

**AGENDA**  
**REGULAR MEETING OF THE AMES CONFERENCE BOARD**  
**AND REGULAR MEETING OF THE AMES CITY COUNCIL**  
**COUNCIL CHAMBERS - CITY HALL**  
**JANUARY 27, 2015**

**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.

**REGULAR MEETING OF THE AMES CONFERENCE BOARD**

**CALL TO ORDER: 6:30 p.m.**

1. Roll Call
2. Motion approving minutes of February 25, 2014, meeting
3. Discussion of City Assessor's budget proposals:
  - a. Motion approving recommendations of Assessor's report
  - b. Motion to receive proposed budget (adoption of budget will occur after hearing is held)
  - c. Motion to set 6:30 p.m. on February 24, 2015, as date of public hearing on proposed FY 2015/16 City Assessor's budget

**CONFERENCE BOARD COMMENTS:**

**ADJOURNMENT:**

**REGULAR MEETING OF AMES CITY COUNCIL\***

\*The Regular Meeting of the Ames City Council will immediately follow the Regular Meeting of the Ames Conference Board.

**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.

1. Motion approving payment of claims
2. Motion approving minutes of Special Meetings of January 10, 2015 and January 20, 2015; and Regular Meeting of January 13, 2015
3. Motion approving certification of civil service applicants
4. Motion approving Report of Contract Change Orders for January 1-15, 2015
5. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
  - a. Class C Liquor & Outdoor Service – West Towne Pub, 4518 Mortensen Road, Suite 101
  - b. Class C Liquor & Outdoor Service – Dublin Bay, 320 South 16<sup>th</sup> Street
  - c. Special Class C Liquor & Outdoor Service – Black Market Pizza, 2610 Northridge Parkway
6. Motion approving new Class B Beer Permit & Outdoor Service - Torrent Brewing Co., LLC, 504 Burnett Avenue

7. Motion approving new Class C Liquor - Cyclone Liquors, 626 Lincoln Way
8. Motion approving 5-day (February 7-11) Class C Liquor License for Olde Main Brewing Company at the ISU Alumni Center, 420 Beach Avenue
9. Motion approving 5-day (February 6-10) Class C Liquor License for Olde Main Brewing Company at Workiva, 2900 University Boulevard
10. Resolution approving Quarterly Investment Report for period ending December 31, 2014
11. Resolution setting date of public hearing for February 10, 2015, on vacating Storm Water Easement at 301, 303, 305, and 321 South 5<sup>th</sup> Street
12. Resolution setting February 10, 2015, as date of public hearing on adoption of 2014 National Electric Code
13. Resolution approving preliminary plans and specifications for Sand Volleyball Lights; setting February 25, 2015, as bid due date and March 3, 2015, as date of public hearing
14. Resolution approving preliminary plans and specifications for 2012/13 Concrete Pavement Improvements #2 (Southeast 5<sup>th</sup> Street); setting February 18, 2015, as bid due date and February 24, 2015, as date of public hearing
15. Resolution approving preliminary plans and specifications for 2014/15 Concrete Pavement Improvements #2 (Ridgewood Avenue, 9<sup>th</sup> Street, and Park Way); setting February 18, 2015, as bid due date and February 24, 2015, as date of public hearing
16. Resolution awarding contract to Truck Country of Cedar Rapids, Iowa, in the amount of \$71,442 for purchase of one Medium-Duty Truck Chassis for use as Digger Derrick Truck by Electric Distribution
17. Resolution awarding contract to Truck Country of Cedar Rapids, Iowa, in the amount of \$70,942 for purchase of one Medium-Duty Truck Chassis for use as Aerial Bucket Truck by Electric Distribution
18. Resolution awarding contract to Irby Electric of Fort Dodge, Iowa, in the amount of \$68,552 (plus applicable sales taxes) for Padmounted Switchgears
19. Resolution accepting completion of Water Treatment Plant Tree Removal Project
20. Resolution accepting completion of Furnishing 15kV Outdoor Metalclad Switchgear and 69kV Control Panels for Ames Plant Distribution Substation
21. Resolution accepting completion curb and gutter construction and public utility adjustments required for Sunset Ridge, 5<sup>th</sup> Addition
22. Resolution accepting completion of sanitary sewer relocations required for Ringgenberg Park, 4<sup>th</sup> Addition
23. 4316 Ontario Street (Sawyer Elementary School):
  - a. Resolution approving Plat of Survey
  - b. Resolution approving Acquisition Plat for street right-of-way on Ontario Street
  - c. Resolution approving Quit Claim Deed conveying street right-of-way
24. Resolution approving Plat of Survey for 230 South Duff Avenue
25. Resolution approving Final Plat for Chacagua Bend Subdivision

**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.**

**ADMINISTRATION:**

26. 2015-2020 Capital Improvements Plan:
  - a. Receive public input
  - b. Motions amending CIP (if requested) [Vote will be taken on February 10, 2015]

27. Discussion of City's Branding efforts
28. Staff Report on shopping carts abandonment

**PLANNING & HOUSING:**

29. Staff Report on Residential High-Density Evaluation of City-Wide Sites
30. Requests for initiation of Land Use Policy Plan Amendments for Eastgate and South Duff Avenue:
  - a. Motion approving/denying request for 1305 Baltimore Drive (Eastgate Subdivision)
  - b. Motion approving/denying request for 3115 South Duff Avenue

**PUBLIC WORKS:**

31. Staff Report on 1515 Indiana Avenue three-season porch construction and storm water retention easement

**WATER:**

32. Resolution awarding contract to Itron, Inc., of Liberty Lake, Washington, for Automated Utility Meter Reading Project in an amount not to exceed \$304,084

**HEARINGS:**

33. Hearing on Urban Revitalization Plan for 517 Lincoln Way:
  - a. Resolution approving the Plan
  - b. First passage of ordinance establishing 517 Lincoln Way Urban Revitalization Area
34. Hearing on Urban Revitalization Plan Amendment for 921- 9<sup>th</sup> Street (former Roosevelt School site)
  - a. Resolution approving Amendment
35. Hearing on vacating Water Main Easement at 230 South Duff Avenue:
  - a. Resolution approving the vacation of easement
36. Hearing on North Dakota Water Tower Removal:
  - a. Resolution approving final plans and specifications and awarding contract to Iseler Demolition, Inc., of Romeo, Michigan, of in the amount of \$54,770.00
37. Hearing on Controls and Relaying Panels for 69kV Substation Panel and Transmission Line Terminal Upgrades - Dayton and Stange Substations:
  - a. Resolution approving final plans and specifications and awarding contract to Schweitzer Engineering Laboratories of Pullman, Washington, in the amount of \$225,876.44
38. Hearing on 2014/15 Concrete Pavement Improvements #1 (Hayward Avenue):
  - a. Resolution approving final plans and specifications and awarding contract to Con-Struct, Inc., of Ames, Iowa, in the amount of \$1,035,707.45
39. Hearing on 2014/15 Collector Street Pavement Improvements (West Street and Woodland Street):
  - a. Staff Report pertaining to Collegiate Presbyterian Church concerns
  - b. Resolution approving final plans and specifications and awarding contract to Con-Struct, Inc., of Ames, Iowa, in the amount of \$1,287,638.25
40. Hearing on 2014/15 CyRide Route Pavement Improvements (24<sup>th</sup> Street and Bloomington Road):
  - a. Resolution approving final plans and specifications and awarding contract to Con-Struct, Inc., of Ames, Iowa, in the amount of \$1,650,000.01

**ORDINANCES:**

41. Second passage of Vending Ordinance
42. Third passage and adoption of ORDINANCE NO. 4206 repealing and replacing Chapter 31, Historic Preservation

43. Third passage and adoption of ORDINANCE NO. 4207 repealing *Municipal Code* Section 17.31 pertaining to Lap Dances

**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*.**



**MINUTES OF THE REGULAR MEETING OF THE  
AMES CONFERENCE BOARD**

AMES, IOWA

FEBRUARY 25, 2014

**REGULAR MEETING OF THE AMES CONFERENCE BOARD**

The regular meeting of the Ames Conference Board was called to order by Chair Ann Campbell at 6:30 p.m. on February 25, 2014. Present from the Ames City Council were Gloria Betcher, Amber Corrieri, Tim Gartin, Matthew Goodman, Chris Nelson, and Peter Orazem. Story County Board of Supervisors present were Wayne Clinton and Rick Sanders. Representing the Ames School Board were Jane Acker and Bill Talbot. Gilbert and United Community School Districts were not represented.

**MINUTES OF JANUARY 28, 2014, MEETING OF THE CONFERENCE BOARD:** Moved by Gartin, seconded by Acker, to approve the minutes of the January 28, 2014, meeting of the Ames Conference Board.

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

**PUBLIC HEARING ON PROPOSED FY 2014/15 BUDGET FOR CITY ASSESSOR'S OFFICE:** Chair Campbell opened the hearing. After no one came forward wishing to speak, the hearing was closed.

Moved by Betcher, seconded by Sanders, to adopt the FY 2014/15 budget for the Ames City Assessor's Office.

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

**ADJOURNMENT:** Moved by Goodman, seconded by Sanders, to adjourn the Ames Conference Board meeting at 6:32 p.m.

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

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Diane R. Voss, City Clerk

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Ann H. Campbell, Chair

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Gregory Lynch, City Assessor

# **City Assessor's 2015-2016 Annual Report To the Ames City Conference Board**



## **Conference Board Members**

### **Chairperson:**

Ames Mayor Ann Campbell

### **Ames City Council:**

Gloria Betcher • Amber Corrieri • Tim Gartin • Matthew Goodman • Chris Nelson • Peter Orazem

### **Story County Board of Supervisors:**

Wayne Clinton • Rick Sanders • Paul Toot

### **School Boards of Directors:**

#### **Ames:**

Jane Acker • Rodney Briggs • Luke Deardorff • Mike Espeset • Tim Rasmussen • Teresa Simpson • Bill Talbot

#### **Gilbert:**

Tanya Austin • Sean Barber • Tyler Holck • Kim Mosiman • John Nelson

#### **United:**

Valerie Brewer • Leonard Larsen • Ron Miller • Kathy Toms • Kristin Zehner

**Ames City Assessor's Budget Proposal for the 2015-2016 Fiscal Year**  
For the Conference Board meeting at 6:30 p.m. on January 27, 2015

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The following report outlines the structure, programs, duties and activities of the Ames City Assessor's Office.

The Mini Conference Board met January 8, 2015, to review the Assessor's budget proposal. Members present were Peter Orazem, Ames City Council; Bill Talbot, Ames School Board of Directors; Rick Sanders, Story County Board of Supervisors; and Greg Lynch, Ames City Assessor. Also present were Brenda Swaim (City Assessor), Matt Emerson (City Assessor) and Julie Erickson (City Assessor).

For Conference Board Members, minutes from the Mini Conference Board meeting were included with the *2015-2016 Annual Report*. The public may view the minutes by visiting the Ames City Assessor's Office in City Hall.

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### **CONFERENCE BOARD**

Iowa assessment laws can be found in Chapter 441 of the *Iowa Code*. Other chapters affect the process, and there are numerous administrative rules. The *Code* creates a Conference Board for each county. City Assessors are optional for cities with populations over 10,000. City Assessors are created by ordinance and a Conference Board is automatically created. The City Conference Board includes the City Council, School Boards of Directors (Ames, Gilbert, and United Community) and County Board of Supervisors. The Mayor is chairperson. The Conference Board votes as three voting units, with a majority of the members present for each unit determining the unit's vote. At least two members of a voting unit must be present in order to vote. A quorum is reached when at least two members from two units are present.

The Conference Board must meet annually to propose a budget for publication. The Board must meet again to hold a budget hearing and approve a budget. The Ames City Conference Board has used a subcommittee called the Mini Conference Board to facilitate the budget discussion. Each of the three voting bodies appoints one member to the Mini Board to conduct a preliminary meeting to discuss budget proposals with the Assessor and report back to their full body. The Mini Board has also been used to draft a personnel policy handbook and advise the Assessor on policy issues.

The Conference Board appoints the Assessor, Examining Board and Board of Review. The Examining Board is activated when the Assessor position is vacant, or in the unlikely event of a Deputy Assessor appealing a termination or disciplinary action.

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### **BOARD OF REVIEW**

The Ames Board of Review has five members. Members are appointed for staggered six-year terms. The *Code* requires members to have different occupations, and that at least one is experienced in real estate or construction. The Board of Review meets annually in a limited time frame to hear appeals. Most decisions from the Assessor can be appealed (e.g. value, classification, exemption). The expiration date for each of the board members is as follows:

Thomas Jackson	12/31/2014	Judy Albright	12/31/2018
Tom Carey	12/31/2016	Jami Larson	12/31/2019
Roy Zingg	12/31/2017		

Tom Jackson's term ended December 31, 2014. He has agreed to be reappointed if that's what the Conference Board wishes. He has been an asset to the Board, and I strongly recommended his reappointment.

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## **ASSESSOR**

The Conference Board appoints, or reappoints, an assessor for a six-year term. Iowa assessors are required to pass a comprehensive examination before being eligible to be appointed. In order to be reappointed, 150 hours of state-approved continuing education, of which at least 90 hours must be tested courses, are required during the six-year term.

The main duties of the Assessor are to classify and value all taxable property in the assessment jurisdiction. Iowa law requires reassessment in odd-numbered years and notification of changes of value in even-numbered years. Even-numbered year changes are typically new construction or renovation of existing structures. In odd-numbered years, the Ames office recalculates values and sends notices to property owners.

In addition, the Assessor administers multiple credit and exemption programs. The most common are the homestead credit and military service exemption. Less common, but more problematic, are exemption claims for religious and charitable organizations and business property tax credits.

In the course of classifying and valuing property in Ames, extensive property-related information is acquired. Public information laws require, and common sense dictates, that most of this information be readily available for review. This often involves considerable time and effort, but it is an essential part of the operation.

It is also important for the Conference Board members to fully understand what the Assessor does not do:

- Does not calculate or collect taxes.
- Does not set the level of value – the Assessor measures the level of value, as indicated by sales of real property in Ames.
- Does not make the laws and rules for assessments.

The most visible function of the office tends to be providing information to the public via the Internet or through requests in the office. However, the first priority and the primary effort of the office is discovering changes in real property, such as new construction, and maintaining the classification and values for the entire tax base of Ames.

In summary, the Assessor has a variety of duties and functions and is an integral component of local government operations.

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## VALUATION

In July of 2013 Senate File 295 was enacted. It deals with property tax reform. It contains the most sweeping changes to assessment practices in recent history. There are many changes within this law, but in particular, four components have or will directly impact our office. The following is a brief description of them.

1. Business Property Tax Credit, effective 1/2013
  - We initially implemented the Business Property Tax Credit late in 2013 and early 2014, identifying 1,076 qualifying “units,” providing pre-filled applications to the owners, and processing the returned forms. As class changes, ownership changes, splits, combines and new subdivisions have occurred in 2014, we continued to maintain these credits, removing those that no longer qualify and providing pre-filled applications to the owners for newly qualifying parcels. This has now become a routine mandated process that will be ongoing. To date we have had 51 newly created “units.” In addition to processing the newly created “units,” we have removed “units,” for which we did not track a count.
2. New rollbacks or assessment limitation & replacement claims for commercial, industrial, and railroad properties
  - 95 % for 2013 Assessment
  - 90 % for 2014 Assessment
3. Changes to taxable value growth for residential & agricultural property
  - Reduced from 4% to 3%
4. New classifications: Dual Class and Multi-Residential effective 1/2015

### **Dual Class – separate values for commercial and residential components**

- Portions of properties less than three units, used or intended to be used for human habitation (and a portion of the land), regardless of the number of units and that is not otherwise classed residential

We identified 72 parcels we thought could possibly qualify for dual classification. We mailed out a letter and survey on July 11th to these, asking information be filled out by the property owners that would aid us in determining whether they qualified for Dual Class. We had 44 returned, so on August 14th, we mailed again to the 28 properties that hadn't responded to the first letter. To date we have had six returned from this mailing, and in total we have had 50 returned.

Of the 50 letters returned, 25 were identified as Dual Class, and were mailed a letter on December 1st asking for Income and Expense data, and a form to aid in identifying how many and what type of apartment units were contained in the property. To date we have had fourteen returned from this mailing.

### **Multi-Residential**

- Properties used or intended to be used for human habitation, containing three or more separate dwelling units, as follows:
  - Commercially Classed Apartments
  - Commercially Classed Mobile Home Parks
  - Commercially Classed Manufactured Home Communities
  - Commercially Classed Nursing / Retirement Homes
  - Commercially Classed Land-Leased Communities

We have identified 182 Apartment properties that will be classified as Multi-Residential; 13 Mobile Home properties comprising 4 Mobile Home parks; 4 Nursing/Retirement Homes. We are in the process of revaluing and reclassifying them.

This classification has a graduated reduction of the rollback until year 2022, at which time it will equal the residential rollback. Here is the reduction schedule:

- 2015 Assessment 86.25%
- 2016 Assessment 82.5%
- 2017 Assessment 78.75%
- 2018 Assessment 75%
- 2019 Assessment 71.25%
- 2020 Assessment 67.5%
- 2021 Assessment 63.75%
- 2022 Assessment = residential rollback

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### **ASSESSED AND TAXABLE VALUES**

It should be understood that when a roll back (assessment limitation is legal terminology for roll back) is applied, it reduces the taxable value. So when a roll back decreases, it also decreases the taxable value. This is shown below:

Assessed Value	\$100,000	\$100,000
Roll Back	50%	45%
Taxable Value	\$50,000	\$45,000

The tax base changes for assessed and taxable values from 2013 to 2014 are shown in the following two tables:

**Table 1.**

<b>Ames Taxable Valuations by Class: 100% Assessed Values (in Thousands of Dollars)</b>				
Class	2013 Actual	2014 Actual	Difference 2013 to 2014	% Change
Ag Land & Ag Dwellings	\$ 3,575	\$ 4,204	\$ 629	17.6%
Residential	\$ 2,611,516	\$ 2,785,315	\$ 173,799	6.7%
Commercial	\$ 832,703	\$ 842,003	\$ 9,300	1.1%
Industrial	\$ 132,599	\$ 134,033	\$ 1,434	1.1%
Railroads & Utilities Minus Gas & Electric	\$ 11,819	\$ 11,708	\$ (111)	-0.9%
Total Except Gas & Electric	\$ 3,592,213	\$ 3,777,263	\$ 185,050	5.2%
Gas & Electric Valuation	\$ 16,335	\$ 17,023	\$ 688	4.2%
<b>100% Assessed Values Total</b>	<b>\$ 3,608,548</b>	<b>\$ 3,794,286</b>	<b>\$ 185,738</b>	<b>5.1%</b>
<i>T.I.F Value Not Included</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	

**Table 2.**

<b>Ames Taxable Valuations by Class: Rolled Back or Taxable Values (in Thousands of Dollars)</b>				
Class	2013 Actual	2014 Actual	Difference 2013 to 2014	% Change
Ag Land & Ag Dwellings	\$1,552	\$1,879	\$ 328	21.1%
Residential	\$1,420,670	\$1,552,353	\$ 131,683	9.3%
Commercial	\$791,068	\$757,803	\$ (33,265)	-4.2%
Industrial	\$125,969	\$120,630	\$ (5,340)	-4.2%
Railroads & Utilities Minus Gas & Electric	\$ 11,819	\$ 11,121	\$ (698)	-5.9%
Total	\$ 2,351,078	\$ 2,443,786	\$ 92,708	3.9%
Military Exemptions	\$ (2,607)	\$ (2,514)	\$ 93	-3.6%
Taxable Total Except Gas & Electric	\$ 2,348,471	\$ 2,441,272	\$ 92,801	4.0%
Gas & Electric Valuation	\$ 6,437	\$ 5,566	\$ (871)	-13.5%
<b>Taxable Values Total</b>	<b>\$ 2,354,908</b>	<b>\$ 2,446,838</b>	<b>\$ 91,930</b>	<b>3.9%</b>
<i>T.I.F Value Not Included</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	

Sources: Iowa Department of Management Reports for Story County, January 1, 2015.

Categorical changes of the 2014 taxable values are illustrated in the following table:

**Table 3.**

Class	2013 Taxable Value (in Thousands)	2014 Taxable Value (in Thousands)	Change from Revalue of Existing Property	Change from Class Transfers & Annexation	Net Change from New Construction & Buildings Removed	Change from Rollback Percentage	Change from New & Expiring Exemptions, TIF, Court Reductions, Equalization	Total Change 2013 to 2014 (in Thousands)
<b>Residential</b>	<b>\$1,420,670</b>	<b>\$1,552,353</b>	\$55,694	\$1,241	\$38,326	\$37,137	(\$714)	<b>\$131,683</b>
% Changes			3.9%	0.1%	2.7%	2.6%	-0.1%	<b>9.3%</b>
<b>Commercial</b>	<b>\$791,068</b>	<b>\$757,803</b>	\$3,018	(\$4,113)	\$21,759	(\$42,100)	(\$11,829)	<b>(\$33,265)</b>
% Changes			0.4%	-0.5%	2.8%	-5.3%	-1.5%	<b>-4.2%</b>
<b>Industrial</b>	<b>\$125,969</b>	<b>\$120,630</b>	\$0	\$0	\$1,386	(\$6,702)	(\$24)	<b>(\$5,340)</b>
% Changes			0.0%	0.0%	1.1%	-5%	0.0%	<b>-4.2%</b>
<b>Agricultural</b>	<b>\$1,552</b>	<b>\$1,879</b>	(\$81)	\$1	\$0	\$55	\$353	<b>\$328</b>
% Changes			-5.2%	0.1%	0.0%	3.5%	22.8%	<b>21.1%</b>
<b>Totals</b>	<b>\$2,339,259</b>	<b>\$2,432,665</b>	<b>\$58,631</b>	<b>(\$2,871)</b>	<b>\$61,470</b>	<b>(\$11,610)</b>	<b>(\$12,214)</b>	<b>\$93,406</b>
% Changes			2.5%	-0.1%	2.6%	-0.5%	-0.5%	<b>4.0%</b>

*Note: Does not include state-assessed property*

Sources: 2014 Abstract of Assessment; 2014 Reconciliation Report.

**Agricultural assessed values (Table 1)** increased 17.6% from 2013 to 2014. This was due primarily to annexation.

**Agricultural taxable values (Tables 2 & 3)** experienced an increase of 21.1% from 2013 to 2014. Categorically it decreased due to revaluation. Increases were due to annexation, an increase in the rollback from 43.3997% of the 2013 assessed value (payable fall of 2014 and spring of 2015) to 44.7021% for 2014. The net result is an increase of 21.1% of taxable value for 2014.

**Residential assessed values (Table 1)** increased 6.7% from 2013 to 2014. This was a result of revaluation, new construction and class change from commercial.

**Residential taxable values (Tables 2 & 3)** experienced an increase of 9.3% from 2013 to 2014. The largest contributing factors were the increase due to revaluation, new construction and the increase in rollback to 55.7335% of the assessed value from 54.4002% in 2013.

**Commercial assessed values (Table 1)** experienced a slight increase of 1.1% from 2013 to 2014. This was primarily the result of revaluation and new construction.

**Commercial taxable values (Tables 2 & 3)** experienced a decrease of 4.2% from 2013 to 2014. Categorically it decreased because of class changes, rollback, and court reduction. The largest contributing factor to the decrease was the implementation of an additional 5% rollback reduction. It is the final reduction that was made due to SF 295.

**Industrial assessed values (Table 1)** experienced a slight increase of 1.1% from 2013 to 2014.

**Industrial taxable values (Table 3)** experienced a decrease of 4.2% from 2013 to 2014. Categorically it decreased because of rollback. The contributing factor to the decrease was the implementation of an additional 5% rollback reduction. It is the final reduction that was made due to SF 295.

Excluding railroads and utilities, the overall change for the upcoming fiscal year is 4% more taxable value, as shown in Table 3.



## DEPARTMENT ACTIVITIES

Revaluation of existing properties is continuous. Staff has been busy this fall and winter measuring, listing and valuing new construction and remodeled properties. The staff is constantly engaged in acquiring information about building changes, construction costs, selling prices and terms, and numerous other items that affect market value. Sales information is reviewed and investigated through letters and inspections. Due to the efforts of the entire staff, the assessed property values assigned by the Ames City Assessor's Office consistently rank among the most uniform and equitable assessments in the state.

The new construction segment of the residential market continued its recovery. The table on **Attachment "C"** shows the quarterly activity of sales that are good for analysis (arms-length sales). Unfortunately staff wasn't able to get all of the 2014 sales entered into our database, as we have been focused on listing all the new construction and houses that have had changes made, based upon permits that were issued. Therefore a comparison of total sales from 2013 to 2014 would be skewed downward.

However, we do feel that a comparison based on average price per square foot and median sale price between the years would be an accurate representation.

**New Construction Sales:** The price per square foot is the most reliable indication of price increase. Annual percentage changes and cumulative changes since 1995 are the right two columns. The report shows that the sales price for new homes increased. The average new home price per square foot is up approximately 5% as compared to 2013 (shown in the row heading "New construction sales"). It was \$182.29 in 2013 and \$191.41 in 2014. The median sales price showed an increase of 5.02% from \$296,012 in 2013 to \$310,865 in 2014 (shown in the column heading "Median Price").

**Existing House Sales:** The average sale price per square foot of increased 4.32%, from \$129.25 in 2013 to \$134.83 in 2014 (shown in the row heading "Existing houses"). The median sales price showed an increase of 7.03% from \$166,450 in 2013 to \$178,150 in 2014 (shown in the column heading "Median Price").

Staff has scanned all of the active residential property record cards, and they are available on the Beacon Web site. This allows 24-hour access to them. The cards have been donated to the Ames Historical Society. This freed up the existing space where these cards were stored in six four-drawer filing cabinets. We have placed a table with a workstation in the space, allowing the public access to our Web site, maps, and Pictometry. This also provides an area to assist the public with matters pertaining to their assessment as well as offer them the opportunity to obtain assistance in navigating our Web sites, online maps, and Pictometry.

We have also accomplished the following:

- Homestead application was made available online.
- Electronic assessment appeal form was created and used in 2014.

There is ongoing development of our Beacon Web site ([WWW.AmesAssessor.org](http://WWW.AmesAssessor.org)) to better serve our needs as well as the public's. This site continues to be our most active method of communication with the public. The data files created for the Web site are the backbone of real property information for several city and county departments. Map files are uploaded regularly from the Story County Auditor's files, and data files are uploaded nightly from the county's real estate system and both assessors' offices. In addition, map layers for Ames zoning are updated by the city's GIS staff as the Planning department makes zoning changes.

Digital photos for most properties are available on our website, but continue to require ongoing maintenance.

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## **STAFF**

The full-time employees of the City Assessor's Office and their starting dates as full-time employees with this office are as follows:

- |   |           |      |
|---|-----------|------|
| ▪ Gregory P. Lynch, City Assessor                       | February  | 2006 |
| ▪ Brenda M. Swaim, Chief Deputy Assessor                | December  | 1996 |
| ▪ Matthew R. Emerson, Database Manager/IS Administrator | July      | 2012 |
| ▪ Judy K. Heimerman, Office Assistant I                 | January   | 1990 |
| ▪ Julie R. Erickson, Administrative Assistant           | September | 2013 |
| ▪ Appraiser II - Vacant                                 |           |      |

In November, Mitch Friedow left our office. We thank him for his sixteen years of excellent service. He was very good appraiser, and a wonderful human being, we will miss him.

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## BUDGET PROPOSAL

**Attachment A** is the budget expense proposal. Explanations for various line item expenses follow:

**Salaries:** The Consumer Price Index (CPI), published by the Bureau of Labor Statistics of the U.S. Department of Labor, shown in a news release dated November 20, 2014 indicates an increase of 1.7% since October of 2013. The following paragraph is from this release.

“The all items index increased 1.7 percent over the last 12 months, the same increase as for the 12 months ending September. The index for all items less food and energy increased 1.8 percent over the span, and the food index rose 3.1 percent. In contrast, the energy index declined 1.6 percent over the last 12 months.”

The expense items for the Assessor and all other staff are budgeted with a 2% cost of living increase and a 1.00% merit pool, for a total of 3.0%. (As always, exact salaries for staff will be based upon individual evaluations.)

Board of Review salaries are \$17.50 per hour. Their total has been increased by 15% in anticipation of a large number of appeals due to the increased assessments of both Residential and Commercial properties for 1/1/2015. There is also a clerk to take the minutes. For budgeting purposes, we estimate that the clerk will need to put in 1.5 times the hours of the Board. The clerk is paid at a rate of \$15.00 per hour.

As Ames continues to grow and is a thriving community with many sales and permits for improvements, we find it necessary to hire an additional appraiser to provide enough man hours to adequately follow up on sales, permits, and other improvements for which a permit is not required. The last time a permanent staff position was added was in January of 1997 – 18 years ago. As a representation of the growth, the 1996 Census figures show the population of Ames was estimated to be 48,238 and the 2013 Census estimate was 61,792.

