

AGENDA
MEETING OF THE AMES AREA METROPOLITAN
PLANNING ORGANIZATION POLICY COMMITTEE
AND REGULAR MEETING OF THE AMES CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL
NOVEMBER 25, 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.**

AMES AREA METROPOLITAN PLANNING ORGANIZATION
TRANSPORTATION POLICY COMMITTEE MEETING

CALL TO ORDER: 7:00 p.m.

1. Hearing on amended FY 2015-2018 Transportation Improvement Program (TIP):
 - a. Motion approving amended TIP

COMMENTS:

ADJOURNMENT:

REGULAR CITY COUNCIL MEETING*

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

PRESENTATION:

1. Government Finance Officers Association Distinguished Budget Presentation Award

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.

2. Motion approving payment of claims
3. Motion approving minutes of Regular Meeting of November 10, 2014
4. Motion approving certification of civil service applicants
5. Motion approving Report of Contract Change Orders for November 1-15, 2014
6. Motion setting December 16, 2014, as Regular City Council Meeting date and canceling December 23, 2014
7. Motion approving renewal of the following beer permits, wine permits, and liquor licenses:
 - a. Class C Liquor & Outdoor Service – Outlaws, 2522 Chamberlain Street
 - b. Class B Native Wine – Chocolaterie Stam, 230 Main Street
 - c. Class C Beer – Swift Stop #8, 705 24th Street
8. Motion approving 5-day Class C Liquor license (December 1 - December 5) for Olde Main Brewing Company at the ISU Alumni Center, 420 Beach Avenue

9. Campustown Facade Program:
 - a. Motion directing staff to seek applications for pilot projects to be located in Campustown Service Center zoning district and neighborhood Commercial zoning district on West Street
10. Resolution approving Annual Urban Renewal Report
11. Resolution setting December 9, 2014, as date of public hearing on Agreement with Iowa Finance Authority for State Revolving Fund Loan for the new Water Treatment Plant project
12. Resolution approving appointments of Lisa Ailshie and Julieanne Sthay to fill vacancies on Public Art Commission
13. Resolution approving Agreement with Wellmark for Flexible Benefits Administration
14. Resolution approving contract for Special Inspections associated with new Water Treatment Plant with Terracon Consultants, Inc., of Ames, Iowa, on a time and materials basis, in an amount not to exceed \$199,782
15. Resolution approving preliminary plans and specifications for Demolition of North Dakota Elevated Tank; setting January 14, 2015, as bid due date and January 27, 2015, as date of public hearing
16. Resolution awarding contract to Altec Industries, Inc., of St. Joseph, Missouri, in the amount of \$120,048 for Utility Body and 55-foot Aerial Platform and installation onto truck chassis for Electric Services Department
17. Resolution awarding contract to Altec Industries, Inc., of St. Joseph, Missouri, in the amount of \$126,462 for Flatbed Body and Digger Derrick and installation onto truck chassis for Electric Services Department
18. Resolution awarding contract to ABM Equipment & Supply, LLC, of Hopkins, Minnesota, in the amount of \$85,552 for Utility Body and Lift Platform and installation onto truck chassis for Public Works Department
19. Resolution approving contract and bond for Fire Station #3 HVAC Modifications
20. Resolution approving contract and bond for 2014/15 Arterial Street Paving Improvements Program
21. Resolution approving contract and bond for 2014/15 CyRide Route Paving Improvements Program #2
22. Resolution accepting partial completion of public improvements required for Northridge Heights Subdivision, 16th Addition, and reducing security being held
23. Resolution accepting completion of Control Panels for Ames Plant Switchyard
24. Resolution accepting completion of 2012/13 Traffic Signal Program (Lincoln Way and Hayward Avenue)
25. Resolution accepting completion of 2013/14 Traffic Signal Program (20th Street and Grand Avenue)
26. Resolution accepting completion of Sunset Ridge Subdivision, 5th Addition, HMA Paving Project
27. Resolution accepting completion of WPC Raw Water Pump Station Make-Up Air Unit

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.**

HEARINGS:

28. Hearing on rezoning properties for ISU Research Park Phase III Project from Agricultural (A) to Planned Industrial (PI):
 - a. First passage of ordinance
29. Hearing on Zoning Ordinance Text Amendments to Reduce On-Site Parking Required for Fraternities and Sorority Housing and make text clarifications:
 - a. First passage of ordinance

30. Hearing on proposed amendments to Chapter 31 of Municipal Code pertaining to definitions and rules of construction, design guidelines for alterations, and design guidelines for new construction specific to Historic Preservation Districts:
 - a. First passage of ordinance
31. Hearing on Non-Asbestos Insulation and Related Services and Supplies for Power Plant:
 - a. Motion accepting report of bids and directing staff to rebid project
 - b. Resolution approving updated preliminary plans and specifications for re-issuance of project; setting December 17, 2014, as bid due date and January 13, 2015, as date of public hearing
32. Hearing on Amendment to Lease Agreement with Sprint Spectrum for Bloomington Road Water Tower:
 - a. Resolution approving Amendment to Lease Agreement with Sprint Spectrum Realty Company, LP

PUBLIC WORKS:

33. Resolution setting date of hearing on sale of alley between 11th and 12th Streets from Grand Avenue to the alley east of Grand Avenue
34. Request to Purchase Old Airport Road right-of-way:
 - a. Direction to staff
35. Resolution approving Engineering Services Agreement with Shive Hattery of West Des Moines, Iowa, in an amount not to exceed \$375,000 for ISU Research Park, Phase III

ELECTRIC:

36. Distributed Control System for Power Plant:
 - a. Resolution approving Change Order No. 1 to Engineering Services Agreement with Sargent & Lundy of Chicago, Illinois, in an amount not to exceed \$2,395,000
 - b. Resolution approving preliminary plans and specifications; setting January 14, 2015, as bid due date and January 27, 2015, as date of public hearing
37. Resolution approving contract with Black & Veatch for engineering services pertaining to repair of the GT1 Combustion Turbine

FINANCE:

38. City Council budget guidelines

ADMINISTRATION:

39. Staff report on HIRTA Demand Response Facilitation

ORDINANCES:

40. Second passage of ordinance rezoning 601 State Avenue from Special Government/Airport (S-GA) to Residential Low-Density (RL)
41. Third passage and adoption of Fats, Oils, and Grease Control ORDINANCE NO. 4199

COUNCIL COMMENTS:

ADJOURNMENT:

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

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

SUBJECT: AMENDMENT TO FY 2015-2018 TRANSPORTATION IMPROVEMENT PROGRAM

BACKGROUND:

In order to receive Federal funds for transportation improvement projects, it is necessary for projects to be included in the Iowa Department of Transportation's approved statewide plan. The initial step in this process is for AAMPO to develop a Transportation Improvement Plan (TIP). Federal regulations require the TIP to include transportation projects for four years.

On May 1, 2014, a public input session was held to provide an opportunity for the public to discuss the proposed TIP with staff and provide comments. The FY 2015-18 TIP was approved by the AAMPO Policy Committee on July 8, 2014.

The attached amendment adds one project into the FY 2015 TIP. This project is to grade and pave a half-mile portion of the Skunk River Trail from Bloomington Road north to Ada Hayden Park. This project was originally anticipated to be let during FY 2014, and therefore was not included in the FY 2015-18 TIP. However, because the project schedule was moved to a February 2015 letting date, the project must now be added into the FY 2015 program year. The total project funding from local option sales tax has also been amended from \$441,000 to \$473,660. This reflects projected item costs for construction in 2015.

ALTERNATIVES:

1. Approve the Amended FY 2015-18 TIP.
2. Approve the Amended FY 2015-18 TIP with Policy Committee modifications.

ADMINISTRATOR'S RECOMMENDATION:

These projects correlate to the City of Ames 2014-19 Capital Improvements Plan. The AAMPO Technical Committee has unanimously recommended approval of this draft plan. At the public input session, no revisions were requested by the public.

Therefore, it is recommended by the Administrator that the Transportation Policy Committee adopt Alternative No. 1, thereby approving the Amended FY 2015-18 TIP.



TRANSPORTATION IMPROVEMENT PROGRAM

FY 2015 – 2018

FINAL

JULY 8, 2014

Amendments

Administrative Modification October 20, 2014

Amended November 25, 2014

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

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Table of Contents

Federal Highway Administration Section	2
Project Selection	2
FY 2014 Project Status Report.....	3
Fiscal Constraint	4
Financial Constraint Summary Tables	4
Network Operations and Maintenance	5
Public Participation Process	5
Title VI Compliance	5
Self Certification	5
Revising the TIP.....	5
Administrative Modifications	6
Amendments	6
Federal Transit Administration Section.....	6
FY 2015 TIP FTA Project Justification.....	6
Appendix A: FY 2015 – 18 TIP TPMS Printouts	9
Appendix B: FY 2015 – 18 TIP Roadway Project Information.....	10
Appendix C: AAMPO Self Certification.....	12
Appendix D: Transportation Policy Committee Meeting Minutes	22

Federal Highway Administration Section

Project Selection

The Ames Area Metropolitan Planning Organization (AAMPO) uses an informal project selection criteria system as a means of prioritizing submitted projects. All projects submitted to the AAMPO for inclusion in the Transportation Improvement Program (TIP) are reviewed by staff and the Transportation Technical Committee (TTC) and Transportation Policy Committee (TPC). Projects are programmed in the TIP by approval of the TPC based on the recommendation of the TTC and staff.

Projects are prioritized based on public input, need and financial availability. Factors identified in the Long Range Transportation Plan (LRTP) will be used as tools to help determine those projects selected and their respective priority. In addition to the LRTP tools, highway capacity improvement projects are selected using Level of Service criteria; rehabilitation and reconstruction projects are selected based upon pavement condition index and field review. A STP application form shall be submitted along with all STP projects to be considered to receive federal-aid funding. This form can be requested from the AAMPO staff or downloaded from the AAMPO website.

Transportation Alternative projects consist mainly of open space trails that have been developed during the public involvement process for the Long Range Transportation Plan (LRTP) update. Trail segments shown in the plan are sized proportionately based upon estimated construction costs. A TAP application form shall be submitted along with all TAP projects to be considered to receive federal-aid funding. Submitted projects are then ranked with the following criterion: connectivity with existing facilities, cost in relation to public benefit, enhancement to existing transportation system, and identified in the long range transportation plan. The ranked list is then discussed and may be revised during the TIP development process. The project application form can be requested from the AAMPO staff or downloaded from the AAMPO website.

Bridge projects consist of necessary repairs recommended by the biennial Iowa Department of Transportation (IDOT) bridge inspections. The IDOT requires these inspections for bridges within the local jurisdictions of the AAMPO. A Candidate List is created by the IDOT Office of Systems Planning based on priority points ranking. Local agencies and the AAMPO work with the IDOT on programming necessary bridge projects based on priority and available funding.

The Transit Board selects operating projects for CyRide as identified in the approved Passenger Transportation Plan (PTP), which serves as a needs assessment for all regional human and health service agencies. The Transit Board also approves matching funds for capital projects based upon identified route expansions.

All projects are consistent with the approved 2035 Long Range Transportation Plan adopted on Oct. 12, 2010.

AAMPO FY 2015 – 18 Transportation Improvement Program

FY 2014 Project Status Report

TPMS #	Project Number	Location	Type of Work	Status	Total Project Cost	Total Federal Aid	Sponsor
14983	STP-E-0155(SE16th)--70-85	In the City of Ames, Skunk River Trail: From SE 16th Street to East Lincoln Way	Ped/Bike Grade & Pave	FHWA Approved - Roll over Funding	\$ 521,000	\$ 160,000	City of Ames
19961	STP-U-0155(S 3RD / S 4TH)--70-85	In the City of Ames, S 3RD ST / S 4TH ST: From Squaw Creek to South Duff Avenue	Pavement Rehab	FHWA Approved - Roll over Funding	\$ 1,867,000	\$ 1,292,000	City of Ames
21260	STP-E-0155(SE16TH)--8V-85	In the City of Ames, Skunk River Trail: From SE 16th Street to East Lincoln Way	Ped/Bike Structures, Ped/Bike Miscellaneous	FHWA Approved - Roll over Funding	\$ 835,000	\$ 160,000	City of Ames
17023	STP-U-0155(ELW)--70-85	In the City of Ames, E LINCOLN WAY: From South Duff Avenue to and including South Skunk River Bridge	Pavement Rehab, Bridge Rehabilitation	FHWA Approved - Roll over Funding	\$ 2,130,000	\$ 1,060,000	City of Ames
1948	STP-E-0155(S DUFF)--8V-85	In the City of Ames, S DUFF AVE: From Squaw Creek to South 5th Street	Ped/Bike Grade & Pave	FHWA Approved - Roll over Funding	\$ 100,000	\$ 70,000	City of Ames
19248	STP-U-0155()-70-85	24TH ST AND BLOOMINGTON RD: 24th St. (UPRR tracks to Northwestern Ave.) and Bloomington Rd. (Eisenhower Ave. to west 500 ft.)	Pavement Rehab	FHWA Approved - Roll over Funding	\$ 1,832,000	\$ 1,292,000	City of Ames
22052	BRFN-030()-39-85	US30: US 69/BIKE PATH IN AMES (EB)	Bridge Deck Overlay	FHWA Approved - Roll over Funding	\$ 456,000	\$ -	IDOT Dist. 1
22016	IM-035()-13-85	I-35: US 30 INTERCHANGE IN AMES	Bridge New, Grading, Right of Way	FHWA Approved - Roll over Funding	\$ 9,600,000	\$ 8,550,000	IDOT Dist. 1
14980	STP-E-0155(ADA)--8V-85	In the City of Ames, Skunk River Trail: From Bloomington Road to Ada Hayden Park	Ped/Bike Grade & Pave	FHWA Approved - 2014 Construction Roll over Funding	\$ 474,000	\$ 250,000	City of Ames
14982	STP-E-0155(682)--8V-85	In the City of Ames, Skunk River Trail: From East Lincoln Way to S. River Valley Park	Ped/Bike Grade & Pave	FHWA Approved - Roll over Funding	\$ 790,000	\$ 360,000	City of Ames
15628	STP-E-C085(100)--8V-85	Gilbert to Ames Trail: Trail connection from Gilbert, Iowa to Ames, Iowa	Ped/Bike ROW	FHWA Approved - Roll over Funding	\$ 983,000	\$ 62,000	Story CCB
21264	BROS-C085(116)--5F-85	North Dakota Ave: Over Onion Creek	Bridge Replacement	Authorized - 2014 Construction	\$ 350,000	\$ 280,000	Story CRD
21261	STP-U-0155(681)--70-85	In the City of Ames, SHELDON AVENUE: From Lincoln Way to Hyland Avenue	Pavement Rehab	Authorized - 2014 Construction	\$ 1,480,000	\$ 1,060,000	City of Ames
16032	STP-U-0155(Grand3)--70-85	GRAND AVE: S Grand Ave: 0.1 miles north of S. 16th Street to Squaw Creek Dr / S 5th St: S Grand Ave to S Duff Ave / S 16th & S Duff Ave Intersection	Grade and Pave, Bridge New	FHWA Approved - 2014 NEPA Clearance	\$ 11,546,000	\$ 2,096,000	City of Ames
16103	RGPL-PA22(RTP)--ST-85	Ames MPO Planning: STP Funds for Transportation Planning	Trans Planning	Authorized - LRTP Update Initiated	\$ 400,000	\$ 320,000	AAMPO

AAMPO FY 2015 – 18 Transportation Improvement Program

Fiscal Constraint

The AAMPO FY 2015 programming targets are \$1,539,075 for STP, \$86,304 for TAP, and \$65,713 for TAP Flex. The project costs shown in the TIP are in year of expenditure dollars. This is accomplished by developing an estimate of costs in the current bidding environment and then applying an inflation factor of 4% per year. The Ames City Council has programmed these projects in the City of Ames 2014-2019 CIP for the local funding allocation. These funds are generated from the City's annual Road Use Tax Fund (RUTF) distribution, Local Option Sales Tax, and General Obligation (GO) Bonds. The transit program does not have targets, and thus the requests involve significant costs in the anticipation of maximizing the amounts received.

Financial Constraint Summary Tables

Federal Aid Program	2015		2016		2017		2018	
	Total Cost	Federal Aid	Total Cost	Federal Aid	Total Cost	Federal Aid	Total Cost	Federal Aid
Surface Transportation Program (STP)	\$2,128,000	\$1,529,000	\$3,130,000	\$1,060,000	\$6,517,000	\$1,992,000	\$6,500,000	\$1,300,000
Highway Bridge Replacement (STP-HBP)	\$2,425,000	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0
Transportation Alternatives Program (TAP)	\$1,873,000	\$492,000	\$835,000	\$160,000	\$521,000	\$160,000	\$586,000	\$140,000
National Highway Performance Program (NHPP)	\$0	\$0	\$100,000	\$0	\$9,500,000	\$8,550,000	\$3,864,000	\$3,478,000
Primary Road Funds (PRF)	\$456,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0

	2015	2016	2017	2018
Unobligated Balance (Carryover)	\$3,430,544	\$3,506,332	\$4,051,332	\$3,664,332
Region STP Target	\$1,539,075	\$1,539,000	\$1,539,000	\$1,539,000
Region TAP Flex Target	\$65,713	\$66,000	\$66,000	\$66,000
Subtotal	\$5,035,332	\$5,111,332	\$5,656,332	\$5,269,332
Transfer to TAP (STP and Flex)	\$0	\$0	\$0	\$3,000
Programmed STP Funds	\$1,529,000	\$1,060,000	\$1,992,000	\$1,300,000
Balance	\$3,506,332	\$4,051,332	\$3,664,332	\$3,966,332

	2015	2016	2017	2018
Unobligated Balance (Carryover)	\$543,410	\$199,714	\$125,714	\$51,714
Region TAP Target	\$86,304	\$86,000	\$86,000	\$86,000
STP and Flex Transfer Credit	\$0	\$0	\$0	\$3,000
Subtotal	\$629,714	\$285,714	\$211,714	\$140,714
Programmed TAP Funds	\$430,000	\$160,000	\$160,000	\$140,000
Balance	\$199,714	\$125,714	\$51,714	\$714

	2013	2014	2015	2016	2017	2018
City of Ames Total Operations	\$447,674	\$465,581	\$484,204	\$503,572	\$523,715	\$544,664
City of Ames Total Maintenance	\$888,723	\$924,272	\$961,243	\$999,693	\$1,039,680	\$1,081,267
City of Gilbert Total Operations	\$1,169	\$1,216	\$1,264	\$1,315	\$1,368	\$1,422
City of Gilbert Total Maintenance	\$14,584	\$15,167	\$15,774	\$16,405	\$17,061	\$17,744
Total O&M	\$1,352,150	\$1,406,236	\$1,462,485	\$1,520,985	\$1,581,824	\$1,645,097

	2013	2014	2015	2016	2017	2018
City of Ames Total RUTF Receipts	\$5,646,836	\$5,872,709	\$6,107,618	\$6,351,923	\$6,605,999	\$6,870,239
City of Ames Total Other Road Monies Receipts	\$4,031,928	\$4,193,205	\$4,360,933	\$4,535,371	\$4,716,785	\$4,905,457
City of Ames Total Receipts Service Debt	\$21,215,250	\$22,063,860	\$22,946,414	\$23,864,271	\$24,818,842	\$25,811,595
City of Gilbert Total RUTF Receipts	\$103,619	\$107,764	\$112,074	\$116,557	\$121,220	\$126,068
City of Gilbert Total Other Road Monies Receipts	\$16,517	\$17,178	\$17,865	\$18,579	\$19,323	\$20,095
City of Gilbert Total Receipts Service Debt	\$0	\$0	\$0	\$0	\$0	\$0

Network Operations and Maintenance

The capital investment and other measures necessary to preserve the existing transportation system, as well as operations, maintenance, modernization, and rehabilitation of existing and future transportation facilities are annually reviewed and programmed. Preservation, operating, and maintenance costs are included as a priority for funding. Maintenance and rehabilitation projects are also included in the AAMPO LRTP. In addition to STP funding, the City of Ames utilizes RUTF, Local Option Sales Tax, and General Obligation funding for system preservation projects. A program is also included in the City of Ames 2014-2019 CIP to address shared use path maintenance. The LRTP and Land Use Policy Plan (LUPP) both use an intersection efficiency standard of Level of Service (LOS) C.

Public Participation Process

A notice advising the public about the draft TIP and Transportation Planning Work Program (TPWP) reviewed by the AAMPO Technical Committee will be mailed to 43 neighborhood organization chairpersons, representatives of the Ames Main Street District, Campustown Action Association, NAACP, Friends of Central Iowa Biking, International Student Council at Iowa State University (ISU), League of Women Voters, and others in accordance with our approved Public Participation Plan (PPP). In addition, as previously noted, projects are available for public review and comment through the City of Ames CIP process. A public input session will be held on May 1st, 2014 to discuss the TIP and receive comments.

Title VI Compliance

The Ames Area MPO adheres to the City of Ames's Title VI of the Civil Rights Act of 1964 Compliance Plan. The AAMPO carries out its transportation planning processes without regard to race, color, or national origin. The Compliance Plan provides information on the Ames Area MPO Title VI compliance policies, complaint procedures, and a form to initiate the complaint process for use by members of the public. For more information or to file a complaint or concern, please contact the AAMPO Administrator at the City of Ames Public Works Administration Office at 515-239-5160.

Self Certification

The AAMPO Policy Committee certified that transportation planning activities in the Ames metropolitan area are being carried out in accordance with governing Federal regulations, policies and procedures. This certification was at the meeting on March 25, 2014. A copy of the document is attached in Appendix C.

Revising the TIP

Often after development and subsequent adoption of the TIP, changes may need to be made to the list of programmed projects. Examples of changes might be adding or deleting projects, moving a project between years in the TIP, adjusting project cost, or changing the vehicle numbers of transit vehicles.

A major requirement of a project receiving Federal transportation funds is for the project to be included in the TIP and Statewide Transportation Improvement Program. Once a project has received Federal Authorization for construction it does not need to be included in the TIP. This is one of two major reasons for adding or deleting a project from the TIP. The other major reason for adding a project is the awarding of a grant or earmark for a project, which can happen throughout the year.

Changes to the TIP are classified as either “administrative modifications” or “amendments”.

Administrative Modifications

Administrative Modifications are minor changes involving the following:

- **Project Cost** – changes that do not increase federal-aid by more than 30% or do not increase total federal-aid by more than \$2 million from the original amount.
- **Schedule Changes** – changes in schedules to projects included in the first four years of the TIP
- **Funding Source** – changes to funding from one source to another
- **Scope Changes** – all changes to the project’s scope

Amendments

Amendments are major changes involving the following:

- **Project Cost** – changes that increase federal-aid by more than 30% or increase total federal-aid by more than \$2 million from the original amount.
- **Schedule Changes** – projects added or deleted from the TIP.
- **Funding Source** – projects receiving additional federal funding sources.
- **Fiscal Constraint** – changes that result in the TIP no longer being fiscally constrained.
- **Scope Changes** – changing the project termini, the amount of through traffic lanes, type of work from an overlay to reconstruction, or a change to include widening of the roadway.

Administrative modifications and amendments are subject to different AAMPO Policy Committee and public review procedures. Administrative modifications are processed internally and are shared with the Policy Committee and the public as informational items. Amendments are presented to the Policy Committee and a public comment period is opened, which lasts until the next Policy Committee meeting (the Policy Committee meets on an as needed basis, giving a 3-4 week public comment period). Public comments are shared at this meeting with the Policy Committee and action is taken to approve the amendment.

Federal Transit Administration Section

FY 2015 TIP FTA Project Justification

The following transit projects identified within the draft FY2015-2018 TIP were included within the 2015 Passenger Transportation Plan (PTP) Update, meeting the requirements to have the Enhanced Mobility for Seniors and individuals with Disabilities formulized federal funding within an approved PTP prior to TIP approval. The following narrative describes the projects within the initial year of the plan.

General Operations: This funding supports the day-to-day transit operations of the Ames Transit Authority from Ames’ urbanized area federal apportionment, Transit Intensive Cities, and State Transit Assistance funding.

Contracted Paratransit (Dial-A-Ride) Service: According to federal regulations, public transit agencies providing fixed-route transit service in their community must also provide door-to-door transportation service within a ¼ mile area of that fixed-route service. Therefore, CyRide purchases transportation service for its Dial-A-Ride operations in order to meet this ADA requirement. This requirement has been expanded to the entire city limits of Ames.

Associated Transit Improvements: CyRide developed a Bus Stop Plan that recommended an implementation plan for bus stop amenities along CyRide's fixed-route system. From the prioritization of recommended stop improvements, concrete pads will be added for easier boarding/alighting during inclement weather as well as replacing bus shelters with lighted bus shelters to improve the accessibility for patrons and CyRide's image throughout the Ames community. In February 2013, CyRide launched Nextbus allowing passengers to obtain real-time information of the next buses coming to a particular bus stop. The information can be obtained on CyRide's website, by texting or calling or via LED digital signs at the bus stop. CyRide envisions additional LED digital signage signs next to high ridership stops throughout the Ames community.

Heavy Duty Bus Replacement: Eight buses have exceeded FTA guidelines for useful life. Bus numbers are 00147, 00716, 00715, 00711, 00712, 00713, 00717 and 00742. These units will be replaced with 40' heavy-duty buses, equipped with cameras. These replacement vehicles will be ADA accessible.

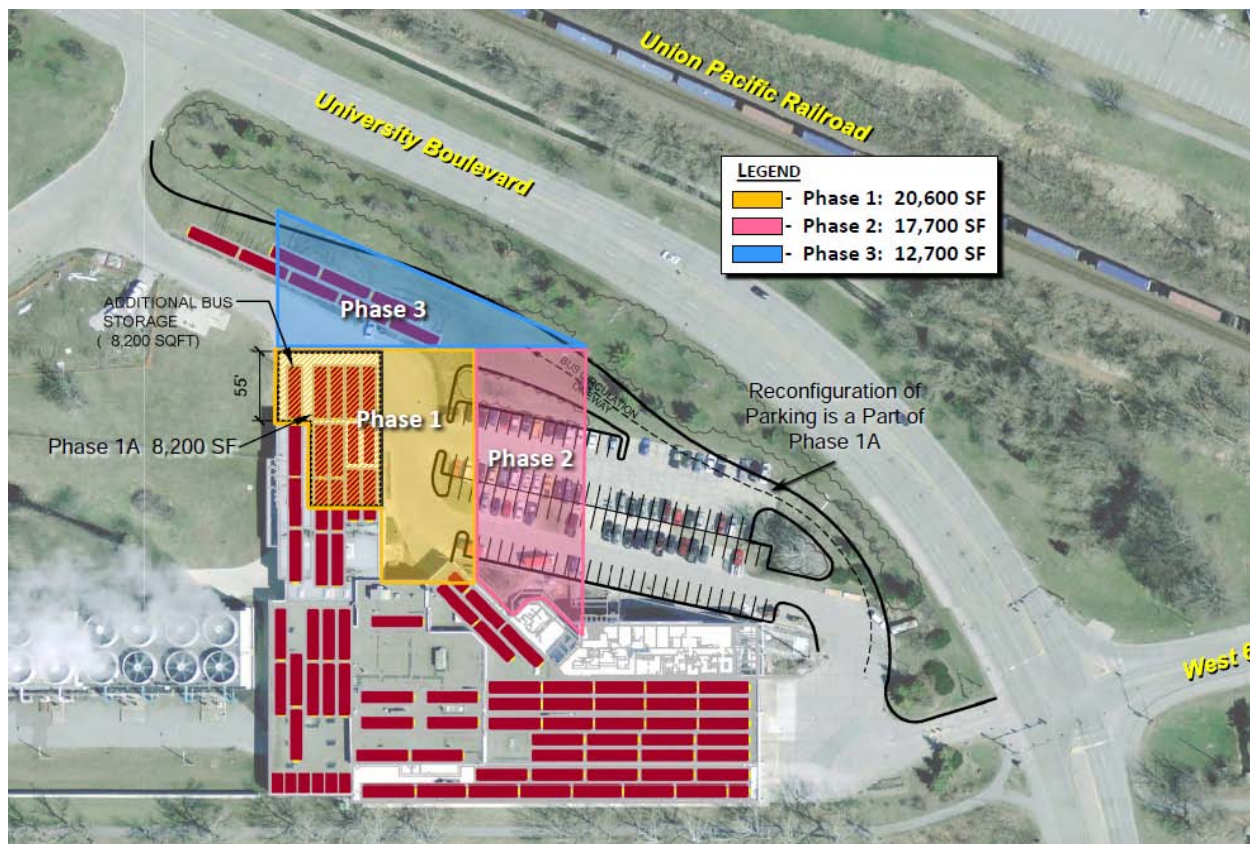
Light Duty Bus Replacement: One bus has exceeded FTA guidelines for useful life. The bus number is 7640 which CyRide leases to Heart of Iowa Regional Transit Agency to operate its ADA complimentary service (Dial-A-Ride). This unit will be replaced with another light-duty bus, equipped with cameras. This replacement vehicle will be ADA accessible.

Blue Route (Sunday): CyRide is planning to double its frequency on the Sunday Blue route to 20-minute intervals between 11:00 am and 5:00 pm. The route currently operates at 40-minute intervals. One bus will be added on Sundays and serve a portion of the route between ISU campus and the Wal-Mart on South Duff Avenue. This will help reduce overcrowding and on-time performance issues currently being experienced on the route. Additionally, this change will improve service by decreasing wait times for customers. Many trips along this portion of the route on Sunday consistently exceed 60 passengers per bus, which is standing capacity. The seated capacity is 39 passengers. CyRide is requesting the first year of operating funding through STA Special Project funding with the next two years through Iowa's Clean Air Attainment Program (ICAAP) funding.

Brown/Green Route (Weekday): CyRide is planning to add two additional buses along the Brown Route and one bus to the Green route each weekday between 11:30am and 6:00pm. Ridership has grown on both these corridors to the point where overcrowding occurs and buses are having a difficult time staying on time and buses are exceeding standing capacity. Ridership on the Brown route has grown by more than 45% over the past three years due to the influx of students to apartments north of Somerset and full utilization of the Wallace/Wilson Residence Halls. An added benefit of this change is that the Brown/Green routes will now be able to meet other buses (Red and Blue routes) to make transfers allowing customers to switch between buses to travel to other areas of campus or the city. Currently the Brown route bus arrives several minutes after the other route buses have left, causing customers to wait almost 20 more minutes until their next bus arrives.

Heavy Duty Bus Expansion: CyRide plans to operate two additional buses to expand its service on the Brown/Green Routes beginning in August 2014. CyRide is requesting two expansion buses to operate this service given that the entire system only has three spare buses during its peak pull out period. The Federal Transit Administration recommends a 20% spare ratio or currently 14 buses. These units will be 40' heavy-duty buses, equipped with cameras and will be ADA accessible.

Maintenance Facility Expansion: CyRide plans to construct additional bus storage to its existing maintenance storage facility completing Phase 1 (orange area) under Option 12 within their Maintenance Facility Expansion Feasibility Plan developed in 2010. CyRide is currently finalizing construction of Phase 1A (8,200 square feet) and anticipates buses will be parked outside again once an additional 5 used buses are purchased for increased passenger demand within the Ames community. Completing the remaining portion of Phase 1, or Phase 1B, will add another 12,400 square feet for additional storage of buses and is a natural expansion in the scalable project developed under this plan.



**Appendix A:
FY 2015 – 18 TIP TPMS Printouts**

MPO-22 / AAMPO

2015 - 2018 Transportation Improvement Program

TPMS Sponsor Appr. Status	Project # Location Funding Program	Length FHWA# S.T.R		Pgm'd Amounts in 1000's				Total	STIP#
				FY15	FY16	FY17	FY18		
STP - Surface Transportation Program									
Story - 85									
19248 Ames	STP-U-0155(688)--70-85 DOT Letting: 01/21/2015 24TH ST AND BLOOMINGTON RD: 24th St. (UPRR tracks to Northwestern Ave.) and Bloomington Rd. (Eisenhower Ave. to west 500 ft.)	0.09 MI --	Project Total Federal Aid	1,832 1,292	0 0	0 0	0 0	1,832 1,292	TA
FHWA Approved	Pavement Rehab	0:0:0	Regional FA	1,292	0	0	0	1,292	50091
16103 MPO-22 / AAMPO	RGPL-PA22(RTP)--ST-85 Ames MPO Planning: STP Funds for Transportation Planning	0 MI --	Project Total Federal Aid	305 245	0 0	0 0	0 0	305 245	TA
FHWA Approved	Trans Planning	--	Regional FA	155	0	0	0	155	50301
17023 Ames	STP-U-0155(ELW)--70-85 In the City of Ames, E LINCOLN WAY: From South Duff Avenue to and including South Skunk River Bridge	1.11 MI --	Project Total Federal Aid	0 0	2,130 1,060	0 0	0 0	2,130 1,060	TA
FHWA Approved	Pavement Rehab,Bridge Rehabilitation	0:0:0	Regional FA	0	1,060	0	0	1,060	--
16032 Ames	STP-U-0155(Grand3)--70-85 GRAND AVE: S Grand Ave: 0.1 miles north of S. 16th Street to Squaw Creek Dr / S 5th St:S Grand Ave to S Duff Ave / S 16th & S Duff Ave Intersection	0.652 MI --	Project Total Federal Aid	0 0	1,000 0	4,650 700	6,500 1,300	12,150 2,000	TA
FHWA Approved	Grade and Pav,Bridge New	--	Regional FA	0	0	700	1,300	2,000	--
19961 Ames	STP-U-0155(S 3RD / S 4TH)--70-85 In the City of Ames, S 3RD ST / S 4TH ST: From Squaw Creek to South Duff Avenue	2.02 --	Project Total Federal Aid	0 0	0 0	1,867 1,292	0 0	1,867 1,292	TA
FHWA Approved	Pavement Rehab	0:0:0	Regional FA	0	0	1,292	0	1,292	--
STP-HBP - Surface Transportation Program - Bridge Program									
Story - 85									
29713 [NBIS: 000180] Ames	BRM-0155(685)--8N-85 DOT Letting: 09/15/2015 In the city of Ames, On 6TH ST, Over SQUAW CREEK	0 000180	Project Total Federal Aid	2,425 1,000	0 0	0 0	0 0	2,425 1,000	TA
FHWA Approved	Bridge Replacement	0:0:00	Regional FA	0	0	0	0	0	50471
NHPP - National Highway Performance Program									
Story - 85									
22016 [NBIS: 49210] DOT-D01-MPO22	IM--35()--13-85 I35: US 30 INTERCHANGE IN AMES	0.503 49210	Project Total Federal Aid	0 0	100 0	9,500 8,550	3,864 3,478	13,464 12,028	TA
FHWA Approved	Pave,Bridge New,Grading	--	Regional FA	0	0	0	0	0	--

TPMS Sponsor Appr. Status	Project # Location Funding Program	Length FHWA# S.T.R		Pgm'd Amounts in 1000's				Total	STIP#
				FY15	FY16	FY17	FY18		
TAP - Transportation Alternatives									
Story - 85									
1948 Ames FHWA Approved	STP-E-0155(S DUFF)--8V-85 In the City of Ames, S DUFF AVE: From Squaw Creek to South 5th Street Ped/Bike Grade & Pave	0.16 MI -- 0:0:0	Project Total Federal Aid Regional FA	100 70 70	0 0 0	0 0 0	0 0 0	100 70 70	TA 50255
14980 Ames In Prep	STP-E-0155(684)--8V-85 DOT Letting: 02/17/2015 In the city of Ames, Skunk River Trail, From Bloomington Road to Ada Hayden Park Ped/Bike Grade & Pave	0.5 MI -- --	Project Total Federal Aid Regional FA	474 250 250	0 0 0	0 0 0	0 0 0	474 250 250	TA --
14982 Ames FHWA Approved	STP-E-0155(682)--8V-85 DOT Letting: 11/17/2015 In the City of Ames, Skunk River Trail: From East Lincoln Way to S. River Valley Park Ped/Bike Grade & Pave	0.635 MI -- --	Project Total Federal Aid Regional FA	790 360 360	0 0 0	0 0 0	0 0 0	790 360 360	TA 50041
15628 Story CCB FHWA Approved	STP-E-C085(100)--8V-85 Local Letting: 12/21/2021 Gilbert to Ames Trail: Trail connection from Gilbert, Iowa to Ames, Iowa Ped/Bike ROW	2.997 MI -- --	Project Total Federal Aid Regional FA	983 62 62	0 0 0	0 0 0	0 0 0	983 62 62	TA 50044
PA NOTE: STP = \$61,579									
DOT NOTE: Project funded using CIRTPA TAP funds									
21260 Ames FHWA Approved	STP-E-0155(SE16TH)--8V-85 In the City of Ames, Skunk River Trail: From SE 16th Street to East Lincoln Way Ped/Bike Structures, Ped/Bike Miscellaneous	1.033 MI -- --	Project Total Federal Aid Regional FA	0 0 0	835 160 160	0 0 0	0 0 0	835 160 160	TA --
14983 Ames FHWA Approved	STP-E-0155(SE16th)--70-85 In the City of Ames, Skunk River Trail: From SE 16th Street to East Lincoln Way Ped/Bike Grade & Pave	1 MI -- --	Project Total Federal Aid Regional FA	0 0 0	0 0 0	521 160 160	0 0 0	521 160 160	TA --
17025 Ames FHWA Approved	STP-E-0155()--8V-85 In the city of Ames, Skunk River Trail: River Valley Park to Bloomington Road Ped/Bike Grade & Pave	0.75 MI -- --	Project Total Federal Aid Regional FA	0 0 0	0 0 0	0 0 0	586 140 140	586 140 140	TA --
PRF - Primary Road Funds									
Story - 85									
30892 DOT-D01-MPO22 FHWA Approved	IMN-035-5(107)--0E-85 On I35, from 13th St Interchange in Ames to Co Rd D65 Interchange at Randall (Various Locations) Pavement Rehab	0 -- --	Project Total Federal Aid Regional FA	1,500 0 0	0 0 0	0 0 0	0 0 0	1,500 0 0	Ad.mod TA --
22052 DOT-D01-MPO22 FHWA Approved	BRFN--30()--39-85 US 30: US 69/BIKE PATH, IN AMES (EB) Bridge Deck Overlay	0 MI 048710 --	Project Total Federal Aid Regional FA	456 0 0	0 0 0	0 0 0	0 0 0	456 0 0	TA --

MPO-22 / AAMPO (63 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY15	FY16	FY17	FY18
STA, 5307	Ames	914 Operations Misc	General Operations	Total	9,419,737	9,796,527	10,188,387	10,595,923
				FA	2,100,000	2,184,000	2,271,360	2,362,214
				SA	604,598	628,782	653,933	680,091
5310	Ames	919 Operations Misc	Contracted Paratransit Service	Total	239,075	248,638	258,584	268,926
				FA	191,260	198,910	206,867	215,141
				SA				
5310	Ames	920 Capital Replacement	Associated Transit Improvements	Total	50,000	50,000	50,000	50,000
				FA	40,000	40,000	40,000	40,000
				SA				
5339	Ames	1910 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, Low Floor, BioDiesel Unit #: 00742	Total	439,000			
				FA	373,150			
				SA				
5309	Ames	2440 Capital Expansion	Heavy Duty Articulated Bus VSS, Low Floor, BioDiesel	Total	750,000			
				FA	637,500			
				SA				
5309	Ames	2442 Capital Expansion	Heavy Duty Articulated Bus VSS, Low Floor, BioDiesel	Total	750,000			
				FA	637,500			
				SA				
5309	Ames	2443 Capital Expansion	Heavy Duty Articulated Bus VSS, Low Floor, BioDiesel	Total	750,000			
				FA	637,500			
				SA				
5309	Ames	2833 Capital Expansion	Heavy Duty Articulated Bus VSS, Low Floor, BioDiesel	Total	750,000			
				FA	637,500			
				SA				
5339	Ames	3305 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, Low Floor, BioDiesel Unit #: 00147	Total	439,000			
				FA	373,150			
				SA				
5339	Ames	3306 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, Low Floor, BioDiesel Unit #: 00716	Total	439,000			
				FA	373,150			
				SA				
5339	Ames	3307 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, Low Floor, BioDiesel Unit #: 00715	Total	439,000			
				FA	373,150			
				SA				
5339	Ames	3308 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, Low Floor, BioDiesel Unit #: 00711	Total	439,000			
				FA	373,150			
				SA				
5339	Ames	3309 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, Low Floor, BioDiesel Unit #: 00712	Total	439,000			
				FA	373,150			
				SA				
5339	Ames	3310 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, Low Floor, BioDiesel Unit #: 00713	Total	439,000			
				FA	373,150			
				SA				
5339	Ames	3311 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, Low Floor, BioDiesel Unit #: 00717	Total	439,000			
				FA	373,150			
				SA				

