOLUTION NO. 14-196 awarding contract to Murphy Tractor and Equipment of Altoona, Iowa, for Wheel Loader Without Bucket in the amount of \$146,529 with Buy-Back Guarantee
14. RESOLUTION NO. 14-197 awarding contract for FY2015 hauling and related services for Resource Recovery Plant to Waste Management of Ames, Iowa, in the amount of \$.3941 per mile per ton
15. RESOLUTION NO. 14-198 approving Change Order No. 2 in the amount of \$50,000 with W-S Industrial Services, Inc., of Council Bluffs, Iowa, for Specialized Cleaning Services, including Grit Blasting, Hydro Blasting, Detonation Blasting, and Vac Truck Services for Power Plant
16. RESOLUTION NO. 14-199 approving Change Order No. 2 in the amount of \$15,000 with Bodine Services of Clinton, LLC, of Clinton, Iowa, for Specialized Wet/Dry Vacuum, Hydro Blast, and Related Cleaning Services for Power Plant
17. RESOLUTION NO. 14-200 certifying completion of 2013/14 Resource Recovery Primary Shredder Replacement (Phase II)  
Call Vote: 6-0. Resolutions/Motions declared adopted/approved unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**APPOINTMENT OF *EX OFFICIO* MEMBER STUDENT LIAISON TO CITY COUNCIL:**

Council Member Orazem explained that he had requested that this item be pulled in order to formally introduce Lissandra Villa, as the newly appointed *Ex officio* Member.

Moved by Orazem, seconded by Betcher, to adopt RESOLUTION NO. 14-189 approving appointment of Lissandra Villa to the position of *ex officio* student liaison to the City Council.  
Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

Mayor Pro-Tem Goodman invited Ms. Villa to take her seat at the dais.

**PUBLIC FORUM:** Richard Deyo, 505-8th Street, Ames, Iowa, stated that he would like to be able to reserve a meeting room in City Hall for his birthday party. He noted that the City policy does not allow anyone except non-profit agencies to reserve meeting rooms. Mr. Deyo asked that the policy be changed so that he could reserve a conference room to host his birthday party in City Hall.

Jim Black, 3416 Valley View Road, Ames, Iowa, identified himself as a Co-Chair of the Ames 150 Steering Committee. He asked that the City recognize members of the Steering Committee and subcommittees as City volunteers and that their activities be considered City events. This would not cover street vendors or for-profit businesses. Mr. Black noted that all of the Ames 150 events would be held on City property and will be open to the public at no charge. The Steering Committee had been informed that it would probably not be able to purchase liability insurance; therefore, it is also requesting that the City provide liability coverage for the Ames 150 volunteers. Mr. Black asked that this request be referred to City staff.



Sheila Lundt, Co-Chair of the Ames 150 Steering Committee, advised that 150 trees would be planted by over 70 volunteers in City parks and green spaces on Saturday, April 26, 2014. Eighteen trees do not have sponsors, and information was given by Ms. Lundt on how to sponsor one.

No one else came forward to speak, and Public Forum was closed by Mayor Pro-Tem Goodman.

**REQUEST FOR WAIVER OF PARKING METER FEES FOR SPACE 44 ON KELLOGG AVENUE FOR DEMONSTRATION OF “BLOCCUPIED” INTERACTIVE ART INSTALLATION:** Ryan Francois, 119 Stanton Avenue, Ames, explained his interactive art installation being proposed to be located at Space 44 on Kellogg Avenue. He asked that the parking meter fees for that Space be waived for four days (from April 24 - 27, 2014).

Council Member Betcher shared that the Council members had received an e-mail asking that some shade be worked into the design. Mr. Francois noted that the project would be constructed in late April and would only be in place for four days; therefore, it more than likely will not be too warm. If the project becomes more permanent, he agreed that shade would be a good addition to the design.

Moved by Corrieri, seconded by Nelson, to adopt RESOLUTION NO. 14-201 approving the request from Ryan Francois for waiver of parking meter fees for Space 44 on Kellogg Avenue from April 24-27, 2014, for demonstration of “bloccupied” interactive art.

Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**5-DAY CLASS B BEER PERMIT & OUTDOOR SERVICE FOR ZYLSTRA HARLEY DAVIDSON:** Moved by Corrieri, seconded by Betcher, to approve a 5-Day (April 25-29) Class B Beer Permit & Outdoor Service for Zylstra Harley Davidson, 1930 E 13<sup>th</sup> Street.  
Vote on Motion: 6-0. Motion declared carried unanimously.

**AWNING ENCROACHMENT FOR 2300 LINCOLN WAY:** Moved by Orazem, seconded by Nelson, to approve a request from Opus Development Company for an Encroachment Permit for an awning at 2300 Lincoln Way.  
Vote on Motion: 6-0. Motion declared carried unanimously.

**MASTER PLANS FOR 601 STATE AVENUE AND 205 WILMOTH AVENUE:** Mayor Pro-Tem Goodman announced that this item only pertained to whether Master Plans will be required for the two addresses in question. As such, no discussion as to the type of development would be held.

Planning and Housing Director Kelly Diekmann stated that, on April 3, 2014, Breckenridge Group had submitted two applications for rezoning for the properties at 205 S. Wilmoth Avenue (North Parcel) and 601 State Avenue (South Parcel). He advised that the *Municipal Code* requires that, prior to making an application for a Floating Zone Suburban Low-Density or Medium-Density Rezoning, the City Council must determine whether it wishes to have a Master Plan prepared to accompany the rezoning request. According to Mr. Diekmann, the applicant had requested that both rezoning petitions be reviewed by the City Council for Master Plan determinations even though it is only required for the FS-RL or FS-RM rezoning requests.

Director Diekmann reviewed when a Master Plan may be required by *Code*. He informed the Council that, based on the applications submitted and the criteria for determination of a Master Plan, the North Parcel request to a Low-Density Residential Zone did not appear to meet the criteria for

requiring a Master Plan. Staff did not feel that a Master Plan was needed for that Parcel. However, on the South Parcel, the requested FS-RL Zone would permit both single-family and attached-style housing units. The property also contains areas of floodplain, a conservation easement, LUPP greenways, wooded areas, and areas of increased slope. Based on the size of the lot, setting, and context, some additional consideration with a Master Plan prior to subdivision of the property was warranted. Therefore, it was being recommended by City staff that a Master Plan be required for the property at 601 State Avenue (South Parcel).

Moved by Betcher, seconded by Corrieri, to determine that a Master Plan is required for 601 State Avenue (South Parcel) Rezoning Application and that a Master Plan is not required for 205 S. Wilmoth (North Parcel) Rezoning Application.

Vote on Motion: 6-0. Motion declared carried unanimously.

**SOUTH ANNEXATION INITIATION:** Planning and Housing Director Diekmann pointed out that the City Council was being asked to initiate the pending annexation request by ISU Research Park, ISU Foundation, Hunziker Apartments, Reyes, and RDJ Holdings, LLC. The Council Action Form (CAF) for this item initially offered three options to proceed with defining the boundaries of the annexation that included varying degrees of additional non-consenting territory. However, this afternoon, City staff received a request from Verle Burgason (Burgason Enterprises, LLC) indicating a desire to join the annexation. Mr. Diekmann emphasized that Mr. Burgason had only indicated a desire to annex his property; however, staff had not yet received an annexation application. It was also noted by Director Diekmann that the Burgason property includes a 9.72-acre parcel outside the growth area of the City. That parcel could be annexed, but likely only after an amendment to the Ames Urban Fringe Plan and Land Use Policy Plan. As a result of the recent request, staff prepared an Option 4.

City Planner Charlie Kuester clarified that the City had received two annexation Petitions for several properties south of the city limits. One petition contained approximately 204 acres and was submitted to accommodate the proposed expansion of the ISU Research Park. In addition, the Reyes application for approximately 20 acres of land is intended for residential development south of the existing Wessex Apartment complex. Applications had been submitted for properties owned by the ISU Research Park, ISU Foundation, and Hunziker Apartments, LLC. It was noted by Mr. Kuester that, at its March 25, 2014, meeting, the City Council combined those two petitions into a single annexation request. Council also had directed staff to speak with other property owners in the area to gauge their interest in joining the annexation and to consider including additional non-consenting properties under the 80/20 Rule to create more uniform boundaries, as allowed by Chapter 368.7 of the *Iowa Code*. It was reported that City staff had spoken with, written, or met with several of the affected property owners in the growth area. Until this afternoon, none of those property owners had indicated an interest to join in the voluntary annexation process.

Each of the options was explained by Planner Kuester, as follows:

Option 1: Non-consenting property owners are limited to only those necessary to avoid creating islands.

This option would result in a total annexation of 224.20 acres, of which 92.7% are consenting and 7.3% are non-consenting.

Option 2: Includes all the properties as Option 1, but also includes the three Christofferson properties and three additional properties along 530<sup>th</sup> Avenue (University Boulevard).

This option would result in a total annexation of 254.54 acres of which 81.7% are consenting and 18.3% are non-consenting.

Option 3: Includes all the properties as Option 1, however, emphasizes the importance of 530<sup>th</sup> as the University Boulevard extension by including as many properties as possible with frontage on that future city street.

This option would result in a total annexation of 256.36 acres of which 81.1% are consenting and 18.9% are non-consenting

Option 4: The annexation of the Burgason property would require the inclusion of the Reyes, Christofferson, Skaarshaug, Englund, and Harold properties in order to avoid creating an island. This would include all properties lying west of the former railroad tracks. Three properties - Fuchs, Morrison/Jones, and Cammack, et al - could not be included in Option 4 as their inclusion would exceed the 20% of area of non-consenting owners, as allowed by *Iowa Code*.

This option would include only the land necessary to avoid creating islands.

Steps necessary to be taken since this would not be a 100% voluntary annexation were explained to the City Council by Planner Kuester. A consultation with the Story County Supervisors and Washington Township Trustee designees would need to occur prior to the Public Hearing. Mr. Kuester said that staff was asking Council to direct staff to finalize an option at this meeting so as to keep on schedule to make the July City Development Board meeting. He informed the Council that staff was recommending Option 4, but with a fallback position. Option 2 was being recommended by staff for the fallback position.

Council Member Orazem asked to know the process for paving a road if property owners on one side of the road would be not annexed. Planner Kuester said that, although nothing had been submitted, he had been told that the ISU Research Park was proposing a paved street. Director Diekmann advised that a State RISE Grant from the Department of Transportation would pick up 80% of the costs, and the City would be asked for the other 20% of the match for the Grant. Public Works Director John Joiner said that one side of the road would be in the County, so a Working Right-of-Way Permit would need to be agreed to by the County. A Shared Maintenance Agreement would also be needed, or the City would just agree to maintain the roadway.

Council Member Gartin asked what factors that the City Council should be considering in deciding whether the annexation should be initiated. Planner Kuester pointed out that the Land Use Policy Plan (LUPP) and Urban Fringe Plan show an area beyond those for which applications have been received being annexed. Mr. Kuester explained the benefits of bringing in the Burgason property now.

Mr. Gartin asked to know the projected use of the properties in question. Director Diekmann advised that all of the properties are clearly designated for future residential use. All properties come in zoned Agricultural until development rights are requested. It was also shared by Mr. Gartin that he was struggling with weighing the relevance of the City's need for residential development to the property owners rejecting annexation. Director Diekmann explained that individual City Council members would have to decide if now was the time to execute the plan for further residential development or if the City should wait based on the owners' desires for a more rural-type setting.

Council Member Betcher asked what the effect would be if the Reyes application were withdrawn, but the Burgasons made application to join the annexation. Director Diekmann advised that the Reyes property would not have enough territory to annex by itself in the future.

Council Member Orazem asked what role Xenia Rural Water plays in the proposed annexation. Planner Kuester explained that if the property is currently served by Xenia Rural Water, the property owner could decide to remain a customer of Xenia Rural Water. As their systems fail, development occurs, or they want to connect to the City, the property owner would be responsible for the disconnection fees to Xenia.

Council Member Nelson asked if it would be possible to only act on the application for the ISU Research Park. Director Diekmann stated that it would be very difficult to bring in the land on the other side of the road in the future; an island may not be created. The Burgason parcel would have to come in first.

At the request of Council Member Betcher, Planner Kuester pointed out which parcels contained homesteads.

At the inquiry of Council Member Goodman, Director Joiner explained the planned extension of water and sanitary sewer if the properties were annexed.

Dan Fox, 3581 - 530<sup>th</sup> Avenue, Ames, noted that the 80/20 Rule allows the City to bring in up to 20% of the properties involuntarily; it doesn't require it. He advised that none of the property owners who are not party to the annexation petitions want to be annexed. Mr. Fox added that the area is currently a very rural setting, and those property owners want it to remain that way.

Moved by Gartin, seconded by Orazem, to approve Option 4 with the fallback as Option 2.

Director Diekmann pointed out that the fallback option would be used if no application is submitted for the Burgason property by April 28, 2014, staff would proceed with Option 2 as the defined boundary and start consultation based off of that.

Council Member Corrieri shared that she would prefer Option 3 as the fallback, as there is a risk that the Reyes Family might withdraw their Annexation Petition.

Council Member Gartin reiterated that this was a very difficult decision for the Council. Council Member Goodman agreed and stated that, for him, it was more about broader principals.

Vote on Motion: 5-1. Voting aye: Betcher, Gartin, Goodman, Nelson, Orazem. Voting nay: Corrieri. Motion declared carried.

**DEVELOPMENT AGREEMENT FOR AMES COMMUNITY DEVELOPMENT PARK, 4<sup>TH</sup> ADDITION (Tabled from March 25, 2014):** Director Diekmann described the design standards that had been incorporated as covenants for new development. The covenants with the Developer's Agreement specify a wide range of materials that are acceptable, but limits the front facade to no more than 60% corrugated metal. The exact language was shared with the City Council. According to Mr. Diekmann, the building was approved through a Minor Site Development Plan review in October 2013 with an indication of the use of white metal panels for the exterior finish. Staff did not request additional details about the type of materials at the time of approval.

Mr. Diekmann addressed the Development Agreement, for which an amendment had been requested. He recalled that the Agreement, among other things, required the developer to construct a series of speculative buildings. The developer did not meet the requirement to construct the second speculative building within 12 months of the occupancy of the first (by July 23, 2013). The Council, at its December 17, 2013, meeting, directed staff to prepare an amendment to the Agreement to grant a one-time extension to require the second speculative building to be completed by June 1, 2014, to obtain a Letter of Credit (rather than a mortgage), and to assess the developer \$12,000 as consideration for non-performance (failure to meet the time line for completion of the second speculative building), and to grant an extension. Dayton Park, LLC, on January 28, 2014, offered amended terms to the Development Agreement, and the City Council agreed to require completion of the second building by July 1, 2014, and to accelerate the construction of the third speculative building to be completed by December 31, 2014.

Council Member Betcher asked if there was any guarantee that the design covenants would be enforced on the third building, since it would be constructed by the same developer as the second building.

Council Member Gartin requested to involve the developer in the discussion.

Chuck Winkleblack, 105 S. 16<sup>th</sup> Street, Ames, noted that the building is constructed with steel, which specifically is allowed by the design covenants. He stated that the developer is not blatantly not following the covenants for industrial buildings in the area in question. Mr. Winkleblack pointed out that the lots are smaller, and the buildings are being designed for those that the market has shown are in demand. According to Mr. Winkleblack, the Building Permit for Building No. 2 was around \$800,000.

Council Member Betcher believes that the steel on the front of Building No. 2 has ridges, and to her, that makes it corrugated steel. Mr. Winkleblack said that it is difficult to build a 10,000 square foot building in an industrial area and not make it look like an industrial building. The building has a perimeter concrete footing. According to Mr. Winkleblack, the City had specifically stated that it did not want office buildings constructed in the Industrial Park.

Council Member Goodman asked Mr. Winkleblack if there was anything that would not create a financial burden on the developer that would make the buildings more aesthetically pleasing. Mr. Winkleblack replied that the buildings were designed to meet the prospective market demands. He committed that he would be willing to work with City staff to find mutually agreeable future requirements. It was noted that the sentence in the Agreement pertaining to “truck docking” might be problematic due to the small lot size. Mr. Winkleblack also offered to have the developer’s architect provide a couple renderings. He specifically asked, however, that the City Council not decide on new standards in June and expect him to include those in a building that has to be started by July 1.

Council Member Orazem offered his opinion that the most attractive building is “one that has tenants in it.” He is more interested in getting the Park filled.

Council Member Betcher stated that she is not concerned about the beauty of the building, but was concerned about the language in the covenants and that the buildings be built to the specifications of the covenants. She requested that the language in the covenants be clarified. Council Member Gartin offered his opinion that the nature of the building is driving the type of construction materials.

Director Diekmann suggested that the City Council members table this item if they wished to edit Exhibit B looking at only the material finish on the building.

Council Member Gartin indicated his desire to not hold up the construction of Building No. 2. He preferred that Building No. 2 be allowed to go forward, and staff be directed to work with the developer on editing the language of the covenants pertaining to design.

Moved by Gartin, seconded by Nelson, to table to allow staff to work with the developer to find a mutually agreeable improvement to the materials for front facades on future buildings.

Mr. Winkleblack noted that Hunziker Development Company does not own 100% of the lots. There would have to be 100% buy-in from the other owners. He preferred that any changes would be effective moving forward (for future buildings).

Vote on Motion: 6-0. Motion declared carried unanimously.

The meeting recessed at 9:00 p.m. and reconvened at 9:08 p.m.

**MAXIMUM RESIDENTIAL DENSITIES:** Director Diekmann advised that this item came about as a result of the Council's request for information comparing the maximum density standards for residential zoning districts. He presented a summary of the Residential Base Zones. Mr. Diekmann advised that the density range is a function of the minimum lot area required for each unit developed within the base zone and the size of the site.

City Manager Steve Schinker explained that the Floating Zones were initially created to promote more efficient growth in the New Lands area. The goal is to establish a vision for what the City wants to look like in the next 20 years.

Mr. Diekmann further explained that the Floating Suburban (FS) Residential Zoning Districts are somewhat different than the Residential Base Zones in that they contain a mandatory requirement to achieve minimum density while allowing for a wider range of uses. Each building type includes a minimum lot area per unit, but the mix of units results in variable maximum density ranges to be defined through the rezoning and subdivision review process. The Floating Zones Residential Summary was given by Mr. Diekmann.

Council Member Betcher asked how difficult it would be for staff to come back to cap the densities, if Council were to want that. Director Diekmann said it would be a straightforward zoning text amendment without much outreach; it would not be real time-consuming. Ms. Betcher expressed her specific concern about how much the FSRL "spills over" into the minimum range of the FSRM. To her, this seems inconsistent with the other zones and leaves a question as to what the maximum is; it is too ambiguous.

Moved by Betcher, seconded by Goodman, to ask staff to consider a range of options to cap the maximum densities and come back to Council with those options through the public hearing process.

Upon the inquiry of Council Member Orazem, Director Diekmann advised that when the Zoning Ordinance was revised in 2000, there was a strong emphasis of not creating non-conformities.

Mr. Winkleblack pointed out that developers never get up to the maximums as they struggle just to meet the minimums. They have to accommodate the parking requirements, setback requirements, etc. Developers do not have much flexibility due to the required minimum densities.

Council Member Gartin said he was hesitant assigning another project to staff if it does not have a meaningful impact on the City. Director Diekmann shared that it should not take a great deal of staff time.

Council Member Betcher stated that her main concern is the ambiguity; however, she believes that there are a lot of creative thinkers who are seeking to develop in Ames in various areas and it is not known whether they would ever meet the maximum density.

Vote on Motion: 5-1. Voting aye: Betcher, Corrieri, Gartin, Goodman, Orazem. Voting nay: Nelson. Motion declared carried.

**MULTI-MODAL TRANSPORTATION SAFETY IN CAMPUSTOWN:** City Manager Schainker noted the lateness of the hour and stated that this item could have been a workshop by itself since there is a lot of information to be presented. He told the Council members that they should not feel pressured to provide direction at this meeting.

Management Analyst Brian Phillips told the Council that staff had been directed in December 2012 to investigate ways to reduce bicycle-car and bicycle-pedestrian collisions in Campustown. He noted that staff had held discussions with Campustown Action Association (CAA), conducted surveys of bicyclists and business owners, and presented a report to the City Council on August 13, 2013. That report determined that removing car parking to accommodate bicycling infrastructure was the most viable way to address car/bike/pedestrian conflicts. The Council had been asked to weigh trade-offs between car parking and bicycling. It had directed staff to establish a task force to identify creative solutions to satisfy both the parking and bicycling needs.

Mr. Phillips reported that a task force consisting of representatives from CAA, Iowa State University (ISU) student body, Campustown business community, and Ames Bicycle Coalition. Potential solutions had been brain-stormed by the task force; after which, City staff had developed basic visualizations and preliminary comments for each proposal. The task force report had been discussed by the CAA and reviewed with a subcommittee of the Student Experience Enhancement Council (SEEC) at ISU. A copy of the report was also provided to representatives from Kingland Systems, the Opus Group, and Gilbane, Inc., which are presently involved in the three largest redevelopment projects in Campustown.

Eleven potential projects were described by Mr. Phillips, Operations Manager Corey Mellies, and Transportation Engineer Damion Pregitzer. City staff believed that the projects fell into three general groups: (1) Non-Infrastructure and Minor Infrastructure Projects, (2) Non-Incremental Infrastructure Projects, and (3) Street Alteration Projects.

Council Member Betcher noted that certain projects, e.g., sharrows, would affect parking in neighborhoods. She felt that an outreach process to the impacted neighborhoods would be crucial.

Geri Neal, 916 Ridgewood Avenue, Ames, spoke as a member of the Ames Bicycling Coalition (ABC). Ms Neal said that the ABC is a group that was formed to promote the advocacy of and education for the safety of bicycling. Ms. Neal said that members of the ABC were present at this

meeting to offer their support to staff to come up with the best projects to improve bicyclists' safety in Campustown.

Daniel DeGeest, 4212 Phoenix Street, Ames, challenged the Council to not think this was about "bicycles versus parking." He believed that this can be done so everyone comes out a winner.

Mayor Pro-Tem Goodman asked if the Council would like to see any more information. He personally would like to see this come back to Council soon.

Moved by Corrieri, seconded by Orazem, to direct staff to come back to Council with additional detail on this in addition to information on sidewalk cafes at the second meeting in May (May 27).  
Vote on Motion: 6-0. Motion declared carried unanimously.

**PRE-PAY PARKING SMART CARD PROGRAM AGREEMENT WITH IOWA STATE UNIVERSITY:** Transportation Engineer Pregitzer said that this item had resulted from a request from the City Council on February 5, 2013, to see if it would be possible for the SmartCards issued by Iowa State University to be compatible with the City's meters. A few changes to the SmartCard System were needed to make that happen; however, the user will see very few changes. Mr. Pregitzer further advised that the City has the smaller number of users compared to Iowa State University. The City would hold at revenue-neutral with the goal of increasing usage. The start date for the combined ISU and City Smartcard system is proposed to be August 1, 2014.

Moved by Nelson, seconded by Orazem, to adopt RESOLUTION NO. 14-203 approving the Pre-Pay Parking Smart Card Program Agreement with Iowa State University.  
Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**REQUEST TO PLACE CELLULAR ANTENNA ON CITY PROPERTY LOCATED ALONG BILLY SUNDAY ROAD:** Management Analyst Brian Phillips explained that AT&T wireless contacted City staff expressing an interest in locating a cellular antenna on City property along Billy Sunday Road in Southeast Ames. The City owns three large properties in that area: a parcel on which the Animal Shelter is located, the Dog Park, and the land on which the Hunziker Youth Sports Complex (HYSC) is located.

Mr. Phillips asked for direction from the City Council on three key questions:

1. Is the City Council interested in pursuing any agreement with AT & T
2. If an antenna is pursued, where should it be located
3. What should be done with any potential rental revenues

According to Mr. Phillips, AT&T has indicated that its desired location is at the Dog Park.

City Manager Schainker pointed out that the City currently has an antenna lease at Homewood Golf Course. That lease totals \$2,420/month revenue for the City.

Council Member Corrieri shared that the HYSC brings 11,000 visitors/year to Ames. She would like for the revenues from the antenna, if located there, to be tied to capital improvements for the facility.



Council Member Orazem said that he believed the tower should be located where it is best to locate it. The point of the tower is that it should have a direct line of sight to other towers. Allocating the funding is a separate issue to him.

Mr. Phillips noted that placing the antenna at the HYSC would provide an opportunity for the Council to continue, reduce, or end its annual payments to the Complex, since the antenna would provide an alternative revenue stream. However, according to Mr. Phillips, HYSC would likely not be supportive of an antenna installation on that property if it meant the end of other City funding.

Council Member Gartin stated that he would like to have a notification process followed that would allow other entities to have a chance to have an antenna in Ames. City Attorney Parks advised that the *Iowa Code* requires any lease for a term of three years or longer to follow the same process as a conveyance. Mr. Gartin asked if there would be any value to the City opening this up for bids. He said he was struggling with the formality of a conveyance of fee-simple interest in the title versus a long-term lease and the City just giving it to the requesting party because they came to the City first. Council Member Gartin noted that what is at hand was a 30-year obligation, and he wanted to make sure that when entering into a long-term lease, it would be done in a transparent open way. He suggested that the City follow a process that would open this up to all carriers. City Attorney Parks reiterated that the *Code* requires any lease for longer than three years to go through the same process as an outright conveyance; therefore, a public hearing would be held, and competitors could ask to be included too. Assistant City Manager Bob Kindred said that the challenge to opening it up after a request has been received is that timing is everything for these types of companies. There are often several companies sharing one tower. Mr. Phillips noted that this particular location happens to work for one carrier (AT&T); it might not work for other carriers' networks. He also stated that AT&T had indicated that, if allowed to locate its tower, it planned to share it with at least two other carriers. According to Mr. Phillips, the City's Zoning Code encourages co-location so as to reduce the number of towers in a certain area. Council Member Gartin noted that his concerns were alleviated after learning that there would be non-exclusive use.

Council Member Betcher asked if there were any sections of the Zoning Code that would prohibit placement in the Animal Shelter lot or the Dog Park property. Mr. Phillips answered that there are setback requirements and height limitations; however, it would depend on the specific proposal. Ms. Betcher shared that she would not like to see the tower located within the boundaries of the actual Dog Park recreation area.

Moved by Gartin, seconded by Orazem, that the City pursue antenna installation, negotiate with AT&T to ensure that its design meets the requirements of the existing zoning requirements for cellular antennas, and to ensure that that such an agreement provide for a non-exclusive use of the antenna area.

Mr. Phillips noted that it would be more simple for the staff if the antenna were to be located on either the Dog Park or the Animal Shelter property since it would not need to negotiate with a third party.

Council Member Goodman asked if the revenue had to go to the HYSC if it were located on that property. Mr. Phillips indicated that it did not mean that the revenue would be distributed to the HYSC; distribution of the revenue was not a consideration at this time.

Council Member Gartin said that he preferred not to decide on the location, but to leave that decision to the staff to negotiate.

Vote on Motion: 6-0. Motion declared carried unanimously.

Moved by Betcher, seconded by Goodman, to direct staff to consider only locating the antenna on the Animal Shelter property or the Dog Park property when negotiating with the carrier.

Vote on Motion: 3-3. Voting aye: Betcher, Goodman, Nelson. Voting nay: Corrieri, Gartin, Orazem. Mayor Pro-Tem Goodman voted nay to break the tie. Motion failed.

The motion was clarified that the Hunziker Youth Sports Complex site could be considered as a location for the antenna; however, it did not mean that staff would begin negotiations with the HYSC.

**CITY HALL RENOVATION PHASE 2:** Karen Server, Purchasing Manager, and Doug Houghton, Police Support Services Manager, were present. Mr. Houghton provided the history of the project. Ms. Server reviewed the Request for Proposals process followed by the City and the results. Based on the total scores and a unanimous decision by the evaluation committee, staff recommended that a contract be awarded to Walker Coen Lorentzen Architects of Des Moines, Iowa.

Moved by Orazem, seconded by Betcher, to adopt RESOLUTION NO. 14-204 awarding a contract to Walker, Coen Lorentzen Architects of Des Moines, Iowa, for City Hall Renovation Phase 2 in the amount of \$84,840 plus reimbursables up to \$6,000.

Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**CONTRACT FOR MISO MARKET PARTICIPANT SERVICES:** Electric Services Director Donald Kom said that this item involves a subscription for market-specific software that provides the necessary tools to electronically communicate and conduct transactions with the Midcontinent Independent Transmission System Operator (MISO) Energy Market. The contract provides Ames with the benefit of fixed pricing, continuity of integration and service, and reduced administrative burden.

Moved by Betcher, seconded by Orazem, to adopt RESOLUTION NO. 14-205 awarding a contract for MISO Market Participant Services to MCG Energy Solutions, LLC, of Minneapolis, Minnesota, in the amount of \$118,800 (plus applicable sales taxes to be paid directly by City to State).

Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**CHANGE ORDER FOR COOLING TOWER REPAIRS:** Director Kom explained that, upon routine inspection of Unit No. 8 Cooling Tower, staff discovered significant damage from continued use and extreme weather conditions this past winter. Numerous urgent repairs are required in order to restore the structural integrity of the Tower for use during the coming summer and winter. According to Mr. Kom, the action is being brought to the Council now because the overall cost of the project exceeded \$50,000. The City's Purchasing Policies require the City Council to approve all change orders that increase the dollar amount above \$50,000.

Moved by Corrieri, seconded by Nelson, to adopt RESOLUTION NO. 14-206 approving a Change Order in an amount not to exceed \$62,500 with GEA Heat Exchangers, Inc., for time and materials in Cooling Tower Repairs.

Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**JOINT PRICING ZONE AGREEMENT WITH MIDAMERICAN ENERGY AND CEDAR FALLS ELECTRIC UTILITIES:** Director Kom advised that the Agreement defines the method by which MISO transmission revenues are distributed among Ames, MidAmerican Energy, and Cedar Falls Utilities (representing Cedar Falls, Atlantic, Montezuma, Tipton, Eldridge, Pella, and IPPA Municipal Utilities).

Moved by Orazem, seconded by Betcher, to adopt RESOLUTION NO. 14-207 approving a Joint Pricing Zone Agreement with MidAmerican Energy and Cedar Falls Electric Utilities.

Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**HEARING ON REZONING WITH MASTER PLAN FOR 3699 GEORGE WASHINGTON CARVER AVENUE:** Mayor Pro-Tem Goodman opened the public hearing. There was no one who wished to speak, and the hearing was closed.

Moved by Nelson, seconded by Betcher, to pass on first reading an ordinance rezoning with Master Plan property located at 3699 George Washington Carver Avenue from Agricultural (A) to Suburban Low-Density Residential (FS-RL).

Roll Call Vote: 6-0. Motion declared carried unanimously.

**HEARING ON WATER POLLUTION CONTROL FACILITY ELECTRICAL TRANSFORMER REPLACEMENT PROJECT:** The public hearing was opened by the Mayor Pro-Tem. He closed same after no one came forward to speak.

Moved by Corrieri, seconded by Nelson, to adopt RESOLUTION NO. 14-208 approving final plans and specifications and awarding contract to Baker Electric of Des Moines, Iowa, in the amount of \$109,411.

Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**HEARING ON 2013/14 WATER SYSTEM IMPROVEMENTS PROGRAM - WATER SERVICE TRANSFER PROGRAM #1 (10<sup>TH</sup> STREET - DOUGLAS AVENUE TO GRAND AVENUE):** The Mayor Pro-Tem declared the hearing open. It was closed after no one asked to speak.

Moved by Corrieri, seconded by Betcher, to adopt RESOLUTION NO. 14-209 approving final plans and specifications and awarding a contract to J & K Contracting of Ames, Iowa, in the amount of \$81,447.

Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**HEARING ON 2012/13 CONCRETE PAVEMENT IMPROVEMENTS #1 (WHEELER STREET - GRAND AVENUE TO ROY KEY AVENUE):** The public hearing was opened and closed by Mayor Pro-Tem Goodman since no one requested to speak.

Moved by Betcher, seconded by Corrieri, to adopt RESOLUTION NO. 14-210 approving final plans and specifications and awarding a contract to Con-Struct, Inc., of Ames, Iowa, in the amount of \$307,345.10.

Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**HEARING ON 2013/14 CONCRETE PAVEMENT IMPROVEMENTS (KNAPP STREET - WELCH AVENUE TO LYNN AVENUE AND LYNN AVENUE - STORM STREET TO KNAPP STREET):** Mayor Pro-Tem Goodman opened the public hearing. It was closed after there was no one who came forward to speak.

Moved by Nelson, seconded by Orazem, to adopt RESOLUTION NO. 14-211 approving final plans and specifications and awarding a contract to Manatt's, Inc., of Ames, Iowa, in the amount of \$814,285.80.

Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**HEARING ON NORTH GROWTH AREA UTILITY EXTENSION PROJECT:** The hearing was opened by the Mayor Pro-Tem. No one requested to speak, and the public hearing was closed.

Moved by Corrieri, seconded by Betcher, to accept the report of bids.

Vote on Motion: 6-0. Motion declared carried unanimously.

**HEARING ON VACATION OF OPEN SPACE EASEMENT AND STORM WATER FLOWAGE EASEMENT AT 3910 MARICOPA DRIVE:** The Mayor Pro-Tem opened the public hearing. He closed same after there was no one who asked to speak.

Moved by Corrieri, seconded by Orazem, to adopt RESOLUTION NO. 14-202 approving vacation of Easements.

Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**ORDINANCE INCREASING SEWER RATES:** Mayor Pro-Tem Goodman asked if anyone wished to speak on this item since first passage was being requested. No one requested to speak.

Moved by Corrieri, seconded by Orazem, to pass on first reading an ordinance increasing sewer rates by 8% effective July 1, 2014.

Roll Call Vote: 6-0. Motion declared carried unanimously.

**ORDINANCE ESTABLISHING WATER CONNECTION FEE DISTRICT WITH RESPECT TO CERTAIN PROPERTIES IN NORTHERN GROWTH AREA:** Moved by Orazem, seconded by Corrieri, to pass on second reading an ordinance establishing Water Connection Fee District with respect to certain properties in Northern Growth Area.

Roll Call Vote: 6-0. Motion declared carried unanimously.

**ORDINANCE ESTABLISHING SANITARY SEWER CONNECTION FEE DISTRICT WITH RESPECT TO CERTAIN PROPERTIES IN NORTHERN GROWTH AREA:** Moved by Orazem, seconded by Corrieri, to pass on second reading an ordinance establishing Sanitary Sewer Connection Fee District with respect to certain properties in Northern Growth Area

Roll Call Vote: 6-0. Motion declared carried unanimously.

**ORDINANCE CHANGING PARKING REGULATIONS ON TWAIN CIRCLE:** Moved by Nelson, seconded by Orazem, to pass on second reading an ordinance changing parking regulations

on Twain Circle.

Roll Call Vote: 6-0. Motion declared carried unanimously.

**POST-CONSTRUCTION STORM WATER ORDINANCE:** Moved by Nelson, seconded by Corrieri, to pass on third reading and adopt the Post-Construction Storm Water ORDINANCE NO. 4174 as Chapter 5B of the *Municipal Code*.

Roll Call Vote: 6-0. Ordinance declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**ORDINANCE MAKING ZONING TEXT AMENDMENT TO CHANGE REQUIRED PARKING FOR OTHER OFFICE USES (EXCLUDING MEDICAL AND DENTAL OFFICES):** Moved by Nelson, seconded by Orazem, to pass on third reading and adopt ORDINANCE NO. 4175 making a zoning text amendment to change required parking for other office uses (excluding medical and dental offices).

Roll Call Vote: 6-0. Ordinance declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**ORDINANCE AMENDING SECTION 23.407 PERTAINING TO STORM WATER MANAGEMENT REGULATORY STANDARDS:** Moved by Corrieri, seconded by Orazem, to pass on third reading and adopt ORDINANCE NO. 4176 amending Section 23.407 pertaining to storm water management regulatory standards.

Roll Call Vote: 6-0. Ordinance declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**ORDINANCE AMENDING SECOND 23.502 PERTAINING TO STORM WATER MANAGEMENT REGULATORY STANDARDS:** Moved by , Corrieri, seconded by Betcher, to pass on third reading and adopt ORDINANCE NO. 4177 amending Section 23.502 pertaining to storm water management regulatory standards.

Roll Call Vote: 6-0. Ordinance declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**ORDINANCE AMENDING SECTION 29.406 PERTAINING TO STORM WATER MANAGEMENT REGULATORY STANDARDS:** Moved by Corrieri, seconded by Orazem, to pass on third reading and adopt ORDINANCE NO. 4178 amending Section 29.406 pertaining to storm water management regulatory standards.

Roll Call Vote: 6-0. Ordinance declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**ORDINANCE AMENDING SECTION 29.1502 PERTAINING TO STORM WATER MANAGEMENT REGULATORY STANDARDS:** Moved by Betcher, seconded by Nelson, to pass on third passage and adopt ORDINANCE NO. 4179 amending Section 29.1502 pertaining to storm water management regulatory standards.

Roll Call Vote: 6-0. Ordinance declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**COUNCIL COMMENTS:** Moved by Betcher, seconded by Orazem, to direct staff to place an item on the next agenda to discuss the proposal that was made by Jim Black, Co-Chair of the Ames 150 Steering Committee, concerning sanctioning all activities sponsored by the Steering Committee and subcommittees and naming them officially as City of Ames activities and allowing them to be covered under the City's liability insurance, but not cover activities by private or for-profit agencies

or street vendors.

Vote on Motion: 6-0. Motion declared carried unanimously.

Council Member Gartin referenced the past issue of cameras in Campustown, noting that former Council members had elected not to pursue it. However, the last VEISHEA has now given him reason to re-think it. Mr. Gartin believes that the Council owes it to the Ames Police Department to make a brief presentation on the merits of cameras in Campustown.

Moved by Gartin, seconded by Orazem, to direct staff to allow the City Council via an item on a future Agenda to take a fresh look at the placement of cameras in Campustown.

Vote on Motion: 6-0. Motion declared carried unanimously.

City Manager Schainker reminded the Council members that there are pending referrals for which staff is waiting for Council direction. One of the items dealt with parking for fraternities and sororities. Mr. Schainker noted that, now that spring is here, students may not be in Ames to provide input on this issue of fraternity/sorority parking. Council Member Nelson encouraged the Council to move forward with this based on the number of projects that are hanging out there. He noted that the fraternity and sorority corporation boards would primarily be interested and be able to provide input; however, if staff wanted to wait until fall, an entire construction season for those projects would be lost. Planning and Housing Director Diekmann reported that this project could not fit in with the Department's schedule this spring. The first real opportunity to deal with it would be in Fall 2014. That project would require quite a bit of outreach to students and neighborhoods. Planning could not add a project in May; however, it could start working with those who are in Ames during the summer months with the completion of outreach in Fall 2014.

Council Member Betcher asked if the "bumping" of projects directed to Planning would require a workshop. She said that Council has not really dealt with the way it prioritizes projects. Planning Director Diekmann stated that what the Council had done last February was to set five months' activities for the Planning Department; the rest of the issues were not going to be ranked into the work plan until after the LUPP overview on May 20, 2014.

Moved by Nelson, seconded by Gartin, to put Greek parking reductions on the list for staff to prepare a work plan and have it prioritized after the LUPP workshop.

Vote on Motion: 6-0. Motion declared carried unanimously.

Mr. Schainker said that two other pending issues, both dealing with signage, were not time-sensitive, and due to the lateness of the hour, could wait.

Moved by Nelson, seconded by Gartin, to place on a future Agenda the request of Denny Elwell for a real estate sign in the Planned Regional Commercial area.

Council Member Betcher shared that both of the signage requests seem to pertain to the Sign Ordinance. She indicated that she would be voting against the motion because she believes it is part of a bigger issue.

Vote on Motion: 4-2. Voting aye: Corrieri, Gartin, Nelson, Orazem. Voting nay: Betcher, Goodman. Motion declared carried.

**CLOSED SESSION:** Council Member Gartin asked City Attorney Parks if there was a legal reason to go into Closed Session. Ms. Parks replied in the affirmative.

Moved by Orazem, seconded by Betcher, to hold a Closed Session as provided by Section 21.5c, *Code of Iowa*, to discuss matters threatened to be or in litigation.  
Roll Call Vote: 6-0. Motion declared carried unanimously.

**ADJOURNMENT:** Moved by Orazem to adjourn the meeting at 12:24 a.m. on April 23, 2014.

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Diane R. Voss, City Clerk

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Ann H. Campbell, Mayor

## MINUTES OF THE SPECIAL MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

APRIL 15, 2014

The Ames City Council met in special session at 7:00 p.m. on the 15<sup>th</sup> day of April, 2014, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with Mayor Ann Campbell presiding and the following Council Members present: Gloria Betcher, Amber Corrieri, Tim Gartin, Matthew Goodman, Chris Nelson, and Peter Orazem.

**FATS, OILS AND GREASE PROGRAM:** Brian Phillips, Management Analyst, and Kris Evans, Environmental Engineer, briefed the Council on a Fats, Oils and Grease Control Program Proposal. The City maintains over 200 miles of sanitary sewer lines that convey wastewater to the Water Pollution Control Facility (WPC) south of Ames. When fats, oils and greases (FOG) are introduced into sewer lines, they can solidify and create blockages. The result of a FOG blockage is typically a backup of untreated sewage into sewer customers' homes or establishments. FOG causes challenges for City operations, as well. The City spent \$22,200 this past year on routine and emergency cleaning of sanitary sewer mains specific to fats, oils and grease. The staff at WPC spends many hours clearing grease blockages at the treatment plant. FOG is an environmental and health concern. The sewer blockages it causes can allow untreated sewage to enter the storm water system and ultimately the local watershed. Blockages can be very expensive and time-consuming for the City to fix. The environmental concerns have led the EPA to impose its own control over the sewer programs in some communities without a FOG control program.

According to Mr. Phillips, Food Service Establishments (FSEs) are the primary source of FOG. This is why the *Uniform Plumbing Code* requires installation of grease interceptors (grease traps) to reduce the possibility of FOG entering the sanitary sewer. The FOG can come from food particles, oils, sugars, dairy products, and other solids. Grease interceptors can be one of two primary types. Gravity-flow grease interceptors, which are larger, outdoor devices, or hydromechanical grease interceptors, which are typically smaller, indoor devices. Grease interceptors of either type are not effective without routine maintenance and cleaning. If the level of grease and solids exceeds 25% of the total unit depth, the grease interceptor is full. Beyond that level, grease can begin to escape into the sanitary sewer. Cleaning and maintenance of interceptors is the key challenge, since the Plumbing Code specifies installation requirements, but not how to maintain them. Several communities within and outside of Iowa have FOG control programs and were discussed in brief.

After further research from October 2010 to January 2014, City staff has had discussions with the City Council, restaurant operators, Food Service Establishments (FSEs) and grease haulers and identified several key components for a FOG program proposal, including:

- FSEs are major FOG producers, but all customers should be responsible
- FOG production varies among FSEs. FSEs that already do the right things should not be punished
- Keep burdens of recordkeeping and reports to a minimum
- Keep costs low
- Avoid adding City staff



City staff proposed a two-pronged approach to address FOG:

1. The first component would apply to all sewer customers, including residential and commercial, who cause sanitary blockages. Currently, *Municipal Code* Section 28.306 (2) states: “No utility customer shall place, throw, dump, empty, or deposit into the municipal sewerage system [...] solid or viscous substances which may cause obstruction to the flow in the sewer or other interference with the operation of the treatment facility.” Violation of this section is a municipal infraction of up to \$1,000 for the first and each subsequent offense. Although this penalty seems substantial, it does not address the actual costs of the cleanup associated with a sanitary sewer overflow. It is believed by City staff that a higher potential for penalties may encourage customers to develop better procedures to avoid causing a blockage.
2. The second prong to the approach involves FSEs specifically. City staff proposes the creation of a new sewer rate class called a “Restaurant Rate.” This rate hasn’t been established yet, but would apply to any state-licensed FSE connected to the City’s sewer system. Several exemptions have been proposed by staff. City staff also proposed adding FOG as a measured criterion to the Non-Domestic Waste Pretreatment Program (NDWPP).

Because staff’s proposal would implement a variety of limits that have not been in place before, City staff proposes that the first year of implementation should be a data collection period. No changes in fees or rates would be imposed during that period, but FSEs would be asked to provide the required documentation as if the program was in effect. This would allow City staff to adjust the proposed numerical limits and costs to best match the goals of the program. It would also provide FSEs a year to understand the program.

Suggestions were also raised by FSE representatives, but City staff believes it would be worthwhile to pursue those suggestions after the program has been in place for at least two years. City staff would also like to investigate the effect of using emulsifiers to the wastewater. During the open forums, implementation of a grant program was suggested to help FSEs install more effective FOG control equipment. City staff would need to evaluate the costs of such a program and whether it may qualify for state or federal funding. Finally, City staff would like to evaluate the fees for FOG disposal at the WPC facility; however, this would require further study.

Council Member Gartin inquired about restaurant participation. Evans and Phillips noted that for the first initial meeting, 15-20 restaurants were involved. A survey was conducted and sent to all of the licensed food establishments in the community after the initial meeting and the City received 20-30 responses. With the specific proposal brought to the restaurants in January, there were two sessions with roughly 15-20 establishments attending each session. All establishments were notified about the January forum, as well as the Council meeting this evening.

Phillips and Evans emphasized that this program shouldn’t change too much of a restaurant’s day to day operations if they are already meeting compliance.

Council Member Orazem noted that there is a conflict of interest because haulers are being paid by restaurants to provide a service at the same time that they are also regulating the restaurant.

Evans responded by saying that they wouldn't be regulating because they already measure solids when they go to pump out the interceptors. The haulers would report to the City and the City would be responsible for enforcing the regulations. Mr. Orazem inquired as to whether or not there is a mechanism in place that ensures reporting will be accurate on the part of the haulers. Mr. Phillips said that if there are discrepancies between the reporting and the sewer lines that the City would have the authority to go to the restaurant and see if things match up to what is being reported. Mr. Orazem noted that if haulers are found not following compliance they could be debarred from all future contracts which should help deter haulers from not following compliance. John Dunn, Water and Pollution Control Director, noted that haulers should have an incentive to follow compliance because haulers will be telling restaurants that they need to visit more frequently rather than less frequently to ensure compliance is being followed correctly if they are routinely exceeding 25%.

Council Member Corrieri inquired about outreach with restaurant owners whose first language is not English. Ms. Evans responded that it has been a challenge; she has worked with two people thus far. She said it took more one on one communication but noted she and Mr. Phillips are very willing to work with them and communicate with them to help them understand the program.

Ryan Jeffrey, 2712 Lincoln Way, from the Arcadia Café noted that he is extremely pleased with the plan that Phillips and Evans have proposed and complimented them on a job well done.

Scott Griffin, 316 Main Street, from Olde Main Brewery inquired about restaurants that don't make food; he believes that restaurants who don't create food shouldn't be a part of the program because it would create less work for the City because they wouldn't have to work with those establishments. He also inquired about charges for multi-use buildings with one water line and one meter.

Council Member Goodman inquired about cost for staff to administer this program. Ms. Evans said that it is anticipated that this program will have no additional cost to staff.

**STAFF REPORT ON WATER AND SEWER RATES:** John Dunn, Director of Water and Pollution Control, gave an overview of the water and sewer rates for FY 2014/15 which reflects the staff recommendation to increase sewer rates by 8% effective July 1, 2014. Mr. Dunn discussed national and state-wide trends in rates for water and sewer, projected need for revenue increases in Ames, translating revenue increases to rate increases, fund reserve balances, customer perspective, and City Council direction. 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.

Mr. Dunn recommended no rate increase for the Water Fund for FY 14/15. He also suggested that the COA stay with 10% of Annual Operating Expenses for the operating reserve through FY 17/18 and begin increasing by 2% per year until at 25% of Annual Operating Expenses, inclusive of debt service, in FY 18/19.

While discussing sewer funds, Mr. Dunn suggested an 8% sewer rate increase for FY 14/15 which will lead into an alternating yearly increase after FY 16/17. The recommended timeline

for rate adjustment would be adopted, increased, and effective after July 1, 2014. Dunn recommended that he be able to prepare an ordinance so it can be presented at the April 22 meeting.

Moved by Gartin, seconded by Goodman, to direct staff to prepare an ordinance increasing sewer rates by 8% effective July 1, 2014.

Vote on Motion: 6-0. Motion declared carried unanimously.

**CITY COUNCIL COMMENTS:** Council Member Betcher proposed that staff prepare a report on FS residential densities. Ms. Betcher would like more explanation of the context on City-wide comparison between the FS and the traditional residential zoning.

Moved by Betcher, seconded by Goodman, to ask staff to prepare a report comparing FS density to traditional residential densities.

Vote on Motion: 6-0. Motion declared carried unanimously.

Betcher also thanked the VEISHEA Central Committee for all of their hard work and efforts to keep things safe.

Moved by Orazem, seconded by Nelson, to put the Elwell Rueter L.C. Company Text Amendment request for a large real estate sign on a future agenda for additional discussion.

Vote on Motion: 6-0. Motion declared carried unanimously.

Council Member Goodman noted that Council received an email about a stop sign, but Council will be holding off on discussion until the next meeting so that everyone has a chance to read the email.

Council Member Gartin noted that he appreciates the hard work of City staff because it allows the Council to make thoughtful, informed decisions.

City Manager Steve Schainker thanked the City Council for their hard work during VEISHEA and announced that a new rep from GSB will be present at the next Council meeting.

**ADJOURNMENT:** Moved by Goodman to adjourn the meeting at 8:52 p.m.

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Diane R. Voss, City Clerk

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Ann H. Campbell, Mayor

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Erin Cain, Recording Secretary

**MINUTES OF THE SPECIAL MEETING  
OF THE AMES CITY COUNCIL**

**AMES, IOWA**

**MAY 6, 2014**

The Ames City Council met in special session at 7:00 p.m. on the 6<sup>th</sup> day of May, 2014, 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: Gloria Betcher, Amber Corrieri, Tim Gartin, Chris Nelson, and Peter Orazem. Mayor Ann Campbell was absent. *Ex officio* Member Lissandra Villa was also present.

**ORDINANCE ESTABLISHING WATER CONNECTION FEE DISTRICT:** Moved by Corrieri, seconded by Orazem, to pass on third reading and adopt ORDINANCE NO. 4180 establishing a Water Connection Fee District with respect to certain properties in the Northern Growth Area. Roll Call Vote: 6-0. Ordinance declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**ORDINANCE ESTABLISHING SANITARY SEWER CONNECTION FEE DISTRICT:** Moved by Corrieri, seconded by Betcher, to pass on third reading and adopt ORDINANCE NO. 4181 establishing a Sanitary Sewer Connection Fee District with respect to certain properties in the Northern Growth Area. Roll Call Vote: 6-0. Ordinance declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**APPOINTMENTS TO AMES TRANSIT AGENCY BOARD OF TRUSTEES:** Moved by Betcher, seconded by Orazem, to adopt RESOLUTION NO. 14-212 confirming appointment of the Government of the Student Body Senator Hamad Abbas and Representative Zachary Murrell to the Ames Transit Agency Board of Trustees. Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**CHANGE ORDER FOR SPRING 2014 BOILER REPAIRS:** Moved by Corrieri, seconded by Orazem, to adopt RESOLUTION NO. 14-213 approving Change Order No. 2 to ProEnergy Services, LLC, for the Spring 2014 Boiler Repairs in the amount of \$133,000 with applicable sales taxes to be paid directly by the City. Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**WORKSHOP REGARDING DEVELOPMENT BY BRECKENRIDGE OF OLD MIDDLE SCHOOL PROPERTIES:** Mayor Pro-Tem Goodman explained that the plan for this workshop had been to give the Developer an opportunity to speak and then give the Neighborhood an opportunity to speak. They would then be given ten minutes to respond to the priorities of the other group. However, it had just been learned that Charlie Vatterott, representing the Developer Breckenridge, was in transit from the Des Moines Airport to Ames. Therefore, the Neighborhood representative Sharon Guber had agreed to speak first. Mr. Goodman recognized that there were

a lot of people who were interested in this issue; however, the goal of this workshop was to give the Neighborhood and the Developer an opportunity to share their perspectives and priorities. There will be a roundtable dialog on ways to find common ground and attempt to move things forward. It was hoped that the Neighborhood would be able to represent the public's perspective. According to Mayor Pro-Tem Goodman, if something was missed during the Developer's or Neighborhood's presentation, others may be allowed to speak.

**NEIGHBORHOOD PRESENTATION:** Each person representing the Neighborhood introduced himself/herself and gave the reason they had gotten involved with this project. Representing the Neighborhood were:

Mike Peterson, 3302 Morningside  
Joanne Pfeiffer, 3318 Morningside  
Marilyn Clem, 3306 Morningside  
Sarah Cady, 2812 Arbor Street  
Sharon Stewart, 437 Hilltop Road  
Emily Thurmaier, 3310 Tripp Street  
Jason Paull, 3310 Tripp Street  
Sharon Guber, 2931 Northwestern Avenue

Ms. Guber advised that she had formerly lived on State Avenue for 20 years and had been the Co-Founder of the State Avenue Neighborhood Association.

Ms. Guber provided a brief history of the properties in question from 2007, when discussions began to occur by governmental entities on the future use of the "Old Middle School" property, to the present. The deliberations over the sale of governmental lands had indicated the need and desire for single-family housing and culminated in a Land Use Policy Plan (LUPP) designation of RL. Maps of what the property in question looked like in 2003 and what it looks like now were shown by Ms. Guber.

Core values contained in the Land Use Policy Plan were highlighted by Ms. Guber and explanations given as to how they pertained to each of the below-listed priorities for the Neighborhood.

Priorities:

1. Ensure residential development is consistent with subdivision requirements so the units would be attractive for owner-occupied re-use. Design of the Old Middle School properties' residential development must be sustainable, re-purposeable, and subdivision-compliant. The make-up of the residents should be heterogeneous.
2. Retain the College Creek/Old Middle School Neighborhood 3.7 housing units/net acres and consistent RL zoning for all three parcels. Minimize the total number of student-oriented

rental units and bedrooms, which includes the limit of three unrelated persons per unit to no more than 400 beds.

3. Preserve and protect the South Parcel's natural and recreation areas with an increased conservation easement from seven (7) acres to 18 acres.

Ms. Guber explained environmental concerns if a large-scale development were allowed.

4. Ensure that safety issues are addressed in the South Parcel for the shared-use path from State Avenue to the Ames Middle School.
5. In-depth viable traffic study for all three parcels to be completed as part of the Master Plan. Ensure that the needed traffic improvements and traffic-calming techniques are implemented at the time of development and not deferred.

The current traffic study did not include the residents in the North Parcel. It was pointed out that an informal traffic study had been done by someone who watched for six hours yesterday and six hours today on Arbor Street.

6. Increase off-street parking requirements within the development to account for the number of rented bedrooms and guests. The Neighborhood asked for three vehicles on the lot and a sufficient number (three stalls/unit) of small visitor parking lots dispersed throughout.

It was pointed out by Ms. Guber that the cities that have Aspen Heights' projects have indicated problems with parking.

According to Ms. Guber, safety of the residents is a concern since the housing would be on slabs (with no basements), and the residents would have nowhere to go if a tornado were to hit the area. Ms. Guber noted that the party culture is also a large concern.

Ms. Guber said that, in making its decision, the Council should consider what would create an opportunity for a successful blending of a new development with an existing neighborhood – a new development that would be compatible with the existing neighborhood. Above all else, it should provide for the quality of life each Ames citizen seeks, works towards, expects, and deserves.

**DEVELOPER PRESENTATION:** Brian Torresi, Davis Law Firm, Ames, stated that he was representing the developer. He also introduced Scott Renaud, FOX Engineering, Ames, as the developer's engineer for this project..

Mr. Torresi advised that the Middle Parcel is currently zoned RL. The LUPP calls for the North Parcel to be RL and the South Parcel to be Suburban Residential. It was stated by Mr. Torresi that Breckenridge's request was for FSRL zoning on the South Parcel.

Mr. Torresi explained that with the current zoning on the property, there would be 600-700 developable bedrooms on the three parcels. The developer intends to construct 100% student rental housing. It was stated by Mr. Torresi that none of the land that Breckenridge will develop and keep title to will be anything but student rental housing.

Priorities:

1. Developer wants a total development size of 1,000 bedrooms spread across three sites.
2. Developer wants more five-bedroom dwelling houses in exchange for fewer total units (while maintaining the same bedroom totals).
3. Developer wants a clubhouse to be allowed on the Middle Parcel along State Avenue.
4. Developer wants to only be required to subdivide the Middle Parcel.
5. Developer wants the bike trail on the South Parcel to be relocated on site.
6. Developer wants High-Density Residential on the North Parcel with mixed-use buildings (commercial on the first floor and apartments on the upper floors) along Lincoln Way with buffers to the neighborhoods to the south.

Mr. Torresi pointed out that the Ames Rental Code prevents occupancy by more than three unrelated persons except in the dwelling house. Dwelling houses are only allowed in the RM Zone, and that was why the developer's previous request was for RM. According to Mr. Torresi, Breckenridge had consistently said that it did not want the RM zone to achieve RM density. They want RM zoning "in name only" so that they can get the four- and five-bedroom homes to make the neighborhood look more aesthetically pleasing instead of "cramming in as many three-bedroom homes as possible on the lots. Also, clubhouses are only allowed in the RH zone, however, Breckenridge would like a clubhouse to be allowed on the Middle Parcel.