The Director of Planning and Housing has told me that they have experienced a 20% increase in projects over the past two years. Naturally this has a cascading effect on the Building Inspections department. Below are statistics from the City of Ames Inspection Division:

<b>Service Accomplishments:</b>	<b>2011/12</b>	<b>2012/13</b>	<b>% Increase</b>	<b>2013/14</b>	<b>% Increase</b>	<b>6 Mos 2014</b>	<b>% Change</b>
New single family permits issued	54	101	87%	110	9%	48	-56%
Building permits issued	673	640	-5%	696	9%	330	-53%
Building inspections performed	2,503	2,289	-9%	2,455	7%	1,350	-45%
Electrical permits issued	573	604	5%	607	0%	300	-51%
Electrical inspections performed	1,883	1,675	-11%	1,671	0%	844	-49%
Mechanical permits issued	766	925	21%	941	2%	445	-53%
Mechanical inspections performed	1,039	1,212	17%	1,393	15%	662	-52%
Plumbing permits issued	1,246	1,445	16%	1,642	14%	797	-51%
Plumbing inspections performed	2,532	2,672	6%	3,045	14%	1,611	-47%

To compound matters for our staff, the Iowa Department of Revenue has given us their preliminary results of their 2014 Sales Ratio Study. According to the 21 Commercial sales included, our Median Sales Ratio is 95.4%. Although this is just over the 95% threshold, an increase of approximately 4% will be made to Commercial properties for 1/1/2015. This will likely increase appeals to the Board of Review and subsequently to District Court or the Property Assessment Appeal Board.

According to the 567 Residential sales included in this Study, our Median Sales Ratio is 94.2%. This is just under the 95% threshold, and an increase of approximately 5% will be made to the Residential properties for 1/1/2015. This will likely increase appeals to the Board of Review and subsequently to District Court or the Property Assessment Appeal Board.

Ames City Assessor  
2015 Budget Proposal and Conference Board Report

Despite the considerable growth, we have conservatively only budgeted for a half time appraiser. The total cost for this half time position is estimated at \$48,948 with the components shown below:

Base Salary	\$35,000
F.I.C.A. @ 7.65%	\$2,678
I.P.E.R.S. @ 8.93%	\$3,126
<u>Health Insurance</u>	<u>\$8,145</u>
Total Cost	\$48,948

During 2015-2016, we will again need to employ three interns to assist us with various projects that arise. This expense is estimated to be \$33,000 and it's shown on the Extra Help/Interns line item.

**Taxable Fringe Benefits:** This line includes mileage allowance for two of the full-time employees who use their private auto for work purposes. Employees must provide a copy of their insurance card and driver's license annually. In return for maintaining liability insurance and a dependable vehicle that is available to the employee during working hours, each full-time employee is paid monthly as follows (less mileage reimbursement\*):

Assessor	\$100
Deputy	\$90

Additionally, this line includes a monthly cell phone allowance of \$25.00 a month for the four full-time staff that have regular duties outside the office. The allowance is paid if the employee has a cell phone available for office use during work hours as well as for on-call availability for IT staff.

**Health Insurance:** The amount budgeted last year was based on our current staffing and use levels. I received notice that we could expect a 9% increase in health insurance costs for the upcoming fiscal year.

This also includes a pro-rated amount of the group workers' compensation insurance for the fiscal year.

**Life and Disability Insurance:** This line represents life and disability insurance from the city for all full-time employees.

**Board of Review Expenses:** This line represents payment of the Board's mileage, postage and supplies. It also includes a stipend to reimburse the members for the use of their laptops during sessions. The cost comes to \$1,500.

**Supplies, Telephone, Etc.:** These amounts are mostly self-explanatory. Most are based on past experience and the city's estimate of charges for next year.

\* **Mileage:** This line represents reimbursement to employees who use their personal auto for work purposes. It is paid at the current IRS rate. (As of January 1, 2015, the rate is \$0.575 per mile.)

Our former Appraiser II has been using a pool vehicle provided by the city whenever possible. The rate for it is currently \$0.45 per mile. We hope to keep this option open for the new Appraiser II.

**Data Processing & Software:** This line typically includes the maintenance on existing software and upgrades as well as payments to the City's Information Technology Department for use of the network within City Hall. It also now includes the cost of using City IT for most of our needs.

The following is a list of just the major components:

City information services (Network, Email, GIS, IT needs)	\$27,400
Estimated CAMA software & ongoing support costs	16,500
Pictometry Aerial Photography	10,500
Fiber Connection to Story County	3,600
Consulting (Miscellaneous IT issues)	5,000
<hr/>	
Total of Major Components (Rounded)	\$63,000

**New Servers & Document Management Software (Purchases):** This is a new line item for our budget. I have separated it, so that it doesn't distort our historic line items. There are two components that are included.

**Server replacement:** The Ames City Assessor is currently operating two Windows Server systems. These database and file systems were purchased in 2009 and 2010 respectively. Our office currently has two support contracts for service and hardware failures on these machines. These two critical components of the office's operations are nearing their operational lifespan. As computers age, their support contracts increase in cost and have shorter contract periods. These computers had served us well, but we need to plan for the future.

We are suggesting consolidating two older, less powerful systems on to one more powerful and robust system and virtualizing these systems. The server systems will run virtually on one piece of hardware. This will allow our office to maximize utilization of the hardware, reduce the need for an additional support contract, and allow us future growth by allowing us to instantiate new server systems for future projects (web, document management) without acquiring expensive new physical hardware.

This project will incur a substantial up-front replacement cost of \$28,700, but will eliminate a need for ongoing support contracts of \$700 annually for a piece of hardware and mitigate problems associated with aging hardware and parts. This initiative toward virtualization would also incur some additional licensing considerations for the virtualization software and implementation. Moving our existing systems to a virtualized configuration would also expedite any disaster recovery needs, as a saved intact computer image could be quickly instantiated on widely available VMWare hosts.

**Document Management System:** The Ames City Assessor is exploring Enterprise Content Management solutions that will allow us to fully transition from paper hard-copy driven processes to digital documents. We are exploring two avenues to the fruition of this project. We would like to be a part of a larger City-wide initiative to a unified document management system. Our office is aware that this has been an ambition of the city for quite some time, and that projects particular for an entity the size of the City of Ames can incur substantial expense and require a lot of project planning.

The City Assessor's office would like to have an alternate contingency plan should it be determined the likelihood of a City wide ECM solution will not be imminent within the next three years. We would like to earmark \$17,000 annually over the next 2 years to begin planning for a Content Management system that is scaled to the needs of our office. This project will allow us to integrate many of the paper forms, applications and records into our current CAMA, Appeals, and Real Estate system. Advantages include more efficient retrieval of information, improved customer service, and repurposing of office space that is currently used for storing documentation.

**Contingency:** This line is usually used for recurring and non-recurring expenses that do not fit a regular category. This line item historically runs \$1,000.

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## ASSESSMENT APPEALS

### Property Assessment Appeal Board

For 2014, fourteen cases were filed with the Property Assessment Appeal Board (see table below). Twelve cases involve residential properties and two are commercial.

Doc #	Owner	PID	Address	Class
14-100-0388	Shen, Nuo & Jiang, Li	05-28-112-050	3032 Stockbury St	Residential
14-100-0017	Konek, Bernard & Jeanne	05-28-228-520	4231 Brickman Ave	Residential
14-100-0390	Tannehill, John C & Marcia K	05-33-105-055	3214 Greenwood Cir	Residential
14-100-0379	Ferndale Cooperative Housing Assoc.	05-34-226-040	2417 Ferndale Ave	Residential
14-100-0391	Hulsebus, Alan J & Smith, Quentin A	09-02-305-110	722 Clark Ave	Residential
14-100-0380	Grove, Lad & Patricia S (Ryan)	09-05-102-060	4018 Quebec St	Residential
14-100-0383	Johnson, Brent D & Wana L Revoc Trust	09-06-340-100	5131 Tabor Dr	Residential
14-100-0389	Janus, Andrzej & Janus, Agata	09-06-382-040	324 Hartford Dr	Residential
14-100-0385	Breckenridge Group Ames Iowa LLC	09-08-225-020	205 S Wilmoth Ave	Residential
14-100-0386	Breckenridge Group Ames Iowa LLC	09-08-230-000	321 State Ave	Residential
14-100-0387	Breckenridge Group Ames Iowa LLC	09-08-325-010	601 State Ave	Residential
14-100-0381	GD Lincoln Way LLC	09-09-200-025	2320 Lincoln Way	Commercial
14-100-0382	GD Lincoln Way LLC	09-09-200-050	2335 Chamberlain St	Commercial
14-100-0384	Sirotiak, Todd L & Runestad, Janelle	09-09-425-030	817 Gaskill Dr	Residential

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## OFFICIAL BUDGET DETAIL

A copy of the official budget detail form to be published is **Attachment “B.”**

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## CITIZEN SURVEY & EVALUATION

The Conference Board requires an annual survey of citizens and an evaluation of the Assessor by the Conference Board. The annual survey was performed recently and the results follow this report (**Attachment “D”**).

Of the 100 forms mailed, 37 were returned. All comments written on the returned survey forms are included. In addition, material concerning the use of the Assessor’s Web sites, [WWW.AmesAssessor.org](http://WWW.AmesAssessor.org) and [WWW.AmesAssessor.org](http://WWW.AmesAssessor.org), have been included.

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Submitted January 21, 2015, by Gregory P. Lynch, Ames City Assessor.

**AMES CITY ASSESSOR  
2015-2016 BUDGET PROPOSAL**

<b>Item</b>	<b>FY 13-14 Actual Expenses</b>	<b>FY 14-15 Actual Expenses for the First 6 Months</b>	<b>FY 14-15 Projected Expenses for the Year</b>	<b>FY 14-15 Budget</b>	<b>FY 15-16 Proposed Budget</b>	<b>% of Change Between Proposed &amp; Current Budget</b>
Assessor	\$ 120,187	\$ 61,828	\$ 123,786	\$ 123,786	\$ 127,478	3.0%
Deputy	96,420	49,606	99,034	99,034	101,998	3.0%
Staff	239,115	105,747	208,052	246,272	253,630	3.0%
Longevity		690	1,390	1,390	1,120	-19.4%
Overtime Pay	8,994	666	5,500	5,500	5,500	0.0%
Extra Help / Interns	15,028	11,413	33,000	33,000	33,000	0.0%
Board of Review	4,261	666	6,600	6,600	7,590	15.0%
Taxable Fringe Benefits	2,369	1,298	2,200	2,200	2,266	3.0%
F.I.C.A. @ 7.65%	35,967	17,048	36,686	39,610	40,743	2.9%
I.P.E.R.S. @8.93%	41,426	20,389	42,825	46,238	47,560	2.9%
Health Insurance & Workers' Comp	76,841	40,639	88,287	99,746	108,700	9.0%
Unemployment Compensation	-	-	500	500	500	0.0%
Life & Disability Insurance	3,064	1,314	4,410	4,410	4,631	5.0%
<b>Total Payroll &amp; Related Expenses</b>	<b>\$ 643,673</b>	<b>\$ 311,304</b>	<b>\$ 652,270</b>	<b>\$ 708,286</b>	<b>\$ 734,715</b>	<b>3.7%</b>
New 1/2 Time Appraiser					35,000	
F.I.C.A. @ 7.65%					2,678	
I.P.E.R.S. @8.93%					3,126	
Health Insurance					8,145	
<b>Total Staff Addition</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 48,948</b>	
Board of Review Expenses	\$ 1,148	\$ 229	\$ 1,500	\$ 1,500	\$ 1,500	0.0%
Office Supplies	3,229	1,545	4,500	4,500	4,500	0.0%
Postage & Mailing	7,144	344	8,250	8,250	8,250	0.0%
Employee Mileage & Expenses	2,717	791	4,500	5,640	5,640	0.0%
Communication Services	4,096	2,154	5,400	5,400	5,400	0.0%
Data Processing Services / Major Software	64,334	31,560	75,000	75,000	66,200	-11.7%
Tyler Technologies (Data Processing)		-	6,150	6,150	6,150	0.0%
Education & Training	12,607	8,656	10,000	20,000	15,000	-25.0%
Utilities (City Hall Expenses)	16,021	8,286	15,000	15,000	15,050	0.3%
Equipment Rental & Maintenance	7,937	5,341	8,000	8,000	8,000	0.0%
Assessment Appeals / Court Costs	64,300	13,190	15,000	66,000	66,000	0.0%
Management Services / Contingency	1,013	567	1,000	1,000	1,000	0.0%
<b>Total Office Expenses</b>	<b>\$ 184,546</b>	<b>\$ 72,663</b>	<b>\$ 154,300</b>	<b>\$ 216,440</b>	<b>\$ 202,690</b>	<b>-6.4%</b>
<b>Total Payroll &amp; Office Expenses</b>	<b>828,219</b>	<b>383,967</b>	<b>806,570</b>	<b>924,726</b>	<b>937,405</b>	<b>1.4%</b>
MAPS & GIS Project	\$ 12,475	\$ 7,300	\$ 14,200	\$ 14,200	\$ 14,200	0.0%
Revaluation Project						
Multi-Year Contracts (Data Processing)		4,250	8,000	8,000	8,000	0.0%
New Servers & Doc. Management Software				-	40,500	
Modeling Consultant (Data Processing)			20,000	20,000		-100.0%
<b>Total Special Projects</b>	<b>\$ 12,475</b>	<b>\$ 11,550</b>	<b>\$ 42,200</b>	<b>\$ 42,200</b>	<b>\$ 62,700</b>	<b>48.6%</b>
<b>Total Expenses</b>	<b>\$ 840,694</b>	<b>\$ 395,517</b>	<b>\$ 848,770</b>	<b>\$ 966,926</b>	<b>\$ 1,049,053</b>	<b>8.5%</b>
<b>Projected Ending Fund Balance</b>	<b>\$ 339,887</b>		<b>\$ 303,103</b>		<b>\$ 202,620</b>	

<b>NOTICE OF PUBLIC HEARING -- PROPOSED BUDGET</b>  <b>Fiscal Year July 1, 2015 - June 30, 2016</b>	<b>ASSESSING JURISDICTION:</b>
	<b>Ames City Assessor</b>

The Conference Board of the above-named Assessing Jurisdiction will conduct a public hearing on the proposed fiscal year budget as follows:

<b>Meeting Date:</b>	<b>Meeting Time:</b>	<b>Meeting Location:</b>
February 24	6:30 PM	Council Chambers, Ames City Hall, 515 Clark Ave, Ames, IA

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of receipts and expenditures on file with the Conference Board Clerk. Copies of the Supplemental Budget Detail (Schedule 673-A) will be furnished upon request.

Clerk's Telephone Number:	<b>PROPOSED BUDGET SUMMARY</b>	Clerk's Name:
515-239-5375		Gregory P Lynch

FUND (Use Whole Dollars)	Expenditures			D Transfers Out	E Estimated Ending Fund Balance FY 2016	F Estimated Beginning Fund Balance FY 2016	G Estimated Other Receipts	H Transfers In	I Estimated Amount To Be Raised By Taxation
	A FYE 6-30-2014 Actual	B FYE 6-30-2015 Re-estimated	C FYE 6-30-2016 Proposed						
1. Assessment Expense	840,694	848,770	1,049,053		202,650	303,103	25,702	0	922,898
2. FICA				0	0	0	0		0
3. IPERS				0	0	0	0		0
4. Emergency				0	0	0	0		0
5. Unemployment Comp.	0	0	0	0	0	0	0		0
6. Tort Liability	0	0	0	0	0	0	0		0
7. TOTAL	840,694	848,770	1,049,053	0	202,650	303,103	25,702	0	922,898

Proposed taxation rate per \$1,000 valuation: \$ 0.37804

### Attachment "B"



## Ames 1-Family Sales by Quarter

Sales Period:	# Sold	Average Price	Average Hse Size	Price per sq.ft.	Average Year Built	Median Price	Annual % Change per SF	Cumulative % change \$/SF 1995 base
1st Quarter 1995	74	\$113,790	1,517	\$75.00	1961.1			
2nd Quarter 1995	147	\$120,453	1,411	\$85.38	1965.5			
3rd Quarter 1995	171	\$107,542	1,362	\$78.95	1962.3			
4th Quarter 1995	123	\$123,608	1,480	\$83.51	1963.1			
<b>1995 Total Year</b>	<b>515</b>	<b>\$115,962</b>	<b>1,427</b>	<b>\$81.29</b>	<b>1963.2</b>	<b>\$97,750</b>	<b>n/a</b>	<b>n/a</b>
<b>1995 Sales Detail - Existing &amp; New:</b>								
<i>Existing houses</i>	452	\$106,322	1,355	\$78.47	1959	\$92,000	n/a	n/a
<i>New construction sales</i>	63	\$185,129	1,940	\$95.43	1994	\$172,676	n/a	n/a
1st Quarter 2011	68	\$173,053	1,482	\$116.77	1971.8			
2nd Quarter 2011	203	\$187,817	1,482	\$126.73	1976.6			
3rd Quarter 2011	144	\$173,350	1,476	\$117.45	1974.1			
4th Quarter 2011	107	\$189,712	1,516	\$125.14	1975.0			
<b>2011 Total</b>	<b>522</b>	<b>\$182,291</b>	<b>1,487</b>	<b>\$122.56</b>	<b>1975.0</b>	<b>\$163,000</b>	<b>-2.8%</b>	<b>50.8%</b>
<b>2011 Sales Detail - Existing &amp; New processed to date:</b>								
<i>Existing houses</i>	492	\$177,672	1,477	\$120.29	1973	\$161,500	-1.0%	53.3%
<i>Single-Family Detached</i>	394	\$179,832	1,542	\$116.62	1968	\$163,000		
<i>Townhouses/Condos</i>	98	\$168,989	1,217	\$138.86	1992	\$154,500		
<i>New construction sales</i>	30	\$258,039	1,647	\$156.67	2011	\$252,412	-7.2%	64.2%
<i>Single-Family Detached</i>	27	\$262,547	1,667	\$157.50	2011	\$261,825		
<i>Townhouses/Condos</i>	3	\$217,467	1,466	\$148.34	2010	\$219,000		
1st Quarter 2012	92	\$177,415	1,480	\$119.88	1975.6			
2nd Quarter 2012	229	\$188,137	1,492	\$126.10	1975.4			
3rd Quarter 2012	187	\$184,675	1,491	\$123.86	1978.4			
4th Quarter 2012	126	\$194,139	1,438	\$135.01	1982.4			
<b>2012 Total</b>	<b>634</b>	<b>\$186,753</b>	<b>1,479</b>	<b>\$126.25</b>	<b>1977.7</b>	<b>\$169,750</b>	<b>3.0%</b>	<b>55.3%</b>
<b>2012 Sales Detail - Existing &amp; New processed to date:</b>								
<i>Existing houses</i>	590	\$179,529	1,463	\$122.71	1975	\$162,750	2.0%	56.4%
<i>Single-Family Detached</i>	453	\$185,283	1,530	\$121.10	1970	\$167,500		
<i>Townhouses/Condos</i>	137	\$160,503	1,239	\$129.54	1992	\$137,500		
<i>New construction sales</i>	44	\$283,622	1,700	\$166.84	2012	\$271,835	6.5%	74.8%
<i>Single-Family Detached</i>	40	\$288,206	1,719	\$167.66	2012	\$275,335		
<i>Townhouses/Condos</i>	4	\$237,784	1,511	\$157.37	2011	\$228,250		
1st Quarter 2013	81	\$173,039	1,353	\$127.89	1971.0			
2nd Quarter 2013	255	\$193,185	1,449	\$133.32	1978.1			
3rd Quarter 2013	246	\$199,076	1,462	\$136.17	1976.8			
4th Quarter 2013	157	\$200,655	1,471	\$136.41	1973.3			
<b>2013 Total</b>	<b>739</b>	<b>\$194,525</b>	<b>1,447</b>	<b>\$134.39</b>	<b>1975.9</b>	<b>\$172,000</b>	<b>6.4%</b>	<b>65.3%</b>
<b>2013 Sales Detail - Existing &amp; New processed to date:</b>								
<i>Existing houses</i>	679	\$183,927	1,423	\$129.25	1973	\$166,450	5.3%	64.7%
<i>Single-Family Detached</i>	523	\$191,470	1,495	\$128.07	1967	\$170,000		
<i>Townhouses/Condos</i>	156	\$158,638	1,180	\$134.44	1991	\$145,500		
<i>New construction sales</i>	60	\$314,457	1,725	\$182.29	2013	\$296,012	9.3%	91.0%
<i>Single-Family Detached</i>	54	\$319,409	1,751	\$182.42	2013	\$311,601		
<i>Townhouses/Condos</i>	6	\$269,887	1,494	\$180.65	2013	\$266,700		
1st Quarter 2014	94	\$202,776	1,461	\$138.79	1978.2			
2nd Quarter 2014	219	\$203,031	1,488	\$136.45	1977.8			
3rd Quarter 2014	227	\$212,447	1,515	\$140.23	1976.4			
4th Quarter 2014	126	\$202,621	1,434	\$141.30	1975.6			
<b>2014 Total</b>	<b>666</b>	<b>\$206,127</b>	<b>1,483</b>	<b>\$138.98</b>	<b>1977.0</b>	<b>\$187,500</b>	<b>3.4%</b>	<b>71.0%</b>
<b>2014 Sales Detail - Existing &amp; New processed to date:</b>								
<i>Existing houses</i>	618	\$199,420	1,479	\$134.83	1974	\$178,150	4.3%	71.8%
<i>Single-Family Detached</i>	480	\$208,353	1,552	\$134.25	1969	\$189,000		
<i>Townhouses/Condos</i>	138	\$168,348	1,225	\$137.43	1991	\$147,500		
<i>New construction sales</i>	48	\$292,478	1,528	\$191.41	2013	\$310,865	5.0%	100.6%
<i>Single-Family Detached</i>	29	\$338,705	1,783	\$189.96	2013	\$327,142		
<i>Townhouses/Condos</i>	19	\$221,920	1,138	\$195.01	2013	\$220,309		
<b>NOTE 1: Sales are assigned to quarters according to the month and year the deed was executed.</b>								
<b>NOTE 2: 1-family houses include townhouses, condominiums, detached houses, and attached houses.</b>								
<b>NOTE 3: Recent quarters may include unverified sales information; all sales are subject to correction.</b>								
<b>NOTE 4: Recent sales may not be included. New houses are not included until after they have been inspected.</b>								

## Customer Satisfaction Survey

*The Ames City Conference Board requires an annual customer survey be made as a means of evaluating the City Assessor's Office. Forms were sent in early November to 100 individual who have had occasion to contact this office during the year 2014. Thirty-seven (37) were returned with all or part of the form filled in. Twelve (12) indicated they had filed an appeal. Two (2) were returned with no responses. The form was substantively identical to the following summary for the questions regarding the City Assessor's Office:*

1. My business with the Assessor's Office included: **(37 RESPONSES)**  
(Check all that apply)

- 10**  (a) I filed for a Homestead or Veteran's Exemption.
- 17**  (b) I inquired / requested information about sales or general property assessment information.  
2  Online    11  City Hall    1  Fax    6  Phone
- 12**  (c) I filed an assessment appeal.
- 2**  (d) An Assessor's employee visited my property.  
(Please select property type.)  
0  residential    1  commercial    0  exempt
- 5**  (e) Other

**Please answer ONLY if you selected 1(b):**

I used the following assessor web site(s):  
(Check all that apply)

<http://www.cityofames.org/Assessor> **(8 Responses)**

- 2  assessment appeal information.
- 3  property tax information.
- 0  residential sales book (MS Word format).
- 0  residential sales book (MS Excel format).
- 0  other report(s) and/or data.
- 0  commercial sales information.
- 2  maps.

<http://www.amesassessor.org> **(8 responses)**

- 7  property information.
- 4  property tax information and/or paid taxes.
- 5  maps.
- 2  residential comp search.
- 0  mailing address change.
- 3  identified zoning information.
- 0  soils report.
- 0  other \_\_\_\_\_

**Please rate your level of satisfaction:**

2. The person I contacted listened and understood my question(s).  
**26**  DEFINITELY    **5**  MOSTLY    **1**  NOT REALLY    **1**  DEFINITELY NOT    **1**  DOES NOT APPLY
3. I was satisfied with the response to my inquiry.  
**25**  DEFINITELY    **5**  MOSTLY    **1**  NOT REALLY    **4**  DEFINITELY NOT    **0**  DOES NOT APPLY
4. I was treated with courtesy and respect.  
**28**  DEFINITELY    **4**  MOSTLY    **0**  NOT REALLY    **1**  DEFINITELY NOT    **1**  DOES NOT APPLY
5. I was assisted in a timely manner.  
**24**  DEFINITELY    **7**  MOSTLY    **1**  NOT REALLY    **1**  DEFINITELY NOT    **1**  DOES NOT APPLY

*(Please continue on reverse side)*

6. What, if anything, would you like the City Assessor's Office to be offering that it is **NOT**? (Service, policy, information, etc.):
- Correct the information on-line on the "property card." If the info is incorrect the cards should be deleted.
  - Assess correctly property values, listen and consider owner's complaints, correct your calculations, don't use 'magic numbers' in your calculations.
  - Online appeal form / process.
  - It was a very good experience.
  - Person answering the phone just referred to the web site. The information was not available (website was having problems) and even once I got the online information via the webmailer, it was too complicated for me to utilize. I still don't have any answer to my question. It would be nice if someone would call me + give it another try
  - Everything was really good.
  - It would be helpful to search by name of property owner in an easier manner.
  - Haven't lived in Ames long enough to know yet.

7. Additional comments/observations relating to the City Assessor's Office:

- The "model" that is being used needs to be reevaluated. A house with a ½ bath is assessed more than a full bath. The appeal board even questioned how this made sense.
- Explain your way of calculating the assessed values.
- Our petition was in the drop box the day of. But collected the day after an considered late. Morning pickups should be counted as previous day.
- Efficient, friendly, helpful staff. Knowledgeable too.
- We received pre-filled out information for the commercial property tax change. Really appreciated it.
- I am a realtor heavy user of the assessor website and the staff. The office is a real asset to me in my work.
- Always helpful and friendly staff. Website has a lot of useful data.
- Secretary who answered the phone was very friendly and helpful.
- Service was very quick & she was very helpful.
- Thanks for the help. This was the best response I've had in years.

***Questions 8-14 only apply to persons who filed an assessment appeal with the Board of Review. [Reference question 1(c)]***

8. I learned about the appeal process and acquired the instructions/form: *(please select only one)*  
5  ONLINE      6  CITY HALL / PHONE
9. I was satisfied with the information/explanation of the appeal process.  
2  DEFINITELY 8  MOSTLY 0  NOT REALLY 1  DEFINITELY NOT 1  DOES NOT APPLY
10. My appeal to the Board was:  
4  ORAL      8  NON-ORAL
11. The Board gave me the opportunity to present arguments and evidence in support of my appeal.

6  DEFINITELY 4  MOSTLY 1  NOT REALLY 1  DEFINITELY NOT 2  DOES NOT APPLY

12. My appeal to the Board was:

4  DENIED 4  GRANTED 4  GRANTED IN PART 0  RETRACTED

13. I was satisfied that the Board of Review made an informed decision based on all the information presented.

3  DEFINITELY 4  MOSTLY 2  NOT REALLY 3  DEFINITELY NOT 1  DOES NOT APPLY

14. Additional comments regarding the appeal process or the operation of the Board of Review:

- I found errors: including sq footage & easement. I brought this up at the oral hearing. It was not corrected until Sept, after the property was remeasured and only then after many phone calls. Even though there were mistakes the appeal process could not address. So I will have to reappeal.
- I appeal the decision to the board in Des Moines and my appeal was granted!
- Since we were late, they said they would work with us the following year. We were confused and we were able to have a hearing, but not present.
- Would be nice to start the process online.
- When I filed a few years ago, then process was terrible + reasons seemed very flimsy for turning down my appeal. Hopefully you're doing better.

*Thank you, again, for taking your time to complete this survey. Have a nice day! ☺*

Please mail or return to: Ames City Assessor, 515 Clark Avenue, Ames, IA 50010

Or

Scan and email to: [cityassessorinfo@city.ames.ia.us](mailto:cityassessorinfo@city.ames.ia.us)

**GENERAL STATISTICS FOR G.I.S. WEB PAGE**

*(provides an overview of the site usage and behavior of our web site visitors)*

Statistics for [www.amesassessor.org](http://www.amesassessor.org) (aka [www.storyassessor.org](http://www.storyassessor.org)) 01 Jan 2014 - 31 Dec 2014

Total web site Requests: ..... 2,456,543

Total web site Visits: ..... 454,975

Percent increase in visits from 2013: .....+22%

Avg. Requests / Visitor: ..... 5.40

**GENERAL STATISTICS FOR ASSESSOR PAGE ON CITY OF AMES WEB SITE**  
*(provides an overview of the site usage and behavior of our web site visitors)*

Statistics for <a href="http://www.cityofames.org/Assessor/">http://www.cityofames.org/Assessor/</a>	01 Jan 2014 - 31 Dec 2014
Home Page .....	12,753
Sales .....	1,876
Estimate Your Property Tax.....	1,221
Maps .....	1,700
Credits & Exemptions .....	406
Data or Reports .....	290
Board of Review.....	531
Assessment Appeal Information .....	<u>106</u>
Total Pages Viewed: .....	18,883



# Mini Conference Board

Minutes for Wednesday, January 8, 2015 **(UNAPPROVED)**  
Room 233, Ames City Hall, 515 Clark Avenue, Ames, IA

**Members Present:** Greg Lynch, Brenda Swaim, Matt Emerson, Julie Erickson, Bill Talbot, Ames School Board of Directors, Rick Sanders, Story County Board of Supervisors and Peter Orazem, Ames City Council.

**Call to Order:** 3:01 p.m. by Chairperson Peter Orazem.

**Approval of Minutes from January 7, 2014, Mini Conference Board meeting.** Moved by Sanders, seconded by Talbot, to approve the minutes without corrections. Motion carried unanimously.