MPO-22 / AAMPO (63 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY15	FY16	FY17	FY18
5339	Ames	3313 Capital Replacement	Light Duty Bus (176" wb) VSS Unit #: 7640	Total	89,000			
				FA	75,650			
				SA				
PTIG, 5309, 5339	Ames	3314 Capital Expansion	Maintenance Facility Expansion	Total	1,537,500	1,066,500		
				FA	430,000	853,200		
				SA	800,000			
5339	Ames	2437 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00956	Total	439,000	452,171		
				FA	373,150	384,345		
				SA				
STA, ICAAP	Ames	3318 Operations Expansion	Blue Route Sunday	Total	30,696			
				FA	16,690			
				SA	7,867			
STA, ICAAP	Ames	3319 Operations Expansion	Brown/Green Weekday	Total	588,335			
				FA	319,890			
				SA	150,778			
ICAAP	Ames	3320 Capital Expansion	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel	Total	439,000			
				FA	351,200			
				SA				
ICAAP	Ames	3321 Capital Expansion	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel	Total	439,000			
				FA	351,200			
				SA				
5339	Ames	3315 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00743	Total		452,171		
				FA		384,345		
				SA				
PTIG	Ames	3317 Capital Rehabilitation	Maintenance Pits	Total		250,000		
				FA				
				SA		200,000		
5339	Ames	1905 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00714	Total		452,171		
				FA		384,345		
				SA				
5339	Ames	2439 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00958	Total		452,171		
				FA		384,345		
				SA				
5339	Ames	2834 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00740	Total		452,171		
				FA		384,345		
				SA				
5339	Ames	2835 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00739	Total		452,171		
				FA		384,345		
				SA				
5339	Ames	2444 Capital Expansion	Heavy Duty Bus (40-42 ft.) VSS, Low Floor, BioDiesel	Total		452,171		
				FA		384,345		
				SA				
5339	Ames	2445 Capital Expansion	Heavy Duty Bus (40-42 ft.) VSS, Low Floor, BioDiesel	Total		452,171		
				FA		384,345		
				SA				

MPO-22 / AAMPO (63 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY15	FY16	FY17	FY18
5339	Ames	2446 Capital Expansion	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel	Total		452,171		
				FA		384,345		
				SA				
5339	Ames	2447 Capital Expansion	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel	Total		452,171		
				FA		384,345		
				SA				
5339	Ames	2448 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00334	Total		107,120		
				FA		91,052		
				SA				
5339	Ames	2449 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00335	Total		107,120		
				FA		91,052		
				SA				
5339	Ames	2450 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00336	Total		107,120		
				FA		91,052		
				SA				
5339	Ames	2451 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00333	Total		107,120		
				FA		91,052		
				SA				
5339	Ames	2452 Capital Replacement	Light Duty Bus (158" wb) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00337	Total		101,971		
				FA		86,675		
				SA				
5339	Ames	2453 Capital Replacement	Light Duty Bus (158" wb) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00338	Total		101,971		
				FA		86,675		
				SA				
5339	Ames	2454 Capital Replacement	Vehicle Surveillance Systems	Total		150,000		
				FA		120,000		
				SA				
ICAAP	Ames	1913 Capital Expansion	Nextbus Signage/bus stop signage	Total		100,000		
				FA		80,000		
				SA				
5339	Ames	2434 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, Low Floor, BioDiesel Unit #: 00953	Total		452,171		
				FA		384,345		
				SA				
5339	Ames	2435 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00954	Total		452,171		
				FA		384,345		
				SA				
5339	Ames	945 Capital Expansion	Facility cameras/Proximity Card Access - 20 cameras/10 cards	Total		58,360		
				FA		46,688		
				SA				
5339	Ames	946 Capital Rehabilitation	Electric distribution rehabilitation	Total		246,000		
				FA		240,000		
				SA				
5339	Ames	951 Capital Expansion	Automatic passenger counters	Total		500,000		
				FA		400,000		
				SA				

MPO-22 / AAMPO (63 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY15	FY16	FY17	FY18
PTIG	Ames	953 Capital Replacement	Re-roof Maintenance facility	Total			500,000	
				FA				
				SA				
5339	Ames	2436 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00955	Total			465,736	
				FA			395,875	
				SA				
5339	Ames	1891 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00970	Total			465,736	
				FA			395,875	
				SA				
5339	Ames	1894 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00972	Total			465,736	
				FA			395,875	
				SA				
5339	Ames	1898 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00974	Total			465,736	
				FA			395,875	
				SA				
5339	Ames	2836 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00971	Total			465,736	
				FA			395,875	
				SA				
5339	Ames	2438 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00957	Total			465,736	
				FA			395,875	
				SA				
5339	Ames	1900 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00976	Total			465,736	
				FA			395,875	
				SA				
5339	Ames	1901 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00977	Total			465,736	
				FA			395,875	
				SA				
5339	Ames	2837 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00950	Total				479,708
				FA				407,751
				SA				
5339	Ames	2838 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00951	Total				479,708
				FA				407,751
				SA				
5339	Ames	2839 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00952	Total				479,708
				FA				407,751
				SA				
5339	Ames	2840 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00949	Total				479,708
				FA				407,751
				SA				
5339	Ames	2841 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00504	Total				479,708
				FA				407,751
				SA				
5339	Ames	2842 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00502	Total				479,708
				FA				407,751
				SA				

MPO-22 / AAMPO (63 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY15	FY16	FY17	FY18
5339	Ames	1899 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00975	Total				479,708
				FA				407,751
				SA				
5339	Ames	1895 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00973	Total				479,708
				FA				407,751
				SA				
5339	Ames	957 Capital Rehabilitation	Resurface ISC Commuter Parking	Total				1,000,000
				FA				720,000
				SA				

AAMPO FY 2015 – 18 Transportation Improvement Program

Appendix B:

FY 2015 – 18 TIP Roadway Project Information

AAMPO FY 2015 – 18 Transportation Improvement Program

TPMS #	19248	17023	16032	19961	14980	14982	1948	29713
Project Sponsor Government	City of Ames	City of Ames	City of Ames	City of Ames	City of Ames	City of Ames	City of Ames	City of Ames
Federal Funding Source	Surface Transportation Program	Surface Transportation Program	Surface Transportation Program	Surface Transportation Program	Transportation Alternatives Program	Transportation Alternatives Program	Transportation Alternatives Program	STP Highway Bridge Program
Federal Fiscal Year	2015	2016	2016-2018	2017	2015	2015	2015	2015
Route or Street Name	24 th Street and Bloomington Road	East Lincoln Way	Grand Avenue	South 3rd Street / South 4th Street	Skunk River Trail	Skunk River Trail	South Duff Avenue	6th Street
Termini	UPRR tracks to Northwestern Avenue and Eisenhower Avenue to west 500 feet	South Duff Avenue to and including South Skunk River Bridge	Grand Ave: 0.1 miles north of S. 16th St. to Squaw Creek Dr. / S. 5th St.; Grand Ave to S. Duff Ave / S 16th St and S. Duff Ave Intersection	Squaw Creek to South Duff Avenue	From Bloomington Road to Ada Hayden Park	East Lincoln Way to South River Valley Park	Squaw Creek to South 5th Street	Over Squaw Creek
Bridge Number	-	-	New	-	-	-	-	180
Length in miles	0.54	1.11	1.21	2.02	0.5	0.94	0.2	-
Type of Work	Pavement Rehabilitation	Pavement Rehabilitation, Bridge Rehabilitation	Grade and Pave, New Bridge	Pavement Rehabilitation	Ped / Bike Grade & Pave	Ped / Bike Grade & Pave	Ped / Bike Grade & Pave	Bridge Replacement
Map Included	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Total Estimated Cost	\$1,832,000	\$2,130,000	\$12,150,000	\$1,867,000	\$474,000	\$790,000	\$100,000	\$2,425,000
Federal Aid	\$1,292,000 STP	\$1,060,000 STP	\$2,000,000 STP	\$1,292,000 STP	\$250,000 TAP	\$360,000 TAP	\$70,000 TAP	\$1,000,000 STP-HBP
Local Match	\$525,000 G.O. Bond	\$970,000 G.O. Bond	\$3,330,000 G.O. Bond	\$525,000 G.O. Bond	\$224,000 LOST	\$430,000 LOST	\$30,000 LOST	\$1,425,000 G.O. Bond
	\$15,000 EUF	\$100,000 EUF	\$6,820,000 Other	\$50,000 EUF	\$0	\$0	\$0	\$0

Funding Program Key

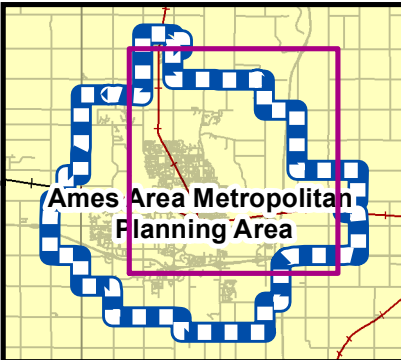
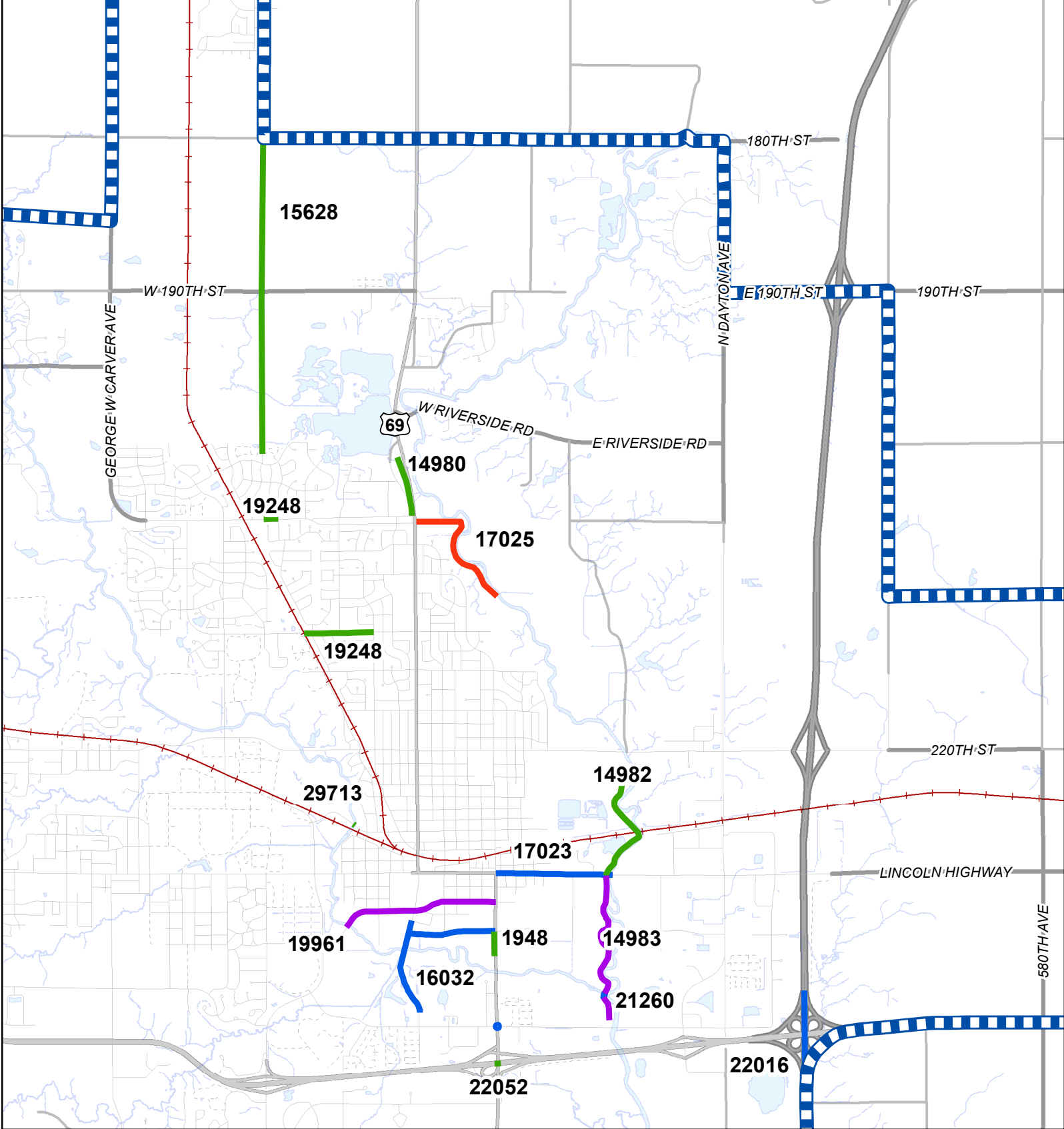
GO Bond General Obligation Bond

EUF Electric Utility Fund

STP Surface Transportation Program

LOST Local Option Sales Tax

21260	14983	16103	30892	22052	17025	22016	15628
City of Ames	City of Ames	Ames Area MPO	DOT - District 1	DOT - District 1	City of Ames	DOT - District 1	Story County
Transportation Alternatives Program	Transportation Alternatives Program	Metropolitan Planning Funds	Primary Roads Funds	Primary Roads Funds	Transportation Alternatives Program	National Highway Performance Program	Transportation Alternatives Program
2016	2017	2015	2015	2015	2018	2016-2018	2015
Skunk River Trail	Skunk River Trail	Ames Area MPO Transportation Planning	Interstate 35	US Highway 30	Skunk River Trail	Interstate 35	Gilbert to Ames Trail
Southeast 16th Street to East Lincoln Way	Southeast 16th Street to East Lincoln Way	Long Range Transportation Plan Update	from 13th St Interchange in Ames to Co Rd D65 Interchange at Randall (Various Locations)	US 69/Bike Path in Ames (EB)	River Valley Park to Bloomington Road	US 30 Interchange in Ames	Trail connection from Gilbert, IA to Ames, IA
-	-	-	-	48710	-	-	-
1	1	-	-	-	0.75	-	2.5
Ped/Bike Structures, Ped/Bike Miscellaneous	Ped / Bike Grade & Pave	Transportation Planning	Pavement Rehab	Bridge Deck Overlay	Ped / Bike Grade & Pave	Bridge New, Grading, ROW	Ped/Bike ROW
Yes	Yes	No	Yes	Yes	Yes	Yes	Yes
\$835,000	\$521,000	\$296,000	\$1,500,000	\$456,000	\$586,000	\$9,600,000	\$983,000
\$160,000 TAP	\$160,000 TAP	\$155,000 STP	\$0	\$0	\$140,000 TAP	\$8,550,000	\$62,000 TAP (from CIRTPA)
\$675,000 LOST	\$361,000 LOST	\$59,000 RUTF	\$0	\$0	\$446,000 LOST	\$1,050,000	\$921,000
\$0	\$0	\$82,000 PL	\$0	\$0		\$0	\$0



2015-2018 Projects
First Program Year

- 2015
- 2016
- 2017
- 2018

AMES MPO BOUNDARY

FY 2015 - 2018 TIP Project Location Map



Appendix C:
AAMPO Self Certification

**AMES AREA METROPOLITAN PLANNING ORGANIZATION
ANNUAL SELF-CERTIFICATION**

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

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

For AAMPO:


Ann Campbell, Chair
Transportation Policy Committee


Date

***Appendix D:
Transportation Policy Committee Meeting Minutes***

**MINUTES OF THE AMES AREA METROPOLITAN PLANNING ORGANIZATION
TRANSPORTATION POLICY (AAMPO) COMMITTEE AND
REGULAR MEETING OF THE AMES CITY COUNCIL**

AMES, IOWA

JULY 8, 2014

**MINUTES OF THE AMES AREA METROPOLITAN PLANNING ORGANIZATION
TRANSPORTATION POLICY COMMITTEE**

The Ames Area Metropolitan Planning Organization (AAMPO) Transportation Policy Committee meeting was called to order by Ames Mayor Ann Campbell at 7:00 p.m. on the 8th day of July, 2014, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law. Voting members present in addition to Mayor Campbell were Gloria Betcher, City of Ames; Amber Corrieri, City of Ames; Tim Gartin, City of Ames; Matthew Goodman, City of Ames; Chet Hollingshead, Boone County; Chris Nelson, City of Ames; Peter Orazem, City of Ames; and Wayne Clinton, Story County. Garrett Pedersen, representing the Iowa Department of Transportation; Jonathan Popp, City of Gilbert; and Hamad Abbas, Transit representative, were absent.

PUBLIC HEARING ON PROPOSED FISCAL YEAR (FY) 2015-18 TRANSPORTATION IMPROVEMENT PROGRAM (TIP): Public Works Director introduced Tony Filippini, City of Ames Transportation Planner. Mr. Filippini explained that, in order to receive funds for transportation improvement projects, the projects must be part of the approved Iowa Department of Transportation's (Iowa DOT) Statewide Transportation Improvement Plan (STIP). The first step in that process is for the AAMPO to develop and approve a TIP for its region. According to Mr. Filippini, a public input session was held on May 1, 2014, to provide an opportunity for the public to discuss the TIP and provide comments. No revisions were requested by the public. Comments had been received and addressed from the Iowa Department of Transportation, Federal Highway Administration, and Federal Transit Administration. Upon approval of the AAMPO, the TIP will be submitted to the Iowa DOT by the deadline of July 15, 2014.

At the inquiry of Representative Hollingshead, Mr. Joiner explained that this Plan consists of street improvement projects, which will be pavement rehabilitation of 24th Street from the UPRR tracks to Northwestern Avenue and Bloomington Road from Eisenhower Avenue west 500 feet. Funds are also programmed for the Long-Range Transportation Plan update. Trail extension from East Lincoln Way to South River Valley Park is scheduled to be constructed as the FY 2015 trail project; however, completion of this segment will be subject to receiving access easements from affected property owners. A trail extension along S. Duff Avenue from Squaw Creek to S. 5th Street and the Skunk River is also included in the TIP.

Moved by Goodman, seconded by Hollingshead, to approve the Final FY 2015-18 Transportation Improvement Program for submission to the Iowa Department of Transportation. Vote on Motion: 9-0. Motion declared carried unanimously.

ADJOURNMENT: Moved by Goodman, seconded by Clinton, to adjourn the AAMPO Policy Committee meeting at 7:07 p.m. Vote on Motion: 9-0. Motion declared carried unanimously.


Diane R. Voss, City Clerk


Ann H. Campbell, Mayor

REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

NOVEMBER 10, 2014

The Regular Meeting of the Ames City Council was called to order by Mayor Campbell at 7:00 p.m. on the 10th day of November, 2014, in the City Council Chambers in City Hall, 515 Clark Avenue. Present from the Ames City Council were Gloria Betcher, Tim Gartin, Matthew Goodman, Chris Nelson, and Peter Orazem. *Ex officio* Member Lissandra Villa was also present. Council Member Amber Corrieri arrived at 7:38 p.m.

PROCLAMATION FOR HUNGER AND HOMELESSNESS AWARENESS: Mayor Campbell proclaimed November 15 - 23, 2014, as Hunger and Homelessness Awareness Week. Accepting the Proclamation were City Housing Coordinator Vanessa Baker-Latimer and representatives from the Emergency Residence Project, Youth & Shelter Services, and ACCESS.

CONSENT AGENDA: Moved by Nelson, seconded by Orazem, to approve the following items on the Consent Agenda:

1. Motion approving payment of claims
2. Motion approving minutes of Special Meetings of October 21, 2014, and November 5, 2014, and Regular Meeting of October 28, 2014
3. Motion approving certification of civil service applicants
4. Motion approving Report of Contract Change Orders for October 16 - 31, 2014
5. Motion approving renewal of the following beer permits, wine permits, and liquor licenses:
 - a. Class B Native Wine – Kitchen, Bath & Home, 201 Main Street
 - b. Class B Liquor – Country Inn & Suites, 2605 Southeast 16th Street
 - c. Class C Liquor – Fuji Japanese Steakhouse, 1614 South Kellogg Avenue
 - d. Class E Liquor - AJ's Liquor III, 2401 Chamberlain Street
6. Motion approving new Special Class C Liquor – Le's Restaurant, 113 Colorado Avenue
7. Motion approving 5-day licenses for Olde Main Brewing Company at ISU Alumni Center, 420 Beach Avenue:
 - a. Class C Liquor (November 18-22)
 - b. Class C Liquor (November 25-29)
8. RESOLUTION NO. 14-575 approving appointment of Michael Davis to fill vacancy on Zoning Board of Adjustment
9. RESOLUTION NO. 14-576 approving appointment of John Linch to fill vacancy on Library Board of Trustees
10. RESOLUTION NO. 14-577 approving Engineering Services Agreement with Bolten & Menk of Ames, Iowa, for 2014/15 Downtown Pavement Improvements Project
11. RESOLUTION NO. 14-578 approving preliminary plans and specifications for 2014/15 Asphalt Pavement Improvements (Ferndale Avenue and Coy Street) and 2014/15 Water System Improvements (South Franklin Avenue and Coy Street); setting December 3, 2014, as bid due date and December 9, 2014, as date of public hearing
12. RESOLUTION NO. 14-579 approving preliminary plans and specifications for 2014/15 Mortensen Road Improvements (South Dakota Avenue to Dotson Drive); setting December 3, 2014, as bid due date and December 9, 2014, as date of public hearing
13. RESOLUTION NO. 14-580 approving preliminary plans and specifications for 2014/15 Traffic Signal Program (Union Drive and Lincoln Way); setting December 3, 2014, as bid due date and December 9, 2014, as date of public hearing
14. RESOLUTION NO. 14-581 approving preliminary plans and specifications for 2014/15 Traffic Signal Program (13th Street and Stange Road); setting December 3, 2014, as bid due date and December 9, 2014, as date of public hearing

15. RESOLUTION NO. 14-582 awarding contract for Copper Cable for Electric Distribution to WESCO Distribution of Des Moines, Iowa, subject to reel length variances, at an estimated total cost of \$58,680, plus applicable sales taxes
16. RESOLUTION NO. 14-583 approving contract and bond for Natural Gas Conversion Equipment, including Burners, Igniters, Scanners, Thermal Analysis, and Computer Modeling
17. RESOLUTION NO. 14-584 approving contract and bond for Furnishing of 69kV SF6 Circuit Breakers for Electric Services
18. RESOLUTION NO. 14-585 approving Plat of Survey for 5500 and 5318-240th Street
Roll Call Vote: 5-0. Resolution/Motions declared adopted/approved unanimously, signed by the Mayor, and hereby made a part of these Minutes.

PUBLIC FORUM: Erv Klaas, 1405 Grand Avenue, Ames, identified himself as a scientist who has serious concerns for the long-term welfare of his grandchildren. His concerns are about the topic of climate change, which he said was the greatest threat that humanity has ever faced. According to Mr. Klaas, solutions to reduce the risk of climate disruption exist, but lack the political will to move an effective solution forward. Mr. Klaas said that he is a member of Volunteers and Citizen Climate Lobby; that group throughout the nation is working to build political will. According to Mr. Klaas, he was at this meeting to help educate and call for action to be taken. He stated that the United Nations Intergovernmental Panel on Climate Change recently warned that without a dramatic international effort on the part of nations to reduce greenhouse gas emissions, the Earth is on course to undergo irreversible detrimental impacts from global climate change. To avoid the worse effects of global warming, the report stated that the world must cut emissions by as much as 70% by the Year 2050 and stop emitting totally by the end of the end of the century. On behalf of a non-partisan organization, the Ames Chapter of Citizen Climate Life (CCL), Mr. Klaas recommended that governments pass a carbon fee and dividend legislation. He emphasized that bold changes in state and federal policies are needed and the City Council must work faster to save the Earth's climate for many generations to come.

Judith Lemish, 327 South Maple, Ames, stated that she was present to talk about flooding and affordable housing in Ames and a development that is being constructed west of Riverside Manor Care Facility and right next to Squaw Creek. The area is below street-level grade and often fills with water during minor and major rain events. According to Ms. Lemish, the buyer of the land west of Riverside Manor has filled in the lot with dirt and it is now slightly higher than Riverside Manor's parking lot. The buyer of the land has applied for a Conditional Use Permit to construct two apartment buildings to house 300+ people. Ms. Lemish said that she had expressed her concerns to the Planning staff and had been told that she should possibly buy flood insurance; however, her house is not in the flood plain, floodway fringe, or in the floodway. She was told that the apartment buildings would act as a kind of a levy. Pictures of past flood waters near Ms. Lemish's home were shown. It was pointed out by Ms. Lemish that the City had invested in flood mitigation efforts; however, she was now questioning what the City of Ames values: diverse strong neighborhoods or new development and the few who benefit from it.

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

HEARING ON 601 STATE AVENUE CHANGE TO LOW DENSITY RESIDENTIAL: Land Use Policy Plan. Planning and Housing Director Kelly Diekmann reminded the Council that it had, on September 23, 2014, directed staff to prepare a Land Use Policy Plan Map amendment to apply the Low Density Residential designation to the entire 29-acre parcel at 601 State Avenue. The proposed Map amendment would allow for the entire site to be zoned Residential

Low (RL) density, rather than a split-zoning of a Floating Suburban (FS) zoning district and RL zoning district. Mr. Diekmann told the Council that the site also has a split Land Use Policy Plan (LUPP) Future Land Use Map designation of Residential Low Density and Village/Suburban Residential depicted generally by the location of College Creek. A Greenway Overlay also exists over the site in support of the natural areas of College Creek and the City's bike/multi-use path through the property. He further stated that the separate proposed LUPP amendment, if approved, would include the entire site as Low Density Residential and keep the Greenway Overlay. Director Diekmann said that the Council had initiated the LUPP Amendment for this site to allow for a precise designation of the parcel rather than a general application of the land use designation boundary.

According to Mr. Diekmann, with RL zoning implementation of the low density designation, the site would be used for single-family residential dwellings at a maximum net density of 7.26 dwelling units per acre. Director Diekmann said that, with this site, the most relevant concerns for future development are integration of development into an infill area with an existing neighborhood, rather than the broad growth interests applied to the whole of the City. He highlighted LUPP Goal 2, Goal 5, and Goal 6 with their objectives as an issue of balancing future growth needs and neighborhood compatibility. The proposed LUPP Map amendment would create a precise expectation of the site as an infill area intended for low density residential use.

Director Diekmann said that the Council, on September 23, 2014, had also referred a corresponding RL zone change to the Planning and Zoning Commission for a recommendation to the Council.

Hearing on rezoning from Special Government/Airport (S-GA) to Residential Low Density (RL). Mayor Campbell opened the public hearing.

Joanne Pfeiffer, 3318 Morningside Street, Ames, thanked the Mayor and City Council for initiating RL zoning for the South Parcel. Sharon Stewart, 437 Hilltop Road, Ames, also thanked the Council for supporting RL zoning for the South Parcel.

Noting that a full Council was needed for this item and Council Member Corrieri was not yet present due to another commitment, Mayor Campbell announced that the Council would recess for a few minutes. She pointed out that due to a protest to the rezoning to RL that had been filed by Breckenridge, three-fourths of the Council (five votes) would be needed to vote in the affirmative to rezone the property to RL.

The meeting recessed at 7:27 p.m. and reconvened at 7:38 p.m.

Council Member Corrieri arrived at 7:38 p.m.

The hearing was closed when no one else came forward to speak.

Moved by Goodman, seconded by Orazem, to adopt RESOLUTION NO. 14-586 amending the LUPP Future Land Use Map to change the land use designation of the property located at 601 State Avenue to Low- Density Residential.

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

Moved by Goodman, seconded by Orazem, to pass on first reading an ordinance rezoning 601 State Avenue from Special Government/Airport (S-GA) to Residential Low Density (RL).
Roll Call Vote: 6-0. Motion declared passed unanimously.

IOWA STATE UNIVERSITY RESEARCH PARK URBAN RENEWAL AREA: Planning and Housing Director Kelly Diekmann reminded the Council that it had, on October 14, 2014, directed staff to complete the necessary steps to adopt an Urban Renewal Area for the expansion of the Iowa State University Research Park. Mr. Diekmann reported that, on October 21, 2014, the City had invited the Ames Community School Board of Education and Story County Board of Supervisors to a consultation. One representative from the Supervisors had attended. The affected taxing entities had provided no written comments as they are allowed to do under the *Iowa Code*. Notice of the public hearing had been published in the *Ames Tribune* and mailed to other taxing entities.

Urban Renewal Plan. Director Diekmann advised that the necessary components of an urban renewal plan are defined by Chapter 403 of the Code of Iowa. It describes the project and its objectives, and includes a summary of the process of its preparation and adoption. The bulk of the Plan identifies those components of the Land Use Policy Plan that are supported by the proposed Urban Renewal Plan. The Plan includes the delineation of the geographic boundaries of the approximately 285-acre area that includes parts of the existing Research Park and its expansion area. All actions associated with the urban renewal project must occur within the broader boundaries of the Plan area. Because a portion of the Urban Renewal Area lies outside the city limits of Ames, the Story County Board of Supervisors were asked to approve the inclusion of that land (the west half of the University Boulevard right-of-way) in the urban renewal area' that approval was granted on October 28 and is included in the Plan.

Urban Renewal Project. Director Diekmann advised that this urban renewal project is intended to promote economic development for the Iowa State University Research Park, which will primarily be done with extensions of necessary public infrastructure (streets, water mains, sanitary sewer, storm sewer, and other public improvements). The Plan contemplates use of Tax Increment Financing (TIF) in multiple phases to fund the City infrastructure. The maximum dollar amount available for TIF is \$7,000,000.

Mr. Diekmann emphasized that new zoning will need to be adopted and applied to the Research Park in the future to allow for incorporation of supportive commercial uses with permitted research and development and industrial uses.

Tax Increment Financing. Director Diekmann stated that it was estimated that the City will contribute approximately \$2.8 million for the provision of utilities and streets for the Phase III expansion of the ISU Research Park. The City will rely on TIF to fund the infrastructure improvements. The increased incremental property tax revenue from industrial development will provide for repayment of bonds. It was noted by Director Diekmann that the proposed TIF district comprises just a portion of the proposed Urban Renewal Area, but funds generated from this smaller area may be spent anywhere within the broader boundaries of the Urban Renewal Plan area.

The public hearing was opened by Mayor Campbell. No one requested to speak, and the hearing was closed.

Director Diekmann stated that, since it will not be possible to incur expenses to begin the design of the required infrastructure in advance of the approval of the TIF Ordinance, staff was recommending that the TIF Ordinance be approved on its second and third readings and adopted at this meeting. According to Mr. Diekmann, it is staff's intention to bring the recommendation to contract for the needed engineering services for the Phase III expansion to the City Council for approval in the near future.

Moved by Nelson, seconded by Corrieri, to adopt RESOLUTION NO. 14-587 adopting the Urban Renewal Plan and establishing the Iowa State University Research Park Urban Renewal Area.

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

Moved by corrieri, seconded by Betcher, to pass on first reading an ordinance creating the Iowa State University Research Park Tax Increment Financing District.

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

Moved by Corrieri, seconded by Betcher, to suspend the rules necessary for adoption of an ordinance.

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

Moved by Corrieri, seconded by Nelson, to pass on second and third readings and adopt ORDINANCE NO. 4198 creating the Iowa State University Research Park Tax Increment Financing District.

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

HEARING ON 2014/15 ARTERIAL STREET PAVEMENT IMPROVEMENTS (LINCOLN WAY): The public hearing was opened by the Mayor, who closed same after there was no one wishing to speak.

Moved by Betcher, seconded by Corrieri, to adopt RESOLUTION NO. 14-588 approving final plans and specifications and awarding a contract to Manatt's, Inc., of Ames, Iowa, in the amount of \$659,854.40.

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 CYRIDE ROUTE PAVEMENT IMPROVEMENTS PROGRAM #2 (GARDEN ROAD, GARNET DRIVE, VIOLA MAE AVENUE): Mayor Campbell opened the public hearing. She closed the hearing after no one asked to speak.

Moved by Goodman, seconded by Nelson, to adopt RESOLUTION NO. 14-589 final plans and specifications and awarding a contract to Manatt's, Inc., of Ames, Iowa, in the amount of \$899,833.27.

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

REQUESTS FROM MAIN STREET CULTURAL DISTRICT FOR SNOW MAGIC:

Management Analyst Brian Phillips explained that the Main Street Cultural District (MSCD) plans to host its Snow Magic Celebration in Downtown Ames from November 14 through January 3. The event will kick off on November 14 with the tree lighting ceremony, open houses, and horse and carriage rides. To facilitate this event, MSCD has made the following requests:

1. Use of electricity for holiday lighting along Main Street and waiver of electricity costs for the season
2. Use of Tom Evans Plaza from 4:00 p.m. to 7:00 p.m. on November 14 for the tree lighting ceremony
3. Closure of four parking spaces on Main Street and one parking space on Douglas Avenue from 4:00 p.m. to 7:00 p.m. on November 14 to facilitate the pick-up and drop off of passengers on free horse drawn carriage rides through the downtown
4. A Blanket Temporary Obstruction Permit for the Central Business District from November 14 to January 3 to allow stores to display merchandise and open house signage
5. A Blanket Vending License for the entire Central Business District for November 14, November 29, December 6, and December 13 to allow businesses to sell wares on the sidewalk, and waiver of the Vending Permit fee

Mr. Phillips stated that, in addition to these requests, MSCD has requested a Temporary Obstruction Permit to place a 4-foot by 6-foot sign on City property (Power Plant) east of the intersection of Main Street and Duff Avenue to advertise shopping downtown this holiday season. That request has not been made in previous years for the Snow Magic event. It was noted by Mr. Phillips that the *Municipal Code* allows for temporary signs of this size to be placed up to 90 days in one location. Mr. Phillips noted signs placed on City property typically advertise an event that has a specific date and time. The City cannot regulate the content of a particular sign placed on City property, but it can limit the use of signs on City property to only those that advertise a specific event. If the City Council approves the use of City property for a sign generally encouraging “shopping downtown,” the City would be obligated to approve requests in the future from any business or organization that wishes to use City property to advertise shopping at its stores.

Also, Mr. Phillips said that the MSCD has also requested suspension of parking regulations and enforcement to allow free parking in the entire Central Business District on all Saturdays from November 15 through January 3. He stated that 597 metered spaces for nine hours on eight Saturdays at \$0.20/hour would yield a maximum loss of \$8,600 to the Parking Fund. Similar requests have been made in prior years, but for fewer days of free parking; it would be a much larger parking fee waiver than in past years. If the City Council is uncomfortable waiving this amount of parking revenue, the MSCD has indicated that waiving parking on the four Saturdays with events (November 29, December 6, 13, and 20) would be appreciated; that would equate to approximately \$4,300 loss to the Parking Fund.

According to Mr. Phillips, the Parking Fund is currently breaking even. Although this and other parking meter fee waivers in the course of a year total only 2-3% of the current fund balance,

the fund balance is anticipated to continue to decline over time. He advised that, If the City Council plans to make substantial waivers of parking meter fees in the future, staff would recommend that parking meter rates be evaluated to ensure that the Fund maintains a healthy balance.

Mr. Phillips noted that it was the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests as stated by the applicant, but limiting free parking in the entire Central Business District to four Saturdays during the holiday season and denying the request for a Temporary Obstruction Permit for a sign on City property.

Moved by Goodman, seconded by Corrieri, to approve a Blanket Temporary Obstruction Permit in Central Business District for November 14 to January 3.

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

Moved by Goodman, seconded by Corrieri, to adopt RESOLUTION NO. 14-590 approving a Blanket Vending Permit in Central Business District for November 14, November 29, December 6 and December 13, as well as waiver of fees for Permit.

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

Moved by Goodman, seconded by Corrieri, to adopt RESOLUTION NO. 14-591 approving a waiver of fees for electricity for holiday activities/lighting from November 14 through January 3.

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

Moved by Goodman, seconded by Corrieri, to adopt RESOLUTION NO. 14-592 approving closure of four parking spaces along south side of Main Street just west of Burnett and one parking space on west side of Douglas Avenue between Main and 5th on Friday, November 14 from 4 to 7 p.m., as well as waiver of fees.

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

Hannah Friedrich and Sonya Stoltze identified themselves as members of the Main Street Cultural District Board. Ms. Friedrich addressed the request for the 4' x 6' sign. She said that the sign could include information on the Snow Magic event with specific dates; however, it would still say, "Shop Downtown."

City Attorney Judy Parks stated that what the City has typically allowed in its rights-of-way were signs that included specific information about a specific activity. She advised that the sign that is being requested by the MSCD would be characterized as advertising.

At the inquiry of Council Member Goodman, City Attorney Parks read the City's current Banner Policy listing the locations that are governed by that Policy.

Moved by Goodman, seconded by Nelson, to deny a Temporary Obstruction Permit for a temporary sign on City property east of the intersection of Main and Duff.

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

City Manager Schainker noted that the cost to the Parking Fund to grant the current request of the MSCD, i.e., \$8,000, is not in itself going to break the Parking Fund. However, due to the number of special activities when parking waivers are being requested, it might be a good idea for the City Council to evaluate the parking meter rates to ensure that the Fund maintains a healthy balance.

Council Member Goodman offered his opinion that he had no problem granting the parking/enforcement waiver for eight Saturdays over the holiday season; however, the MSCD needed to be aware that parking rates might have to be increased in order to continue to grant those types of waivers.

Ms. Friedrich and Ms. Stoltze stated that, instead of the eight Saturdays initially requested, the District would request that parking regulations and enforcement be waived on the dates of the major events in the MSCD, i.e., November 29, December 6, December 13, and December 20.

Terry Stark, President of the MSCD, noted that retailers had requested the eight Saturdays to benefit their shoppers. He reported that shoppers had complained that they had just spent money in a store and arrived at their vehicle a few minutes after the meter expired and found a parking ticket.

Moved by Goodman, seconded by Nelson, to adopt RESOLUTION NO. 14-593 approving suspension of parking regulations and enforcement for Central Business District for every Saturday from November 15 to January 3, as well as the waiver of fees.

Roll Call Vote: 4-2. Voting aye: Corrieri, Gartin, Goodman, Nelson. Voting nay: Betcher, Orazem. Resolution declared adopted, signed by the Mayor, and hereby made a portion of these Minutes.

REQUEST FROM MAIN STREET CULTURAL DISTRICT REGARDING ANNUAL FUNDING PROCESS:

Management Analyst Phillips pointed out that the City Council had received a letter from the Main Street Cultural District (MSCD) dated October 17, 2014, requesting that MSCD no longer be required to annually submit a grant application to receive funding. The letter further requested that MSCD receive \$49,000 in City funds for FY 2015/16. According to Mr. Phillips, in 2011, the City Council had established an application process for outside funding requests for 2012/13 fiscal year and beyond. The Council now uses that application process to fund activities hosted by MSCD, Campustown Action Association, Ames International Partner Cities Association, Hunziker Youth Sports Complex, Ames Historical Society, and several other organizations. The information from the applications is used to generate scopes of services for contracts with each of the organizations, which are then brought to the City Council at one time for approval.

Mr. Phillips stated that, during the creation of the grant process in 2011, the City Council exempted the Ames Economic Development Commission and the ISU Sustainability Coordinator from the grant application process. The justification to exempt those organizations was that they both were acting in an official capacity on behalf of City government. It was emphasized by Mr. Phillips that contracts are still required between the City and these exempted organizations. The form of contract for both processes is largely identical; however, the scope of services for an exempted organization contract is determined through City Council discussion, rather than being developed from an application.

Mr. Phillips acknowledged that the City, MSCD, and Main Street Iowa (MSI) have a three-party agreement outlining the requirements of the MSI program. The agreement requires passage of a resolution of support by the City Council in order for MSCD to remain in compliance with the program. The City Council must also stipulate the sources of funding for MSCD. According to Mr. Phillips, Main Street Iowa staff has indicated to City staff that requiring a grant application for funding a Main Street organization is unusual. No other MSI community uses a grant application process; however, it is typical to have some sort of agreement outlining the scope of services the Main Street organization plans to pursue. Main Street Iowa staff was specifically asked by City staff whether “there is a risk to certification, funding, resources, or something else if the City continues to require this application process.” The response from MSI staff indicated that “it is only a risk if the ‘grant’ is not funded.”