Since there is current litigation between Breckenridge and the City, Mr. Torresi did not want to address the requirement to subdivide the property. He stated that the plan from the beginning was for the property (all three parcels) to be developed as one single lot as a condominium regime. Under a condominium regime, the streets could be dedicated to the public, infrastructure would be installed, and each building would be completely salable as an individual unit. That would allow for re-use just like any other subdivision.

Mr. Torresi stated that the developer believes the North Parcel off of Lincoln Way should not be residential low-density due to its location next to other High-Density Residential and Highway-Oriented zones.

**IOWA STATE UNIVERSITY PRESENTATION.** Warren Madden, Senior Vice-President for Business and Finance at Iowa State University, advised that he was representing the University. He pointed out that there are agricultural research activities occurring immediately

south of the South Parcel; that will continue. Mr. Madden said that that tract of land was originally owned by Iowa State (in 2000). It was sold to the School District. At that time, the City and School District were discussing joint recreational facility developments. According to Mr. Madden, the University did not sell that tract of land to the School District in 2000 with the understanding that it would be developed as some type of residential housing area. If it had been contemplated as such at the time, the University would not have proceeded with the sale. It is important to the University that there be compatibility between the agricultural research station and land adjacent to it. Mr. Madden stated that the University would be interested in re-acquiring the south 29 acres at its appraised value. According to Mr. Madden, the University has a number of concerns about increased traffic. In addition, State Avenue along most of the area in question is an institutional road, which places its maintenance as a responsibility of the University.

Priorities:

1. The developer to install any needed traffic improvements at the intersection of Mortensen and State or along State Street.
2. The bike path proposed on the South Parcel to be relocated away from streets and parking lots.
3. A 60-foot setback on the South Parcel to provide a buffer to the University property.
4. Higher density on the North Parcel in return for less density on the South and Middle Parcels.
5. The developer to install a pedestrian crossing along State Avenue.
6. The parcels to be developed for single-family use; it supports RL zoning.
7. The developer to be responsible for lighting the bike patch in the South Parcel.
8. The University to acquire 29 acres from the South Parcel from the developers for the appraised value.

Mr. Madden indicated the University's support of the neighborhood group for the area in question to be low-density single-family development. It was acknowledged by Mr. Madden that the University is growing and there currently is a need for additional student housing; however it does not believe that the area in question is the right place for student housing. The area in question is a mix of retiree-types of families as well as young families. Its location in proximity to the University provides a good environment for those types of families.

The meeting recessed at 7:53 p.m. and convened at 8:04 p.m.

Charlie Vatterott, Executive Vice-President of Aspen Heights, advised that his company was a full-service development, construction, and management company based out of Austin, Texas.



He stated that, in the last four years, his company had developed over 11,000 beds in three time zones.

According to Mr. Vatterott, Iowa State University is “severely short” on its supply of bedroom for its students. He said that there had been numerous newspaper articles saying that students were being put up in hotel rooms and some students didn’t even have hotel rooms. Mr. Vatterott said that was why Aspen Heights came to Ames. The 48-acre site in question that Breckenridge will be developing was within one-half mile from Campus.

Mr. Vatterott acknowledged that Iowa State has the biggest stake in the South Parcel. The separation between the South Parcel and the Middle Parcel is the creek, the floodplain, and a fairly large buffer. Mr. Vatterott estimated that there was 250 feet between the Parcel and the closest residence. It was stated by Mr. Vatterott that the developer could meet seven of the eight Priorities, in whole or in part. The one that the developer cannot meet is to sell 29 acres back to Iowa State University; it is not for sale.

#### **DEVELOPER’S RESPONSE TO IOWA STATE UNIVERSITY’S PRIORITIES:**

1. Regarding the South Parcel, Developer would provide a 25-foot buffer; but, will also provide a six-foot fence as long as the zoning would be RM and no subdivision would be required.
2. The University, Neighborhood, and Developer have agreed on all points concerning the bike path.
3. In reference to improvements at Mortensen and State along State, Aspen Heights would provide \$150,000 upon approval of RM zoning (allowing five-bedroom cottages) of the South Parcel. It would provide an additional \$100,000 to pay for traffic improvements at Mortensen and State upon rezoning to RM for the North Parcel.

It was pointed out by Mr. Vatterott, if platting were done, the majority of the expense for the traffic signal would have to be borne by the University.

4. Aspen Heights is OK with the RL designation on the Middle Parcel. The Developer believes that the Middle Parcel is of most interest to the Neighborhood.

Mr. Vatterott referenced the “dispute” with the City as to whether or not the Developer has to subdivide. Aspen Heights would be willing to drop that lawsuit if it were not required to do any subdivision on the North or South Parcels. The lots will be platted on the Middle Parcel.

5. Developer is OK with lighting the bike path on the South.

6. Developer would Install a pedestrian crossing along State Avenue; however, does not want to portray a false sense of security. Even with a pedestrian crossing, traffic is not going to stop for pedestrians.
7. Developer is OK with high density on the North in return for less density on the South. The Developer has planned for the North Parcel to have the highest density.
8. The Developer will not sell 29 acres to the University.

#### **DEVELOPER'S RESPONSE TO NEIGHBORHOOD'S PRIORITIES:**

1. Mr. Vatterott said the number of beds is tabled for now.
2. Pertaining to the Neighborhood's request to preserve the South Parcel's natural and recreational areas with a Conservation Easement from seven (7) to 18 acres, the Developer had discovered that legally, there was no Conservation Easement. The properties were not inventoried per *Iowa Code* Chapter 547A. However, the Developer would be willing to establish and expand that Conservation Easement - probably not to 18 acres, but somewhere in between seven and 18 - if the South Parcel were to be zoned RM and not have to be subdivided (allowing four- and five-bedroom cottages).

Pictures of what a four-bedroom house/cottage would look like were shown. Mr. Vatterott advised that those units will be built on the Middle Parcel. They want to build those units on the South Parcel. All three-bedroom units would be cookie-cutter.

3. Aspen Heights would work for re-use. Re-use as condominiums would be feasible for the North and South Parcels if the student housing need would go away in the future.
4. Developer will exceed City requirements for parking for apartments on the Middle and South Parcels. Parking in the amount of 1.15 (parking spaces per bed) would be provided for the Middle and South Parcels and would meet *Code* on the North Parcel.
5. Pending the scope of traffic improvements, Developer is open to traffic improvements and calming techniques.
6. The bike path is no longer an issue as Developer has already agreed to it.

A map of the 54 lots was shown if what is currently allowed was built. The Developer proposed the same number of beds (162) with cottage houses (density for RL), but would not want Tripp Street to go through. In such a manner, there would be no student-housing traffic going down Wilmoth. Mr. Vatterott addressed the need for a clubhouse, offering two options:

1. Locate the clubhouse on the Middle Parcel and isolate it from the neighborhood with a 70-foot buffer, which could be greenspace or single-family residential.

2. Locate the clubhouse at the corner of Wilmoth and Lincoln Way as it is zoned for High-Density.

Ms. Guber pointed out that the Developer had taken his time for rebuttal to the Neighborhood's priorities and had not made a presentation on its own proposal. She stated that the Neighborhood would like to hear the presentation and was willing to give the Developer more time in order to make that presentation.

Mr. Vatterott said an obvious question for ISU would be how the City and the Neighborhood were going to protect the interests of Iowa State University. According to Mr. Vatterott, "FSRL is by right" It is the default zoning for the Parcel. There are no density limits in FSRL. There would be no requirements for Aspen Heights to "provide anything - no buffer, no fencing, no path lighting, no traffic improvements, no pedestrian crossing – nothing." Mr. Vatterott said that subdivision of the South Parcel would mean that the University "would be stuck with a huge expense" associated with traffic improvements at Mortensen and State Avenue. He reiterated that the Developer will protect the interests of the University by offering to provide the following priorities: 1, 2, 3, 4, 5, 6, and 7, but not 8 (will not sell 29 acres from the South Parcel for its appraised value) in exchange for RM zoning with four- and five-bedroom cottages and no subdivision on the South Parcel. It would limit the number of bedrooms on the South to 425.

Pertaining to the Neighborhood's priorities, Mr. Vatterott stated the Developer would:

1. Table the number of beds for now.
2. Expand the Conservation Easement
3. Ensure residential development is consistent...Developer will do that.
4. Increase parking...Developer will do that.
5. Traffic improvements...have been previously addressed.
6. Protect the bike path...Developer will do that.

Mr. Vatterott said that the Developer really looks forward to working with the people resources in the Neighborhood. There will be collaboration with the Neighborhood once construction begins. Interaction with the Neighborhood residents with the students is desired and will go a long way in a collaborative effort to become part of the Neighborhood.

#### **NEIGHBORHOOD'S RESPONSE TO DEVELOPER:**

Ms. Guber summarized that the Developer's proposed RL zoning for the North Parcel and FSRL for the South Parcel and has requested to go to RM. To go to RM would require a Land Use Policy Plan amendment. Ms. Guber pointed out that the Council could rezone the property to any zoning designation. She noted that the Developer's project is a greater density project than RM; however, more important to the Neighborhood is that it is a greater intensity – it means more bedrooms. The Developer talks about the significance of reducing the number of housing units; however, that is not significant if more bedrooms are put in. With four- and five-bedroom units, there will be more bedrooms. The Neighborhood is concerned about what the Developer

“tabled,” which was the number of beds. Mr. Vatterott promised that the Developer would keep the same number of bedrooms on the Middle Parcel.

Ms. Guber noted that the Developer continues to ask for RM and to not have to have platting. The Neighborhood wants RL single-family; that is a major sticking point. Another real problem is that the Developer has stated that the development must be 100% student housing. Ms. Guber indicated that part of the attractiveness of the neighborhood is that it is mixed; it is blended. Another problem is that the Developer still has its RM footprint that they are trying to make fit in the RL zone. The Neighborhood would like to work with the Developer to see if the development could be more advantageous to both sides. She encouraged the Developer to think outside of the box to find something that really works for a university town and for the neighborhood. It does not want to be known as a neighborhood that doesn't like students, because that is not true. Ms. Guber pointed out that a neighborhood that is all students is much different than a mixed neighborhood.

A member of the Neighborhood shared her perspective noting that as a neighborhood, they would all share traffic space, parking space, natural spaces, etc. She noted that she had seen pictures of other Aspen Heights developments where large parties had been held at the clubhouse. The Developer's plan for putting a clubhouse on State Avenue that is directly across from a quiet natural space that is home to wildlife and quiet recreational space is not acceptable to the Neighborhood. The edge of the Middle Parcel and the edge of the North Parcel is perhaps a half mile from the edge of Campus; however, the South Parcel where there would be the highest density is approximately two and one-half miles from Central Campus. She does not believe that is walkable in the winter, and currently, no CyRide route services the South Parcel. Noting the purported 20% reduction in the number of cars on the Parcel, the resident said that that would be suitable if the neighborhood contained a mix of families, single individuals, and up to three unrelated people sharing a unit; however, that reduction is not a reasonable scenario. It also doesn't identify the trip nature of a student-occupied property. Studies have shown that student trip generation in the evenings is higher than the general apartment complex trip generation studies that are cited in the Traffic Impact Analysis.

Ms. Guber said that there are landlords in the RL zones who may have four- and five-bedroom homes; however, they can only rent to three unrelated persons. Therefore, the Neighborhood could not have an agreement on five.

Council Member Betcher expressed her understanding that there would be input by others allowed. Mayor Pro-Tem Goodman stated that this workshop was to allow for more intimate conversation among the Neighborhood, Iowa State University, and Developer to see if there was any agreement. There will be other opportunities for input if a project comes before the City Council.

Council Member Orazem asked if there was room to maneuver so that all 48 acres would not be student housing. To clarify, he asked if there was another “model” that would work. Mr. Vatterott responded that the development was designed to be 100% students, but non-students

would be welcome to rent there as well. According to the Developer, the Middle Parcel would look like the neighborhood. He asked if the Neighborhood would like any changes to that Parcel. Ms. Guber added that the Neighborhood wanted the Middle Parcel to be platted as a subdivision with roads and no clubhouse.

Mr. Vatterott said that his company had been looking at Ames for a long time and was “ready to move;” they will be breaking ground in August. Mr. Vatterott indicated that the Developer had suggested putting the clubhouse on the Middle Parcel because it would be the least obtrusive there. He indicated that the development has to have a clubhouse. They can put it right now at the corner of Wilmoth and Lincoln Way. Mr. Vatterott noted that if he were a resident in that area, he would not want it at that location because it could cause a huge traffic problem there. Ms. Guber asked if the clubhouse could contain a tornado shelter. Mr. Vatterott indicated that the Developer would be willing to look at that, but it would not be large enough to accommodate all the potential residents of the development.

Mr. Torresi noted that the question was whether the development could retain more of the heterogeneous characteristics of the current neighborhood. Mr. Vatterott noted that the Middle Parcel would contain 18 single-family lots. There is the potential for those to be owner-occupied. He is not sure of the saleability of owner-occupied housing being interspersed with student housing.

Council Member Orazem suggested that the Middle Parcel be available for owner-occupied as a trade-off for higher density elsewhere. He believes that there are ways to make it work for both the Developer and the Neighborhood.

Mr. Vatterott stated that the Developer is proposing 450 beds on the South Parcel, 162 beds on the Middle Parcel, and 432 beds on the North Parcel. A map of the lots with FSRL zoning was shown with that number of lots.

According to Mr. Vatterott, the idea of Aspen Heights is to look like a neighborhood. They would look at maximizing the number of row houses on the site. However, the rent for a cottage is more preferable than that of a row house. They could take fewer cottages, rather than row houses. In FSRL, there would be no four-bedroom units. Mr. Vatterott noted that the Developer will be breaking ground in Summer 2014 or as soon as the Permits may be obtained.

Mr. Madden also noted that the University is also concerned about light pollution around the Ag Research Station.

Council Member Betcher asked Mr. Madden if ISU would be willing to accept the financial incentives offered by the Developer for traffic improvements, fencing, etc., in exchange for lessening the setback on the South Parcel. Mr. Madden answered that he was not persuaded on behalf of Iowa State that that would be in the University’s best interest. Mr. Vatterott asked Mr. Madden if the University would be adverse to different zoning even though FSRL would allow Aspen Heights to build more bedrooms closer to Iowa State University’s property. Mr. Madden

said that he had not heard any information that would lead him to think that the lowest density would not be in the University's best interest. He indicated that it was unfortunate that the property in question had been sold by the School District and was now being proposed to be developed in such a manner. Mr. Madden reiterated that the University does not believe the area in question is the best location for student housing.

Council Member Goodman asked if the Developer would consider offering owner-occupied housing on the south. Mr. Vatterott indicated that the market in this area would not support that.

Council Member Betcher asked to know the minimum number of beds that would work for the developer. Mr. Vatterott indicated that the Developer can and is prepared to move forward with the current zoning. Planning and Housing Director Kelly Diekmann clarified that only one parcel had been rezoned; two Rezoning Applications were pending. Mr. Diekmann stated that the Middle Parcel had been rezoned to RL.

At the inquiry of Council Member Orazem, Mr. Vatterott said that the rents would probably range between \$400 and \$500/bedroom.

Member Gartin shared his understanding of what he had heard at this workshop. If the Neighborhood won't give, it will get a development that is not aesthetically pleasing. He noted that if there was some flexibility in the layout of the units, it could perhaps be workable for the Neighborhood. Ms. Guber clarified that it was not the configuration of the housing, it is the number of beds - the number of people. The Neighborhood wants to retain its neighborhood characteristics. Council Member Goodman pointed out that what he had heard was that it was not about aesthetics for the Neighborhood, that was not one of the Neighborhood's stated priorities.

Scott Renaud addressed the Traffic Study that had been performed by FOX Engineering. According to Mr. Renaud, the Traffic Study was done for a "middle-of-the-road" number of units. Where it is right now is on the highest end of all the units together. The distinction of the 20% was actually FOX's attempt to be more conservative in the Traffic Study that if the traffic guidelines were used. From FOX's standpoint, the Traffic Study was much more conservative than required by the City. Mr. Renaud pointed out that the level of service reduced by one level of service at the intersection of Mortensen and State was not at the threshold to require traffic improvements.

Neighborhood Resident Mike Petersen stated that the Neighborhood would feel more comfortable if the units had basements. Mr. Goodman asked if there was a possibility that the Developer would integrate basements into its proposal. Mr. Vatterott answered, "Not at this point."

Neighborhood Resident Rich Ketcham, Arbor Street, Ames, asked why the developer would be agreeable to move the clubhouse from the corner of Wilmoth/Lincoln Way to the Middle Parcel. Mr. Vatterott indicated that it was felt that locating it on the Middle Parcel would be the least obstructive for the Neighborhood residents.

At the inquiry of Council Member Gartin, Director Diekmann indicated that what is currently allowed would be between 500 - 700 beds if the zoning was approved per the pending applications.

Mr. Vatterott indicated that there appears to be an assumption that the lawsuit will be won by the City; however, the Developer is not of that opinion. If the Developer wins the lawsuit, they would not be subdividing.

Leslie Pensack, 317 South Wilmoth, Ames, pointed out that an issue that had not been covered was that ultimately the City of Ames (taxpayers of the City of Ames) would be responsible for the results of the decisions. She is concerned, for example, that if there is not sufficient parking, additional parking will have to be constructed at the City's (taxpayers') expense.

Daniel DeGeest, 4212 Phoenix Street, Ames, said that he was a bicyclist and the parent of five children. He believes that the current Middle School had been overlooked in discussions about the proposed development. Mr. DeGeest pointed out that there are more than 1,000 children who need to get to the new Middle School safely every day. Mr. DeGeest asked to know what commitment there was to the safety of pedestrians and bicyclists. Mayor Pro-Tem Goodman pointed out that all three entities indicated they were in agreement regarding the bike path.

**ADJOURNMENT:** Moved by Corrieri to adjourn the meeting at 10:04 p.m.

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Diane R. Voss, City Clerk

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Ann H. Campbell, Mayor

**MINUTES OF THE AMES CIVIL SERVICE COMMISSION**

**AMES, IOWA**

**APRIL 24, 2014**

The Ames Civil Service Commission met in regular session at 8:15 a.m. on April 24, 2014, in the Council Chambers of City Hall, 515 Clark Avenue, with Commission Members Crum, Pike, and Shaffer present.

**ELECTION OF OFFICERS:** Moved by Shaffer, seconded by Pike, to elect Mike Crum as chair of the Civil Service Commission.

Vote on Motion: 2-0-1. Voting Aye: Pike, Shaffer. Voting Nay: None. Abstaining: Crum. Motion declared carried.

Moved by Crum, seconded by Pike, to elect Dan Shaffer as vice chair of the Civil Service Commission.

Vote on Motion: 2-0-1. Voting Aye: Crum, Pike. Voting Nay: None. Abstaining: Shaffer. Motion declared carried.

**APPROVAL OF MINUTES:** Moved by Shaffer, seconded by Pike, to approve the minutes of the February 27, 2014, Civil Service Commission meeting as written.

Vote on Motion: 3-0. Motion declared carried unanimously.

**CERTIFICATION OF ENTRY-LEVEL APPLICANTS:** Moved by Crum, seconded by Shaffer, to certify the following individuals to the Ames City Council as entry-level applicants:

Transportation Planner:	Sooraz Patro	82
	Anthony Filippini	77
	Chad Lingenfelter	72
	Kellee Van Bruggen	72
Turf Maintenance Coordinator:	Pat Wynja	87
	Kyle Jacobsen	78
	Randy Robinson	78
	Tim Doyle	77

Vote on Motion: 3-0. Motion declared carried unanimously.

**COMMENTS:** The next regularly scheduled Civil Service Commission meeting was set for May 22, 2014, at 8:15 a.m.

**ADJOURNMENT:** The meeting adjourned at 8:21 a.m.

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Michael Crum, Chair

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Jill Ripperger, Recording Secretary





## REPORT OF CONTRACT CHANGE ORDERS

<b>Period:</b>	<input type="checkbox"/>	1 <sup>st</sup> – 15 <sup>th</sup>
	<input checked="" type="checkbox"/>	16 <sup>th</sup> – End of Month
<b>Month &amp; Year:</b>	April 2014	
<b>For City Council Date:</b>	May 13, 2014	

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 (Buyer)
Water & Pollution Control	Well Rehabilitation Project	1	\$58,833.00	Northway Corporation	\$0.00	\$3,701.25	J. Dunn	MA
Public Works	2012/13 Arterial Street Pavement Improvements (State Avenue)	2	\$1,143,124.09	Manatt's, Inc.	\$11,193.00	\$2,000.00	J. Joiner	MA
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		



# MEMO

*Caring People  
Quality Programs  
Exceptional Service*

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**9 a-h**

**TO:** Mayor Ann Campbell and Ames City Council Members

**FROM:** Lieutenant Jeff Brinkley – Ames Police Department

**DATE:** May 6, 2014

**SUBJECT:** Beer Permits & Liquor License Renewal Reference City Council Agenda  
May 13, 2014

The Council agenda for May 13, 2014, includes beer permits and liquor license renewals for:

- Special Class C Liquor – Mongolian Buffet, 1620 S Kellogg Ave #103
- Class E Liquor, C Beer, and B Wine – Walgreen's, 2719 Grand Ave
- Class B Beer – Jeff's Pizza Shop, 2402 Lincoln Way
- Class C Liquor – Mother's Pub, 2900 West St
- Class C Liquor – Red Lobster #747, 1100 Buckeye Ave
- Class C Liquor – Lucullan's Italian Grill, 400 Main St
- Class C Beer & B Native Wine – Tobacco Outlet #530, 204 S Duff Ave
- Special Class C Liquor – Octagon Center for the Arts, 427 Douglas Ave

A routine check of police records for the past twelve months found no violations for any of these establishments. The police department would recommend renewal of these licenses.

ITEM # 10  
DATE: 05-13-14

**COUNCIL ACTION FORM**

**SUBJECT: ENCROACHMENT PERMIT FOR A SIGN AT 323 MAIN STREET**

**BACKGROUND:**

The tenant in the building at 323 Main Street, The Salon, has requested an encroachment permit for a new sign which will encroach over the City sidewalk.

The proposed sign will be a blade sign that will project from the front of the building. The sign will extend not more than five feet over the sidewalk, and will not infringe upon the use of the sidewalk by the public.

The requirements of Section 22.3 of the *Municipal Code* have been met with the submittal of a hold-harmless agreement signed by the property owner and the applicant, and a certificate of liability insurance coverage which protects the City in case of an accident. The fee for this permit was calculated at \$25, and the full amount has been received by the City Clerk's Office.

**ALTERNATIVES:**

1. Approve the request.
2. Deny the request.

**MANAGER'S RECOMMENDED ACTION:**

It is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby granting the encroachment permit for this sign.



# PROOF

ATTENTION! It is your responsibility to read and check this proof carefully and thoroughly. By approving this proof, you are accepting all responsibility for undetected errors. Changes made to the proof may result in delays and additional costs. If proof is not approved within 30 days, the customer may be charged for creative time. This design is the sole property of Sign Pro. Any duplication in whole or in part without the express written consent of Sign Pro is strictly prohibited.

Order Date:  
04/03/14

Customer:  
The Salon

Ordered by:  
Frank

Job #:  
12160

Due Date:

## JOB NOTES

Side View



Front View



Qty: 1  
30.5"x50.5" overall size  
Blade sign  
2 sided  
Installed on building  
(see p.2 for details)

# SIGN PRO

619 S. 4th Street  
Ames, Iowa 50010  
515-232-4500 • SignProAmes.com

PAGE 1/2

DESIGN: 45 Min

PRODUCTION:

INSTALL:

CUSTOMER CALLED:

5-13-14

**Applicant**

Name of Applicant:	<u>Mohamd Ali</u>		
Name of Business (DBA):	<u>Chicha Shack</u>		
Address of Premises:	<u>131 Welch ave</u>		
City:	<u>Ames</u>	County:	<u>Story</u> Zip: <u>50014</u>
Business Phone:	<u>(515) 292-9563</u>		
Mailing Address:	<u>131 Welch ave</u>		
City:	<u>Ames</u>	State:	<u>IA</u> Zip: <u>50014</u>

**Contact Person**

Name:	<u>Mohamed Ali</u>		
Phone:	<u>(515) 371-7795</u>	Email Address:	<u>alianskeny@aol.com</u>

Classification: Class B Beer (BB) (Includes Wine Coolers)Term: 12 monthsEffective Date: 05/31/2014Expiration Date: 05/30/2015

Privileges:

Class B Beer (BB) (Includes Wine Coolers)  
Sunday Sales

**Status of Business**

BusinessType:	<u>Sole Proprietorship</u>		
Corporate ID Number:		Federal Employer ID #	

**Ownership****Lisa Ali**First Name: LisaLast Name: Ali

City:

State: IowaZip: 50010Position Owner% of Ownership 0.00 %

U.S. Citizen

**Mohamed Ali**First Name: MohamedLast Name: Ali

City:

State: IowaZip: 50010Position Owner% of Ownership 100.00 %

U.S. Citizen

**Insurance Company Information**

**Insurance Company:** Farmers Insurance Group

**Policy Effective Date:** 05/31/2014

**Policy Expiration Date:** 05/30/2015

**Bond Effective Continuously:**

**Dram Cancel Date:**

**Outdoor Service Effective Date:**

**Outdoor Service Expiration Date:**

**Temp Transfer Effective Date:**

**Temp Transfer Expiration Date:**

ITEM# 12  
DATE: 05-13-14

**COUNCIL ACTION FORM**

**SUBJECT: CLOSURE OF UNION PACIFIC RAILROAD CROSSING (DUFF AVENUE) TO FACILITATE REPAIRS**

**BACKGROUND:**

City staff was informed that during the month of May the Union Pacific Railroad (UPRR) will be conducting minor maintenance activities to their at-grade railroad crossings along their east-west main line. The Municipal Code requires City Council to approve temporary closures of those streets that are classified as Arterials, or are active CyRide routes, which is the case with Duff Avenue. **The UPRR identified the weeks of May 19 and May 26 as potential dates to schedule the replacement of the crossing.**

Staff was informed that the repairs of the crossing would require less than one work-day (10:00 AM to 8:00 PM) per crossing to complete, during which Duff Avenue will need to be closed to vehicular traffic. Due to the heavy train traffic seen on the east-west main line, UPRR makes their best effort to coordinate repair work with the normal train deliveries that occur.

**ALTERNATIVES:**

1. Delegate to staff the ability to administratively approve the closure of the Duff Avenue railroad crossing to facilitate the UPRR maintenance of the crossing.
2. Direct staff to work with UPRR in finding an alternate dates to conduct the repairs.