**Discussion of City Assessor's 2015-2016 Budget Proposal:** Lynch gave an overview of the report that was distributed via email. He noted that he had just finished a report for the Finance Director, Duane Pitcher, and as part of the report, which will be included in the main conference board report, the total taxable value for 13-14 for Ames increased by 4%. Lynch also advised that new construction was up this year for both residential and commercial. There are new classifications that come into effect this year and staff is working on getting them identified. Letters were sent and some information has been returned. Multi-residential properties have been converted and there were 182 properties which received this classification. A lot of time and effort was spent for the Department of Revenue, the software provider and staff to implement this change. Lynch was able to answer several questions that the Board had regarding these changes and concerns regarding percent increases or decreases.

Regarding staff, Lynch advised that Mitch Friedow retired in November and thanked him for his many years of service and that he is missed.

Lynch overviewed the details of Attachment A. He shared the reasoning behind the request for a permanent half-time position in this budget proposal. Discussion ensued with Lynch explaining the reasoning being the overall growth in Ames, the increase number of building permits, annexations, sales in both residential and commercial have increased as well. Orazem inquired as to the type of person that would apply for this job, being part-time. Lynch and Swaim both shared that the hope is to advertise the full-time and part-time positions simultaneously and that many qualified candidates will apply and have an option.

Regarding the Server Replacement and Document Management Systems line items, Lynch explained that two servers that are nearing the end of their economic life. He is suggesting consolidating the two systems into one more powerful system that will allow the office to maximize utilization of the hardware and also support a Document Management System. Matt Emerson explained the benefits of such a system and that our goal would be to integrate with a city-wide system. Sanders agreed and advised he is on board with moving this forward.

All assessment appeals are settled except for two and the values are minimal.

Orazem wondered how many appeals could be anticipated for this next year and Lynch advised that most likely both residential and commercial values will go up and it is possible that 13,000 to 14,000 assessment rolls may go out. Historically, it can be assumed that anywhere from 5% to 7%

## Mini Conference Board

of those will be appealed. Orazem wondered about notifying residents ahead of time that values are expected to increase and Lynch explained that it is part of our process through sending out press releases and posting on our website as well as through local real estate groups. Swaim also noted that we anticipate mailing out notices earlier this year giving staff more time to answer questions and to meet with property owners to potentially change values ahead of time so that they don't have to go through the appeal process.

Discussion ensued regarding several line items for Attachment A and as to what the budget carryover amount is, generally, from year to year. It was decided that several line items would be moved on Attachment A for better clarity for the conference board meeting including the new part-time assessor line item, to decrease office supplies by \$500, Education & training by \$5,000, and staff salaries decrease due to replacement of Friedow.

**Other Business:** None

**Adjourn:** Move by Sanders, second Talbert to Adjourn at 4:16 pm

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

**AMES, IOWA**

**JANUARY 10, 2015**

The Ames City Council Special Meeting was called to order by Mayor Ann Campbell at 8:38 a.m. on the 10<sup>th</sup> day of January, 2015, in Parks and Recreation Office, 1500 Gateway Hills Park Drive. City Council Members present were Gloria Betcher, Amber Corrieri, Tim Gartin, Matthew Goodman, Chris Nelson, and Peter Orazem. *Ex officio* Council Member Lissandra Villa was also present. City Manager Steve Schainker, Assistant City Manager Bob Kindred, Assistant City Manager Melissa Mundt, and Management Analyst Brian Phillips were also present.

**REVIEW WHAT MAKES AN EFFECTIVE GOVERNING/DECISION-MAKING**

**BODY:** City Manager Schainker asked the City Council to review the list of characteristics that make an effective governing and decision-making body, an exercise which was conducted at the 2014 Council Goal-Setting Session. The council members took turns reading the characteristics and providing their interpretations of what each item means.

The City Council was asked how they believe they had done in meeting those characteristics in the past year. Mr. Schainker asked if other characteristics should be added to the list. There were none.

The meeting recessed at 9:45 a.m. and was called back to order at 9:55 a.m.

**REVIEW STATUS OF EXISTING GOALS, OBJECTIVES, AND TASKS:** Mr. Schainker discussed several components of the existing list of goals, objectives, and tasks. He asked whether the Tenant-Landlord objective is complete. *Ex officio* Villa stated that from the Government of the Student Body's perspective, it is complete. There is nothing further required. Council Member Goodman asked whether there was interest in requiring landlords to participate in the Rent Smart Ames site. Following further discussion, Council Member Goodman withdrew his suggestion.

Mr. Schainker asked whether there was interest in pursuing the objective to incorporate environmental practices in developing City policies. Council Member Betcher stated that upon researching the topic, she found information online, including a checklist developed for the state of Washington. Mr. Schainker said that City staff could provide a report back regarding that topic. Council Member Nelson mentioned that there was a state energy code. Mr. Schainker suggested that a report could be provided to the City Council outlining what is in this state code.

The City Council discussed the "One Community" report.

Moved by Goodman, seconded by Betcher, to hold a workshop in Spring 2015 to discuss this report.

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



The City Council discussed the topic of civility among Council Members. The Council Members agreed to adhere to the following concepts:

- Responsibility of each Council Member to not let issues fester; address relationship issues with the other person
- Commend actions and decisions of other Council Members that you appreciate
- Keep body language and tone of voice respectful when others with whom we disagree are speaking
- Look for opportunities to make small sacrifices to increase the perception of civility
- Be selective in your words
- Think the best of the other person
- Recognize that we all have different areas of expertise and strengths. Appreciate and build on those strengths
- Be careful not to say yes to something just because you know it will make someone feel better

Upon reviewing the existing goals, objectives, and tasks, the City Council asked to hold a joint meeting with the Gilbert School District.

It was moved by Goodman, seconded by Gartin to hold a workshop to discuss with local experts how to make the City more welcoming to entrepreneurs.

Motion carried.

Moved by Goodman, seconded by Corrieri, to receive a staff report of the cost estimate to develop a brand communication plan.

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

The City Council discussed the third task for the objective to develop a brand communication plan, which was to incorporate the sesquicentennial message in all marketing endeavors. The Council agreed to drop that task from the list.

The meeting recessed for lunch at 12:05 p.m. and was called back to order at 12:25 p.m.

**DISCUSS OTHER ISSUES:** The Council Members discussed the City Council's objectives related to developing a youth master plan. Mayor Campbell described how she had met with staff from United Way of Story County and the Ames Community School District to identify youth programming opportunities in Story County. It was moved by Goodman, seconded by Gartin, to direct City staff to set up a workshop to hear from 1) at least one organization that has assisted communities in implementing collaborative planning based on evidence-based programming for youth, and 2) a community of similar scale/demographics that has gone through a similar process. Those invited to this workshop will include ASSET funders, the faith community, Mary Greeley, ISU, police, the school districts, and other agencies that work with youth.

Motion carried.

Discussion turned to the topic of Capital Improvements Plan (CIP) planning. Council Member Orazem asked how the City can be preparing for long-term CIP projects when we know these items must be addressed. He noted that many of these items seem stuck in the fifth year of the CIP, waiting for a plan to fund them. Mr. Schainker stated that it is his role to tell the City Council about things that have to be replaced, and the Council Members must identify the items that they are “dreaming about.”

**REVIEW CITY COUNCIL REFERRAL PROCESS:** The City Council reviewed a report outlining the number and type of referrals the City Council had made during 2014. A graph showing the total quantity of referrals each year for the past ten years was also reviewed. The City Council discussed ways to manage the number of referrals and to consider restraint in referring some items to staff.

Moved by Goodman, seconded by Corrieri, to create a policy where code, LUPP, and zoning change requests are discussed only four times per year, with this policy taking effect for referrals received beginning July 1, and first evaluated in September.

Vote on Motion: 3-3. Mayor Campbell voted nay to break the tie. Motion failed.

The Mayor distributed copies of the seating arrangements for the Council Members around the dais for the upcoming year.

**CONFIRM NEXT STEPS:** City Manager Schainker read aloud the list of tasks the City Council had developed at the meeting. These tasks were:

1. Declare complete the objective to explore creation of tenant and landlord services - including education, complaint and conflict resolution - with GSB, ISU, Ames Rental Association, etc.
2. Add a task for City staff to provide a report on environmental practices in development policies, looking to the Washington state checklist as an example
3. Add a task for City staff to provide a report describing what is required in the State Energy Code
4. Add a task to hold a workshop in spring 2015 to discuss the One Community report
5. Add a task to host the Gilbert School District at a City Council workshop
6. Add a task to host a workshop to discuss with local experts how the City may be more welcoming to entrepreneurs
7. Add a task for City staff to provide a report outlining cost estimates to develop a brand communication plan
8. Remove the task for the communications team to incorporate the sesquicentennial message (Ames: A Smart Choice for 150 Years) and connect community history in all marketing endeavors. This was a task under the objective to develop a brand communication plan

9. Add a task to host a workshop to hear from 1) at least one organization that has assisted communities in implementing collaborative planning based on evidence-based programming for youth, and 2) a community of similar scale/demographics that has gone through a similar process. Those invited to this workshop will include ASSET funders, the faith community, Mary Greeley, ISU, police, the school districts, and other agencies that work with youth.

Moved by Goodman, seconded by Nelson, to confirm the list of tasks as stated by Mr. Schainker.

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

**ADJOURNMENT:** The meeting concluded at 2:30 p.m.

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Ann H. Campbell, Mayor

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Diane R. Voss, City Clerk

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Brian Phillips, Scribe

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

**AMES, IOWA**

**JANUARY 20, 2015**

The Ames City Council met in special session at 5:15 p.m. on the 20th day of January, 2015, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with Mayor Ann Campbell presiding and the following Council members present: Gloria Betcher, Amber Corrieri, Tim Gartin, Matthew Goodman, Chris Nelson, and Peter Orazem. *Ex officio* Member Lissandra Villa was absent.

Mayor Campbell announced that the primary purpose of this meeting was to hear presentations by the Departments on the projects comprising the City's five-year Capital Improvements Plan (CIP). She stated that public input on the Capital Improvements Plan will be taken on January 27, 2015.

**WORKSHOP ON THE 2015-2020 CAPITAL IMPROVEMENTS PLAN (CIP):** City Manager Steve Schainker emphasized that the Plan outlines the City's funding strategy for major public improvement projects to be completed over the next five fiscal years (2015 to 2020). Projected expenditures in the Plan total \$251,885,728. Mr. Schainker explained to the Council that the CIP is not a budget, but a plan; and as such, it is flexible depending on the Council's priorities for funding major projects. He explained that the projects in the first year of the CIP represent the highest priorities.

Mr. Schainker also announced that public input will be taken at the Council meeting scheduled for January 27, 2015, and again at the Final Budget Public Hearing to be held on March 3, 2015.

**Public Safety - Fire.** Fire Chief Shawn Bayouth described three projects that had been in past CIPs: (1) Forty-one Self-Contained Breathing Apparatus units to be purchased one-half in 2014/15 and the other half in 2015/16, (2) Fire Station #2 Restroom renovation to be delayed to 2016/17, and (3) Fire Station #1 Concrete Replacement (Driveway) to be delayed to 2017/18. One new project: Fire Station #2 Roof Replacement was explained.

City Manager Schainker stated that, at some point in the future, the City will need to build a new Fire Station somewhere in West Ames. The location has not been determined. A referendum will be necessary to gauge support for a new Station #2. According to Mr. Schainker, a higher priority for a referendum would be for the construction of a new indoor pool.

**Public Safety - Traffic.** John Joiner, Public Works Director, thanked Assistant Director Tracy Warner, Resource Recovery System Manager Gary Freel, Operations Manager Justin Clausen, Transportation Engineer Damion Pregitzer, and Civil Engineer Rudy Koester for their assistance in putting together this year's Public Works CIP. He also recognized Lynn Brennan, Administrative Assistant, who retired on January 9, 2015, for the work she had put in to many CIPs.

Director Joiner explained the eight projects under the Traffic program: West Lincoln Way Intersection Improvements, Accessibility Enhancements Program, Regional Transportation Count Program, Traffic Signal Program, Traffic Calming Program, Traffic Engineering Studies, Multi-Modal Roadway Improvements, and U. S. 69 Intersection Improvements.

Council Member Orazem asked if there would need to be any capital adjustments to the budget in light of the construction of the new church and assisted living facility; specifically, to the stretch

of Stange Road between Bloomington and 24<sup>th</sup> Street. Mr. Pregitzer explained that that was yet to be determined depending on the level of traffic being generated. He advised that a public meeting will be held on January 21 to answer questions and receive input from the community.

**Utilities - Resource Recovery Plant (RRP).** Director Joiner described the two projects being recommended for the RRP, as follows: Resource Recovery System Improvements and Resource Recovery Cold Storage Building. The latter project is shown in the fifth year of the CIP (2019/20) at an estimated cost of \$500,000.

**Utilities - Water Distribution.** Public Works Director Joiner explained two projects under this program: Water System Improvements and Campustown Public Improvements.

**Utilities - Storm Sewer.** Director Joiner described the Flood Mitigation - River Flooding project in detail. According to Mr. Joiner, previously issued General Obligation Bonds will pay for a portion of the Flood Mitigation - River Flooding project.

Council Member Goodman asked if staff had reached out to the existing business owners along the River about the Flood Mitigation project. Director Joiner indicated that the City had notified them at the flood study stage. Mr. Goodman noted that the existing business owners are made to carry flood insurance. He stated that he is not a “big fan” of this project unless the investors in the area who had developed there knowing that there was a flooding risk think that the project is valuable enough to share in the expense. Council Member Orazem questioned whether Mr. Goodman then felt that home owners near the area should also share in the cost of this project. He also asked if the same principle should apply to all public goods, e.g., only those who have children in school should pay for improvements to schools. Mr. Orazem said he understood the use of assessments for new construction, but not after the roads had become part of the City’s responsibility to maintain.

City Manager Schainker brought the Council’s attention to how storm sewer improvements are funded. He noted that the Storm Sewer User Fee had been set by Council and had remained static for several years. The Council will have to decide how much of the storm sewer projects should be generated by the fee versus paid for by property taxes.

Mr. Joiner highlighted the other projects planned for this program: Storm Sewer Improvement Program, Storm Sewer Erosion Control Program, Low-Point Drainage Improvements, Storm Water Facility Rehabilitation, Storm Sewer Water Quality Improvements, and Storm Sewer System Analysis.

**Utilities - Sanitary Sewer.** Three projects were highlighted by Mr. Joiner under this Program: Sanitary Sewer Rehabilitation, East Industrial Area Sewer Extension, and Clear Water Diversion.

Pertaining to the East Industrial Area Sewer Expansion project, Mr. Joiner reported that the City had not yet reached an agreement with Central Iowa Water Association on the buy-out of its water service territory. He noted that the sanitary sewer, however, would be wholly the City’s responsibility.

Council Member Corrieri left the meeting at 6:02 p.m.

City Manager Schainker told the Council that he would be making a recommendation, as part of the Operating Budget, to hire a consultant to create a Master Plan for the development of the larger industrial area. Mr. Schainker emphasized the importance of service levels and how other things are contingent upon that level of service. He cautioned that if Central Iowa Water Association states that it is going to service the area, it is hoped that it will agree to provide the same level of service (not only for water, but for fire protection) as the City of Ames provides.

**Transportation - Street Engineering.** According to Public Works Director Joiner, 12 projects are being recommended under this category.

Mr. Joiner advised that the ISU Research Park - Phase III is a new project slated to begin in 2015/16. The roadway will be mainly funded by a RISE Grant. Tax-Increment Financing funding will be used for the water and sewer infrastructure. Council Member Betcher shared that she had heard concerns from people who had attended a public meeting on this project about the way the bike paths were being integrated into the roundabout; specifically, at Airport Road and University. It was her understanding that representatives of Workiva would be making a presentation on this issue in the near future. Assistant Director Warner went into more detail on the proposed designs for the three roundabouts relative to ISU Research Park - Phase III. She reported on the public input received from the one public meeting that had been held thus far.

Other projects explained were Asphalt Street Pavement Improvements, Grand Avenue Extension, Shared Use Path System Expansion, Concrete Pavement Improvements, Arterial Street Pavement Improvements, Downtown Street Pavement Improvements, Seal Coat Pavement Improvements, Right-of-Way Restoration, CyRide Route Pavement Improvements, Collector Street Pavement Improvements, and Cherry Avenue Expansion.

Mr. Joiner described the phases of the Grand Avenue Extension project. He reported that that project is very dependent on the receipt of federal and state grants. Mr. Schainker reviewed some possible alternatives for layering on the improvements for the Grand Avenue Extension project. He also emphasized that, through those years of phasing, other projects would be coming on, and funding would need to be prioritized.

**Transportation - Street Maintenance.** Mr. Joiner explained the Bridge Rehabilitation Program, Neighborhood Curb Replacement Program, Pavement Restoration, Right-of-Way Appearance Enhancements, and Shared Use Path Maintenance.

**Transportation - Airport.** Director Joiner reviewed the Airport Terminal Building and Hangar project scheduled to occur in 2015/16 and the Airport Improvements scheduled from 2015/16 through 2018/19. City Manager Schainker summarized past financing discussions held among the City, Iowa State University, and the private sector. He also described the proposed financing arrangements cited in the CIP; G. O. Bond revenue in the amount of \$943,000 was being shown in FY 2015/16. Revenue-abated bonds would be repaid from user fees. Mr. Schainker noted that it was anticipated that the increased revenue would be made up from the Fixed Base Operator (FBO) contract. The project assumes that the private sector will construct the hangar and donate the structure to the City of Ames; the projected value is estimated to be \$960,000. Discussion ensued about the scope of services contained in the current Fixed Base Operator (FBO) contract. Mr. Schainker reported that the City nets between \$80,000 and \$90,000 from the FBO contract and fuel flowage fees.

**Community Enrichment - Public Works.** Municipal Cemetery Improvements were described by Mr. Joiner. Lane construction/maintenance will occur in 2014/15 and 2015/16, and water line replacement will occur in 2016/17.

The meeting recessed at 7:02 p.m. and reconvened at 7:11 p.m.

**Water and Pollution Control.** Water and Pollution Control Director John Dunn highlighted the New Water Treatment Plant (15-million-gallon/day facility) construction project. The “all in” cost estimate is \$71,145,000; the CIP shows \$74,034,000, which includes a 5% contingency. Council Member Betcher asked if the City would realize \$835,000 worth of benefit, which is the cost of LEED registration and commissioning, permits, special inspections, and equipment allowances. Mr. Dunn replied that the City would receive approximately \$6 million worth of benefit from LEED certification.

Council Member Corrieri returned to the meeting at 7:21 p.m.

Other CIP projects for 2015/16 to 2019/20 were described as: Water Supply Expansion, Advanced Metering Infrastructure, Water Plant Facility Improvements, Source Water Protection Plan, Well Field Standby Power, and Old Water Treatment Plant Demolition. Pertaining to the Advanced Metering Infrastructure, Mr. Dunn advised that the current meters are actually very efficient; however, the market is driving Ames to upgrade its meters; i.e., the City cannot purchase the type currently being used as they have become obsolete.

**Utilities - Water Pollution Control.** Director Dunn said 11 projects are being recommended for the Utilities Program. Descriptions were given for the following projects: Residuals Handling Improvements, Digester Improvements, Flow Equalization Expansion, Facility Improvements, Clarifier Maintenance, Mechanical & HVAC Replacements, Electrical System Maintenance, Structural Rehabilitation, Lift Station Improvements, Co-Generation System Maintenance, and Nutrient Reduction Modifications. Mr. Dunn told the Council that the Iowa Nutrient Reduction Strategy was released by the Iowa Department of Natural Resources in 2013. It requires the state’s 102 largest municipal wastewater facilities to install technically and economically feasible process changes for nutrient removal. The next NPDES Permit for Ames will be issued in 2015. Within two years of that Permit re-issuance, Ames must submit to IDNR a preliminary engineering report that evaluates the cost and feasibility of installing nutrient reduction at the facility. Mr. Dunn noted the cost of the project would be approximately \$35,000,000. Efforts are underway to come up with lesser-expensive alternatives to achieving compliance and to influence the direction the requirement is going to go. There is approximately \$8 million worth of maintenance that would need to be done anyway.

**Electric Services.** Donald Kom, Director of Electric Services advised that he would be presenting projects totaling \$55 million over the next five years. He reviewed capital projects broken down into three categories: Electric Services, Transmission/Distribution, and Power Plant. Mr. Kom advised that no changes are being recommended to the Demand-Side Management Energy Conservation Programs. There is \$1 million budgeted per year for each of the next five years; this amounts to 9.1% of Electric Services five-year budget.

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**Public Safety - Electric.** Director Kom explained that the siren to provide coverage to the Northern Growth Area along Grant Avenue and near Ada Hayden Heritage Park will be added to the Outdoor Storm Warning System in 2015/16.

**Electric - Transmission & Distribution.** Four projects were highlighted in the Transmission category: 69kV Transmission Reconstruction, 161kV Line Relocation, Top-O-Hollow Substation Expansion, and Ontario Substation 69 kV Breaker Addition. Four projects were explained under the Distribution category: Mortensen Road Feeder Reconstruction, Dayton Avenue Substation Upgrade, Mortensen Road Transformer Protection, and Vet Med Substation Switchgear Upgrade. These projects represent approximately 16% of the overall budget.

**Electric - Power Plant.** Ten of Electric Service's CIP projects fall under the category of the Power Plant: Units #7 and #8 Fuel Conversion, Continuous Emissions Monitoring System Replacement, Relay/Control Replacement, New Electric Generation Capacity, Cooling Tower Repairs, Power Plant Roof Replacement, Unit #7 Boiler Tube Repair, Feedwater Heater Tube Replacement, Unit #7 Turbine Generator Five-Year Overhaul, and Unit #8 Turbine Generator Five-Year Overhaul. The Power Plant improvements represent 74.3% of the Five-Year Budget.

**Transportation - Transit.** Transit Director Sheri Kyras described five projects planned for the next five years, as follows: Vehicle Replacement, Building Expansion and Modernization, CyRide Shop/Office Equipment, Bus Stop Improvements, and Technology Improvements. The bus replacement schedule was reviewed by Director Kyras. She also stated that the bus stop improvements are funded with 80% federal dollars. Under the Technology Improvements program, the building security system will expand to the maintenance shop and bus storage.

**Parks & Recreation.** Keith Abraham, Director of Parks and Recreation, briefed the Council on ten projects, as follows: Park System Improvements, Recreation Facility Improvements, Playground Equipment Improvements, Municipal Pool, Ada Hayden Heritage Park, Furman Aquatic Center, Ames/ISU Ice Arena, Homewood Golf Course, Moore Memorial Park Pedestrian Bridge, and Rose Prairie Park. It was reported by Director Abraham that the Parks and Recreation Commission had made a recommendation to the City Council to approve the CIP projects, as presented.

At the inquiry of Council Member Betcher, Mr. Abraham updated the Council on the sand volleyball courts. After receiving a great deal of public input, mainly from people living close to Emma McCarthy Lee Park, the Commission had decided to locate the courts in Inis Grove Park near the tennis courts, not in Emma McCarthy Lee, as was originally planned. The cost of construction was estimated at \$150,000; however, City staff will be constructing the courts, which will result in thousands of dollars being saved. Noting the controversy surrounding the sand volleyball courts originally proposed to be located in Emma McCarthy Lee Park, Council Member Goodman suggested that it might be worth trying a pilot project in the future when there is anticipated objection to a project. He thought perhaps if people had experienced what it might be like, they might not have been so objectionable.

Pertaining to the Municipal Pool, Mr. Abraham noted that the Joint Use Agreement between the City and the Ames Community School District will expire on April 30, 2015. It has been proposed



that the Agreement be expanded until 2017 and will be coming to Council for approval in the next few weeks.

Council Member Gartin asked to know, if possible, attendance numbers at Ada Hayden Heritage Park.

Discussion ensued about the possibilities of additional programming that could come to fruition when the current clubhouse is replaced in 2018/19. Director Abraham named many suggestions that had already come up as desires and/or possibilities.

City Manager Schainker noted that Director Abraham had shifted some priorities due to unexpected expenses arising. He asked Mr. Abraham to provide that list as a report back to the City Council.

**Facilities/Fleet Services.** Facilities/Fleet Services Director Corey Mellies explained the City Hall Improvements and City Maintenance Facility Improvements projects. Funds in the amount of \$50,000 are allocated per year for equipment or system failures. Mr. Mellies provided an update pertaining to the City Hall renovations.

City Manager Schainker noted that, in closing out FY 2013/14 and 2014/15, there was an unusually high carry-over balance. Mr. Schainker reiterated his recommendation to the Council to use a larger-than-anticipated ending balance for one-time projects. He stated that one of those projects could be City Hall improvements. He reminded the Council that he does not recommend lowering property taxes with the carry-over balance because next year, when there is not a large carry-over balance, taxes would have to be raised.

**Community Enrichment.** City Manager Steve Schainker said there were no changes proposed for the Neighborhood Improvement Program or the Downtown Facade Program. Mr. Schainker noted that the Campustown Facade Program has been added to the CIP in the amount of \$50,000/year for five years.

**Conclusion.** City Manager Schainker noted that the CIP could change based on future Council decisions on pending issues. He reiterated that public input on the CIP will be accepted on January 27.

**COUNCIL COMMENTS:** Moved by Goodman, seconded by Nelson, to refer the request pertaining to the Jefferson Highway to City Manager Schainker for response.

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

Moved by Goodman, seconded by Gartin, to acknowledge the e-mail written by Mike Gude dated January 14, 2015, and direct staff to provide the report to the City Council that was formerly written pertaining to community internet.

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

**CLOSED SESSION:** Moved by Betcher, seconded by Gartin, to hold a Closed Session, as provided by Section 21.5(1)(a) Code of Iowa.

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

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

The meeting reconvened in Regular Session at 9:21 p.m.

**ADJOURNMENT:** Moved by Betcher to adjourn the meeting at 9:22 p.m.

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Diane R. Voss, City Clerk

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Ann H. Campbell, Mayor

## REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

JANUARY 13, 2015

The Regular Meeting of the Ames City Council was called to order by Mayor Campbell at 7:00 p.m. on the 13<sup>th</sup> day of January, 2015, in the City Council Chambers in City Hall, 515 Clark Avenue. Present from the Ames City Council were Gloria Betcher, Amber Corrieri, Tim Gartin, Matthew Goodman, Chris Nelson, and Peter Orazem. *Ex officio* Member Lissandra Villa was absent.

**CONSENT AGENDA:** Mayor Campbell announced that Item No. 9 (Resolution establishing compliance with reimbursement bond regulations under the Internal Revenue Code relating to financing projects to be undertaken by the City of Ames (ISU Research Park Tax-Increment Financing) had been pulled from the Agenda by staff. It will be placed on a future agenda.

Council Member Orazem requested to pull Item No. 10 Iowa Economic Development authority application for financial assistance for Barilla) for separate discussion.

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

1. Motion approving payment of claims
2. Motion approving minutes of Regular Meeting of December 16, 2014, and Special Meeting of January 5, 2015
3. Motion approving certification of civil service applicants
4. Motion approving Report of Contract Change Orders for December 1-15 and December 16-31, 2014
5. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
  - a. Class C Liquor & Outdoor Service – Oddfellows, 823 Wheeler Street
  - b. Class C Liquor – Café Beau, 2504 Lincoln Way
  - c. Class C Beer & B Native Wine – Casey’s General Store #2560, 3020 South Duff Avenue
  - d. Special Class C Liquor – Vesuvius Wood-Fired Pizza, 1620 South Kellogg
  - e. Class A Liquor – American Legion Ames Post #37, 225 Main Street
  - f. Class C Liquor & Outdoor Service – Chipotle Mexican Grill, 435 South Duff Avenue Suite 102
  - g. Class B Beer – Indian Delights Express, 120 Welch Avenue
6. Motion approving 5-day (January 24-January 28) Class C Liquor License for Olde Main Brewing Company at CPMI Event Center, 2321 North Loop Drive
7. Motion approving 5-day (January 24-January 28) Class C Liquor License for Olde Main Brewing Company at Sukup Hall in the Sukup Atrium, Iowa State University
8. RESOLUTION NO. 15-004 approving Comprehensive Annual Financial Report for fiscal year ended June 30, 2014
9. RESOLUTION NO. 15-006 approving designation of City representatives to Central Iowa Regional Transportation Planning Alliance (CIRTPA)
10. RESOLUTION NO. 15-007 approving Memorandum of Understanding with Friends of Ada Hayden Heritage Park
11. RESOLUTION NO. 15-008 approving Underage Enforcement Agreement between Police Department and Youth & Shelter Services
12. RESOLUTION NO. 15-009 setting January 27, 2015, as date of public hearing on vacation of Water Main Easement at 230 South Duff Avenue
13. RESOLUTION NO. 15-010 awarding contract to WESCO Distribution of Des Moines, Iowa, in the amount of \$73,509 to purchase Aluminum Cable for Electric Services Department

14. RESOLUTION NO. 15-011 approving preliminary plans and specifications for Scaffolding and Related Services and Supplies for Power Plant; setting February 11, 2015, as bid due date and February 24, 2015, as date of public hearing
  15. RESOLUTION NO. 15-012 approving preliminary plans and specifications for Boiler Tube Spray Coating and Related Services and Supplies for Power Plant; setting February 11, 2015, as bid due date and February 24, 2015, as date of public hearing
  16. RESOLUTION NO. 15-013 approving preliminary plans and specifications for Turbine Controls System; setting February 25, 2015, as bid due date and March 3, 2015, as date of public hearing
  17. RESOLUTION NO. 15-014 approving preliminary plans and specifications for 2011/12 Asphalt Street Pavement Improvements (Ironwood Court); setting February 18, 2015, as bid due date and February 24, 2015, as date of public hearing
  18. RESOLUTION NO. 15-015 approving contract and bond for 2014/15 Traffic Signal Program (Union Drive & Lincoln Way)
  19. RESOLUTION NO. 15-016 approving contract and bond for 2014/15 Traffic Signal Program (13<sup>th</sup> Street & Stange Road)
  20. RESOLUTION NO. 15-017 approving contract and bond for 2014/15 Mortensen Road Improvements
  21. RESOLUTION NO. 15-018 approving contract and bond for 2014/15 Asphalt Street Pavement Improvements (Ferndale Avenue and Coy Street) and 2014/15 Water System Improvements (South Franklin Avenue and Coy Street)
  22. RESOLUTION NO. 15-019 approving contract and bond for WPC Plant Trickling Filter Check Valve Replacement Project
  23. RESOLUTION NO. 15-020 approving Change Order No. 1 for Public Works Engineering Inspection Services Contract with FOX Engineering in the amount of \$49,750.50
  24. Electric Services Underground Trenching Projects:
    - a. RESOLUTION NO. 15-021 accepting completion of 2014 Primary Contract with Ames Trenching & Excavating
    - b. RESOLUTION NO. 15-022 accepting completion of 2014 Secondary Contract with Communication Technologies
    - c. RESOLUTION NO. 15-023 approving preliminary plans and specifications for 2015 Project for Electric Services; setting February 12, 2015, as bid due date and February 24, 2015, as date of public hearing
  25. RESOLUTION NO. 15-024 accepting completion of Spring 2014 Unit 8 Boiler Repairs
  26. RESOLUTION NO. 15-025 accepting completion of WPC Electric Transformer Replacement Project
- Roll Call Vote: 6-0. Resolutions/Motions declared adopted/approved unanimously, signed by the Mayor, and hereby made a part of these Minutes.