It was emphasized by Mr. Phillips that, if it is the intent of the City Council to continue requiring other organizations to utilize the grant application process, it would be advisable for the City Council to identify what the basis is for exempting MSCD, and not the other organizations. If the Council allows the MSCD to be an “exempt” organization, like other exempt organizations, MSCD would be expected to submit a proposed scope of services along with its funding request, which staff will review and incorporate into a contract for the City Council to consider. Mr. Phillips also noted that the City Council can decide to require the Main Street Cultural District to participate in the existing grant process, and therefore, to submit an application through the Ames Fall Grant Program in order to receive funding for FY 2015/16. Under that option, the funding request and proposed services would be reviewed and a recommendation made to the City Council for a funding amount during budget approval in February. A contract would be prepared using information obtained from the application and approved by both parties.

Karen Youngberg, 3101 Ridgetop Road, Ames, identified herself as the Treasurer of the MSCD. She said that the main reason the request had been made was to eliminate one step. Ms. Youngberg noted that the MSCD is a member of MSI. She read some of the requirements of the MSI program. That Agreement is renewed every two years and requires passage of a resolution of support by the City Council in order for MSCD to remain in compliance with the program. The City Council must also stipulate the sources of funding for the MSCD. Ms. Youngberg believes that it would be more efficient to just have MSCD enter into a contract and not have to complete all the work of the Fall Grant application.

Terry Stark, also representing the MSCD, concurred with Ms. Youngberg that it is quite a bit more work for the MSCD to apply during the Fall Grant process. He noted that one difference between the MSCD and other agencies that apply through the Fall Grant process is that they are required to file many reports with MSI. Mr. Stark also emphasized that the MSCD is an affiliate of the Ames Chamber of Commerce.

City Manager Schainker advised that the immediate issue before the City Council was to determine which process that MSCD should follow to request City funding. He stated that the determination of the funding request of \$49,000, however, should be made during the Council's final budget deliberations in February.

Council Member Gartin asked if the process could be simplified and the administrative burden lessened on Ms. Youngberg and/or Mr. Stark. Mr. Phillips pointed out some of the changes that had already been made to the Fall Grant Application process. He stated that City staff would be happy to evaluate any further changes that the City Council might recommend.

City Manager Schainker clarified that information would still need to be provided to the City; therefore, to exempt the MSCD from the Fall Grant process would not necessarily lessen the amount of work on the MSCD representatives. Council Member Orazem pointed out that an Annual Report is required of those organizations not required to apply through the Fall Grant process; the same would be required of the MSCD, so it might actually amount to more work. Mr. Schainker again emphasized that an application still needs to be thoroughly prepared; the Council would not jump directly to a contract.

Council Member Corrieri pointed out that there was a reason why the Fall Grant process was created. In her opinion, part of that reason was that there would be a consistent process whereby similar groups would be evaluated on the same criteria.

At the request of Council Member Betcher, Mr. Phillips explained what the circumstances were last spring surrounding the Sesquicentennial celebration and what were to be the MSCD's responsibilities. Ms. Betcher said that she was specifically referring to the problems with the application. Mr. Phillips acknowledged that most of the questions were not answered on Main Street's application. There was an attached page that outlined Main Street's proposal, but it was not in the form that had been requested of all applicants. The recommendation was to fund the MSCD in the same amount as the prior year. Mr. Stark commented that he had sat in on the discussions, and the MSCD was told that it had not submitted a 5-year Plan. He alleged that the MSCD had not done anything different last year than it had done in the previous three years, and the District was not sure what it had done wrong. Mr. Stark stated that 50 of the Main Street Iowa communities do not have to go through a grant process; Ames is the only one that does. He said that the MSCD serves all of Ames, not just the Downtown.

Council Member Goodman pointed out that a consistent format was created with which to evaluate different requests. It was not like that before, and it was difficult for both staff and the Council.

Moved by Goodman, seconded by Corrieri, to direct that staff maintains the status quo.

Council Member Gartin encouraged Ms. Youngberg and Mr. Stark to stay engaged with the Council and let them know about how their administrative burden could be lessened.

Council Member Goodman asked to have a question added to the Fall Grant form asking how long it took to prepare the form. City Manager Schainker suggested instead that staff bring the form back to the City Council to evaluate whether all the questions were necessary.

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

Mayor Campbell announced that the Littering Ordinance, easements for the new Water Plant project, and the Fats, Oils, and Grease Ordinance would be acted on prior to the City's Economic Development Policy.

LITTERING ORDINANCE: Police Chief Chuck Cychosz stated that several recent incidents had illustrated the types of littering that are not covered by the current *Municipal Code* or the *Iowa Code*. He noted that *Iowa Code* Section 321.369 prohibits putting debris on a highway. While the specific description of material is comprehensive, there are a number of littering

behaviors not covered by either the *Iowa Code* or the Ames Ordinance. For example, under a strict interpretation of these laws, officers cannot cite an individual who throws a bottle onto a sidewalk. A sidewalk is not a roadway, so it is not covered by the *Iowa Code*; and it is not paper, so it is not covered by the Ames Ordinance. Nearly any non-paper material deposited on the sidewalk, on the grounds of public buildings, or in the parks would not be covered by the current Ordinance. According to Chief Cychosz, another aspect of this problem occurs when yard waste and other plant materials are intentionally moved to or deposited in the street. Although *Iowa Code* Section 321.369 is relevant to some of these actions, depositing yard waste on other public properties does not appear to be addressed by the current Ordinance. In the current Ordinance, this offense can be charged as a municipal infraction with a civil penalty of \$100 for a first offense and \$200 for a subsequent offense, or as a simple misdemeanor.

Assistant City Attorney Jessica Spoden noted that, because of the current language in the Ames *Municipal Code*, staff is not able to address the situation to the satisfaction of Ames citizens. She noted that the impact of implementing this new ordinance is likely to result in fewer cases being dismissed, and ultimately, better compliance with the law.

Moved by Goodman, seconded by Nelson, to direct staff to prepare an ordinance.
Vote on Motion: 6-0. Motion declared carried unanimously.

EASEMENTS FOR NEW WATER TREATMENT PROJECT AND SKUNK RIVER RECREATIONAL TRAIL PROJECTS:

Moved by Goodman, seconded by Corrieri, to adopt RESOLUTION NO. 14-594 approving an offer to purchase easements on property located at 800 and 1100 East 13th Street related to Contract 1 for new Water Plant Project and Skunk River Recreational Trail projects.

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

FATS, OILS, AND GREASE CONTROL ORDINANCE:

Moved by Goodman, seconded by Corrieri, to pass on second reading the Fats, Oils, and Grease Control Ordinance.

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

CURRENT CITY ECONOMIC DEVELOPMENT POLICY:

City Manager Steve Schainker stated that one of the City Council's goals is to promote economic development in the Ames community. An objective for that goal assigned by the Council was to review and update the City's existing Economic Development Policy. The initial task for the staff was to provide the City Council with a report outlining the current policy as well as the various incentive programs that are being offered to promote economic development.

Mr. Schainker noted that, in 1988, the City Council reviewed a suggested Economic Development Plan with staff in a workshop setting. Input received at that meeting formed the basis of the Plan. Since that time, the general philosophies discussed at that workshop have generally guided the City staff's recommendations regarding incentives. While the original Plan focused on job creation and tax revenue increases, over the years the goal of economic development has been expanded to include a revitalization component. According to Mr. Schainker, the City of Ames' ultimate goal for economic development is to generate a steady moderate rate of growth that is manageable and ensures continued high quality of life for its citizens.

Mr. Schainker reviewed other objectives related to the goal of economic development: (1) Increase the number of new jobs in the City, (2) Increase the tax base of the City, (3) Expand existing businesses and industries in the City, (4) Assign local resources to accomplish economic development in market sectors that have been identified as having the greatest potential, (5) Focus on economic development efforts that maintain and improve the existing quality of living in Ames, and (6) Concentrate on economic development efforts that make an orderly and efficient use of existing land, resources, and infrastructure. It was pointed out by City Manager Schainker that many discussions had been held on natural progression as the City expands outward.

The guiding principles for the use of City incentives were outlined by Mr. Schainker. Initially, it was felt that the City would use incentives to fill gaps in the funding packages brought before it by companies that wished to expand or relocate in Ames. He noted that the City tries to be the “last dollar in;” it tries to leverage funds from all other sources first. According to City Manager Schainker, staff had developed an objective means to evaluate requests for the use of City funds for an economic development projects. Two funding criteria matrixes are utilized in the analyses: (1) General Industrial/Manufacturing Matrix and (2) High Tech Matrix. Mr. Schainker noted that the rating criteria match the goals supported by the City Council for economic development. Finance Director Duane Pitcher receives the information from the potential companies and comes up with a point factor system. The point system was reviewed for each type of funding source. Mr. Schainker emphasized that these matrixes serve as guidelines through which the City Council can make its decisions. He stated that incentives will not be used to fund specific retail uses for economic development. The philosophy on economic development has been to create the jobs for industries, which then create the market for the retail companies to want to locate in Ames due to its strong market with a high spending capability.

The Council was informed of the types of incentives (federal, state, private, and City) that had been offered to create jobs and expand the City’s property tax base. Mr. Schainker specifically detailed the Industrial Property Tax Abatement Program. Under that Program, the Council may not “pick and choose” who gets it; if the company qualifies according to the City Assessor, the company automatically receives the abatement. Mr. Schainker also explained other City incentives that may be used to promote revitalization. He provided the history of the incentives and how it had changed over the years. Examples were given of where the urban revitalization tax abatement incentive program had been utilized: Commercial-HOC, Campustown, Downtown, University Impacted-West, 9th Street/Roosevelt School Property, S.E. 16th Street, East University Impact/Sheldon Avenue, and South Lincoln.

Mr. Schainker noted that two things had changed over time pertaining to economic development. He stated that what sometimes happens now is that businesses wanting to locate in Ames work first with the state. If the project fits the criteria of the state, it will put a stipulation on the funds that the City has to agree to the local match. In those cases, the deal would fall through if the City did not agree. Another change is that if the state provides tax credits, it will want the City to give a value equal to the five-year industrial tax abatement. It is more challenging for the City if the project is locating in one of the TIF Districts. In those cases, the City does not just provide “gap financing.” Mr. Schainker also reported that some companies hire consultants who promise that they will get incentives for them.

The Downtown Facade Program was also highlighted. Mr. Schainker noted that this Program is used to revitalize an area. He reported that staff is developing a façade program for the Campustown Business District to be introduced in FY 2014/15.

City Manager Schainker stated that he was satisfied with the City's current economic development direction, but it represents a philosophy, and the Council has to be sure that it agrees with that philosophy or decide if it wants to see some changes.

Council Member Orazem asked what the points meant under the General Industrial/Manufacturing Revolving Loan Fund Criteria Matrix. Mr. Schainker answered that the points system is an objective way to determine which projects would benefit the City the most and which projects should be considered under the best terms.

Council Member Goodman said that there is a wealth of information available of which the City Council does not avail itself. He had learned of these items through attendance at educational seminars at NLC Conferences. Mr. Goodman shared his perspective that the City does not want to give incentives if it can still get the investment. Council Member Orazem disagreed, stating that if there is to be an economic gain, the City must be consistent. Mr. Goodman said that he meant that the City needed to ensure it was "educated player." He also believed that the Council should be aware of the criteria for location selection, as the receipt of incentives is usually not in the top five. Mr. Goodman also raised other issues that he felt the Council needed to educate itself on, e.g., multiplier concepts (different types of jobs), estimating the "gap," protecting against the undue enrichment of developers (avoid being bullied into the "race for the bottom").

Council Member Betcher noted that the City's Economic Development Policy had been in effect for 26 years. In her opinion, there were some items that could stand to be reviewed. She pointed out that what didn't seem to be considered, as far as the points total, was sustainability and the carbon footprint.

Council Member Gartin stated that there are user tools that need to be understood by the Council in order to develop a coherent and consistent policy. He wants to ensure that the City follows the best practices that had evolved over the past 30 years in regards to economic development. City Manager Schainker noted that there are not always "best practices" because it depends on each City's philosophy in regards to economic development; some things are unique to a specific community. It doesn't matter what other cities do; it is what the City Council and the Ames community believe are important. Mr. Gartin pointed out that there would be best practices for methodologies, but agreed that each city's philosophy could be different. It was asked by Council Member Gartin if there was a logical next step. He asked if it would be helpful to City Manager Schainker if a consultant could review the City's best practices under the methodology part. The Council needs help on determining its philosophy, but he is not sure if anyone could help them think that through. Mr. Gartin thought perhaps a consultant could evaluate whether the City is applying best practices on the methodology side.

Council Member Goodman said that he agreed that it would be a good idea for the City to find someone who has the expertise and work with them to develop infrastructure to protect future Council members from this much confusion. The consultant would then show them how to leverage that infrastructure for their own policy priorities.

City Manager summarized what he thought he had heard from the Council members, i.e., it was really a consultant to help develop the infrastructure to make the informed decisions on how the Council is going to give out the incentives.

Council Member Orazem noted that he did not remember the Council being given a listing of commitments made by the City Council at budget time. City Manager Schainker stated that Performance Measures of the Economic Development Program are reviewed with the City Council annually at budget time. Mr. Orazem said it would be good for the Council to have a list of projects with the number of jobs, etc., so that it could see what it had learned from the process.

Council Member Goodman agreed that what Mr. Orazem was suggesting would be a very good tool. He said, however, he was recommending that some of the things that he had learned from NLC Conferences be brought to the Council members and have that guide them in future choices. Mr. Goodman said that he wanted to bring more to the current policy. What he believed had been missing from the City's approach in the last 25 years was the data-driven history on what works, what doesn't, and how to determine the gap. After that is known, the Council could determine its policy.

Council Member Gartin commented that, from what he had heard, the Council should separate methodology and philosophy. It needs to make sure that the methodology is correct; i.e., what the Council is doing is consistent with best practices of municipal governments.

Mayor Campbell noted that the City's policy had changed when the state's, etc., policies had changed. She asked if the Council felt that the current methodologies were seriously broken. Council Member Goodman reiterated that he was sure that he wanted to bring more to the system. Council Member Corrieri added that the system was not necessarily bad, but the Council does not have the knowledge or resources to know whether it wants to continue with the 1988 Plan or bring modifications to it.

Moved by Goodman, seconded by Gartin, to ask the City Manager and staff to explore the possibility of finding a couple of organizations that do this kind of work and report back to the Council on some options (not excessive detail) on only the methodology, i.e., the underlying infrastructure.

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

Council Member Gartin asked if the City Manager had any suggestions for the Council on developing a coherent consistent philosophical statement to guide him in his work. City Manager Schainker noted that it would not be guiding him in his work; it would be guiding the City Council in its decision-making; what is important to the Council members is what they have to start thinking about. He emphasized that the Council members needed to talk about what economic development means to them.

Mr. Gartin questioned whether a workshop should be held with invitations to others to participate. Council Member Goodman also felt it would be important to hear their insights. City Manager Schainker asked for clarification as to what the Council hoped to achieve through a workshop. Council Member Gartin said that he thought it would be beneficial to get the perspective of different organizations as to what economic development means to them. City Manager Schainker pointed out that it would depend on whom you ask; each might have a

different philosophy. He believes that the City Council needed to determine its philosophy on economic development. Council Member Goodman reiterated that it would be good for the Council to hear what the current world of economic development players in the Ames community were thinking. Council Member Betcher said that she believes it would make more sense to have a context – to know more information that is not locally oriented before she heard from the community. City Manager Schainker asked what the Council would be asking for at a workshop. Council Member Gartin pointed out that the centerpiece of the Economic Development Policy is ultimately the philosophy of the Council; however, he does not know what that is. He would be interested in hearing how the Ames Economic Development Commission (AEDC) recruits businesses to Ames and how different organizations think about economic development. Mr. Gartin also noted that he was interested in knowing what the Council’s next step should be regarding the philosophical portion.

COUNCIL COMMENTS: Moved by Orazem, seconded by Gartin, to direct staff to prepare a report on the letter sent by William J. Ludwig and Associates dated October 16, 2014, pertaining to Rose Prairie.

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

Moved by Goodman, seconded by Corrieri, to direct staff to provide to the City Council the old Council Action Form on shopping carts.

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

Moved by Goodman, seconded by Corrieri, to direct staff to provide to the Council a copy of the 500-year flood map pertaining specifically to the area around Riverside Manor.

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

Moved by Goodman, seconded by Gartin, to direct staff to add the end of Main Street to the current Banner Policy and bring it back to the Council for approval.

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

Moved by Gartin, seconded by Goodman, to refer to staff the letter dated October 30, 2014, from the Ames Bicycle Coalition for response back to the City Council.

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

Ex officio Council Member Lissandra Villa reported that she, Assistant Melissa Mundt, and Neighborhood Intern Zach Bauer are working together to establish a date for a “Rent Smart Day.”

ADJOURNMENT: Moved by Nelson to adjourn the meeting at 10:14 p.m.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

MINUTES OF THE AMES CIVIL SERVICE COMMISSION

AMES, IOWA

NOVEMBER 20, 2014

The Ames Civil Service Commission convened in regular session at 8:15 a.m. on November 20, 2014, in the Council Chambers of City Hall, 515 Clark Avenue. Because it was impractical for the Commission members to be present in person, Commission Members Crum and Pike were brought into the meeting telephonically. Commission Member Shaffer did not participate. Human Resources Director Julie Huisman attended the meeting.

APPROVAL OF MINUTES: Moved by Pike, seconded by Crum, to approve the minutes of the October 30, 2014, Civil Service Commission meeting as written.

Vote on Motion: 2-0. Motion declared carried unanimously.

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

Plans Examiner:	Adam Ostert	87
	Nathan Graves	82

Vote on Motion: 2-0. Motion declared carried unanimously.

COMMENTS: The next regularly scheduled Civil Service Commission meeting was not set at this time. The December meeting will be held in conjunction with an appeal hearing once that date is determined.

ADJOURNMENT: The meeting adjourned at 8:18 a.m.

Michael Crum, Chair

Jill Ripperger, Recording Secretary



REPORT OF CONTRACT CHANGE ORDERS

Period:	<input checked="" type="checkbox"/> 1 st – 15 th
	<input type="checkbox"/> 16 th – End of Month
Month & Year:	November 2014
For City Council Date:	November 25, 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)
Public Works	2012/13 Traffic Signal Program (Lincoln Way & Hayward Avenue)	1	\$195,040.88	Voltmer, Inc.	\$0.00	\$3,815.15	J. Joiner	MA
Electric Services	Furnishing 69kV SF6 Circuit Breakers	1	\$166,169.40	ALSTOM Grid, Inc.	\$0.00	\$1,605.00	D. Kom	CB
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		

TO: Mayor Ann Campbell and Ames City Council Members

FROM: Lieutenant Jeff Brinkley – Ames Police Department

DATE: October 26, 2014

SUBJECT: Beer Permits & Liquor License Renewal Reference City Council Agenda
November 25, 2014

The Council agenda for November 25, 2014, includes a beer and wine liquor license renewal for the following:

- Class B Native Wine – Chocolaterie Stam, 230 Main St
- Class C Beer – Swift Stop #8, 705 24th Street
- Class C Liquor and Outdoor Service – Outlaws, 2522 Chamberlain St

A routine check of police records for the past twelve months found no violations for Chocolaterie Stam or Swift Stop #8. The police department would recommend renewal of both of these licenses.

During the past twelve months, we've arrested two people for public intoxication, cited one person for on premises underage and possession of a fake ID, and cited one person for on premises underage at Outlaws. Ownership and bar staff have been very cooperative with us and we have few violations here. We are continuing to monitor compliance and recommend renewal at this time.

License Application ()

Applicant

Name of Applicant:	<u>LJPS Inc.</u>		
Name of Business (DBA):	<u>Olde Main Brewing Company</u>		
Address of Premises:	<u>420 Beach Ave</u>		
City: <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>	
Business Phone:	<u>(515) 232-0553</u>		
Mailing Address:	<u>PO Box 1928</u>		
City: <u>Ames</u>	State: <u>IA</u>	Zip: <u>50010</u>	

Contact Person

Name:	<u>Matt Sinnwell</u>		
Phone:	<u>(505) 400-5981</u>	Email Address:	<u>mattombc@gmail.com</u>

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

Term: 5 days

Effective Date: 12/01/2014

Expiration Date: 01/01/1900

Privileges:

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

Status of Business

BusinessType:	<u>Privately Held Corporation</u>		
Corporate ID Number:	<u>286196</u>	Federal Employer ID #	<u>77-0613629</u>

Ownership

Daniel Griffen

First Name: Daniel

Last Name: Griffen

City: Potomac

State: Maryland

Zip: 24854

Position Owner

% of Ownership 25.00 %

U.S. Citizen

Scott Griffen

First Name: Scott

Last Name: Griffen

City: Ames

State: Iowa

Zip: 50010

Position Owner

% of Ownership 50.00 %

U.S. Citizen

Susan Griffen

First Name: Susan

Last Name: Griffen

City: Potomac

State: Maryland

Zip: 24854

Position Owner

% of Ownership 25.00 %

U.S. Citizen

Insurance Company Information

Insurance Company: Scottsdale Insurance Company

Policy Effective Date: 12/01/2014

Policy Expiration Date: 12/06/2014

Bond Effective Continuously:

Dram Cancel Date:

Outdoor Service Effective Date:

Outdoor Service Expiration Date:

Temp Transfer Effective Date:

Temp Transfer Expiration Date:

COUNCIL ACTION FORM

SUBJECT: CAMPUSTOWN FAÇADE DESIGN PROGRAM

BACKGROUND:

At its workshop meeting of November 18, the City Council reviewed design concepts for City grants to carry out two pilot improvement projects for a Campustown Façade Program. This new program is intended to enhance the appearance of Campustown commercial buildings, fulfilling the objective outlined by the City Council and by Iowa State University in their mutual goal of supporting Campustown. **The objective of the proposed Campustown Façade Program is to promote diverse building styles and increased activity and commercial use. The proposed program supports enriching the individual detail and character of each building within the context of a pedestrian oriented commercial district.**

The Program was developed through a two-step process. In 2013, the Campustown Action Association formed a focus group that examined the existing character of Campustown and identified valued characteristics that help make Campustown successful. In 2014, the City retained the design firm Haila Architecture Structure Planning to examine Campustown and its valued characteristics, as well as to propose design concepts for physical improvements to Campustown buildings. This process also involved a work group providing ideas and feedback. Together these two groups of Campustown stakeholders were represented by Campustown business owners, property owners, students, customers, neighbors, the University, and the Campustown Action Association.

The resulting design principles are in the form of an “Idea Book,” which identifies five Design Concepts accompanied by ten Project Examples from across the country. The Idea Book is intended to stimulate creative thinking and spark design proposals that will respect and expand the design characteristics that make Campustown special. The current draft of the Idea Book can be found on the Planning and Housing Department’s [webpage](#).

The five Design Concepts are as follows:

Transparent Campustown. Visual transparency invites pedestrians to patronize the businesses inside. Physical access promotes cohesiveness within the district. Promoting more glass and larger physical openings show the commercial offerings in the district and encourage people to spend more time there.

Social Campustown. Well designed outdoor gathering areas create a positive social atmosphere. Small, unused, visible spaces can be transformed to expand commercial

opportunities. It is not the intent of the program to fund sidewalk dining or other uses of the public right-of-way, although improvements to the building that are part of any outdoor gathering area project would be eligible.

Diverse Campustown. The variety of building types and design styles contribute to the vibrancy, funkiness, visual interest and diversity of businesses. Façades are encouraged to be distinct from their neighbors and unique in the district.

Identifiable Campustown. High quality signs, graphics and other design features that express the unique identity of local businesses can be part of a distinctive design for façade improvements.

Historic Campustown. Some buildings in Campustown have potential to illustrate the historic development of Campustown over 100 years. Projects can include removing cover-up materials, restoring original storefronts/entrances, and restoring masonry.

These Design Concepts will form the basis for city staff evaluation of the proposed façade improvement projects which seek grants. Staff will assess the pilot projects by determining:

- 1) how clearly the proposed design incorporates the Concepts,
- 2) the degree of visual impact the project will have in the context of Campustown,
- 3) how many of the Concepts are incorporated into the designs.

It is not proposed that projects awarded a grant must incorporate all five of the Concepts.

The Campustown Action Association Board of Directors, which includes representatives of all stakeholder groups described above, unanimously recommended approval of the Idea Book as the design principles for the Campustown façade pilot projects. The Board also recommended eligibility for projects located within the commercial area south of the ISU campus and of the area west of the ISU campus to Campus Avenue. **Under this recommendation, areas eligible for grants would include West Street neighborhood commercial and the Campustown Service Center areas.**

ALTERNATIVES:

1. The City Council can direct staff to seek applications for pilot projects to be located in Campustown Service Center zoning district and Neighborhood Commercial zoning district on West Street.
2. The City Council can direct staff to modify the design concepts or the boundaries of the eligible areas before proceeding with pilot projects.
3. The City Council can refer this item to staff for further information.

MANAGER'S RECOMMENDED ACTION:

The City Council has an established goal to support Campustown and an objective to create a Campustown Façade Program. The proposed Idea Book incorporates design concepts tailored to the Campustown area. The next step in the project is to find pilot projects and evaluate the success of the design concepts upon their implementation. With Council's direction to proceed, staff will work with CAA to find suitable candidates and return to Council for award of grants this winter. This will allow projects to occur in the spring. Upon completion of the pilot projects, staff will return with an evaluation of the process and recommendations on how to proceed with a formal Campustown Façade Program.

The need to support commercial façades and businesses near campus can be applied to two areas adjacent to the ISU campus. The more familiar Campustown is embodied in the commercial zoning south of campus centered upon Welch Avenue. West of campus is smaller neighborhood commercial area of similar scale to businesses south of campus. This area along West Street would be a suitable area, in terms of its context and building types, for the façade program in addition to the area south of campus.

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1 as described above, thereby proceeding with pilot projects within either the West Street area or Campustown area south of Campus.

ITEM # 10
DATE: 11-25-14

COUNCIL ACTION FORM

SUBJECT: RESOLUTION APPROVING ANNUAL URBAN RENEWAL REPORT

BACKGROUND:

In 2012, the State of Iowa passed an Iowa Urban Renewal and Tax Increment Financing (TIF) Reform bill. Provisions of the bill included new reporting requirements. One of the required reports is the Annual Urban Renewal Report, which must be approved by the governing board and provided to the Iowa Department of Management (DOM) to be made available to the public on an Internet site.

This report includes uploading documents related to the urban renewal districts, such as the plan document and City Council action establishing the district, as well as financial information on TIF funds related to urban renewal districts. The due date for the report to be filed is December 1 of each year. The penalty for non-compliance is withholding certification of tax levies. This is the third year of reporting.

During the FY 2013/14 reporting year there was one active TIF District on South Bell. The attached reporting reflects the financial activity of the TIF Fund which is used to record all revenue and expenditures relate to the South Bell TIF. Bonds were issued in October 2009 and proceeds received in this fund and used for infrastructure improvements on South Bell. Fortunately the project expenses were lower than expected and excess proceeds were available in the TIF fund to pay principal and interest payments in the early years of the TIF. The incremental property valuation in the district has not grown as fast as expected and we began FY 2013/14 with a negative balance of \$68,083 as shown in the report. Total incremental tax revenue in the district for the reporting year was \$10,456 while debt service was \$117,055. This shortfall along with interest charged to the fund due to a negative balance resulted in an FY 2013/14 ending balance of negative \$175,731. We do not expect to generate adequate incremental revenue to fund the debt service in FY 2014/15. Hopefully with new projects in the district incremental revenue will grow and eventually cover debt service as well as the accumulated negative fund balance.

The City Council recently established two other TIF districts that have not yet had financial activity. For the Kingland TIF, the terms of the development agreement provide for the first collection of incremental property taxes to occur in FY 2016/17. This means the first reporting to the DOM will be in November, 2017. For the recently approved ISU Research Park TIF, we expect to issue debt to fund public infrastructure in FY 2015/16. Our first reporting to the DOM on this TIF district will be in November of 2016.

The attached report is for the fiscal year ending June 30, 2014.

ALTERNATIVES:

1. Approve the City's annual 2014 Urban Renewal Report.
2. Do not approve the 2014 Urban Renewal Report, and refer this item back to staff.

MANAGER'S RECOMMENDED ACTION:

In order for the City to comply with mandated reporting requirements, it is necessary to submit this report to the Iowa Department of Management by December 1 of this year.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the 2014 Urban Renewal Report.

Annual Urban Renewal Report, Fiscal Year 2013 - 2014

Levy Authority Summary

Local Government Name: AMES
Local Government Number: 85G811

Active Urban Renewal Areas	U.R. #	# of Tif Taxing Districts
AMES COMMUNITY DEVELOPMENT PARK URBAN RENEWAL	85012	1
AMES SOUTH BELL AVENUE URBAN RENEWAL	85021	2

TIF Debt Outstanding: 949,117

TIF Sp. Rev. Fund Cash Balance as of 07-01-2013: -68,083 0 **Amount of 07-01-2013 Cash Balance Restricted for LMI**

TIF Revenue: 10,456
TIF Sp. Revenue Fund Interest: -1,049
Asset Sales & Loan Repayments: 0
Total Revenue: 9,407

Rebate Expenditures: 0
Non-Rebate Expenditures: 117,055
Returned to County Treasurer: 0
Total Expenditures: 117,055

TIF Sp. Rev. Fund Cash Balance as of 06-30-2014: -175,731 0 **Amount of 06-30-2014 Cash Balance Restricted for LMI**

Year-End Outstanding TIF Obligations, Net of TIF Special Revenue Fund Balance: 1,007,793

Urban Renewal Area Data Collection

Local Government Name: AMES (85G811)
 Urban Renewal Area: AMES COMMUNITY DEVELOPMENT PARK URBAN RENEWAL
 UR Area Number: 85012

UR Area Creation Date: 11/1997

UR Area Purpose: Enhance the availability of sites to accommodate the construction of new industrial and commercial buildings and encourage and support development that will expand the tax base.

Tax Districts within this Urban Renewal Area	Base No.	Increment No.	Increment Value Used
AMES CITY/AMES SCH/AMES COMMUNITY DEVELOPMENT PARK URBAN RENEWAL TIF INCREM	85526	85126	0

Urban Renewal Area Value by Class - 1/1/2012 for FY 2014

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

TIF Sp. Rev. Fund Cash Balance as of 07-01-2013: **0** **0** **Amount of 07-01-2013 Cash Balance Restricted for LMI**

TIF Revenue: 0
 TIF Sp. Revenue Fund Interest: 0
 Asset Sales & Loan Repayments: 0
Total Revenue: 0

Rebate Expenditures: 0
 Non-Rebate Expenditures: 0
 Returned to County Treasurer: 0
Total Expenditures: 0

TIF Sp. Rev. Fund Cash Balance as of 06-30-2014: **0** **0** **Amount of 06-30-2014 Cash Balance Restricted for LMI**

256 Characters Left

Sum of Private Investment Made Within This Urban Renewal Area
during FY 2014

TIF Taxing District Data Collection

Local Government Name: AMES (85G811)
 Urban Renewal Area: AMES COMMUNITY DEVELOPMENT PARK URBAN RENEWAL (85012)
 TIF Taxing District Name: AMES CITY/AMES SCH/AMES COMMUNITY DEVELOPMENT PARK URBAN RENEWAL TIF INCREM
 TIF Taxing District Inc. Number: 85126
 TIF Taxing District Base Year: 1997
 FY TIF Revenue First Received: 2000
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2020

UR Designation	
Slum	No
Blighted	No
Economic Development	11/1997

TIF Taxing District Value by Class - 1/1/2012 for FY 2014

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2014	43,167	0	0	0	0

FY 2014 TIF Revenue Received: 0

Urban Renewal Area Data Collection

Local Government Name: AMES (85G811)
 Urban Renewal Area: AMES SOUTH BELL AVENUE URBAN RENEWAL
 UR Area Number: 85021

UR Area Creation Date: 01/2009

UR Area Purpose: To expand the available inventory of fully serviced industrial land within Ames.

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
AMES CITY/AMES SCH/SOUTH BELL AVENUE URBAN RENEWL TIF INCREM	85586	85186	447,669
AMES CITY AG/AMES SCH/SOUTH BELL AVENUE URBAN RENEWAL TIF INCREM	85587	85187	0

Urban Renewal Area Value by Class - 1/1/2012 for FY 2014

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	462,200	0	0	0	462,200	0	462,200
Taxable	0	0	462,200	0	0	0	462,200	0	462,200
Homestead Credits									0

TIF Sp. Rev. Fund Cash Balance as of 07-01-2013: -68,083 0 **Amount of 07-01-2013 Cash Balance Restricted for LMI**

TIF Revenue: 10,456
 TIF Sp. Revenue Fund Interest: -1,049
 Asset Sales & Loan Repayments: 0
Total Revenue: 9,407

Rebate Expenditures: 0
 Non-Rebate Expenditures: 117,055
 Returned to County Treasurer: 0
Total Expenditures: 117,055

TIF Sp. Rev. Fund Cash Balance as of 06-30-2014: -175,731 0 **Amount of 06-30-2014 Cash Balance Restricted for LMI**

Projects For AMES SOUTH BELL AVENUE URBAN RENEWAL

South Bell Infrastructure

Description:	Public Infrastructure for South Bell Area
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	Yes

Debts/Obligations For AMES SOUTH BELL AVENUE URBAN RENEWAL

2009B GO Bonds

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	830,542
Interest:	118,575
Total:	949,117
Annual Appropriation?:	No
Date Incurred:	10/29/2009
FY of Last Payment:	2020

Non-Rebates For AMES SOUTH BELL AVENUE URBAN RENEWAL

TIF Expenditure Amount:	117,055
Tied To Debt:	2009B GO Bonds
Tied To Project:	South Bell Infrastructure

TIF Taxing District Data Collection

Local Government Name: AMES (85G811)
 Urban Renewal Area: AMES SOUTH BELL AVENUE URBAN RENEWAL (85021)
 TIF Taxing District Name: AMES CITY/AMES SCH/SOUTH BELL AVENUE URBAN RENEWL TIF INCREM
 TIF Taxing District Inc. Number: 85186
 TIF Taxing District Base Year: 2008
 FY TIF Revenue First Received: 2010
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2030

UR Designation	
Slum	No
Blighted	No
Economic Development	01/2009

TIF Taxing District Value by Class - 1/1/2012 for FY 2014

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	462,200	0	0	0	462,200	0	462,200
Taxable	0	0	462,200	0	0	0	462,200	0	462,200
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2014	3,300	458,900	447,669	11,231	262

FY 2014 TIF Revenue Received: 10,456

TIF Taxing District Data Collection

Local Government Name: AMES (85G811)
 Urban Renewal Area: AMES SOUTH BELL AVENUE URBAN RENEWAL (85021)
 TIF Taxing District Name: AMES CITY AG/AMES SCH/SOUTH BELL AVENUE URBAN RENEWAL TIF INCREM
 TIF Taxing District Inc. Number: 85187
 TIF Taxing District Base Year: 2008
 FY TIF Revenue First Received: 2011
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2031

UR Designation	
Slum	No
Blighted	No
Economic Development	01/2009

TIF Taxing District Value by Class - 1/1/2012 for FY 2014

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2014	0	0	0	0	0

FY 2014 TIF Revenue Received: 0

COUNCIL ACTION FORM

SUBJECT: CONSTRUCTION LOAN FOR NEW WATER TREATMENT PLANT

BACKGROUND:

In financing the City's new 15-million-gallon-per-day water treatment plant, the City Council determined that the most economical financing option for construction of the plant is the Iowa Drinking Water State Revolving Fund (DW SRF).

On January 24, 2012, Council authorized the use of a DW SRF planning and design loan to fund the design of the new treatment plant. These design loans can be rolled into a DW SRF construction loan or be repaid when another form of permanent financing is in place.

The most economical way to finance the entire plant – including both design and construction – is to enter into one permanent loan for all work associated with the water plant project. This will include plant design, plant construction, special inspections, construction of the pipeline between the old and new plants, lime sludge disposal and pond modifications, and easements.

The consolidated construction loan amount requested includes these **estimated** expenses:

Planning and Design Expenses (includes land)	\$	6,870,000
Easement Acquisition		50,000
Water Plant Construction		52,497,000
Engineering Construction Administration		3,574,000
Special Inspections		400,000
Lime Sludge Disposal		1,573,000
<u>Pipeline Construction</u>		<u>5,281,000</u>
Subtotal		70,245,000
<u>Contingency, ~ 10% of construction activities</u>		<u>5,980,000</u>
Total Construction Estimate		76,225,000
<u>SRF Loan Origination Fee (0.5% of loan)</u>		<u>381,000</u>
Total SRF Loan		76,606,000

Repayment of the SRF loan will be from revenues generated in the Water Fund. Water Fund balance projections shared with the City Council in April 2014 accounted for the anticipated debt service for this project, and the user rate increases needed to fund the

project are already complete. The project was placed on the DW SRF Intended Use Plan in December of 2009, a step that needed to be accomplished prior to entering into the loan agreement. The next step is for the City to hold a public hearing prior to taking action to incur debt. Immediately following the hearing, Council can authorize execution of the construction loan.

ALTERNATIVES:

1. Establish December 9, 2014 as the date to hold a public hearing and take action on a loan agreement with the Iowa Finance Authority to construct a new water treatment plant in an amount not to exceed \$76,606,000.
2. Establish December 9, 2014 as the date to hold a public hearing and take action on a loan agreement with the Iowa Finance Authority to plan and design for a new water treatment plant in some other amount.
3. Direct staff to seek alternative financing options for the construction expenses.

MANAGER'S RECOMMENDED ACTION:

Entering into this loan agreement is necessary to complete financing for the new water treatment plant. Moving forward utilizing the Drinking Water State Revolving Fund is the most economical way to finance the project for our utility customers.

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

TO: Members of the City Council

FROM: Ann H. Campbell, Mayor

DATE: November 21, 2014

SUBJECT: Appointments to Fill Vacancies on the Public Art Commission

Greg Fuqua and Kathleen Raymon, members of the Public Art Commission, have submitted their resignations from the Commission. Since Greg's and Kathleen's terms of office do not expire until April 1, 2015, and April 1, 2017, respectively, appointments need to be made to fill these vacancies.

Therefore, I request that the City Council approve the appointment of Julieanne Sthay (to complete Greg Fuqua's term) and Lisa Ailshie (filling the unexpired term of office of Kathleen Raymon) to the Public Art Commission.

COUNCIL ACTION FORM

SUBJECT: FLEXIBLE SPENDING ADMINISTRATIVE AND CLAIMS PROCESSING SERVICES RENEWAL

BACKGROUND:

A Flexible Spending Account, as provided to benefit-eligible City of Ames employees, allows an employee to set aside a portion of his or her earnings to pay for qualified medical and dependent care expenses. Money deducted from an employee's pay into a Flexible Spending Account is not subject to payroll taxes, resulting in payroll tax savings for the employee.

Over the past several years, Wellmark Blue Cross Blue Shield has been the City's provider for the flexible reimbursement options, including automatic reimbursement of health and pharmacy claims and direct deposit of reimbursement when elected.

Effective January 1, 2015, Wellmark will charge \$5.00 per employee contract per month in claims processing fees and \$400 in annual administration fees to the City. The charge per employee contract per month is an increase of 4.2% (from \$4.80 to \$5.00) from calendar year 2014, and the administration fee will remain at the same rate as 2014. The amount budgeted for administrative fee and per employee contract per month is \$76,988 for calendar year 2015. This is for an estimated 534 employee accounts.

ALTERNATIVES:

1. Accept the renewal documents from Wellmark for administrative and claims processing services for our flexible spending account (FSA) benefit effective January 1, 2015.
2. Do not renew the agreement with Wellmark.

MANAGER'S RECOMMENDED ACTION:

It is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby approving the renewal for administrative and claims processing services for the Flexible Spending Account (FSA) benefit with Wellmark Blue Cross Blue Shield of Iowa for the period from January 1, 2015 to December 31, 2015.

COUNCIL ACTION FORM

SUBJECT: TECHNICAL SERVICES FOR SPECIAL INSPECTIONS RELATED TO WATER TREATMENT PLANT (CONTRACT 2)

BACKGROUND:

Construction of the new water plant will be performed under two separate construction contracts. Contract 1 includes the interconnecting piping between the old and new treatment plant locations, and Contract 2 includes construction of the actual treatment facilities. Contract 1 will be bid later in 2014.