**MANAGER'S RECOMMENDED ACTION:**

**Recent experience with similar coordination efforts has resulted in the need for flexibility on the part of staff to be able to administratively change the date of the closure, as needed. Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1 and thereby delegating to staff the ability to administratively close the Duff Avenue railroad crossing to facilitate the UPRR maintenance during this time.**

**Staff will coordinate the placement of all appropriate temporary traffic control measures, and will also work with the City's Public Relations Officer to notify the public throughout the duration of the project.**



**APPENDIX W**

**SANITARY SEWER CONNECTION DISTRICT MAPS AND SCHEDULE  
OF FEES AND WATER CONNECTION DISTRICT MAP AND  
SCHEDULE OF FEES**

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**SANITARY SEWER CONNECTION DISTRICT SCHEDULE OF FEES**

*Sanitary Sewer Connection District #1 (All parcels)*

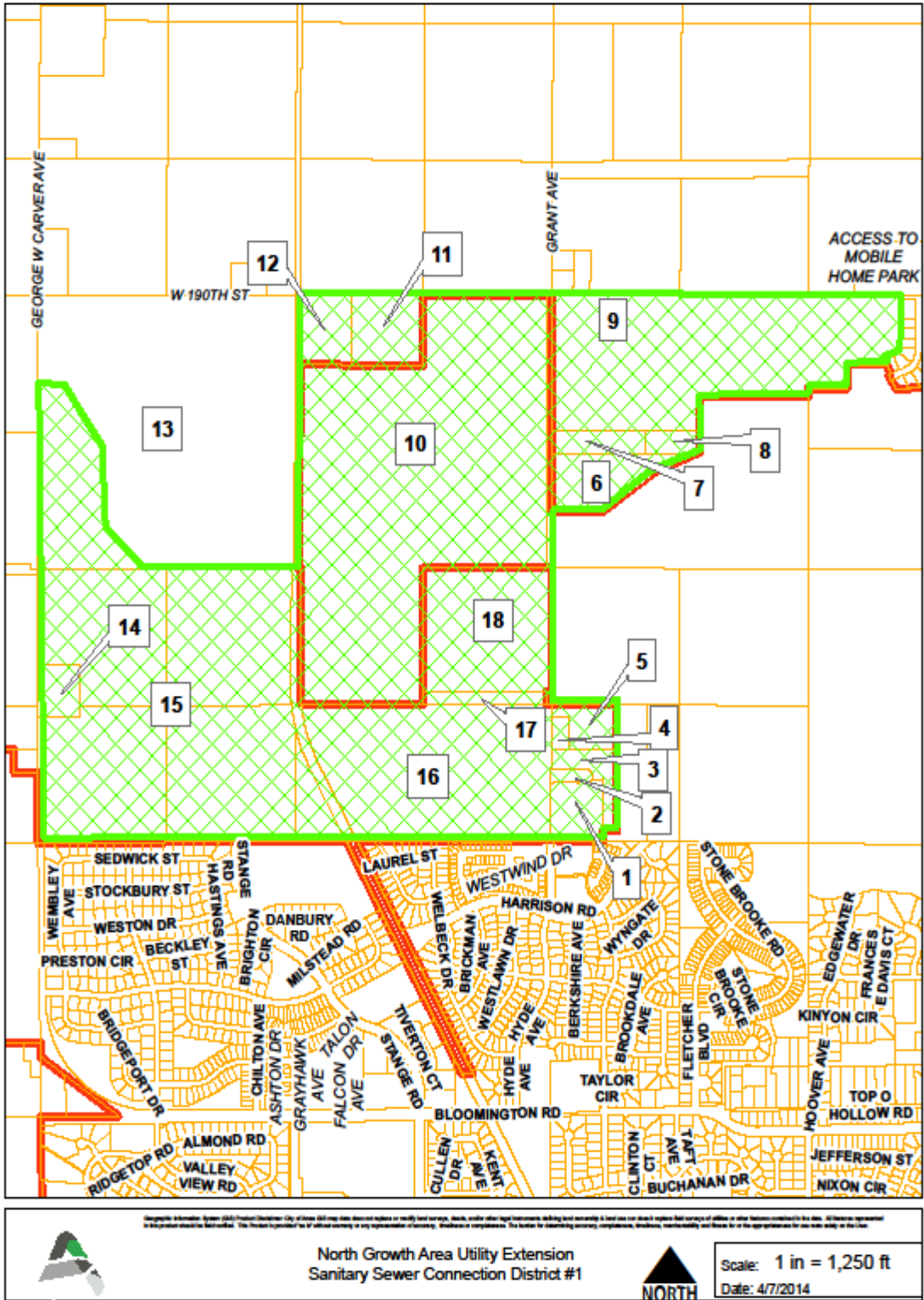
<b>Effective Date</b>	<b>Connection Fee (\$/acre) 5% Annual Increase</b>
Adoption of Ordinance	\$1,641.36
July 1, 2015	\$1,724.00
July 1, 2016	\$1,807.00
July 1, 2017	\$1,890.00
July 1, 2018	\$1,973.00
July 1, 2019	\$2,056.00
July 1, 2020	\$2,139.00
July 1, 2021	\$2,222.00
July 1, 2022	\$2,305.00
July 1, 2023	\$2,388.00
July 1, 2024	\$2,471.00
July 1, 2025	\$2,554.00

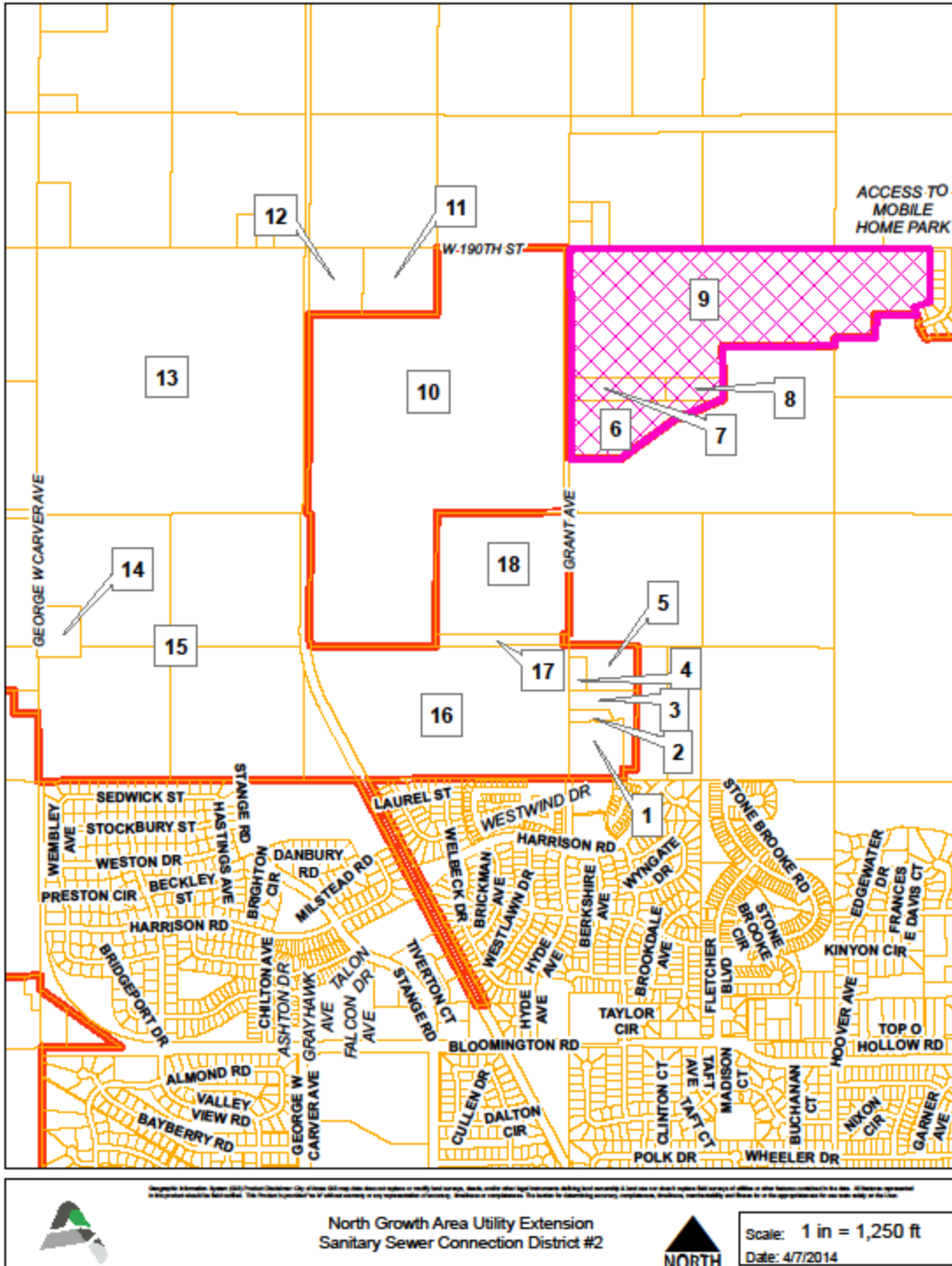
***Sanitary Sewer Connection District #2 (Parcels 6, 7, 8, 9)***

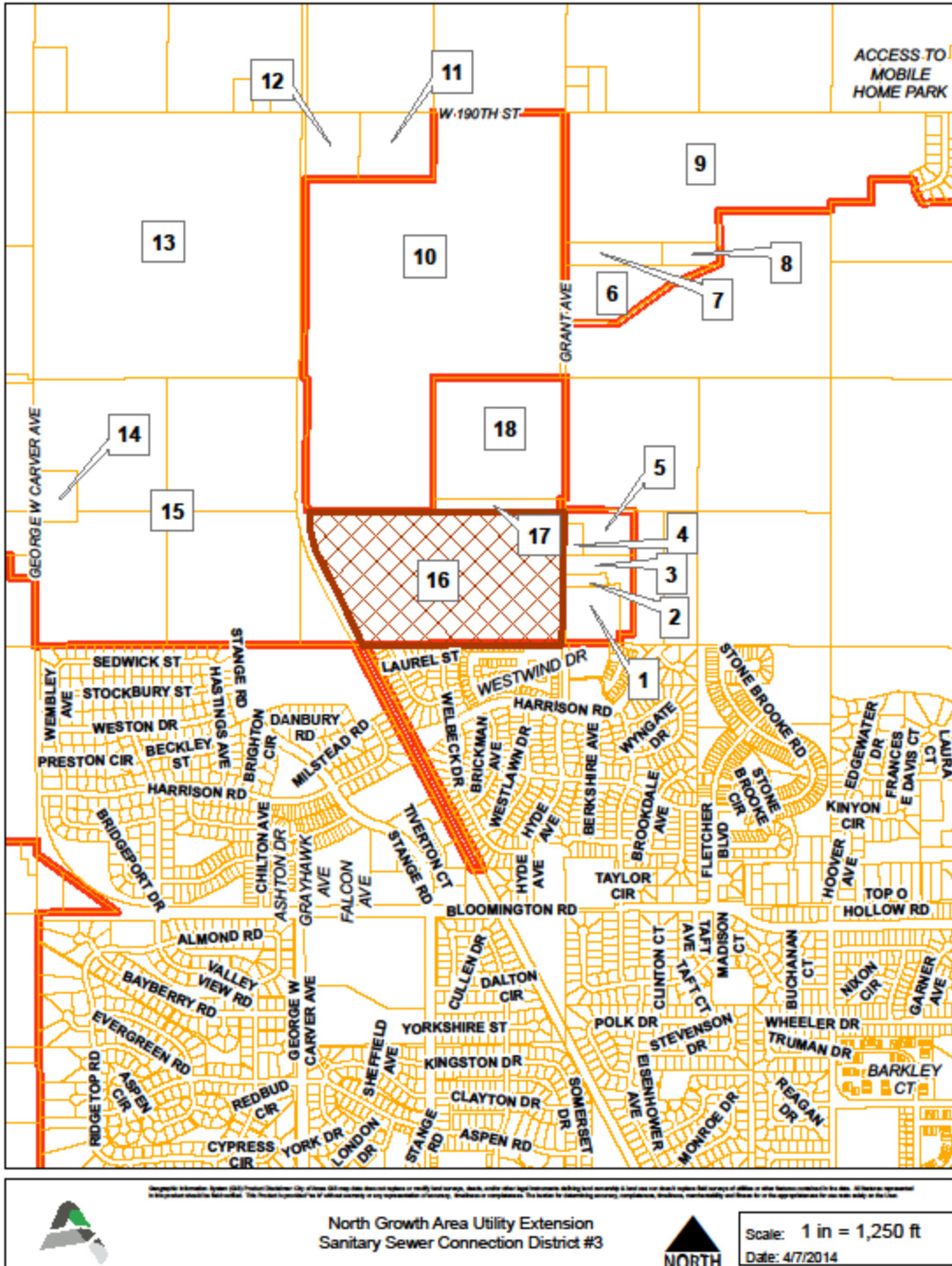
<b>Effective Date</b>	<b>Additional Connection Fee (\$/acre) 5% Annual Increase</b>	<b>Total Connection Fee (\$/acre) District #1 Connection + District #2 Additional Connection Fee</b>
Adoption of Ordinance	\$1,204.80	\$2,846.16
July 1, 2015	\$1,265.00	\$2,989.00
July 1, 2016	\$1,325.00	\$3,132.00
July 1, 2017	\$1,385.00	\$3,275.00
July 1, 2018	\$1,445.00	\$3,418.00
July 1, 2019	\$1,505.00	\$3,561.00
July 1, 2020	\$1,565.00	\$3,704.00
July 1, 2021	\$1,625.00	\$3,847.00
July 1, 2022	\$1,685.00	\$3,990.00
July 1, 2023	\$1,745.00	\$4,133.00
July 1, 2024	\$1,805.00	\$4,276.00
July 1, 2025	\$1,865.00	\$4,419.00

***Sanitary Sewer Connection District #3 (Parcel 16)***

<b>Effective Date</b>	<b>Additional Connection Fee (\$/acre) 5% annual increase</b>	<b>Total Connection Fee (\$/acre) District #1 Connection + District #2 Additional Connection Fee</b>
Adoption of Ordinance	\$1,341.53	\$2,982.89
July 1, 2015	\$1,409.00	\$3,133.00
July 1, 2016	\$1,476.00	\$3,283.00
July 1, 2017	\$1,543.00	\$3,433.00
July 1, 2018	\$1,610.00	\$3,583.00
July 1, 2019	\$1,677.00	\$3,733.00
July 1, 2020	\$1,744.00	\$3,883.00
July 1, 2021	\$1,811.00	\$4,033.00
July 1, 2022	\$1,878.00	\$4,183.00
July 1, 2023	\$1,945.00	\$4,333.00
July 1, 2024	\$2,012.00	\$4,483.00
July 1, 2025	\$2,079.00	\$4,633.00



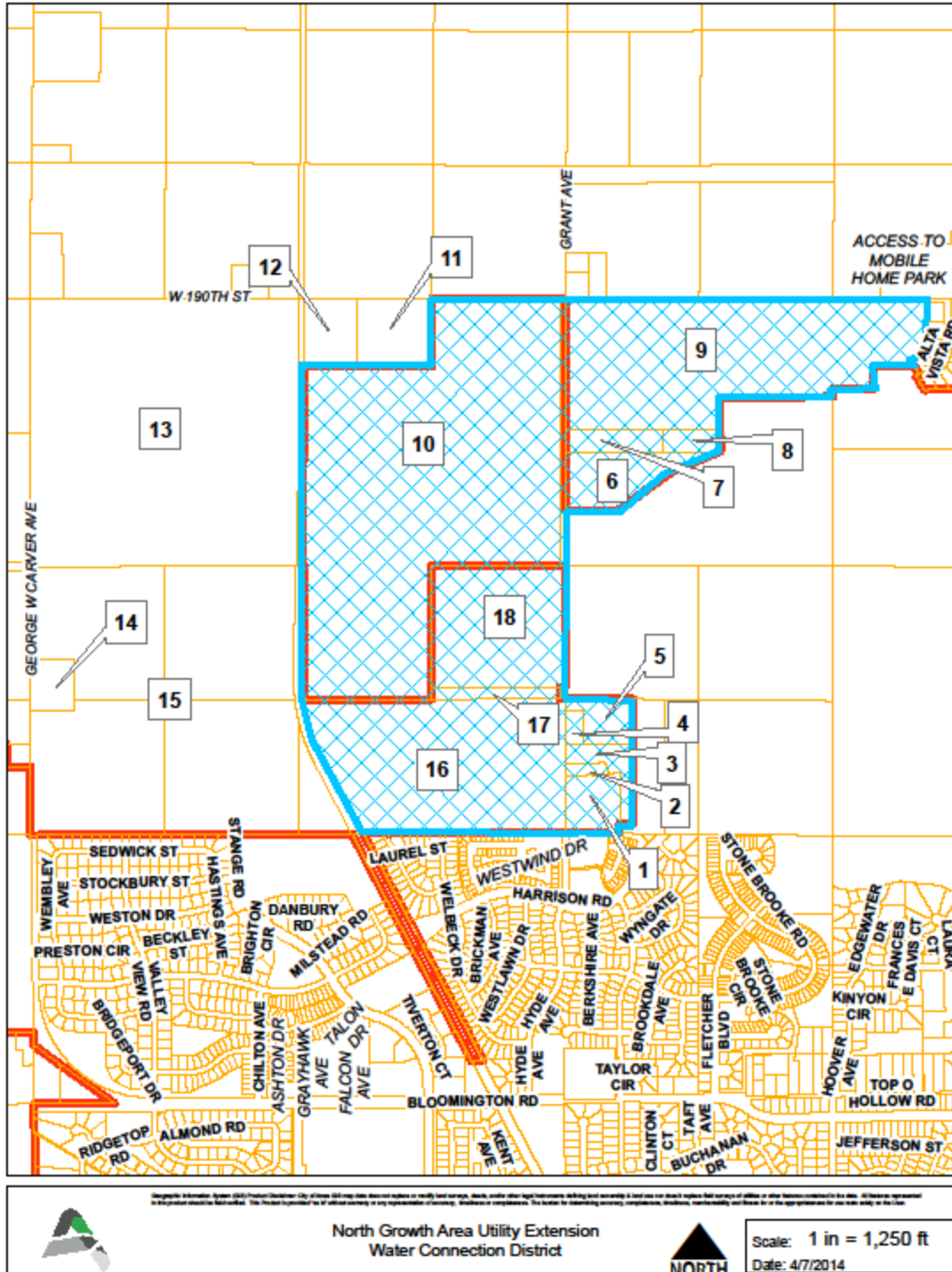




## WATER CONNECTION DISTRICT SCHEDULE OF FEES

### *Water Connection District*

<b>Effective Date</b>	<b>Connection Fee (\$/acre)</b> 5% annual increase
Adoption of Ordinance	\$1,084.24
July 1, 2015	\$1,139.00
July 1, 2016	\$1,194.00
July 1, 2017	\$1,249.00
July 1, 2018	\$1,304.00
July 1, 2019	\$1,359.00
July 1, 2020	\$1,414.00
July 1, 2021	\$1,469.00
July 1, 2022	\$1,524.00
July 1, 2023	\$1,579.00
July 1, 2024	\$1,634.00
July 1, 2025	\$1,689.00



**COUNCIL ACTION FORM**

**SUBJECT: ANIMAL SHELTER & CONTROL GREATERGOOD.ORG \$10,000 GRANT**

**BACKGROUND:**

The Ames Animal Shelter & Control (AASC) has been selected to receive a Pedigree Shelter Renovation Project Grant from GreaterGood.org. This grant will provide \$5,000 in funding for supplies and renovations and an additional \$5,000 worth of Pedigree Brand Dog Food. One grant is awarded in each of 48 states and the AASC was selected for Iowa.

GreaterGood.org is a non-profit organization devoted to improving the health and well-being of people, pets and the planet. They support thousands of shelters and rescue groups all over the world through various programs aimed at improving the lives of homeless pets as well as the lives of shelter workers and volunteers. They work with creative solutions to increase adoption and the retention of pets in their homes.

Animal Shelter & Control staff has identified a need to renovate and secure the canine play and exercise yards that are adjacent to the Animal Shelter. The supplies and renovation portion of the grant would be used to purchase and install fencing materials. The estimated cost of the fencing materials and supplies will not exceed the \$5,000 renovation project grant. There is no local financial match required with this grant. Enhancing the exercise and play yard will help to ensure that the area is safe for our shelter volunteers, customers, staff members and dogs.

Staff is required to provide a written grant report supplemented by photographs and adoption success stories within six months of the receipt of the grant.

Should Council approve acceptance of this grant, shelter and community volunteers will be organized for the renovation project to take place on Sunday, July 20, 2014.

**ALTERNATIVES:**

1. Accept the grant and authorize Animal Shelter & Control staff to work with GreaterGood.org to fulfill the goals of the Shelter Renovation Project.
2. Do not accept the grant and notify GreaterGood.org.



**MANAGER'S RECOMMENDED ACTION:**

Maintaining and securing the dog exercise and play yard is an important part of the enhancements being made at the Ames Animal Shelter. This grant will help to accomplish these goals without any cost to the City. The pet food donation will actually help to reduce the General Fund cost of providing food for the animals in our care.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting the Pedigree Shelter Renovation Project Grant from GreaterGood.org and authorizing staff to work with GreaterGood.org to fulfill the goals of the Shelter Renovation Project.

**COUNCIL ACTION FORM**

**SUBJECT:** U.S. HIGHWAY 69 DETOUR AGREEMENT

**BACKGROUND:**

On occasions when construction on state or federal highways involves rerouting of traffic onto city streets, the Iowa Department of Transportation (DOT) is required to enter into an agreement with the city to utilize those streets as a detour. The DOT is also responsible for any added wear and tear to the street during the rerouting.

The Union Pacific Railroad will be working on the railroad crossing on U.S. Highway 69 near 130<sup>th</sup> Street during 2014. This work is near to Story City, and access to Ada Hayden Park will not be affected. To facilitate these construction activities, the Iowa DOT has determined that it is necessary to detour through traffic on U.S. Highway 69 beginning at the Grand Avenue and 13<sup>th</sup> Street intersection, going easterly to I-35, then north to the E-18 exit (see attachment).

The detour will be utilized only during the actual period of construction. Construction is anticipated to last for 10 days in September of this year. A map showing the proposed detour is attached.

The traffic control and the detour route will be maintained by the Iowa DOT during the detour period. Engineers from the City of Ames and the Iowa DOT will jointly inspect the routes to determine the existing condition of the roadway surface, base, shoulders, and structures prior to the detour. Upon completion of the work, the Iowa DOT will be responsible for restoring the roadways to at least the previous condition or making appropriate compensation to the City of Ames. Given the short timeframe for the detour, however, it is unlikely that significant damage will occur on East 13<sup>th</sup> Street.

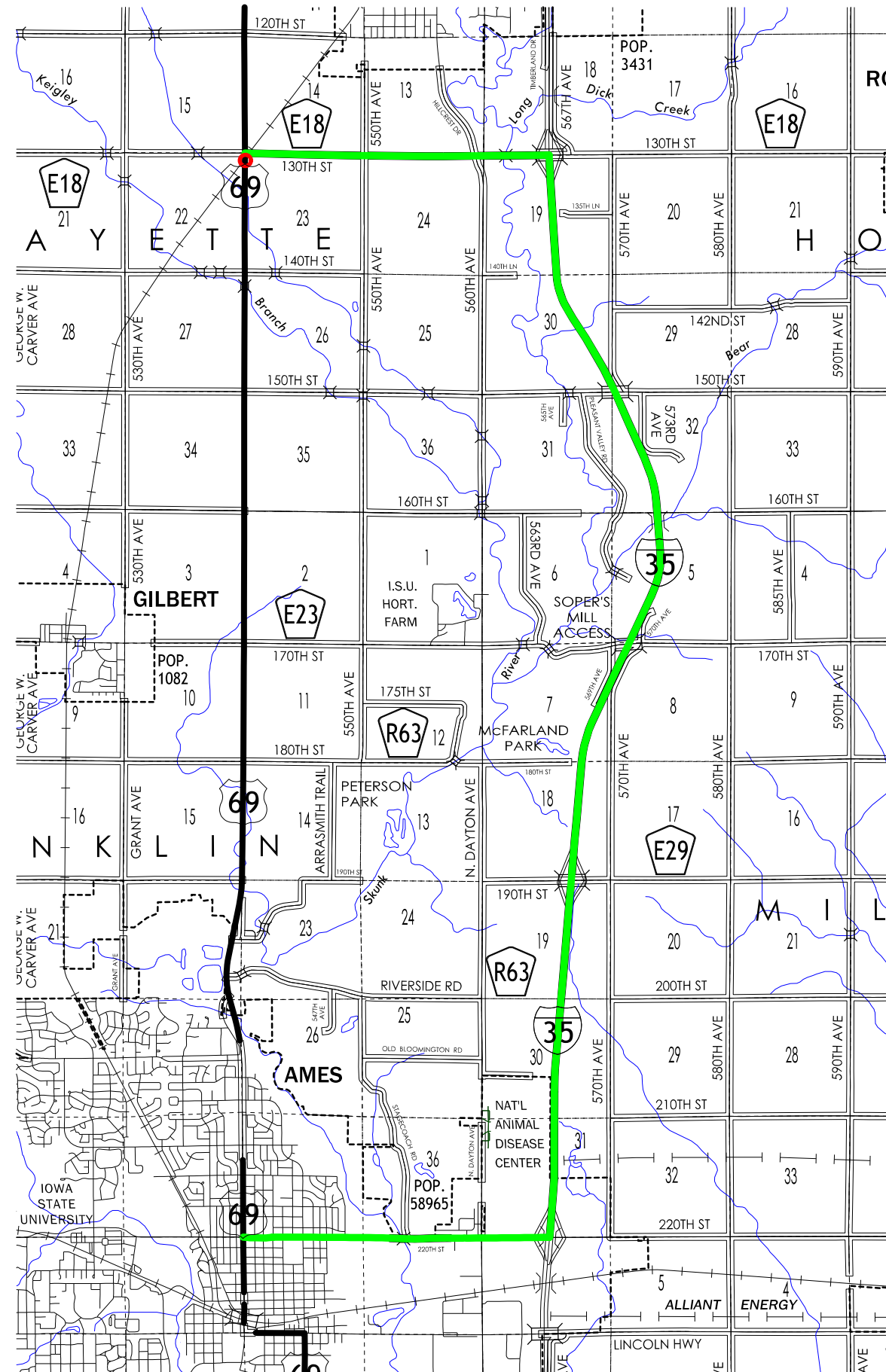
**ALTERNATIVES:**

1. Approve the U.S. Highway 69 detour agreement with the Iowa DOT.
2. Do not execute the detour agreement, thus necessitating that the Iowa DOT to redevelop construction staging and traffic control plans.

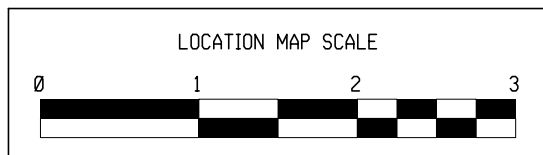
**MANAGER'S RECOMMENDED ACTION:**

The proposed detour will allow the Iowa DOT to expedite the construction activities on U.S. Highway 69 while providing for the most effective management of traffic during the construction period. While public notification will be the responsibility of the Iowa DOT, the City will assist with public awareness efforts.

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



- County Border 
- Detour Route 
- Construction Area  or 



**IOWADOT**  
US 69  
Story County  
UPRR Crossing just  
S of Co Rd E-18

ITEM # 16  
DATE: 05-13-14

**COUNCIL ACTION FORM**

**SUBJECT: CITY HIGHWAY BRIDGE PROGRAM GRANT FOR 6<sup>TH</sup> STREET  
BRIDGE OVER SQUAW CREEK**

**BACKGROUND:**

This Capital Improvements Plan (CIP) program provides funding for necessary repairs recommended by the Iowa Department of Transportation's (IDOT) biennial bridge inspections report. In both 2010 and 2012, these bridge inspections both recommended replacement of the 6<sup>th</sup> Street Bridge over Squaw Creek due to its current condition. A feasibility study in 2009 also recommended replacement. The replacement of the bridge was placed in the CIP as a multi-year project to allow time for study, design, procurement of grants, and construction. A design alternatives study was completed and the style of bridge and aesthetic treatments were approved by City Council in 2013.

This year the 6<sup>th</sup> Street Bridge over Squaw Creek ranked high enough on the State's city bridge candidate list to be offered funding for replacement. This grant will provide up to 80% of all eligible costs up to a limit of \$1,000,000. The grant shows the most current estimate of the total costs of the bridge at \$2,094,400.

The total budget for this project is currently programmed in the CIP for \$2,870,000, but includes engineering fees and \$340,000 for the reconstruction of 6<sup>th</sup> Street west of the bridge. Final design will begin after July 2014, and cost estimates will be refined for the 2015/16 CIP that reflect all anticipated costs of the bridge replacement and 6<sup>th</sup> Street reconstruction.

**ALTERNATIVES:**

1. Approve the City Highway Bridge Program agreement with the Iowa DOT for 80% reimbursement of eligible items up to a maximum of \$1,000,000.
2. Reject the agreement and fund the project locally.

**MANAGER'S RECOMMENDED ACTION:**

Approving the City Highway Bridge Program grant agreement will supplement the amount of local funds needed for this project.

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

**COUNCIL ACTION FORM**

**SUBJECT: IOWA DOT AGREEMENT FOR 2007/08 SHARED USE PATH SYSTEM  
– SKUNK RIVER TRAIL EXTENSION (ADA HAYDEN HERITAGE PARK  
TO BLOOMINGTON ROAD)**

**BACKGROUND:**

This program provides for construction of shared use paths on street rights-of-way adjacent to streets and through greenbelts. The Transportation Plan identifies those paths that separate bicycle traffic from higher-speed automobile traffic. This project supports one of City Council's priorities for the year, connecting our community.

The 2007/08 program location is the Skunk River Trail Extension from Ada Hayden Heritage Park to Bloomington Road. This project experienced significant delays due to project staffing changes by the consulting engineer, as well as additional delays due to project development process changes directed by the Iowa DOT.

The project is programmed utilizing Transportation Enhancement funding with remaining funds coming from local funding. It is anticipated that the project will have a September 2014 letting through the Iowa Department of Transportation (Iowa DOT) with construction planned for summer 2015. Attachment A shows the proposed alignment as well as the reconfiguration of the area just north of Top-O-Hollow Road to accommodate the trail.

Funding for this program was originally identified in the 2007/08 Capital Improvements Plan (CIP) in the amount of \$303,825 from Local Option Sales Tax, \$71,175 from MPO/STP funds, and \$25,000 from Recreational Trail Grant, bringing total funding to \$400,000. Funding was modified to the following:

<b>Local Option Sales Tax</b>	<b>\$223,661</b>
<b>MPO/STP Funds</b>	<b><u>\$250,000</u></b>
	<b>\$473,661</b>

This funding has been carried forward in the budget and is still available for this project.

Staff has also contacted the Iowa DOT Office of Design (Roadside Development) on the availability of a planting grant to assist in funding the restoration areas disturbed by the project. There is funding available, but DOT staff have requested that City staff not apply until the full extent of the disturbance is known and estimated costs are calculated. Staff will make application for this funding as soon as those items are defined and will come back to Council with a separate funding agreement.