**IOWA ECONOMIC DEVELOPMENT AUTHORITY APPLICATION FOR FINANCIAL ASSISTANCE FOR BARILLA:** Council Member Orazem explained that he had pulled this item from the Consent Agenda to receive more information.

Finance Director Duane Pitcher explained that Barilla is planning an expansion project, which will include construction of storage and production facilities to add a gluten-free pasta products line to the Ames facility. Total investment expected for the project is over \$26 million. Assistance from the state of Iowa will include tax credits totaling approximately \$850,000. The local match will be limited to property tax abatement available through the City's existing Industrial Property Tax Abatement program.

Moved by Orazem, seconded by Nelson, to adopt RESOLUTION NO. 15-005 endorsing Iowa Economic Development Authority application for financial assistance for Barilla with local match in the form of Industrial Property Tax Abatement.  
Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**PUBLIC FORUM:** Richard Deyoe, 505-8th Street, #2, Ames, asked the Mayor and City Council if they had any questions to ask him. Mayor Campbell explained that Public Forum was a time for speakers to discuss items of City relevance that were not on the Agenda.

There being no one else requesting to speak, the Mayor closed Public Forum.

**HEARING ON VACATING EASEMENTS AT 145 MARSHALL (IN WESTWOOD VILLAGE):** Mayor Campbell opened the public hearing. No one requested to speak, and the hearing was closed.

Moved by Goodman, seconded by Nelson, to adopt RESOLUTION NO. 15-026 approving the vacation of public utility and drive easement located at 145 Marshall Avenue.  
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 Nelson, to adopt RESOLUTION NO. 15-027 approving the Final Plat for Westwood Village Subdivision, Plat 2.  
Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**HEARING ON NON-ASBESTOS INSULATION AND RELATED SERVICES AND SUPPLIES FOR POWER PLANT:** The public hearing was opened by Mayor Campbell. There being no one requesting to speak, the Mayor closed the hearing.

Moved by Gartin, seconded by Betcher, to adopt RESOLUTION NO. 15-028 approving final plans and specifications and awarding contract to Insulation Mechanical, Inc., of Story City, Iowa, in an amount not to exceed \$90,000.  
Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**STAFF REPORT ON INDEPENDENT HYDRAULIC ANALYSIS OF RIVERSIDE MANOR AT 1209 S. 4<sup>TH</sup> STREET:** Planning and Housing Director Kelly Diekmann recalled that, at its December 9, 2014, meeting, the City Council had deferred action on a Minor Final Plat for a proposed two-lot subdivision at 1209 S. 4th Street (Prairie Village Subdivision located at Riverside Manor). The Council had passed a motion referring this item back to staff asking for a third-party evaluation of the hydraulic effects of the proposed project on the Oak-Riverside Neighborhood north of the site and to explore what level of oversight is needed to ensure that the project would be built as approved. It was anticipated that the staff would return to the City Council with a report on who might do the requested analysis, how much it would cost, and who would pay the cost for the analysis. In working on the referral, staff determined that relevant flooding information was available from an analysis performed for the City's Grand Avenue Extension project. Director Diekmann said that staff needed to know if, after seeing the analysis, the Council wanted an additional site-specific study performed in order to further understand

changes in potential flood impacts on the Oak Riverside Neighborhood.

Mr. Diekmann explained the options available to the Council:

1. It could find that the preliminary hydraulic modeling based on the 2D IDOT Model satisfies its request for additional information and does not require a site-specific study.

Director Diekmann noted that, if the City Council wishes to have a more formal report, staff had already obtained proposals from two firms that could provide an independent analysis and prepare a written report for the Council.

2. HDR of Des Moines, Iowa, who performed the preliminary analysis can reconstruct the work already done and add an explanatory technical report describing how the results were obtained.

According to Mr. Diekmann, the cost for that option would be approximately \$900 and would take around two weeks to complete.

3. Snyder and Associates of Ankeny, Iowa, would perform the analysis by using the current 1999 1-D Hydraulic Model.

The fee would be \$750 and would take about a week following receipt of the digital file of the grading plan.

Council Member Gartin advised that he would not be participating in the discussion and would be abstaining from the vote on this item due to a conflict of interest.

Council Member Orazem asked if the City already had a report from FOX Engineering on this issue. Mr. Kuester advised that the City did not have an actual modeling report from FOX Engineering; it had only done a visual analysis. Planner Kuester added, however, that a professional engineer had reviewed the data and the City's report and felt that it had satisfied that it conveyed what the analysis had stated.

Council Member Goodman stated he was satisfied that the data accurately depicted a 100-year event; his concern is what might happen in a larger event.

Ms. Betcher asked if there would be value in HDR visiting the site and taking photographs. Mr. Kuester replied that that was probably in HDR's standard scope of services. He felt that it would merely verify that they were modeling the correct site.

Judy Lemish, 327 S. Maple, Ames, read an excerpt from the *Ames Tribune* dated September 14, 2010. She quoted comments from Erv Klaas about the flooding potential in Ames due to the location of the juncture of Squaw Creek and the Skunk River. Ms. Lemish gave the history that a creek actually flowed through where Downtown Ames currently exists. Parts of Ames were actually swamp lands. She said she had always wondered why, when all the dirt is allowed to be brought in, they thought that it would only make a small difference. Ms. Lemish noted that 500-year floods affect her property; 100-year floods do not. She stated her belief that Ames will have to endure more 500-year floods due to global warming, and she does not believe that using a 100-year flood for the modeling is sufficient. Ms. Lemish said that caution is in order and

asked the City Council to approve Option 2, i.e., hire HDR of Des Moines to reconstruct the work already done and add an explanatory technical report describing how the results were obtained. She also asked that a 500-year flood be used for the modeling.

Michael Peterson, 3302 Morningside Street, Ames, urged the Council to consider having a more thorough and updated study of the area in question. He said that he was hopeful that the current City Council could learn from past City Council's mistakes in the overall philosophy when unbridled development has been allowed to occur along the South Duff Corridor, along U. S. Highway 30, and other areas around Squaw Creek and the Skunk River. Mr. Peterson gave his opinion of what would happen around the area in question if more dirt was brought in in light of the land already being built up higher. He urged the Council not to allow developers to elevate land in order to develop it. Mr. Peterson asked the Council to listen to the experts, not those hired by the developers, and to carefully consider the long-term effects to the residents and the community.

Moved by Orazem, seconded by Goodman, to approve Option 2: approve HDR of Des Moines, who did the preliminary hydraulic modeling based on the 2D IDOT Model, can reconstruct the work already done and add an explanatory technical report describing how the results were obtained.

Council Member Goodman stated his concern that the City might be setting up a home(s) to flood because it did not use the 500-year flood level as the model. Director Diekmann estimated that using the 500-year flood model would cost an additional \$3,500; however, he would have to check with the engineers to determine if that estimate was correct.

Council Member Betcher noted that the neighborhood around 1204 S. 4<sup>th</sup> Street is one of Ames' core neighborhoods, and she believes that the lives and homes of the people living there are worth more than \$3,500. She would feel much more comfortable if a 500-year flood model would be used. Mr. Orazem advised that he would agree with that if the additional cost was not too prohibitive.

Moved by Betcher, seconded by Goodman, to amend the motion to direct that a 500-year flood model be used if the cost of the additional work would not exceed \$3,500.

Vote on Amendment: 5-0-1. Voting aye: Betcher, Corrieri, Goodman, Nelson, Orazem. Voting nay: None. Abstaining due to a conflict of interest: Gartin. Motion declared carried.

Vote on Motion, as amended: 5-0-1. Voting aye: Betcher, Corrieri, Goodman, Nelson, Orazem. Voting nay: None. Abstaining due to a conflict of interest: Gartin. Motion declared carried.

**PRESENTATION OF RESIDENTIAL HIGH-DENSITY EVALUATION TOOL:** Planning and Housing Director Diekmann recalled that the City Council had conducted a workshop on November 18, 2014, to discuss general trends of residential development with a focus on Residential High Density (RH) development. That discussion was initiated due to multiple active requests for Council to consider rezoning of property or for Land Use Policy Plan (LUPP) amendments to designate land for high density.

Mr. Diekmann noted that there currently were five active requests for rezoning or LUPP amendments to allow High Density Residential. According to Mr. Diekmann, the estimated development potential of all five combined requests ranges from 850 to 1,400 units, and that number of new units would correlate roughly to 1,600 to 4,200 bedrooms. Development of all

of those multiple-family units would be a 10- 15% increase in multi-family housing units for the City.

It was noted by Director Diekmann, that at its November 18, 2014, meeting, the Council had reviewed the relevant LUPP goals and discussed their applicability to the review of RH requests. Discussion included statements regarding the need for housing options for non-students, conversion of commercial land to residential, CyRide access and capacity, architectural design, affordable housing, location in the community, and access to services. Council then directed staff to return to Council with a “tool” to evaluate the suitability of individual requests for RH development. The basis of the tool would be the language of the LUPP that guides interests for new residential development.

The Council was told by Director Diekmann that the proposed evaluation tool highlights six primary subjects with explanatory sub-elements and is set up to act as a quick assessment tool for sorting a proposal into relative tiers of LUPP consistency. The first tier would have attributes of a high number of LUPP objectives; a second tier would have an average or neutral position with some positive attributes, but not readily distinguishable from many sites across the City; and a third tier position would be where a project lacks attributes of most LUPP objectives or has some substantial negative attributes. Mr. Diekmann stated that staff had not weighted or prioritized any one topic over another with the tool; however, if a decision were to be made to use the tool, Council may want to discuss weighting and/or prioritizing components and how to use the tool. The tool could be used to score projects or simply to highlight positives or negatives of a proposed project. The six subject topics of the evaluation tool include: a) Location and Surroundings; b) Site Features; c) Housing Types and Design; d) Transportation; e) Public Utilities and Services; f) Investment/Catalyst. Each topic was further described by Director Diekmann.

John Haila, 2408 Suncrest Drive, Ames, advised that he was present at this meeting in his capacity as Chairman of the Ames Transit Board. He brought the Council’s attention to his memo dated November 19, 2014, pertaining to the future of CyRide. He noted that, since FY 2005/06, CyRide ridership has increased by 70% (4.1 million to over 7 million) between Fiscal Year (FY) 2005/06 and FY 2014/15. The increases were due primarily as the result of the increase in student enrollment at Iowa State University (ISU). According to Mr. Haila, the Transit Board has remained committed to maintaining the same level of service that had existed prior to the significant growth in ridership. Mr. Haila said that one of the things that makes the response to ridership demand so challenging is that most of the high-demand destinations are high-density residential developments that are distributed throughout the community. He pointed out that transit routes had not formerly existed in many of those areas or had required a minimal service level to be provided.

Mr. Haila further stated that an obvious strategy to enable CyRide to continue providing the same level of exceptional service would be to seek additional monies from the three funding bodies. However, because the amounts needed are so significant as the City continues to expand, the Transit Board was seeking other possibilities to address the projected growth in ridership. It was noted by Mr. Haila that land use decisions that concentrate the high-density ridership generators near the ISU Campus or along arterial streets on existing transit routes would assist CyRide in providing its service in the most-efficient manner. He said that it would also be helpful to CyRide if the Council would consider utilizing a contract rezoning mechanism when responding to requests to rezone certain properties that include apartments. In those instances



when CyRide's existing system cannot accommodate the increase in ridership demand resulting from the new apartment development, the developer could agree to pay CyRide annually for the additional costs to provide the level of bus service needed.

Council Member Goodman shared that he liked the idea of applying the tool to the community in general. He suggested that long-term durability of the building(s) be included, and along with that, perhaps addressing the quality of building materials and design. Another consideration might be if the units were considered affordable housing, e.g., accepting Section 8 vouchers. Mr. Goodman would like affordable housing to be included in the Investment/Catalyst topic. Council Member Betcher noted that it was already included under Housing Type and Design. Mr. Goodman stated that he would like it included in the Investment/Catalyst category in addition to being under Housing Type and Design.

Council Member Orazem pointed out that others besides students rent apartments. He indicated that it would be a good idea for the City to learn who is renting the units, where they are located, and whether the demand is being met. However, he is unsure how that data could be captured. Mr. Diekmann responded that that type of data is hard to capture.

Council Member Betcher stated that the City might need to look at its zoning laws more creatively in order to accommodate more flexible mixed-use projects.

Council Member Gartin asked when the new tool, if approved by the City Council, would start to be used, and in particular, would it be inclusive of the five requests. Mr. Diekmann stated that the new tool is meant to address the pending requests. The three rezoning requests would continue through the normal process. It should not be assumed, however, that the two LUPP Amendment requests would be considered as highly rated potential sites that would be desirable for allowing RH development.

It was noted by Mr. Gartin that there is a current demand for more high-density residential housing; there might be multiple requests coming in simultaneously. Director Diekmann clarified that the City Council would hear the merits of one request at a time; it would never be used to leverage one project against another. He noted that Council would need to indicate some parameters for studying the City in terms of the minimum size of sites, new, or redevelopment opportunities. It was suggested by Mr. Diekmann that the five possible RH developments be put on the same layer as the high and then make a relative geographical comparison of them.

Moved by Orazem, seconded by Goodman, to direct staff to consider how to apply the evaluation tool to available lands within the community, using the six topics: (1) Location and Surroundings, (2) Site Features, (3) Housing Types and Design, (4) Transportation, (5) Public Utilities and Services, and (6) Investment/Catalyst.

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

Moved by Orazem, seconded by Gartin, to direct staff to evaluate the two pending LUPP amendments on a future agenda to give direction on whether or not to proceed with either project, and if so, in what manner.

Director Diekmann clarified that, with that motion, Council was directing staff to place those on a future agenda, including information about other sites in the City.

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

Council Member Goodman stated his opinion that there needs to be a discussion on CyRide's current philosophy on service. He noted his concern that, in light of the fact that Council has just approved the evaluation tool, whether to include transit access and transit capacity needed to be decided soon. Mr. Goodman said that it is important to protect the financial health of CyRide. Council Member Orazem pointed out that a big issue for CyRide is that it was predicated by federal funding, which has pretty much dried up.

Moved by Gartin, seconded by Betcher, to direct that staff use the tool to evaluate rezoning applications.

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

**WATER REVENUE LOAN AND DISBURSEMENT AGREEMENT:** Moved by Nelson, seconded by Corrieri, to adopt RESOLUTION NO. 14-029 authorizing and approving a Water Revenue Loan and Disbursement Agreement and providing for the issuance and securing payment of \$76,325,000 Taxable Water Revenue Bonds.

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

**VENDING ORDINANCE:** Moved by Nelson, seconded by Betcher, to pass on first reading the Vending Ordinance.

Roll Call Vote: 4-1-1. Voting aye: Betcher, Gartin, Nelson, Orazem. Voting nay: Corrieri. Abstaining due to a conflict of interest: Goodman. Motion declared carried.

**ORDINANCE REPEALING AND REPLACING CHAPTER 31, HISTORIC PRESERVATION:** Moved by Orazem, seconded by Nelson, to pass on second reading an ordinance repealing and replacing Chapter 31, Historic Preservation.

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

**ORDINANCE REPEALING MUNICIPAL CODE SECTION 17.31 PERTAINING TO LAP DANCE ORDINANCE:** Moved by Betcher, seconded by Corrieri, to pass on second reading an ordinance repealing *Municipal Code* Section 17.31 pertaining to the Lap Dance Ordinance.

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

**ORDINANCE TO INCREASE ALLOWABLE HEIGHT FOR CERTAIN ARCHITECTURAL FEATURES:** Moved by Goodman, seconded by Gartin, to pass on third reading and adopt ORDINANCE NO. 4204 to increase the allowable height for certain architectural features in all zoning districts.

Roll Call Vote: 5-1. Voting aye: Betcher, Gartin, Goodman, Nelson, Orazem. Voting nay: Corrieri. Ordinance declared adopted, signed by the Mayor, and hereby made a portion of these Minutes.

**ORDINANCE TO INCLUDE AN ALLOWANCE FOR FRONT-YARD PARKING IN LIMITED CIRCUMSTANCES:** Moved by Gartin, seconded by Nelson, to pass on third reading an ORDINANCE NO. 4205 to include an allowance for front-yard parking in limited circumstances.

Roll Call Vote: 5-1. Voting aye: Betcher, Gartin, Goodman, Nelson, Orazem. Voting nay: Corrieri. Ordinance declared adopted, signed by the Mayor, and hereby made a portion of these Minutes.

**COUNCIL COMMENTS:** Moved by Corrieri, seconded by Orazem, to refer to staff the letter dated January 5, 2015, from the Collegiate Presbyterian Church pertaining to the reconstruction of West Street.

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

Moved by Corrieri, seconded by Gartin, to refer to staff the letter dated January 2, 2015, from Scott T. Bauer, President of First National Bank, pertaining to property known as the Eastgate Subdivision.

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

Moved by Orazem, seconded by Nelson, to refer to staff the letter dated January 4, 2015, from the Arbor on the Green Homeowners Association pertaining to a drainage pond easement.

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

**ELECTRIC:** Moved by Gartin, seconded by Goodman, to hold a Closed Session, as provided by Section 21.5(1)(a) *Code of Iowa*.

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

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

The meeting reconvened in Regular Session at 9:14 p.m.

Moved by Corrieri, seconded by Nelson, to adopt RESOLUTION NO. 14-030 waiving the Purchasing Policy requirement to solicit bids for coal.

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 Gartin, to adopt RESOLUTION NO. 14-031 approving the Second Amendment to the original Agreement with Peabody Coal Sales, LLC to supply coal for the City of Ames Steam Electric Plant for the period January 1, 2015, through December 31, 2016, with coal from Peabody's North Antelope Rochelle Mine located in Campbell County, Wyoming.

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

**ADJOURNMENT:** Moved by Corrieri to adjourn the meeting at 9:17 p.m.

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Diane R. Voss, City Clerk

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Ann H. Campbell, Mayor

**MINUTES OF THE AMES CIVIL SERVICE COMMISSION**

**AMES, IOWA**

**JANUARY 22, 2015**

The Ames Civil Service Commission convened in regular session at 8:15 a.m. on January 22, 2015, 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, Pike, and Shaffer were brought into the meeting telephonically.

**APPROVAL OF MINUTES:** Moved by Pike, seconded by Shaffer, to approve the minutes of the December 16, 2014, Civil Service Commission meeting as written.

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

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

Firefighter:	Abigail Yates	94
	Gregory Eckstrom	89
	Sarah Chingren	86
	Lucas Peterson	*83
	Rickey Thompson, Jr.	81
	Brandon Turner	*80
	Chad Blomker	*79
	David Langley	78
	Kylee Raub	78
	Thomas Montgomery	77
	Eric Starlin	75
	Zach Dralle	74
	Blaine Lefler	72
	Cameron Hill	71
Spencer Gratton	70	
Senior Engineering Technician:	Bruce Kinkade	81
	Joshua Clark	78
	Scott Johnson	74
	Christopher Canon	72

\*Includes five veteran's preference points

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

**COMMENTS:** The next regularly scheduled Civil Service Commission meeting was set for February 26, 2015, at 8:00 a.m.

**ADJOURNMENT:** The meeting adjourned at 8:17 a.m.

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Michael Crum, Chair

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Jill Ripperger, Recording Secretary



## REPORT OF CONTRACT CHANGE ORDERS

<b>Period:</b>	<input checked="" type="checkbox"/>	1 <sup>st</sup> – 15 <sup>th</sup>
	<input type="checkbox"/>	16 <sup>th</sup> – End of Month
<b>Month &amp; Year:</b>	January 2015	
<b>For City Council Date:</b>	January 27, 2015	

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)
Ames Public Library	Ames Public Library Renovation and Expansion Project	21	\$12,543,350.00	A & P Samuals	\$788,235.00	\$49,005.00	M. Mundt	MA
Ames Public Library	Ames Public Library Integrated Library System	1	\$131,431.00	Polaris Library Systems	\$0.00	\$1,850.00	K. Thompson	MA
Fleet Services	Brand FX Utility Body & Dur-A-Lift 40' Aerial Lift	1	\$92,523.00	Truck Equipment, Inc.	\$0.00	\$589.00	R. Iverson	MA
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		

*Caring People  
Quality Programs  
Exceptional Service*

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

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

**DATE:** January 1, 2015

**SUBJECT:** Beer Permits & Liquor License Renewal Reference City Council Agenda  
January 27, 2015

The Council agenda for January 27, 2015, includes beer permits and liquor license renewals for:

- Class C Liquor & Outdoor Service – West Towne Pub, 4518 Mortensen Rd #101
- Class C Liquor & Outdoor Service – Dublin Bay, 320 S 16<sup>th</sup> St
- Special Class C Liquor & Outdoor Service – Black Market Pizza, 2610 Northridge Pkwy

A routine check of police records for the past twelve months found no violations for West Towne Pub, Dublin Bay, or Black Market Pizza. The police department would recommend renewal of these licenses.

***Applicant***

<b>Name of Applicant:</b>	<u>Torrent Brewing Co LLC</u>		
<b>Name of Business (DBA):</b>	<u>Torrent Brewing Co LLC</u>		
<b>Address of Premises:</b>	<u>504 Burnett Ave</u>		
<b>City:</b> <u>Ames</u>	<b>County:</b> <u>Story</u>	<b>Zip:</b> <u>50010</u>	
<b>Business Phone:</b>	<u>(515) 291-7272</u>		
<b>Mailing Address:</b>	<u>P.O. Box 1975</u>		
<b>City:</b> <u>Ames</u>	<b>State:</b> <u>IA</u>	<b>Zip:</b> <u>50010</u>	

***Contact Person***

<b>Name:</b>	<u>Andy McCormick</u>		
<b>Phone:</b>	<u>(515) 291-9916</u>	<b>Email Address:</b>	<u>info@torrentbrewingco.com</u>

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

**Term:** 12 months

**Effective Date:** 01/29/2015

**Expiration Date:** 01/01/1900

**Privileges:**

- Class B Beer (BB) (Includes Wine Coolers)
- Outdoor Service
- Sunday Sales

***Status of Business***

<b>BusinessType:</b>	<u>Limited Liability Company</u>		
<b>Corporate ID Number:</b>	<u>467831</u>	<b>Federal Employer ID #</b>	<u>46-4159291</u>

***Ownership***

**Andy McCormick**

**First Name:** Andy

**Last Name:** McCormick

**City:** Ames

**State:** Iowa

**Zip:** 50014

**Position** Owner

**% of Ownership** 50.00 %

**U.S. Citizen**

**Renny Long**

**First Name:** Renny

**Last Name:** Long

**City:** Ames

**State:** Iowa

**Zip:** 50014

**Position** manager

**% of Ownership** 50.00 %

**U.S. Citizen**

***Insurance Company Information***

**Insurance Company:** Nationwide Insurance Company

**Policy Effective Date:**

**Policy Expiration Date:**

**Bond Effective Continuously:**

**Dram Cancel Date:**

**Outdoor Service Effective Date:**

**Outdoor Service Expiration Date:**

**Temp Transfer Effective Date:**

**Temp Transfer Expiration Date:**



# License Application ( )

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## ***Applicant***

<b>Name of Applicant:</b>	<u>Elegant Investments LLC</u>		
<b>Name of Business (DBA):</b>	<u>Cyclone Liquors</u>		
<b>Address of Premises:</b>	<u>626 Lincoln Way</u>		
<b>City:</b> <u>Ames</u>	<b>County:</b> <u>Iowa</u>	<b>Zip:</b>	<u>50010</u>
<b>Business Phone:</b>	<u>(515) 233-2327</u>		
<b>Mailing Address:</b>	<u>626 Lincoln Way</u>		
<b>City:</b> <u>Please Select</u>	<b>State:</b> <u>IA</u>	<b>Zip:</b>	<u>50010</u>

## ***Contact Person***

<b>Name:</b>	<u>Brian Chittenden Alternate Roger Esser 515.290.9472</u>		
<b>Phone:</b>	<u>(515) 233-2327</u>	<b>Email Address:</b>	<u>brian@banklegacy.com</u>

**Classification:** Class C Liquor License (LC) (Commercial)

**Term:** 12 months

**Effective Date:** 01/16/2015

**Expiration Date:** 01/01/1900

**Privileges:**

Class C Liquor License (LC) (Commercial)  
Sunday Sales

## ***Status of Business***

<b>BusinessType:</b>	<u>Limited Liability Company</u>		
<b>Corporate ID Number:</b>	<u>311613</u>	<b>Federal Employer ID #</b>	<u>20-2890892</u>

## ***Ownership***

**Brian Chittenden**

First Name: Brian

Last Name: Chittenden

City: Altoona

State: Iowa

Zip: 50009

Position Managing Member

% of Ownership 54.00 %

U.S. Citizen

**Karlton Kleis**

First Name: Karlton

Last Name: Kleis

City: Grimes

State: Iowa

Zip: 50111

Position Member

% of Ownership 23.00 %

U.S. Citizen

**Stanly Glawe**

First Name: Stanly

Last Name: Glawe

City: Pleasant Hill

State: Iowa

Zip: 50327

Position Member

% of Ownership 23.00 %

U.S. Citizen

***Insurance Company Information***

Insurance Company:	<u>Nationwide Mutual Insurance Co.</u>		
Policy Effective Date:	<u>01/16/2015</u>	Policy Expiration Date:	<u>01/16/2016</u>
Bond Effective Continuously:		Dram Cancel Date:	
Outdoor Service Effective Date:		Outdoor Service Expiration Date:	
Temp Transfer Effective Date:		Temp Transfer Expiration Date:	

# License Application ( )

## Applicant

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

## Contact Person

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

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

**Term:** 5 days

**Effective Date:** 02/07/2015

**Expiration Date:** 01/01/1900

**Privileges:**

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

## Status of Business

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

## Ownership

**Daniel Griffen**First Name: DanielLast Name: GriffenCity: PotomacState: MarylandZip: 24854Position Owner% of Ownership 25.00 %

U.S. Citizen

**Scott Griffen**First Name: ScottLast Name: GriffenCity: AmesState: IowaZip: 50010Position Owner% of Ownership 50.00 %

U.S. Citizen

**Susan Griffen**First Name: SusanLast Name: GriffenCity: PotomacState: MarylandZip: 24854Position Owner% of Ownership 25.00 %

U.S. Citizen

***Insurance Company Information***Insurance Company: Founders Insurance CompanyPolicy Effective Date: 02/07/2015Policy Expiration Date: 02/12/2015

Bond Effective Continuously:

Dram Cancel Date:

Outdoor Service Effective Date:

Outdoor Service Expiration Date:

Temp Transfer Effective Date:

Temp Transfer Expiration Date:

# License Application ( )

## Applicant

<b>Name of Applicant:</b>	<u>LJPS Inc.</u>		
<b>Name of Business (DBA):</b>	<u>Olde Main Brewing Company</u>		
<b>Address of Premises:</b>	<u>2900 University Blvd.</u>		
<b>City:</b> <u>Ames</u>	<b>County:</b> <u>Story</u>	<b>Zip:</b> <u>50010</u>	
<b>Business Phone:</b>	<u>(515) 232-0553</u>		
<b>Mailing Address:</b>	<u>PO Box 1928</u>		
<b>City:</b> <u>Ames</u>	<b>State:</b> <u>IA</u>	<b>Zip:</b> <u>50010</u>	

## Contact Person

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

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

**Term:** 5 days

**Effective Date:** 02/06/2015

**Expiration Date:** 01/01/1900

**Privileges:**

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

## Status of Business

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

## Ownership

**Daniel Griffen**First Name: DanielLast Name: GriffenCity: PotomacState: MarylandZip: 24854Position Owner% of Ownership 25.00 %

U.S. Citizen

**Scott Griffen**First Name: ScottLast Name: GriffenCity: AmesState: IowaZip: 50010Position Owner% of Ownership 50.00 %

U.S. Citizen

**Susan Griffen**First Name: SusanLast Name: GriffenCity: PotomacState: MarylandZip: 24854Position Owner% of Ownership 25.00 %

U.S. Citizen

***Insurance Company Information***Insurance Company: Scottsdale Insurance CompanyPolicy Effective Date: 02/06/2015Policy Expiration Date: 02/11/2015

Bond Effective Continuously:

Dram Cancel Date:

Outdoor Service Effective Date:

Outdoor Service Expiration Date:

Temp Transfer Effective Date:

Temp Transfer Expiration Date:

To: Mayor and City Council

From: Roger Wisecup, CPA  
City Treasurer

Date: January 8, 2015

Subject: Investment Report for Quarter Ending December 31, 2014

### Introduction

The purpose of this memorandum is to present a report summarizing the performance of the City of Ames investment portfolio for the quarter ending December 31, 2014.