On October 14, 2014 Council awarded a construction contract for Contract 2 to Knutson Construction Services, Inc. of Minneapolis, MN in the amount of \$52,497,000. While the City was advertising for bids on the new Water Treatment Plant, a separate Request for Proposals (RFP) was issued to solicit firms to provide the necessary special inspections required by Chapter 17 of the 2009 International Building Code (IBC). The selected firm will provide independent testing and inspection for the buildings that will house the new Water Treatment Plant and administrative offices. Examples of the types of materials inspected include: soils, mortar, grout, masonry, steel, aluminum, cast-in-place concrete, pre-cast concrete, welds, and fire resistive coating.

Responses to the RFP were received from the following five firms:

Firm	Proposed Price
Construction Materials Testing	\$50,362.00
Team Services, Inc.	\$89,394.90
Allender Butzke Engineers, Inc	\$173,528.52
Terracon Consultants, Inc.	\$199,782.00
<i>Engineer's Estimate (0.5% of Contract 2)</i>	<i>\$262,500.00</i>
Olsson & Associates	\$389,900.00

After a thorough review of each firm's qualifications and proposed scope of services by both City staff and the City's consulting engineers, it was determined that Terracon Consultants, Inc., of Ames, Iowa, was the most qualified firm. This determination was made based on Terracon being qualified to perform the desired work and having submitted the most appropriate scope of work in response to the RFP. The three lower priced firms were not selected because they failed to document all of the necessary qualifications to complete the inspections required, and because of staff's concern that their proposals did not reflect the quantity of inspections required for this project. It thus seems appropriate for this contract to be awarded to Terracon Consultants, on a time and materials basis, in an amount not to exceed \$199,782 without prior approval by the City.

The new Water Treatment Plant is shown in the Capital Improvements Plan as a multi-year project. A \$700,000 allowance for special inspections was included in cost estimate shown in the 2014-2019 CIP, spread over three years.

ALTERNATIVES:

1. Award a contract for Technical Services for Special Inspections to Terracon Consultants, Inc., of Ames, Iowa, on a time and materials basis not to exceed \$199,782 without prior approval.
2. Award a contract to another proposing firm.
3. Do not award a contract at this time and do not move forward with the Technical Services for Special Inspections contract for the new Water Treatment Plant. This would leave the City without a firm under contract to perform certain special inspections required by the 2009 International Building Code.

MANAGER'S RECOMMENDED ACTION:

The City of Ames has adopted the 2009 International Building Code (IBC), and construction of the new Water Treatment Plant will be subject to this Code. Staff has undertaken a competitive, qualifications-based Request for Proposals to select a firm to perform the special inspections required by Chapter 17 of the IBC, and has identified Terracon Consultants, Inc., of Ames, Iowa, as being qualified to perform the work, and as the firm who submitted the most appropriate scope of work for this project.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving a contract for Technical Services for Special Inspections with Terracon Consultants, Inc., of Ames, Iowa, on a time and materials basis not to exceed \$199,782 without prior approval.

Council should understand that the analysis of the proposed costs for each firm was based on a fixed price per inspection with an estimated number of inspections. Therefore, the final cost could be greater or less than the estimated \$199,782 once the final number of needed inspections is completed.

COUNCIL ACTION FORM

SUBJECT: NORTH DAKOTA WATER TOWER REMOVAL

BACKGROUND:

The North Dakota Avenue Water Tower was constructed in 1962. In 2003, the water distribution system was split into two pressure zones. This change was necessitated by growth in the west and southwest portions of Ames, and allows the utility to better regulate water pressure in those areas. Options for reusing the North Dakota tower were analyzed as part of the pressure zone study. Unfortunately, this tower was not at an elevation to be of beneficial use after the two pressure zones were created.

This tower has not been used for water storage and has stood empty for the past 10 years. In March 2014, City Council approved demolition of the tower as part of the 2014/15 Capital Improvements Plan. Staff has prepared plans and specifications for removal of the tower. The 2014/15 Water Plant CIP includes \$100,000 for this work.

In an effort to notify interested residents living near this facility, residents within a quarter mile radius received letters describing the City's intent to remove the tower. Throughout the project, updates will be provided on the City's website and on social media. Hang tags will be distributed to the adjacent property owners prior to work commencing.

Once the decommissioning is complete, the City will continue to provide maintenance and upkeep on the property.

ALTERNATIVES:

1. Issue preliminary approval of plans and specifications for decommissioning the North Dakota Water Tower and issue a notice to bidders setting January 14, 2015 as the bid due date and January 27, 2015 as the date of public hearing.
2. Do not issue preliminary approval of plans and specifications and a notice to bidders at this time.

MANAGER'S RECOMMENDED ACTION:

This water tower has been empty for 10 years and no longer has a beneficial use for the community. The project has been delayed several years. However, it is important to conduct the decommissioning before the tower becomes an aesthetic issue or safety hazard. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.

ITEM# 16
 DATE: 11-25-14

COUNCIL ACTION FORM

SUBJECT: FLEET ACQUISITION PROGRAM – BID NO. 2015-047 CONTRACT FOR THE PURCHASE OF A TRUCK BODY, 55-FEET AERIAL PLATFORM, AND ACCESSORIES

BACKGROUND:

The Electric Distribution Division has four aerial trucks. One of the four existing aerial trucks, #1119 is approved for replacement in FY 14/15 with a like unit. This bid is for the purchase of one aerial platform, truck body and accessories. The new truck chassis for the aerial platform is currently being specified for bid and will be awarded through a separate bid process.

The proposed replacement is matched to the specific needs of the services provided by the Electric Distribution Division, which uses this truck for maintenance of utility lines and equipment.

The budget to purchase this truck is \$220,000. Resources for the replacement of this truck are as follows:

Available Funding

Equipment Replacement Fund – Truck #1119	\$199,348 (balance - Nov. 2014)
Additional Replacement Funds Budgeted	7,700 (Dec 14- June 15)
<u>Estimated salvage value for truck #1119</u>	<u>13,500</u>
Total	\$220,548

Bids were received as follows:

Company	Make	Model	Year	
Altec Industries, Inc.	Altec / Astoria	TA55 Aerial / 150-VT Body	2015	\$120,048
ABM Equipment & Supplies, LLC	Versalift / Brand FX	VST-5500-1/ BFXB-102t	2015	\$122,640

Total Estimated Cost

Altec's quoted price for aerial platform, body & accessories	\$120,048
Estimated chassis purchase price	90,000
Tax 5%	10,500
Total	\$220,548

Evaluation of the bid determined the equipment offered by Altec Industries, Inc. complies with the specifications required by the City. The low bid from Altec Industries, Inc. for the aerial platform, body and accessories is acceptable.

ALTERNATIVES:

1. Award this contract to Altec Industries, Inc. for the TA55 Aerial Platform, Altec Body and Accessories at the purchase price of \$120,048
2. Reject the bid and re-bid.

MANAGER'S RECOMMENDED ACTION:

The Director of Fleet Services and Electric Department staffs agree that purchasing the Altec TA55 Aerial Platform, Altec Astoria Body and Accessories will provide a quality machine to meet the established service requirements at a reasonable price.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No.1, thereby approving to award this contract to Altec Industries, Inc. for the Altec TA55 Aerial Platform, Altec Astoria Body and Accessories at the purchase price of \$120,048.

ITEM# 17
DATE: 11-25-14

COUNCIL ACTION FORM

SUBJECT: FLEET ACQUISITION PROGRAM – CONTRACT FOR THE PURCHASE OF SADDLEBOX FLATBED, DIGGER DERRICK, AND ACCESSORIES

BACKGROUND:

The City's fleet has two digger derrick trucks, both used by the Electric Distribution Division. One of the existing digger derrick trucks #411 is approved for replacement in FY 14/15 with a like unit. Electric Distribution Division uses the digger derrick to set utility poles for transformers, and other equipment for the City's residential and commercial customers.

This bid is for the purchase of one digger derrick, saddlebox flatbed and accessories. The new digger derrick will be mounted on a new truck chassis that is currently out for bid and will be awarded separately at a later date.

The FY15 budget to purchase this truck is \$220,000. This truck is scheduled for delivery after July 1, 2015. Resources for the replacement of this truck are as follows:

Equipment Replacement Fund – Truck #411(balance Nov 2014)	\$170,174
FY15 Budgeted Replacement contributions	11,837
Operating department funding support	30,000
<u>Estimated salvage value for truck #411</u>	<u>18,000</u>
Funding Available	\$230,011

Only one bid was received, from Altec Industries of St. Joseph, MO.

Altec's quoted price:

DM 47B Digger Derrick, T-42 Saddlebox Flatbed & accessories	\$126,462
Estimated chassis purchase price	90,000
Tax 5%	10,823
<u>Total Cost</u>	<u>\$227,285</u>

Evaluation of the bid determined the equipment offered complies with the specifications required by the City. The base bid from Altec Industries, Inc. for the purchase and installation of one DM47B digger derrick, T-42 saddlebox flatbed and accessories at a total cost of \$126,462 to be completed in 240 days approval and receipt of the chassis.

ALTERNATIVES:

1. Award this contract to Altec Industries, Inc. of St. Joseph, MO for the purchase and installation of one DM47B Digger Derrick, T-42 Saddlebox Flatbed, and Accessories for a total of \$126,462 to be completed in 240 days
2. Reject the bid and re-bid.

MANAGER'S RECOMMENDED ACTION:

The Director of Fleet Services and Electric Department staff agree that purchasing the Altec DM47B Derrick and Altec Steel Body, will provide a quality machine to meet the established service requirements at a reasonable price.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No.1, thereby approving to Award this contract to Altec Industries, Inc. of St. Joseph, MO for the purchase and installation of one DM47B Digger Derrick, T-42 Saddlebox Flatbed, and Accessories for a total of \$126,462 to be completed in 240 days.

ITEM# 18
 DATE: 11-25-14

COUNCIL ACTION FORM

SUBJECT: FLEET REPLACEMENT PROGRAM – PLATFORM LIFT AND UTILITY BODY TO BE INSTALLED ON A SINGLE AXLE TRUCK CHASSIS

BACKGROUND:

There is one platform lift truck in the City’s Public Works Division for Traffic Signal and Sign Maintenance. This truck is scheduled to be replaced in FY 14/15. This aerial truck has a 40-foot reach and is used primarily for traffic signals and street sign and equipment maintenance.

This bid is for the purchase of a lift platform and fiberglass utility body to be installed on a new City owned truck chassis with single rear axle.

Bids were received from the following vendors as follows:

<u>Bidder</u>	<u>Make & Model</u>	<u>Year</u>	<u>Base Bid</u>
ABM Equipment & Supply, LLC of Hopkins, Minnesota	Challenger 2900 Lift with Brand FX 56 DLS Body	2014	\$85,552.00
Truck Equipment Inc. of Des Moines, Iowa	Aero-Lift TVT-25 with Brand FX 60DLS Body	2015	\$91,324.00

The low bid for the Lift Platform and Utility Body including installation onto a truck chassis is from ABM Equipment & Supply, LLC of Hopkins, MN for \$85,552.00. ABM estimated the completion of work in 120 days upon approval and receipt of the chassis.

Funding is available for this purchase as follows:

Replacement funds available	\$ 73,045 (balance Nov. 2014)
Estimated salvage value for existing truck #515	10,000
FY15 Budgeted Replacement contributions	4,025 (Dec 14 – Jun 15)
Available funding	\$ 87,070

Aerial Platform and Utility Body	85,552
Total Cost	\$ 85,552

ALTERNATIVES:

1. Approve and award this contract to ABM Equipment and Supply, LLC of Hopkins, MN for the purchase and installation of the lift platform and utility body as described above for \$85,552.00
2. Reject award of bid.

MANAGER'S RECOMMENDED ACTION:

The Director of Fleet Services and Public Works Staff agree the lift platform and utility body from ABM Equipment and Supply, LLC of Hopkins, MN. meets the City's needs as specified, at the lowest price. Therefore, purchasing this equipment will provide the best and most economical equipment for traffic signal and street sign maintenance for the City of Ames.

Therefore, it is the recommendation of the City Manager that the City Council adopts Alternative No.1, thereby approving and awarding this contract to ABM Equipment and Supply, LLC of Hopkins, MN for the purchase and installation of one lift platform and utility body for a total of \$85,552.



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MEMO

To: Mayor and Members of the City Council

From: City Clerk's Office

Date: November 21, 2014

Subject: Contract and Bond Approval

There are no Council Action Forms for Item Nos. **19** through **21**. Council approval of the contract and bond for these projects is simply fulfilling a *State Code* requirement.

/jr



November 14, 2014

Honorable Mayor and Council Members
City of Ames
Ames, Iowa 50010

Ladies and Gentlemen:

I hereby certify that the utilities, curb and gutter, and asphalt paving required as a condition for approval of the final plat of **Northridge Heights, 16th Addition** have been completed in an acceptable manner by **Ames Trenching & Excavating of Ames, IA and Manatts, Inc. of Ames, IA**. The above-mentioned improvements have been inspected by the Engineering Division of the Public Works Department of the City of Ames, Iowa and found to meet City specifications and standards.

As a result of this certification, it is recommended that the financial security for public improvements on file with the City for this subdivision be reduced to **\$30,650**. The remaining work covered by this financial security includes street lighting and pedestrian sidewalk ramps.

Sincerely,

John C. Joiner, P.E.
Director

JJ/jc

cc: Finance, Contractor, Construction Supervisor, PW Senior Clerk, Planning & Housing,
Subdivision file

Northridge Heights, 16th Addition

November 14, 2014

Page 2

Description	Unit	Quantity
Class 13 Excavation	CY	93000
Sub-grade Preparation	SY	5710
Sanitary Sewer Main, 8"	LF	1459
Sanitary Sewer Stub, 4"	EA	25
15" RCP, CL III	LF	607
18" Storm Sewer, CL III	LF	108
18" Gasketed RCP, CL III	LF	59
18" Storm Sewer (In 24" Steel Casing, Tunneled in Place)	LF	140
18" Storm Sewer Unclassified	LF	460
24" RCP, CL III	LF	366
36" RCP, CL III	LF	1292
42" RCP, CL III	LF	70
18" RCP Apron	EA	1
18" Unclassified Apron	EA	1
42" RCP Apron	EA	1
Subdrain, Perforated, 4"	LF	1934
Footing Drain Collector, 6"	LF	519
Footing Drain Cleanout, 6"	EA	3
Subdrain Outlets	EA	4
Storm Sewer Service Stub, PVC, 1.5"	EA	25
8" Water Main	LF	1268
12" Water Main	LF	360
8", 11.25 Degree MJ Bend	EA	6
8", 22.5 Degree MJ Bend	EA	5
12"x8" MJ Cross	EA	1
Water Service Stub, 1"	EA	25
Valve, MJ, Gate, 8"	EA	2
Valve, MJ, Gate, 12"	EA	2
Hydrant and Hydrant Run	EA	4
Remove and Relocate Temporary Hydrant and Hydrant Run	EA	1
Remove Temporary Hydrant and Hydrant Run	EA	2
Manhole, SW-301, 48"	EA	6
Manhole, SW-301, 48" (Storm)	EA	3
Manhole, SW-401, 60"	EA	1
Manhole, SW-401, 72"	EA	2
Manhole, SW-401, 84"	EA	1
Intake, SW-501	EA	5
Intake, SW-503	EA	8
Intake, SW-505	EA	1
Intake, SW-506	EA	1
30" PCC Curb and Gutter	LF	2950
Pavement, HMA, 8"	SY	2935
Pavement, HMA, 9.5"	SY	1300
Sidewalk PCC, 6"	SY	50
Detectible Warning	SF	90
Conventional Seeding, Fertilizing, and Mulching	AC	35
Filter Sock	LF	3500
Silt Fence-Install, Maint. & Removal	LF	3500
Stabilized Construction Entrance	EA	2
Rip Rap, Class D	TN	70
Erosion Control Mulching, Conventional	AC	35

COUNCIL ACTION FORM

SUBJECT: AMES POWER PLANT SWITCHYARD CONTROL PANELS

BACKGROUND

On August 13, 2013, City Council approved preliminary plans and specifications for controls panels and related accessories to be installed as part of the “Ames Plant Switchyard Relay & Controls Upgrade” project. The Engineer’s estimated cost of these control panels was \$350,000. A budget of \$1,700,000 is included in the 2013/14 CIP for the entire project.

On August 28, 2013, one bid was received and evaluated by Electric Services staff and an engineer from Dewild Grant Reckert & Associates (DGR) Company. Both concluded that the bid in the amount of \$198,469.55, submitted by Schweitzer Engineering Laboratories, Inc., of Pullman, WA, was acceptable. City Council awarded this bid to Schweitzer on September 10, 2013.

The control panels in the contract with Schweitzer have now been delivered, and the Project Engineer has provided a certificate of completion. The total contract amount payable is \$198,469.55.

ALTERNATIVES:

- 1) Accept completion of the contract for the Ames Switchyard Control Panels with Schweitzer Engineering Laboratories, Inc., at a total cost of \$198,469.55, and authorize final payment to the contractor.
- 2) Delay acceptance of this project.

MANAGER’S RECOMMENDED ACTION:

The contractor for the Ames Switchyard Control Panels has delivered all of the material specified under the contract. The Project Engineer has issued a certificate of completion on the work, and the City is legally required to make final payment.

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

ITEM# 24
DATE: 11-25-14

COUNCIL ACTION FORM

SUBJECT: 2012/13 TRAFFIC SIGNAL PROGRAM (LINCOLN WAY & HAYWARD AVENUE)

BACKGROUND:

This project included installation of new traffic signal poles, cabinet, radar based vehicle/bike detection, Americans with Disabilities Act (ADA) vibrotactial pedestrian push buttons, ADA compliant pedestrian ramps, and required pavement markings.

On January 28, 2014, City Council awarded this contract to Voltmer, Inc. of Decorah, Iowa, in the amount of \$195,040.88. Construction has now been completed in the amount of \$198,856.03. Engineering costs were estimated in the amount of \$11,495, bringing total project costs to \$210,351.03.

This project was included in the 2012/13 Capital Improvements Plan with funding in the amount of \$96,600 from Road Use Tax and \$111,500 from an Iowa Department of Transportation traffic safety grant for grant eligible items, which totals \$208,100 in available funding. The project was able to utilize \$110,118.40 of the traffic safety grant, which leaves \$100,232.92 to come from Road Use Tax. The \$3,633 funding shortfall will come from Road Use Tax savings identified in the 2013/14 Traffic Signal Program (20th Street & Grand Avenue).

ALTERNATIVES:

1. Accept the 2012/13 Traffic Signal Program (Lincoln Way / Hayward Avenue) as completed by Voltmer, Inc. of Decorah, Iowa, in the amount of \$198,856.03.
2. Direct staff to pursue modifications to the project.

MANAGER'S RECOMMENDED ACTION:

This project has now been completed in accordance with the awarded contract, with one change order totaling \$3,815.15 that was approved administratively.

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

ITEM# 25
DATE: 11-25-14

COUNCIL ACTION FORM

SUBJECT: 2013/14 TRAFFIC SIGNAL PROGRAM (20TH STREET & GRAND AVENUE)

BACKGROUND:

This project included installation of new traffic signal poles, cabinet, radar based vehicle/bike detection, Americans with Disabilities Act (ADA) vibrotactial pedestrian push buttons, ADA compliant pedestrian ramps, and required pavement markings.

On January 28, 2014, City Council awarded this contract to Baker Electric of Des Moines, Iowa, in the amount of \$181,579.05. Construction has now been completed in the amount of \$183,894.64. Engineering costs were estimated in the amount of \$10,257, bringing total project costs to \$194,151.64.

This project was included in the 2013/14 Capital Improvements Plan with funding in the amount of \$200,000 from Road Use Tax. This leaves approximately \$5,848 in savings, of which \$3,633 is needed to cover costs of the 2012/13 Traffic Signal Program (Lincoln Way & Hayward Avenue). This leaves a net savings of \$2,215 in Road Use Tax to be returned to the fund.

ALTERNATIVES:

1. Accept the 2013/14 Traffic Signal Program (20th Street / Grand Avenue) as completed by Baker Electric of Des Moines, Iowa, in the amount of \$183,894.64.
2. Direct staff to pursue modifications to the project.

MANAGER'S RECOMMENDED ACTION:

This project has now been completed in accordance with the awarded contract.

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

COUNCIL ACTION FORM

SUBJECT: SUNSET RIDGE SUBDIVISION – 5th ADDITION PAVING

BACKGROUND:

Sunset Ridge Subdivision is the residential development located north of Lincoln Way at the west corporate limits. As part of the original Developer's Agreement approved by City Council in 2005, the developer was responsible for costs associated with utility and street extensions within the subdivision, and the City would bear the costs of the extra width and thickness of the pavement for the collector streets (Wilder Avenue and Westfield Road). After this agreement was approved, Iowa bid laws were updated to require that, for a project receiving any City funding, the *entire project* must be bid by the City as a public improvement. This change led the City to work with developers to come up with comparable trade-off projects to meet the intended financial agreements.

On October 23, 2012, City Council approved a supplemental agreement with the Sunset Ridge developers that included a revised cost-sharing method to meet the City's financial obligations. This trade-off is equivalent to the estimated extra width and thickness costs of the pavement for Wilder Avenue and Westfield Road within the subdivision. This agreed upon project was for construction of the asphalt pavement within Sunset Ridge Subdivision, 5th Addition.

On September 24, 2013, City Council awarded the project to Manatts, Inc. of Ames, in the amount of \$144,060. One balancing change order, a deduction in the amount of \$6,927.52, was administratively approved by staff, and construction was completed in the amount of \$137,132.49. Construction administration costs were \$8,235, bringing total project costs to \$145,367.49.

The project was financed with unobligated G.O. Bonds remaining from the completed 2010/11 Concrete Street Pavement Improvements program, with a total of \$192,586 available. Remaining bond funding will be used for future projects.

ALTERNATIVES:

1. Accept the Sunset Ridge Subdivision – 5th Addition HMA Paving as completed by Manatts, Inc. of Ames, Iowa, in the amount of \$137,132.49.
2. Direct staff to pursue modifications to this project.

MANAGER'S RECOMMENDED ACTION:

The project has now been completed in accordance with approved plans and specifications. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.

COUNCIL ACTION FORM

SUBJECT: COMPLETION OF WPC RAW WATER PUMP STATION MAKE-UP AIR UNIT REPLACEMENT

BACKGROUND:

On June 24, 2014, the City Council awarded a contract to Mechanical Comfort Inc. of Ames in the amount of \$83,550 to provide all labor, equipment, materials, and other components necessary to complete the Water Pollution Control (WPC) Raw Water Pump Station Make-up Air Unit Replacement Project. One minor change order was administratively approved to increase the total contract amount by \$469.

As of November 20, 2014, work for this project has been completed in accordance with the contract and the City's specifications. The consulting engineer of record has provided a certificate of completion.

ALTERNATIVES:

1. Accept completion and authorize payment in accordance with the contract awarded to Mechanical Comfort, Inc. of Ames, Iowa in the amount of \$84,019.
2. Do not accept completion of the WPC Raw Water Pump Station Make-up Air Unit Replacement Project.

MANAGER'S RECOMMENDED ACTION:

An Engineer's Statement of Completion has been prepared by P.N. Reddy of Veenstra & Kimm, Inc., certifying that all work on the WPC Raw Water Pump Station Make-up Air Unit Replacement has been satisfactorily completed.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting completion of this project and authorizing payment to Mechanical Comfort, Inc. of Ames in the amount of \$84,019.

COUNCIL ACTION FORM

REQUEST: REZONE FROM AGRICULTURAL TO PLANNED INDUSTRIAL FOR EXPANSION OF IOWA STATE UNIVERSITY RESEARCH PARK

BACKGROUND INFORMATION:

Two property owners in the recently annexed area south of the Iowa State University Research Park are requesting a rezoning of their property from A-Agricultural to PI-Planned Industrial. Iowa State University Research Park owns six parcels comprising about 108 acres. Erben Hunziker and Margaret Hunziker Apartments, LLC owns two parcels comprising about 80 acres. The entire area is 187.93 acres. A location map is found in Attachment 1.

The subject parcels, along with five residential properties along S. Riverside Drive, were annexed in September. Upon annexation, the properties' zoning designations became A-Agricultural, in accordance with Section 29.302 of the Ames Zoning Ordinance. At the time of annexation, this area became the Planned Industrial designation on the Land Use Policy Plan Future Land Use Map. This LUPP designation is consistent with its Planned Industrial designation of the Ames Urban Fringe Plan prior to annexation.

The existing ISU Research Park has the same PI zoning as is currently requested for the expansion. **The requested PI zoning for the expansion area is an interim zoning district to facilitate the immediate construction of the first building, The Hub.** The HUB will be a centralized services building supporting employment uses within the Park. The ISU Research Park intends to work with the City to develop a unique zoning district to allow supportive commercial uses to be integrated with traditional business park uses. That will be a subsequent zoning request to this application for PI. A complete analysis of the rezoning petition is included in the attached addendum.

This rezoning does not include the five residential properties (Forth, Smith, Harder, Riley, and May) that were annexed along with the Phase III Research Park land. They will remain as A-Agricultural.

Planning and Zoning Commission Recommendation. At its public hearing on November 5, 2014, the Planning and Zoning Commission voted 5-0 to recommend to the City Council to rezone the subject property to PI. A representative of the owner spoke. No others spoke in favor or opposition.

ALTERNATIVES:

1. The City Council can approve the request for rezoning from A-Agricultural to PI-Planned Industrial, based upon the findings and conclusions found in the addendum.

2. The City Council can deny the request for rezoning from A-Agricultural to PI-Planned Industrial for the subject parcel if the Council finds that the City's regulations and policies are not met.
3. The City Council can defer action on this request and refer it back to City staff or the applicant for additional information.

CITY MANAGER'S RECOMMENDED ACTION:

The proposed rezoning to PI is needed at this time to help the Research Park initiate construction of the Hub Building. Rezoning of the entire Research Park to another, new zoning district will follow next year. The current rezoning is consistent with the Land Use Policy Plan land use designation and policies for industrial development. Infrastructure to serve the area will be extended as part of the development agreement with the ISU Research Park.

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby approving the request to rezone the subject parcels from A-Agricultural to PI-Planned Industrial.

ADDENDUM

REZONING BACKGROUND:

Existing Land Use Policy Plan. The LUPP designation of the entire subject area is Planned Industrial. This designation applies to all of the area recently annexed including five residential properties. The subject property was the focus of an amendment to the Ames Urban Fringe Plan in November, 2013 which changed the designation at that time from Industrial Reserve/Research Park to Planned Industrial.

Existing Zoning. Upon annexation in September, this area was automatically zoned A-Agriculture. This designation is prescribed by the Ames Zoning Ordinance, Section 29.403(1) which states in part, “Land shall be in the agricultural zoning classification, automatically, at the time that it is annexed to the city and shall remain in that classification until it is rezoned to another classification.”

The annexation included 13 parcels. Five parcels are residential property owners and are not included in this rezoning--they will remain zoned agricultural. The ISU Research Park and Hunziker Apartments own the remaining eight parcels and have met the requirements to petition for a change of zone.

It should be noted that the rezoning to PI may only be a short term measure. The Research Park has plans for particular uses and development patterns for which the existing Planned Industrial regulations may not accommodate the full build out as envisioned by the Research Park administration and their consultants. Subsequent to the current PI zoning request, the Research Park will seek the establishment of a new, unique zoning district to accommodate that full build out. The Research Park is seeking the PI district at this time (rather than explore those other options) as they are under a deadline to begin construction of a new State funded building (termed the “Hub”) to be completed by June, 2016.

Existing Uses of Land. Land uses that occupy the subject property and surrounding properties are described in the following table:

Direction from Subject Property	Existing Land Uses
Subject Property	Mostly cropland, riparian corridor, one empty homestead
North	ISU Research Park, rural homesteads
East	Rural homesteads, industrial, Ames airport
South	Farmland (unincorporated Story County), rural homesteads
West	Rural homesteads

Master Plan. A master plan is not required for a rezoning to Planned Industrial at the time of submission. However, ISU Research Park has been working with various city departments on the development and presented portion of their development pattern to the City Council. Rather than a Master Plan, the Research Park has entered into a

development agreement outlining the areas of development and phases for infrastructure development.

Infrastructure. There is currently no infrastructure on this site. However, the City and the ISU Research Park have approved a development agreement that includes provisions for the installation of the necessary infrastructure and have cooperated on the funding mechanism—a combination of Department of Transportation RISE grant and tax increment financing.

A traffic impact analysis was completed and found that, with the Phase III development within the subject rezoning area, there will be no significant traffic impacts. The approved development agreement includes provisions for future development and accounts for potential future impacts with future phases. The water and sewer capacity to serve the area is adequate and only requires extension of utilities through the subject area to serve new development.

Access. Access to this recently annexed area is from University Boulevard and South Riverside Drive. University Boulevard will be improved as part of Phase III development of the area proposed for rezoning. Later phases of development will include improvements along Riverside Drive.

Applicant's Statements. The applicant has provided an explanation of the reasons for the rezoning in Attachment C. The applicant requests the change in order to facilitate the expansion of the ISU Research Park.

Future Actions. The City Council will see future requests regarding a preliminary plat, and changes to the existing zoning standards or the creation of a new zoning district.

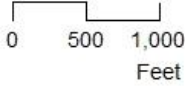
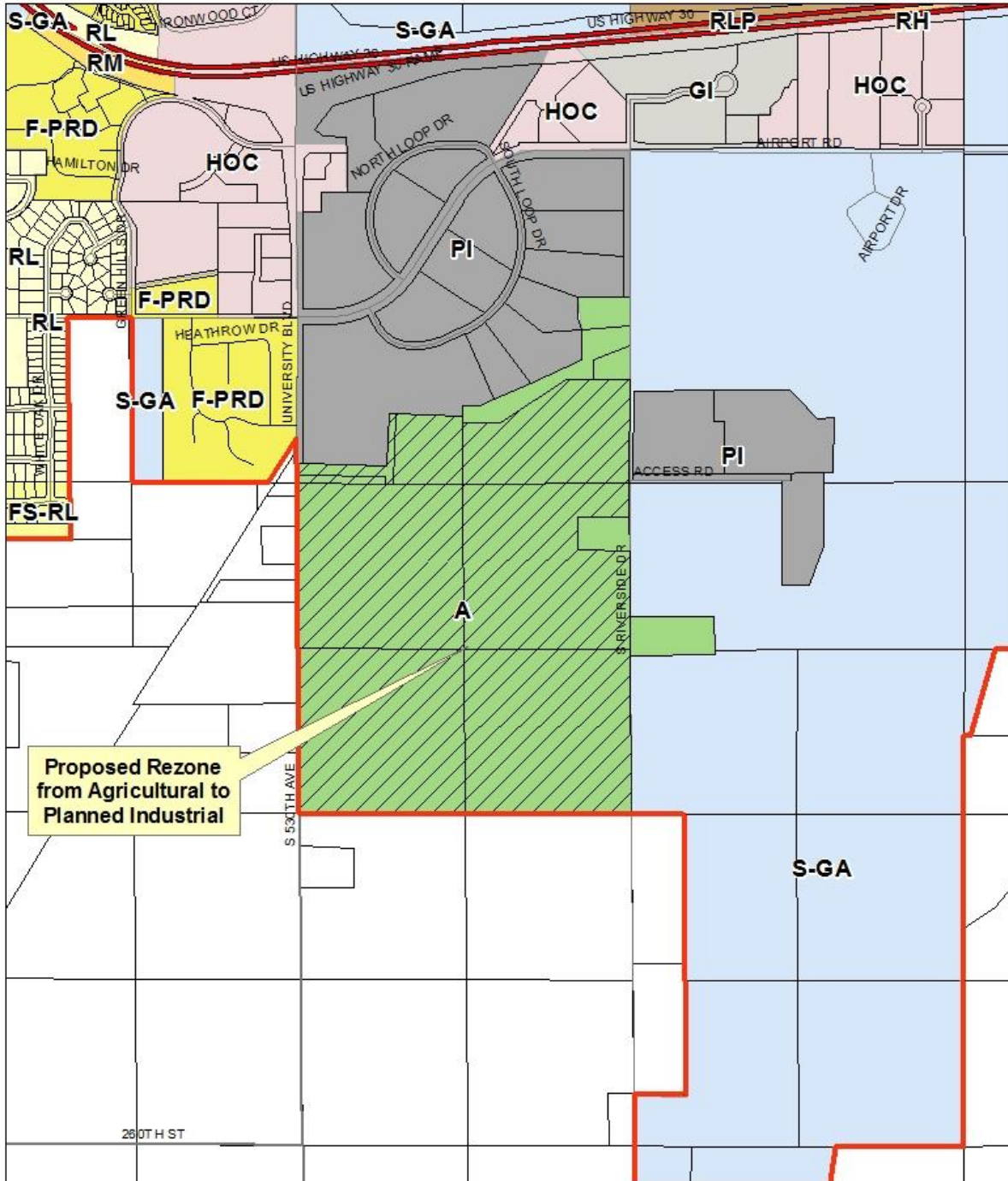
Findings of Fact. Based upon an analysis of the proposed rezoning and laws pertinent to the applicant's request, staff makes the following findings of fact:

1. *Ames Municipal Code Section 29.1507(2)* allows owners of 50 percent or more of the area of the lots in any district desired for rezoning to file an application requesting that the City Council rezone the property. The eight parcels are under two ownerships representing 100 percent of the property requested for rezoning.
2. The subject property has been designated on the Land Use Policy Plan (LUPP) Future Land Use Map as "Planned Industrial."
3. The "Planned Industrial" land use designation supports the "PI" zoning designation. Under the "PI" zoning designation, the proposed expansion of the ISU Research Park can be accommodated.
4. Infrastructure is proposed to be extended to this site under the terms of the development agreement between the City and the Research Park.

Public Notice. Notice was mailed to property owners within 200 feet of the subject site and notice signs were posted on the property. As of this writing, no comments have been received.

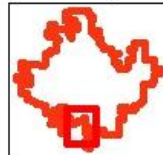
Conclusions. Based upon the analysis in this report, staff concludes that the proposed rezoning of the subject property is consistent with the Future Land Use Map, as well as the Goals and Objectives of the City of Ames Land Use Policy Plan.

Attachment A: Location and Current Zoning

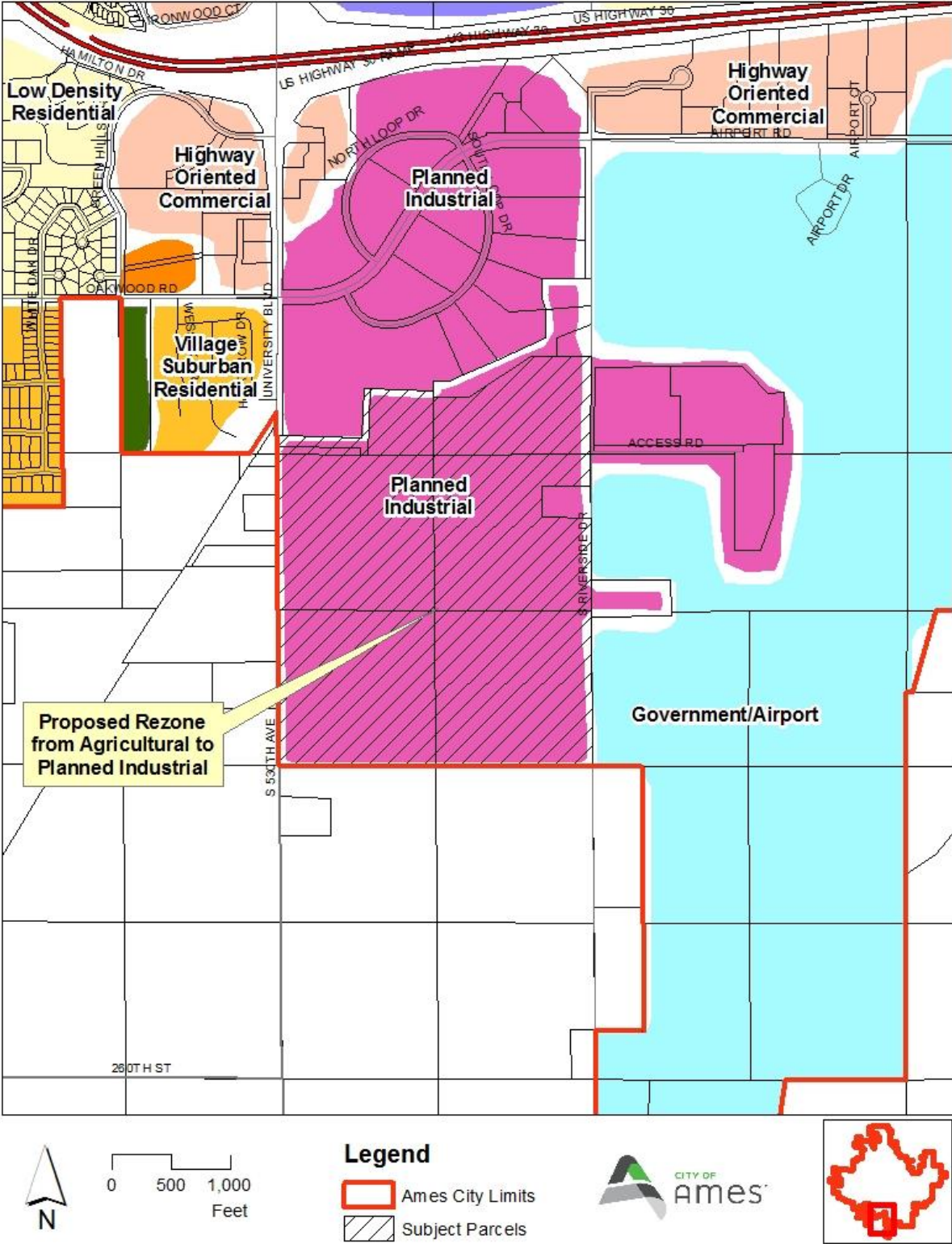


Legend

- Ames City Limits
- Subject Parcels



Attachment B: Land Use Policy Plan Map [Excerpt]



Attachment C: Applicant's Statement



Building 4, Suite 4050
2711 South Loop Drive
Ames, IA 50010
515-296-PARK
www.isupark.org

REZONING APPLICATION

The following text is intended to supplement the Rezoning Application packet as required.

1. **Current Zoning.** Agricultural (A)
2. **Proposed Zoning.** Planned Industrial (PI)
3. **Proposed Use.** Allowed uses as described in the PI zone requirements. The first building is intended to house ISU Research Park staff and other office/meeting space uses associated with ISU and the Research Park.
4. **Reasons for Requesting Rezoning.** We are requesting rezoning in order to construct the first building the Research Park Phase III, currently known as the "Hub". The rezoning request matches what is set forth in the Land Use Policy Plan (LUPP) and the Ames Urban Fringe Plan.
5. **Consistency of this rezoning with the Land Use Policy Plan.** Because this area was not within the City Limits at the time of the LUPP's inception, this property is not included in the LUPP maps. However, we are still able to meet and exceed several goals of the LUPP, especially Goals No. 1, No. 2 (there is even a picture of the Research park on p. 19 of the LUPP), No. 4, No. 5, No. 7, and No. 9. In addition to the LUPP, this request is also consistent with the Ames Urban Fringe Plan. This plan forecast the expansion of the research park, according to the text taken from the plan here:

Industrial Reserve/Research Park (IRRPP)

The Industrial Reserve/Research Park area provides for future expansion of uses similar to the ISU Research Park: innovative technology companies that are supported by proximity to Iowa State University, within a planned development setting. There is land available for this use within the adjacent Planned Industrial portion of the Urban Service Area, but demand for this land use is difficult to predict accurately. This Industrial Reserve/Research Park designation provides additional expansion area for this use.

IRRPP Policy 1: Locate this land use designation adjacent to areas within the Urban Service Area land use classification that are designated for expansion of the ISU Research Park.

IRRPP Policy 2: Agricultural uses are compatible with this designation.

IRRPP Policy 3: Prior to consideration of any request for rezoning or industrial research park subdivision development approval, require an amendment to the Ames Urban Fringe Land Use Framework Map re-designating the area proposed for development from Industrial Reserve/Research Park to Planned Industrial.

IRRPP Policy 4: When development is proposed, require the urban level design requirements and service standards as required in areas designated Planned Industrial.