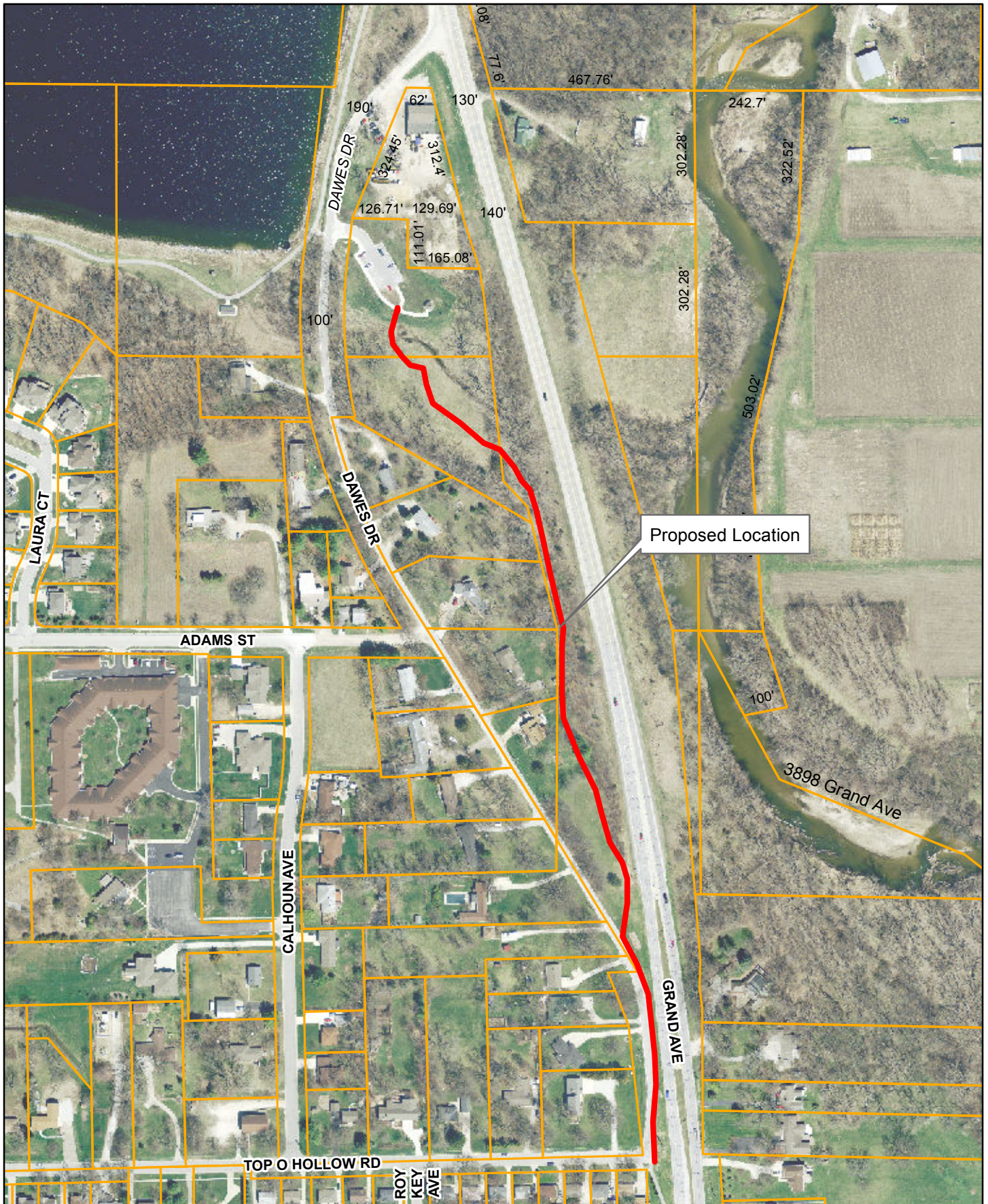
**ALTERNATIVES:**

1. Approve the Iowa DOT Agreement for the Iowa DOT Transportation Enhancement funding for the 2007/08 Shared Use Path System – Skunk River Trail Extension (Ada Hayden Heritage Park to Bloomington Road).
2. Reject the agreement.

**MANAGER'S RECOMMENDED ACTION:**

**This section of trail is an important eastern connection to Ada Hayden Park and Calhoun Park. Plan preparations are now complete; and approval of this Iowa DOT agreement is needed so the project can be constructed during 2015. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.**





Geographic Information System (GIS) Product Disclaimer: City of Ames GIS map data does not replace or modify land surveys, deeds, and/or other legal instruments defining land ownership & land use nor does it replace field surveys of utilities or other features contained in the data. All features represented in this product should be field verified. This Product is provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the User.

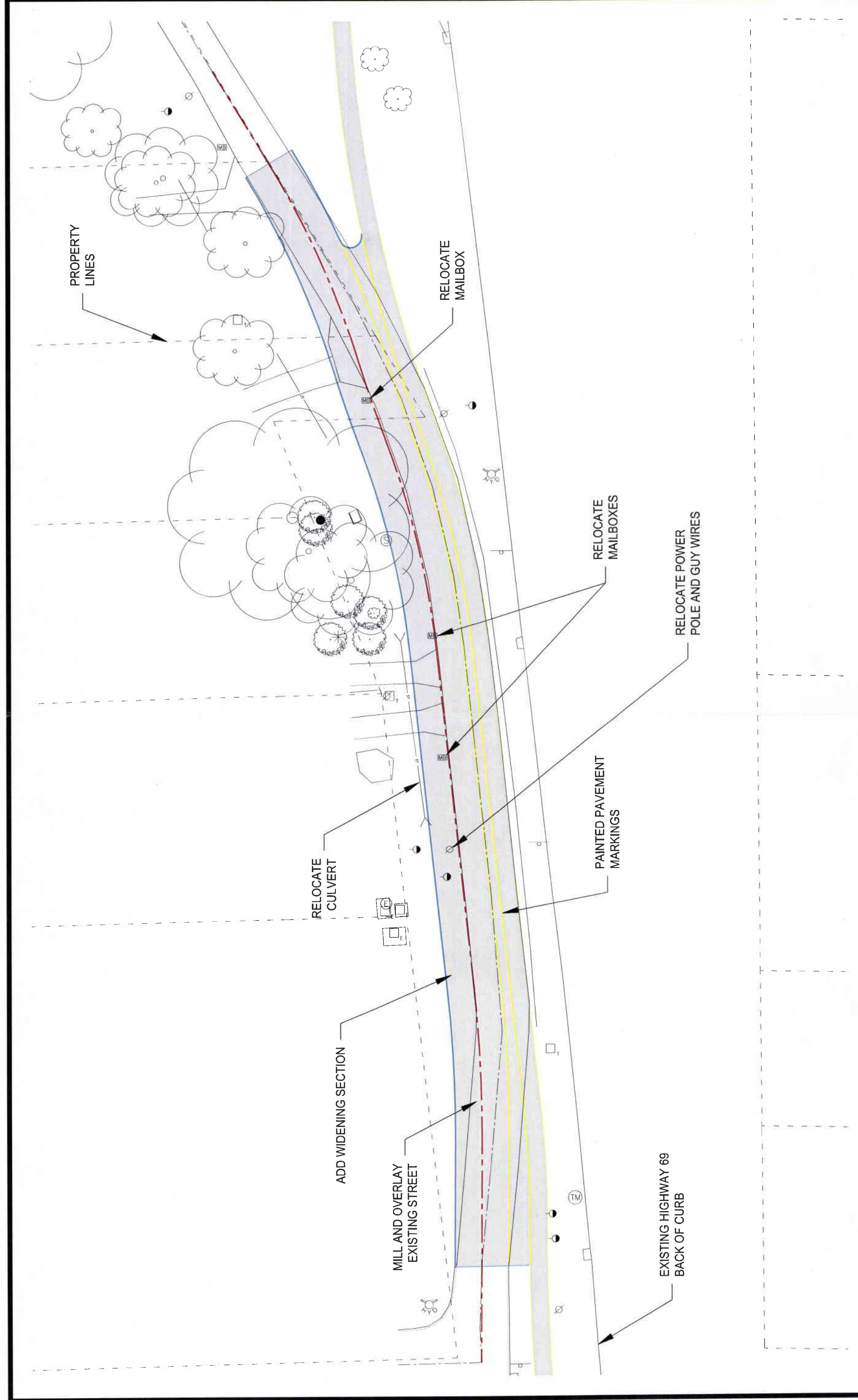


Attachment A  
07/08 Shared Use Path  
Proposed Location



Scale: 1 in = 300 ft  
Date: 5/6/2014





ENGINEER  
 CHECKED BY

DRAWN BY  
 FIELD BOOK NO.

AMES, IOWA  
 265001  
 APRIL 2013

REVISIONS



building strong communities.

1360 NW 121st Street  
 Clive, IA 50325  
 515-984-1229  
 fax 515-984-2370

SKUNK RIVER TRAIL - PHASE 3  
 HMA RECREATIONAL TRAIL PAVING

EXHIBIT

NOTICE  
 McClure Engineering Company warrants any and all responsibility and liability for problems which arise from failure to follow these Plans, Specifications and other documents which are a part of this contract. This includes, but is not limited to, errors or omissions in the original documents with respect to any errors, omissions, inaccuracies, or other errors which are alleged. Copyright and property rights in these documents are retained by McClure Engineering Company. No reproduction, change, or alteration in any manner shall be made without obtaining prior written consent from McClure Engineering Company.

SHEET NO

EX.01



**COUNCIL ACTION FORM**

**SUBJECT: ADOPTION OF 2014 STORY COUNTY MULTI-JURISDICTIONAL  
HAZARD MITIGATION PLAN**

**BACKGROUND:**

The City of Ames participates in the Story County Hazard Mitigation Plan. A hazard mitigation plan is a document that outlines:

1. The history of natural or human-caused disasters in a community
2. The likelihood that those disasters could occur in the future
3. Populations, properties, critical facilities, and infrastructure that could be affected by a disaster occurrence
4. Strategies to protect those populations, properties, critical facilities, and infrastructure from potential disasters

Although participation in a hazard mitigation plan is not mandated by law, a jurisdiction must participate in an approved plan to receive certain forms of federal pre- and post-disaster funding. Those funds can be used to address the vulnerabilities identified in the plan.

The City joined the Story County Hazard Mitigation Plan in December 2012. This plan expires May 12, 2014. Since 2012, City staff and representatives from 22 other jurisdictions in Story County have been working with the County to revise the current plan. The update process consisted of the following steps:

1. Planning for public involvement, including issuing a survey to the public, placing an article in *City Side*, and issuing a press release
2. Identifying the hazards of the jurisdiction
3. Determining the risks presented by each hazard, using historical information as a context
4. Identifying assets, including critical facilities and infrastructure
5. Identifying the goals of the hazard mitigation plan
6. Developing mitigation actions to reduce the risk to critical facilities and infrastructure

Members of the Story County community participated in 209 surveys. Through three public meetings, a draft plan was developed. The final version includes 767 pages of discussion of the hazards faced by communities in Story County. The goals of the revised plan are as follows:

1. Protect lives and reduce injury

2. Minimize or reduce damage to property, including critical facilities and infrastructure
3. Develop and implement mitigation strategies in plans, policies, and programs that optimize public funds in an efficient and cost-effective way
4. Reduce utility outages during times of severe weather
5. Strengthen communication among agencies and between agencies and the public.

The revised plan includes descriptions of 12 mitigation actions specific to the City of Ames. Iowa State University has identified an additional 13 actions, and the Ames Community School District has identified three actions. Other jurisdictions in Story County each developed their own mitigation actions.

**It is important to note that the City is not obligated to pursue any of these actions. However, in order to receive federal funding for a mitigation project, the project must relate to one of these actions in some manner. Therefore, the actions described below have been written very broadly to give the City flexibility if it wishes to pursue federal funding for a future project.**

The City's actions are:

1. Develop and enhance capabilities to communicate hazard-related information to City employees, other jurisdictions, and the public
2. Plan for and install backup power supplies to critical facilities
3. Identify security and environmental vulnerabilities in utility infrastructure. Develop procedure and policies, install equipment, or modify facilities to reduce the threat of utility infrastructure failure
4. Develop plans and preventative action, train personnel, and obtain equipment to be used to address hazards in the community in concert with other jurisdictions. These jurisdictions include other local, state, and federal agencies, and private organizations
5. Protect properties from river and flash flooding through construction of water storage areas, building of flood protection structures, implementation of non-structural measures such as buy-outs of flood-prone properties, implementation of policies, and other measures to reduce the risk of property damage and threats to resident safety
6. Install equipment to protect critical facilities from fire
7. Evaluate sanitary sewer infrastructure for deficiencies and improve them to reduce potential service backups in the sanitary sewer system and reduce peak flows to the treatment plant. Evaluate storm sewer infrastructure for deficiencies and improve them to reduce the potential for localized flooding
8. Construct a facility to produce salt brine for treatment of roads during severe winter weather
9. Develop and enhance a Continuity of Operations Plan
10. Evaluate the costs and benefits and consider joining the NFIP Community Rating System

11. Complete a Physical Map Revision for College and Worle Creeks
12. Incorporate Crime Prevention Through Environmental Design strategies into future enhancements and revisions to community design guidelines

The draft plan has been approved by FEMA and adopted by the Story County Board of Supervisors. Once the participant jurisdictions all adopt the plan, it will be filed with the Department of Homeland Security. The new plan will expire in 2019. The plan calls for routine updates to add, modify, or remove mitigation actions as needed. **These updates will be the opportunities to add new actions that the City may desire to have considered for federal funding.**

Due to the length of the revised plan document, it is not attached to this report. However, it can be retrieved from the following URL:  
[www.storycountyiowa.gov/index.aspx?nid=966](http://www.storycountyiowa.gov/index.aspx?nid=966)

### **ALTERNATIVES:**

1. Adopt the 2014 Story County Multi-Jurisdictional Hazard Mitigation Plan
2. Do not adopt the 2014 Story County Multi-Jurisdictional Hazard Mitigation Plan, and forego certain types of federal assistance for disaster mitigation.

### **MANAGER'S RECOMMENDED ACTION:**

A hazard mitigation plan is a critical document to establish the projects that the community will undertake to protect itself from disasters. Having a current plan is also a requirement to receive many forms of federal disaster aid. The revised plan has been thoroughly prepared and will be updated routinely as the priorities of the City evolve.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby adopting the 2014 Story County Multi-Jurisdictional Hazard Mitigation Plan.

**COUNCIL ACTION FORM**

**SUBJECT: REQUEST FOR SUPPORT FOR AMES MAIN STREET CULTURAL DISTRICT PARTICIPATION IN MAIN STREET IOWA PROGRAM**

**BACKGROUND:**

In 2009, Main Street Iowa, a program of the Iowa Economic Development Authority, approved the application of the Ames Main Street Cultural District (MSCD) that Ames become a “Main Street Community.” Main Street Iowa has provided to MSCD training and technical support, including architectural design that assists the City’s Downtown Façade Grant program, as well as marketing and statewide exposure. The MSCD has also maintained accreditation as a National Main Street Community

Every two years, Main Street Iowa asks participating Main Street Programs to provide a Resolution of Support from the City. The City of Ames, MSCD, and Main Street Iowa also approve a Program Agreement every two years. On November 22, 2011 the City Council last approved the Resolution of Support and Program Agreement, which is in effect through June 30, 2014. The City Council has also provided financial support to MSCD since FY 2004-05. The MSCD requests that the City Council approve a new Resolution of Support and Program Agreement. (See Attached) In the Resolution the City states its support for the economic development approach of Main Street and also commits to “financial and philosophical” support.

**ALTERNATIVES:**

1. The City Council can pass the attached resolution in support of the Main Street Cultural District’s participation in the Main Street Iowa program and approve the attached Program Agreement.
2. The City Council can deny the request of Main Street Cultural District to support its participation in the Main Street Iowa program and deny approval of the Program Agreement.
3. The City Council can refer this item back to the City staff if it determines that the resolution or agreement should be modified.

**MANAGER'S RECOMMENDED ACTION:**

The Main Street Cultural District has benefitted from participation in Main Street Iowa, as evidenced by the special events, beautification projects, building improvements, and promotions in the past few years. The Resolution and Agreement allude to financial support in general, which the City Council has provided since 2004. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving a resolution in support of the Main Street Cultural District's participation in the Main Street Iowa program and approving the corresponding Program Agreement.

**RESOLUTION NO.**

**RESOLUTION APPROVING PROGRAM AGREEMENT  
FOR  
MAIN STREET IOWA  
FOR THE CITY OF AMES, IOWA**

WHEREAS, in October 2011, the Main Street Cultural District (MSCD) requested continued support for its partnership with the City of Ames, Iowa, in the Main Street Iowa Program sponsored by the Iowa Economic Development Authority (IEDA); and,

WHEREAS, this Agreement is pursuant to contractual agreements between the National Trust for Historic Preservation and the IEDA to assist in the revitalization of the designated Main Street project area of Ames, Iowa; and,

WHEREAS, the MSCD will continue to receive on-site training and technical assistance by outside experts, as well as from local volunteers; and,

WHEREAS, other benefits include the availability of loan monies, conferences for staff, and inclusion in state marketing materials; and,

WHEREAS, the City Council of Ames, Iowa, endorses the goal of economic revitalization of the Downtown within the context of preservation and rehabilitation of its historic buildings and supports the continuation of the Main Street Four Point Approach® as developed by the National Trust for Historic Preservation and espoused by Main Street Iowa.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Ames, Iowa, that financial and philosophical support of the Main Street Cultural District of the Main Street Iowa Program is hereby approved, and the Mayor is authorized to sign, along with the Main Street Cultural District President, the program agreement with the Iowa Economic Development Authority.

ADOPTED THIS 13th day of May, 2014.

## **Main Street Iowa Program Agreement**

Agreement # PS2014-G300-01

Agreement between the Iowa Economic Development Authority, the City of Ames and Ames Chamber of Commerce / DBA Main Street Cultural District for the purpose of continuing the Main Street Program in Ames.

THIS AGREEMENT is entered into and executed by the Iowa Economic Development Authority herein referred to as the "IEDA", the City of Ames and Ames Chamber of Commerce / DBA Main Street Cultural District hereinafter referred to as the "Community or Local Main Street Program".

WHEREAS, Ames Chamber of Commerce / DBA Main Street Cultural District established a partnership with the Iowa Economic Development Authority in 2009 and desires that the program continue; and

WHEREAS, the Iowa Economic Development Authority desires to continue the relationship which has been established with Ames Chamber of Commerce / DBA Main Street Cultural District;

NOW THEREFORE, in consideration of the foregoing and mutual covenants and agreements contained herein, the parties have agreed to do as follows:

### **SECTION I. The Local Main Street Program agrees to:**

1. Maintain the local program's focus on the revitalization of the historic commercial district utilizing the Main Street Four Point Approach®. This should be reflected in the programs annual action plans, goals and objectives, vision, and mission statement.
2. Employ a paid full-time program director for the Local Main Street Program who will be responsible for the day-to-day administration of the Main Street program in the Community. Full-time employment is defined as 40 hours per week dedicated to the Local Main Street Program work. Part time employment is 25 hours per week dedicated to the Local Main Street Program work. In the event this position is vacated during the time of this agreement, the Local Main Street Program agrees to fill this position in a reasonable time and provide a written timeline to fill this position to the Main Street Iowa State Coordinator.
3. Develop an accurate position description, which includes the rate of compensation, describing the administrative activities for which the program director is responsible. A copy of which is to be provided during the annual program visit.
4. Maintain worker's compensation insurance for the program director and staff. Provide proof of insurance during the annual program visit.
5. Maintain an office within the designated boundaries of the local Main Street district.
6. Submit monthly performance reports to the IEDA by established deadlines. The reports will document the progress of the Local Main Street Program's activities. Should a Local Main Street Program become three months tardy on submission of monthly reports, program services available through Main Street Iowa will be suspended until the Local Main Street Program has submitted all late reports to become current.
7. Provide the State Main Street Coordinator with one (1) copy of any materials published or printed that relate to the Local Main Street Program
8. Achieve National Main Street Center accreditation at a minimum once every three years. Not achieving National Main Street Center accreditation at a minimum once every three years will result in termination of this agreement and loss of recognition as a Main Street Program Community.
9. Participate, as required by the State Main Street Coordinator, in training sessions as scheduled throughout the year. To remain in compliance and to be eligible for National Main Street accreditation, the Local Main Street Program must have representation at both days, in their entirety, of the four training sessions held annually, indicated as mandatory on the program calendar. In addition, any newly hired program director will be required to participate in Main Street Orientation, as soon after the hire date as feasible. Registration and all related travel expenses for training will be paid by the Community.

10. Have a Resolution of Support passed by the city council. This resolution must stipulate sources of funding for the program, who will be designated to supervise the program director, (i.e., the Main Street Board, etc.), a commitment to appoint a city official to represent the city on the local Main Street governing board of directors, and that the Local Main Street Program will continue to follow the Main Street Four Point Approach® as developed by the National Main Street Center, Inc. and espoused by Main Street Iowa.
11. Have a Resolution of Support passed by the Local Main Street Program Board of Directors. This resolution must stipulate a commitment to continue to follow the Four-Point Main Street Approach® as developed by the National Main Street Center, Inc.
12. Maintain a “Designated Main Street Network” membership with the National Main Street Center.
13. Use the words “Main Street” when referring to the local program, either as an official part of the organization’s name or as a tagline such as... “A Main Street Iowa community”. As a designated Main Street Iowa community, the Local Main Street Program is allowed and encouraged to include the National Main Street Center and the Main Street Iowa logos on local program websites, marketing materials, etc.
14. Not assign this agreement to another organization without obtaining prior written approval of the IEDA.
15. Remain in compliance with the requirements of this program as outlined in this agreement. If the IEDA finds that the Local Main Street Program is not in compliance with the requirements of this program, the Local Main Street Program will be notified of non-compliance and given a probationary period in which to return to compliance. Continued non-compliance will result in termination of this agreement and loss of recognition as a Main Street Program Community.
16. Submit with this Program Agreement one (1) copy the City’s Resolution of Support, one (1) copy of the Local Main Street Program Board of Director’s Resolution of Support, and one (1) completed W-9 of the Local Main Street Program.

**SECTION II. The IEDA agrees to:**

1. Designate a Main Street State Coordinator to handle communication between the Community, the Main Street Iowa Program, and state government agencies.
2. Coordinate up to four (4) statewide training sessions annually for program directors and local Main Street volunteers based on the combined needs of all Iowa Main Street Communities.
3. Conduct three to four one-day (1) Main Street orientations for all new program directors, board members and volunteers. The Orientation will introduce the program director to the Main Street Program and to their immediate responsibilities. Orientation meetings will be held in a central Iowa location.
4. Conduct an on-site program visit annually.
5. Provide continuing advice and information to the Local Main Street Program.
6. Include the Community in the Main Street Iowa network.
7. Provide, as requested and can be scheduled, on-site technical assistance visits to the Local Main Street Program with Main Street Iowa personnel in the areas of design, economic restructuring, promotion, organization, committee training, board planning retreat facilitation, action planning.
8. Offer training via the Iowa Communications Network (ICN) or Webinars up to three times each year.



**SECTION III. The PARTIES hereto otherwise agree as follows:**

- 1. The term of this agreement shall be for a period of two years, beginning July 1, 2014, and ending June 30, 2016. It may be extended or revised by a written amendment signed by both parties.
- 2. This agreement shall be binding upon and shall insure to the benefit of the parties and their successors.
- 3. Not to discriminate against any employee or applicant for employment because of race, color, sex, age, disability, creed, religion, sexual orientation, marital status, or national origin. The parties further agree to take affirmative action to assure that employees are treated without regard to their race, color, region, sex, age, disability, creed, religion, sexual orientation, marital status, or national origin during employment.
- 4. Either party may terminate this agreement without cause after 30 days written notice to the other party.
- 5. This document memorializes all elements of this agreement, and both incorporates and supersedes any previous agreements or negotiations, whether oral or written.
- 6. The IEDA is limited to furnishing its technical services to the Community and thus nothing contained herein shall create any employer-employee relationship.

IN WITNESS WHEREOF, the parties have executed this agreement.

BY: \_\_\_\_\_  
 (Mayor)  
 \_\_\_\_\_  
 Ames, Iowa  
 (City)

\_\_\_\_\_  
(Date)

BY: \_\_\_\_\_  
 (Board President)  
 \_\_\_\_\_  
 Ames Chamber of Commerce /  
 DBA Main Street Cultural District  
 (Local Main Street Program)

\_\_\_\_\_  
(Date)

BY: \_\_\_\_\_  
 Deborah V. Durham, Director  
 Iowa Economic Development Authority

\_\_\_\_\_  
(Date)

**COUNCIL ACTION FORM**

**SUBJECT:**           **RENEWAL OF HEALTH INSURANCE ADMINISTRATIVE SERVICES CONTRACT**

**BACKGROUND:**

Ten years ago the City sought alternative bids for administrative services and excess coverage for our self-insured health and pharmacy programs. At that time, requirements developed by an internal Health Insurance Team were incorporated into a request for proposal (RFP) that ultimately yielded three quotations. The City Council subsequently approved award of the administrative services and excess coverage to Wellmark Blue Cross Blue Shield of Iowa.

Over the past ten years Wellmark has provided good customer service and has had a commendable record of accurate and timely claims payment. Wellmark also has advantageous contractual relationships with medical providers in Ames and throughout Iowa that allow the City to receive significant discounts on services received. Wellmark has a proven record of being able to administer the existing plans, and has been a willing and capable partner in our efforts to improve the health status of employees and their families through quality programs and health promotion.

**If this renewal is accepted, effective July 1, 2014, Wellmark will charge \$41.44 per employee per month (a 3% increase) in administrative and access fees for a yearly total of \$265,548.** The 2014/15 budget includes \$312,160 for this service.

**If this renewal is accepted, effective July 1, 2014, Wellmark also will charge \$30.47 per employee per month for specific and aggregate stop loss premiums for a yearly total of \$195,251.** The individual stop loss protects the City from specific claims that exceed \$125,000 incurred in one year, while the aggregate stop loss protects the City in the event that total claims exceed 120% of what was projected. The 2014/15 budgeted includes \$197,955 for this coverage.

In 2013/14 the stop loss rate charged per employee per month was \$27.81. The stop loss trend over the past several years has exceeded Wellmark's projections, which has led to a 9.5% stop loss rate increase to reflect that experience. Health claims paid per member increased 13% and pharmacy claims paid per member increased 3% over the last year.

Aggregate claims paid in excess of \$100,000 increased three-fold over the past three years. During the last year five members had health claims paid in excess of \$100,000 for a total of \$725,763 (or 14%) of the claims paid. In 2012, four members had claims in excess of \$100,000, representing 14% of the claims paid. In 2014/15 the City will pay \$195,252 in specific and aggregate stop loss premiums, which is under the budgeted amount for 2014-2015 of \$201,000.

**The employee portion of health insurance premiums will be increased 6% beginning on July 1, 2014.** Wellmark includes suggested rates by plan in its renewal document. It has been the City of Ames' practice over the past few years to set rates distinctly different from those suggested by Wellmark to encourage employees to select the Blue Advantage (lower-cost) plan. The City of Ames suggested rates noted below reflect a six percent increase to the employee's contribution across the board. The City-wide budget for health insurance was increased by six percent and was included in the 2014/15 adopted budget by the City Council.

Total Health Cost -- Including Employee Contribution							
Wellmark's 2014-2015 Suggested Rates			City of Ames 2014-2015 Suggested Rates			Number of Employees on Plans	
Plan	Single	Family	Plan	Single	Family	Single	Family
Classic Blue	607.59	1,638.61	Classic Blue	884.02	2,072.91	11	36
Alliance Select	603.85	1,628.52	Alliance Select	682.92	1,591.51	60	142
Blue Advantage	535.87	1,445.19	Blue Advantage	491.80	1,066.45	89	196

**ALTERNATIVES:**

1. Approve the renewal with Wellmark for administrative services, specific and aggregate excess insurance, and access fees as noted above for benefits effective from July 1, 2014 through June 30, 2015
2. Do not renew the agreement with Wellmark.

**MANAGER'S RECOMMENDED ACTION:**

Wellmark Blue Cross Blue Shield has been an effective administrator of the City's health care administrative services. Wellmark's services are cost-effective, and they have a strong working relationship with the City's other health care partners. Renewal of this contract will provide the best value to the City in administering its health insurance program.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby approving the renewal for administrative services, specific and aggregate excess insurance, and network access fees with Wellmark Blue Cross Blue Shield of Iowa for the period from July 1, 2014 to June 30, 2015 in accordance with the fees reflected above.