### Discussion

This report covers the period ending December 31, 2014 and presents a summary of the investments on hand at the end of December 2014. The investments are valued at amortized cost; this reflects the same basis that the assets are carried on the financial records of the City. All investments are in compliance with the current Investment Policy.

### Comments

The Federal Reserve has continued to maintain its target rate for federal funds at zero to 0.25 percent. While the yield curve has a normal shape, rates are at historic lows. This means that future investments will continue to be made at low interest rates and future interest income will remain reduced. The current outlook has the Federal Reserve maintaining the target rate into 2015. Therefore, we will maintain our investment strategy, extending some investments maturities to the twelve months and longer range.

**CITY OF AMES, IOWA**

**CASH AND INVESTMENTS SUMMARY  
AND SUMMARY OF INVESTMENT EARNINGS**

**FOR THE QUARTER ENDED DECEMBER 31, 2014  
AND THE ACCUMULATED YEAR-TO-DATE**

<b>DESCRIPTION</b>	<b>BOOK VALUE</b>	<b>MARKET VALUE</b>	<b>UN-REALIZED GAIN/(LOSS)</b>
<b>CERTIFICATES OF DEPOSIT</b>	<b>4,500,000</b>	<b>4,500,000</b>	<b>0</b>
<b>FEDERAL AGENCY DISCOUNTS</b>	<b>5,833,160</b>	<b>5,854,380</b>	<b>21,220</b>
<b>FEDERAL AGENCY SECURITIES</b>	<b>87,159,729</b>	<b>86,899,323</b>	<b>(260,406)</b>
<b>COMMERCIAL PAPER</b>	<b>2,995,108</b>	<b>2,996,010</b>	<b>902</b>
<b>INVESTMENT POOLS</b>			<b>0</b>
<b>PASS THRU SECURITIES PAC/CMO</b>			<b>0</b>
<b>MONEY FUND SAVINGS ACCOUNTS</b>	<b>10,865,020</b>	<b>10,865,020</b>	<b>0</b>
<b>PASSBOOK/CHECKING ACCOUNTS</b>	<b>8,037,755</b>	<b>8,037,755</b>	<b>0</b>
<b>US TREASURY SECURITIES</b>	<b>7,920,658</b>	<b>7,909,930</b>	<b>(10,728)</b>
<b>    INVESTMENTS</b>	<b>127,311,430</b>	<b>127,062,418</b>	<b>(249,012)</b>
<b>CASH ACCOUNTS</b>	<b>13,623,595</b>	<b>13,623,595</b>	
<b>TOTAL FUNDS AVAILABLE</b>	<b>140,935,024</b>	<b>140,686,013</b>	<b>(249,012)</b>

**ACCRUAL BASIS INVESTMENT EARNINGS**

<b>YR-TO-DATE</b>
-------------------

**GROSS EARNINGS ON INVESTMENTS:**

**364,676**

**INTEREST EARNED ON CASH:**

**16,877**

**TOTAL INTEREST EARNED:**

**381,553**





**Investments FY 2014-2015  
Portfolio Management  
Portfolio Summary  
December 31, 2014**

<b>Investments</b>	<b>Par Value</b>	<b>Market Value</b>	<b>Book Value</b>	<b>% of Portfolio</b>	<b>Term</b>	<b>Days to Maturity</b>	<b>YTM 360 Equiv.</b>	<b>YTM 365 Equiv.</b>
Certificates of Deposit	4,500,000.00	4,500,000.00	4,500,000.00	3.53	1,326	151	1.209	1.226
Money Market	10,865,019.93	10,865,019.93	10,865,019.93	8.53	1	1	0.389	0.395
Passbook/Checking Accounts	8,037,754.53	8,037,754.53	8,037,754.53	6.31	1	1	0.247	0.250
Commercial Paper Disc. -Amortizing	3,000,000.00	2,996,010.00	2,995,107.56	2.35	258	165	0.361	0.366
Federal Agency Coupon Securities	86,990,428.57	86,899,323.44	87,159,729.32	68.46	1,214	712	0.713	0.723
Federal Agency Disc. -Amortizing	6,000,000.00	5,854,380.00	5,833,160.00	4.58	1,288	882	0.805	0.816
Treasury Coupon Securities	8,000,000.00	7,909,930.00	7,920,658.26	6.22	1,484	1,246	1.196	1.213
<b>Investments</b>	<b>127,393,203.03</b>	<b>127,062,417.90</b>	<b>127,311,429.60</b>	<b>100.00%</b>	<b>1,036</b>	<b>615</b>	<b>0.700</b>	<b>0.709</b>

<b>Total Earnings</b>	<b>December 31 Month Ending</b>	<b>Fiscal Year To Date</b>
Current Year	71,249.74	364,675.84
<b>Average Daily Balance</b>	<b>126,756,998.85</b>	
<b>Effective Rate of Return</b>	<b>0.66%</b>	

I certify that these reports are in conformance with the Iowa Public Investment Act.

Roger J. Wisecup II, CPA      1-8-15  
 Roger J. Wisecup II, City Treasurer

**US TREASURY CONSTANT MATURITY RATES  
PERIOD ENDING DECEMBER 31, 2014  
3 YEAR COMPARISON**

	<u>December 31, 2014</u>	<u>December 31, 2013</u>	<u>December 31, 2012</u>
3 Months	0.04%	0.07%	0.05%
6 Months	0.12%	0.10%	0.11%
1 Year	0.25%	0.13%	0.16%
2 Years	0.67%	0.38%	0.25%
3 Years	1.10%	0.78%	0.36%
5 Years	1.65%	1.75%	0.72%

Reporting period 12/01/2014-12/31/2014

Run Date: 01/06/2015 - 14:51

**Investments FY 2014-2015**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**December 31, 2014**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
<b>Certificates of Deposit</b>												
SYS7809399210	7809399210	Wells Fargo		10/14/2011	4,500,000.00	4,500,000.00	4,500,000.00	1.226	1.209	1.226	151	06/01/2015
<b>Subtotal and Average</b>			<b>4,500,000.00</b>		<b>4,500,000.00</b>	<b>4,500,000.00</b>	<b>4,500,000.00</b>		<b>1.209</b>	<b>1.226</b>	<b>151</b>	
<b>Money Market</b>												
12224067	12224067	Great Western Bank			1,523,801.57	1,523,801.57	1,523,801.57	0.300	0.296	0.300	1	
SYS4531558874A	4531558874A	Great Western Bank			4,119,406.80	4,119,406.80	4,119,406.80	0.550	0.542	0.550	1	
SYS4531558874B	4531558874B	Great Western Bank			5,221,811.56	5,221,811.56	5,221,811.56	0.300	0.296	0.300	1	
<b>Subtotal and Average</b>			<b>10,864,697.37</b>		<b>10,865,019.93</b>	<b>10,865,019.93</b>	<b>10,865,019.93</b>		<b>0.389</b>	<b>0.395</b>	<b>1</b>	
<b>Passbook/Checking Accounts</b>												
SYS6952311634A	6952311634A	Wells Fargo			4,019,060.77	4,019,060.77	4,019,060.77	0.250	0.247	0.250	1	
SYS6952311634B	6952311634B	Wells Fargo			4,018,693.76	4,018,693.76	4,018,693.76	0.250	0.247	0.250	1	
<b>Subtotal and Average</b>			<b>8,037,626.67</b>		<b>8,037,754.53</b>	<b>8,037,754.53</b>	<b>8,037,754.53</b>		<b>0.247</b>	<b>0.250</b>	<b>1</b>	
<b>Commercial Paper Disc. -Amortizing</b>												
22533UTF0	0670-14	Credit Agricole		09/30/2014	3,000,000.00	2,996,010.00	2,995,107.56	0.356	0.361	0.366	165	06/15/2015
<b>Subtotal and Average</b>			<b>2,994,662.79</b>		<b>3,000,000.00</b>	<b>2,996,010.00</b>	<b>2,995,107.56</b>		<b>0.361</b>	<b>0.366</b>	<b>165</b>	
<b>Federal Agency Coupon Securities</b>												
3133EAWY0	0599-12	Federal Farm Credit		07/10/2012	1,000,000.00	997,690.00	1,000,000.00	1.040	1.026	1.040	921	07/10/2017
3133EAZK7	0600-12	Federal Farm Credit		07/25/2012	1,500,000.00	1,493,625.00	1,500,000.00	0.970	0.957	0.970	935	07/24/2017
3133EA4G0	0610-12	Federal Farm Credit		10/11/2012	1,000,000.00	993,600.00	1,000,000.00	0.700	0.690	0.700	831	04/11/2017
3133EA4H8	0614-12	Federal Farm Credit		10/19/2012	1,500,000.00	1,488,315.00	1,500,000.00	0.820	0.809	0.820	922	07/11/2017
3133EA4H8	0617-12	Federal Farm Credit		11/16/2012	890,000.00	883,066.90	890,000.00	0.820	0.809	0.820	922	07/11/2017
3133ECAS3	0621-12	Federal Farm Credit		12/31/2012	1,000,000.00	999,360.00	999,810.34	0.450	0.459	0.466	445	03/21/2016
3133EC3B8	0631-13	Federal Farm Credit		04/15/2013	1,299,000.00	1,298,415.45	1,299,000.00	0.520	0.513	0.520	504	05/19/2016
3133ECQT4	0636-13	Federal Farm Credit		05/30/2013	2,000,000.00	1,984,100.00	2,000,000.00	0.750	0.740	0.750	880	05/30/2017
3133ECQF4	0637-13	Federal Farm Credit		05/28/2013	1,000,000.00	1,000,280.00	1,000,038.79	0.250	0.237	0.240	147	05/28/2015
31331SYW7	0642-13	Federal Farm Credit		05/30/2013	2,000,000.00	2,035,000.00	2,034,366.54	4.450	0.306	0.310	151	06/01/2015
3133EDEZ1	0653-14	Federal Farm Credit		02/12/2014	1,000,000.00	999,270.00	1,000,000.00	0.370	0.365	0.370	407	02/12/2016
3133EDFV9	0655-14	Federal Farm Credit		02/27/2014	1,000,000.00	998,690.00	1,000,000.00	0.240	0.237	0.240	330	11/27/2015
3133EDFV9	0658-14	Federal Farm Credit		03/05/2014	1,000,000.00	998,690.00	999,868.97	0.240	0.251	0.255	330	11/27/2015
3133ECQV9	0669-14	Federal Farm Credit		09/30/2014	3,000,000.00	2,999,430.00	3,000,000.00	0.570	0.562	0.570	522	06/06/2016
3133ECQQ0	0672-14	Federal Farm Credit		10/21/2014	1,000,000.00	985,030.00	995,929.54	1.430	1.505	1.526	1,608	05/28/2019
3133EDY71	0678-14	Federal Farm Credit		12/17/2014	1,000,000.00	998,384.17	1,000,200.01	0.590	0.622	0.631	658	10/20/2016

**Investments FY 2014-2015  
Portfolio Management  
Portfolio Details - Investments  
December 31, 2014**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
<b>Federal Agency Coupon Securities</b>												
3133792M0	0594-12	Federal Home Loan Bank		04/17/2012	3,500,000.00	3,504,130.00	3,500,000.00	0.540	0.533	0.540	120	05/01/2015
313380Z26	0613-12A	Federal Home Loan Bank		10/24/2012	1,500,000.00	1,497,045.00	1,500,000.00	0.625	0.616	0.625	662	10/24/2016
313380Z26	0613-12B	Federal Home Loan Bank		10/24/2012	1,000,000.00	998,030.00	1,000,000.00	0.625	0.616	0.625	662	10/24/2016
313381AN5	0615-12	Federal Home Loan Bank		11/23/2012	1,500,000.00	1,490,145.00	1,500,000.00	0.800	0.789	0.800	873	05/23/2017
313379ER6	0640-13	Federal Home Loan Bank		05/30/2013	1,550,000.00	1,552,046.00	1,551,278.43	0.500	0.311	0.315	162	06/12/2015
313383V81	0647-13	Federal Home Loan Bank		10/29/2013	1,000,000.00	1,000,880.00	1,000,622.17	0.375	0.276	0.280	239	08/28/2015
313379XC8	0649-13	Federal Home Loan Bank		12/19/2013	1,000,000.00	1,001,310.00	1,001,062.96	0.510	0.242	0.245	145	05/26/2015
313383V81	0650-13	Federal Home Loan Bank		12/19/2013	1,000,000.00	1,000,880.00	1,000,651.85	0.375	0.272	0.276	239	08/28/2015
3130A0Z45	0657-14	Federal Home Loan Bank		03/05/2014	1,071,428.57	1,071,278.57	1,071,765.53	0.750	0.000	0.000	697	11/28/2016
3133834R9	0665-14	Federal Home Loan Bank		07/15/2014	1,500,000.00	1,497,255.00	1,498,478.78	0.375	0.438	0.444	540	06/24/2016
3130A0GK0	0668-14	Federal Home Loan Bank		09/30/2014	2,000,000.00	2,000,900.00	2,002,186.33	0.375	0.261	0.265	363	12/30/2015
3134G3M23	0607-12	Federal Home Loan Mortgage Co.		09/28/2012	1,000,000.00	993,980.00	1,000,000.00	1.020	1.006	1.020	1,001	09/28/2017
3137EACT4	0612-12	Federal Home Loan Mortgage Co.		10/17/2012	4,500,000.00	4,626,675.00	4,624,551.90	2.500	0.503	0.510	512	05/27/2016
3134G33R9	0626-13	Federal Home Loan Mortgage Co.		03/20/2013	1,500,000.00	1,501,695.00	1,500,000.00	0.450	0.444	0.450	379	01/15/2016
3134G4QT8	0652-14	Federal Home Loan Mortgage Co.		01/30/2014	1,180,000.00	1,177,380.40	1,179,756.41	0.375	0.391	0.396	357	12/24/2015
3137EACT4	0664-14	Federal Home Loan Mortgage Co.		04/17/2014	3,500,000.00	3,598,525.00	3,599,751.05	2.500	0.454	0.460	512	05/27/2016
3134G5HU2	0667-14	Federal Home Loan Mortgage Co.		09/30/2014	1,500,000.00	1,498,845.00	1,498,002.78	0.750	0.806	0.818	729	12/30/2016
3137EADG1	0674-14	Federal Home Loan Mortgage Co.		10/21/2014	1,000,000.00	1,006,350.00	1,012,451.48	1.750	1.437	1.457	1,610	05/30/2019
3134G5MU6	0675-14	Federal Home Loan Mortgage Co.		11/24/2014	2,000,000.00	1,990,160.00	1,999,708.81	1.375	1.361	1.379	1,239	05/24/2018
3134G4WC8	0677-14	Federal Home Loan Mortgage Co.		12/17/2014	1,000,000.00	999,427.78	1,000,277.78	0.500	0.493	0.500	512	05/27/2016
3135G0KM4	0611-12	Federal Nat'l Mtg. Assoc.		10/17/2012	3,500,000.00	3,505,180.00	3,501,831.99	0.500	0.365	0.370	146	05/27/2015
3136G05X5	0616-12	Federal Nat'l Mtg. Assoc.		11/30/2012	2,000,000.00	1,984,100.00	2,000,000.00	0.750	0.740	0.750	880	05/30/2017
3136G07M7	0619-12	Federal Nat'l Mtg. Assoc.		11/27/2012	1,500,000.00	1,482,495.00	1,500,000.00	0.900	0.888	0.900	1,061	11/27/2017
3135G0TD5	0620-12A	Federal Nat'l Mtg. Assoc.		12/31/2012	1,500,000.00	1,485,570.00	1,500,000.00	1.000	0.986	1.000	1,092	12/28/2017
3135G0TD5	0620-12B	Federal Nat'l Mtg. Assoc.		12/31/2012	1,000,000.00	990,380.00	1,000,000.00	1.000	0.986	1.000	1,092	12/28/2017
3136G1BZ1	0625-13	Federal Nat'l Mtg. Assoc.		03/08/2013	1,000,000.00	1,000,040.00	999,685.30	0.750	0.688	0.698	1,125	01/30/2018
3136G1BU2	0629-13	Federal Nat'l Mtg. Assoc.		04/05/2013	2,000,000.00	1,976,160.00	2,001,548.63	0.850	0.811	0.822	1,033	10/30/2017
3136G1E96	0632-13	Federal Nat'l Mtg. Assoc.		04/15/2013	3,000,000.00	2,987,130.00	3,003,574.48	0.900	0.893	0.906	876	05/26/2017
3136G1KG3	0634-13	Federal Nat'l Mtg. Assoc.		05/08/2013	3,000,000.00	2,979,060.00	3,000,000.00	0.750	0.740	0.750	858	05/08/2017
3135G0WU3	0635-13A	Federal Nat'l Mtg. Assoc.		05/15/2013	1,500,000.00	1,488,810.00	1,500,000.00	0.750	0.740	0.750	865	05/15/2017
3135G0WU3	0635-13B	Federal Nat'l Mtg. Assoc.		05/15/2013	1,000,000.00	992,540.00	1,000,000.00	0.750	0.740	0.750	865	05/15/2017
3136G0C58	0656-14	Federal Nat'l Mtg. Assoc.		03/05/2014	1,000,000.00	991,100.00	997,417.84	1.375	1.427	1.447	1,365	09/27/2018
3135G0WJ8	0663-14	Federal Nat'l Mtg. Assoc.		04/17/2014	5,000,000.00	4,931,500.00	4,909,288.12	0.875	1.559	1.581	1,236	05/21/2018
3135G0XP3	0666-14	Federal Nat'l Mtg. Assoc.		07/21/2014	1,000,000.00	997,696.67	998,961.22	0.375	0.449	0.455	551	07/05/2016
3135G0XM0	0671-14	Federal Nat'l Mtg. Assoc.		10/21/2014	2,000,000.00	1,973,620.00	1,992,205.75	1.125	1.225	1.242	1,240	05/25/2018
3135G0XM0	0676-14	Federal Nat'l Mtg. Assoc.		12/02/2014	2,000,000.00	1,974,057.50	1,995,455.54	1.125	1.184	1.200	1,240	05/25/2018

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
<b>Subtotal and Average</b>			<b>86,607,174.40</b>		<b>86,990,428.57</b>	<b>86,899,323.44</b>	<b>87,159,729.32</b>		<b>0.713</b>	<b>0.723</b>	<b>712</b>	
<b>Federal Agency Disc. -Amortizing</b>												
31359MEL3	0630-13	Federal Nat'l Mtg. Assoc.		04/10/2013	2,000,000.00	1,951,460.00	1,946,960.00	0.631	0.641	0.650	882	06/01/2017
31359MEL3	0661-14	Federal Nat'l Mtg. Assoc.		03/14/2014	4,000,000.00	3,902,920.00	3,886,200.00	0.872	0.888	0.900	882	06/01/2017
<b>Subtotal and Average</b>			<b>5,833,160.00</b>		<b>6,000,000.00</b>	<b>5,854,380.00</b>	<b>5,833,160.00</b>		<b>0.805</b>	<b>0.816</b>	<b>882</b>	
<b>Treasury Coupon Securities</b>												
912828SY7	0651-13	U.S. Treasury		12/23/2013	3,000,000.00	2,982,900.00	2,978,940.24	0.625	0.909	0.921	881	05/31/2017
912828VE7	0662-14	U.S. Treasury		03/21/2014	2,000,000.00	1,980,460.00	1,970,883.29	1.000	1.421	1.441	1,246	05/31/2018
912828SX9	0673-14	U.S. Treasury		10/21/2014	3,000,000.00	2,946,570.00	2,970,834.73	1.125	1.334	1.353	1,611	05/31/2019
<b>Subtotal and Average</b>			<b>7,919,677.61</b>		<b>8,000,000.00</b>	<b>7,909,930.00</b>	<b>7,920,658.26</b>		<b>1.196</b>	<b>1.213</b>	<b>1,246</b>	
<b>Total and Average</b>			<b>126,756,998.85</b>		<b>127,393,203.03</b>	<b>127,062,417.90</b>	<b>127,311,429.60</b>		<b>0.700</b>	<b>0.709</b>	<b>615</b>	

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CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM 360	YTM 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
<b>Certificates of Deposit</b>												
SYS7809399210	7809399210	WF	4,500,000.00	1.226	06/01/2015	10/14/2011	1.209	1.226	06/01 - At Maturity		4,500,000.00	4,500,000.00
<b>Certificates of Deposit Totals</b>			<b>4,500,000.00</b>				<b>1.209</b>	<b>1.226</b>		<b>0.00</b>	<b>4,500,000.00</b>	<b>4,500,000.00</b>
<b>Money Market</b>												
12224067	12224067	GWB	1,523,801.57	0.300			0.296	0.300	06/01 - Monthly		1,523,801.57	1,523,801.57
SYS4531558874A	4531558874A	GWB	4,119,406.80	0.550			0.542	0.550	07/01 - Monthly		4,119,406.80	4,119,406.80
SYS4531558874B	4531558874B	GWB	5,221,811.56	0.300			0.296	0.300	07/01 - Monthly		5,221,811.56	5,221,811.56
<b>Money Market Totals</b>			<b>10,865,019.93</b>				<b>0.389</b>	<b>0.395</b>		<b>0.00</b>	<b>10,865,019.93</b>	<b>10,865,019.93</b>
<b>Passbook/Checking Accounts</b>												
SYS6952311634A	6952311634A	WF	4,019,060.77	0.250			0.247	0.250	10/31 - Monthly		4,019,060.77	4,019,060.77
SYS6952311634B	6952311634B	WF	4,018,693.76	0.250			0.247	0.250	10/31 - Monthly		4,018,693.76	4,018,693.76
<b>Passbook/Checking Accounts Totals</b>			<b>8,037,754.53</b>				<b>0.247</b>	<b>0.250</b>		<b>0.00</b>	<b>8,037,754.53</b>	<b>8,037,754.53</b>
<b>Commercial Paper Disc. -Amortizing</b>												
22533UTF0	0670-14	CACPNY	3,000,000.00	0.356	06/15/2015	09/30/2014	0.361	0.366	06/15 - At Maturity		2,992,350.00	2,995,107.56
<b>Commercial Paper Disc. -Amortizing Totals</b>			<b>3,000,000.00</b>				<b>0.361</b>	<b>0.366</b>		<b>0.00</b>	<b>2,992,350.00</b>	<b>2,995,107.56</b>
<b>Federal Agency Coupon Securities</b>												
3133EAWY0	0599-12	FFCB	1,000,000.00	1.040	07/10/2017	07/10/2012	1.026	1.040	01/10 - 07/10		1,000,000.00	1,000,000.00
3133EAZK7	0600-12	FFCB	1,500,000.00	0.970	07/24/2017	07/25/2012	0.957	0.970	01/24 - 07/24	Received	1,500,000.00	1,500,000.00
3133EA4G0	0610-12	FFCB	1,000,000.00	0.700	04/11/2017	10/11/2012	0.690	0.700	04/11 - 10/11		1,000,000.00	1,000,000.00
3133EA4H8	0614-12	FFCB	1,500,000.00	0.820	07/11/2017	10/19/2012	0.809	0.820	01/11 - 07/11	Received	1,500,000.00	1,500,000.00
3133EA4H8	0617-12	FFCB	890,000.00	0.820	07/11/2017	11/16/2012	0.809	0.820	01/11 - 07/11	Received	890,000.00	890,000.00
3133ECAS3	0621-12	FFCB	1,000,000.00	0.450	03/21/2016	12/31/2012	0.459	0.466	03/21 - 09/21	Received	999,500.00	999,810.34
3133EC3B8	0631-13	FFCB	1,299,000.00	0.520	05/19/2016	04/15/2013	0.513	0.520	05/19 - 11/19	Received	1,299,000.00	1,299,000.00
3133ECQT4	0636-13	FFCB	2,000,000.00	0.750	05/30/2017	05/30/2013	0.740	0.750	11/30 - 05/30		2,000,000.00	2,000,000.00
3133ECQF4	0637-13	FFCB	1,000,000.00	0.250	05/28/2015	05/28/2013	0.237	0.240	11/28 - 05/28		1,000,190.00	1,000,038.79
31331SYW7	0642-13	FFCB	2,000,000.00	4.450	06/01/2015	05/30/2013	0.306	0.310	06/01 - 12/01	Received	2,165,188.50	2,034,366.54
3133EDEZ1	0653-14	FFCB	1,000,000.00	0.370	02/12/2016	02/12/2014	0.365	0.370	08/12 - 02/12		1,000,000.00	1,000,000.00
3133EDFV9	0655-14	FFCB	1,000,000.00	0.240	11/27/2015	02/27/2014	0.237	0.240	05/27 - 11/27		1,000,000.00	1,000,000.00
3133EDFV9	0658-14	FFCB	1,000,000.00	0.240	11/27/2015	03/05/2014	0.251	0.255	05/27 - 11/27	Received	999,750.00	999,868.97
3133ECQV9	0669-14	FFCB	3,000,000.00	0.570	06/06/2016	09/30/2014	0.562	0.570	12/06 - 06/06	Received	3,000,000.00	3,000,000.00
3133ECQQ0	0672-14	FFCB	1,000,000.00	1.430	05/28/2019	10/21/2014	1.505	1.526	11/28 - 05/28	Received	995,750.00	995,929.54