DO NOT WRITE IN THE SPACE ABOVE THIS LINE, RESERVED FOR RECORDER
Prepared by: Judy K. Parks, Ames City Attorney, 515 Clark Avenue, Ames, IA 50010 Phone: 515-239-5146
Return to: Ames City Clerk, P.O. Box 811, Ames, IA 50010 Phone: 515-239-5105

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF AMES, IOWA, AS PROVIDED FOR IN SECTION 29.301 OF THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY CHANGING THE BOUNDARIES OF THE DISTRICTS ESTABLISHED AND SHOWN ON SAID MAP AS PROVIDED IN SECTION 29.1507 OF THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH AND ESTABLISHING AN EFFECTIVE DATE

BE IT HEREBY ORDAINED by the City Council of the City of Ames, Iowa;

Section 1: The Official Zoning Map of the City of Ames, Iowa, as provided for in Section 29.301 of the *Municipal Code* of the City of Ames, Iowa, is amended by changing the boundaries of the districts established and shown on said Map in the manner authorized by Section 29.1507 of the *Municipal Code* of the City of Ames, Iowa, as follows: That the real estate, generally located at 3540 - 530th Avenue, 2999 South Riverside Drive, and six other unaddressed parcels, is rezoned from Agricultural (A) to Planned Industrial (PI).

Real Estate Description: Part of the Southwest Quarter of Section 15, and part of the North Half of Section 22, all in Township 83 North, Range 24 West of the 5th P.M., Story County, Iowa, all together being described as follows: Beginning at the Northwest Corner of said Section 22; thence N00°04'27"E, 149.78 feet along the West line of said Section 15; thence S88°36'58"E, 713.46 feet; thence N03°04'35"E, 414.92 feet; thence S87°45'55"E, 585.84 feet; thence S00°11'18"W, 49.93 feet; thence S89°14'47"E, 296.62 feet; thence N56°46'25"E, 622.15 feet; thence N89°52'19"E, 512.38 feet to the East line of the Southwest Quarter of said Section 15; thence S00°10'26"W, 843.11 feet to the North Quarter Corner of said Section 22; thence S00°19'19"E, 241.41 feet along the East line of the Northwest Quarter of said Section 22 to the Northeast Corner of an existing tract described in a Quit Claim Deed recorded at Inst. No. 94-05359; thence following the boundary of said tract S89°36'11"W, 411.96 feet; thence S00°19'27"E, 272.09 feet; thence N89°35'28"E, 411.95 feet to the Southeast Corner of said tract; thence S00°19'19"E, 793.23 feet to the Southeast Corner of the Northeast Quarter of the Northwest Quarter of said

Section 22; thence S00°19'22"E, 1306.65 feet to the Center of said Section 22; thence N89°52'24"W, 2644.20 feet to the West Quarter Corner of said Section 22; thence N00°24'00"W, 1319.09 feet to the Southwest Corner of the Northwest Quarter of the Northwest Quarter of said Section 22; thence N00°23'42"W, 1319.25 feet to the point of beginning, containing 187.93 acres.

Section 2: All other ordinances and parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 3: This ordinance is in full force and effect from and after its adoption and publication as provided by law.

ADOPTED THIS _____ day of _____, _____.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

COUNCIL ACTION FORM

SUBJECT: PARKING REQUIREMENTS FOR FRATERNITIES AND SORORITIES

BACKGROUND:

On October 14, 2014, City Council directed staff to initiate a zoning text amendment to reduce the required parking for fraternity and sorority houses from 1 space per bed to 1 space per every 3 beds.

Many fraternities and sororities houses are older residences built during a time when students commonly did not have automobiles and some of the properties are not large enough to accommodate the automobile usage of modern students. The Greek Alumni Alliance has indicated there is interest from a number of Greek houses to renovate or expand, including potentially tearing down existing houses and rebuilding them. Two new Greek chapters may be considering establishing a house in Ames and will be looking for a existing house or to construct a house within the next few years (Attachment E).

The majority of Greek homes is concentrated in the East University Impacted District Overlay (EUI) between Beach Avenue and Lynn Avenue. The EUI Overlay is intended to preserve the current residential character of the area with its mix of houses, landscape, and high concentration of Greek homes. Other Greek homes are located in the area of Welch Avenue, within the West University Impacted District Overlay (WUI). (See Attachment A)

Six Greek chapters are located in the WUI and 34 are located in the EUI. Approximately 3,100 students are affiliated with the Greek system, with approximately 2,000 members living in one of the 40 Campustown Greek houses. Current house capacities range from 29 to 89 beds per house.

Current Codes:

The City has base parking ratios for all new construction as well as allowances that allow for changes or intensification of use before triggering additional parking.

1. Base Parking Requirement:

The current base parking requirement is a minimum parking ratio of one (1) parking space per bed. Prior to the year 2000, the parking rate had been one parking space for every two beds or sleeping rooms. Earlier editions of parking standards required one space per 300 square feet of floor area.

2. Incremental Change or Intensification:

Greek houses can be renovated/expanded to increase the number of beds without additional parking if the renovation/expansion would not increase the number of existing parking spaces by more than 10%. If the parking requirement would increase by more than 10% of existing parking, then parking for all new beds would be required. Under a

second provision, a house could expand its living/common area by 50% without triggering additional parking requirements for the property. These situations are often difficult to administer due to the variation in housing capacity and alterations to the homes over time.

3. Design Standards:

Certain minimum design standards must be met to be considered a legal parking space. The space must be paved, set back from the property line a minimum of 5 feet, meet screening requirements, and meet dimensions and circulation requirements. **In addition to not meeting minimum quantities of spaces, many Greek house parking spaces may also not meet minimum design standards to be considered legal spaces.**

Any proposed demolition and rebuild of Greek homes within the EUI must obtain City Council approval based upon stated criteria related to reasonable use of the property and a hardship if a structure is required to remain. Regardless of permission to demolish an existing house, all new construction must comply with current zoning standards for setbacks, landscaping, parking, etc.

Neighborhood Meeting

Staff held an open meeting on October 2nd with the Greek Alumni Alliance, the Greek chapters, ISU, and the surrounding neighborhood residents to discuss the current parking standards for Greek houses as well as any concerns about potential revisions to parking standards. For discussion purposes, staff identified four general options for potential revisions to the parking standard, which included 1) reduced parking ratio for Greek houses, 2) a remote parking option, 3) a Special Use Permit option, and 4) an allowance for parking within the front yard.

Many neighborhood representatives noted concern for the enforcement of existing on-street parking requirements, and not a specific concern about potential expansion of the Greek facilities. These residents noted that they would rather find a way to accommodate the balance of parking needed for the expansions/renovations for the Greek houses, than have the properties be converted to apartments.

Furthermore, there was support for increasing the density of Greek houses with reduced parking requirements as long as there is no increase in the number of on-street parking spaces to compensate for the reduction in the off-street parking requirements (for example, allowing parking on both sides of the street). One specific comment noted that the Council should not revise the existing parking ratio, but look to allow for a revised parking option that would only accommodate the desired expansions/renovations. This approach would maintain the standards for the existing houses so as to not lose any existing parking.

The representatives of the Greek chapters and the Greek Alumni Alliance noted their support for a general reduction in the parking requirements to a 3 bed to 1 parking space ratio so that most homes could be in compliance with standards, but also noted the potential acceptance of a remote parking option. However, their concerns with a remote parking option are: 1) whether the house actually needs the additional off-site spaces to meet student demand, 2) the cost for maintaining use of off-

site parking spaces, and 3) the need for a long-term agreement to meet the City's remote parking standards.

A University administrator noted there is parking spaces currently available at both the Iowa State Center as well as at the Intermodal facility; however, the University was not able to agree to a long term parking agreement consistent with the City's standards that it be available in perpetuity. The University official offered to work with the City by requiring a parking standard for Greek chapters as part of the required affiliation with the University. Correspondence since the neighborhood meeting is included as Attachment E.

Only two of the forty identified Greek houses meet the minimum number of parking spaces required under the current standard (Attachment D). Collectively, there are approximately 1,100 parking spaces provided within the forty properties for the approximately 2,000 students living in Greek housing (56% of the required parking). There is a high degree of individual variance within the overall numbers.

Compared to other college communities, Ames generally requires more parking spaces for Greek houses. **The average ratio for other college communities showed that 1 space for every two or three beds is a typical standard (Attachment C).** Again there is wide variation in standards and each community has different circumstances.

PROPOSED AMENDMENTS:

Based on feedback from the neighborhood forum and the study of the comparable communities, City staff has proposed the following amendments to the zoning code:

1. Lower the Base Parking Ratio for Greek Housing to 1 space per every 3 beds:

Staff has determined that 90% of existing houses would meet a 1 space per 3 bed ratio for required parking. Changing the base parking ratio would potentially help facilitate new construction parking areas could meet the remaining design standards. However, reducing the base ratio could allow for houses that meet current standards to either convert the now excess parking spaces to different uses or to expand their housing capacity without providing more parking.

2. Clarify Incremental Change or Intensification Language:

In combination with reducing the base parking ratio, City staff recommends some minor revisions to this section to clarify its applicability:

- (b) Whenever a building ~~erected or established after~~ **or use lawfully existing on** the effective date of this ~~Section~~ **Ordinance, May 1, 2000**, is enlarged in floor area, number of employees, number of dwelling units, seating capacity, or otherwise to create a need for an increase of 10% or more in the number of ~~existing~~ **required** parking spaces, such spaces shall be provided on the basis of such enlargement or change.
- (c) ~~Whenever a building existing prior to the effective date of this Section is enlarged to the extent of 50% or more in the floor area, said building or use shall then and thereafter comply with the parking requirements set forth herein.~~

These changes clarify that the allowance for the expansion is only in regards to buildings that existed at the time the ordinance for parking standards was adopted. This removes an inconsistency that newly constructed buildings and additions must comply with the standards and are not granted the same 10% allowance for change of use or expansion. The change in reference to “required” versus “existing” parking provides greater latitude to changing uses or expanding older buildings when very little parking exists. Buildings and uses established after 2000 would be expected to meet the parking requirement for any size of expansion or other change of use.

The Planning and Zoning commission held a public hearing on this proposed text amendment on November 5, 2014, and voted 5-0 in support of the proposed amendment.

ALTERNATIVES:

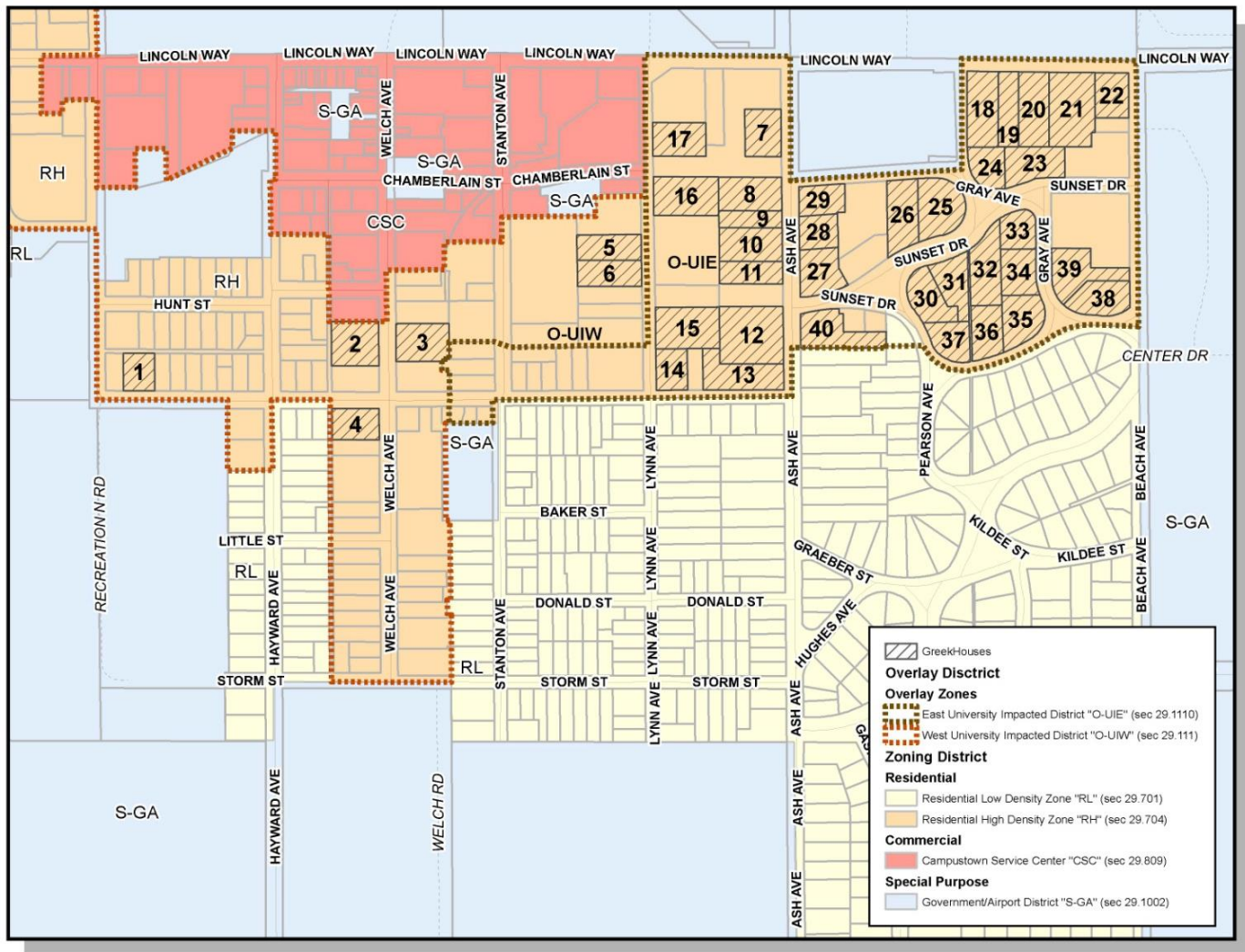
1. The City Council can adopt the zoning text amendment and approve the proposed zoning text amendments to Table 29.406(2) reducing the on-site parking required for Fraternity and Sorority housing from 1 space per bed to 1 space per 3 beds and revising section 29.406(2)(b) and 29.406(2)(c) for text clarification.
2. The City Council can refer this issue back to staff for further information.
3. The City Council can deny the proposed text amendment.

MANAGER’S RECOMMENDATION:

The existing parking standards limit the expansion efforts of the Greek community as parking requirements affect the intensity of use of the site. It is evident in the zoning code that the City’s desire is to support and enhance the Greek community. As noted at the public meeting, it is also the interest of the neighborhood residents to maintain the Greek houses in this area and allow for expansion as long as a balance is maintained between the parking need and the means to accommodate that parking without putting added pressures on on-street parking.

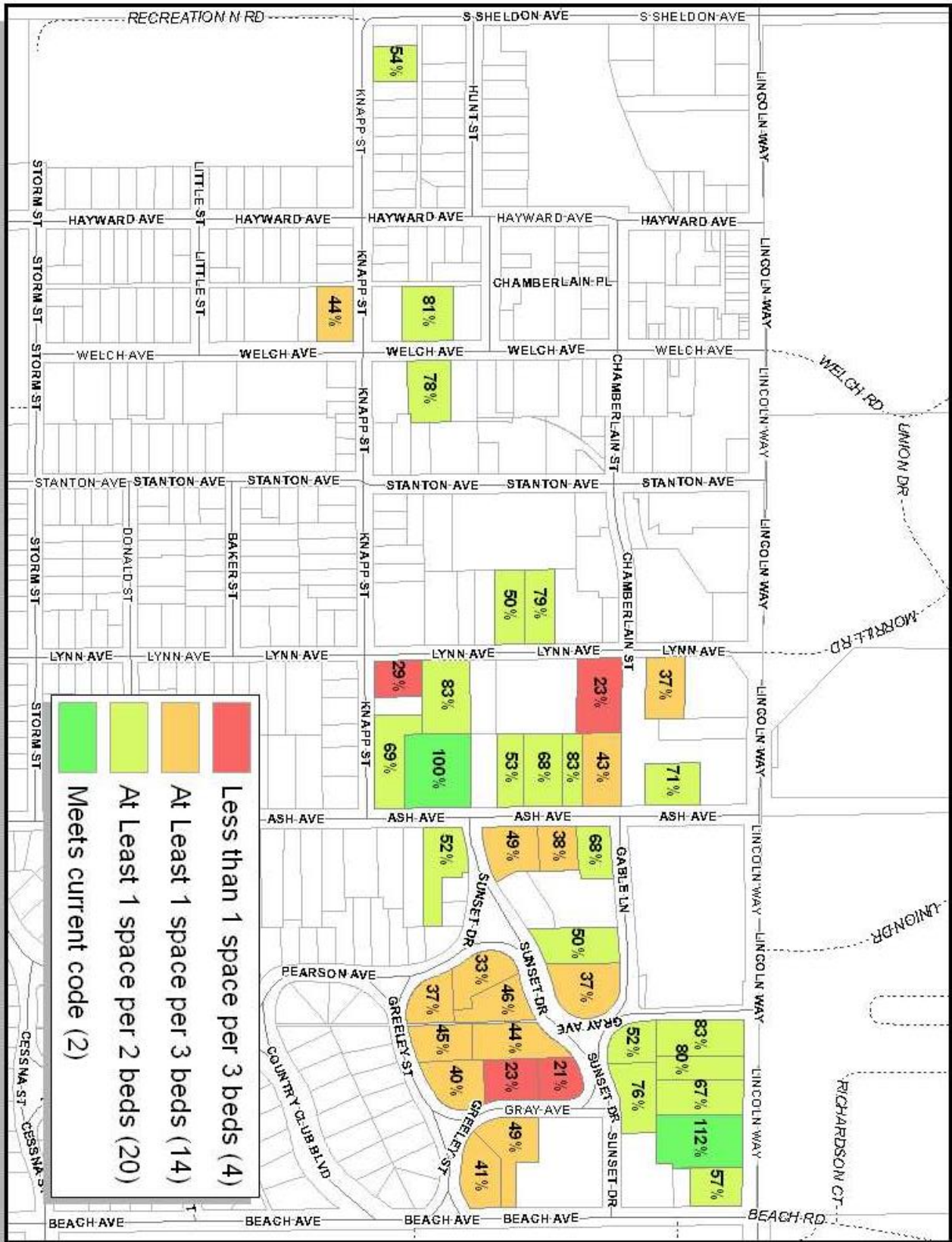
Therefore, it is the recommendation of the City Manager that the Council adopt Alternative #1, thereby approving the zoning text amendment to Table 29.406(2) reducing the on-site parking required for Fraternity and Sorority housing from 1 space per bed to 1 space per 3 beds and revising section 29.406(2)(b) and 29.406(2)(c) for text clarification.

Attachment A



- | | | | |
|-----------------------|-------------------------|-----------------------|-----------------------|
| 1. Alpha Kappa Lambda | 11. Kappa Sigma | 21. Pi Kappa Alpha | 31. Beta Sigma Psi |
| 2. Theta Xi | 12. Farm House | 22. Phi Kappa Theta | 32. Alpha Gamma Delta |
| 3. Adelante | 13. Phi Gamma Delta | 23. Phi Delta Theta | 33. Kappa Delta |
| 4. Pi Kappa Phi | 14. Kappa Alpha Theta | 24. ACACIA | 34. Chi Omega |
| 5. Alpha Sigma Phi | 15. Phi Kappa Psi | 25. Alpha Gamma Rho | 35. Sigma Kappa |
| 6. Alpha Chi Omega | 16. Sigma Alpha Epsilon | 26. Delta Tau Delta | 36. Alpha Delta Pi |
| 7. Delta Upsilon | 17. Kappa Kappa Gamma | 27. Tau Kappa Epsilon | 37. Gamma Phi Beta |
| 8. Lambda Chi Alpha | 18. Sigma Chi | 28. Sigma Pi | 38. Alpha Omicron Pi |
| 9. Theta Delta Chi | 19. Alpha Tau Omega | 29. Pi Beta Phi | 39. Sigma Phi Epsilon |
| 10. Theta Chi | 20. Beta Theta Pi | 30. Delta Zeta | 40. Delta Delta Delta |

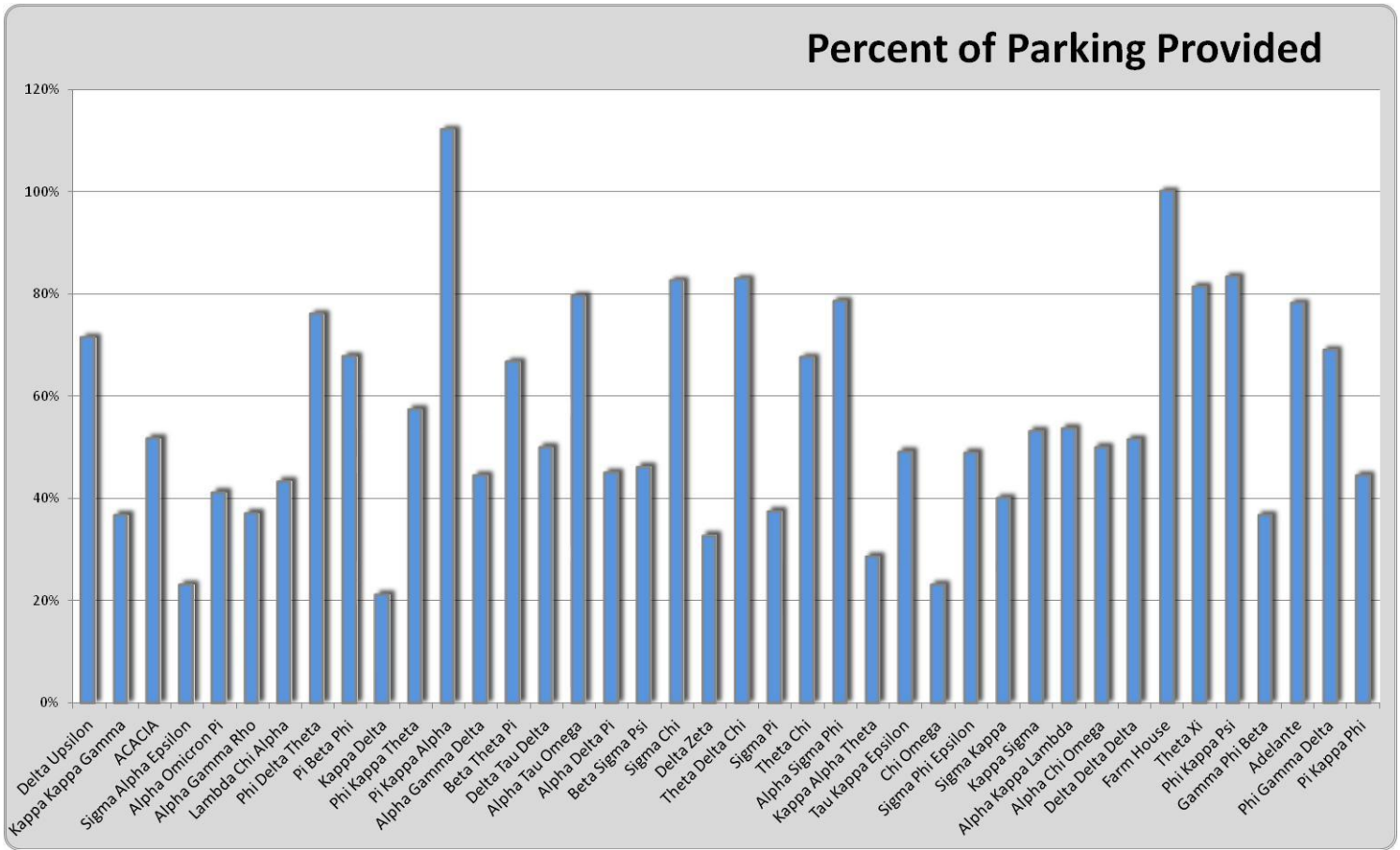
Attachment B



Attachment C

City	Base Parking Standard	Renovation/Expansion Standard
Ames	1 space per bed	If beds are not increased by more than 10%, no changes. If expanded by 10% or more, the new area must meet the current standard
Cedar Falls	1 space for every 2 residents in excess of 4 residents, not less than 5 spaces.	Any enlargement of an existing fraternity or sorority means the entirety of the building must meet the current parking standards
Des Moines, IA	1 space for every 2 persons residing on the premises	Any enlargement of an existing fraternity or sorority means the entirety of the building must meet the current parking standards
Iowa City	1 space for every 300 square feet or .75 per resident, whichever is less	Any increase in the number of beds or size of the structure requires that the entire development be brought up to existing parking standards
Champaign, IL	1 space for every 4 beds	Non-conforming properties must meet the parking requirement if they are altered, expanded, rebuilt, etc.
Urbana, IL	1 space for every 3 residents	If enlarged, expanded, or altered, total parking is calculated by adding existing parking spaces to the number of spaces required for the new area.
Lincoln, NE	.75 spaces per resident	If altered, must meet all the current parking requirements
Manhattan, KS	At least one parking space for each occupant for the first 20 occupants, or a total number of spaces equal to 75% of the total occupants, whichever is greater	Any enlargement of an existing fraternity or sorority means the entirety of the building must meet the current parking standards
Lawrence, KS	.75 spaces per lawful occupant	If legally nonconforming, only the enlarged area must meet the prevailing parking requirements
Columbia, MO	1 space for every 2 occupants	If intensity of use is increased resulting in an increase in net floor area, the new area must meet the prevailing parking requirements.
Morgantown, WV	1 space for every three occupants based on maximum building occupancy	If intensity of use is increased resulting in an increase in net floor area, the new area must meet the prevailing parking requirements.
Fort Collins, CO	2 parking spaces per 3 bedrooms, plus one space for every two employees	Any enlargement of an existing fraternity or sorority means the entirety of the building must meet the current parking standards
Boulder, CO	2 parking spaces per 3 occupants	Any enlargement of an existing fraternity or sorority means the entirety of the building must meet the current parking standards
College Station, TX	1 space per person plus 1 space for every 30 square feet of meeting room.	If intensity of use is increased resulting in an increase in net floor area, the new area must meet the prevailing parking requirements.
Charlottesville, VA	2.5 spaces per 3 bedrooms	If enlarged by less than 25%, no additional parking is required. If enlarged by greater than 25%, the new area must meet the current parking standards.

Attachment D



Note-Average level of parking is 56% of the required 1 space for each bed.

Attachment E

October 10, 2014

To: The Honorable Mayor Ann Campbell
Members of the Ames City Council
City Manager Steve Schainker

From: ISU Greek Alumni Alliance

Re: Request to amend Parking Requirements regarding Greek Chapter House Facilities

The ISU Greek Alumni Alliance (GAA) requests that the Ames City Council support an amendment to the current parking regulations as it pertains to the Greek Chapter Housing Facilities. Currently when a Greek Chapter House undergoes a redevelopment/expansion project, Ames City Code requires that on-site parking be at a ratio of 1 parking spot per 1 bed. One of the primary reasons a Greek Chapter House Facility chooses to undergo a redevelopment/expansion is to upgrade its facility to meet the living and educational needs of its student members.

Due to the unique shape and relatively small lot size for many of the existing Greek Chapter House Facilities, a redevelopment/expansion project is often prohibitive due to the lack of available on-site land to meet the parking requirement of 1:1.

As a result, the GAA requests that the Ames City Council direct City Staff to prepare an amendment to Ames City Code that would modify the parking requirements for Greek Chapter House Facilities. Further, the GAA requests that the on-site parking requirement ratio for Greek Chapter House Facilities be 3 beds to 1 parking spot, which is similar to several existing parking ratio found at many of the Greek Chapter House Facilities. Amending the parking regulations as it pertains to Greek Chapter House Facilities will allow for the Chapters of the ISU Greek Community to maintain a strong, viable presence near the campus area while enhancing the living and educational needs of their student members.

Thank you for your consideration of our request. The GAA looks forward to working with you to meet the needs of our Greek Chapter House Facilities.

From: "James Deppe" <jamesdeppe@q.com>
To: <kmarren@city.ames.ia.us>, <bobanncamp@aol.com>
Cc: <sschainker@city.ames.ia.us>
Date: 10/10/2014 11:41 AM
Subject: 10-14 Fraternity and Sorority Parking Input - Jim Deppe - Resident of Neighborhood

Dear Karen,

I appreciated talking to you on the phone yesterday. The following is my input, since I live on Ash Ave and was out of town during the parking meeting last week.

Dear Council,

I believe the fraternities and sororities have an obligation to provide to each member with one parking stall. It's a quality of life issue for the new fraternity and sorority members, families in the neighborhood, and people visiting residents in the residential buildings of the neighborhood. And it's an economic issue of keeping a level playing field. Some of the stronger points I feel are worth considering are:

1. The current parking requirements are economically fair to the fraternity & sorority non-profits, the apartment owners, and to the single family residential owners to the neighborhood. I believe changing them would give one economic entity an unfair advantage over another.
2. Previous grandfathered parking requirements should continue with previous room occupancies on record, until a building's occupancy is increased through new construction. At that time, the parking zoning regulations kick in, requiring the whole building to be in parking compliance or keep the grandfathered parking for the older part of the building and new additional beds would need to comply with the zoning parking requirement.
3. Offsite parking should be allowed for new construction if it is owned by the fraternities or sororities or it is a long term, renewable 20 year plus lease with the university. The fraternity or sorority signs a recorded document with the city, agreeing to have the required offsite parking and agreeing to vacate the building to legally occupancy limits if such parking is not in place. The offsite parking should either be on university land or land not zoned single family residential. Limits should also be placed on the distance from the dwelling structure.
4. Fraternities and Sororities should still have yearly occupancy inspections and a database to determine if occupancy and parking is in sync. If parking is not to the city standards and zoning in place, occupancy should be reduced until it comes into compliance. The same standards apply to any over-crowded apartment building not in compliance with occupancy and parking regulations.

Sincerely,
James Deppe

ORDINANCE NO.

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY REPEALING CHAPTER 29 SECTION 406(2)(B) AND (C) AND TABLE 29.406(2) AND ENACTING A NEW SECTION 406(2)(B) AND TABLE 29.406(2) THEREOF, FOR THE PURPOSE OF REDUCING ON-SITE PARKING REQUIRED FOR FRATERNITY AND SORORITY HOUSING; REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; AND ESTABLISHING AN EFFECTIVE DATE.

BE IT ENACTED, by the City Council for the City of Ames, Iowa, that:

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by enacting a new Section as follows:

“Sec. 29.406. OFF-STREET PARKING.

(2) Required Parking Spaces.

. . .

(b) Whenever a building or use lawfully existing on the effective date of this Ordinance, May 1, 2000, is enlarged in floor area, number of employees, number of dwelling units, seating capacity, or otherwise to create a need for an increase of 10% or more in the number of required parking spaces, such spaces shall be provided on the basis of such enlargement or change.

**Table 29.406(2)
Minimum Off-Street Parking Requirements**

PRINCIPAL LAND USE	ALL ZONES EXCEPT DOWNTOWN AND CAMPUS TOWN SERVICE CENTER ZONES	DOWNTOWN AND CAMPUS TOWN SERVICE CENTER ZONES
RESIDENTIAL DWELLINGS		
One and Two-Family and Single Family Attached (including Manufactured Homes outside RLP District)	2 spaces/Residential Unit (RU)	1 space/RU

Apartment Dwellings	1.5 space/RU; for one-bedroom units 1 space/bedroom for units of 2 bedrooms or more 1.25 space/bedroom for units of 2 bedrooms or more in University Impacted (O-UIE and OUIW) 1 space/residential unit for an Independent Senior Living Facility	1 space/RU
Dwelling House	1 space per bedroom	N/A
Family Home	2 spaces plus 1 space/2 full time staff members of the largest shift	NONE
Group Living		NONE
Nursing and convalescent homes	1 space/5 beds, plus 1 space/2 staff members of the largest shift	
College and University housing, fraternities and sororities	1 space/3 bed	
Mobile Home and Manufactured Home in Manufactured/Mobile Home Parks	2 spaces/Manufactured/Mobile Home Space plus 1 space for guest parking/4 Manufactured/Mobile Home Spaces	NONE
Short-Term Lodging Hotel/Motel, including ancillary uses	1 space/guest room; plus 6 spaces/1,000 sf of ballroom, meeting, bar and restaurant areas; plus 1 space/2 employees of the largest shift	1 space/guest room, plus 5 spaces/1,000 sf of ballroom, meeting, bar and restaurant areas; plus 1 space/2 employees of the largest shift
Boarding houses, rooming houses, and lodging houses	1 space/bed	0.5 space/bed
OFFICE		
Medical/Dental office	1 space/143 sf where there is no agreement for shared parking; 1 space/200 sf where there is an agreement for shared parking or for medical facilities that exceed 50,000 sf	NONE
Other office	1 space / 300 sf	NONE
TRADE AND WHOLESALE		
Wholesale Trade	1 space/500 sf	NONE

Printing	1 space/200 sf of retail area; plus 1 space/2 employees on largest shift; plus 1 space/company vehicle	NONE
Fuel Sale/Convenience Stores	1 space/200 sf; spaces at fuel pump islands may be counted towards this requirement	NONE
Retail Sales and Services-General	1 space/300 sf	NONE
Display store (furniture, appliances, carpets, etc.)	1 space/500 sf	NONE
Financial institution (freestanding or as ground level service area)	Ground level: 1 space/250 sf; other than ground level: 1 space/300 sf	NONE
Entertainment and Recreation Trade	14 spaces/1,000 sf	NONE
Sit-Down Restaurant	9 spaces/1,000 sf	NONE
Fast food restaurant	12 spaces/1,000 sf in dining or waiting area, or 1 space/2 employees if no seating	NONE
Recreation facility, health club	5 spaces/1,000 sf	NONE
Enclosed tennis, handball, racquetball or squash courts	4 spaces/court plus 1 space/200 sf for rest of building	NONE
Bowling Alley	5 spaces/lane. Bar, restaurant and other uses shall provide parking according to the requirement for that use	NONE
INSTITUTIONAL AND MISCELLANEOUS USES		
Auditoriums, theaters, stadiums and arenas	Greater of 1 space/5 seats or 10 spaces/1,000 sf, with a minimum of 20 spaces	Greater of 1 space/4 seats or 10 spaces/1,000 sf, with a minimum of 20 spaces
Places of Worship	When seating is provided in main auditorium: 1 space/4 seats, exclusive of Sunday School and other special areas. When seating is not provided in main auditorium: 1 space/60 sf of worship area	NONE
Private clubs, fraternal organizations, libraries, museums and community buildings	1 space/200 sf	NONE
Funeral Home/Mortuary	1 space/50 sf in slumber rooms, parlors and funeral service rooms	NONE
Vehicle Service Facilities Fuel Sales Only Service/Repair Facilities	3 spaces plus 1/employee 3 spaces plus 2 spaces/service bay	NONE
Car Wash	2 spaces plus 5 stacking spaces/washing bay	NONE
Motor vehicle sales and service	2 spaces plus 1 space/500 sf over 1,000 sf in the showroom, plus 2 spaces/service bay	NONE

Heliport or helicopter landing area	Greater of 1 space/employee or 2 spaces/1,000 sf of patron area, but not less than 10 spaces	NONE
Hospital/medical center	1 space/2 beds plus 1 space/2 staff members of the largest shift	NONE
Schools primarily serving children younger than age 16	Greater of 2 spaces/classroom or 1 space/4 seats in auditorium	NONE
High schools and universities	Greater of 1 space/2 students; or 10 spaces/classroom; or 1 space/4 seats in auditorium	4 spaces/classroom
Sports Practice Facility	2 spaces/1,000 sq ft of gross floor area	2 spaces/1,000 sq ft of gross floor area
INDUSTRIAL		
Industrial Service, Manufacturing and Production, Resource Production and Extraction	1 space/500 sf plus 1/space/company vehicle	NONE
Warehouse	One (1) parking space per 5,000 sq.ft.	NONE
MIXED-USE DEVELOPMENT	Mixed-use development parking shall be determined as the sum of parking requirements of the individual use components	NONE

(Ord. No. 3587, 9-12-00, Ord. No. 3643, 1-8-02, Ord. No. 3666, 6-11-02, Ord. No. 3720, 7-22-03, Ord. No. 3739, 10-14-03; Ord. No. 3866, 12-20-05; Ord. No. 3872, 03-07-06; Ord. No. 3967, 9-9-08; Ord. No. 3993.06-16-09; Ord. No. 4030, 4-13-10; Ord. No. 4060, 4-26-11; Ord. 4107, 01-24-12; Ord. No. 4120, 7-24-12; Ord. No. 4175, 4-22-14)

Section Two. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed to the extent of such conflict, if any.

Section Three. This ordinance shall be in full force and effect from and after its passage and publication as required by law.

Passed this _____ day of _____, _____.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor



MEMO

To: Mayor and City Council

From: Kelly Diekmann, Planning and Housing Director

Date: November 21, 2014

Subject: Item No. 30: Hearing on Proposed Amendments to Chapter 31

Staff is still working on the final ordinance changes after receiving the recommendation of the Historic Preservation Commission. Therefore, the hearing will either need to be continued to a later date or opened and immediately closed if the scope of the changes requires a new notice to be published. Staff expects this item will return to Council on December 9th.

KD/drv

COUNCIL ACTION FORM

SUBJECT: NON-ASBESTOS INSULATION AND RELATED SERVICES AND SUPPLY CONTRACT FOR POWER PLANT

BACKGROUND:

On October 14, 2014, City Council approved preliminary plans and specifications for a Non-Asbestos Insulation and Related Services and Supplies Contract. This contract involves the removal, repair, and reinstallation of non-asbestos insulation of all types at the City's Power Plant.

This contract is to provide non-asbestos insulation services for the period from the award date through June 30, 2015. This timing allows for this and future renewals to coincide with the City's fiscal year. The contract includes a provision that would allow the City to renew the contract for up to four additional one-year terms.

Bid documents were issued to seventeen potential bidders. The bid was advertised on the Current Bid Opportunities section of the Purchasing webpage and a Legal Notice was published in the Ames Tribune. The bid was also sent to one plan room.

On November 12, 2014, one bid was received as shown below:

Total Insulation Mechanical, Inc., Story City, IA

After evaluation, staff determined that the bid submitted by Total Insulation Mechanical, Inc. is non-responsive. The non-responsiveness of the bid is due to the bidder not providing bid security with its bid.

Based on discussions with existing plan holders, including Total Insulation Mechanical, Inc., staff is confident that the City will receive bids if these services are rebid.

The approved FY2014/15 Power Plant operating budget includes \$90,000 for these services. Invoices will be based on contract rates for time and materials for services that are actually received.

ALTERNATIVES:

1. a. Accept the report of bids.
- b. Direct staff to rebid the project.

- c. Approve the updated preliminary plans and specifications for reissuance of the Non-Asbestos Insulation and Related Services and Supplies Contract and set December 17, 2014, as the bid due date and January 13, 2015, as the date of hearing and award of contract.

2. Do not direct staff to rebid these services and procure them on an as needed basis.

MANAGER'S RECOMMENDED ACTION:

This contract is needed to carry out emergency and routine non-asbestos insulation services at the Power Plant. The contract will establish rates for service and provide for guaranteed availability, thereby setting in place known rates for service.

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

COUNCIL ACTION FORM

SUBJECT: AMENDMENT TO AGREEMENT WITH SPRINT FOR CELLULAR ANTENNA ON BLOOMINGTON ROAD WATER TOWER

BACKGROUND:

In 2006, Sprint Spectrum L.P. entered into an agreement with the City to place cellular antennas atop the BRET water tower at 2521 Bloomington Road. Sprint currently pays \$1,380 in monthly rent for lease of the space. Earlier this year, Sprint indicated to City staff that it was interested in doubling the number of antennas on the water tower to provide 4G capability.

BRET has limited space to accommodate wireless carriers. Because Sprint has existing infrastructure in place at this site, it is able to place additional antennas adjacent to the existing antennas on top of the water tower. Other wireless carriers would likely not be able to place equipment on top of the tower without causing interference, meaning that Sprint and T-Mobile (the other existing user of the tower) are effectively the only two wireless carriers who could expand their presence on the tower. After discussions with Sprint, City staff believes that doubling the rent payment to \$2,760 per month is appropriate consideration for increasing Sprint's presence on the water tower. Sprint has agreed to that condition and has signed a contract amendment reflecting that rent increase.

City staff has reviewed Sprint's technical drawings and finds them acceptable. As with the original agreement, Sprint is responsible for all costs associated with installation—the City's obligations are limited primarily to providing access for installation to occur.

The existing agreement is in its first renewal term. It automatically renews every five years, until 2036. The agreement calls for the rent to be increased by 15% (or the CPI, whichever is greater) every five years. The next increase will occur in 2016, and with this amendment the total rent will be a minimum of \$3,174 per month.