**COUNCIL ACTION FORM**

**SUBJECT: RENEWAL OF GROUP LIFE AND LONG-TERM DISABILITY INSURANCE COVERAGES**

**BACKGROUND:**

National Insurance Services (NIS) has provided two important benefits for City employees since 2003. These are Group Life insurance (including Accidental Death & Dismemberment, or AD&D), and Long Term Disability (LTD) insurance. NIS is the administrator for a group program which covers numerous government and school system accounts. The Life and LTD insurance policies are provided through Madison National Life Insurance Company.

These two policy renewals (Life/AD&D and LTD Insurance) were last approved by the City Council for three-year terms beginning July 1, 2012 through June 30, 2015. On February 21, 2014, the City received an “early” three-year proposal from NIS for our consideration for the period from July 1, 2014 through June 30, 2017. This proposal is based on the City’s overall favorable claims experience for both the Life and LTD coverages. The insurer is offering a reduction of our LTD insurance rate by 15.1%, to maintain our current Life Insurance rate. Both rates are guaranteed from July 1, 2014 through June 30, 2017.

The incumbent insurance company, Madison National Life, has provided outstanding claims service; and NIS, in their capacity as group administrator, has continued to provide excellent billing and administrative support services.

The NIS/Madison National proposal is to maintain the existing coverages, with the new three-year rate guarantees, through June 30, 2017, as summarized below:

- Maintain the existing rate for Basic Life insurance (with Accidental Death & Dismemberment) of \$0.20 per \$1,000 of coverage per month. It should be noted that in 2012 this rate was reduced 15.3%, from \$0.236 to \$0.20.
- Reduce the rate for Long-Term Disability (LTD) from \$0.595 per \$100 of covered payroll to \$0.505. This represents a 15.1% or \$21,651 reduction in LTD premiums.

The overall effect for the two Madison National coverages amounts to a 10.7% decrease in total annual premiums, from \$201,899 to \$180,248. The table below details these savings:

<b>Premium Detail of Proposed Life and LTD Rates</b> <i>(ANNUAL COSTS based on current payroll estimates)</i>			
<b>Guarantee Dates</b>	<b>Life/AD&amp;D Annual</b>	<b>LTD Annual</b>	<b>Combined Annual</b>
7/1/2012 – 6/30/2015	\$ 58,764	\$143,135	\$201,899
7/1/2014 – 6/30/2017 (new)	\$ 58,764	\$121,484	\$180,248
Annual Savings	\$ -	\$ 21,651	\$ 21,651
Per Cent Reduction	0.0%	15.1%	10.7%

There are some significant reasons why these policies are not regularly subjected to competitive marketing. These include the following:

- As participants in the group program administered by NIS, the City is part of a group of 1,566 public sector organizations, with over 550,000 insured lives in 20 states. This helps ensure competitive and stable rates over the long term.
- The independent broker who placed the City with this group program has advised staff that the NIS program is competitive with other alternatives currently available in the insurance marketplace.
- Changing insurers involves re-enrollment of all employees, requiring significant administrative staff effort and employee time.

**ALTERNATIVES:**

1. Accept the proposal from National Insurance Services for continuing the current group life and long-term disability policies with the guaranteed rates specified above for the new three-year period July 1, 2014 through June 30, 2017.
2. Reject the National Insurance Services proposal and direct staff to seek other proposals for these coverages.

**MANAGER’S RECOMMENDED ACTION:**

Under the current group administrator, the City has had an excellent service history and track record of rate reductions and guarantees given in response to favorable claims experience. The rates for these coverages continue to be competitive, with a net reduction of 10.7% for the next three years.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting the proposal from National Insurance Services to continue the current benefits for group life, accidental death and long-term disability insurance for a new three year term with the guaranteed rates specified above for the period July 1, 2014 through June 30, 2017.

**COUNCIL ACTION FORM**

**SUBJECT: ESTABLISHMENT OF THE AMES 150 STEERING COMMITTEE AS AN OFFICIAL TASK FORCE OF THE CITY**

**BACKGROUND:**

The Ames 150 Steering Committee and its subcommittees were established with the goal of providing high quality events and impactful legacy projects for the City of Ames to celebrate Ames 150th birthday. The Committee has been working hard to make this a memorable year for the entire community. The Ames 150 Steering Committee consists of members from across the community that are divided into several subcommittees, which include Communications, Events, Finance, and Legacy. These subcommittees have a number of participants that are not on the Steering Committee.

All of these individuals are key to making Ames Sesquicentennial year a success. Many of these individuals are not participating as representatives of other organizations, but rather out of a strong desire to celebrate our community's history. This means they are currently personally liable for any incidents that might happen as part of serving on the Committee.

Due to the nature of this being a onetime event, the City Council at its April 22, 2014 meeting, was asked by Jim Black, Co-Chair of the Ames 150 Steering Committee, to consider activities sponsored by the Steering Committee and its subcommittees as official City activities, and to cover them under the City's liability insurance. **This insurance would not be extended to for-profit organizations or street vendors at any of the Committee's activities. Rather, the insurance coverage would provide volunteers of this "task force" like group protection from individual liability for the City birthday celebration. The Committee's work will not extend beyond 2014.**

**The City's Risk Manager agreed that the 150 Committee is a City activity and advocated this to the City's underwriter, the Iowa Communities Assurance Pool (ICAP). The result was ICAP's agreement to list the Ames 150 Committee on the list of covered boards and commissions recognized by ICAP that is reviewed and updated annually as part of the liability insurance renewal process.**

Covering the 150 Committee's activities and risks as part of the City's insurance does not empower the group to grant coverage to other separate entities. When other entities are invited by the 150 Committee to participate in sesquicentennial activities, and those entities would ordinarily provide proof of insurance under the special event or street vendor application process, they will be required to provide coverage certification pursuant to those application processes. The Clerk's Office will track the certificates from those third party entities or vendors.

**ALTERNATIVES:**

1. Name the Ames 150 Steering Committee and related subcommittees as a task force of the City for the purpose of hosting activities to commemorate the City's 150th birthday, therefore qualifying that group to be included in the City's insurance coverage along with other City activities, boards and commissions.
2. Do not consider the Ames 150 Steering Committee as a task force of the City and do not extend insurance coverage to the volunteers.

**MANAGER'S RECOMMENDED ACTION:**

This ad hoc group of community volunteers is performing a valuable service for the City as it sponsors and coordinates many sesquicentennial activities, and it seems appropriate for the City to provide liability coverage for the group.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby naming the Ames 150 Steering Committee and related subcommittees as a task force of the City for the purpose of hosting activities to commemorate the City's 150th birthday, and qualifying that group to be included in the City's insurance coverage along with other City activities, boards and commissions. There will no additional cost to the City to extend this coverage.

ITEM # 23  
DATE: 05-13-14

### COUNCIL ACTION FORM

**SUBJECT: PREMIER EVENT MANAGEMENT REQUEST FOR “HYVEE 5K FOR KIDS”**

#### **BACKGROUND:**

Premier Event Management, in partnership with Iowa Games and Hy-Vee and the support of the Ames Convention and Visitors Bureau (ACVB), is planning to host a new event called the Hy-Vee 5k for Kids on Sunday, July 27<sup>th</sup>. The event will be held on the final weekend of the Iowa Games. The route is proposed to begin and end at Jack Trice Stadium and use City streets and shared-use paths. The event is open to youth ages 7-17 and will consist of a timed 5K run and a 1-mile fun run. Organizers anticipate up to 500 participants.

To facilitate this event, organizers have requested closure of Beach Avenue between Cessna Ave. and Country Club Boulevard from approximately 9:00 a.m. to 11:00 a.m. **The eastbound lane of Country Club Boulevard will also be closed from 9:00 a.m. to 11:00 a.m.; however, the westbound lane will remain open to traffic. Runners will use a portion of the roadway along Ash Avenue, but the road will remain open to vehicles. Runners will also use shared use paths along Mortensen Road and University Boulevard to complete their circuit.**

Due to the circuit route, this race will also affect residents of Cessna Street, Friley Road, McCarthy Road, Gaskill Drive, Indian Grass Court, Ashmore Drive, Ashmore Circle, Big Bluestem Court, Coneflower Court, and Greenbriar Circle. **During the race, those residents will be able to exit the area via Mortensen Road, where barricade monitors at the intersection of Beach Avenue and Mortensen Road will allow them through gaps between runners.**

**Organizers have indicated that they have contacted members of the SCAN neighborhood association and plan to work with the neighborhood to communicate regarding road closures.** Crews from the Public Works Department will place signboards in the area to warn motorists of runners and will provide cones and barricades for traffic control. The Police Department will provide assistance closing portions of the route to traffic.

#### **ALTERNATIVES:**

1. The City Council may approve the Hy-Vee 5k for Kids requests as submitted by Premier Event Management



2. The City Council may deny these requests.

**MANAGER'S RECOMMENDED ACTION:**

This event provides our citizens with another opportunity to enjoy family-oriented outdoor activities, and also promotes healthy youth lifestyles. The event coordinators have developed plans to communicate with the neighborhood regarding street closures and detours. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the Hy-Vee 5k for Kids requests as submitted by Premier Event Management.

May 8th, 2014

To Whom It May Concern,

On Sunday, July 27th Premier Event Management, in conjunction with Hy-Vee and the Iowa Games is looking to bring a kids-only running event to Ames. The event would take place on city streets in the jurisdiction of both the city of Ames as well as Iowa State University. Additionally the event will start and finish in the area directly south of Jack Trice Stadium.

The Hy-Vee Kids Road Races series will be traveling to 19 communities across the midwest in 2014. Each event is open to kids ages 7-17 and will consist of both a timed 5K run and a 1-Mile fun run. 5K participants will be racing for a chance to qualify for a youth-national championship event held at the 2015 Drake Relays.

We believe that offering safe environments to explore fitness exclusively geared towards youth will help to inspire fitness trends needed in this generation. Thus, we will be donating \$5 of every entry fee to Hy-Vee's Fight Against Childhood Hunger which will work to provide healthy food options to youth in the communities we're engaged in.

This event is being hosted as part of the 2014 Iowa Games to expand the offerings of the Iowa Games and also to reach more kids. We've worked with the Iowa Games previously for our youth triathlon, and have already set up this event to be part of their calendar.

We also know that these events do, on occasion, cause an inconvenience to the neighborhoods along the race route. To this end, we will be notifying the SCAN neighborhood about the event through fliers that will be distributed to all houses along the route. We will continue to work with her throughout process to help with any concerns people may have regarding these closures.

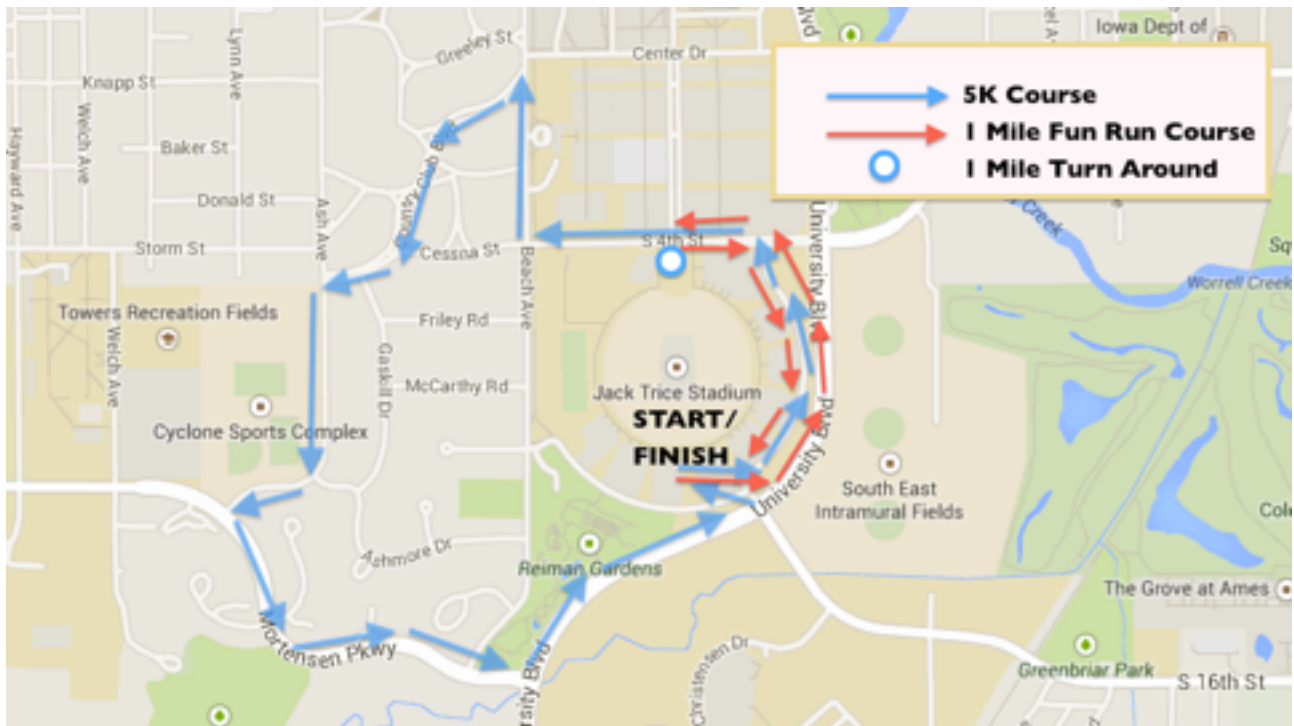
Thank you for helping us in this endeavor. We look for this event to be an annual offering and for us to have a great relationship regarding these issues.

Most Sincerely,

Michael Zimmerman

Hy-Vee Kids Fit Event Director  
Premier Event Management

# HY-VEE KIDS FIT AMES COURSE





Ames™  
CONVENTION & VISITORS BUREAU

*Smart Choice*

May 7, 2014

Honorable Mayor Ann Campbell  
City Council Members  
P.O. Box 811  
515 Clark Avenue  
Ames, IA 50010

Dear Mayor Campbell and City Council Members,

The Ames Convention & Visitors Bureau and Iowa State University Extension and Outreach Conference Planning and Management are working with Premier Event Management to host the HyVee 5k for Kids Road Race on Sunday July 27, 2014. This is a first time event that will be held in conjunction with the final weekend of the Iowa Games that will have approximately 500 participants.

The route will begin and end at Jack Trice Stadium, showcasing the athletic facilities, the entryway into Iowa State University and the surrounding neighborhoods.

Premier Event Management's expertise in running several road races throughout the year, the partnership with HyVee to provide local volunteers and support for the race, and the partnership with the Iowa Games to cross promote participation has the potential to be a very fun and exciting event that we can host in Ames!

Thank you for your consideration in supporting this request.

Sincerely,

Julie J. Weeks  
Executive Director

**COUNCIL ACTION FORM**

**SUBJECT: AMES PATRIOTIC COUNCIL MEMORIAL DAY PARADE REQUESTS  
FOR MAY 26, 2014**

**BACKGROUND:**

Each year the Ames Patriotic Council conducts a community observance of Memorial Day. This observance involves a parade from City Hall to the Municipal Cemetery, followed by a community memorial service at the Cemetery.

The following requested items are presented for City Council approval in order to facilitate the Memorial Day observance:

1. Closure of the south half of Parking Lot M (west of City Hall) from 9:00 a.m. to 11:00 a.m. for staging of the parade entries
2. Closure of Fifth Street from Grand Avenue through the Clark Avenue intersection from 9:00 a.m. to 11:00 a.m. for the line-up and start of the parade entries
3. Temporary closure of Clark Avenue from Fifth to Ninth Street (for movement of the parade) between 10:30 a.m. and 11:00 a.m.
4. Temporary closure of Ninth Street between Clark Avenue and Maxwell Avenue (for movement of the parade) between 10:45 a.m. and 11:00 a.m.
5. Temporary closure of Sixth Street at Clark Avenue and Duff Avenue at Ninth Street as the parade moves through those intersections

It should be noted that temporary closures of residential streets that intersect Ninth Street and Clark Avenue will occur as the parade progresses. Public Works will provide barricades for all of the street closure areas. Barricades will be staffed by parade volunteers and/or residents of the area. Most intersection closures will last only for a few minutes.

The Ames Police Department will provide a lead car for the parade and will assist participants through the Sixth Street and Duff Avenue intersections.

Although Memorial Day is a City Holiday, any City Hall employees who still are working will be asked to park vehicles in the north half of Lot M that morning. The rain location for activities will be the Ames Municipal Auditorium.

**ALTERNATIVES:**

1. The City Council can approve the Ames Patriotic Council's requests for use of City facilities and services as outlined above for the Memorial Day observance on May 26, 2014.
2. The City Council can ask the Ames Patriotic Council to pursue alternate plans for the Memorial Day observance.
3. The City Council can deny the requests.

**MANAGER'S RECOMMENDED ACTION:**

**The parade and memorial service at the Municipal Cemetery are an integral part of the community's annual Memorial Day commemoration. Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1, thereby approving the Ames Patriotic Council's requests for use of City facilities and services for Memorial Day activities on May 26, 2014.**

**COUNCIL ACTION FORM**

**SUBJECT: CAMPUSTOWN ACTION ASSOCIATION REQUESTS FOR  
SUMMERFEST IN CAMPUSTOWN ON JUNE 14, 2014**

**BACKGROUND:**

The Campustown Action Association (CAA) plans to hold Summerfest on June 14, 2014. CAA successfully held the first Summerfest in 2011 and had successful events in 2012 and 2013. The event involves activities for young people, live music, and a beer garden. Additionally, organizers plan to hold the Summerfest 5k fun run for the second year. The run will begin at 5:00 p.m. in Campustown, travel through the South Campus Area Neighborhood to Mortensen Road, head west on the shared use path to the Middle School, and then return to Campustown for completion. Cones will be used on a portion of the route, but streets will remain open to traffic during the run.

Organizers plan to close the 200 block of Welch Avenue (from Chamberlain to Hunt Street) from approximately 7:00 a.m. to 11:00 p.m. Parking meters will be covered and parking enforcement suspended on that portion of Welch Avenue during the hours of the event. Metered spaces in Welch Lot T (south of Pizza Pit) and Chamberlain Lot Y will also close from 7:00 a.m. to 11:00 p.m. to facilitate event activities. The driveway of Fire Station #2 will not be affected by the arrangement of closures this year.

The Public Works Department will provide barricades for the event, and organizers will obtain a noise permit through the Police Department. Based on the success of the last two Summerfest events, City staff will not require that organizers hire a police officer to monitor the beer garden this year.

Organizers are requesting the following actions by City Council:

- Closure of the 200 block of Welch Ave. between 7:00 a.m. and 11:00 p.m.
- Closure of Welch Lot T and Chamberlain Lot Y between 7:00 a.m. and 11:00 p.m.
- Waiver of parking meter fees (approximately \$300 loss of revenue)
- Waiver of fees for electricity use (approximately \$20 loss of revenue)
- Blanket Temporary Obstruction Permit
- Blanket Vending Permit
- Waiver of fee for Blanket Vending Permit (\$50 loss to City Clerk's Office)
- Approval of 5-Day Class B Beer Permit with Outdoor Service

The Ames Chamber of Commerce is providing liability insurance coverage for this event, since the CAA is an affiliate organization of the Chamber.

**ALTERNATIVES:**

1. Approve the requests as outlined above for Summerfest on June 14, 2014.
2. Approve the requests for street and parking lot closures, the Temporary Obstruction Permit and the beer permit, but require reimbursement to the City for lost revenue to the Parking Fund, Electric Fund, and City Clerk's Office.
3. Do not approve the requests.

**MANAGER'S RECOMMENDED ACTION:**

Campustown Action Association's Summerfest has been a successful event, and staff feels comfortable that the event will continue to be successful this year. In addition, it is important that CAA is successful in promoting the Campustown area through events and activities like Summerfest. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests as stated by Campustown Action Association for Summerfest 2014.





campustown  
action  
association

April 23, 2014

Honorable Mayor Campbell and City Council  
Ames City Hall  
515 Clark Avenue  
Ames, IA 50010

RE: Summerfest in Campustown 2014

Dear Honorable Mayor Campbell and City Council,

The Campustown Action Association (CAA) is planning to hold the fourth annual Summerfest in Campustown on Saturday, June 14th from 3pm to 9pm. Our music stage, root beer garden, beer garden and many family activities will be held in the 200 block of Welch Avenue and will showcase many of our member businesses. Along with our activities on the 200 block of Welch, as a way to showcase the entire district and all of our construction, we are encouraging businesses to hold open houses within their stores. The Summerfest 5K will be held at 5pm, starting at the Clock Tower at Chamberlain and Welch, run through the South Campus Area Neighborhood to Mortensen west to the Ames Middle School and back.

At this time, CAA asks the Ames City Council to consider the following requests:

1. CAA requests a resolution approving the closure of Welch Lot T, Chamberlain Lot Y, and the 200 block of Welch Avenue from 7am to 11pm on June 14
2. CAA requests a resolution approving the waiver of electricity costs and parking meter fees for the 200 block of Welch Ave, Welch Lot T and Chamberlain Lot Y
3. CAA requests a motion approving a Blanket Temporary Obstruction Permit and Blanket Vending Permit for the entire Campustown Service Center as outlined in Chapter 29 of the Ames City Code
4. CAA requests a resolution approving waiver of fee for a Blanket Vending Permit
5. CAA request a motion approving a 5 Day Class B Beer Permit with Outdoor Service
  - a. The Beer Garden will be 21+ only unless accompanied by a parent or guardian and will be open and staffed from 3pm-9pm.

Thank you for your consideration of these requests and continued support of Campustown. We look forward to seeing you on June 14th.

Sincerely,

Liz Jeffrey  
CAA Promotions Chair

Anne Taylor  
CAA Board President

Kim Hanna  
CAA Director

# License Application ( )

## Applicant

Name of Applicant:	<u>Matthew Enterprises, LLC</u>		
Name of Business (DBA):	<u>Summerfest 2014</u>		
Address of Premises:	<u>City Parking Lot Welch Ave. Lot T</u>		
City:	<u>Ames</u>	County:	<u>Story</u> Zip: <u>50014</u>
Business Phone:	<u>(515) 441-0460</u>		
Mailing Address:	<u>2019 Friley Rd.</u>		
City:	<u>Ames</u>	State:	<u>IA</u> Zip: <u>50014</u>

## Contact Person

Name:	<u>Matthew Goodman</u>		
Phone:	<u>(515) 441-0460</u>	Email Address:	<u>mg@fightniburrito.com</u>

Classification: Class B Beer (BB) (Includes Wine Coolers)

Term: 5 days

Effective Date: 06/14/2014

Expiration Date: 06/18/2014

Privileges:

Class B Beer (BB) (Includes Wine Coolers)  
Outdoor Service

## Status of Business

BusinessType:	<u>Limited Liability Company</u>		
Corporate ID Number:	<u>386345</u>	Federal Employer ID #	<u>22-0919525</u>

## Ownership

### Matthew Goodman

First Name: Matthew

Last Name: Goodman

City: Ames

State: Iowa

Zip: 50014

Position President

% of Ownership 100.00 %

U.S. Citizen

### Matthew Goodman

First Name: Matthew

Last Name: Goodman

City: Ames

State: Iowa

Zip: 50014

Position President

% of Ownership 100.00 %

U.S. Citizen

## Insurance Company Information

**Insurance Company:** Scottsdale Insurance Company

**Policy Effective Date:** 06/14/2014

**Policy Expiration Date:** 06/19/2014

**Bond Effective Continuously:**

**Dram Cancel Date:**

**Outdoor Service Effective Date:**

**Outdoor Service Expiration Date:**

**Temp Transfer Effective Date:**

**Temp Transfer Expiration Date:**

ITEM # 26a  
DATE: 05-13-14

**COUNCIL ACTION FORM**

**SUBJECT: MAIN STREET CULTURAL DISTRICT “ART WALK” REQUESTS**

**BACKGROUND:**

The Main Street Cultural District (MSCD) is hosting its 20<sup>th</sup> annual Art Walk on Friday, June 6, 2014. In order to facilitate this event, MSCD has requested Council approval for the following:

1. Waiver of parking meter fees and enforcement in the MSCD from 3:00 p.m. to 6:00 p.m.
2. Blanket Temporary Obstruction Permit for the Cultural District sidewalks from 3:00 p.m. to 8:00 p.m.
3. Blanket Vending Permit for Cultural District from 8:00 a.m. to 8:00 p.m.
4. Waiver of fee for Blanket Vending Permit (\$50 loss to City Clerk’s Office)
5. Closure of six parking spaces near the intersection of Main Street and Kellogg Avenue for food vendors

Staff has calculated the lost revenue to the Parking Fund by waiving parking fees for June 6 to be approximately \$300.

**ALTERNATIVES:**

1. The City Council can approve the Art Walk requests as submitted by the MSCD for June 6, 2014.
2. The City Council can deny the requests.

**MANAGER'S RECOMMENDED ACTION:**

The Art Walk is a popular annual event that adds vitality to the Downtown. Because of the City Council’s goal of enhancing commercial development in the Downtown, this type of special event should be encouraged.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the Art Walk requests as outlined above.



May 1, 2014

Mayor and City Council  
City of Ames  
515 Clark Ave  
Ames, IA 50010

Dear Honorable Mayor Campbell and City Council,

The Main Street Cultural District is planning to hold its annual ArtWalk celebration on Friday, June 6<sup>th</sup> from 5pm to 8pm. The event will showcase area artists in businesses throughout the district. At this time, MSCD requests the council to consider three specific requests:

1. The MSCD requests a district wide waiver of parking fees beginning from 3pm through 6pm on June 6<sup>th</sup> to help attract additional patrons' downtown.
2. The MSCD requests a temporary obstruction permit for the entire Central Business District (CBD) to allow businesses to use the sidewalk in front of their stores to allow artists to create and display merchandise. MSCD requests the permit for June 6<sup>th</sup> between the hours of 3pm and 8pm.
3. The MSCD requests a Blanket Vending Permit for the entire CBD to allow artists, businesses, and food vendors to sell products. MSCD requests the permit for June 6<sup>th</sup> between the hours of 8am and 8pm and further request the vending permit the fee be waived.
4. MSCD requests the use of six parking spaces near Kellogg and Main to place food vendors.

Thank you for your consideration of these requests and continued support of the Main Street Cultural District. We look forward to seeing you June 6<sup>th</sup> for the Artwalk.

Sincerely,

A handwritten signature in cursive script that reads "Emily Miller".

Emily Miller  
Events Coordinator  
Main Street Cultural District

Cc: Emily Burton

**COUNCIL ACTION FORM**

**SUBJECT: MAIN STREET CULTURAL DISTRICT REQUESTS FOR “MUSICWALK”**

**BACKGROUND:**

The Main Street Cultural District (MSCD) is planning to host its annual “MusicWalk” event on Thursday, June 19. In addition to the traditional arrangements for MusicWalk, the District will be working with Downtown food establishments to set up outdoor seating areas inside metered parking stalls adjacent to the establishments. MSCD staff makes the following requests of the City Council to help facilitate the MusicWalk festivities:

- a. Blanket Temporary Obstruction Permit for MSCD sidewalks and Blanket Vending License for MSCD from 3:00 p.m. to 10:00 p.m.
- b. Waiver of fee for Blanket Vending License
- c. Usage of electricity and waiver of costs from 3:00 to 9:00 p.m.
- d. Waiver of parking meter fees and enforcement in the MSCD from 3:00 to 6:00 p.m., with a loss of approximately \$300 to the Parking Fund
- e. Closure of up to 30 parking spaces along Main Street for outdoor seating areas from approximately 12:00 p.m. to 10:00 p.m., with a loss of approximately \$18 to the Parking Fund

A noise permit will be obtained from the Police Department as needed for planned entertainment. Plans for the outdoor seating areas will be reviewed by City staff to ensure that each area is set up in a safe manner. No alcohol service or consumption will be permitted in the temporary sidewalk cafes.

**ALTERNATIVES:**

1. The City Council may approve the “MusicWalk” requests as submitted by the Main Street Cultural District. The use of the metered spaces for a seating area should be contingent upon the staff approving a plan to assure the safety of patrons.
2. The City Council may deny these requests.

**MANAGER'S RECOMMENDED ACTION:**

This event provides our citizens with another opportunity to enjoy family-oriented outdoor activities. Because of the City Council’s goal of enhancing commercial development in the Downtown, this type of special event should be facilitated.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the “MusicWalk” requests as submitted by the MSCD. However, the use of the meter spaces for a seating area for this event is contingent upon the staff approving a plan to assure the safety of patrons.