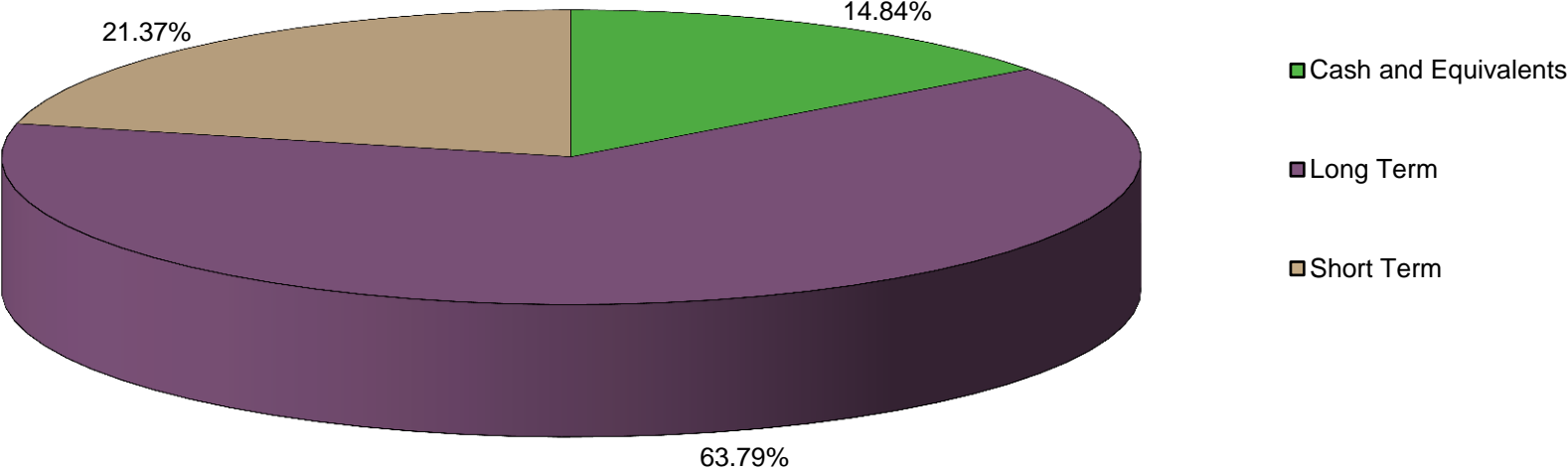
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CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM 360	YTM 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
<b>Federal Agency Coupon Securities</b>												
3133EDY71	0678-14	FFCB	1,000,000.00	0.590	10/20/2016	12/17/2014	0.622	0.631	04/20 - 10/20	934.17	999,250.00	1,000,200.01
3133792M0	0594-12	FHLB	3,500,000.00	0.540	05/01/2015	04/17/2012	0.533	0.540	05/01 - 11/01		3,500,000.00	3,500,000.00
313380Z26	0613-12A	FHLB	1,500,000.00	0.625	10/24/2016	10/24/2012	0.616	0.625	04/24 - 10/24		1,500,000.00	1,500,000.00
313380Z26	0613-12B	FHLB	1,000,000.00	0.625	10/24/2016	10/24/2012	0.616	0.625	04/24 - 10/24		1,000,000.00	1,000,000.00
313381AN5	0615-12	FHLB	1,500,000.00	0.800	05/23/2017	11/23/2012	0.789	0.800	05/23 - 11/23		1,500,000.00	1,500,000.00
313379ER6	0640-13	FHLB	1,550,000.00	0.500	06/12/2015	05/30/2013	0.311	0.315	06/12 - 12/12	Received	1,555,812.50	1,551,278.43
313383V81	0647-13	FHLB	1,000,000.00	0.375	08/28/2015	10/29/2013	0.276	0.280	02/28 - 08/28	Received	1,001,730.00	1,000,622.17
313379XC8	0649-13	FHLB	1,000,000.00	0.510	05/26/2015	12/19/2013	0.242	0.245	05/26 - 11/26	Received	1,003,790.00	1,001,062.96
313383V81	0650-13	FHLB	1,000,000.00	0.375	08/28/2015	12/19/2013	0.272	0.276	02/28 - 08/28	Received	1,001,675.00	1,000,651.85
3130A0Z45	0657-14	FHLB	1,071,428.57	0.750	11/28/2016	03/05/2014	0.000	0.000	05/28 - 11/28	Received	1,071,910.71	1,071,765.53
3133834R9	0665-14	FHLB	1,500,000.00	0.375	06/24/2016	07/15/2014	0.438	0.444	12/24 - 06/24	Received	1,498,005.00	1,498,478.78
3130A0GK0	0668-14	FHLB	2,000,000.00	0.375	12/30/2015	09/30/2014	0.261	0.265	12/30 - 06/30	Received	2,002,740.52	2,002,186.33
3134G3M23	0607-12	FHLMC	1,000,000.00	1.020	09/28/2017	09/28/2012	1.006	1.020	03/28 - 09/28		1,000,000.00	1,000,000.00
3137EACT4	0612-12	FHLMC	4,500,000.00	2.500	05/27/2016	10/17/2012	0.503	0.510	11/27 - 05/27	Received	4,819,995.00	4,624,551.90
3134G33R9	0626-13	FHLMC	1,500,000.00	0.450	01/15/2016	03/20/2013	0.444	0.450	07/15 - 01/15	Received	1,500,000.00	1,500,000.00
3134G4QT8	0652-14	FHLMC	1,180,000.00	0.375	12/24/2015	01/30/2014	0.391	0.396	06/24 - 12/24	Received	1,179,528.00	1,179,756.41
3137EACT4	0664-14	FHLMC	3,500,000.00	2.500	05/27/2016	04/17/2014	0.454	0.460	05/27 - 11/27	Received	3,649,823.71	3,599,751.05
3134G5HU2	0667-14	FHLMC	1,500,000.00	0.750	12/30/2016	09/30/2014	0.806	0.818	03/30 - 09/30		1,497,750.00	1,498,002.78
3137EADG1	0674-14	FHLMC	1,000,000.00	1.750	05/30/2019	10/21/2014	1.437	1.457	11/30 - 05/30	Received	1,013,000.00	1,012,451.48
3134G5MU6	0675-14	FHLMC	2,000,000.00	1.375	05/24/2018	11/24/2014	1.361	1.379	05/24 - 11/24		1,999,700.00	1,999,708.81
3134G4WC8	0677-14	FHLMC	1,000,000.00	0.500	05/27/2016	12/17/2014	0.493	0.500	05/27 - 11/27	277.78	1,000,000.00	1,000,277.78
3135G0KM4	0611-12	FNMA	3,500,000.00	0.500	05/27/2015	10/17/2012	0.365	0.370	11/27 - 05/27	Received	3,511,795.00	3,501,831.99
3136G05X5	0616-12	FNMA	2,000,000.00	0.750	05/30/2017	11/30/2012	0.740	0.750	05/30 - 11/30		2,000,000.00	2,000,000.00
3136G07M7	0619-12	FNMA	1,500,000.00	0.900	11/27/2017	11/27/2012	0.888	0.900	05/27 - 11/27		1,500,000.00	1,500,000.00
3135G0TD5	0620-12A	FNMA	1,500,000.00	1.000	12/28/2017	12/31/2012	0.986	1.000	06/28 - 12/28		1,500,000.00	1,500,000.00
3135G0TD5	0620-12B	FNMA	1,000,000.00	1.000	12/28/2017	12/31/2012	0.986	1.000	06/28 - 12/28		1,000,000.00	1,000,000.00
3136G1BZ1	0625-13	FNMA	1,000,000.00	0.750	01/30/2018	03/08/2013	0.688	0.698	07/30 - 01/30	Received	999,500.00	999,685.30
3136G1BU2	0629-13	FNMA	2,000,000.00	0.850	10/30/2017	04/05/2013	0.811	0.822	04/30 - 10/30	Received	2,002,500.00	2,001,548.63
3136G1E96	0632-13	FNMA	3,000,000.00	0.900	05/26/2017	04/15/2013	0.893	0.906	08/26 - 02/26	Received	3,006,120.00	3,003,574.48
3136G1KG3	0634-13	FNMA	3,000,000.00	0.750	05/08/2017	05/08/2013	0.740	0.750	11/08 - 05/08		3,000,000.00	3,000,000.00
3135G0WU3	0635-13A	FNMA	1,500,000.00	0.750	05/15/2017	05/15/2013	0.740	0.750	11/15 - 05/15		1,500,000.00	1,500,000.00
3135G0WU3	0635-13B	FNMA	1,000,000.00	0.750	05/15/2017	05/15/2013	0.740	0.750	11/15 - 05/15		1,000,000.00	1,000,000.00
3136G0C58	0656-14	FNMA	1,000,000.00	1.375	09/27/2018	03/05/2014	1.427	1.447	03/27 - 09/27	Received	996,850.00	997,417.84
3135G0WJ8	0663-14	FNMA	5,000,000.00	0.875	05/21/2018	04/17/2014	1.559	1.581	05/21 - 11/21	Received	4,890,402.20	4,909,288.12
3135G0XP3	0666-14	FNMA	1,000,000.00	0.375	07/05/2016	07/21/2014	0.449	0.455	01/05 - 07/05	166.67	998,440.00	998,961.22

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CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM 360	YTM 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
<b>Federal Agency Coupon Securities</b>												
3135G0XM0	0671-14	FNMA	2,000,000.00	1.125	05/25/2018	10/21/2014	1.225	1.242	11/25 - 05/25	Received	1,991,760.00	1,992,205.75
3135G0XM0	0676-14	FNMA	2,000,000.00	1.125	05/25/2018	12/02/2014	1.184	1.200	05/25 - 11/25	437.50	1,994,900.00	1,995,455.54
<b>Federal Agency Coupon Securities Totals</b>			<b>86,990,428.57</b>				<b>0.713</b>	<b>0.723</b>		<b>1,816.12</b>	<b>87,536,356.14</b>	<b>87,159,729.32</b>
<b>Federal Agency Disc. -Amortizing</b>												
31359MEL3	0630-13	FNMA	2,000,000.00	0.631	06/01/2017	04/10/2013	0.641	0.650	/ - Final Pmt.		1,946,960.00	1,946,960.00
31359MEL3	0661-14	FNMA	4,000,000.00	0.872	06/01/2017	03/14/2014	0.888	0.900	/ - Final Pmt.		3,886,200.00	3,886,200.00
<b>Federal Agency Disc. -Amortizing Totals</b>			<b>6,000,000.00</b>				<b>0.805</b>	<b>0.816</b>		<b>0.00</b>	<b>5,833,160.00</b>	<b>5,833,160.00</b>
<b>Treasury Coupon Securities</b>												
912828SY7	0651-13	US TRE	3,000,000.00	0.625	05/31/2017	12/23/2013	0.909	0.921	05/31 - 11/30	Received	2,970,000.00	2,978,940.24
912828VE7	0662-14	US TRE	2,000,000.00	1.000	05/31/2018	03/21/2014	1.421	1.441	05/31 - 11/30	Received	1,964,200.00	1,970,883.29
912828SX9	0673-14	US TRE	3,000,000.00	1.125	05/31/2019	10/21/2014	1.334	1.353	11/30 - 05/31	Received	2,969,531.25	2,970,834.73
<b>Treasury Coupon Securities Totals</b>			<b>8,000,000.00</b>				<b>1.196</b>	<b>1.213</b>		<b>0.00</b>	<b>7,903,731.25</b>	<b>7,920,658.26</b>
<b>Investment Totals</b>			<b>127,393,203.03</b>				<b>0.700</b>	<b>0.709</b>		<b>1,816.12</b>	<b>127,668,371.85</b>	<b>127,311,429.60</b>

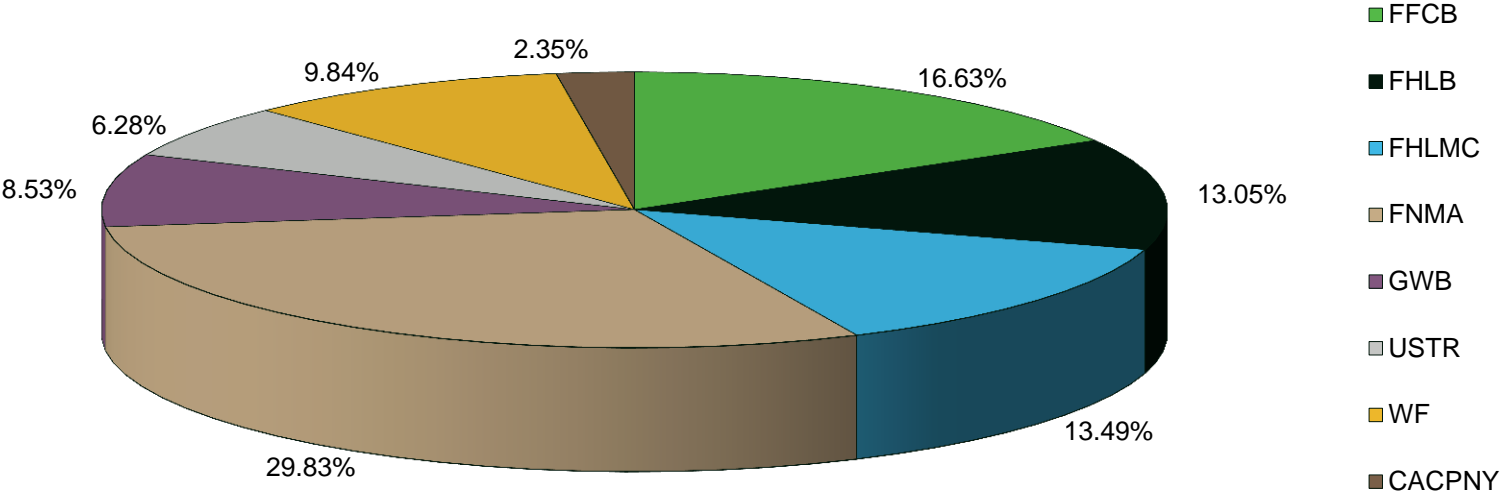
### Portfolio by Asset Class



For Quarter Ending December 31, 2014

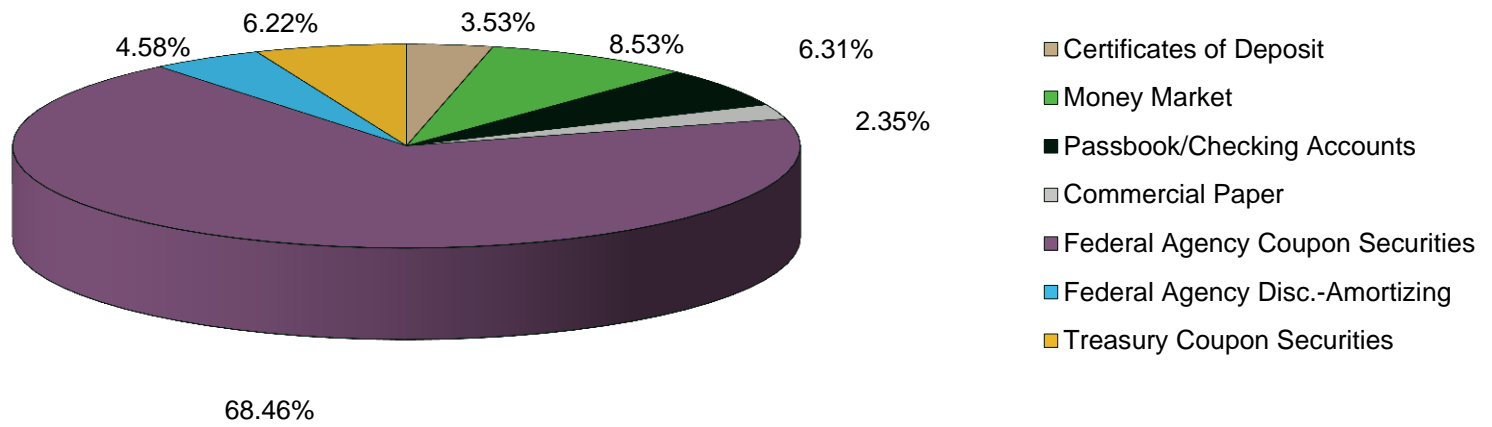


### Par Value by Issuer Graph



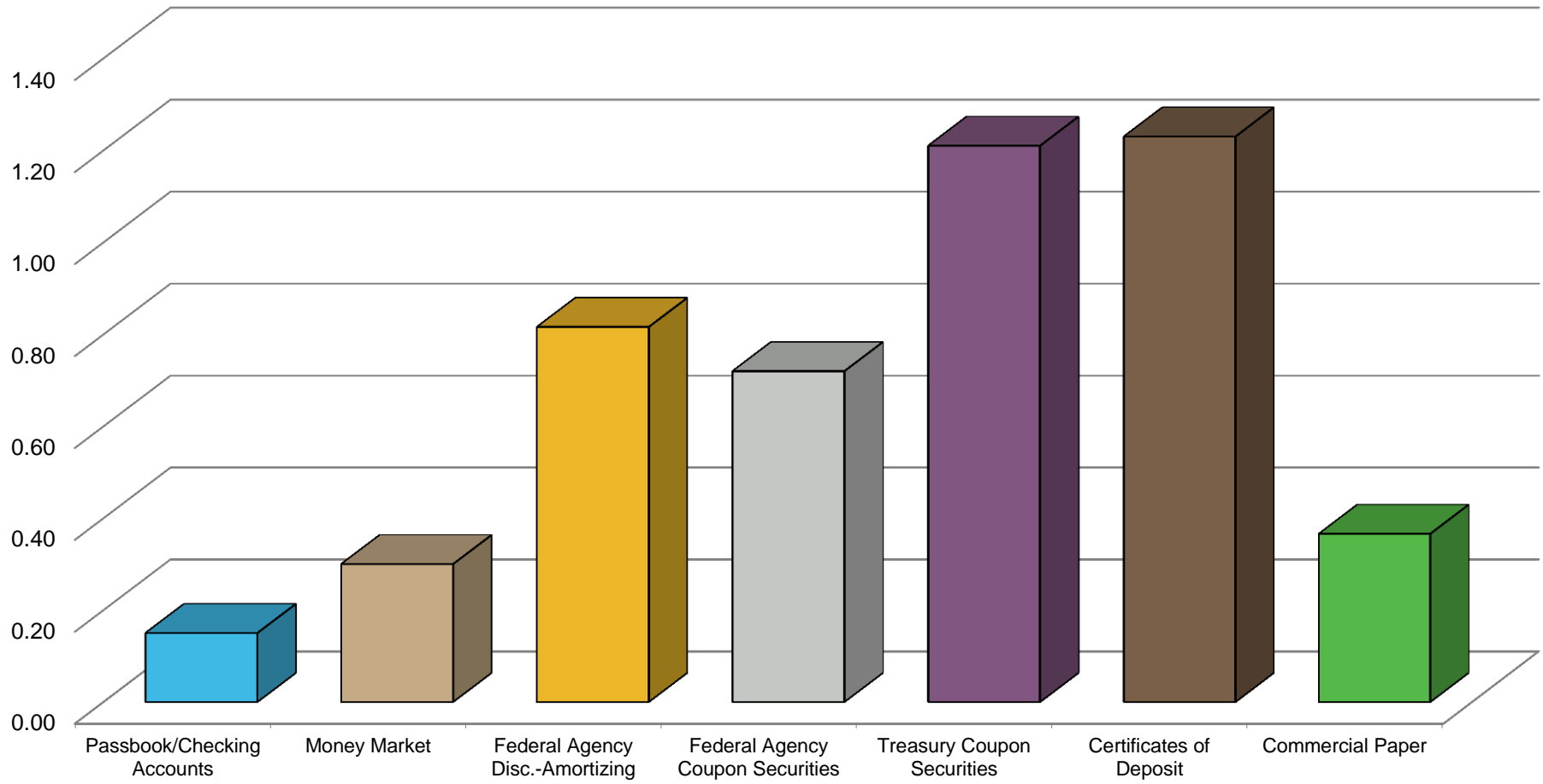
For Quarter Ending December 31, 2014

### Book Value By Investment Type



For Quarter Ending December 31, 2014

## Investment Yield by Type



For Quarter Ending December 31, 2014

**COUNCIL ACTION FORM**

**SUBJECT: STORM WATER EASEMENT VACATION – 301, 303, 305 AND 321  
SOUTH 5<sup>TH</sup> STREET**

**BACKGROUND:**

The property owner of 301, 303, 305, 321, and 407 South 5<sup>th</sup> Street and of 420-428 South Walnut Avenue is in the process of selling those properties. During the title opinion search, it was discovered that there are easements over the properties at 301, 305, 307 and 321 South 5<sup>th</sup> Street (Lots 2 and 3 of Lindholm's Subdivision). The first easement is "to construct, reconstruct, operate and maintain a storm sewer outlet", and the second is "to construct, reconstruct, operate, open and forever maintain an open ditch from said old creek channel to Squaw Creek". Both of these easement descriptions found at Story County are shown in Attachment A.

These existing easements have impeded the sale of these properties, since the easements encompass the entirety of the parcels. Staff was unable to find any evidence that these easements were ever vacated, even though there has been significant development in the area since their creation in 1929. Aerial maps of the existing easement areas are shown for the area in 1930 [the exhibit says 1929] (Attachment B) and in 2013 (Attachment C).

An additional map in Attachment D shows the storm sewer infrastructure for the area to provide drainage from the south end of Kellogg Avenue (installed in 1977) in Corieri's Subdivision 1<sup>st</sup> Addition. **This storm sewer line is in an existing easement that was established with the subdivision, and adequately covers the City's interest for the storm sewer.**

**Staff has determined that the easements over lots 2 and 3 are no longer needed, since there is no longer an open ditch from the south end of Kellogg Avenue to Squaw Creek.** Vacating that portion of the easements would allow the sale of the properties to take place. The remaining areas (affected properties that were not part of this request) could also be vacated and new easements established over the existing storm sewer pipes, should City Council direct staff to set this as a priority project.

**ALTERNATIVES:**

1. Set February 10, 2015, as the date of public hearing for the proposed vacation of the storm sewer easement at 301, 305, 307 and 321 South 5<sup>th</sup> Street (Lots 2 and 3 of Lindholm's Subdivision).

2. Set February 10, 2015, as the date of public hearing for the proposed vacation of the storm sewer easement at 301, 305, 307 and 321 South 5<sup>th</sup> Street (Lots 2 and 3 of Lindholm's Subdivision) and direct staff to begin the process of negotiating new easements over the existing storm sewer, which are currently covered by the 1929 easement, and return at a later date to set a hearing date for the vacation of the existing easements.
3. Reject the request to vacate the easement.

**MANAGER'S RECOMMENDED ACTION:**

By moving forward with the process to approve the vacation of the easement, City Council will meet this property owner's ability to sell the property.

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

3--62--248  
Cont'd.

That this Court has full and complete jurisdiction of the subject matter of this action and each and all of the parties thereto;

That each and all of the allegations of plaintiff's petition are true and he is entitled to all of the relief ask\_ for in said petition that the plaintiff is the absolute and unqualified owner in fee simple of the property hereinafter described. That the plaintiff and the parties from whom he derived title have been in open, continued and notorious possession of said real estate for a period of more than twenty years last past. That plaintiff's title and estate should be quieted in him against all of the defendants and all persons claiming by through, or under them; and should be forever barred and estopped from making any claim in and to the real estate hereinafter described, or to any part or parcel thereof.

It is therefore Ordered, Adjudged and Decreed that the plaintiff was at the time of the commencement of this action and is now the owner in fee simple for the following described real estate; Lots One, (1), and Two, (2), in the Northwest Quarter; and the Southeast Quarter of the Northwest Quarter, (except "Out-Lot 'A' and Sunnyside Addition); and the Northeast Quarter of the Southwest Quarter, (except 8 Acres in the Southeast corner) and Lot 8 and the East 8 Acres of Lot Seven, (7), in the West half of the Northwest Quarter; all of said property is in Section Eleven, (11), and Township 83 North and Range 24 West of the 5th P.M. Iowa; and his right and interest in said premises as such owner in fee simple is hereby declared, fixed and established.

O. J. Henderson  
Judge of the District Court of Iowa.

Case Closed

Costs Paid In Full.

\*-----\*

J. L. Harper and Anna R. Harper	:	Easement \$350.00
To	:	Dated July 5, 1929
	:	Ack'd July 5, 1929
City of Ames, Iowa	:	Filed September 27, 1929

KNOW ALL MEN BY THESE PRESENTS:

That J. L. Harper and Anna R. Harper, of Story County, State of Iowa, in consideration of the sum of Three hundred Fifty and 00/100 (\$350.00) Dollars, in hand paid by the City of Ames, Iowa, do hereby sell and convey unto the said City of Ames, Iowa an easement in and across the following described premises, situated in the County of Story, State of Iowa, to-wit:

Through and across Lot two (2) of the Northwest quarter (NW $\frac{1}{4}$ ), the Southeast quarter (SE $\frac{1}{4}$ ) of the Northwest quarter (NW $\frac{1}{4}$ ), the Northeast Quarter (NE $\frac{1}{4}$ ) of the Southwest quarter (SW $\frac{1}{4}$ ), all in Section Eleven (11), Township Eight-three (83) North, Range 24, from the South end of Kellogg Avenue in Ames, Story County, Iowa, to Squaw Creek, with the right in said grantee to construct, reconstruct, operate and maintain a storm sewer outlet,

And we hereby covenant with the said City of Ames, Iowa, that we are lawfully seized of said premises; that they are free from encumbrance and that we have good and lawful authority to sell and convey the same, and we do hereby covenant to warrant and defend the said premises against the lawful claims of all persons whomsoever.

And the said Anna R. Harper hereby relinquishes her right of dower in and to the premises above conveyed.

Dated this 5th day of July 1929,

J. L. Harper  
Anna R. Harper, Duly Acknowledged.

\*-----\*

BATMAN - SAYERS ABSTRACT CO., NEVADA, IOWA

4--42--568

#6

NO. BOOK PAGE

5--42--571

#7

J. L. Harper and Anna R. Harper, : Easement \$675.00  
 his wife :  
 :  
 : Dated August 26, 1929  
 To : Ack'd August 26, 1929  
 : Filed September 27, 1929  
 City of Ames :

KNOW ALL MEN BY THESE PRESENTS:

That J. L. Harper and Anna R. Harper, his wife, of Story County, and State of Iowa, in consideration of the sum of Six Hundred Seventy-five and 00/100(\$675.00) Dollars, in hand paid by the City of Ames, Iowa, do hereby Sell and Convey unto the said City of Ames, an easement and right to empty storm sewer outlet into the old Squaw Creek channel at a point about four hundred (400) feet North of Squaw Creek and to open and forever maintain an open ditch from said old channel to Squaw Creek, upon the following described premises, situated in the County of Story, State of Iowa, to-wit:

Lot Two (2) of the Northwest Quarter (NW $\frac{1}{4}$ ) the Southeast Quarter (SE $\frac{1}{4}$ ) of the Northwest Quarter (NW $\frac{1}{4}$ ) the Northeast (NE $\frac{1}{4}$ ) of the Southwest Quarter (SW $\frac{1}{4}$ ), all in Section Eleven (11), Township Eight-three (83) North, Range Twenty-four (24) from the South end of Kellogg Avenue to Ames, Story County, Iowa.

with the right in said grantee to construct, re-construct, operate, open and forever maintain an open ditch from said old creek channel to Squaw Creek.

And we hereby covenant with the said City of Ames, Iowa that we are lawfully seized of said premises; that they are free from encumbrance and that we have good and lawful authority to sell and convey the same, and we do hereby covenant to warrant and defend the said premises against the lawful claims of all persons whomsoever.

And the said Anna R. Harper hereby relinquishes her right of dower in and to the premises above conveyed.

Dated this 26th day of August 1929.

J. L. Harper  
 Anna R. Harper, Duly Acknowledged.

\*-----\*

ESTATE OF JAMES L. HARPER, DECEASED

Combined Probate Docket 15, Page 121, Estate #7121 and other records and files in the office of the Clerk of the District Court of Story County, Iowa, show:

January 22, 1942 AFFIDAVIT OF DEATH filed by Arthur Buck, shows James L. Harper died on January 18, 1942 a resident of Ames, Iowa and he was not related to me.

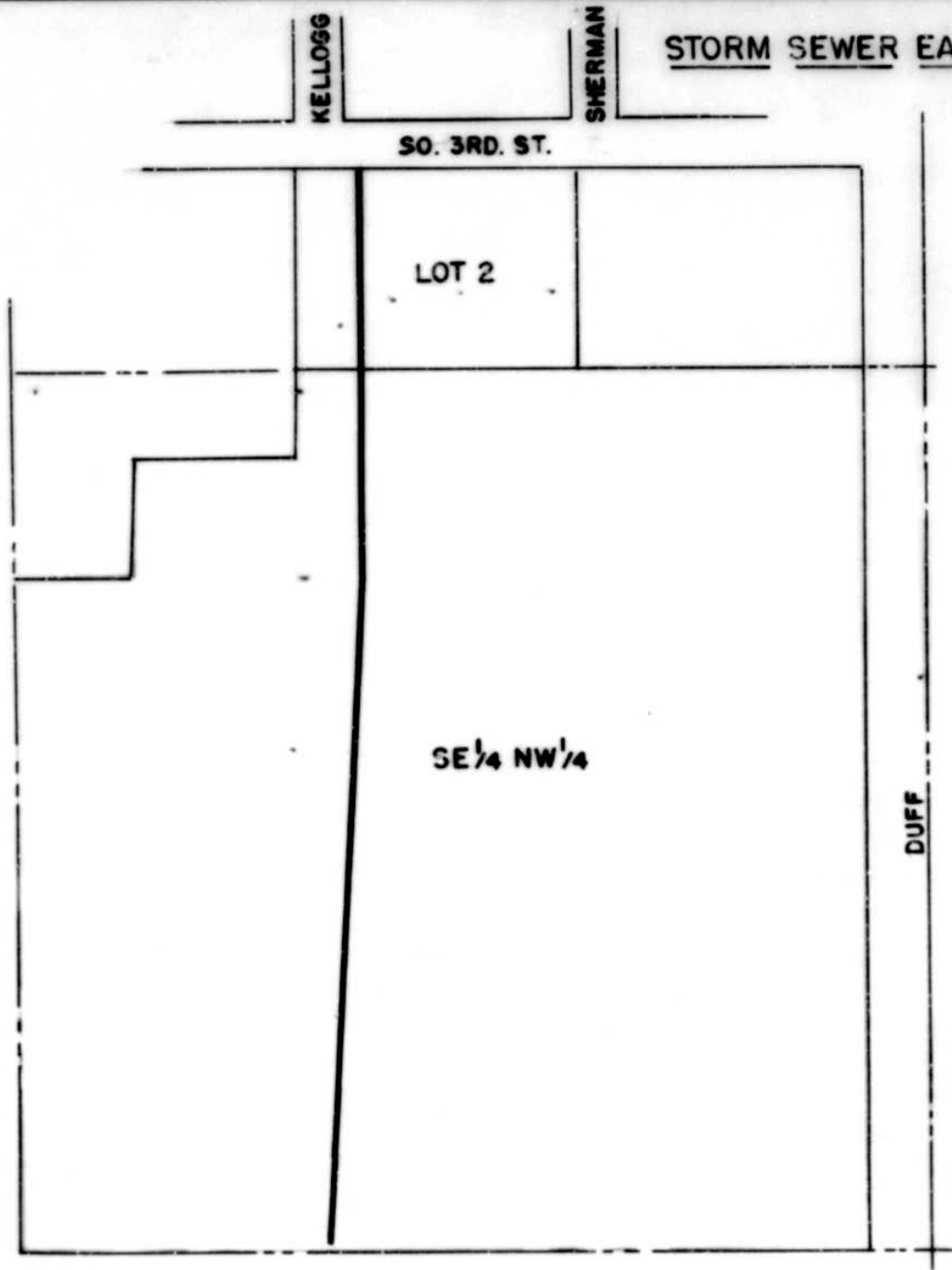
January 22, 1942 LAST WILL AND TESTAMENT filed as follows:

--15--121

BATMAN - SAYERS ABSTRACT CO., NEVADA, IOWA



STORM SEWER EASEMENT



1" = 250'

03493

Attachment A

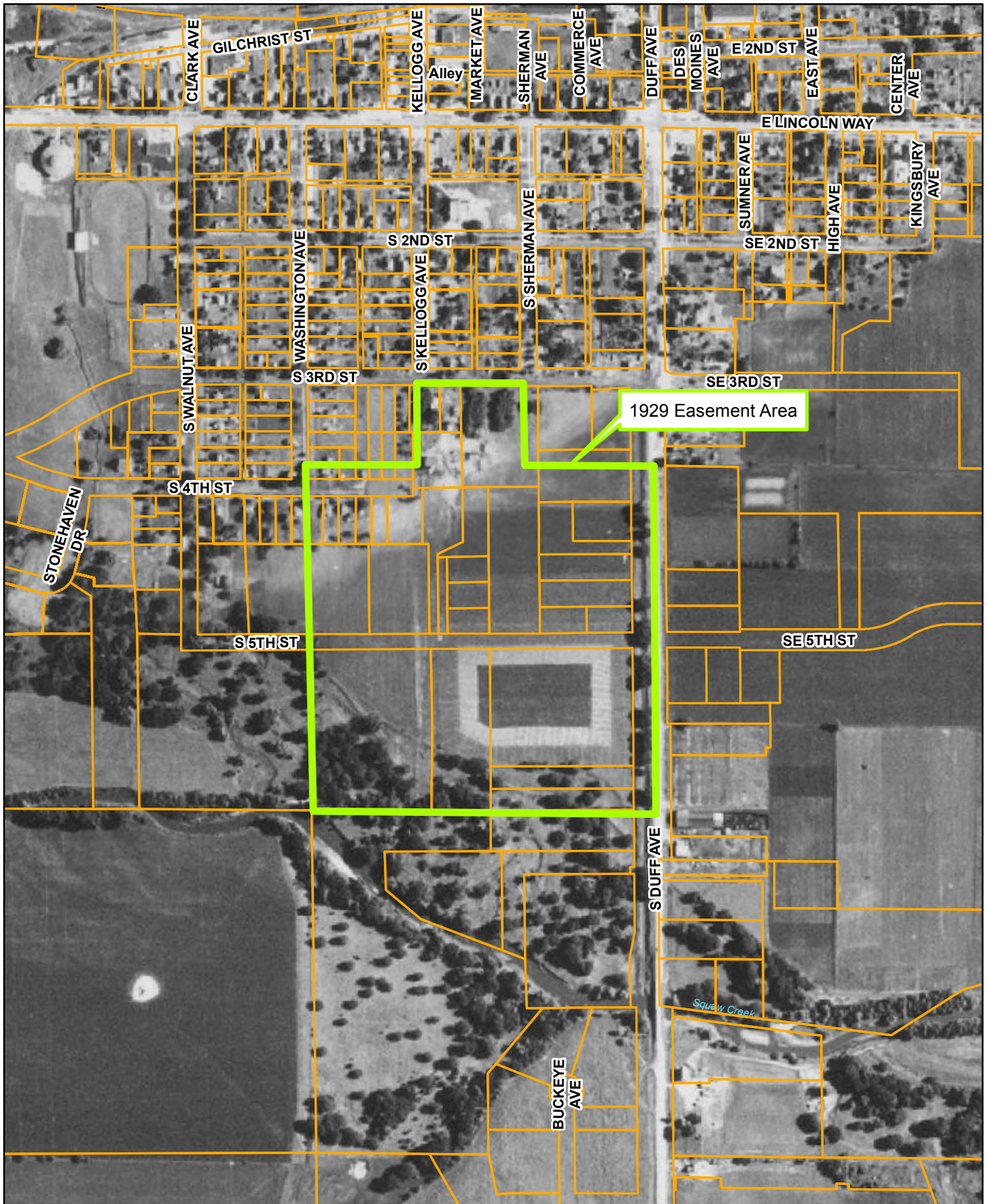
THROUGH AND ACROSS LOT 2 OF NW 1/4, AND SE 1/4 NW 1/4 SEC. 11 - 83 - 24 FROM THE SOUTH END KELLOGG AVE. TO SQUAW CREEK.