ALTERNATIVES:

1. Approve the contract amendment with Sprint Spectrum to allow the installation of additional antennas on the BRET water tower in exchange for doubling the rental payments to \$2,760 per month.
2. Direct staff to negotiate other rental terms with Sprint.
3. Do not approve the contract amendment.

MANAGER'S RECOMMENDED ACTION:

Sprint Spectrum has an existing agreement to have equipment on the BRET water tower. It has the opportunity to locate additional equipment on the water tower in space that would not be usable to other carriers. Sprint has agreed to double its rental payments for the use of the space.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the contract amendment with Sprint Spectrum to allow the installation of additional antennas on the BRET water tower in exchange for doubling the rental payments to \$2,760 per month.

COUNCIL ACTION FORM

SUBJECT: REQUESTED PURCHASE OF ALLEY BETWEEN 11TH STREET AND 12TH STREET – GRAND AVENUE TO THE ALLEY EAST OF GRAND AVENUE

BACKGROUND:

On July 8, 2014 City Council referred a request from the property owner at 620 - 12th Street regarding the possible purchase of the alley behind the property. That area is shown in Attachment A.

After reviewing documents regarding the existing alley, staff determined that the alley was vacated on April 14, 1992 by Ordinance 3166. The north half (8') of the western 100' and the alley was quit claim deeded to the property owner of 1118 Grand Avenue, while the south half (8') of the western 100' was quit claim deeded to the property owner at 1112 Grand Avenue. The south 8' of the alley was sold to the property at 621 - 11th Street, but staff was unable to find the official record other than the Story County Assessor's website. These areas, as well as the total areas being considered for sale, are also shown in Attachment A. It should be noted that the property at 620 - 12th Street would not be able to purchase their piece unless either they or the property owner(s) of 1112 and or 1118 purchase the pieces adjacent to 1112 and 1118 Grand, as this would create an island parcel of City land.

In accordance with City Policy, Staff performed a valuation of the requested area as well as the adjacent areas within the alley. These valuations were then sent to all adjacent property owners along with an inquiry as to the property owners' interest in purchasing the alley portions immediately adjacent to their property. **To date, all property owners are interested in the purchase of their respective portions of the alley.** These areas and the property valuations are shown in Attachment B. All existing easements will remain in place.

ALTERNATIVES:

1. Initiate the process for the sale and conveyance of these parcels, set December 9, 2014 as the date of public hearing, and direct the City Clerk to publish notice of these proposed sales as follows:
 - Piece A to Jessica Jane in the amount of \$1,339.20;
 - Piece B to Catherine and William Byrd in the amount of \$1,339.20;

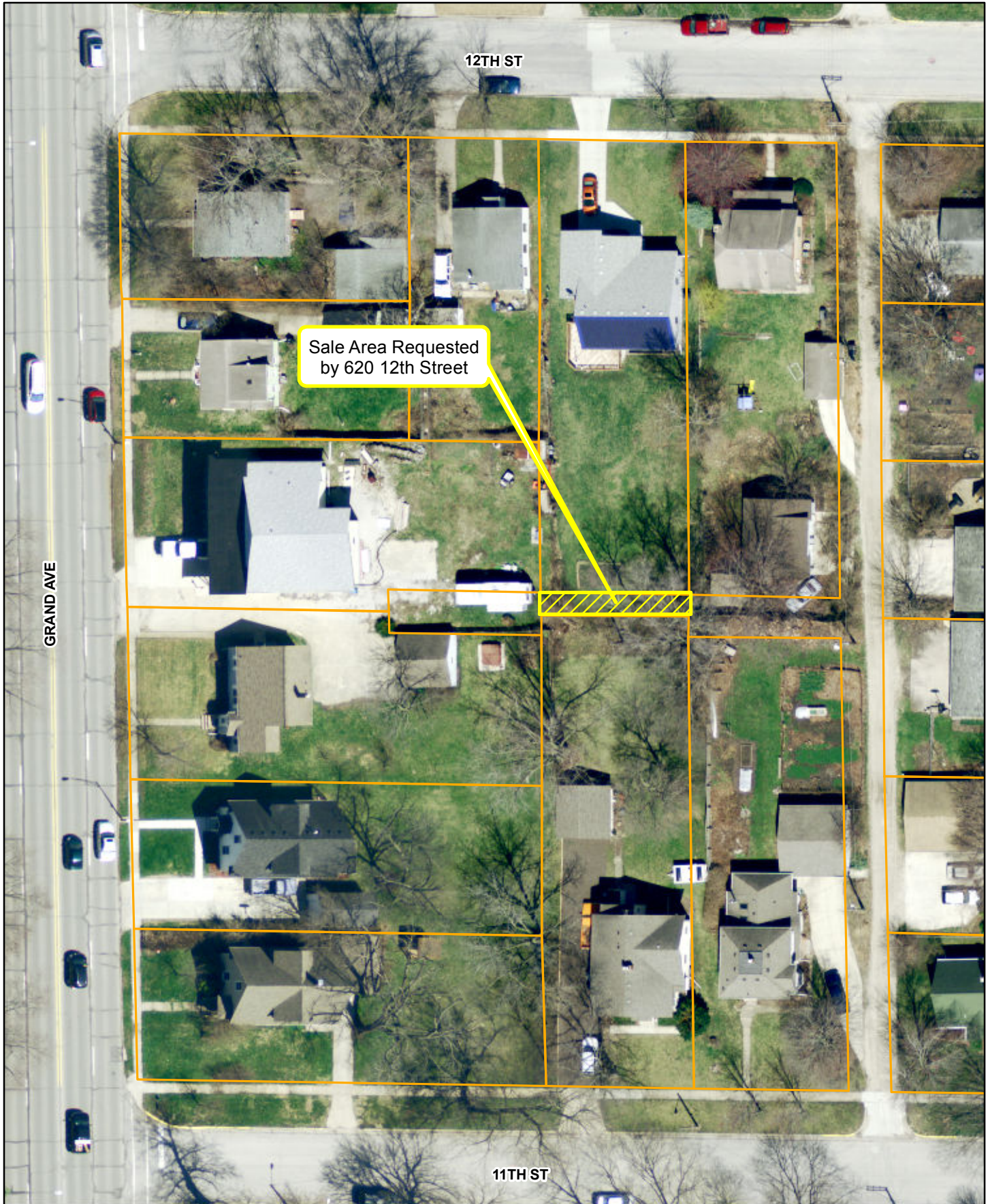
- Piece C to Nirmalendu and Srimati Majumdar in the amount of \$1,267.78;
- Piece D to Laura Jesse in the amount of \$1,267.78;
- Piece E to Matthew Leibman in the amount of \$ \$1,276.70.

2. Retain the land and deny the request to purchase the alley.

MANAGER'S RECOMMENDED ACTION:

These alley remnants no longer function as a connection to Grand Avenue. All of the adjacent property owners are willing to purchase their respective pieces, as well as to maintain all existing easements.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby initiating the process for the sale and conveyance of these parcels, setting December 9, 2014 as the date of public hearing, and directing the City Clerk to publish notice as shown above.



Sale Area Requested
by 620 12th Street

GRAND AVE

12TH ST

11TH ST

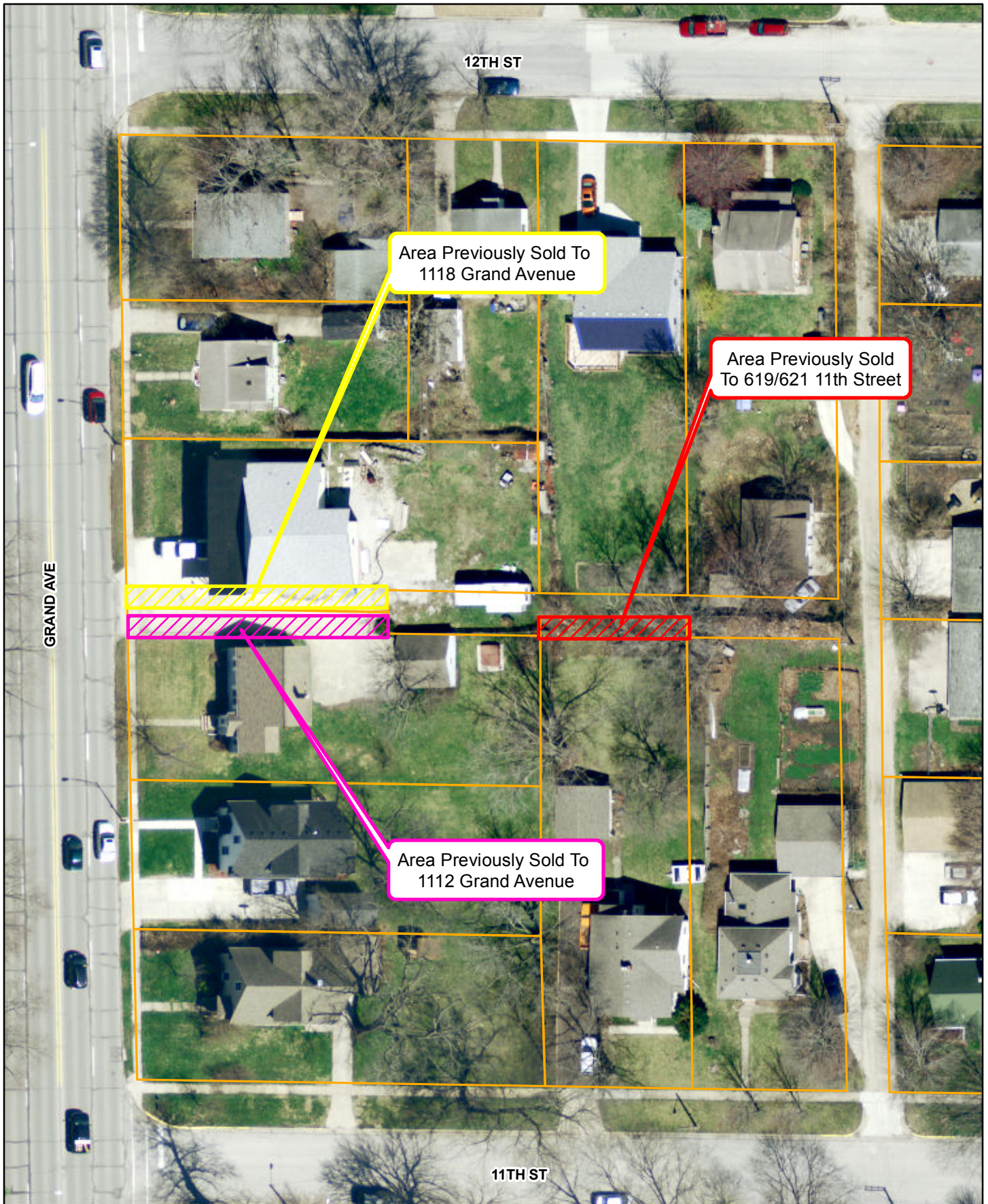
Geographic Information System (GIS) Product Disclaimer: City of Ames GIS map data does not replace or modify land surveys, deeds, and/or other legal instruments defining land ownership & land use nor does it replace field surveys of utilities or other features contained in the data. All features represented 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.



11th-12th Street Grand to Alley East of Grand Attachment A



Scale: 1 in = 50 ft
Date: 11/21/2014



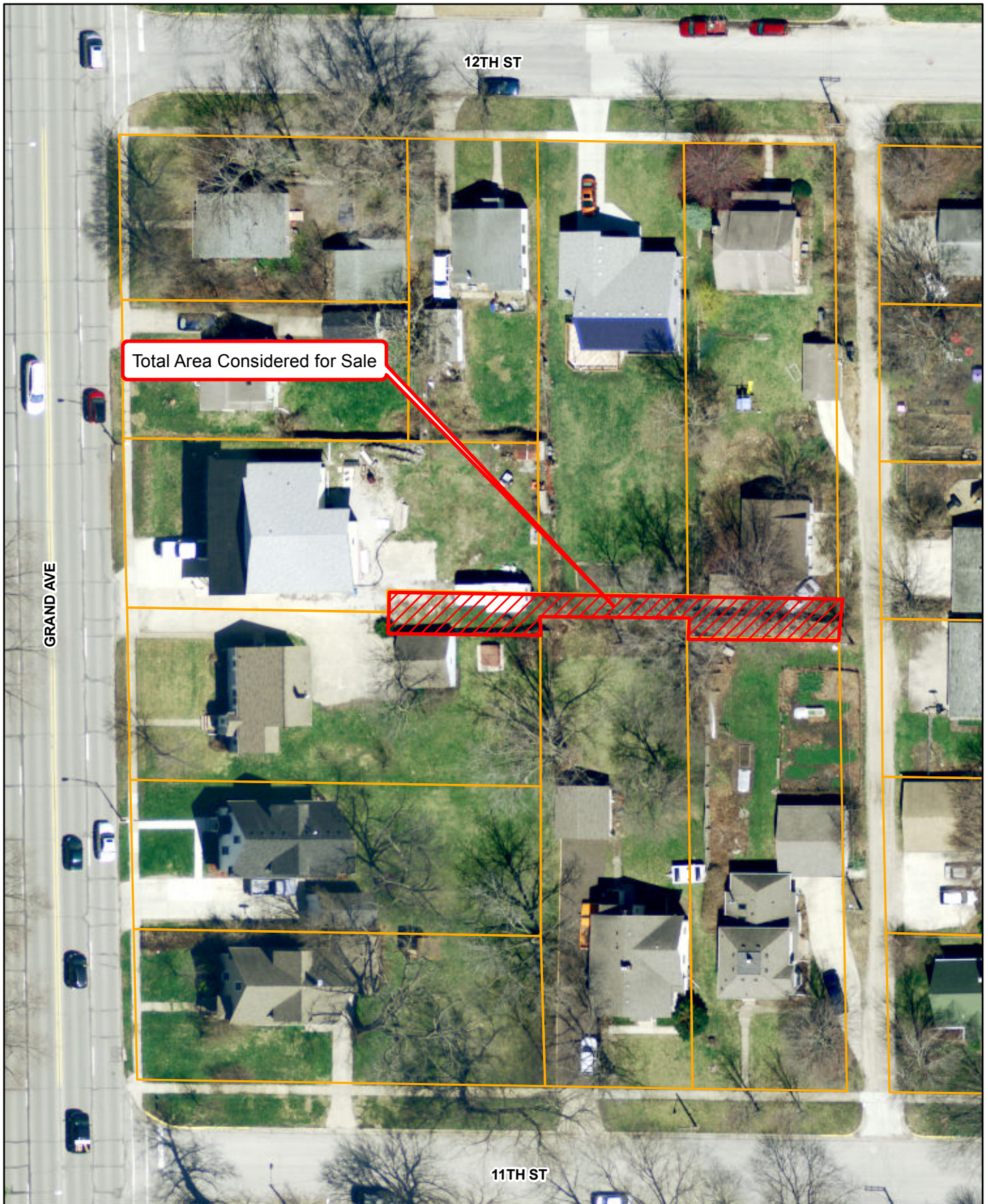
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11th-12th Street Grand to Alley East of Grand
Attachment A



Scale: 1 in = 50 ft
Date: 11/21/2014



Total Area Considered for Sale

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.



11th-12th Street Grand to Alley East of Grand
Attachment A



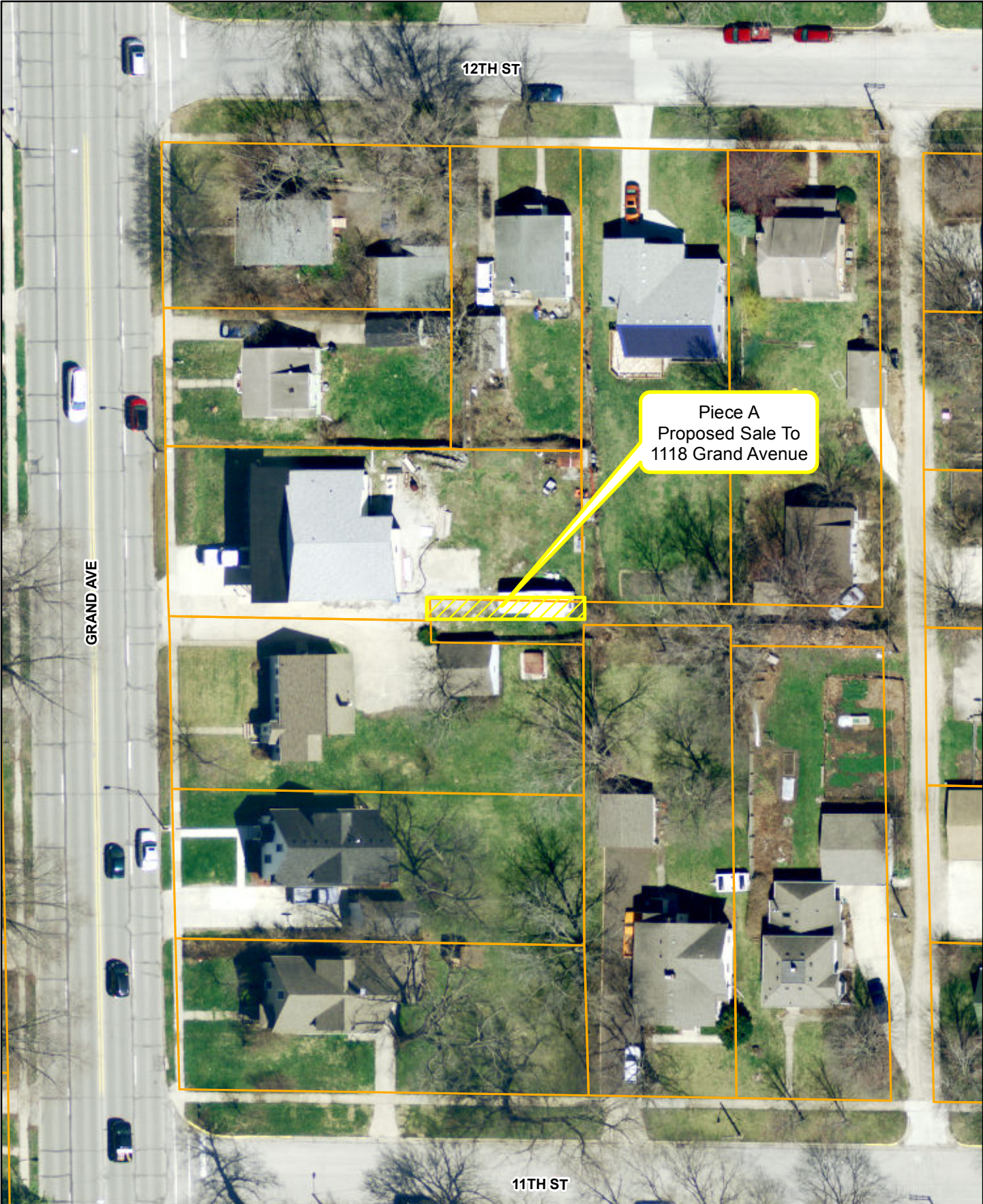
Scale: 1 in = 50 ft
Date: 11/21/2014

**PROPOSED SALE OF CITY LAND
 ALLEY BETWEEN 11TH & 12TH, GRAND TO WILSON
 ATTACHMENT B**

Piece	Address	Assessed SF	Assessed Land Value	\$/SF
A	1118 Grand Avenue	9,984	\$ 32,400	\$ 3.25
B	1112 Grand Avenue	9,984	\$ 35,300	\$ 3.54
C	620 12th Street	9,786	\$ 38,800	\$ 3.96
D	618 12th Street	9,781	\$ 38,400	\$ 3.93
E	615 11th Street	9,849	\$ 38,400	\$ 3.90

Average SF Cost	\$ 3.72
------------------------	----------------

Piece	Alley ROW Abutting Address	Sale Area	Value of Sale Area	Value Minus Deed & Easement
A	1118 Grand (60' x 8')	480.0	\$ 1,785.60	\$ 1,339.20
B	1112 Grand (60' x 8')	480.0	\$ 1,785.60	\$ 1,339.20
C	620 12th (56.8' x 8')	454.4	\$ 1,690.37	\$ 1,267.78
D	618 12th (56.8' x 8')	454.4	\$ 1,690.37	\$ 1,267.78
E	615 11th (57.2' x 8')	457.6	\$ 1,702.27	\$ 1,276.70



Piece A
Proposed Sale To
1118 Grand Avenue

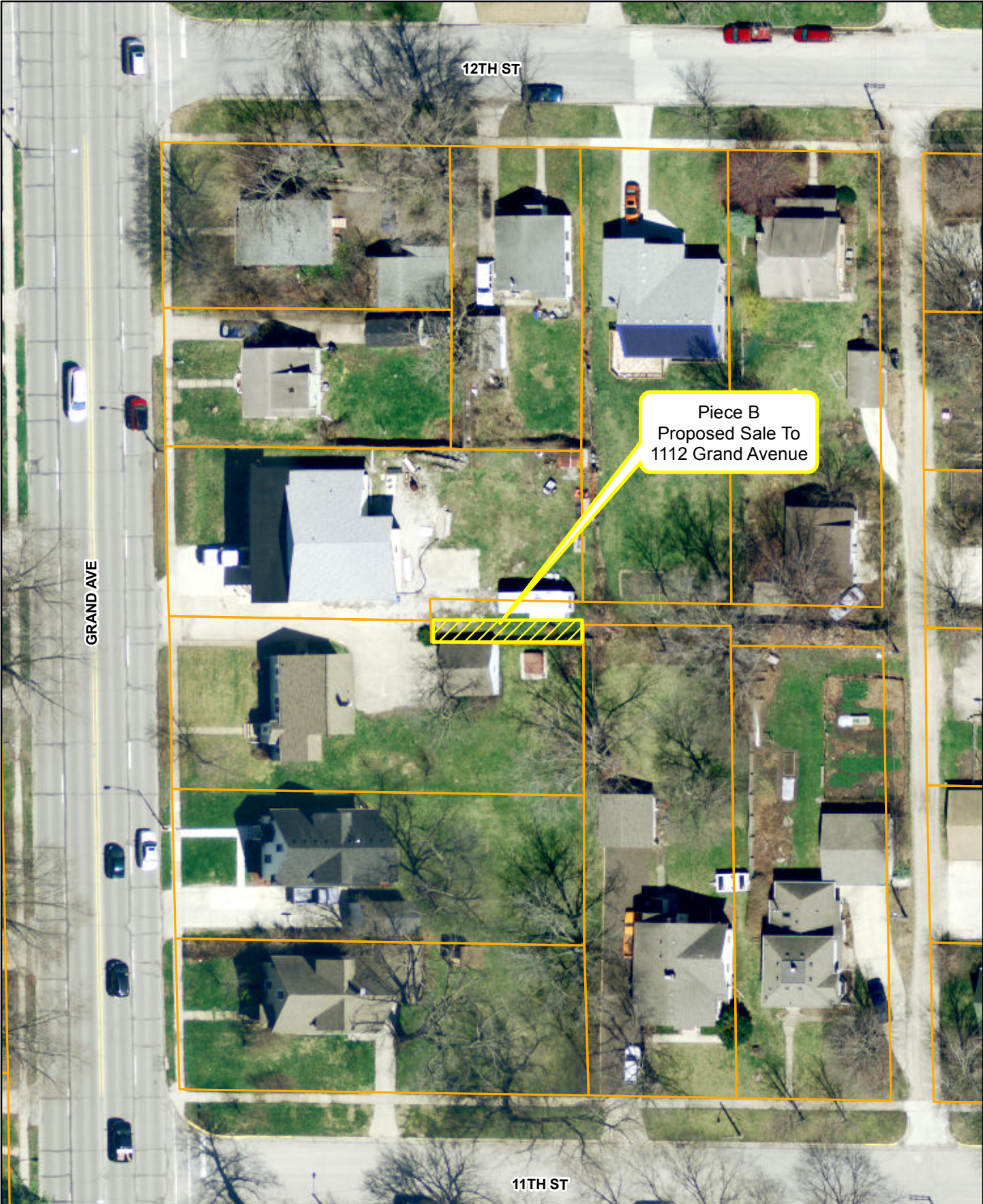
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11th-12th Street Grand to Alley East of Grand
Attachment B



Scale: 1 in = 50 ft
Date: 11/21/2014



Piece B
Proposed Sale To
1112 Grand Avenue



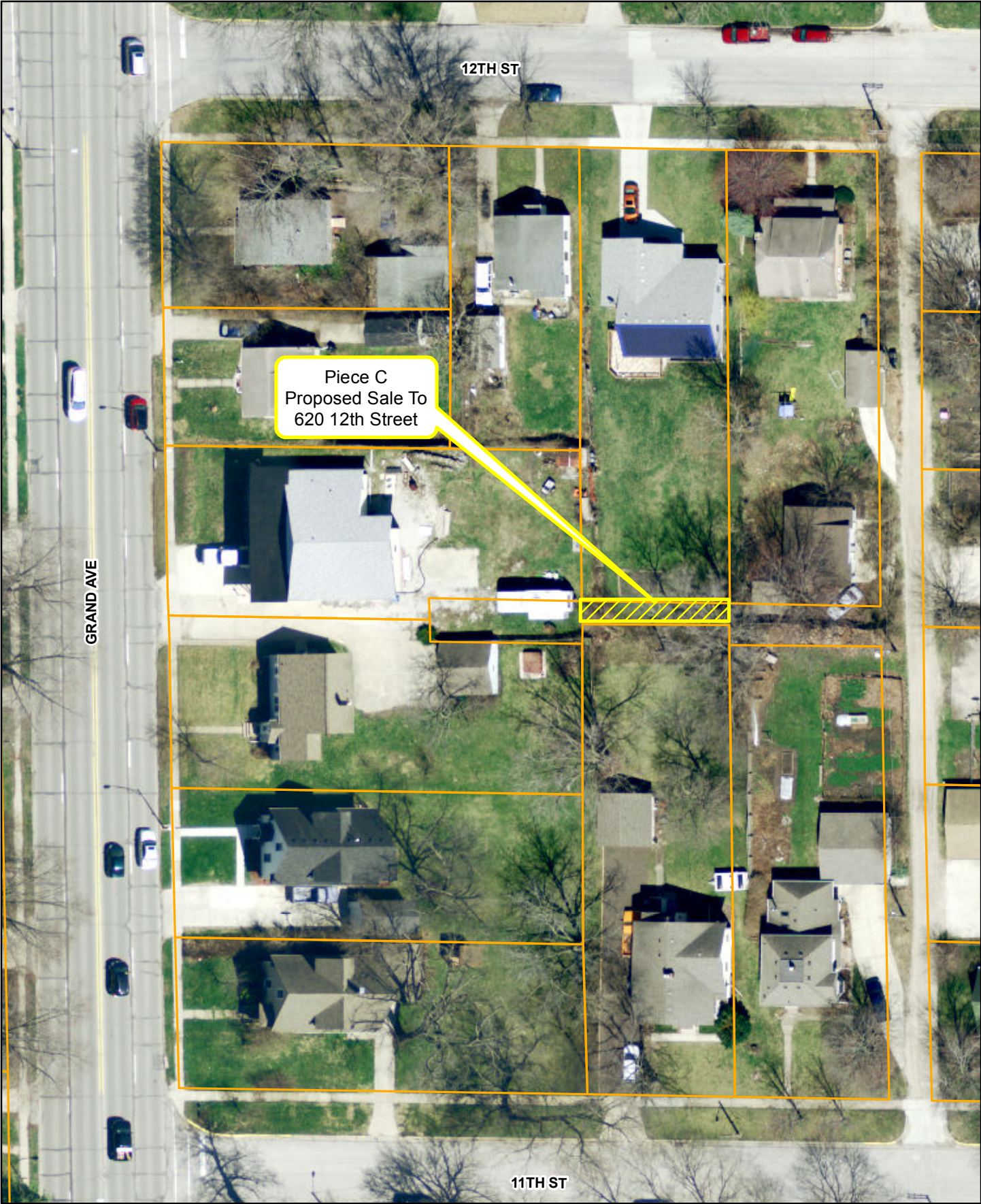
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11th-12th Street Grand to Alley East of Grand
Attachment B



Scale: 1 in = 50 ft
Date: 11/21/2014



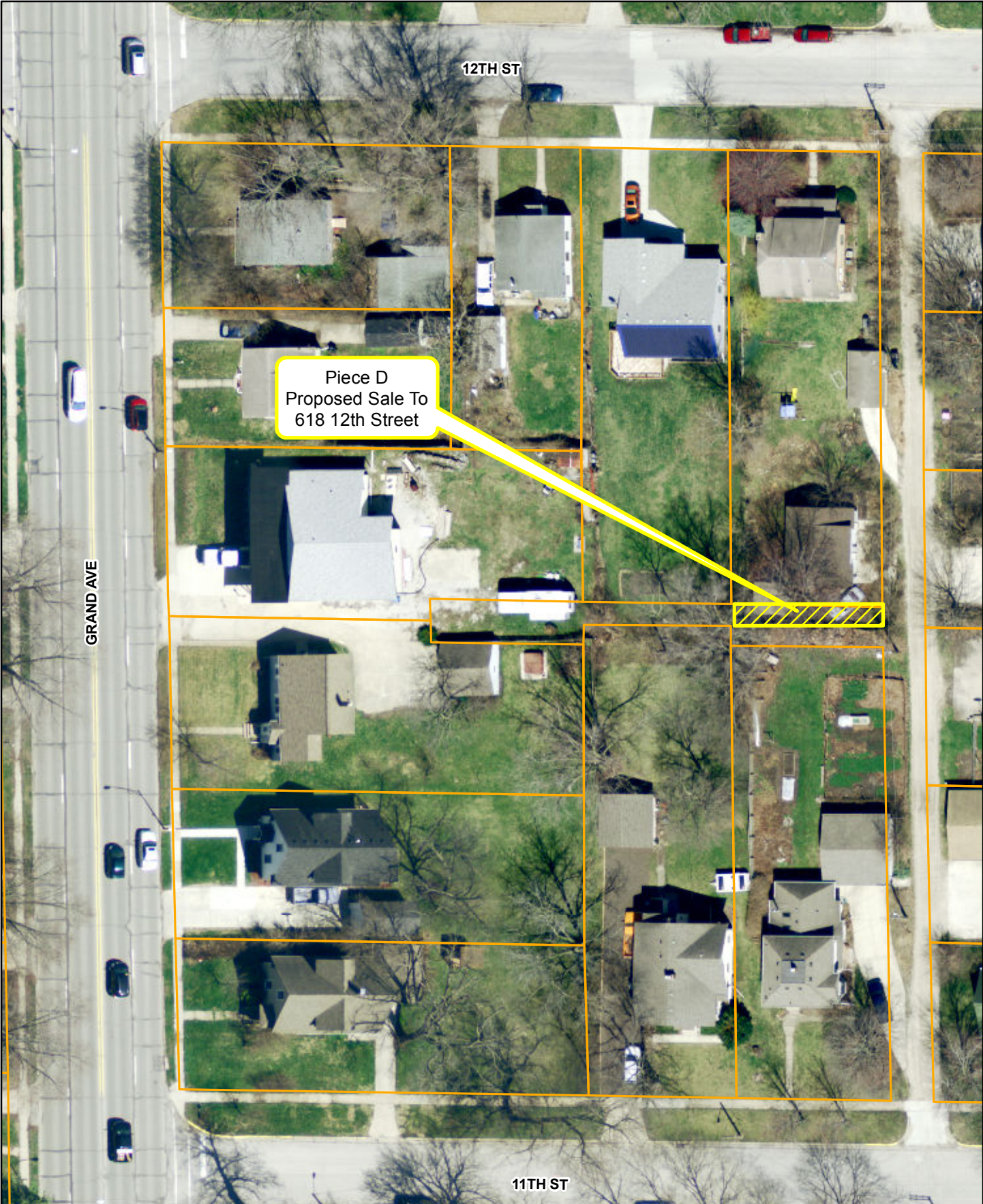
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11th-12th Street Grand to Alley East of Grand
Attachment B



Scale: 1 in = 50 ft
Date: 11/21/2014



Piece D
Proposed Sale To
618 12th Street

GRAND AVE

12TH ST

11TH ST

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11th-12th Street Grand to Alley East of Grand
Attachment B



Scale: 1 in = 50 ft
Date: 11/21/2014





12TH ST

GRAND AVE

Piece E
Proposed Sale To
615 11th Street

11TH ST

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11th-12th Street Grand to Alley East of Grand
Attachment B



Scale: 1 in = 50 ft
Date: 11/21/2014

COUNCIL ACTION FORM

**SUBJECT: REQUEST TO VACATE RIGHT-OF-WAY ON OLD AIRPORT ROAD
EAST OF UNIVERSITY AVENUE**

BACKGROUND:

The property owner of 2400 University Boulevard, Steve Burgason (Gateway Expresse), extended an offer to the City Council to purchase a portion of the right-of-way (ROW) on old Airport Road, east of University Avenue. In the attached letter, Mr. Burgason indicated his interest to purchase the ROW in order to make improvements that would enhance the area, as well as to secure additional long-term parking for his business. In his letter to the Mayor and Council, he offered to purchase the ROW for \$7,000.

As shown in Attachment A, the ROW under consideration is on a dead-end street that provides access to the Gateway Expresse but does not connect to North Loop Drive. However, an ISU Research Park tenant, Biova, also has an approved Site Plan that provides for an additional access to its facility from this ROW. The new Biova access is currently nearing completion, and is shown in Attachment A. In his letter to the City Council, Mr. Burgason expressed interest in providing and maintaining the necessary access for the Biova entrance.

Staff determined there is not a compelling reason to retain this land as City ROW. However, because of the existence of numerous utility lines, easements would need to be granted to the City to guarantee ongoing accessibility to those utilities. It should be noted that a limited amount of standard, on-street parking is already available in the proposed vacation area on the existing street.

The net value of the old Airport Road ROW as presented to City Council on October 14 was estimated to be \$52,389. In accordance with the City Council's policy, this value was determined by taking the average value of the adjacent properties, deducting 10 percent for a quit claim deed, and deducting an additional 15 percent for easements to be established on the property for access to existing utilities. In addition, the cost of these easements and costs associated with any required survey would be borne by the purchasing property owner.

Based upon City Council's direction at the October 14 meeting, staff contacted City Assessor Greg Lynch with regards to the method of valuation. He indicated that the method utilized to value this land is referred to as the "Across the Fence Method" and is considered within the appraisal industry to be a very acceptable means of property valuation. Mr. Lynch determined an appropriate valuation to be \$6.91 per square foot if the land was combined with the Burgason parcel. Using that value and the standard

policy of deductions for retaining easements and using a quit claim deed, this property would be valued at \$85,853. This valuation opinion is included as Attachment B.

At City Council's direction, staff once again reached out to the ISU Research Park and to Mr. Burgason to confirm their interest in the purchase of the property. The ISU Research Park indicated that they have no interest in the property at either of the calculated prices. Mr. Burgason indicated that he is still interested in purchasing the property, and on Friday afternoon dropped off a revised proposal (attached). Under this most recent proposal, the City Council would grant Mr. Burgason a ten year purchase option at a purchase price of \$54,000. This price would be valid and not change during the 10 year period, and a deposit of \$2000 would be made with the City as "earnest money". Should Mr. Burgason not exercise the option prior to expiration, the \$2000 would remain with the City.

ALTERNATIVES:

- 1) Agree to sell the property to Mr. Burgason, subject to his willingness to:
 - a. Pay the City's standard value for vacated property in the amount of \$52,389.
 - b. Execute a signed easement with the City that allows the existing public and private utilities in the area to remain in their current locations, and includes a provision for the property owner to be responsible for any site restoration if maintenance is needed on the utilities.
 - c. Execute a signed access easement, as necessary, with the ISU Research Park to ensure continued street access to Biova and the Research Park.

If the Council selects this option, action should be taken to set the date of public hearing as December 9, 2014, and to direct the City Clerk to publish notice of the intended sale in the amount of \$52,389.

- 2) Agree to sell the property to Mr. Burgason, subject to his willingness to:
 - d. Pay the City's valuation based on Greg Lynch's evaluation for vacated property in the amount of \$85,853.
 - e. Execute a signed easement with the City that allows the existing public and private utilities in the area to remain in their current locations, and includes a provision for the property owner to be responsible for any site restoration if maintenance is needed on the utilities.
 - f. Execute a signed access easement, as necessary, with the ISU Research Park to ensure continued street access to Biova and the Research Park.

If the Council selects this option, action should be taken to set the date of public hearing as December 9, 2014, and to direct the City Clerk to publish notice of the intended sale in the amount of \$85,853.

- 3) Agree to sell the property to Mr. Burgason, subject to his willingness to:
 - a. Pay the \$54,000 along with \$2000 in earnest money he offered in his Friday afternoon request to purchase the vacated property, subject to the City Council granting a ten year purchase option.
 - b. Forfeit the \$2000 should the purchase option not be exercised prior to expiration in ten years.
 - c. Execute a signed easement with the City that allows the existing public and private utilities in the area to remain in their current locations, and includes a provision for the property owner to be responsible for any site restoration if maintenance is needed on the utilities.
 - d. Execute a signed access easement, as necessary, with the ISU Research Park to ensure continued street access to Biova and the Research Park.

If the Council selects this option, action should be taken to set the date of public hearing as December 9, 2014, and to direct the City Clerk to publish notice of the ten year purchase option and intended sale in the amount of \$54,000, with earnest money of \$2000.

- 4) Retain the land and deny Mr. Burgason's request to purchase the old Airport Road ROW adjacent to his business.

MANAGER'S RECOMMENDED ACTION:

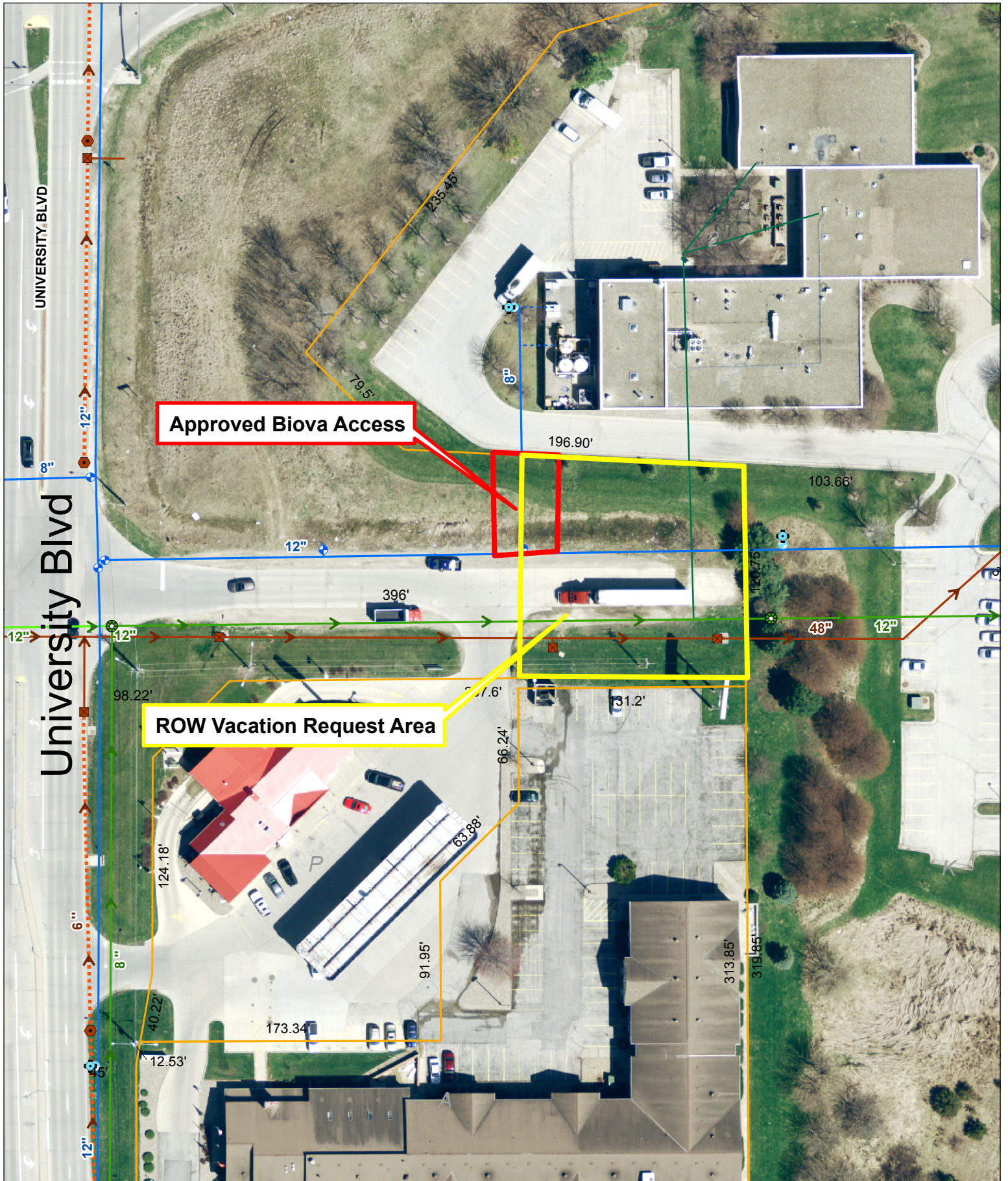
Mr. Burgason asked to purchase this right-of-way in order to make enhancements to improve the area and to allow the Gateway Expresse and Best Western parking lots to eventually be expanded. The value of this land, as calculated through the City Assessor, is higher than the City's standard valuation process of \$52,389. On Friday Mr. Burgason offered \$54,000, but this amount would be subject to a ten year option. It is likely that the value of the vacated right of way would increase during that time period.