May 1, 2014

Mayor and City Council  
City of Ames  
515 Clark Ave  
Ames, IA 50010

Dear Honorable Mayor Campbell and City Council:

The Main Street Cultural District is planning to hold its annual MusicWalk celebration on Thursday, June 19<sup>th</sup> from 5pm to 10pm. The event will showcase more than 30 musicians playing at businesses throughout the district. At this time, MSCD requests the Council to consider these specific requests:

1. The MSCD requests a temporary obstruction permit for the entire Central Business District (CBD) to allow businesses to use the sidewalk in front of their stores to allow musicians to play and display merchandise. MSCD requests the permit for June 19<sup>th</sup> between the hours of 3pm and 10pm.
2. The MSCD requests a Blanket Vending Permit for the entire CBD to allow musicians, businesses, and food vendors to sell products. MSCD requests the permit for June 19<sup>th</sup> between the hours of 3pm and 10pm and further request the vending permit fee be waived.
3. The MSCD plans to use Tom Evans Plaza on June 19<sup>th</sup> between the hours of 3pm and 9pm for information tables, kids activities, and possible live entertainment. MSCD requests the use of electricity in Tom Evans Plaza and requests a waiver for electricity costs for outlets in the Park and other outlets in the Downtown area if necessary.
4. The MSCD requests a district wide waiver of parking fees beginning from 3pm through 6pm on June 19<sup>th</sup> to help attract additional patrons downtown.
5. The MSCD requests the use of up to thirty parking spaces along Main Street for "sidewalk cafes" to take place in the parking stalls parallel to the participating business.

Thank you for your consideration of these requests and continued support of the Main Street Cultural District. We look forward to seeing you on June 19<sup>th</sup> at the MusicWalk.

Sincerely,

A handwritten signature in black ink that reads "Emily Miller". The signature is written in a cursive style with a large, looped "E" and "M".

Emily Miller  
Event Coordinator  
Main Street Cultural District

Cc: Emily Burton



ITEM # 26c  
DATE: 05-13-14

**COUNCIL ACTION FORM**

**SUBJECT: SUMMER SIDEWALK SALES REQUESTS FROM MAIN STREET CULTURAL DISTRICT**

**BACKGROUND:**

The Main Street Cultural District (MSCD) is again hosting its annual Summer Sidewalk Sales on July 24<sup>th</sup>, 25<sup>th</sup> and 26<sup>th</sup>. In conjunction with this event, organizers are requesting suspension of parking regulations and enforcement for the Central Business District from 8:00 a.m. to 6:00 p.m. on July 24-26. The estimated lost revenue to the Parking Fund from the waiver of meter fees will be \$2,700.

In order to allow businesses to showcase merchandise, a blanket Temporary Obstruction Permit and blanket Vending License have also been requested. The MSCD also has asked that the Vending License fee be waived.

**ALTERNATIVES:**

1. The City Council can approve the requests for Sidewalk Sales as requested by the Main Street Cultural District.
2. The City Council can approve the requests for Sidewalk Sales, but require reimbursement for the lost parking meter revenue and vending license fee.
3. The City Council can deny these requests.

**MANAGER'S RECOMMENDED ACTION:**

Sidewalk Sales are successful events held twice each year in the MSCD. Since these events bring shoppers downtown, these requests further the City Council's goal to strengthen downtown. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the MSCD requests for Summer Sidewalk Sales.



May 1, 2014

Mayor and City Council  
City of Ames  
515 Clark Ave  
Ames, IA 50010

Dear Honorable Mayor Campbell and City Council,

The Main Street Cultural District is planning to hold its annual July Sidewalk Sale from Thursday, July 24 through Saturday, July 26. The Sidewalk Sale is a semi-annual event designed to promote shopping in the Cultural District. In past years, this event has proven to be a successful sale for the many businesses who participate. At this time, MSCD requests the council to consider three specific requests:

1. The MSCD requests a district wide waiver of parking fees all day beginning Thursday, July 24 through Saturday, July 26 to help attract additional patrons downtown.
2. The MSCD requests a temporary obstruction permit for the entire Central Business District (CBD) to allow businesses to use the sidewalk in front of their stores to sell and display merchandise. MSCD requests the permit for July 24 through July 26.
3. The MSCD requests a Blanket Vending Permit for the entire CBD. MSCD requests the permit for July 24 through July 26 and further request the vending permit fee be waived.

Thank you for your consideration of these requests and continued support of the Main Street Cultural District. We look forward to seeing you at the end of July for the Sidewalk Sale.

Sincerely,

A handwritten signature in black ink that reads "Emily Miller". The signature is written in a cursive style with a long, sweeping tail on the letter "y".

Emily Miller  
Events Coordinator  
Main Street Cultural District

Cc: Emily Burton

**COUNCIL ACTION FORM**

**SUBJECT: REQUESTS FOR SESQUICENTENNIAL AND 4<sup>TH</sup> OF JULY ACTIVITIES**

**BACKGROUND:**

The Main Street Cultural District (MSCD) and the Ames 150 Event Committee are planning the annual 4<sup>th</sup> of July parade and the Sesquicentennial celebration in Downtown Ames on July 4 and 5, 2014. Events will include the City Council Community Pancake Breakfast, 4<sup>th</sup> of July parade, live music and performances, and various activities for kids and adults. Saturday, July 5, 2014, will also include the Downtown Farmers' Market on the 300 and 400 blocks of Main Street.

Significant street and parking space closures will be necessary on July 3 – 5 to facilitate the various events taking place. Setup for the 150<sup>th</sup> activities will begin on July 3. At 3:00 p.m., volunteers will cover parking meters on Main Street from the CBD Lot entrance to Kellogg Avenue, and Douglas Avenue from Main Street to 5<sup>th</sup> Street. The rest of the District parking meters will be converted to free parking beginning at 6:00 p.m. on July 3 through 10:00 p.m. on July 5. Also beginning at 6:00 p.m. on July 3, Main Street from the CBD Lot entrance to Kellogg Avenue, Douglas Avenue from Main Street to 5<sup>th</sup> Street, and the northeast section of CBD Lot Z (18 spaces) will close for 150<sup>th</sup> setup and activities. Those streets and spaces will remain closed until approximately 10:00 p.m. on July 5. Clark Avenue from 5<sup>th</sup> Street to 6<sup>th</sup> Street will close at 6:00 p.m. on July 3 until the conclusion of the parade on July 4 for the Pancake Breakfast. The cost to the Parking Fund for the waiver of meter fees is estimated to be \$952, since July 4<sup>th</sup> is a holiday and fees would typically not be collected that day.

On July 4, parade staging will take place on Northwestern Avenue between Wheatsfield Grocery and Main Street, on Allan Drive, in City Hall Parking Lots M and MM, and on Pearle Avenue. Street and parking lot closures will be needed from 6:00 a.m. until the end of the parade for the following areas:

- Main Street, from Kellogg Avenue to the Grand Avenue overpass, continuing on Northwestern Avenue to 6<sup>th</sup> Street (Wheatsfield customers will be allowed access at 6<sup>th</sup> Street)
- Allan Drive
- Pearle Avenue
- 5<sup>th</sup> Street, from Grand Avenue to Duff Avenue
- 6<sup>th</sup> Street, from Kellogg Avenue to Grand Avenue
- Clark Avenue, from the south driveway of the CBD Lot to 6<sup>th</sup> Street
- Burnett Avenue, from Main Street to 6<sup>th</sup> Street
- Kellogg Avenue, from just south of Main Street to 5<sup>th</sup> Street
- Parking Lots V, TT, M, MM, Q, and N

These street closures will facilitate parade staging and the actual parade route.

Parking Lot Q (near the Library) will provide parking for a portion of the 200 volunteers that are needed for the festivities. There are a total of 82 spaces available in Lot Q; however, 16 spaces are leased. The lessees will not be displaced during the parking lot closure, but will be allowed access to and egress from the lot.

The following permits and waivers are also requested from the City Council for July 4:

- A blanket Vending License and blanket Temporary Obstruction Permit for the District from 8:00 a.m. July 4 to 10:00 p.m. July 5
- Waiver of the fee for the Vending License and for utilities to be used from the electrical outlets and water in Tom Evans Plaza and the Downtown area.

Public Works will provide barricades and “No Parking” signs as needed to close the streets and control access to the parking lots. Organizers will be responsible for the replacement of any lost or damaged barricades.

### **ALTERNATIVES:**

1. The City Council can approve the requests for activities on July 3 - 5, as requested above.
2. The City Council can ask staff or the event organizers for further information or to make different arrangements.
3. The City Council can deny the requests for the 4<sup>th</sup> of July activities.

### **MANAGER’S RECOMMENDED ACTION:**

The return of the 4<sup>th</sup> of July parade in 2004 provided a great opportunity to bring the citizens of Ames together to celebrate. With the addition of the Sesquicentennial celebration, City Council Community Pancake Breakfast, and day-long festivities in the Main Street Cultural District, this event provides the City Council with a way to support the downtown area and celebrate Independence Day. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests detailed above.



March 24, 2014

Mayor and City Council

City of Ames

515 Clark Ave

Ames, IA 50010

Dear Honorable Mayor Campbell and City Council,

The Main Street Cultural District (MSCD) and Ames 150 Event Committee are in the planning process for the annual 4<sup>th</sup> of July Parade and Ames 150 Festival scheduled to be held this summer. The 4<sup>th</sup> of July Parade and Festival is a daytime event that begins at 8:30am on July 4<sup>th</sup> with the City Council Pancake breakfast and concludes with the festival ending at approximately 10:00pm on July 5<sup>th</sup>. At this time, MSCD and Ames 150 Steering Committee asks the City Council to consider the following requests:

1. The MSCD and Ames 150 Committee request a district wide waiver of parking fees on July 3<sup>rd</sup>-5<sup>th</sup> to help attract additional patrons downtown.
2. The MSCD and Ames 150 Committee requests a temporary obstruction permit for the entire Central Business District (CBD) to allow businesses to use the sidewalk in front of their stores to display merchandise. MSCD and Ames 150 requests the permit for July 4<sup>th</sup> & 5<sup>th</sup>.
3. The MSCD and Ames 150 requests a Blanket Vending Permit for the entire CBD to allow businesses and food vendors to sell products. (MSCD and Ames 150 requests the permit for July 4<sup>th</sup> & 5<sup>th</sup> and further request the vending permit fee be waived).

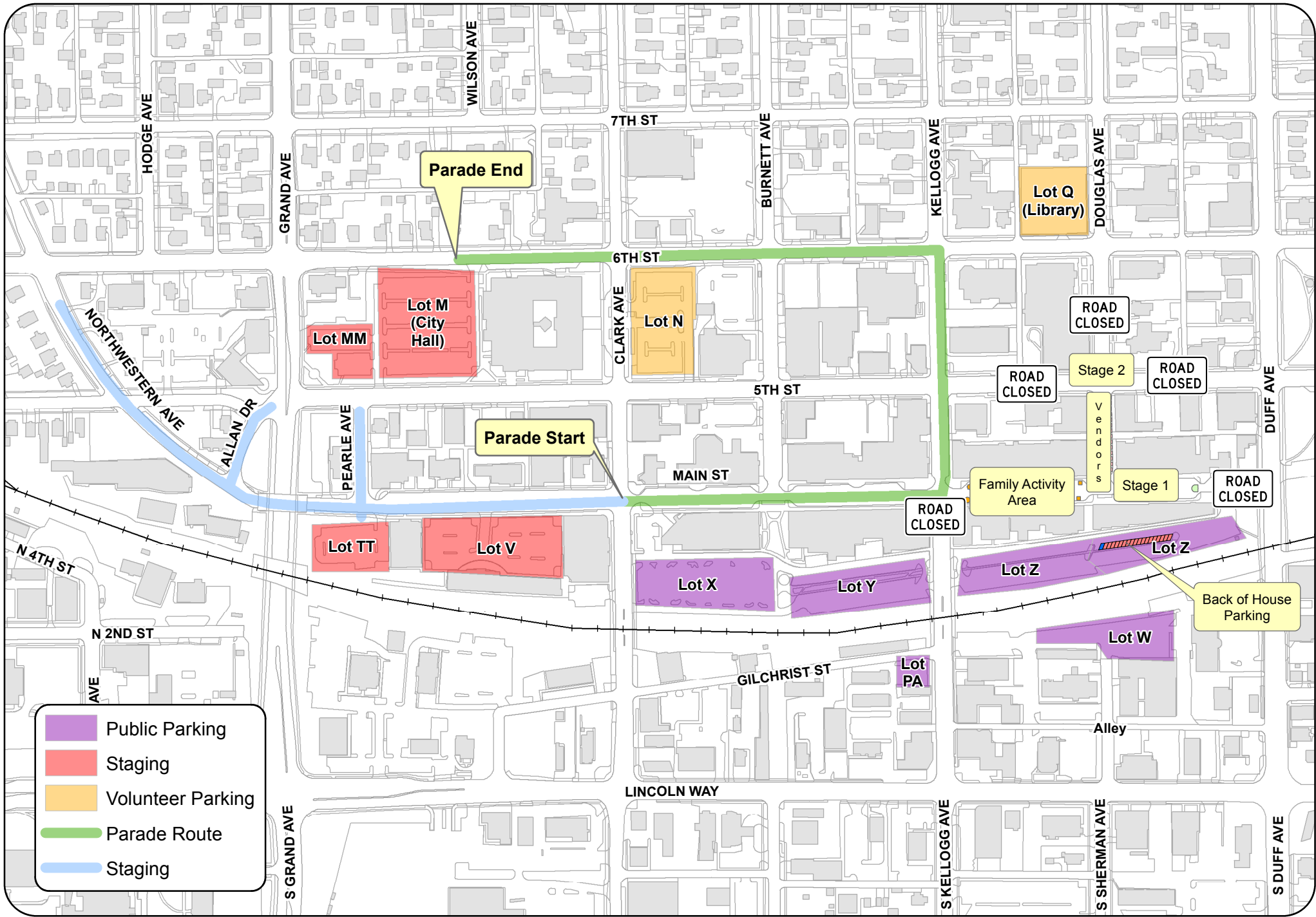
4. The MSCD and Ames 150 requests the use of electricity and water in the Downtown as well as a waiver of fees for those utilities.
5. Lots V, TT, MM, M for parade staging, Lots Q and N for MSCD and Ames 150 volunteer parking, and Lot Z (Northeast section of the lot only) for Ames 150 entertainment stage staging.

Thank you for your consideration of these requests and continue support of the Main Street Cultural District and Ames 150 Steering Committee. We are working hard to make this a great event for the Ames Community. We hope to see you downtown for the parade and festival this July 4<sup>th</sup> and 5<sup>th</sup>.

Sincerely,

Melissa Mundt, Cari Hague, Emily Miller  
Ames 150 Steer Committee  
Main Street Cultural District

Cc: Jeff Benson



- Public Parking
- Staging
- Volunteer Parking
- Parade Route
- Staging

July 4th Parade Route and Ames Sesquicentennial Event  
Downtown Area Layout



**COUNCIL ACTION FORM**

**SUBJECT: 2014/15 SHARED USE PATH MAINTENANCE (S. 4<sup>TH</sup> STREET)**

**BACKGROUND:**

The City's shared use path transportation system has continued to expand throughout the community. These shared use paths have typically been constructed with five inches of asphalt or concrete pavement. Structural failure, drainage problems, and vegetation infringement are several of the causes for the need to improve these pavements. This annual program provides funding to address these problems.

This specific project involves reconstruction of the shared use path on S. 4<sup>th</sup> Street from the Squaw Creek Bridge east to Oak Avenue. This section was prioritized after a survey of shared use path pavement conditions. That survey will also be used to identify future projects for shared use path improvements. The S. 4<sup>th</sup> Street project will also be coordinated with an Electric Services project to install street lighting conduit from the Squaw Creek Bridge to Hazel Avenue. That work is needed due to the fact that the direct buried electric line underneath the existing path needs replacement.

Staff has completed plans and specifications with estimated construction costs of \$107,500. Engineering and construction administration costs are estimated at \$16,000, bringing total estimated project costs to \$123,500. Funding for this project is as follows:

<b>2014/15 Shared Use Path Maintenance</b>	<b>\$ 50,000</b>
<b>Shared Use Path Maint. – Project Carryover</b>	<b>\$ 85,477</b>
<b>2013/14 Sidewalk Safety Funds</b>	<b><u>\$ 32,500</u></b>
	<b>\$167,977</b>

**ALTERNATIVES:**

1. Approve the 2014/15 Shared Use Path Maintenance Project (S. 4<sup>th</sup> Street) by establishing June 4, 2014, as the date of letting and June 10, 2014, as the date for report of bids.
2. Do not proceed with this project

**MANAGER'S RECOMMENDED ACTION:**

**This project will replace a deteriorated section of trail and provide a new, safe and aesthetically appealing trail for pedestrians and bicyclists in the City. The timing of construction will allow it to be completed before the start of the ISU football season. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.**



**COUNCIL ACTION FORM**

**SUBJECT: RE-ROOFING OF CITY MAINTENANCE FACILITY – PHASE 1**

**BACKGROUND:**

The City's 34,600 square foot Maintenance Facility is located at 2207 Edison Street. A significant portion of the City's Public Works and Fleet Services Departments operate from this location. The building has been expanded three times over the past 45 years to accommodate increased requirements for services to the growing community. The first and second sections, approximately 20,000 sq. ft., were completed in 1968. These two sections are referred to as the (East) and (Center) sections. In 1977, the addition on the (West) side of the existing building added another 11,000 sq. ft., and the most recent expansion northward onto the (West) section occurred in 1993, bringing the total under roof to 34,600 square feet.

The East section was re-roofed in 1986, adding 6 inches of foam insulation, then covered with .045 inch thick rubber and secured with rock ballast. Typically, a roof with the .045 rubber will last 20 to 25 years. The East section is now 27 years old and will be replaced as Phase 1 in this proposed plan.

Haila Architecture of Ames, Iowa was hired for \$14,300 to prepare plans and specifications for all three phases of the project. **This request is to approve the preliminary plans and specifications for the re-roofing of the City Maintenance Facility.**

The re-roof project will occur over the next three fiscal years, beginning in FY14/15 as approved in the 5 year CIP Plan. Funding as budgeted for FY 14/15 will be shared between the following:

Water Utility	\$ 30,625
Sewer Utility	\$ 30,625
Road Use Tax	\$ 30,625
Fleet Services	<u>\$ 30,625</u>
	\$122,500

The engineering estimate for Phase I as provided is under budget by \$500, even if asbestos abatement is required. Estimates for Phase II and III are also included in the following chart to show the estimated total cost of the project over three years.

Phase 1 of the plan specifies tear-off of the existing roof material down to the original decking. Re-roofing includes four inches of new ridged insulation material covered with a fully-adhered roof system with black 60 mil thick rubber sheet as specified in the plan.

Included in the written specifications for Phase 1 is the requirement for disposal of tear-off material, transfer of ballast (rock) to an off-site location, and the complete installation of the replacement roof.

<b>Haila Architecture Cost Opinion</b>				
Phase	Section	Area	Fiscal Year	Cost Opinion
1	East	10,920 sft	14/15	\$105,000
	Asbestos Abatement (if required)			<u>\$ 17,000</u>
			Phase 1 Total	\$122,000
2	Center	9,300 sft	15/16	\$ 90,000
	Asbestos Abatement (if required)			<u>\$ 16,000</u>
			Phase 2 Total	\$106,000
3	West	14,422 sft	16/17	\$130,000
		Total Cost Opinion of Project		\$358,000

**ALTERNATIVES:**

1. Approve the preliminary plans and specifications for the Re-roofing City Maintenance Facility Phase 1 and issue a Notice to Bidders, setting June 11, 2014 as the bid due date and June 24, 2014 as the date for public hearing and award of contract.
2. Delay the project at this time.

**MANAGER'S RECOMMENDED ACTION:**

The roof on the City Maintenance Facility has exceeded its useful life and needs to be replaced. The existing roof is frequently being patched for leaks, and the deteriorating condition increases the potential for costly structural damage or damage to the contents of the building. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.

**COUNCIL ACTION FORM**

**SUBJECT: WATER POLLUTION CONTROL FACILITY MAKE-UP AIR UNIT REPLACEMENT**

**BACKGROUND:**

The Water Pollution Control (WPC) Facility's make-up air unit serving the Raw Water Pump Station grit room is used to provide ventilation and seasonal heating to the space. The grit room can develop a hazardous atmosphere, and the operation of the make-up air unit ensures that WPC staff can safely access the space at all times. The make-up air unit was last replaced in 1996 and has reached the end of its useful life.

This project is included in the 2013/14 Amended Capital Improvements Plan as part of the WPC Mechanical and HVAC Replacements Project at \$93,000. Veenstra & Kimm, Inc. (V&K) had previously been awarded a contract for engineering services in the amount of \$14,800. V&K provided a construction cost-estimate of \$113,344. While the current cost estimate exceeds the budgeted amount, any necessary budget adjustments can be addressed with savings from other projects after bid opening.

**ALTERNATIVES:**

1. Grant preliminary approval to the plans and specifications and issue a Notice to Bidders, setting June 12, 2014 as the bid due date and June 24, 2014 as the date for public hearing and award.
2. Do not approve plans and specifications at this time.

**MANAGER'S RECOMMENDED ACTION:**

The Raw Water Pump Station grit room make-up air unit is essential to the operations and maintenance needs of the WPC Facility, and its replacement has been planned for in the Capital Improvements Plan. It is important that this project remain on schedule to allow for replacement before the heating season begins.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby granting preliminary approval to the plans and specifications and issuing a Notice to Bidders, setting June 12, 2014 as the bid due date and June 24, 2014 as the date for public hearing and award.

**COUNCIL ACTION FORM**

**SUBJECT: WATER POLLUTION CONTROL FACILITY SWITCHGEAR CONTROL REPLACEMENT PROJECT**

**BACKGROUND:**

The Water Pollution Control (WPC) Facility's automatic switchgear is used to control a standby diesel engine generator set. When there is an electrical utility failure or when initiated by the operator, the switchgear sends a start signal to the generator. Once the controls sense that the generator is running, breakers are tripped to operate the facility on generator power instead of utility power. Once utility power is available again, the controls switch the power supply back to normal operation.

This project solicits bids from qualified contractors for the rehabilitation of the relay logic-based automatic controls in the existing automatic switchgear at the WPC Facility. The existing switchgear was manufactured by States Electric of Minneapolis, MN and was placed in service in the mid 1980's. This legacy control system has now reached the end of its useful life cycle. In order to assure reliable operation of the WPC Facility, the Long-Range Facility Plan completed in 2012 recommended that the existing relay logic controls be replaced with a modern, Programmable Logic Control (PLC) based system.

This project is included in the 2013/14 Amended Capital Improvements Plan as part of WPC Electrical System Maintenance Project at \$117,500. An engineering consultant's contract has already been awarded in the amount of \$4,300. The anticipated cost for the general contractor and any possible subcontractors is \$100,000.

**ALTERNATIVES:**

1. Grant preliminary approval to the plans and specifications and issue a Notice to Bidders, setting June 12, 2014 as the bid due date and June 24, 2014 as the date for public hearing and award.
2. Do not approve plans and specifications at this time.

**MANAGER'S RECOMMENDED ACTION:**

The electrical switchgear is an integral and vital component of the WPC Facility that is necessary for the operation of the plant. It is in the City's best interest to maintain this unit in a high degree of reliability. The proposed replacement of the switchgear is consistent with the Long-Range Facility Plan completed in 2012. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.

**COUNCIL ACTION FORM**

**SUBJECT: PURCHASE OF INSPECTION DIVISION SOFTWARE**

**BACKGROUND:**

On June 21, 2011, the City Council held a work session with developers to discuss the impact that the City's various development codes have on the renovation of existing buildings. Resulting from that meeting were several suggestions — specifically updated technology — that could help provide better customer service and increase the overall efficiency of the City's Inspection Division.

In an effort to address these concerns, the Deputy Fire Chief was asked to help lead a process for determining software needs for the Inspection Division. Several actions were taken to help determine what might improve the efforts of this Division, including meeting with members of the Division and speaking with other subject matter experts. It was eventually determined that a software solution might greatly assist members of the Inspection Division in the following areas:

Field Mobility

- Ability to complete mobile inspections
- Create field checklists for inspectors
- Provide field access to adopted ICC codes, or State and local ordinances in the field
- Ability to capture customer signatures in the field and e-mail completed forms to customers
- Ability to generate new inspections or add additional information in the field
- Ability to access calendars, past inspections in the field
- Logging of time for field inspectors
- Solutions to provide better efficiency, as well as free time up for the front office clerks

Improved Customer Interactions

- Immediately provide inspection results (rather than wait for a mailed letter)

- Customer access portals (for pulling permits and scheduling inspections – staff, citizens, and contractors)
- Ability to pay bills online with electronic fee payment/cashiering module

Overall Efficiency

- Standard reports which would negate the need to ask for IT's assistance
- Electronic plan review
- Rental housing Inspection module
- Use of Android, Windows, or apple-based products
- Interface with GIS
- Ability to work with other City departments (GIS, Planning & Housing, Public works, etc.)

During the summer of 2011, a cross-departmental group of City employees representing Information Technology (IT), Geographic Information Systems (GIS), Purchasing, Inspections and Fire met several times to discuss options, further review the needs of Division, and develop a Request for Proposals (RFP).

**First RFP**

In October of 2011, the Division released an RFP for new Inspection Software in accordance with the City's Purchasing Policies and Procedures. In November, the group reassembled to evaluate the 10 vendor proposals received which included 13 different options. Proposals were independently evaluated, scored, and ranked based on a pre-developed matrix with criteria that included proposed design, vendor, experience/references, and cost. The top four vendors were then invited to Ames to provide on-site demonstrations, where each presentation was evaluated, scored, and ranked based on a pre-developed matrix. The criteria for these evaluations included

product scalability, product functionality, proposed design, and overall presentation. The presentations were evaluated by a group of from 13 to 18 City employees representing Inspections, IT, GIS, Finance, Fire, Public Works, Planning and Housing, and the City Assessor's Office. In an effort to learn from others who had recently been through a similar process, in May 2012 six staff members traveled to Omaha to meet with that city's Applications Analyst for Permits/Inspections/Planning to observe and ask questions regarding their inspection software process implementation.

All proposal and presentation evaluations were then tallied by the Purchasing Division. A lead vendor was identified based on meeting all the pre-identified needs of the Inspection Division. **However, the costs of the purchase and implementation were higher than originally anticipated. This concern was taken back to Council, where City staff was directed to budget additional funds to cover the purchase of this software. By the time this directive was received and sufficient funds (\$250,000) were set aside for the purchase, a significant amount of time had passed, and the date timeline for each vendor's cost estimation had expired. The Finance Division was consulted, and their recommendation was to re-release a revised RFP.**

### Second RFP

City staff took time to revise the RFP and seek additional input from other City departments. In May of 2013, a second RFP was released. A multi-step process was initiated with Finance's assistance to help select a potential vendor. By June of 2013 a total of seven vendor proposals had been received. The team of seven City employees representing Inspections, IT, GIS, Finance and Fire independently reviewed each proposal, based on a predetermined matrix evaluating cost, responsiveness to the proposal requirements, project understanding, vendor qualifications, and previous experience/references. Scoring and other information about these proposals is summarized below:

Vendors	Total Score	Rank	1 <sup>st</sup> Year Cost	Ongoing (Annual) Cost	5-Year Cost
Accela/Woolpert, Inc., Reedley CA	512.78	1	\$232,706	\$38,926	\$427,686
EnerGovTyler Technologies, Inc., Duluth, GA	507.76	2	\$258,843	\$37,598	\$409,235
CRW Systems, Carlsbad, CA	450.20	3	\$314,718	\$40,033	\$485,130
CityWorks, Sandy, UT	445.84	4	\$148,423	\$41,273	\$313,515
The Davenport Group, Crystal Lake, IL	444.24	5	\$190,228	\$32,823	\$321,520
Beehive Industries, LLC, Lincoln, NE	372.26	6	\$137,835	\$83,418	\$471,508
Telepresence, Inc., Huntsville, AL	284.00	7	\$158,335	N/A	N/A

Each score was based on a scale of 1 to 5. Overall, 700 possible points were available cumulatively for each firm that responded. **The top two firms were then invited to participate in an on-site interview.** Their presentations would be evaluated by a group of 12 to 14 City employees, representing more than 10 departments or divisions, and be based on product scalability, product functionality, proposed design, and overall presentation.

Based on the matrix combining these criteria, the total scores for the presentations were as shown below:

Vendors	Total Score	Rank	1 <sup>st</sup> Year Cost	Ongoing (Annual) Cost	5-Year Cost
EnerGovTyler Technologies, Inc., Duluth, GA	73.50	1	\$258,843	\$37,598	\$409,235
Accela/Woolpert, Inc., Reedley CA	66.25	2	\$232,706	\$38,926	\$427,686

Each score was based on a scale of 1 to 5, with 100 possible points being available cumulatively for each firm.

Based on the matrix combining all the previous criteria (presentation, proposal, and cost), the averaged total scores for the entire process are shown below:

Process Step	EnerGov/Tyler Technologies, Inc.	Accela/Woolpert Inc.
Presentation Average Semi -Total:	73.50	66.25
Proposal Average Semi-Total:	64.74	65.85
Cost Semi-Total	54.60	51.80
<b>TOTALS</b>	<b>192.84</b>	<b>183.90</b>

Lastly, the seven-member team called vendor references, reviewed the evaluation results based on this multi-step process (including a professional proposal, highly regarded presentation, moderate one-time/ongoing costs, very positive reference checks, and accessibility of a local Ames office), and recommended that the top vendor—EnerGov/Tyler Technologies, Inc. (Tyler)—be selected.