FROM: J.L. & A.R. HARPER JULY 5, 1929 \$ 350.00

RECORDED IN BOOK 42 PAGE 568 OF MISC. SEPT. 27, 1929

RECORDED IN BOOK 42 PAGE 571 OF MISC. SEPT. 27, 1929 \$ 675.00





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.

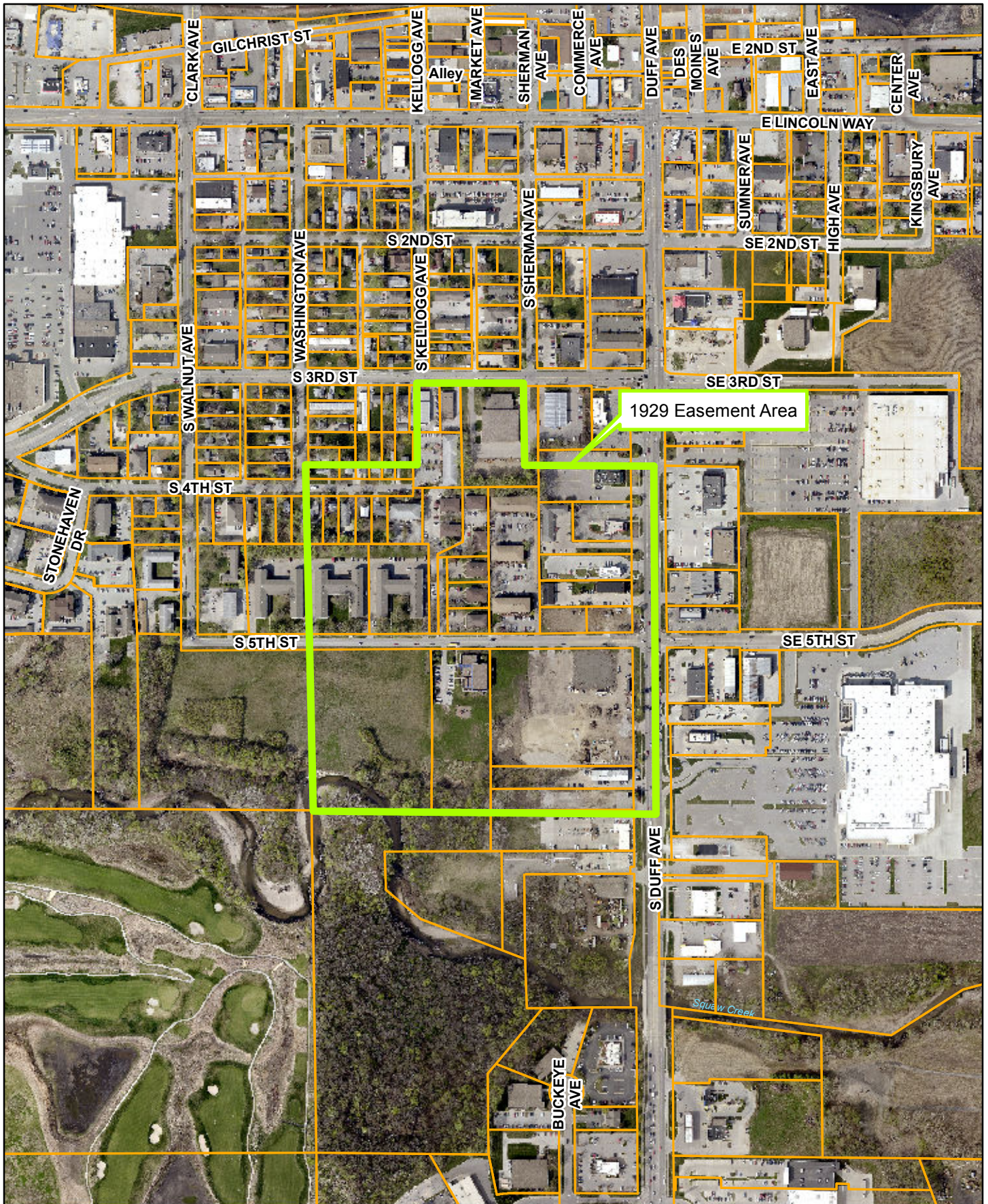


1929 Easement for  
South Meadow 1929  
Attachment B



Scale: 1 in = 500 ft  
Date: 1/20/2015





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.

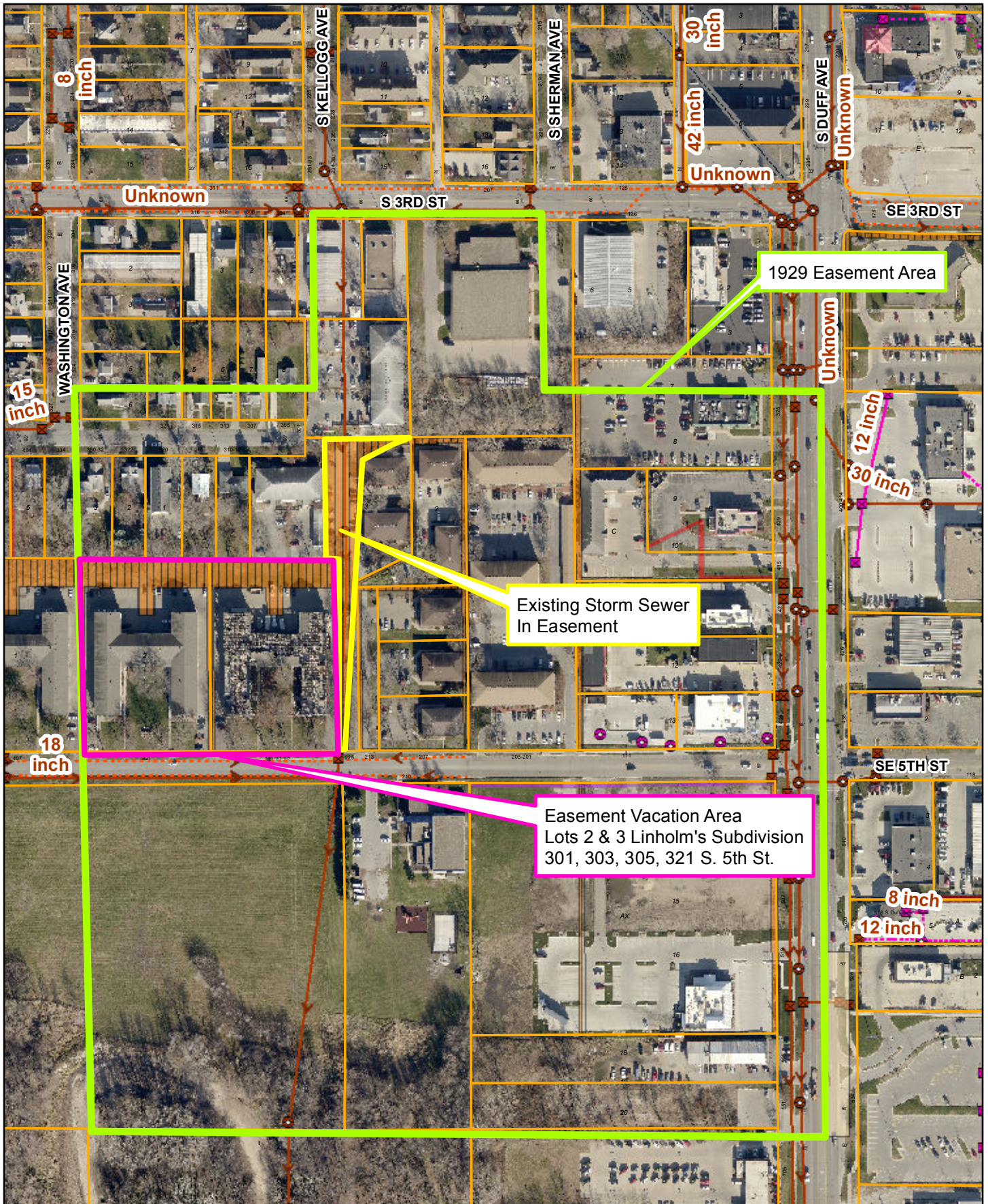


1929 Easement for  
South Meadow 2013  
Attachment C



Scale: 1 in = 500 ft  
Date: 1/20/2015





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.



1929 Easement for  
South Meadow 1929  
Attachment B



Scale: 1 in = 233 ft  
Date: 1/23/2015



**COUNCIL ACTION FORM**

**SUBJECT:**           **2014 NATIONAL ELECTRICAL CODE**

**BACKGROUND:**

The National Electrical Code (NEC), published by the National Fire Protection Association (NFPA), is the model code of standards for electrical construction and maintenance in use throughout the United States. The Code is updated at three year intervals to reflect the latest improvements in public safety technologies. The State of Iowa, all major Iowa communities, and the City of Ames regularly adopt the most recent edition of the NEC.

The State of Iowa has adopted the 2014 edition of the NEC, and it became effective on January 1, 2015. The City of Ames follows State adoption to assure consistency of State and local standards. Electricians doing work within the City of Ames are required by their State licensure to follow the NEC adopted by the State, which as of January 1, 2015, would be the 2014 NEC. The City of Ames is currently regulated by the last adopted NEC, which is the 2011 version of the code.

The first step in the code adoption process is an in depth review of the 2014 NEC by Inspections staff. Staff receives not only the 2014 NEC code book, but also reference materials that describe the significant changes between the 2011 and 2014 versions of the code. Research is conducted with staff from other Iowa jurisdictions to understand their process and any stumbling blocks that they encountered along the way. Once a thorough review is complete, the process moves on to the City's Building Board of Appeals.

The Building Board of Appeals is a seven member board appointed by the Mayor with the approval of the City Council. Each member is qualified by experience and training in matters pertaining to building construction. The membership of the Board consists of the following professionals:

- Licensed Architect
- Professional Engineer
- General Contractor
- Homebuilder
- Licensed Journeyman or Master Electrician, or Electrical Contractor
- Licensed Journeyman or Master Plumber, or Plumbing Contractor
- Licensed Master HVAC Technician, or Mechanical Contractor

The Building Board of Appeals is tasked with reviewing proposed text amendments to Ames *Municipal Code*, Chapter 5, Building, Electrical, Mechanical and Plumbing Code. Proposed text amendments are reviewed by the Board with a public hearing and recommendation to the City Council.

On October 20, 2014, Inspections staff sent an e-mail to all contractors who have done business with the Inspection Division over the past year to notify them of the proposed 2014

NEC adoption process, and to notify them that their attendance and input at the November 3, 2014, Building Board of Appeals meeting would be welcome.

The Building Board of Appeals held its public hearing on November 3, 2014. The Board then passed a motion to recommend to the City Council approval of the 2014 NEC with the State of Iowa exceptions and one local amendment. One local contractor attended the Board meeting and did not provide input.

**The proposed local amendment is the same amendment as was adopted by the City of Ames with the adoption of the 2011 NEC. This amendment limits the use of nonmetallic-sheathed cable in other than one- and two-family or multi-family dwellings.** The State adopted exceptions include the same two exceptions that were adopted with the 2011 NEC which limits the requirements for ground fault circuit interruption (GFCI) receptacles in certain instances where receptacles are not readily accessible or receptacles for appliances in dedicated spaces. Three new exceptions were added by the State, two of which lessen the requirements for arc fault circuit interrupters (AFCI) in certain existing situations, and the third new exception is a clarification on compliance with the adopted International Energy Code.

### **SIGNIFICANT CHANGES:**

**Below is an overview of the significant changes of the proposed 2014 NEC from the currently adopted 2011 code. Although this is not an inclusive list, it does highlight the majority of new changes from the previous code cycle.**

The following four new articles have been added to the 2014 NEC:

- Article 393 - Low-voltage suspended ceiling power distribution systems
- Article 646 - Modular data centers
- Article 728 - Fire resistive cable systems
- Article 750 - Energy management systems

The following are some changes in the 2014 NEC for single and multifamily dwelling units:

- Section 210.8(A)(7) will expand GFCI protection for all receptacles located within 6 feet of dwelling unit sinks. This removes the words "located in areas other than kitchens" to require GFCI protection for all 125-volt, single-phase, 15 and 20 ampere receptacles installed within 6 feet of the outside edge of dwelling unit sinks (including kitchen sinks).
- Section 210.8(A)(10) will require GFCI protection for dwelling laundry area receptacles.
- Section 210.8(D) will require GFCI protection for dishwashers in dwellings.
- Section 210.12(A) will expand AFCI protection for all 120-volt, single-phase, 15 and 20 ampere branch circuits supplying outlets and devices in kitchen and laundry areas of dwellings.
- Section 680.21(C) will require GFCI protection for all pool pump motors regardless of amperage.

The following are some changes in the 2014 NEC for commercial and industrial projects:

- Section 110.26(C)(3) will lower the requirement for panic hardware on personnel doors from 1200 amperes to 800 amperes.

- Section 110.26(E)(2)(a)&(b) will extend dedicated space requirements to outdoor equipment.
- Section 210.64 will require a receptacle within 50 feet of all non-dwelling service equipment.
- Section 590.4(J) will prohibit temporary branch circuits and feeders from being laid on the floor or ground.
- Section 700.28 will require an engineer to design selective coordination for emergency systems

**ALTERNATIVES:**

1. Set the public hearing for February 10, 2015, to review the proposed changes to the Ames *Municipal Code*, Chapter 5 and the proposal to adopt the 2014 edition of the National Electrical Code (NEC) with one local amendment and State of Iowa exceptions.
2. Direct staff to work with the Building Board of Appeals to develop further local amendments to the recommended codes.

**MANAGER'S RECOMMENDED ACTION:**

The Building Board of Appeals has reviewed the proposal and has recommended approval to the City Council. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby setting a public hearing for February 10, 2015.

## MINUTES OF THE REGULAR MEETING OF THE BUILDING BOARD OF APPEALS

AMES, IOWA

NOVEMBER 3, 2014

### Call to Order

The regular meeting of the Building Board of Appeals was called to order by Chairman Larry Cormicle at 4:00 p.m., November 3, 2014, in Room 235 in City Hall, 515 Clark Avenue. Present from the Building Board of Appeals were Larry Cormicle, Brad Heemstra, Larry Brandt, Nathan Werstein, and Dan Nuntini.

Staff members present were Seana Perkins, Scott Ripperger, Nick Patterson, and Jessica Spoden.

Guests present were appellant Jeff Rains of BSB Design, general contractor Keith Dallenbach, two members of the Sigma Chi building committee, and Dan Krogman from Kurrent Electric.

Moved by Heemstra, seconded by Brandt, to approve the minutes of July 7, 2014

Vote on Motion: 5-0

Motion passed unanimously

### Old Business

None

### New Business

A. Appeal of the Electrical code, NEC-2011 Section 334.10 and City of Ames local code amendment 5.205 by Sigma Chi Beta Omicron.

Jeff Rains gave a summary of the project. The history of the amendment in place restricting the use of metal cable primarily refers to commercial structures. It is still allowed in multi-family structures although fraternity houses do not fall under that category because they have sleeping units, not dwelling units. The code defines a dwelling unit as a sleeping unit with a kitchen. The Sigma Chi sleeping units have a space for a microwave and small refrigerator but not a range, so based on this, the electrical code classifies the fraternity as an "other structure" which was eliminated by the adoption of the City of Ames amendment. Since the fraternity is a residential use, and the appellant believes the intent of the amendment was to limit the use of metal cable in commercial structures, they are asking for the ability to use metal cable in this application.

Steve (keith?) Dallenbach stated that this is a financial hardship for the fraternity. The project is being funded by donations from alumni and the cost to have use NM cable is close to \$20,000.

Rains added that their electrician suggested using metal cable in the kitchen area.

Seana Perkins reviewed the steps taken by the City regarding the Code Modification request. The definition of fraternity does not meet the exemption criteria. Our local amendment 5.205 prohibits the use of metal cable in this type of application, so the City denied the request.

Brad Heemstra stated that there have been many discussions over the years about upgrading fraternities and sororities for safety, but as a City we have chosen not to allow romex in fraternities. He asked how long this policy has been in place.

Nick Patterson stated that the City of Ames adopted this particular amendment in 2002 and it has gone through several code adoptions. Inspections over the years of fraternities and sororities have shown more wear and tear and abuse than other residential properties.

Dallenbach stated that exceptions have been issued to Greek housing for multiple reasons usually based on economic conditions as non-profits. The economic situation of a donated building for residences is worth considering. Is this a hardship being placed on fraternities and sororities? He is not concerned about abuse in this new building or this being a building that can't take abuse. The walls will be built in a way that makes the building more durable to address those concerns.

Jessica Spoden confirmed that economic hardship has been a reason for other variances that have been issued by the City.

Cormicle asked if the other variances were for life safety issues or appearance and zoning. Spoden clarified that they have not been for life safety.

Dallenbach does not believe that romex has been proven to be a dangerous product.

Rains stated that the owner is concerned about the original intent of the code. Commercial applications are understandable, but this is a residential project.

Brandt asked how many fraternities or sororities are currently involved in major construction and have they filed for variances? The City has not allowed romex in commercial buildings since the 1950's.

Spoden stated that another fraternity has received a variance for their parking requirements.

Rains again stated that this project is not a commercial building. Brandt countered that it is the equivalent of a boarding house.

Discussion was held about cooking units and heating elements.

Heemstra reiterated that since 2002 other Greek houses have had to use metal cable in similar situations. He then asked for clarification on whether it was the City's intent in 2002 to not allow romex in fraternities. What prompted the decision at that time?



Brandt stated that the code changed allowing romex to be in some type III, IV, and V construction, which prompted the decision by the City not to go along with it.

Nathan Werstein asked about the timing of this decision in relation to the adoption of the 2014 NEC. Spoden stated that the 2014 NEC will not be in effect until January 2015 and this project is underway now.

Heemstra expressed concern about pulling out one project and changing direction on a code that has been in effect since 2002.

Moved by Brandt, seconded by Heemstra, to deny the appeal

Vote on Motion: 5-0

Motion passed unanimously

#### B. 2014 NEC Code Adoption

Perkins presented the proposed timeline for the 2014 NEC code adoption: 1<sup>st</sup> reading and public hearing November 25, 2014; 2<sup>nd</sup> reading December 9, 2014; 3<sup>rd</sup> reading December 23, 2014. Adoption date would be effective January 1, 2015 to align the City of Ames with the State of Iowa adoption process. The State of Iowa will likely have exceptions to the 2014 NEC. In the memo to the Board, staff laid out options for the Board to consider. One option is to adopt the 2014 NEC straight up with our local amendments. The second option is to follow the State of Iowa and adopt it following their exceptions and our local amendments.

Heemstra asked how the Board will know what the State exceptions are. Will the Board circle back on the State exceptions? Is the memo suggesting the Board just adopt what the State does when they do not know what the State is going to do? Will the Board revisit what the State has decided?

Perkins stated that one of the options is just to adopt what the State adopts assuming that the State is going through the process and will choose the exceptions that are right for the State of Iowa and the City of Ames would trust that.

Ripperger stated that no matter what the State does, the City of Ames is still bound by the State code. We can make it more restrictive, but we cannot make it less restrictive.

Spoden concurred by saying the State would not be making the NEC more restrictive, if anything, they would be making it less restrictive. Spoden also stated that if the State was to make changes at a later date, those changes would automatically be adopted by the City code.

Discussion was held on the state adoption. Spoden stated that the State is not required to adopt the National Electrical Code. The history of the State has been to make the code less restrictive.

Cormicle and Heemstra questioned if the City of Ames was going to accept the less restrictive stance that the State adopts. Should the Board wait to adopt the 2014 NEC until after the State has adopted it to see what exceptions they have adopted? If the State makes the code lenient, the Board can reconvene and subsequently adopt local ordinances.

Moved by Heemstra, seconded by Nutini, to adopt the 2014 NEC with the State of Iowa exceptions and our local amendment

Vote on Motion: 5-0

Motion passed unanimously

Board Comments

None

Adjournment

The Board adjourned at 4:43pm

---

Eileen Carter, Recording Secretary

## Ames Municipal Code Chapter 5 – EXCERPTS

### Sec. 5.100. TITLE & ADOPTION.

(11) **Electrical.** The National Electrical Code, 2011 **2014** edition, published by the National Fire Protection Association, One Batterymarch Park, Quincy, Massachusetts, and ~~as adopted by the Iowa Electrical Examining Board~~ is hereby adopted as the electrical code of the City of Ames and shall govern electrical work and installations in the City of Ames, except for such specific, higher standards and requirements as have been or may from time to time be enacted by the City of Ames.

### Sec. 5.205. ELECTRICAL.

The provisions of the National Electrical Code (NEC), 2011 **2014** edition, are hereby amended as follows:

- (1) Section 334.10, ***Nonmetallic-Sheathed Cable, Uses Permitted***, of the said National Electric Code is amended by deleting Subsection (3) therefrom and inserting in lieu thereof a new Subsection (3): All other structures shall be wired using other methods as allowed by the NEC.
- (2) Add the following exceptions to Article 210.8(A)(2), ***paragraph (A), subparagraph (2) Ground-Fault Circuit-Interrupter Protection for Personnel, Dwelling Units (A)(2)***:
  - (a) Exception No. 1-~~to (2)~~: Receptacles that are not readily accessible.
  - (b) Exception No. 2-~~to (2)~~: A single receptacle or a duplex receptacle for two appliances located within dedicated space for each appliance that, in normal use, is not easily moved from one place to another, and that is cord-and-plug connected in accordance with 400.7(A)(6), (A)(7), or (A)(8).
  - (c) Receptacles installed under the exceptions to 210.8(A)(2) shall not be considered as meeting the requirements of 210.52(G).
- (3) Add the following exceptions to Article 210.8(A)(5), ***Ground-Fault Circuit-Interrupter Protection for Personnel, Dwelling Units (A)(5)***:
  - (a) Exception No. 2-~~to (5)~~: Receptacles that are not readily accessible.
  - (b) Exception No. 3-~~to (5)~~: A single receptacle or a duplex receptacle for two appliances located within dedicated space for each appliance that, in normal use, is not easily moved from one place to another and that is cord-and-plug connected in accordance with 400.7(A)(6), (A)(7), or (A)(8).
  - (c) Receptacles installed under the exceptions to 210.8(A)(5) shall not be considered as meeting the requirements of 210.52(G).
- (4) ***Delete section 210.12(B), Arc-Fault Circuit-Interrupter Protection, Branch Circuit Extensions or Modifications – Dwelling Units.***
- (5) ***Delete exception to section 220.12, Lighting Load for Specified Occupancies, and insert in lieu thereof the following exception:***  
***Exception: Where the building is designed and constructed to comply with an energy code adopted by the local authority, the lighting load shall be permitted to be calculated at the values specified in the energy code.***
- (6) ***Delete section 406.4(D)(4), General Installation Requirements, Replacements, Arc-Fault Circuit Interrupter Protection.***

## **COUNCIL ACTION FORM**

**SUBJECT: SAND VOLLEYBALL COURTS LIGHTING IN INIS GROVE PARK**

### **BACKGROUND:**

Within the 2013-14 Capital Improvements Plan, funding was approved to construct four lighted sand volleyball courts in Emma McCarthy Lee Park. After working with Snyder & Associates to develop plans, staff informed 70 property owners in close proximity to the park of these plans. The Parks and Recreation Commission received feedback, a majority of which was in opposition to placing these courts in Emma McCarthy Lee Park. The Commission then directed staff to look at alternative sites. Based on the criteria shown below, several options were then presented to the Commission.

- Availability of adequate space
- North-south orientation of courts
- The space not being in the flood plain
- Minimal conflict with existing programs/activities
- Location that already has lights for other activities
- Type of buffer, if any, that exists between the courts and nearby homes? (E.g., trees, distance, other park amenities, etc.)
- Amount of parking is available
- Preference to have this located in a Community Park
- Safety concerns (E.g., increased traffic, pedestrian traffic, etc.)
- Other concerns

Placing four courts north of the tennis courts in Inis Grove Park was the favored option, and staff was directed to meet with Inis Grove Park neighbors. To gather input regarding the Inis Grove location, over 800 letters were sent to property owners in the vicinity of the park inviting them to a meeting to discuss this option. Sixteen residents attended the meeting and were invited to share their concerns, as well as to provide potential solutions to address the identified concerns. Issues raised included drainage concerns for the proposed location, parking along 24<sup>th</sup> Street and Broadmoor Avenue, and the amount of activity scheduled in the park.

After listening to resident feedback and reviewing staff's recommendation, the Parks and Recreation Commission voted to support the placement of the lighted sand volleyball courts in Inis Grove Park. The courts will be located north of the existing

tennis courts. The court and lighting layout is attached. Staff was also asked to do the following in regards to the concerns raised by neighbors:

- Ensure drainage issues are resolved through the design process
- Review program locations and spread activity throughout the park system
- Work with the neighbors to address the parking concerns along 24<sup>th</sup> Street (east of Duff Avenue) and along Broadmoor Avenue

**PROJECT CONSTRUCTION AND COST:**

This project will have two phases, with the first phase being the construction of the courts by City staff. The first phase is projected to be completed by May 31, 2015. Phase two will be the installation of the lighting and will be contracted. The contractor will have until August 31, 2015 to install the lights.

**The original budget for this project was \$100,000. To address drainage issues at the Inis Grove site, the new facility layout required the addition of two light poles/fixtures resulting in an increase in the estimated cost of the project to \$117,900. Since the City is no longer expected to contribute to the purchase of gymnasium equipment at the new Ames Community School District grade schools, \$17,900 will be redirected to this project. Below is the breakdown of materials and costs for each phase.**

**Phase One:**

Subdrain Materials	\$680
Sand	\$40,320
Court Border	\$4,000
Posts and Nets	\$4,400
Seeding	<u>\$1,000</u>
<b>Phase One Total</b>	<b>\$50,400</b>

**Phase Two:**

Lighting and Installation	<u>\$67,500</u>
<b>Phase Two Total</b>	<b>\$67,500</b>

**Overall Project Total \$117,900**

**ALTERNATIVES:**

1. Approve plans and specifications for the 2015 Sand Volleyball Courts Lighting in Inis Grove Park and set February 25, 2015 as the bid due date and March 3, 2015 as the date of hearing and award of the construction contract.
2. Do not approve the plans and specifications at this time, delaying the 2015 Sand Volleyball Courts Lighting in Inis Grove Park.