Regardless of the price, should the City Council choose to move forward with this vacation and sale, it is important that the following three considerations and associated actions be made:

- 1) Several municipal and private utilities exist in this corridor. Thus, a utility easement needs to be maintained over the area.

- 2) Should public or private utility repairs be required within that easement area, the property owner should be responsible for restoration of the area. This same policy applies to utility work in other utility easements across the city.
- 3) The construction of Biova's approved driveway in a portion of this area could necessitate the creation of an ingress/egress easement.

Should the City Council be willing to vacate and sell the requested right-of-way, and should Mr. Burgason agree to the amount established by the Council and the other noted terms, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.



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Proposed ROW Vacation Old Airport Road

— Water
 — Sanitary
 — Storm



Title:
 Scale: Not to Scale
 Date: 9/18/2014



Gregory P. Lynch, City Assessor

M.S., MAI, CAE, CCIM

515 Clark Avenue • Ames, Iowa 50010
Phone (515) 239-5370 • Fax (515) 239-5376 • Email: glynch@city.ames.ia.us

October 31, 2014

I have been asked to give an opinion of value for the former Airport Rd. right of way (AROW) that is located adjacent to and north of 2400 University Blvd. and adjacent to and south of 2325 North Loop Dr. The area that is the basis of this discussion is 16,566 square feet. I will address it on a dollar per square foot of land value basis.

The AROW serves as one of three access points to a convenience store and a hotel, located to the south, both owned by a Burgason interest. Therefore any purchaser would be required to honor the easement in place granting permanent access to them. This easement severely impacts it's marketability to anyone but an adjacent property owner.

The following table illustrates the current assessed land value per square foot of the two adjacent property owners.

Owner	BURGASON-CULVER LLC	I.S.U. RESEARCH PARK
Parcel Number	09-15-300-050	09-15-160-015
Address	2400 UNIVERSITY BLVD	2325 NORTH LOOP DR
Land Area Sq. Ft.	38,727	236,753
2014 AV Land Value	\$267,700	\$360,000
\$/Sq. Ft.	\$6.91	\$1.52

If the property were purchased and combined the Burgason parcel, I would value it at \$6.91 per square foot. Conversely, if the property were purchased and combined the I.S.U. Research Park parcel (ISURP), I would value it at \$1.52 per square foot.

The problem with this scenario is that it is assumed that the land has already been purchased. So to solve this problem one must determine who the most likely purchaser would be, and what would they be willing to pay to acquire it. .

In conversation with a representative of the ISURP, they expressed interest in acquiring it. They thought a price range between \$7,000 (\$0.43/SF) and \$12,000 (\$0.72/SF) was reasonable to them.



The ISURP parcel contains 236,753 square feet so it doesn't appear that they would need it for expansion, rather it would be desirable for access of off University Blvd. Currently their access is off of North Loop Dr.

The desirability to the Burgason owners would appear to be for expansion. As the AROW exists today, it serves as an access point to the two Burgason properties, and has for many years. With the additional square footage, the Burgason convenience store would be able to expand. Why would expansion be an option?

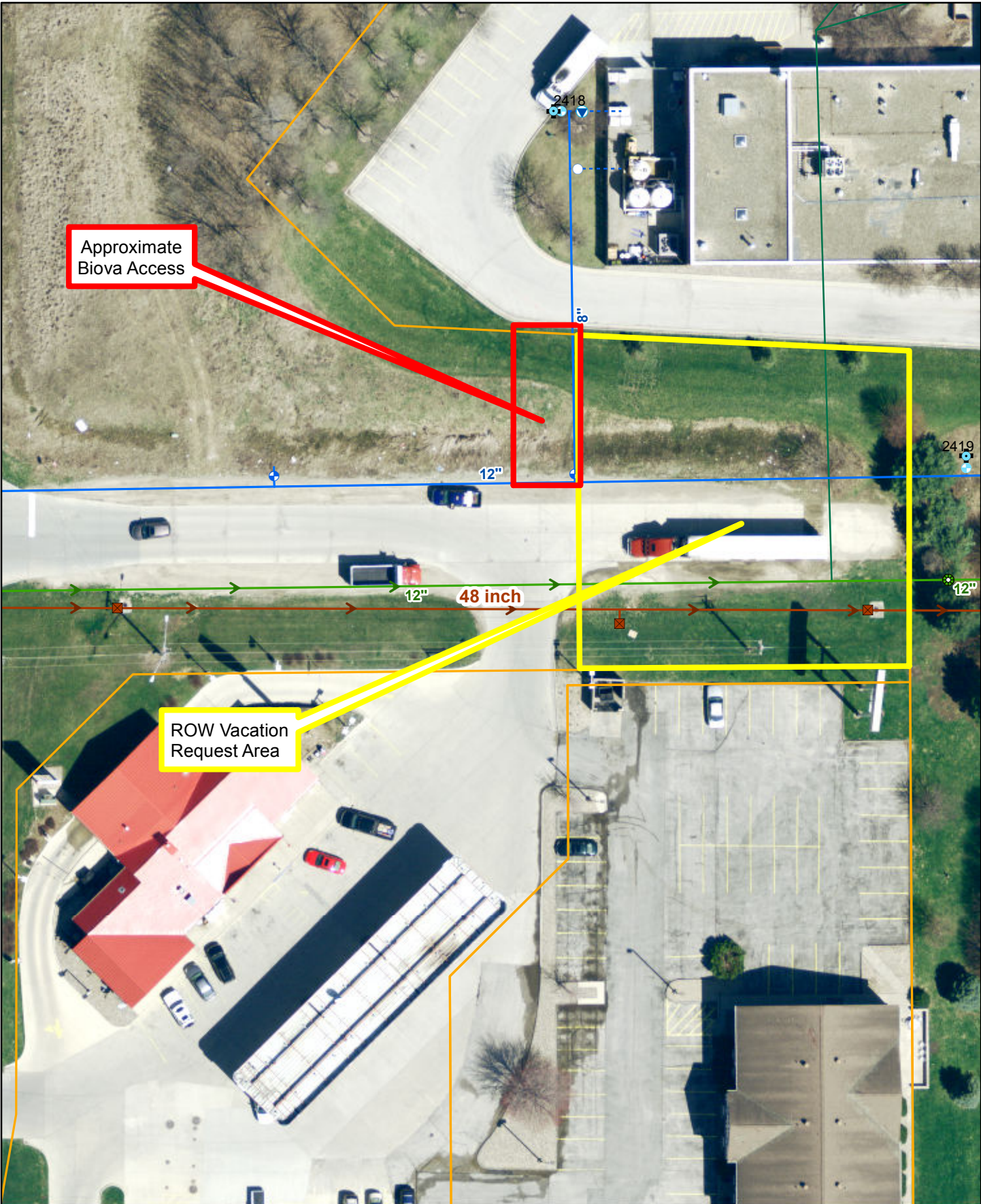
To answer that, let's look at the growth pattern of the area. Five blocks to the south, Workiva has just constructed offices estimated to employ 350 people currently and has said publically they expect to employ 600 at this site within the next five years. Southwest there has been single family housing added in the Riggerberg subdivisions. A new retirement community is also being constructed there. Site plans have been submitted for three new apartment complexes to be built in this subdivision.

A new dental/chiropractic office was completed this summer at 2625 University Blvd just a few blocks south.

Green Hills retirement community has added 16 independent living units recently and has submitted site plans to construct more. Green Hills is located west across University Blvd from the Bergason holdings.

All of this growth has no doubt increased demand for the services and products in the general area, and specifically for the convenience store site.

The Burgason interests thought \$0.43 per square foot was a fair price, but based on growth in this corridor that has occurred, and will continue in the next few years, I believe the value of the AROW to the Burgason interests is much closer to the \$6.91 per square.



Approximate Biova Access

ROW Vacation Request Area

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**Proposed ROW Vacation
Old Airport Road**

Water Sanitary Storm



Scale: 1 in = 50 ft
Date: 11/18/2014

PKTS. 7-18-14

July 15, 2014

To Mayor Campbell and members of the City Council of Ames
City of Ames
515 Clark Avenue
Ames, Iowa 50010

Dear Mayor Campbell and members of the City Council of Ames,

As owner of Gateway Expresse, 2400 University Blvd., Ames, I am interested in ways to improve the surrounding area aesthetically and possibly in the future secure more parking spaces for our business.

We would like to make an offer on the back half of the old Airport Road dead end stub in hopes that the City of Ames would be amiable to us taking over a portion of this property with the condition that we would make improvements that would enhance the area. I am envisioning a green space area that would be mowed with access to a bike or walking path into the ISU Research Park off of University Blvd and in the future possibly create some additional parking for Gateway Expresse and The Best Western University Park Inn and Suites.

Given the fact that the front half of "Parcel A" and "Parcel B" is already providing entrance into the C-Store and Hotel and could not be used for anything else, would the city consider selling to us the back half of "Parcels A and B".

As a side note. I had a conversation with Steve Carter, Director of the ISU Research Park Corporation, last year. He had indicated the ISU Research Park might be willing to let us buy their share of their part to this land, (if indeed the city were willing to sell it.) He had asked if we would be willing to provide access for an entrance/exit for Building #6 onto the "Old Airport Road" stub. We also discussed the merits of a possible bike pathway from University Blvd to the Research Park area. We would be open to all of this if we could gain access to this land.

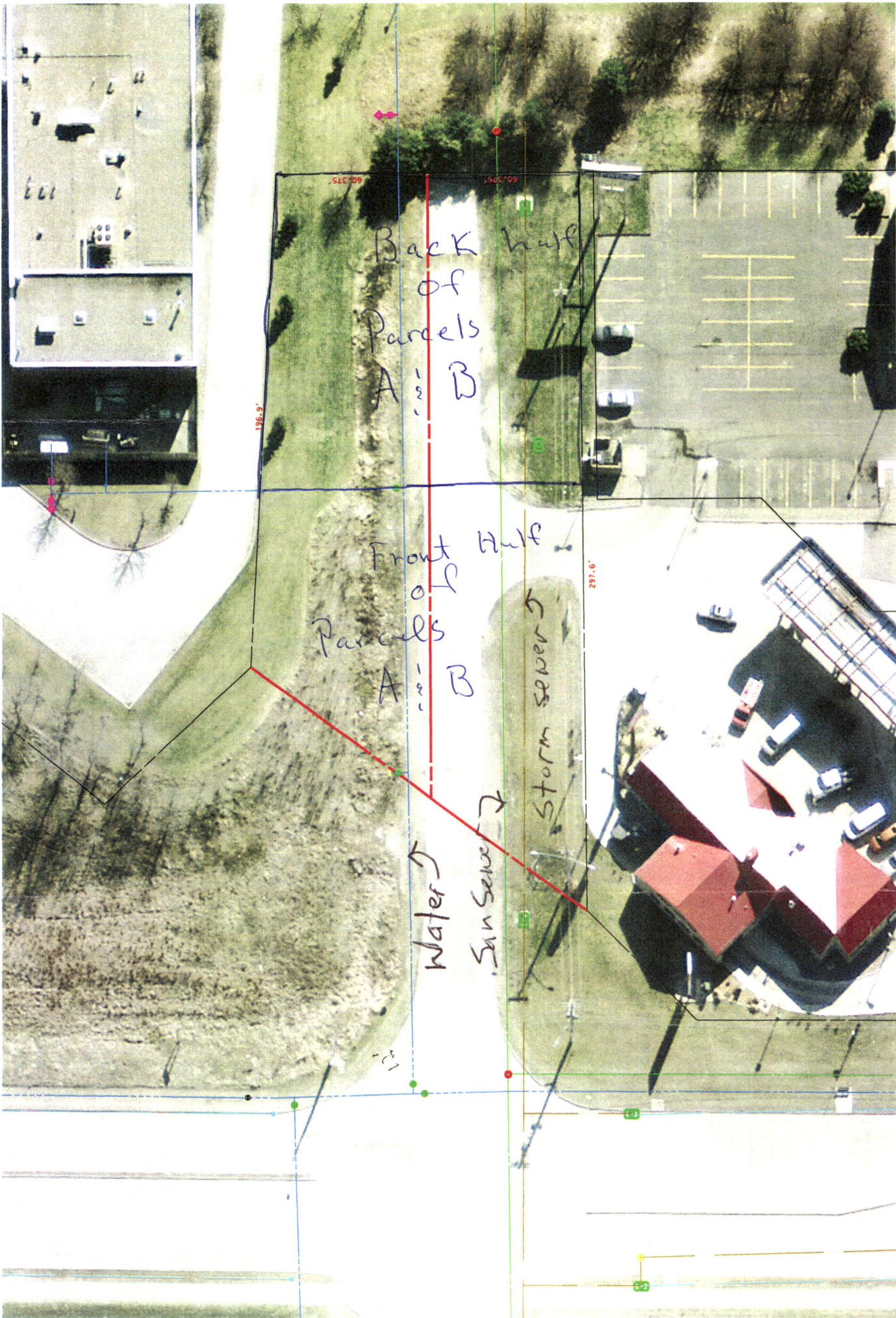
Given the limited use to this space would the city be willing to sell us this land for the greatly reduced price of \$7,000 in exchange for our development and maintenance of said property and willingness to provide the city access to a bike/walking trail.

We would like to offer \$7,000 for the back half of parcels A and B.

Respectfully,



Steve Burgason
Owner, Gateway Expresse
203.6159 (c)



Back half
of
Parcels
A & B

Front half
of
Parcels
A & B

Water →
San Sewer →

Storm sewer →

196.9'

297.6'

60.375' 60.375'

12'

E

E

November 21, 2014

To Mayor Campbell and members of the City Council of Ames
City of Ames
515 Clark Avenue
Ames, Iowa 50010

Dear Mayor Campbell and members of the City Council of Ames,

We would like to refine our offer to purchase the old Airport Rd. dead-end stub to include the following with a multi-year option to purchase with \$2,000 down payment on an agreed purchase price of \$54,000 with a 10 year option. This would allow us to retain the option to purchase future parking without having to invest \$54,000 prematurely. Should we not exercise the option to purchase the city will keep the \$2,000 down payment.

Thank you for your consideration.

Respectfully,



Steve Burgason
Owner, Gateway Expresse
203.6159 (c)

COUNCIL ACTION FORM

**SUBJECT: IOWA STATE UNIVERSITY RESEARCH PARK PHASE III –
INFRASTRUCTURE DESIGN**

BACKGROUND:

In support of the ISU Research Park Phase III expansion, staff solicited proposals for engineering services to design and obtain all necessary permits related to extension of utilities and roadway improvements. The roadway improvements will primarily be funded by a Revitalizing Iowa's Sound Economy (RISE) Grant, as approved by City Council on October 14, 2014. A tax increment financing (TIF) district has been created to finance the remainder of the costs.

Estimated construction costs for the infrastructure improvements of Phase III are as follows:

Roadway/Storm Sewer	\$5,406,000
Water Main/Sanitary Sewer	\$1,530,000
Total	\$6,936,000

Proposals for this work were received from six engineering firms/teams and were evaluated on their qualifications according to the following criteria: Project Understanding, Design Team, Key Personnel, Previous Experience, Project Approach, Responsiveness, Ability to Perform Work, Proposed Project Design/Letting Schedule, and Estimated Contract Cost. The evaluation team included both City and ISU Research Park staff. Listed below is the ranking information based on this evaluation:

ISU Research Park Phase III Written Evaluation Proposal Ratings				
Firm	Score/100	Rank	Estimated Fee	Estimated % of Construction Cost
Foth/CDA	86.0	1	\$672,600	8%
Bolton & Menk/HR Green	85.3	2	\$760,000	10%
Shive-Hattery	84.8	3	\$375,000	5%
FOX	79.0	4	\$380,000	5%
Snyder	79.6	4	\$358,000	5%
CGA	77.8	6	\$265,700	3%

It should be noted that the costs shown above are for design services for both roadway and utility infrastructure. Typical professional engineering design services are 7%-10% of the total estimated construction costs.

After weighing the capabilities and estimated fees for these six firms, staff has negotiated a contract with Shive-Hattery from West Des Moines, Iowa. Although Shive-Hattery scored slightly below the top two firms in the qualifications based evaluation, staff cannot justify the additional fees proposed by the first or second ranked firms, considering the closeness of the overall scoring. Shive-Hattery has extensive experience in designing similar projects that included multiple roundabouts and RISE-funded projects, and staff is confident that a quality project will be delivered.

ALTERNATIVES:

1. Approve the engineering services agreement for the ISU Research Park with Shive-Hattery of West Des Moines, Iowa, in an amount not to exceed \$375,000.
2. Direct staff to negotiate an engineering agreement with another consulting firm.

MANAGER'S RECOMMENDED ACTION:

Based on staff's evaluation using the above criteria and the significant cost differential, Shive-Hattery will provide the best value to the City in designing this project.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the engineering services agreement for the ISU Research Park with Shive-Hattery of West Des Moines, Iowa, in an amount not to exceed \$375,000.

COUNCIL ACTION FORM

**SUBJECT: ENGINEERING SERVICES CONTRACT CHANGE ORDER –
CONVERSION OF POWER PLANT FROM COAL TO NATURAL GAS**

BACKGROUND:

In November 2013, the City Council voted to convert the City's Power Plant from coal to natural gas. On May 27, 2014, City Council awarded a contract to Sargent & Lundy, LLC, Chicago, IL, for Engineering Services required to convert the Power Plant to natural gas. That contract was in the not-to-exceed amount of \$1,995,000.

As part of Sargent & Lundy's (S&L) original scope of work, they were tasked to review and evaluate the Power Plant's existing Emerson Ovation Distributed Control System. The Distributed Control System (DCS) is the dedicated control system used for boiler controls and power plant systems. S&L's contract included an assessment of whether the current DCS could handle the conversion to natural gas. In addition, that contract required S&L to develop plans and specifications for new DCS hardware and software. That task would occur whether the new hardware and software augmented or replaced the current DCS. This task has now been completed within the amount approved for S&L's engineering contract.

City staff received S&L's DCS report in September. This report confirmed that the pre-2000 era Emerson Ovation system is no longer supported by the manufacturer. This includes both the hardware and software of the existing system. More recent equipment shipped to the Power Plant in 2007 for a previous upgrade project was also found to be no longer supported, since it is based on a Windows XP operating system.

The initial evaluation of the DCS system was included in S&L's initial contract in order to verify whether replacement was truly needed. Based upon S&L's evaluation, staff has confirmed that it is clearly in the City's interest to incorporate replacement of the existing DCS system into the larger gas conversion project.

Standard specifications for the purchase of the DCS system were already developed by S&L as part of their original contract. With a decision to move forward in replacing the DCS, S&L must next design how the DCS inputs and outputs will be tied into the Power Plant's turbine, generator, boiler, auxiliary system fans, etc. Under Change Order No. 1, S&L will complete a detailed design and provide detailed installation specifications for the new DCS components

With the replacement of the DCS two additional challenges are created. First, additional climate- and dust-controlled space is needed to house the additional equipment control

cabinets required for the new DCS. Second, the DCS would need to be tied into the existing Main Control Board (MCB) and the Auxiliary Control Board.

The existing control boards are of 1980's vintage and need updating to digital operation. To connect the new DCS and update the existing control boards would require an extended outage of the entire plant. The result would be an inability to burn refuse-derived-fuel and the need to secure alternative heating in the Power Plant during the conversion to prevent freezing.

A viable alternative to address both of these challenges is to design and construct a new control/cabinet room next to the existing plant control room. Space can be created for the new cabinets and the new DCS can be installed **without disrupting the ongoing plant operations being controlled by the current DCS**. The Power Plant will then be down for a day or two, rather than for months.

As part of the DCS report, S&L provided cost estimates to include the incorporation of the functions of the existing Main Control Board and the Auxiliary Control board into the new DCS. They also prepared estimates for a new, two-story Control Room/DCS Cabinet room. The installation of the new DCS provides an opportunity to accomplish this integration at the same time as the Power Plant fuel conversion project, thereby maximizing the safe and efficient operation of the Plant.

It is staff's recommendation that a new DCS be procured for the Boiler Natural Gas Conversion Project, and that all functions of the Main and Auxiliary Control Boards be integrated into the new DCS. Change Order 1 includes engineering and design dollars for those elements, as well as for a new Control/DCS cabinet room.

In total, this change order will add an additional \$2,395,000 to the existing S&L engineering services agreement, and will bring S&L's total not-to-exceed contract amount to \$4,390,000. Fortunately, funding to cover this change order, as well as to purchase and install the new DCS, is available from savings in the overall fuel conversion project budget.

Significant savings are now projected from the \$36,880,000 originally budgeted for the fuel conversion project. That budget was based on the engineer's estimate from the February 2013 study done by Black & Veatch (B&V), which compared the cost of several alternatives for powering the plant with coal and natural gas. Those estimates included general cost assumptions that were used to compare the various retrofit options evaluated in the study.

Three major reductions have now been made to Black & Veatch's cost projection for the natural gas conversion project. First, B&V's estimates for the various alternatives included an ash handling system for \$2,500,000. At the time of the B&V study, a pending federal rule would have required each of the alternatives to include a new ash handling system to dispose of RDF ash. However, that proposed rule was never enacted, so the new ash handling system is not presently needed.

Second, B&V's budget estimate included a contingency fund of nearly \$5,000,000, since it had an accuracy level of plus or minus 30 percent. With the much more detailed evaluation Sargent & Lundy has now performed, this contingency amount is no longer needed.

Third, B&V's budget estimate included \$3,000,000 for an engineering procurement construction margin. That margin was also included in each alternative evaluated by B&V. However, Sargent & Lundy's much more refined engineer's estimate has confirmed that we no longer need that \$3,000,000 margin.

In summary, after spending considerable time on-site evaluating the City's Power Plant, S&L has developed a much more precise engineer's estimate for the overall plant conversion project. Their updated cost estimate is \$24,061,300, which is over \$12 million less than the Black & Veatch estimate.

The approved FY 2014/15 Capital Improvements Plan included \$36,880,000 for the Unit #7 and #8 Fuel Conversion. With inclusion of this change order and the DCS project described above, the project budget can be updated as follows:

\$36,880,000	FY 2014/15 CIP amount budgeted for project
\$ 1,995,000	Encumbered not-to-exceed amount for Engineering Services
\$ 3,355,300	Actual cost for Natural Gas Conversion Equipment
<u>\$ 5,350,300</u>	Total committed to date
\$ 2,395,000	Engineering Services Contract Change Order No. 1 in a not-to-exceed amount (pending Council approval of this agenda item)
\$ 1,161,000	Estimated cost for Distributed Control System equipment (see Distributed Control System Council Action Form on this Council meeting agenda)
\$27,973,700*	Remaining balance available for Burner Installation, Natural Gas piping from the gate, Turbine Generator controls upgrade, DCS Installation, new Control/DCS room, and other miscellaneous equipment needed for the fuel conversion

* S&L's updated cost estimate for these remaining items is now \$15,155,000. Subject to actual bids, this should allow the overall project budget to be reduced by over \$12,000,000.

ALTERNATIVES:

1. Approve contract Change Order No. 1 to the engineering services agreement with Sargent & Lundy, LLC, Chicago, IL, to design the installation of the DCS,

design the control room and DCS cabinet room, and integrate the main and auxiliary control boards into the DCS, at a not-to-exceed cost of \$2,395,000.

2. Reject contract Change Order No. 1 and delay the needed DCS upgrades.

MANAGER'S RECOMMENDED ACTION:

The fuel conversion project presents a timely opportunity to also replace the Power Plant's outdated and unsupported control system. With the additional work proposed above, all functions of the Main and Auxiliary Control Boards can also be integrated into the new DCS. This will significantly enhance the safe and efficient operation of the Plant well into the future. To minimize down time at the Power Plant, a new control/DCS cabinet room will also be completed at the same time.

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

COUNCIL ACTION FORM

SUBJECT: POWER PLANT FUEL CONVERSION – PRELIMINARY PLANS AND SPECIFICATIONS FOR DISTRIBUTED CONTROL SYSTEM

BACKGROUND:

In November of 2013 the City Council voted to convert the City's Power Plant from coal to natural gas. In May of 2014 the City Council selected Sargent & Lundy of Chicago, Illinois, to provide engineering and construction oversight services for the conversion project.

The major phases of work necessary to complete this conversion project are as follows:

1. Procure the natural gas burners, igniters, and scanners, plus boiler/furnace modeling to assess the necessity for boiler modifications. (City Council awarded a Contract to Alstom Power Inc. of Windsor, CT on November 5, 2014, with delivery of this equipment in the fourth quarter of 2015.)
2. **Replace the Power Plant's Distributed Control System (DCS), including both hardware and software (current project).**
3. Design the necessary modifications to the control room and DCS cabinet room. (Described on the Sargent & Lundy Engineering Services Change Order Council Action Form included on this same agenda.)
4. Select a contractor to construct a new control/DCS room in the Power Plant.
5. Select a contractor to modify the Power Plant and install the materials and equipment necessary to operate the Power Plant on natural gas.
6. Select a contractor to install the electrical equipment, including the work associated with the DCS upgrade and the electrical modifications to the control room.

This specific phase of the project is to purchase a new Distributed Control System (DCS). The DCS is a dedicated control system, made up of hardware and software, used for boiler controls and power plant systems. It is a crucial coordinating and communication system needed to operate the plant.

The initial evaluation of the DCS system was included in Sargent & Lundy's engineering services contract to verify whether replacement was truly needed. With S&L's report, staff has confirmed that it is in the City's interest to incorporate replacement of the existing DCS system into the larger gas conversion project. Under the requested change order to the Sargent & Lundy contract, S&L will complete detailed installation specifications for the new DCS components, including both hardware and software.

This particular action is for procurement of the DCS hardware and software. Standard specifications for a DCS system have already been developed by S&L, and will be used to solicit bids on this project. This procurement process will occur parallel with S&L's design work to tie the DCS hardware and software into the plant's turbine, generator, boiler, auxiliary system fans, etc.

Assuming the Council is willing to approve Change Order No. 1 to the S&L contract, Council should also approve the preliminary plans and specifications for the Distributed Control System hardware and software, and set January 14, 2015 as the bid due date and January 27, 2015 as the date of hearing and award of contract. Installation of the system will be bid out at a later date.

The Engineer's estimate of the cost for this phase of the project is \$1,161,000. With inclusion of the Sargent & Lundy change order and the cost of this DCS equipment, the project budget can be updated as follows:

\$36,880,000	FY 2014/15 CIP amount budgeted for project
\$ 1,995,000	Encumbered not-to-exceed amount for Engineering Services
\$ 3,355,300	Actual cost for Natural Gas Conversion Equipment
<u>\$ 5,350,300</u>	Total committed to date
\$ 2,395,000	Engineering Services Contract Change Order No. 1 in a not-to-exceed amount (pending Council approval on this agenda)
\$ 1,161,000	Estimated cost for Distributed Control System equipment (this agenda item)
\$27,973,700*	Remaining Balance to cover Burner Installation, Natural Gas piping from the gate, Turbine Generator controls upgrade, DCS Installation, Control/DCS room, and other miscellaneous equipment needed for the fuel conversion

* S&L's updated cost estimate for these remaining items is now \$15,155,000. Subject to actual bids, this should allow the overall project budget to be reduced by over \$12,000,000.

By way of update, the following work tasks must also be accomplished in order to successfully complete the plant conversion process:

- A. Apply for and secure a construction permit for the conversion project (plus

additional maintenance projects) from the Iowa Department of Natural Resources (IDNR).

- B. Apply for and secure a one year time extension (until April 16, 2016) for compliance with the Mercury and Air Toxics Standards (MATS) from U.S. EPA Region 7 in Kansas City. The deadline to file this request is December 17, 2014. Staff also plans to apply for and secure an additional one year extension of time (until April 16, 2017) as a contingency.

ALTERNATIVES:

1. Approve the preliminary plans and specifications for the Distributed Control System, and set January 14, 2015 as the bid due date and January 27, 2015 as the date of hearing and award of contract.
2. Do not approve plans and specifications for the DCS System at this time.

MANAGER'S RECOMMENDED ACTION:

The Power Plant's existing Distributed Control System is over 14 years old, and is no longer supported by the manufacturer. An up-to-date control system is needed for the safe and efficient operation of the plant into the future. Funding to purchase and install this system is available from the original project budget.

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

It should be noted that the City has not yet received the necessary construction permit from the IDNR to physically make the necessary plant modifications. It is likely that that permit will be issued by June 2015, and installation of this equipment will not begin until the permit is received. However, this equipment must be ordered now in order to meet EPA's required completion date of April 16, 2016. Waiting to bid the DCS equipment until after the permit is received will prevent the City from meeting that deadline. According to our outside legal counsel, the risk of not receiving a construction permit in a timely fashion is minimal. However, the requested time extensions will hopefully help cover that risk.

COUNCIL ACTION FORM

SUBJECT: ENGINEERING SERVICES FOR RETURN-TO-SERVICE REPAIR OF GT1 COMBUSTION TURBINE

BACKGROUND:

The City's GT1 Combustion Turbine is a 19 megawatt generating unit necessary for the City's reserve capacity requirement. It is used primarily to alleviate local and regional transmission system stability and reliability problems. The unit entered service in 1972.

In July of 2013, the first stage compressor of the engine catastrophically failed while operating, which wrecked the engine and caused significant collateral damage. A significant amount of work needs to be performed to return the combustion turbine to service. Since the amount of work is deemed to exceed the state of Iowa's "public improvement" project threshold of \$130,000, by state code the City must have an engineer licensed in Iowa prepare plans and specifications for the work. **This council action is for the approval of an engineer to perform the necessary engineering of plans and specifications for the work that needs to be performed to return GT1 Combustion Turbine to service.**

The repair and return to service of GT1 is a part of an insurance claim, whereby the City must first satisfy a \$350,000 deductible. The remaining costs associated with repairing the damage from the wreck and returning the unit to service will eventually be covered by insurance.

The work to return GT1 Combustion Turbine to service is divided into the following three scopes of work categories:

- 1) Repair or replacement of the inlet sound attenuation enclosure, plus the replacement the evaporative cooler. The evaporative cooler is a system which cools the air entering the engine making the air denser. As the air increases in density, the greater the amount of air the engine can compress and convert into thrust, which results in greater engine output.
- 2) Repair of the original engine or replacement with a refurbished engine, plus the repair or replacement of the engine's support equipment (damaged by the failure of the engine's 1st stage compressor), plus the restoration of the engine's control system, and the installation of the engine along with the necessary connections for it to be ready to operate.
- 3) Repair and/or replace the engine's exhaust plenum and silencer.

The engineering firm will produce separate plans and specifications for each of the three categories listed above.

Back in 2010, the City contracted with Black & Veatch (B&V) Corporation of Overland Park, Kansas, for a very similar scope of work. B&V's scope of work was limited to creating plans and specifications for the maintenance overhaul repair or replacement of GT1's engine (which at that time was undamaged other than wear and tear and age).

In an attempt to utilize the relevant work that B&V has already performed, the City contacted B&V and requested an expanded proposal for performing the scopes of work as described above. B&V provided a proposal to the City on a "time and material" basis for an estimated \$188,000 to accomplish the work.

City staff recommends contracting with Black & Veatch Corporation for this engineering work based on their history and acquired knowledge of GT1 as a result of the related engineering performed in 2010. **Staff also recommends that the City Council waive the City's purchasing policies requiring competitive proposals to provide for selection of this firm.**

Funding for this work will be charged to the Capital Improvements Plan (CIP) project entitled "Gas Turbine #1 Engine Replacement and Generator/Turbine Inspection and Overhaul," which has a current balance of \$1,348,455.

ALTERNATIVES:

1. Waive the City's purchasing policy requirement for competitive proposals and award a contract to Black & Veatch Corporation of Overland Park, Kansas, on a time and material (T & M) basis for an estimated total cost of \$188,000 for the engineering services including the development of plans and specifications (along with project cost estimates) necessary to return GT1 Combustion Turbine to service.
2. Reject all bids and direct staff to rebid.

MANAGER'S RECOMMENDED ACTION:

It is important that GT1 be repaired and available for service prior to next summer, due to the high price of capacity, which is escalating rapidly due to the retirement of fossil-fired generating units as a result of impending environmental regulations. Therefore, time is of the essence for this work. With their prior and closely related work history on this unit, Black & Veatch are in a unique position to respond quickly and expedite this work.

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

CITY OF AMES, IOWA

2015 / 2016

BUDGET ISSUES

**for the
AMES CITY COUNCIL**

November 25, 2014

FISCAL YEAR 2015/2016 CITY COUNCIL BUDGET ISSUES

Near the beginning of each year's budget preparation cycle, the City Manager and Finance staff present City Council with a budget overview. This presentation has four main purposes:

1. Present the "big picture" of the coming year's budget, including factors that may impact Council's later decisions on the budget.
2. Share budget-related input and requests that have been received from local citizens and organizations.
3. Seek Council direction on select components of the budget (e.g., overall funding levels for human services and arts).
4. Receive any general funding or service level direction Council wishes to give for incorporation into the budget.

OVERALL ECONOMIC CONDITION OF THE CITY

The City's overall financial situation continues to remain relatively strong. For FY 15/16, we expect improvement in retail sales and overall property valuation to have a positive financial impact on the City budget. We anticipate that some of this positive impact will be offset by higher than average increases in health care, property and liability insurance costs, and the impact of the property tax reform.

Overall, we expect modest increases in assessed property valuations. An increase in the rollback rate will increase taxable valuation for residential property, while the second step of commercial and industrial property tax reform will reduce taxable value. Though the local economy continues relatively strong with employment rates and property valuation doing better than much of the country, recovery retail sales have lagged but appear to have finally recovered. Road use tax revenue from fuel sales is expected to equal the budgeted revenues for the current year, and the IDOT is forecasting a modest increase for FY 2015/16.

Interest revenues for the City have improved slightly but will very likely remain low for FY 15/16 as the Federal Reserve maintains a monetary policy that results in low interest rates. On the positive side, we expect to continue to issue G.O. Bonds at low interest rates.

GENERAL FUND

The General Fund balance ended FY 13/14 better than budgeted with the General Fund balance at 35% of expenditures, up from 23.3% in the adopted budget. Around \$1,600,000 of the approximately \$2,755,000 in excess balance is due to uncompleted projects which will be carried forward into the FY 13/14 adjusted budget. Major projects carried over include the second phase of City Hall improvements and the update to the Land Use Policy Plan. Two categories of revenue improvements – building permit revenue at \$538,445 and Hotel/Motel Tax revenue at \$182,470 – accounted for about two thirds of the net \$1,155,000 increase in the General Fund balance. The remaining third was distributed across various areas of revenue and expenditure in the fund.

The Council could decide to use some amount of the additional balance to subsidize operating costs and thereby reduce property tax levels in FY 15/16. However, as staff has warned in the past, this strategy would only lead to a larger increase the following year, since one-time monies would need to be replaced with a more permanent revenue source.

In similar past situations, the Council has wisely used these one-time increases in the available balance to fund one-time expenditures in the current year. This could include the possible purchase of capital items in FY 14/15 that would otherwise be budgeted in FY 15/16. This unexpected balance could also be used to address needed capital improvements at city hall, such as replacement of the roof (\$700,000) or replacement of the west parking lot (\$350,000 to 500,000).

To continue with current service levels, modest fee increases will likely be needed for some fee-based services and will be a part of the budget process. As in the past years, we also expect modest increases in fees related to recreation activities.

PENSION SYSTEM COSTS

FIRE AND POLICE RETIREMENT SYSTEM

Improved investment returns and changes in funding plans for the Municipal Fire and Police Retirement System of Iowa (MFPRSI) have resulted in a decrease in the City's pension contribution rate from 30.41% of covered wages in FY 14/15 to 27.77% in FY 15/16. The rate remains well above the City's minimum contribution rate of 17% and is expected to remain so in the foreseeable future. As expected, FY 14/15 was the peak contribution year for the City and we expect the City contribution rate to slowly fall in the future. The table below provides a summary of the contribution rates:

MFPRSI Contribution Rates

Effective Date	July 1, 2014	July 1, 2015
Employee Rate	9.40%	9.40%
Employer Rate	30.41%	27.77%
Combined Rate	39.81%	37.17%
% Of Contribution		
Employee	23.61%	25.29%
Employer	76.39%	74.71%

IPERS

The State passed legislation allowing the Iowa Public Employees' Retirement System (IPERS) to increase the combined contribution rate by up to 1% per year to improve the funded status of the pension system. The plan maintains a contribution split at 60% employer and 40% employee, sharing the increased costs between the City and employees. The IPERS retirement plan has also experienced improved investment returns and, with benefit adjustments, has been able to maintain the City contribution rate. The table below provides a summary of the contribution rates:

IPERS Contribution Rates

Effective Date	July 1, 2014	July 1, 2015
Employee Rate	5.95%	5.95%
Employer Rate	8.93%	8.93%
Combined Rate	14.88%	14.88%
% Of Contribution		
Employee	40.00%	40.00%
Employer	60.00%	60.00%

HEALTH INSURANCE

For several years, the City of Ames experienced health insurance increases of around 5% per year due to favorable claims experience and implementation of health insurance program changes recommended by the City's Health Insurance Team. More recently, less favorable claims experience and additional costs related to the Patient Protection and Affordable Care Act (PPACA) necessitated an 8% increase in health rates for the FY 13/14 budget and a 6% increase for the current year. Based on recent claims experience, we are building in a 9% increase in health insurance rates for the FY 2015/16 recommended budget. Even with the 9% rate increase and projected expenses, we expect a small draw down in the fund balance. However, the balance will still be above the requirements to maintain a self-insured plan and will provide adequate reserves to fund possible claims fluctuations. We will review the status of the plan again after the end of December and evaluate the need for a different increase.

ROLLBACK AND VALUATION *(update from Iowa League of Cities special report)*

“Assessment Limitation Order – Rollback and Major Changes to Iowa’s Property Tax System”, from information provided in the League of Iowa Cities Budget Special Report

The January 1, 2014 property valuation serves as the basis for calculating property taxes for FY 2015/16. Since 1978, residential and agricultural property has been subject to an assessment limitation order, or “rollback”, that limits annual growth of property values (all other classes of property were eventually added). Prior to the 2013 overhaul of the property tax system, property value growth was limited to 4 percent per year for agricultural, commercial, industrial and residential properties. If property values grew by

more than 4 percent, the taxable value was rolled back to comply with the assessment limitation system.

In addition, the rollback included a formula that tied the growth of residential property to that of agricultural property. This connection is commonly referred to as “coupling” and limited the valuation of either property class to the smaller of the two. Since the law’s inception, residential property has always been subject to significant rollbacks while the other property classes did not grow as much and were usually taxed at or near their full assessed value.

While the property tax rollback system remains in place, several major changes were made during the 2013 legislative session. For each assessment year beginning in 2013, residential and agricultural property value growth will now be capped at 3 percent, or whichever is lowest between the two classes (the coupling provision remains).

Commercial, industrial and railroad property will now have their own rollback, which will be 95 percent for valuations established during the 2013 assessment year (affecting FY 2015/16) and 90 percent for the 2014 assessment year and thereafter. The rollback percentage for these properties will remain fixed at 90 percent regardless of how fast or slow valuations grow.

The legislature created a standing appropriation, beginning in FY 2014/15, to reimburse local governments for the property tax reductions resulting from the new rollback for commercial and industrial property (railroad not included). The “backfill” was funded at 100 percent by the legislature for FY 2014/15, and cities receive the funds in a similar manner as property tax revenue. Future backfill appropriations will be capped at the FY 2016/17 level.