Not only was EnerGov/Tyler Technologies, Inc. the top choice of the evaluation group, but their business history was substantially impressive. Qualifications include the following:

- 40+ years of industry-leading technology and solutions-based service to more than 11,000 local government agencies
- 2,500 employees throughout 26 offices country-wide, with revenues of \$309 million (2011)
- Named one of “America’s 200 Best Companies” for four consecutive years, and one of the top “100 Most Trustworthy U.S. Companies” by Forbes Magazine

Also of importance for consideration in this decision is that EnerGov/Tyler Technologies, Inc:

- While headquartered in Dallas, TX, the firm has a local Ames office at 2730 Ford Street.
- The software is used in Iowa, with inspection, permitting or land management software utilized in both Cedar Rapids and Polk County.
- They have proposed a six-stage or phased implementation approach that should have many of the software solutions in place to assist members of the Inspection Division

within 10 to 12 months of commencing work. This will significantly improve customer interactions in the field and immediately allow for a more streamlined documentation process for our inspectors and front counter staff.

A final contract with Tyler has been negotiated that represents a decrease in one-time costs by more than \$20,000. The proposed purchase agreement includes costs for one-time software charges, annual maintenance, onsite training, production support, report development, data conversions/integrations, ePortal (the customer’s remote access), and travel costs for the vendor. Based on Tyler’s proposal and City of Ames IT cost estimations, a revised cost projection is as follows:

Services	Onetime Costs	Annual Costs		MS Office/Windows License	\$3,335	\$3,335
<b>(Vendor Fees)</b>				Internet Bandwidth	\$0	\$0
Proposal Summary	\$160,811	\$16,965		SSL Certificate	\$995	\$995
ePortal	\$20,000	\$4,000		Depreciation	\$0	\$3,440
<b>(City IT Costs)</b>				Inspector Hardware/Misc	\$25,521	\$4,999
ePortal Services	\$6,800	\$0		<b>Total</b>	<b>\$238,200</b>	<b>\$43,932</b>
MS Server Licenses	\$3,538	\$1,280		<b>5 Year Cost</b>	<b>\$413,928</b>	
SQL Server/Support	\$7,500	\$3,567				
Application Server/Support	\$5,800	\$3,567				
Web Server/Support	\$3,900	\$1,784				

**Thus, staff is requesting from Council authorization to enter into the proposed agreement with EnerGov/Tyler Technologies, Inc. for the purchase of recommended software, installation services, and associated hardware at a cost of \$238,200.**

**ALTERNATIVES:**

1. Approve a contract with Tyler Technologies Inc. to purchase the recommended software, installation services, and associated hardware for a total project cost of \$238,200.
2. Refer the process back to staff with direction to revise the contract with Tyler Technologies, Inc.
3. Direct staff to work with the runner-up vendor (Accela/Woolpert, Inc.) to negotiate an agreement.
4. Direct staff to revise the RFP and go back out for bids.
5. Decide not to purchase a new Inspection Software system at this time.

**MANAGER’S RECOMMENDED ACTION:**

The software presently being used is not specifically designed for the operations of the Inspections Division, and has proven to be cumbersome and antiquated. Currently the Inspections Division does not have field access to information. Hardware allowing for the use of mobile applications will help facilitate in-field documentation and scheduling for our customers.



From permitting and licensing to inspections and work-orders, proper software provides essential tools to increase productivity and help manage administrative operations. Besides administrative efficiency, our customers will be better served if they have Internet access for their permits and other related data.

New inspections and permitting hardware and software would help facilitate the Inspection Division's ongoing efforts to better manage its operations. The software would be common to the building, rental, plumbing, and mechanical inspections, and would be shared with the Departments of Planning & Housing and Public Works.

**Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby directing staff to sign the agreement with Tyler to purchase and install the recommended software.**

**COUNCIL ACTION FORM**

**SUBJECT: PURCHASE OF ROCK SALT FOR 2014/15 ICE CONTROL PROGRAM**

**BACKGROUND:**

This contract is to furnish rock salt for the City's 2014/15 Ice Control Program. Materials are to be delivered as requested by the City throughout the winter season. The estimated total cost is based on 2,500 ton, which is the average amount of salt used.

The following bids were received on April 29, 2014:

<b><u>BIDDER</u></b>	<b><u>UNIT PRICE</u></b>	<b><u>ESTIMATED TOTAL COST</u></b>
Independent Salt Co., Kanopolis, KS	\$65.74/ton	\$164,350
Cargill Inc., North Olmsted, OH	\$82.98/ton	\$207,450
North American Salt Co., Overland Park, KS	\$100.38/ton	\$250,850
Central Salt LLC, Elgin, IL	NO BID	
Morton Salt, Inc., Chicago, IL	NO BID	

The approved 2014/15 Snow and Ice Control budget includes \$172,500 for snow and ice control chemicals. The estimated cost of this contract, based on a quantity of 2,500 tons, is \$164,350. If usage exceeds the budgeted amount, the operating budget will be amended using savings from other street activities.

**ALTERNATIVES:**

1. Award the contract for the 2014/15 rock salt requirements to Independent Salt Co., Kanopolis, KS, in the amount of \$65.74 per ton, to be delivered as requested by the City throughout the winter season.
2. Reject all bids and attempt to purchase rock salt on an as-needed basis.

**MANAGER'S RECOMMENDED ACTION:**

Measured amounts of rock salt are used each winter to keep the City's streets safe for the traveling public. Competitive bidding has identified the best rock salt value for the 2014/15 winter season. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.

**COUNCIL ACTION FORM**

**SUBJECT: CONCRETE ACID CONTAINMENT STRUCTURE AT POWER PLANT**

**BACKGROUND:**

This project is for removing and disposing of the existing deteriorated concrete foundation and containment structure and installing a new tank concrete foundation and containment structure located at the Power Plant. The containment is around and under a steel tank that contains 98% sulfuric acid. It is in place to contain the acid in case of a tank rupture, and to catch any leaks and drips from the tank piping and fill systems. The current containment is in poor condition and needs to be replaced.

**This portion of the project is to hire a contractor to supply and install the containment structure coating system. The purpose of this coating system is to protect the concrete from acid.** Council should note that the removal and replacement of the concrete foundation and containment structure portion of the project is presently out for bid and will be presented to Council at a later date.

Bid documents were issued to seventeen potential bidders. The bid was advertised on the Current Bid Opportunities section of the Purchasing webpage and was sent out to two plan rooms. The engineer's estimated cost for this work was \$75,000.

On April 24, 2014, five bids were received as shown on the attached report. The bid submitted by L & P Painting Company, Inc. was non-responsive because they did not submit a signed City of Ames bid form with their bid. This is a mandatory requirement when submitting bids.

Staff performed an extensive evaluation of the apparent low bid in the amount of \$24,800 (exclusive of sales-tax for evaluation purposes only) submitted by TMI Coatings, Inc. Staff determined that TMI provided very vague information with its bid and are bidding a much lower quality coating system compared to the rest of the bidders. All bidders proposed a resin impregnated blanket lining except TMI, which proposed to put fibers in the resin. This approach is inferior, since the blanket keeps the coating system integral as the concrete continues to cure and settle long after the coating is installed. In addition, TMI indicated they would prime the concrete but did not provide any information about the product, nor did they mention anything about surface preparation. Poor surface preparation leads directly to coatings failure.

**Based on the coating system proposed and the lack of information about the system and the surface preparation, staff is recommending that the apparent low bidder not be considered.**

Staff concluded that the apparent second low bid submitted by Coatings Unlimited, Inc., Bridgeton, MO, in the amount of \$35,370, plus applicable sales taxes, is acceptable.

Since this contractor is not licensed to collect sales taxes for the State of Iowa, the City would pay applicable Iowa Sales Taxes directly to the State of Iowa. **Coatings Unlimited provided detailed information on their proposed system of concrete protection and it was determined that they met the specifications fully.**

Funding for this work is available in the approved FY2014/15 Electric Production operating budget, which contains \$85,000 in the Miscellaneous Parts and Supplies account.

To date the following funds are encumbered for this project:

<u>\$35,370*</u>	<b>Actual cost for Coat Concrete Acid Containment Structure – (Pending Council award for this agenda item)</b> <b>* This amount does not include applicable sales tax which the City will pay directly to the state of Iowa.</b>
\$49,630	Balance available to complete project (removal and replacement of concrete containment structure which is currently out for bid. Bids are due on May 14, 2014.)

**ALTERNATIVES:**

1. Award a contract to Coatings Unlimited, Inc., Bridgeton, MO, for the Coat Concrete Acid Containment Structure at Power Plant in the amount of \$35,370, plus applicable sales taxes to be paid directly by the City of Ames to the State of Iowa.
2. Award a contract to one of the other bidders.
3. Reject all bids which will delay the replacement of the acid containment structure.

**MANAGER'S RECOMMENDED ACTION:**

The acid containment structure is deteriorating and must be replaced. Without this needed replacement there is a risk that the structure could rupture which could release a significant amount of sulfuric acid. Utilizing a low quality coating system could significantly increase the risk of premature failure of the system.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby awarding a contract to Coatings Unlimited, Inc., Bridgeton, MO, for the Coat Concrete Acid Containment Structure at Power Plant in the amount of \$35,370, plus applicable sales taxes to be paid directly by the City of Ames to the State of Iowa.



**REQUEST FOR QUOTATION NO. 2014-208  
COAT CONCRETE ACID CONTAINMENT  
STRUCTURE AT POWER PLANT  
BID SUMMARY**

<b>BIDDER</b>	<b>LUMP SUM PRICE</b>	<b>SALES/USE TAXES INC.</b>	<b>EVALUATED TOTAL*</b>
TMI Coatings, Inc. St. Paul, MN	\$26,650.00	\$1,850.00	<b>\$24,800.00</b>
Coatings Unlimited, Inc. Bridgeton, MO	\$36,499.00	\$1,129.00	<b>\$35,370.00</b>
W.S. Bunch Co. Omaha, NE	\$41,629.00	\$0.00	<b>\$41,629.00</b>
Pospisil Painting, Inc. Cedar Rapids, IA	\$49,465.00	\$996.10	<b>\$48,468.90</b>
L & P Painting Company, Inc. Cedar Rapids, IA	Non-responsive. Did not submit a signed City of Ames bid form with its bid.		

\* Evaluated Totals are less all applicable taxes to insure fair evaluation of prices since two bidders are not licensed to collect taxes.

**COUNCIL ACTION FORM**

**SUBJECT: POWER PLANT BOILERS VALVE MAINTENANCE SERVICES  
CONTRACT RENEWAL**

**BACKGROUND:**

The City's Electric Utility has two coal-fired, high-pressure steam generation units within the Power Plant referred to as Unit No. 7 and Unit No. 8. These units require regular professional maintenance and repair. This valve maintenance contract supplies professionals for emergency service, as well as regularly scheduled planned repairs and services during scheduled outages. The repair of the valves on these generation units requires professional trade crafts such as boilermakers; steam/pipe fitters; and millwrights, to list a few.

Because of the need to regulate steam and water in the power production process, numerous valves are used to operate the Power Plant. These include isolation, control, check, relief and safety valves that must be professionally repaired, tested, installed, replaced and maintained. Specially trained personnel perform this work. This contract is to provide valve maintenance, testing, repair, replacement, and related services and supplies for the Power Plant boilers.

On June 23, 2009, City Council awarded a contract to Ferguson Process Services, Cannon Falls, MN, for valve maintenance services to be furnished as requested from July 1, 2009 through June 30, 2010 in an amount not-to-exceed \$115,000. This contract contained the option for the City to renew in one-year increments for up to five additional years. This is the fifth of five possible renewals.

Electric Services staff recommends renewing the agreement for FY 2014/15. It is worth noting that Ferguson Process Services was acquired by Allied Valve, Inc., Bettendorf, IA. For FY 2010/11, Allied Valve, Inc., contacted staff about this change in ownership and agreed to renew this contract with the same terms, conditions, prices and price increase percentages for renewal periods that were agreed upon on the initial contract established with Ferguson Process Services.

The rate increase at each renewal period under this contract is 3% fixed above the previous fiscal year contracted rates. These increases are in accordance with the contract terms initially established. This is the fourth renewal out of five maximum.

The FY 2014/15 operating budget for Electric Production includes \$70,000 for miscellaneous services to be performed under this contract. Payments will be calculated on unit prices bid and actual work performed, up to the available budget amount.

**ALTERNATIVES:**

1. Approve the contract renewal with Allied Valve, Inc., Bettendorf, IA, for valve maintenance, testing, repair, replacement, and related services & supplies, for the one-year period from July 1, 2014, through June 30, 2015, and approve the contract and bond. Work will be scheduled on an as needed basis and payments will be based on unit prices bid and actual work performed. Total work in FY 2014/2015 shall be an amount not to exceed \$70,000.
2. Do not renew the agreement and instruct staff to seek new competitive bids.

**MANAGER'S RECOMMENDED ACTION:**

This work is necessary to properly maintain the steam turbine generators and to carry out emergency and scheduled repairs resulting from equipment failures. It has proven cost-effective for the Utility to have a company under contract to provide these valve-related services in case of an emergency repair or scheduled maintenance event. It has also saved staff time, reduced down time and allowed for predictability in terms of quality of work. **Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.**

**COUNCIL ACTION FORM**

**SUBJECT: RENEWAL OF CONTRACT FOR SPECIALIZED CLEANING SERVICES, INCLUDING GRIT BLASTING, HYDRO BLASTING, DETONATION BLASTING, AND VAC TRUCK SERVICES FOR THE POWER PLANT**

**BACKGROUND:**

The City's Electric Utility has two coal-fired, high-pressure steam generation units within the City of Ames Power Plant, referred to as Unit No. 7 and Unit No. 8. These units require regular professional maintenance and repair. This consists of emergency service, as well as regularly scheduled planned repairs. The repair of the boilers on these generation units requires professional trade crafts such as boilermakers, steam/pipe fitters, and millwrights, to list a few.

The boiler units operate under environmental conditions with high heat and high pressure. Due to the operational conditions and fuel burned, the internal surfaces of the boilers are often covered with hardened ash, molten glass, and other substances, which coat the internal boiler tubes and boiler walls. Because of the conditions resulting from burning Refuse Derived Fuel (RDF), a reducing atmosphere exists in portions of the boiler and there are chlorides present from burning plastics. As a result, parts of the boiler units such as the superheat tubes and boiler wall tubes would eventually fail due to tube wasting.

When tube failures occur, the City contracts with private firms who have the expertise to perform the emergency repairs needed to bring the unit back into operation. Prior to the professional crafts entering the boilers to carry out inspections and repairs, the surfaces must be cleaned of ash coating and debris. **This cleaning process requires high-pressure water washing, grit blasting, or use of explosives to loosen and remove the materials. After loosening or breaking up these substances, they are removed from the boiler using the sluice system or by large industrial vacuums.**

On June 23, 2009, City Council awarded a contract to W-S Industrial Services, Inc., Council Bluffs, Iowa, for a number of "heavier duty" cleaning services, including grit blasting, hydro blasting, detonation blasting, and vac truck services to be furnished as requested from July 1, 2009, through June 30, 2010. The contract was in an amount not-to-exceed \$231,000.

The original contract has the option for the City to renew in one-year increments for up to five additional years. **The hourly rates that will be charged by W-S Industrial will be unchanged for next year. This is the fifth renewal out of five maximum.**



The FY 2014/15 operating budget for Electric Production includes \$199,000 for boiler cleaning services to be performed under this contract. Payments will be calculated on unit prices bid and actual work performed, up to the available budget amount.

**ALTERNATIVES:**

1. Approve the contract renewal with W-S Industrial Services, Inc., Council Bluffs, Iowa, for a specialized cleaning services contract, including grit blasting, hydro blasting, detonation blasting, and vac truck services, for the one-year period from July 1, 2014, through June 30, 2015, and approve contract and bond. Total work in FY 2014/15 shall be an amount not-to-exceed \$199,000.
2. Do not renew the agreement and instruct staff to seek new competitive bids.

**MANAGER'S RECOMMENDED ACTION:**

This work is necessary to properly maintain Unit No. 7 and Unit No. 8 and to carry out emergency and scheduled repairs resulting from equipment failures. This contract allows the Power Plant to have reliable contractors available to perform these specialized cleaning services on very short notice in the event of an emergency repair. This contract also allows the Power Plant to control the costs of these services to the extent possible. **Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.**

**COUNCIL ACTION FORM**

**SUBJECT: POWER PLANT CHEMICAL TREATMENT SERVICES AND SUPPLIES  
CONTRACT RENEWAL**

**BACKGROUND:**

This contract is for the chemicals and services used in the treatment of the boilers, cooling tower, coal yard and ash ponds at the Power Plant. The scope of work includes supplying a range of chemicals, technical expertise in boiler chemistry and analysis, the ability to train Power Plant staff in maintaining the system, and detailed monitoring and analysis of the boilers to ensure they are safeguarded against damage. All of this is essential for the operation of the Power Plant.

On June 23, 2009, City Council awarded a contract to ChemTreat, Inc., Glen Allen, VA, for chemical treatment services and supplies for FY 2009/10. That contract was in an amount not-to-exceed \$250,000. Included in the original contract were terms for five optional twelve-month renewal periods.

The FY 2014/15 operating budget for Electric Production includes \$260,000 for the chemicals and services to be supplied under this contract. **Payments will be calculated on unit prices proposed for chemicals and services actually delivered and accepted by the Power Plant.** This is the fifth renewal out of five maximum.

The FY 2014/15 contract renewal with ChemTreat, Inc. includes fifteen chemicals that will have unit price increases. It is expected that the overall impact of these increases will be approximately 2.9% or \$6,400.

ChemTreat blends the vast majority of the chemicals used in our Plant, allowing for very specialized adjustments to be made to the chemicals to meet our specific needs. Some of the raw material prices are escalating. Electric Services staff reviewed the proposed increases and found them to be acceptable based on comparable market prices.

**ALTERNATIVES:**

1. Approve the contract renewal with ChemTreat, Inc., Glen Allen, VA, for chemical treatment services and supplies for the one-year period from July 1, 2014, through June 30, 2015. Actual payments will be calculated on unit prices proposed for chemicals and services actually delivered and accepted by the Power Plant in an amount not-to-exceed \$260,000 for FY 2014/2015.
2. Do not renew the agreement and instruct staff to seek new competitive proposals.

**MANAGER'S RECOMMENDED ACTION:**

It is essential that the Power Plant receive chemicals and related treatment services at the lowest possible cost consistent with the quality required to maintain Plant operations. It is also important to lock in prices and accountability with key contractors. By choosing Alternative No. 1, the Plant will be able to continue achieving these goals. ChemTreat has provided the City with excellent service this past year. **Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.**

**Proposed Chemical Pricing for City of Ames, Iowa Power Plant for Contract Year July 1, 2014 through June 30, 2015**

	<b>ChemTreat Product Name</b>	<b>Current 2013-2014 ChemTreat \$ / Pound</b>	<b>Proposed 2014-2015 ChemTreat \$ / Pound</b>	<b>Estimated increase based upon average annual usage and current inventory for new contract year</b>
<b>Boiler Function</b>				
Neutralizing Amine	BL-1513	\$ 2.60	\$ 2.66	\$ 27.48
Oxygen Scavenger	BL-1260	\$ 3.05	\$ 3.17	\$ -
TriSodium Phosphate	B-145	\$ 4.84	\$ 4.94	\$ -
MonoSodium Phosphate	B-144	\$ 6.61	\$ 6.74	\$ 13.00
Internal Dispersant	BL-1354	\$ 1.82	\$ 1.86	\$ 22.76
DiSodium Phosphate	B-142	\$ 7.78	\$ 7.94	\$ -
<b>Tower Function</b>				
Iron & Manganese Dispersant	CL-4075	\$ 2.79	\$ 2.69	\$ (2,656.70)
Deposit Control Polymer	CL-4428	\$ 1.63	\$ 1.80	\$ 7,836.66
Bio-Dispersant	CL-450	\$ 1.68	\$ 1.73	\$ 148.39
Azole for Yellow Metals	CL-4126	\$ 3.64	\$ 3.75	\$ 323.18
<b>Coal / Ash Treatment</b>				
Calcium Dispersant - Ash Treatment	CL-4355	\$ 0.86	\$ 0.90	\$ 195.44
Ash Flocculation - Ash Treatment	P-835E	\$ 3.51	\$ 3.59	\$ 6.72
Coal Dust Suppression	CT-9040	\$ 2.82	\$ 2.88	\$ 138.00
<b>RO Pretreatment</b>				
RO Dechlorination Pretreatment	RL-124	\$ 1.11	\$ 1.13	\$ 11.34
RO Antiscalant	CT-9005	\$ 2.80	\$ 2.86	\$ -
<b>Cooling Water (Closed Loop)</b>	CL-2871	\$ 3.38	\$ 3.45	\$ 37.66
<b>Dechlorination of Tower Blowdown</b>	RL-124	\$ 1.11	\$ 1.13	\$ 272.16
			\$	6,376.09

**COUNCIL ACTION FORM**

**SUBJECT: ELECTRIC SERVICES DIESEL FUEL SUPPLY CONTRACT RENEWAL**

**BACKGROUND:**

This contract is for the purchase of low sulfur diesel fuel for Electric Services. The Utility has a 250,000-gallon main fuel tank located at the Dayton Substation to fuel the two GT (gas turbine) units. The City also has two 42,000-gallon underground fuel tanks located in the coal yard, south of the Power Plant, to assist in start-up of the Plant. The Utility's two gas turbines could burn 250,000 gallons of fuel in a 60 hour time period, requiring larger refill volumes and quick refills should an emergency dictate that they stay on-line.

In May 2011 the City received competitive sealed proposals from five firms for FY 2011/12 with the option of four one-year renewals. The scope of work for this contract includes supplying fuel to the Power Plant as needed. Vendors were asked to supply pricing based in the form of a markup to the daily-published "rack" average fuel price at the Des Moines, Iowa, terminal for stated products. The contract price is based on an adder of \$.0068 to the rack price average per gallon. City staff receives a daily electronic mail from the Iowa Department of Transportation stating the product's average price. If the City needs to purchase fuel, staff can determine instantly if the price is favorable based on market trends, and then can call the vendor to state the quantity and the delivery time. This allows the contracted vendor to secure large fuel orders and lock in prices for the City.

The goal of the contract is to create efficiency and flexibility in the purchase of a valuable commodity, ensuring that the City is able to use opportunity purchasing and to lock in performance criteria for the vendors.

On June 14, 2011, City Council awarded a contract to Diamond Oil Co., Des Moines, Iowa, to supply diesel fuel to be supplied as requested from July 1, 2011 through June 30, 2012, in an amount not-to-exceed \$1,250,000. Actual cost will be based on the amount of fuel purchased the contract price at the time of purchase plus an adder of \$.0068 per gallon. **This is renewal number three out of four.**

The approved FY 2014/15 operating budget includes \$588,000 for anticipated volumes of this fuel purchase.

**ALTERNATIVES:**

1. Approve the contract renewal with Diamond Oil Co., Des Moines, Iowa, to supply diesel fuel to the City's Power Plant, for the period from July 1, 2014, through

June 30, 2015, in an amount not-to-exceed \$588,000. Under this renewal, there is no increase from the previous year to the Diamond Oil mark-up of \$.0068/gallon.

2. Do not renew the agreement and instruct staff to seek new competitive proposals.

**MANAGER'S RECOMMENDED ACTION:**

This contract renewal will continue to offer the City the ability to have flexibility in fuel purchasing and to maintain standards of performance for fuel content and fuel delivery at the same mark-up price as the current year. **Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.**

**COUNCIL ACTION FORM**

**SUBJECT: POWER PLANT BREAKER MAINTENANCE CONTRACT RENEWAL**

**BACKGROUND:**

Electric Services' two coal-fired, high-pressure steam turbine electric generating units within the Power Plant are referred to as Units No. 7 and No. 8, respectively. These units require regular professional maintenance and repair. This consists of emergency service, as well as regularly planned repairs and services during scheduled outages. The repair of these generating units requires professional trade crafts such as boilermakers, electricians/control techs, steam/pipe fitters, and millwrights, to list a few. The units operate under environmental conditions with high heat and high pressure.

Due to these operational conditions, numerous circuit breakers, relays and transformers are necessary to safely and reliably operate the Power Plant. All of this equipment must be professionally maintained, serviced, adjusted, repaired, and rebuilt. Specially trained personnel perform this work. It is not possible for staff to adequately maintain this electrical equipment due to manpower constraints and the specialized nature of the work.

Rather than bid and get prices for this work multiple times per year with the inconsistency of work and quality as different vendors participate, this work is outsourced on an annual renewable contract basis. This process reduces the City's exposure to market forces regarding prices and availability for labor, travel and supplies in preparation for a scheduled outage. City staff also saves considerable time obtaining quotes, evaluating proposals and preparing specifications and other procurement documentation.

On January 24, 2012, City Council awarded a contract to Tri-City Electric Company of Iowa, Davenport, IA, for Power Plant breaker and relay maintenance to be furnished as requested from February 16, 2012, through June 30, 2012, in an amount not-to-exceed \$127,500. The initial contract period was shortened to enable future renewals to coincide with the City's fiscal year.

This contract has an option for the City to renew in one-year increments for up to four additional years. This option includes a rate provision which increases rates at fixed percentages above the previous fiscal year contracted rates at time of renewal. The fixed rates for FY 2014/15 include labor and travel & subsistence increases of 4%. These increases are in accordance with the contract terms initially established. Council should note that is the third out of four possible renewals.

The approved FY 2014/15 operating budget includes \$180,000 for relay and breaker maintenance. The budget anticipated the 4% rate increase along with additional hours of work needed next year to include testing of auxiliary and step up transformers. Actual payments will be calculated on unit prices bid and actual work performed, up to the available budget amount.

**ALTERNATIVES:**

1. Approve the contract renewal with Tri-City Electric Company of Iowa, Davenport, IA, for Power Plant breaker and relay maintenance, for the one-year period from July 1, 2014, through June 30, 2015, and approve the associated contract and bond. Work will be scheduled on an as needed basis and payments will be based on unit prices bid and actual work performed. Total work in FY 2014/15 shall be an amount not-to-exceed \$180,000.
2. Do not renew the agreement and instruct staff to seek new competitive bids.

**MANAGER'S RECOMMENDED ACTION:**

This work is necessary to properly maintain relays, circuit breakers and power plant transformers to carry out emergency and scheduled repairs resulting from equipment failures. This contract establishes rates for service and provides for guaranteed availability, thereby setting in place known rates for service and controlling the Plant's costs. **Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.**



**COUNCIL ACTION FORM**

**SUBJECT:**     **POWER PLANT EMISSIONS TESTING CONTRACT RENEWAL**

**BACKGROUND:**

This contract is for emissions testing services at the City's Power Plant. All emissions tests covered under this contract are mandated by the Iowa Department of Natural Resources (Iowa DNR) and the U.S. Environmental Protection Agency. The results are used to prove that the operated units are within compliance of regulated operating standards and to calculate the payment owed per annual amount of air pollutant set by the Iowa DNR.

The basic scope of work for each test calls for the testing service to prepare test protocols, mobilize/demobilize their test equipment and test team, perform testing, and deliver test reports in a form acceptable to the state and federal regulatory agencies.

The three emissions tests are as follows:

- 1) Relative Accuracy Test Audit (RATA) for Units 7 and 8 coal-fired boilers.
- 2) Mercury Stack Testing for Units 7 and 8 coal-fired boilers.
- 3) Combustion Turbine Formaldehyde Testing for Gas Turbine 2.

On August 14, 2012, City Council awarded a contract to Air Hygiene, Broken Arrow, OK, for the FY 2012/13 Emissions Testing for the Steam Electric Plant & the Combustion Turbine generator in a not-to-exceed amount of \$45,000. Included in the original contract were terms for up to two additional one-year terms at stated rates. This is the second renewal out of two maximum.

The FY 2014/15 operating budget contains \$101,000 for stack testing. However, work anticipated to be done by Air Hygiene next year should cost no more than \$55,000.

**ALTERNATIVES:**

1. Approve the contract renewal with Air Hygiene, Broken Arrow, OK for the Emissions Testing for the Steam Electric Plant & the Combustion Turbine generator contract for the one-year period from July 1, 2014, through June 30, 2015. Work will be scheduled on an as needed basis and payments will be based on unit prices proposed and actual work performed. Total work in FY 2014/15 shall be in an amount not-to-exceed \$55,000.

2. Do not renew the agreement and instruct staff to seek new competitive proposals.

**MANAGER'S RECOMMENDED ACTION:**

The State of Iowa Administrative code requires this testing to be performed on our operating boilers and gas turbine. Over the past year, Air Hygiene has provided excellent technical expertise, experience, and on-site services. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.