A new property class was established for multi-residential property, which takes effect in FY 2016/17 and will likely have long-term impacts for many cities around the state. The definition of multi-residential property is broad and includes:

- Mobile home parks
- Manufactured home communities
- Land-leased communities
- Assisted living facilities
- Property primarily used or intended for human habitation containing three or more separate living quarters

Under a recent interpretation by the Iowa Department of Revenue, for a mixed use building not otherwise classified as residential property, that portion of the building that is not used or intended for human habitation may now be classified as a multi-residential property, even if human habitation is not the primary use of the building.

The following rollback percentages will be phased in over eight years, beginning in budget year FY 16/17. **There is no backfill provision for this class, and estimated valuation**

in Ames is \$124 million. This will lead to a reduction of property tax dollars of approximately \$185,000.

Multi-Residential Property Rollback Schedule	
January 1, 2015	86.25%
January 1, 2016	82.5%
January 1, 2017	78.75%
January 1, 2018	75%
January 1, 2019	71.25%
January 1, 2020	67.5%
January 1, 2021	63.75%
January 1, 2022 and thereafter	same as residential

Other changes include a new business property tax credit funded by the State that can be claimed by commercial, industrial and railroad property owners and an extension of the Property Assessment Appeal Board to 2018. With the sweeping changes to the property tax system, it will be challenging for the City to accurately forecast how the budget will be affected.

Rollback Percentage Rates

Property Class	FY 2013	FY 2014	FY 2015	FY 2016
Residential	50.7518	52.8166	54.4002	55.7335
Com. & Ind.	100.0000	100.0000	95.0000	90.0000

AIRPORT IMPROVEMENTS

The Capital Improvements Plan included the construction of a new large hangar to temporarily house aircraft visiting Ames, as well as a new 6,500 square foot terminal building. The Plan calls for these improvements to be built in FY 2015/16. A critical component of this \$3,300,000 project is the expectation that the City, ISU, and the private sector will share equally in the financing of these improvements, after taking into account the anticipated support from federal and state revenue sources (\$600,000). This obligation amounts to approximately \$867,000 from each of the funding partners. This cost sharing arrangement established by the City Council was influenced by user input regarding who would be using the new facilities the most.

City staff has been working closely with representatives from the ISU administration and the private sector to determine if these funding expectations are achievable. It appears it may be difficult for the private sector and the University to contribute \$866,000 each to the City in cash. **However, staff is alerting the City Council that other funding strategies are being explored to facilitate the completion of these improvements. Staff's goal in developing these alternative strategies is to not increase the tax subsidy for this project.**

To accomplish this, the three parties are working to develop alternative ways to finance the airport improvements. For example, the University may be able to make its existing hangar available to the Fixed Base Operator at the Airport for maintenance operations. That facility, coupled with the new terminal and hangar, would likely result in additional net user revenue to the Airport to help pay debt service costs for these improvements. In addition, the University could agree to increase its land lease payments at the Airport or to free up vacant leased land for other airport users to lease, which could also result in additional net revenue to finance a portion of these improvements. Another option being seriously explored is for the private sector to fully fund and construct the hangar itself, after which the hangar would be gifted to the City. **The staff intends to present a new financing strategy to the Council before final budget decisions are made in February 2015.**

EAST LINCOLN WAY INDUSTRIAL DEVELOPMENT

A major goal of the City Council is to *Promote Economic Development*. Towards this end, staff has an objective to pursue development of the industrial park opportunity east of Interstate 35 along Lincoln Way.

In FY 2012/13, the previous City Council approved a 0.7% water rate increase and a 4.2% sanitary sewer rate increase to finance the extension of these City utilities east to 590th Street. However, actual construction was deferred, since the City Council had no specific economic development project against which to evaluate the benefits and costs of those investments. Those costs were \$800,000 for the water main extension (which is now estimated at \$900,000) and \$3,500,000 for the sanitary sewer extension (now estimated at \$3,800,000).

The Council then took action to be in a position to respond more rapidly should a specific economic development project be identified along East Lincoln Way in the near future. In the FY 2014/15 revised budget, Council approved funds to extend the City's existing sanitary sewer line to just east of the Interstate 35. However, this investment of approximately \$2,400,000 was not to take place until a service territory buy-out agreement was reached with the Central Iowa Water Association (CIWA). **To accomplish that task, a proposed agreement is being finalized for transmittal to the CIWA by as early as next week. There is no way to predict how long it will take to reach a mutually acceptable buy-out agreement.**

At the October 7, 2014 Town Budget Meeting, the Director of the Ames Economic Development Commission requested that the City Council consider moving ahead with the design of the water and sanitary sewer extensions to 590th Street to avoid delays when a specific proposal brought forward.

LOCAL OPTION SALES TAX – Estimated Revenue

For the current year, local option sales tax receipts are expected to be \$7,996,943, up \$874,588 or 12.3% from the adopted budget. Last year's early numbers indicated a recovery in local option sales tax collections that has now materialized. All of the increased local option revenue for the current year is due to the adjustment payment received earlier this month. The adjustment payment reflects an underestimate of local option sales tax

revenue by the Iowa Department of Revenue and Finance for FY 2013/14. Had that amount been distributed in FY 2013/14, we would have ended the year slightly above the adopted budget instead of well below. At this point, staff forecasts that local option sales tax revenue for FY 2015/16 will up five percent from the FY 2014/15 adopted budget, or \$7,484,605.

A summary of the Local Option Sales Tax Fund with an illustrative option for the FY 2015/16 budget is included as Attachment 1. That summary is by no means a recommendation for the upcoming budget. Though we do not need budget decisions for specific entities at this time, staff is requesting Council direction on total funding levels for COTA, as well as total funding direction for other outside organizations.

ASSET – Human Services Funding

City staff typically requests ASSET funding as part of the November budget overview. The request is for an overall percentage increase for the City's contribution to the ASSET process.

This information is not needed for the volunteers until later in December. By waiting until December, the City staff will have time to get direction from the other funders, including Story County and United Way, regarding their funding considerations. Neither Story County nor the United Way will have information until after December 15. In fact, the United Way Board will not meet on its ASSET funding until December 18, which is after the last City Council meeting in 2014. The City Council will need to proceed ahead of Story County and United Way, but would have some basic guidance in early December from both United Way and Story County to help the Council set its percentage increase for 2015/16.

Additionally, this year ASSET has two agencies that are making budget revisions for 2015/16 at the request of ASSET. Those requested changes are not due into ASSET until Friday, November 28. **At this time, staff has determined it is best to wait to bring the City Council detailed information by funding priorities until the December 9 meeting. Therefore, the Council is not being asked to make any decisions on ASSET funding at the November 25 meeting.**

COTA – Performing Arts Funding

The Commission on the Arts (COTA) allocation for FY 14/15 is **\$144,401**, which was 2.5% higher than the \$140,879 allocated in FY 13/14. For FY 15/16 COTA organizations have requested funding in the amount of **\$173,476** (excluding special Spring and Fall Grants). This is a 24% (\$33,246) increase over the FY 14/15 appropriation.

For FY 15/16, a range of options is possible. For example, Council could consider a 2% increase that would total **\$147,289**, or a 5% increase that would total **\$151,621**.

No new groups have applied for COTA funds for FY 15/16. Again, there are many options available, including full funding of the request or funding some other amount.

ROAD CONDITIONS/ROAD USE TAX FUND

In our annual Resident Satisfaction Survey's ranking of capital improvement priorities, the reconstruction of existing streets continues to be the top priority of our citizens. This represents a challenge, since the lane-miles of streets continue to expand, existing streets continue to age, and recent winters have been particularly hard on our roadways. We expect Road Use Tax (RUT) revenue to be slightly higher than the budgeted amount for FY 14/15 and to increase by 1.0% for FY 15/16. These forecasts do not assume any changes in the fuel tax rate.

CYRIDE

As Iowa State University student enrollment grows, CyRide ridership is expected to continue to increase to around 7 million rides this year, with a sustained ridership level at or above this level for the next several years. Current information indicates that 90% to 91% of the riders are ISU students. The Transit Board of Trustees discussed the three-party funding agreement this past fall and reconfirmed current shares, with the City providing 24% of the local dollars needed to fund CyRide. The Board meets on December 4, 2014, to engage in further discussion on the budget, with final adoption of its budget in January 2015.

FUNDING REQUESTS FROM OUTSIDE ORGANIZATIONS

City staff accepts applications from outside organizations wishing to receive Local Option Sales Tax funds for their organizations' operations. This process is known as the Ames Fall Grant Program. The City Council has exempted the Ames Economic Development Commission's business development partnership and the Ames/ISU sustainability coordinator from this process, since those activities are conducted in an official capacity on behalf of the City government.

The total amount allocated for 2014/15 was \$147,000. However, those requests included \$11,500 in one-time funding for the Ames 150 Steering Committee and \$7,000 in one-time funding for MSCD's sesquicentennial activities. Additionally, the \$8,000 allocated to VEISHEA was not spent due to the cancellation of VEISHEA. The total 2015/16 request is \$154,100, which is a 4.8% increase over the 2014/15 total. It is a 27.9% increase over the 2014/15 amount when one-time activities and VEISHEA are excluded.

Organization/Program	14/15 Funding		15/16 Request	% Change over 14/15 excl. one-time requests
	Excluding One-Time Requests	With One-Time Requests		
Ames 150 Steering Committee	\$ --	\$ 11,500	\$ --	--
Ames Historical Society	24,000	24,000	35,000	45.8%
Ames Partner City Association	5,000	5,000	5,000	0%
Campustown Action Association	25,000	25,000	30,000	20.0%
AEDC (Buxton Market Study)	7,500	7,500	7,500	0%

Organization/Program	14/15 Funding		15/16 Request	% Change over 14/15 excl. one-time requests
	Excluding One-Time Requests	With One-Time Requests		
Hunziker Youth Sports Complex	26,000	26,000	26,600	2.3%
ISU Homecoming	1,000	1,000	1,000	0%
*Main Street Cultural District	32,000	32,000	49,000	53.1%
MSCD – Sesquicentennial Activities	--	7,000	--	--
VEISHEA	--	8,000	--	--
TOTAL	\$ 120,500	\$ 147,000	\$ 154,100	27.9%

**As of the writing of this report, MSCD had not yet submitted its official application. City staff offered MSCD additional time to complete the application due to the timing of the City Council's discussion regarding the funding process required for MSCD. However, MSCD indicated in its letter to the City Council that it would request \$49,000 for the 2015/16 fiscal year.*

We have not assumed that the City Council will approve these requests. The past practice has been to include the requests and amount approved for the prior fiscal year in the recommended budget. However, the 2014/15 fiscal year was the first year with one-time requests (sesquicentennial activities), and VEISHEA is no longer anticipated to occur. **Therefore, unless Council gives other direction, the 2014/15 funded total excluding the one-time activities and VEISHEA will appear in the 2015/16 recommended budget (\$120,500).**

Town Budget Meeting

On October 7, 2014, the annual Town Budget Meeting was held. Minutes from the meeting, and related letters, are included as an attachment 2 to this document.

City Council Input

Service Level Increases

Service Level Decreases

Other Directions & Requests

ATTACHMENTS

Attachment 1 – Local Option Tax Summary

Attachment 2 – Town Budget Meeting Minutes

Attachment 3 – Comparison of City Property Tax Valuations and Total Levies

Attachment 1

LOCAL OPTION SALES TAX FUND SUMMARY

	FY 14/15 Adopted	FY 14/15 Adjusted	5% Increase COTA/ASSET FY 15/16 Estimated	
Revenues				
Local Option Sales Tax	\$ 7,122,355	\$ 7,996,943	\$ 7,484,605	
Transfer from Hotel/Motel	94,286	100,100	101,230	
Grants	-	-	-	
Other Revenue	-	-	-	
Total Revenues	<u>7,216,641</u>	<u>8,097,043</u>	<u>7,585,835</u>	
Transfers				
Ice Arena	20,000	20,000	20,000	
60% Property Tax Relief	4,273,413	4,798,166	4,490,763	
Total Transfers	<u>4,293,413</u>	<u>4,818,166</u>	<u>4,510,763</u>	
Expenses				
Human Service Agencies	1,139,227	1,139,227	1,196,188	(1)
Commission on the Arts	144,401	144,401	151,621	(2)
City Council Spec. Alloc.	144,500	144,500	133,000	(3)
Human Services Admin	16,769	16,769	17,272	
Public Art	37,000	33,500	33,500	(4)
Municipal Band	29,441	29,441	30,324	
	-	-	-	
Total Expenses	<u>1,511,338</u>	<u>1,507,838</u>	<u>1,561,905</u>	
Net Increase/(Decrease)	1,411,890	1,771,039	1,513,167	
Beginning Balance	<u>2,592,233</u>	<u>5,810,904</u>	<u>3,310,824</u>	
Available for CIP	4,004,123	7,581,943	4,823,991	
CIP Projects	<u>1,426,675</u>	<u>4,271,119</u>	<u>1,958,175</u>	(5)
Ending Balance	2,577,448	3,310,824	2,865,816	
Reserve For Park Dev.	582,073	582,073	666,329	(6)
Avail Un-Resv Fund Bal.	<u>\$ 1,995,375</u>	<u>\$ 2,728,751</u>	<u>\$ 2,199,487</u>	(7)

- (1) FY 14/15 Adopted Plus 5% As Example
- (2) FY 14/15 Adopted Plus 5% As Example
- (3) FY 14/15 Funding Level Less Ames 150 as Example
- (4) City Council will receive request for Public Art funding in January 2014
- (5) Estimated CIP From Prior Plan, Still Reviewing Projects
- (6) Park Development Fund Rolled Into LOT beginning FY 10/11
- (7) Does not include any reserve of Fund Balance for fluctuations in revenue

**TOWN BUDGET MEETING
OCTOBER 7, 2014**

Present:

Dan Culhane, representing the Ames Economic Development Commission, 304 Main Street

Tim Gartin, 2948 Eisenhower Circle

Sharon Guber, 2931 Northwestern Avenue

Kim Hanna, representing the Campustown Action Association, 200 Stanton, Suite 102

Dinah Kerksieck, 621 Garden Road

Nancy Marks, representing the League of Women Voters, 1625-24th Street

Joanne Pfeiffer, 3318 Morningside Street

Catherine Scott, 1610 Roosevelt

City Manager Steve Schainker welcomed the audience and explained the process for developing the FY 2015-16 City Budget. He explained that residents will be asked tonight to explain where they would like to see more expenditure or less expenditure. Viewers on television were encouraged to call in using the telephone number 239-5214. In addition, residents can contact members of the City Council with their requests.

Mr. Schainker introduced Mayor Ann Campbell, Council Member Tim Gartin, and City staff members Duane Pitcher, Finance Director; Nancy Masteller, Budget Officer; Melissa Mundt, Assistant City Manager; Brian Phillips, Management Analyst; Susan Gwiasda, Public Relations Officer; and Diane Voss, City Clerk.

The budget calendar was explained by City Manager Schainker. The first step in the budget process is the Resident Satisfaction Survey, which will be presented to the City Council on October 28. Staff members from each City Department have started gathering information on their capital improvements and operating budgets. Mr. Schainker emphasized that this meeting was to gather input from the community. In November, the Council will provide guidance on its budget priorities. Staff will put together the next fiscal year's budget in November and December. On January 20, 2015, the recommended Capital Improvements Plan will be presented. On January 27, public comments on the Capital Improvement Plan will be accepted. On January 30 and February 3, 4, and 5, the City Budget will be presented. The final wrap-up will be on February 10. The final budget hearing and adoption of the budget will be held on March 3. Budget amendments will be adopted in May for the fiscal year ending June 30, 2014. Finance Director Duane Pitcher noted that this year, another step will be added: On October 28, 2014, staff will present the carry-overs. Nothing new will be added; this is just to address the expenses budgeted for, but not yet expended.

Finance Director Duane Pitcher provided an overview of the budget. He explained that the City of Ames makes up only one-third of a typical resident's property tax bill. Growth in the City helps reduce the property tax rate. Mr. Pitcher explained the rollback provision and how it affects taxes. The City also collects a 1% sales tax, which goes for property tax reduction and community betterment projects. The current tax rate is \$10.86 per \$1,000 of property value. About 45% of the City's budget is for charges for services (primarily utilities). The utility rates

are used solely to fund those programs. Property taxes comprise less than 15% of the City's budget. Bond proceeds vary from year to year. After transfers, total budget revenue is about \$223 million.

Mr. Pitcher explained that the City's property tax is comprised of multiple levies. The general levy is \$5.83. The state limit is \$8.10 and most cities levy that amount. Mr. Pitcher explained that the City had been very good about not using all of the available levy. A Trust and Agency levy covers certain employee fringe benefits, the Transit levy is the City's contribution to CyRide, and there is a Debt Service levy. A resident with a home valued at \$100,000 would pay approximately \$591 in Ames property taxes in the current year. Mr. Pitcher identified where the \$591 goes towards different City services. The largest portion goes to Streets/Traffic and protective services (Police and Fire). He compared the property tax rate to other large cities in Iowa. Almost every other large city in Iowa is at the \$8.10 limit. Ames is 12th out of the group of 13 large cities in the ranking of total tax levy.

Public Input:

Kim Hanna, Director of the Campustown Action Association, 114 Welch Avenue, asked, in the interest of safety, to have street lights uniformly spaced throughout the Campustown District.

Representing the Ames Economic Development Commission, Dan Culhane requested that the City strongly consider annexation of land east of Highway 30 for industrial expansion and for a Master Plan to be created for the East Industrial Area. He acknowledged that there will be some issues, one of which will be the Central Iowa Rural Water District. Mr. Culhane also urged the City to extend Grand Avenue to help alleviate traffic congestion on Duff Avenue. He asked that modernizing the Ames Airport (terminal, hangar, runway) also be made a funding priority.

Dinah Kersieck, 611 Garden Road, Ames, requested that the bike path/sidewalks be installed on the west side of South Duff from the bridge to South 5th Street and around the corner to the Boys and Girls Club.

Sharon Guber, 2931 Northwestern, Ames, expressed concerns about the issues that she had been hearing concerning the Copper Beech apartment complex construction. She questioned whether there are enough inspectors and police officers for all the apartment complexes that are being constructed.

Joanne Pfeiffer, 3318 Morningside Street, Ames, expressed a desire for the City to do a better job at dealing with property maintenance and deteriorating sidewalks. Mr. Schainker explained that the property maintenance issue could be dealt with by encouraging the City Council to adopt certain standards, which then gives staff the authority to enforce those standards. Deteriorating sidewalks should be brought to the attention of City staff.

Kim Hanna also requested the creation of safe pedestrian crossings on Stanton and Lincoln Way.

Catherine Scott, 1610 Roosevelt, Ames, expressed concerns about the City losing many street trees due to the Emerald Ash Borer infestation. Noting that the City has been recognized as a "Tree City," she would like funds to be allocated to replace those trees. City Manager Schainker

stated that the management plan for dealing with the Emerald Ash Borer infestation and replanting of trees will be presented at the City Council's meeting scheduled for October 14. The estimated cost to implement the plan will be \$3 million; this amount will be spread over a number of years.

Ms. Scott also asked that the snow plowing route be mapped in real time on the City's Web site, similar to what is done for hydrant flushing.

Mr. Schainker thanked the attendees. He noted that if residents have additional input, there is plenty of time to attend future meetings or contact the Mayor and City Council.

The meeting concluded at 7:46 p.m.

Council Member Gartin noted that a citizen had texted him during the meeting to request that sufficient funds be allocated for trail maintenance.

Scribe: Diane Voss, City Clerk

From: Debra Lee <deblee58@yahoo.com>
To: Steve Schainker <sschainker@city.ames.ia.us>
Cc: Jeff Benson <jbenson@city.ames.ia.us>
Date: 10/07/2014 11:02 AM
Subject: Contribution to budget planning conversation

Steve,

I had planned to attend tonight's budget session, but other obligations are calling. My requests/observations are:

For Oak-to-Riverside Neighborhood:

- 1) Request for swing sets for O'Neil Park as previously communicated to Keith.
- 2) While unable to articulate specific needs at this point, it seems pretty easy to foresee that the apartment construction on the Riverside Manor nursing home property will create traffic control requests related to the following:
 - Cars entering South 4th Street at a point where vision is obstructed for drivers travelling eastbound on South 4th (coming around the curve just east of the Squaw Creek bridge).
 - Pedestrians crossing South 4th at uncontrolled intersections or jay-walking in order to reach CyRide stops on north side of South 4th. This is already a problem with residents in the existing apartment building at South Maple and South 4th. Again, drivers are just beginning to speed up after the curve right at the point where pedestrians are crossing.
 - Drivers choosing to exit new complex onto South Maple, resulting in issues at the South Maple/South 4th intersection and increased traffic/speeding problems on South Maple between South 4th and Lincoln Way.
 - Increased demand for CyRide capacity on the Blue (#3) route.

Please consider proactive steps, such as:

- Installation of a traffic signal at the intersection of South Maple and South 4th.
- Procedures to slow eastbound traffic as drivers come around the curve near the Squaw Creek bridge.
- A technique to provide for pedestrian protection as pedestrians cross South 4th Street in this area.

South 4th Street has historically been used as an alternative 'neighborhood outlet' to avoid turning into heavy traffic on Lincoln Way. My sense is that traffic flow on South 4th has gradually increased over the years and I am concerned that addition of these new apartment buildings will bring the situation to a tipping point in a negative direction for our neighborhood. I am not trying to be an alarmist. Just commenting on the impact on the livability of this area.

For the community as a whole:

My primary concern is that we continue to develop and maintain infrastructure to maintain quality of life with the significant, rapid population increase we have recently experienced.

When you talk to folks who have moved to Ames from other communities, it seems one of the most frequent favorable comments has been how quickly you can get around town. I am very supportive of whatever road construction and traffic management features we can put in place to keep this statement true.

My knowledge is incomplete regarding other services where capacity is important (electric, sewer, water, etc), but my sense is that you have been ahead of the game in those areas. My primary theme, however, remains to examine all areas of city services and to consider what may need to expand to address recent population increases. I also support devoting resources to the land use planning policy update, which I see as an activity related to my general concern.

Thank you for inviting comments regarding the budget planning and for all the time and energy you put into thinking about and working for the betterment of our community.

Sincerely,
Debbie Lee



October 7, 2014

Mr. Steve Schainker, City Manager
City of Ames
515 Clark Ave.
Ames, IA 50010

RE: Town Budget Meeting

Mr. Schainker,

I submit the following for your consideration as you, Mayor Ann Campbell, and the City Council begin budget preparations for fiscal year 2015/2016. The Ames community has enjoyed significant momentum related to economic development in recent years and I respectfully submit the following items that the Ames Economic Development Commission (AEDC) believes will augment economic development here in the Ames community for many years to come.

Eastern Annexation – The AEDC continues to support the annexation and deployment of infrastructure along the Lincoln Way corridor from Barilla east to 590th Street. While we recognize that a solution will be required with Central Iowa Rural Water Association, we urge the City of Ames to continue to plan, design, and ready itself to deploy the necessary infrastructure into this area where we believe significant capital investment and job creation can occur.

Master Plan – In conjunction with annexation to the east and deployment of infrastructure the AEDC also respectfully asks the City of Ames to consider the development of a master plan for the land east of the corporate limits of Ames. The boundaries of this plan would be Interstate 35 on the west, 590th Street on the east, 13th Street on the north, and U.S. Highway 30 on the south. Having a master plan at our disposal would allow for the most efficient use of this area, which we believe has tremendous potential for further development allowing for new tax base and new job creation.

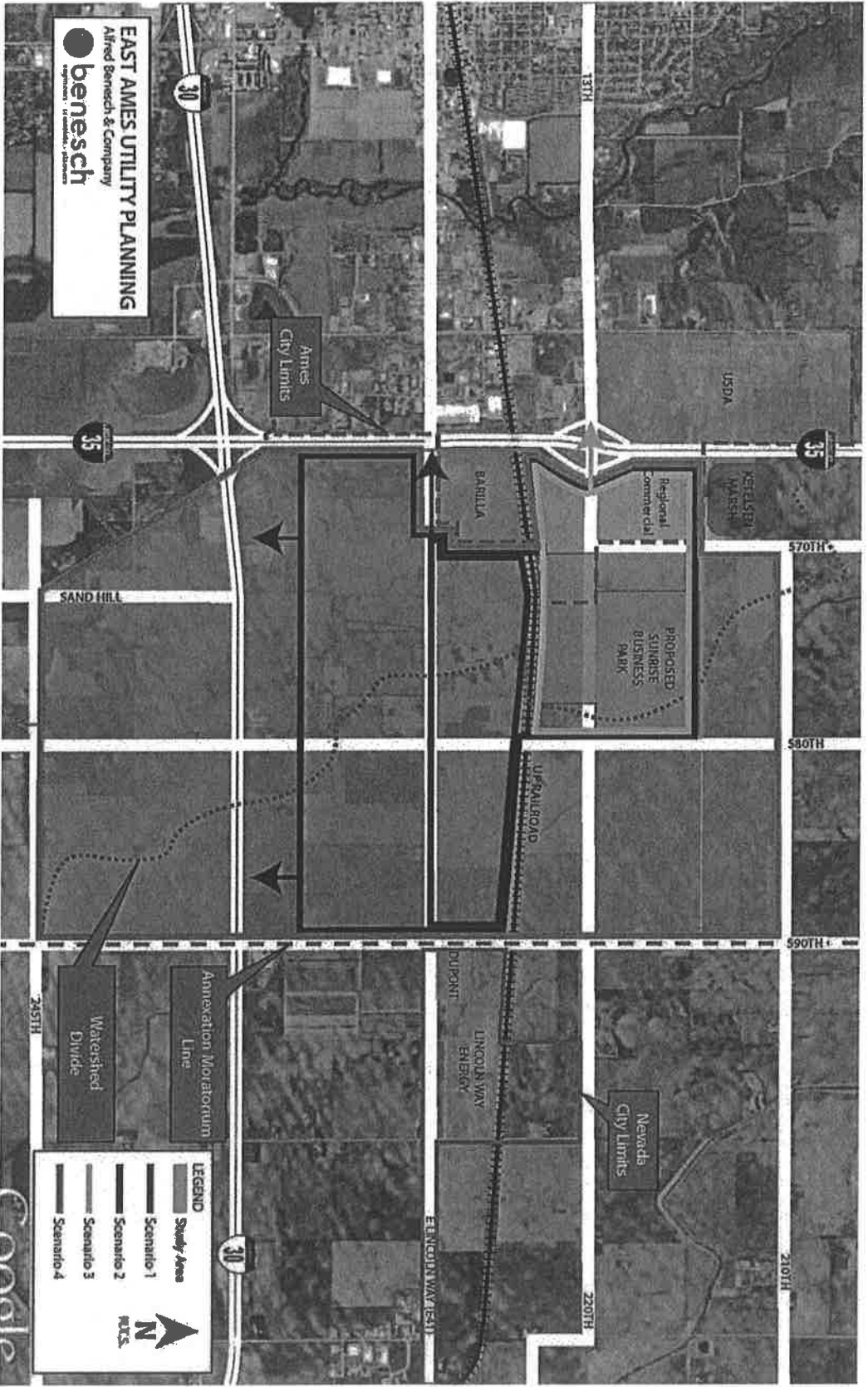
The AEDC appreciates the strong partnership it enjoys with the City of Ames. It is our desire that these two requests receive full consideration as the budget process evolves.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Culhane', written over a horizontal line.

Daniel A. Culhane, CCE, CEcD
President & CEO
Ames Economic Development Commission

CC: Lisa Lorenzen, Chair, AEDC



EAST AMES UTILITY PLANNING
 Alfred Benesch & Company
 a Benesch brand
 Benesch

LEGEND

- Study Area
- Scenario 1
- Scenario 2
- Scenario 3
- Scenario 4

Ames City Limits

Newada City Limits

Proposed Sunrise Business Park

Regional Commercial

USDA

Kerelsten Marsh

SAND HILL

UP RAILROAD

LINCOLN WAY ENERGY

DURPONT

BAHILLIA

13TH

35

570TH

580TH

590TH

210TH

220TH

245TH

30

35

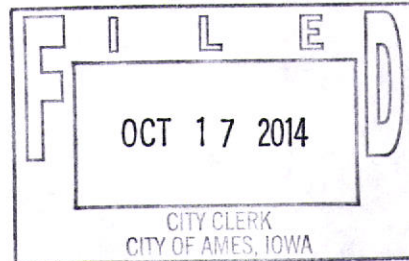
RTS

N

PKTs. 10-17-14



10/17/14



Dear Mayor and City Council,

I am submitting a letter to you requesting a change in procedure for the Main Street Cultural District funding process. In the past years, the MSCD has been required to apply for a grant from the city for support funding followed by a contract. It has been recommended to us by the certification staff of the MSI (Main Street Iowa) in August to request a change in this process. Specifically, they suggested removing the need for a grant application. In order to belong to MSI, it is a requirement for the City of Ames to be an active and viable source of revenue for the membership of the MSCD in MSI. It is the MSCD's hope that you will find this a reasonable request making the process more efficient and less cumbersome for both parties involved.

I have enclosed a list that outlines our goals, services and activities along with preliminary 2015 budget numbers. The MSCD promotes a healthy prosperous downtown, which results in real and tangible benefits to the community residents, service providers, financial institutions, retail businesses throughout the community and the city government.

We would like to request from the city their support in the amount of \$49,000.00 for 2015-2016. The basis for this substantial increase is due to the very large event expenses we are incurring to present Oktoberfest, Firefly Country Night and Foodies and Brew. All events have been very successful and we would like to continue bringing these types of events to Main Street. These events have been widely appreciated, successful and brings to downtown community members and people from surrounding areas. Our event expenses in 2014 for those three events alone came in around \$85,000.00. Oktoberfest was a two day event. It will go back to a one day event in 2015 and budget estimates at this point in time will be approximately \$55,000.00 for the three events. Our **total** 2015 event expense budget, which includes the downtown beautification expenses, will be right around \$70,000.00. The estimated total expense budget for both event *and* administration for 2015 is \$129,600.00. It is a *huge* undertaking for our small organization to meet sponsorship goals each year.

The MSCD has taken on these high risk and expensive events for many reasons. Two very important ones are listed below.

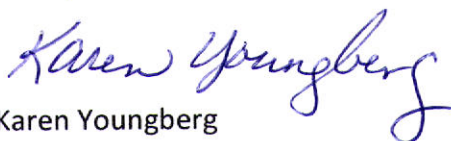
1. It is important to have events such as these if we want to provide entertainment "at home" instead of our community (and the surrounding areas) always looking to Des Moines for quality entertainment. A good thing to have for young professionals coming into the area.
2. It is a long range goal of the MSCD to have events which create enough profit to allow us to come to the city with contributing funds in order to partner for continued improvements and beautification. Examples: Downtown public restrooms, east end of Main Street beautification, better way-finding signage to Main Street, etc.

I would also like to take a moment to review with the City of Ames the amount of Challenge Grant money two downtown businesses have been awarded recently from IEDA. Caleb Mathews was awarded \$100,000 in 2012 for the remodeling/renovations of 232 Main Street and Haila has just been awarded Challenge Grant money in the amount of \$75,000.00 for their remodeling/renovation of 413 Kellogg. Our membership with MSI has been proven to be of great benefit and value for our downtown district. Only Main Street Iowa members are eligible for this grant. MSI suggestions and recommendations help us to be a more organized and effective MSCD. We are required every year to meet MSI certification.

As always, the MSCD is very thankful for its relationship and support with the city. We have grown and spruced up quite a bit since 2004 when the city first began its support. The façade program is another huge factor in downtown looking better over the past couple of years.

Ames is a shining star as a Main Street Iowa Community. Thank you for considering our request and your continued support of the Main Street Cultural District. I am available at your request for further questions or discussion.

Sincerely,



Karen Youngberg

Treasurer MSCD

MAIN STREET CULTURAL DISTRICT SERVICES AND ACTIVITIES

July 2015- June 2016

Mission: To advance and promote downtown Ames as the destination district in the heart of our community.

Goals:

- Showcase the vitality of arts and cultural venues, unique businesses and the heritage of downtown Ames, which adds to the quality of life for residents and visitors.
- Organize event and retail promotions that increase customer patronage of the district.
- Enhance partnerships amount the public and private sectors in retail, culture service and hospitality
- Maintain an environment with green spaces, public art, well-designed window displays and convenient access for visitors.
- Promote historic preservation of buildings and infrastructure through second use projects, upper story renovation, façade improvement, residential development and new construction.
- Retain current and recruit new businesses to create a healthy balance and variety of retail, professional and service entities

City supported services and activities to support these goals:

- Plan, organize, promote and carry out Art Walk, Music Walk and Snow Magic
- Partner with community organization, City of Ames or other entity to organize 4th of July parade
- Plan, organize, promote and carry out Firefly County Night concert, Foodies and Brew concert and festival, and Oktoberfest concert and festival
- Assist the City of Ames to invite applications for Façade Improvement Program and in ranking applications as needed.
- Assist property and businesses owners in obtaining information and support for property improvements
- Maintain website and Facebook to provide information on business types and locations, cultural venues, community events, volunteer opportunities, etc.
- Maintain current investors and solicit new investors, including partnerships with event sponsors.
- Encourage and support property and business owners to obtain historical information, expertise and financial incentives to take historic preservation approach on building improvements.
- Assist City of Ames in obtaining input on City initiatives, programs and policies that affect the Main Street Cultural District
- Serve as the point of contact for requests for maintenance in the right of way within the Main Street Cultural District.
- Lead beautification efforts within the District, including flower plantings within rights of way and decorative lights on buildings.

- **Activities to retain current to recruit new businesses and tenants**
- **Organize, promote and carry out periodic meetings of business owners in the District**
- **Maintain artist paintings on benches**
- **Inform Main Street businesses of IEDC Challenge Grant and assist with application process**

MSCD PRELIMINARY 2015 BUDGET

Revenue Sources

Dues \$31,000

City of Ames \$49,000

Sponsorships \$49,600

\$129,600

Event Expense and Beautification \$72,000

(Includes Octoberfest, Foodies and Brew, Firefly Country Concert @ \$55,000)

(Annual Meeting, Art Walk, Music Walk, Snow Magic, Spring Swing, 4th of July Parade @ \$11,750)

(Beautification @ \$5,250)

Administrative Expenses \$55,300

Misc. Expense \$ 2,300

(Dollar Days for January and July, Membership expense, Marketing expense, Business Development)

\$129,600

COMPARISON OF CITY PROPERTY TAX VALUATIONS AND TOTAL LEVIES

VALUATION BASED ON JANUARY 1, 2013

CITY TAX LEVIES TO BE COLLECTED FISCAL YEAR 2014/15

CITY	CENSUS	CENSUS RANK	TAXABLE VALUATION	GENERAL LEVY PER \$1,000	TOTAL CITY TAX LEVY/\$1,000	TAX BURDEN PER CAPITA		% CHANGE VALUATION PRIOR YEAR	% CHANGE TOTAL LEVY PRIOR YEAR
						GENERAL LEVY	TOTAL LEVY		
Waterloo *	68,406	5	\$ 2,238,493,876	\$ 8.10	\$ 17.95	\$ 265.06	\$ 587.39	-4.47%	2.63%
Council Bluffs *	62,230	7	2,408,630,960	8.10	17.75	313.51	687.02	1.10%	0.00%
Iowa City *	67,862	6	3,114,066,554	8.10	16.71	371.69	766.79	3.10%	-0.59%
Des Moines	203,433	1	6,531,043,284	8.10	16.92	260.04	543.20	-0.98%	0.00%
Davenport *	99,685	3	4,000,636,153	8.10	16.78	325.08	673.43	-0.31%	0.00%
Sioux City *	82,684	4	2,272,255,044	8.10	16.36	222.60	449.59	-0.10%	0.68%
Cedar Rapids *	126,326	2	5,867,857,446	8.10	15.22	376.25	706.97	1.99%	0.00%
Cedar Falls *	39,260	13	1,497,708,339	8.10	11.81	309.00	450.53	-8.11%	-1.75%
West Des Moines	56,609	10	4,013,096,804	8.10	12.05	574.22	854.24	2.28%	0.00%
Ankeny	45,582	11	2,237,520,312	7.03	11.90	345.09	584.14	4.59%	-1.08%
Dubuque *	57,637	9	2,250,099,910	8.10	11.03	316.22	430.60	3.64%	0.00%
Ames *	58,965	8	2,353,356,218	5.83	10.86	232.68	433.43	1.18%	0.00%
Urbandale	39,463	12	2,389,785,250	7.12	9.72	431.17	588.62	1.31%	1.57%
Average Excluding Ames			3,235,099,494	7.93	14.52	342.49	610.21	0.56%	0.41%

* Cities with local option tax

STAFF REPORT

DEMAND RESPONSE FACILITATION AND OPEN MEETINGS

AUGUST 12, 2014

The Transit Board requested Matthew Goodman and John Haila set up a meeting with the ASSET Administrative Team, comprised of Jean Kresse of the United Way of Story County, Deb Schildroth of Story County, and Melissa Mundt, Assistant City Manager, to discuss issues pertaining to HIRTA Demand Response Services. The meeting was held between Transit Board representatives, the CyRide Director, and ASSET Administrative Team on September 12, 2014. The discussion resulted in an agreement to have the ASSET Administrative Team host a facilitated process between impacted agencies/organizations and HIRTA to address concerns around demand response services in Story County and Ames.

The ASSET Administrative Team and CyRide Director developed a charter for the facilitated process and determined a outside facilitator was needed to be a neutral party in the discussions, given there has been significant emotions expressed by a variety of agencies/organizations about the service provisions by HIRTA. ASSET Administrative Team had been working to resolve issues between agencies/organizations with HIRTA for several months without significant success. The CyRide Director has also been involved in resolving concerns pertaining to HIRTA, so it furthered the need for a neutral facilitator to ensure the process was fair to all concerned.

Due to the cost for a facilitator not being included in the ASSET budget, the ASSET Administrative Team decided to request an allocation from the City Council and Story County at their respective meetings on October 28, 2014. The governing bodies authorized \$1,250 a piece for a total \$2,500 for funding the neutral facilitator to conduct a series of four meetings with human service agencies/organizations and HIRTA to identify barriers for assisting the elderly and disabled. **It is important to note, that the ASSET Administrative Team, like City and County staff, routinely conduct meetings to address issues or concerns. These meetings are not authorized by the governing bodies, nor would they be considered a public meeting.**

Just prior to the first facilitation meeting, which was held on November 19, 2014, the Story County Board of Supervisors received a resident inquiry questioning why the meetings would not open. The Assistant City Manager also sought clarification as to why the meetings could not be open and recommended that they should be open if at all possible. The other participants advised that there were concerns about medical privacy. Additionally, it was suggested personnel matters would be discussed pertaining to HIRTA. Finally, it was noted that meetings were not required to be open, since the meetings were not established by executive order of either governing body.

The first facilitation was held on November 19, 2014 and included a representative from each of the following organizations:

- Mainstream Living
- Lutheran Services of Iowa
- Heartland Senior Services
- McFarland Clinic

- Arc of Story County
- Foster Grandparents
- Mary Greeley

The first meeting was conducted in a focus group format, moving through a series of questions to ensure that all the issues that these agencies/organizations had with clients services related to HIRTA were shared.

In a response to be involved in the process, a public input component has been added. The method for public input is still being finalized as well as the date(s) for such input, which will occur after the third facilitated meeting of the agencies/organizations and HIRTA. The public input component will allow interested parties to reflect and give feedback to the agencies/organization and HIRTA from a draft report that will be developed by the participating parties as part of the third meeting. The public input component will likely be in late December/early January, but may slide into the first part of January due to scheduling difficulties during this time of the year.

The final report is anticipated to contain action items as well as comments from the public input component. The agencies/organizations and HIRTA will be asked to approve the final draft later in January and commit to the work that is identified in the report. The report will be forwarded to the City Council and Story County Commissioners as well as the Transit Board upon completion.

Staff Comments

There appears to be at least three options for addressing the concerns about this issue:

- 1) The City Council could direct city staff to not attend the remaining meetings, if they are not made open to the public.
- 2) If the other sponsoring parties do not agree to open the meetings, the City Council could make a partial payment for the one meeting already conducted and direct City staff not to attend the remaining meetings.
- 3) The City Council could allow the process to continue with non-public meetings and add a public input component as suggested above to obtain feedback on the work of the agencies and HIRTA. This public input would be solicited after the third meeting and will be done through a variety of input methods, including a public meeting and some form of electronic input option.