3. Refer this back to staff with further direction.

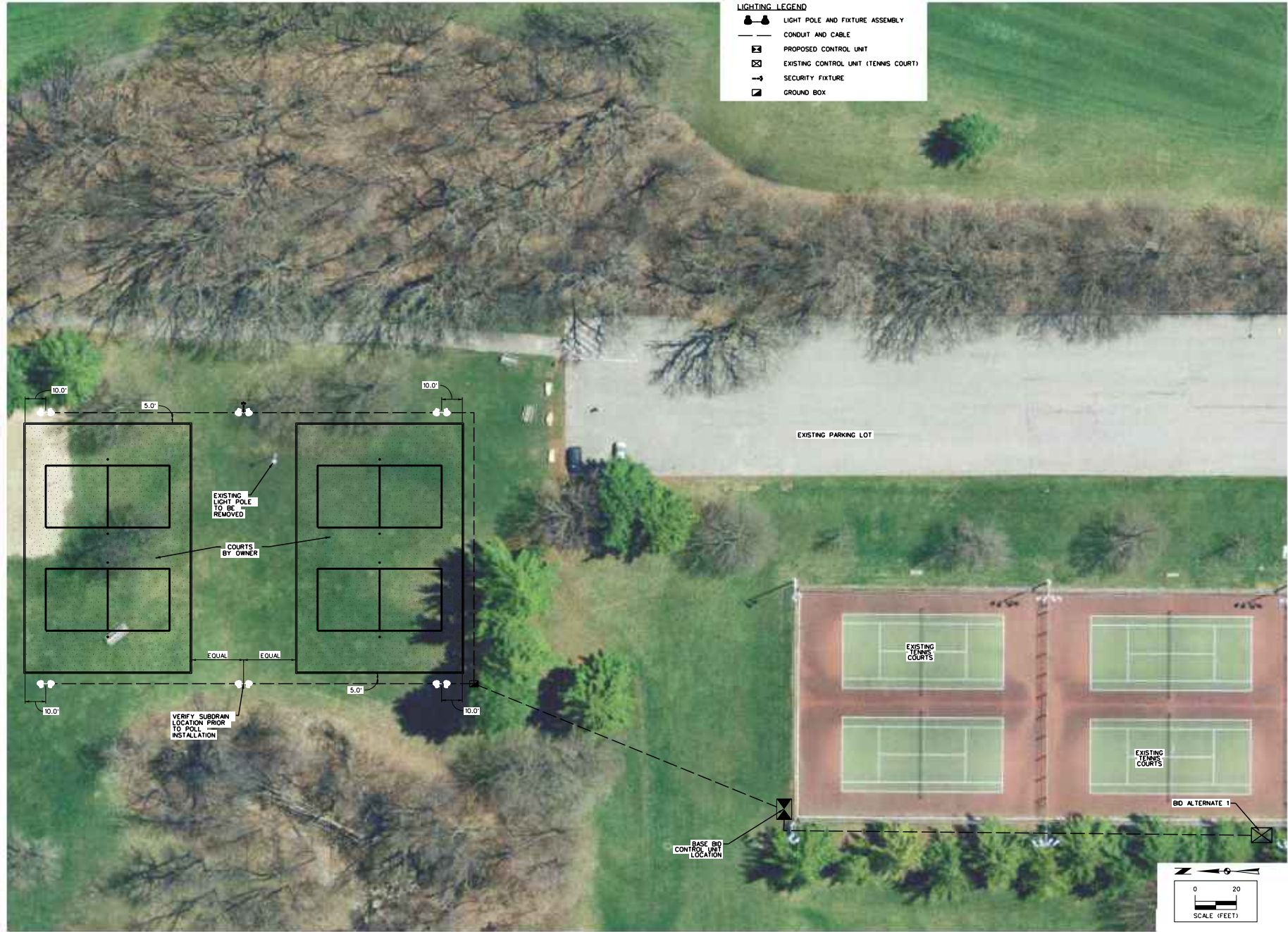
**MANAGER'S RECOMMENDED ACTION:**

This project came about because of a need for additional quality sand volleyball courts to serve the community. Lighting will address program growth by allowing more teams to play per evening. These courts also provide opportunities for future expansion of programs. After a lengthy input and review process conducted by the Parks and Recreation Commission, the project is ready to proceed at Inis Grove Park.

To address concerns raised by the Inis Grove neighbors, the court and site design has addressed any drainage issues. Staff is scheduling programs throughout the park system, so Inis Grove Park is not overburdened with programmed activity. The last concern regarding parking can hopefully be addressed through a public process engaging neighbors and residents in dialogue as to what is best for all concerned. The staff will report back to the City Council if any ordinance changes are needed to resolve this issue.

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative No. 1, thereby approving plans and specifications for the 2015 Sand Volleyball Courts Lighting in Inis Grove Park and setting February 25, 2015 as the bid due date and March 3, 2015 as the date of hearing and award of the construction contract.

2727 S.W. Snyder Blvd., Ames, IA 50010  
 515-664-2020 | www.snyderassociates.com



**LIGHTING LEGEND**

- LIGHT POLE AND FIXTURE ASSEMBLY
- CONDUIT AND CABLE
- PROPOSED CONTROL UNIT
- EXISTING CONTROL UNIT (TENNIS COURT)
- SECURITY FIXTURE
- GROUND BOX

NO.	DESCRIPTION	DATE	BY

Project: **104**    Revision: **004**    Scale: 1" = 20'  
 Revision: **000**    Date: **07/15/15**    File No.:  
 Project No: **114.1049**    Sheet 2 of 2

**INIS GROVE PARK - SAND VOLLEYBALL COURTS**  
**COURT LIGHTING LAYOUT**

**SNYDER & ASSOCIATES, INC.**  
 2727 S.W. SNYDER BLVD.  
 AMES, IOWA 50023  
 515-664-2020 | www.snyderassociates.com

Project No: **114.1049**

Sheet 2 of 2

**COUNCIL ACTION FORM**

**SUBJECT: 2012/13 CONCRETE PAVEMENT IMPROVEMENTS CONTRACT #2  
(SOUTHEAST 5<sup>TH</sup> STREET)**

**BACKGROUND:**

This annual program is to remove and replace deteriorated concrete street sections. Removal and replacement of concrete street sections provides enhanced rideability to the community's residents and visitors.

The 2012/13 program locations include Wheeler Street (Grand Avenue to Roy Key Avenue), Southeast 5<sup>th</sup> Street (east of South Duff Avenue), and the frontage road at Southbend Drive. Work involves concrete pavement reconstruction, storm sewer intake replacement, sanitary sewer manhole replacement, and sanitary sewer main repairs.

**This specific project is for the improvements on SE 5<sup>th</sup> Street.** The project includes a crack and seating treatment of the existing concrete pavement followed by an asphalt overlay. The water main on Southeast 5<sup>th</sup> Street will also be replaced with this project.

Plans and specifications for this project were completed by Howard R. Green Inc. with estimated construction costs of \$261,175. Overall projected expenses for all program locations are as follows:

<b>Southeast 5<sup>th</sup> Street (estimated)</b>	<b>\$261,175</b>
Wheeler Street (finalized)	\$332,882
Frontage Road (near JAX Outdoor/Southbend Drive) (estimated)	\$148,146
Engineering and Contract Administration (estimated)	<u>\$148,500</u>
	<b>\$890,703</b>

This program was shown in the 2012/13 Capital Improvements Plan with funding in the amount of **\$600,000** from General Obligation Bonds (G.O. Bonds) and **\$50,000** from Road Use Tax. An additional **\$170,000** will be utilized from the 2013/14 Water System Improvements (Water Utility fund). Utilizing unobligated G.O. Bonds in the amount of **\$225,000** from the 2009/10 Concrete Pavement Improvements Program brings **total available funding to \$1,045,000.**

Staff held a project information meeting with area businesses and property owners to receive input on the project staging and timing. Due to the high traffic volumes in this area, Southeast 5<sup>th</sup> Street having no outlet and also being the only access for several businesses, staff worked closely with these businesses to accommodate them as best as possible within reason. This included staging the project for work to be completed while maintaining one lane of traffic in each direction and maintaining access to local businesses, especially for those businesses which only have one access drive way to their property.



**ALTERNATIVES:**

1. Approve plans and specifications for the 2012/13 Concrete Pavement Improvements Contract #2 (Southeast 5<sup>th</sup> Street) and establish February 18, 2015, as the date of letting and February 24, 2015, as the date for report of bids.
2. Do not proceed with the project at this time.

**MANAGER'S RECOMMENDED ACTION:**

By approving plans and specifications and setting the date of letting, it will be possible to move forward with the reconstruction of this street during spring/summer 2015. This will meet the requests of the majority of the businesses to have the work completed after spring commencement for Iowa State University and prior to the Fourth of July holiday.

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

**COUNCIL ACTION FORM**

**SUBJECT: 2014/15 CONCRETE PAVEMENT IMPROVEMENTS CONTRACT #2  
(RIDGEWOOD AVENUE, 9<sup>TH</sup> STREET & PARK WAY)**

**BACKGROUND:**

This annual program is to remove and replace concrete street sections that have deteriorated. Removal and replacement of concrete street sections provides enhanced rideability to residents and visitors.

The 2014/15 program locations are Hayward Avenue (Hunt Street to Lincoln Way), Ridgewood Avenue (9<sup>th</sup> Street to 13<sup>th</sup> Street), and 9<sup>th</sup> Street (Northwestern Avenue to Brookridge Avenue). Work will consist of concrete pavement reconstruction, storm sewer intake replacement, sanitary sewer manhole replacement, and sanitary sewer main repairs. The water mains on Hayward Avenue, Ridgewood Avenue, Park Way (Ridgewood Avenue to Brookridge Avenue) and 9<sup>th</sup> Street (Ridgewood Avenue to Brookridge Avenue) will also be replaced as part of these projects.

**This specific project is for the improvements on Ridgewood Avenue, 9<sup>th</sup> Street and Park Way.** The project will include pavement removal and replacement, storm sewer improvements, sanitary sewer improvements, water main replacement, and installation of ADA compliant pedestrian facilities.

Staff held a project information meeting with area property owners and residents to receive input on the project timing and staging. Many of the comments received were implemented into the project design. Two specific comments implemented into the design are bio-retention features within the right-of-way to improve storm water quality within the roadway corridor, and project phasing to limit the number of properties impacted during each phase.

Plans and specifications for the project were completed by Clappsaddle-Garber Associates, Inc. with estimated construction costs shown in the table below. Four bid alternate options were developed.

- Alternate 1A – Ridgewood Ave – full depth reconstruction with concrete pavement
- Alternate 1B – Ridgewood Ave – full depth reconstruction with asphalt pavement
- Alternate 2A – 9<sup>th</sup> St – concrete overlay of existing pavement
- Alternate 2B – 9<sup>th</sup> St – asphalt overlay of existing pavement

The base bid includes all work regardless of pavement type, including water main replacement, sewer repairs, storm water practices, subgrade preparation, and ADA pedestrian improvements. Contractors are required to provide bid amounts for the base bid plus each alternate for consideration. Upon receipt of bids, staff will evaluate and recommend a base bid plus alternate award option.

The Engineer's Estimate for each possible bid alternate combination is also shown in the table.

Base Bid	Alternate Bid Option		Total Cost (Base + Alternate)	Engineering (20%)	Total Project Cost
	<b>1A</b>	<b>2A</b>			
\$ 801,829	\$ 266,280	\$ 234,462	\$ 1,302,571	\$ 260,514	\$1,563,085
	<b>1A</b>	<b>2B</b>			
\$ 801,829	\$ 266,280	\$ 108,567	\$ 1,176,676	\$ 235,335	\$1,412,011
	<b>1B</b>	<b>2A</b>			
\$ 801,829	\$ 289,252	\$ 234,462	\$ 1,325,543	\$ 265,109	\$1,590,652
	<b>1B</b>	<b>2B</b>			
\$ 801,829	\$ 289,252	\$ 108,567	\$ 1,199,648	\$ 239,930	\$1,439,578

This program is included in the 2014/15 Capital Improvements Plan with funding of \$1,655,000 in General Obligation Bonds (G.O. Bonds), \$50,000 in Road Use Tax funds and \$21,000 in Electric Utility funds. This specific project on Ridgewood Avenue, 9<sup>th</sup> Street, and Park Way will utilize **\$1,055,000** in G.O. Bonds, **\$347,178** from the 2014/15 Water System Improvements (Water Fund), **\$15,000** from the 2014/15 Sanitary Sewer Rehabilitation Program (Sanitary Sewer Fund), and **\$24,500** from the 13/14 Neighborhood Curb Replacement Program, bringing **total project funding to \$1,441,678**.

**ALTERNATIVES:**

1. Approve plans and specifications for the 2014/15 Concrete Pavement Improvements # 2 (Ridgewood Avenue, 9<sup>th</sup> Street and Park Way) and establish February 18, 2015, as the date of letting and February 24, 2015, as the date for report of bids.
2. Do not proceed with the project at this time.

**MANAGER'S RECOMMENDED ACTION:**

By approving plans and specifications and setting the date of letting, it will be possible to move forward with the reconstruction of this street during the early spring/summer 2015.

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

**COUNCIL ACTION FORM**

**SUBJECT: FLEET REPLACEMENT PROGRAM – SINGLE-AXLE TRUCK CHASSIS**

**BACKGROUND:**

Two digger derrick trucks are used by the Electric Distribution for electric utility line maintenance. One of these trucks is scheduled to be replaced in the 2014/15 budget. This aerial truck has a 55-foot reach. On November 25, 2014, the City Council awarded a contract to Altec Industries of Saint Joseph, MO for the purchase and installation of a new saddlebox flatbed and digger derrick for \$120,048. The City is to provide a new truck chassis to Altec Industries for the installation.

This second bid is for a new truck chassis with single rear axle. The following bids were received from the indicated truck dealers:

<u>Bidder</u>	<u>Make &amp; Model</u>	<u>Year</u>	<u>Base Bid</u>
<b>Truck Country of Cedar Rapids</b>	<b>Freightliner M2 106</b>	<b>2016</b>	<b>\$71,442</b>
GATR Truck Center of Des Moines	Hino 338	2016	\$72,125

The low bid for the truck chassis is from Truck Country of Cedar Rapids, Iowa in the amount of \$71,442.

Funding is available for this purchase as follows:

Replacement funds available	\$175,200 (balance 1/20/15)
Estimated salvage value for truck #1119	15,000
<u>Electric Department operating budget support</u>	<u>20,000</u>
<b>Available funding</b>	<b>\$210,200</b>

Expenses for this acquisition are as follows:

Chassis	\$ 71,442
Tax 5%	3,547
Aerial Platform and Utility Body	120,048
<u>Tax 5%</u>	<u>6,003</u>
<b>Total</b>	<b>\$ 201,065</b>

Payment and delivery of this equipment will occur after July 1, 2015.

**ALTERNATIVES:**

1. Approve and award this contract to Truck Country of Cedar Rapids, Iowa, for one Freightliner M2-106 single-axle truck chassis at a cost of \$71,442.
2. Reject award of this bid.

**MANAGER'S RECOMMENDED ACTION:**

Fleet Services and Electric Distribution staff agree that the Freightliner M2-106 chassis from Truck Country of Cedar Rapids, Iowa, meets the City's needs as specified at the lowest price. Therefore, purchasing this single-axle truck chassis will provide the best and most economical equipment for electric utility maintenance for the City.

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

**COUNCIL ACTION FORM**

**SUBJECT: FLEET REPLACEMENT PROGRAM – SINGLE AXLE TRUCK CHASSIS**

**BACKGROUND:**

Four aerial bucket trucks are used by the City’s Electric Distribution Division for electric utility maintenance. One of these trucks, No. 1119, is scheduled to be replaced in the 2014/15 budget.

On November 25, 2014 City Council awarded a contract to Altec Industries of Saint Joseph, MO for the purchase and installation of a utility body and aerial platform at a cost of \$120,048. The City is to provide a new truck chassis to Altec Industries for the installation. This current bid is for a new truck chassis with single rear axle.

Bids were received from the following truck dealers:

<u>Bidder</u>	<u>Make &amp; Model</u>	<u>Year</u>	<u>Base Bid</u>
<b>Truck Country of Cedar Rapids</b>	<b>Freightliner M2 106</b>	<b>2016</b>	<b>\$70,942</b>
GATR Truck Center of Des Moines	Hino 338	2016	\$72,125

The low bid for the truck chassis is from Truck Country of Cedar Rapids, Iowa for \$70,942.

Funding is available for this acquisition as follows:

Replacement funds available	\$188,800 (balance 1/1/15)
<u>Estimated salvage value for truck #1119</u>	<u>14,000</u>
<b>Available funding</b>	<b>\$202,800</b>

Expenses for this acquisition are as follows:

Chassis	\$ 70,942
Tax 5%	3,547
Utility body and aerial platform	120,048
<u>Tax 5%</u>	<u>6,003</u>
<b>Expense</b>	<b>\$ 200,540</b>

Payment and delivery of this equipment will occur after July 1, 2015.

**ALTERNATIVES:**

1. Approve and award this contract to Truck Country of Cedar Rapids, Iowa, for one Freightliner M2-106 single-axle truck chassis for \$70,942.
2. Reject award of bid.

**MANAGER'S RECOMMENDED ACTION:**

The Freightliner M2-106 chassis from Truck Country of Cedar Rapids, Iowa, meets the City's needs as specified, at the lowest price.

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

**COUNCIL ACTION FORM**

**SUBJECT: 600A PAD SWITCHGEAR FOR ELECTRIC DISTRIBUTION**

**BACKGROUND:**

This bid is for the purchase of five pad switchgears to meet the annual construction and maintenance needs of the Electric Services Department. These switchgear are standard Electric Services Department inventory items which are purchased from an Electric inventory asset account and charged to the appropriate operations expense or project account as the materials are taken out of inventory and installed.

Bids for these materials were received on January 15, 2015, as shown on the attached report. Five bids were received, along with one "no bid" response. Staff reviewed these bids and has determined that the low bid from Irby Electric, Fort Dodge, Iowa, meets the needs of the Electric Services for the pad switchgear.

**ALTERNATIVES:**

1. Award a contract for the purchase of a total of five padmounted switchgear to Irby Electric, Fort Dodge, Iowa, at a total cost of \$68,552, plus applicable sales taxes.
2. Reject all bids and delay Electric Services work orders.

**MANAGER'S RECOMMENDED ACTION:**

This purchase will provide for the annual construction and maintenance needs of the Electric Services Department for padmounted switchgear.

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



**600A PAD SWITCHGEAR BID TABULATION**

	<b>PME- 9 switchgear - Quantity 2</b>	<b>PME-11 switchgear - Quantity 3</b>			
<b>BIDDERS</b>	<b>Unit Cost</b>	<b>Unit Cost</b>	<b>MFG</b>	<b>Delivery</b>	<b>TOTAL w/Tax</b>
Irby Electric	\$27,708.00	\$40,844.00	S&C	8 Weeks	\$73,350.64
Resco	\$31,160.44	\$44,687.43	Federal Pacific	6-9 Weeks and an additional 2-3 Weeks approval drawings.	\$81,157.22
Power Line Supply	\$31,608.00	\$44,640.00	Federal Pacific	6-9 Weeks	\$81,585.36
Fletcher- Reinhardt Co.	\$32,606.00	\$46,050.00	Federal Pacific	6-9 Weeks ARO	\$84,161.92
WESCO Distribution	\$33,306.00	\$46,524.00	Federal Pacific	8-10 Weeks	\$85,418.10
Van Meter Inc.	No Bid	No Bid	N/A	N/A	N/A

**COUNCIL ACTION FORM**

**SUBJECT: COMPLETION OF WATER PLANT TREE REMOVAL CONTRACT**

**BACKGROUND:**

On February 11, 2014, City Council awarded a contract to Aspen Land Clearing to clear trees from forested areas where construction for the new Water Treatment Plant would occur. During the progress of the work, three change orders were executed administratively by staff. These are shown below:

Original Contract	\$ 54,910
Change Order #1	5,000
Change Order #2	-1,112
Change Order #3	-500
<u>Final Contract Amount</u>	<u>\$ 58,298</u>

All work has now been completed, and the work is ready for final acceptance.

**ALTERNATIVES:**

1. Accept completion of the Water Plant Tree Removal Contract with Aspen Land Clearing in a final amended amount of \$58,298 and authorize the release of the retainage in accordance with the contract documents.
2. Do not accept completion at this time.

**MANAGER'S RECOMMENDED ACTION:**

All work on this project has been completed in accordance with the plans and specifications, and the project is ready for final acceptance by the City Council.

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

**COUNCIL ACTION FORM**

**SUBJECT: CONTRACT ACCEPTANCE FOR 15kV SWITCHGEAR AND 69 kV CONTROL PANELS – AMES PLANT DISTRIBUTION SUBSTATION**

**BACKGROUND**

On January 28, 2014, City Council approved preliminary plans and specifications for furnishing 15kV Outdoor Metalclad Switchgear and 69kV Control Panels for the Ames Plant Distribution Substation project. A budget of \$1,160,000 was included in the 2013/14 CIP for the entire project. This specific phase of the project was for the purchase of the switchgear and control panels. The engineer’s original estimated cost for this material was \$425,000.

On March 12, 2014, six bids were received. Staff and an engineer from Dewild Grant Reckert & Associates (DGR) determined that the low bid submitted by Central Electric Manufacturing Company, DBA: AZZ Switchgear Systems was acceptable. The amount of the contract as awarded on March 25, 2014, was \$509,831.13 (inclusive of Iowa sales tax).

The material in the contract has now been delivered, and the project engineer has provided a certificate of completion, and the total amount payable is \$509,831.13. An overall project budget is shown below:

<b>\$1,160,000.00</b>	<b>Amount Budgeted for Project</b>
\$210,000.00	Encumbered Engineering for Ames Plant Distribution Substation
\$112,754.50	Actual cost for SF6 circuit breakers.
\$9,466.00*	Actual cost for electrical materials. *This amount includes applicable sales taxes to be paid directly by the City to the State of Iowa.
\$260,012.56	Actual cost for materials installation phase for the Ames Plant Distribution Substation Project (Includes change order 1)
<b>\$509,831.13</b>	<b>Actual cost for the purchase of the 15kV Outdoor Metalclad Switchgear and 69kV Controls Panels – this agenda item</b>
<b><u>\$1,102,064.17</u></b>	<b>Total estimated costs</b>
\$57,935.81	Remaining Balance After Project Completion

**ALTERNATIVES:**

1. Accept completion of the contract for furnishing the 15kV Outdoor Metalclad Switchgear and 69kV Controls Panels for Ames Plant Distribution Substation with Central Electric Manufacturing Company, DBA: AZZ Switchgear Systems at a total cost of \$509,831.13, and authorize final payment to the contractor.
2. Delay acceptance of this project.

**MANAGER'S RECOMMENDED ACTION:**

The contractor has delivered all of the material specified under the contract, 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.



**Public Works Department**  
515 Clark Avenue, Ames, Iowa 50010  
Phone 515-239-5160 ♦ Fax 515-239-5404

**21**

January 19, 2015

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

Ladies and Gentlemen:

I hereby certify that a portion of the curb and gutter construction and public utility adjustments required as a condition for approval of the final plat of **Sunset Ridge – 5<sup>th</sup> Addition** have been completed in an acceptable manner by **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 **\$10,618**. The remaining work covered by this financial security includes installation of pedestrian ramps.

Sincerely,

John C. Joiner, P.E.  
Director

JJ/jc

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

Sunset Ridge - 5<sup>th</sup> Addition

January 19, 2015

Page 3

Description	Unit	Quantity
Excavation and Embankment	CY	95,654
Subgrade Prep	SY	5,366
Remove or Abandon Pipe	LF	74
Sanitary Sewer Gravity Main, Trenched 8"	LF	2,392
Sanitary Sewer Service Stub 4"	EA	18
Subdrain, 4"	LF	850
Footing Drain Collector, Case D, Type 2, 8"	LF	236
Footing Drain Cleanout, 8"	EA	1
Sump Service Stub, 1.5"	EA	18
Storm Sewer, Trenched, RCP Class III, 12"	LF	120
Storm Sewer, Trenched, RCP Class III, 15"	LF	519
Storm Sewer, Trenched, RCP Class III, 18"	LF	258
Storm Sewer, Trenched, RCP Class III, 24"	LF	447
Storm Sewer, Trenched, RCP Class III, 30"	LF	1,134
Pipe Apron, RCP, 24"	EA	2
Pipe Apron, RCP, 30"	EA	2
Storm Sewer, Trenched, RCP Class III, 21"	LF	169
Water Main, trenched, 8"	LF	1,440
Fitting, MJ, Tee, 8"	EA	1
Fitting, MJ, Cross, 8"	EA	1
Water Service Stub, 1"	EA	18
Valve, MJ, Gate, 8"	EA	7
Fire Hydrant Assembly	EA	3
Temporary Fire Hydrant Assembly	EA	3
Temporary Blowoff Hydrant Assembly	EA	1
Relocate Water Main, 8"	LS	1
Sanitary Manhole, SW-301, 48"	EA	8
Storm Manhole, SW-401, 60"	EA	6
Single Grate Intake, SW-501	EA	1
Single Grate Intake, with Manhole, SW-503	EA	9
Area Intake, SW-512, 18"	EA	1
PCC Curb and Gutter, 30"	LF	2,563
Pavement, HMA Base, 6"	SY	696
Pavement, HMA Base 7.5"	SY	3,226
Pavement, HMA Surface, 2"	SY	3,922
Removal of Sidewalk	SY	27
Sidewalk, PCC, 4"	SY	27
Pedestrian Ramps, PCC, 6"	SY	108
Detectable Warning Panels	SF	152
Pavement Removal	SY	101
Seeding, Type 1, Fertilizing and Mulch	AC	4
Seeding, Type 5, Stabilizing Crop	AC	24
Straw Mulch	AC	24
Flow Transition Mat	SF	128
Inlet Protection	EA	3
Silt Fence	LF	1,800
Rip Rap, Class D	TON	20
Stabilized Construction Entrance	EA	1

January 16, 2015

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

Ladies and Gentlemen:

I hereby certify that the sanitary sewer relocations as required as a condition for approval of the final plat of **Ringgenberg Park, 4<sup>th</sup> Addition** have been completed in an acceptable manner by Ames Trenching and Excavating. The above mentioned improvements have been found to meet City specifications and standards.

As a result of this certification, it is recommended that the financial security (\$30,000.00) for the sanitary sewer relocation on file with the City for this subdivision be released in full.

Sincerely,



John Joiner, P.E.  
Public Works Director  
City of Ames

JJ/jc

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

**COUNCIL ACTION FORM**

**SUBJECT:** PLAT OF SURVEY FOR 4316 ONTARIO STREET (SAWYER SCHOOL)

**BACKGROUND:**

Subdivision regulations for the City of Ames are part of Chapter 23 of the Ames Municipal Code. The Subdivision Code includes the process for creating or modifying property boundaries and for determining if any improvements are required in conjunction with the platting of property. The City also uses the Subdivision Code as means of reviewing the status of conveyance parcels, which are non-conforming lots created through a private conveyance of land, to determine if the lot is indeed a buildable lot. A Plat of Survey is a single-step review within Section 23.308 for City Council approval of minor activities, such as boundary line adjustments and conformance determination of conveyance parcels.

**The proposed Plat of Survey is for the platting of a conveyance parcel to create a legalized lot for permitting purposes. This property is owned by Ames Community School District. (See Attachment A, Location Map.) The lot is located along the south side of Ontario Street at the corner of Ontario Street and North Dakota, the current site of Sawyer School. The Plat of Survey will officially plat the existing boundaries of the parcel to create a single 10.84 acre lot. (See Attachment B, Plat of Survey.)**

The current parcel also includes a portion of street right of way at the centerline of Ontario Street. The Public Works Department has asked that the right-of-way portion of the property be transferred to the City for public right of way at the time of platting of the lot. The area to be transferred is shown on the accompanying acquisition plat (Attachment C) and the property will be transferred to the City by quit claim deed. The deed is scheduled for approval at the Ames Community School District Board meeting scheduled for Monday, January, 26, 2015. A draft of the deed is attached for reference (Attachment D). If the School Board does not approve the quit claim deed as scheduled, action on this Plat of Survey will not be recommended. No other improvements are needed or required in conjunction with the plat of survey for the property.

Approval of this plat of survey will allow the applicant to prepare the official plat of survey, and the Planning and Housing Director to review and sign the plat of survey confirming that it fully conforms to all conditions of approval. The City will record the Acquisition Plat and the signed Quit Claim Deed thereby transferring the right of way to public property. The prepared plat of survey may then be signed by the surveyor, making it the official plat of survey, which may then be recorded in the office of the County Recorder.

**ALTERNATIVES:**

1. The City Council can approve the Plat of Survey and the acquisition of the Right of Way



in order to plat the property at 4316 Ontario Street and take ownership of that portion of the Right of Way for Ontario Street with the following approvals:

- a. The City Council can adopt a resolution approving the proposed Plat of Survey for 4316 Ontario Street, and
  - b. The City Council can adopt a resolution approving the Acquisition Plat for street Right of Way on Ontario Street, and
  - c. The City Council can adopt a resolution approving the Quit Claim Deed conveying street right of way from the property owner to the City of Ames.
2. The City Council can deny the proposed plat of survey if the City Council finds that the requirements for plats of survey as described in Section 23.308 have not been satisfied.
  3. The City Council can refer this back to staff and/or the owner for additional information.

**CITY MANAGER'S RECOMMENDED ACTION:**

Staff has determined that the proposed plat of survey satisfies all code requirements and has made a preliminary decision of approval. Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby adopting the resolution approving the proposed Plat of Survey for 4316 Ontario Street, the Acquisition Plat, and the quit claim deed for conveyance of street right-of-way to the City of Ames.

**ADDENDUM  
PLAT OF SURVEY FOR 4316 ONTARIO STREET**

Application for a proposed plat of survey has been submitted for:

- Conveyance parcel (per Section 23.307)
- Boundary line adjustment (per Section 23.309)
- Re-plat to correct error (per Section 23.310)
- Auditor's plat (per Code of Iowa Section 354.15)

The site is located at:

Owner: Ames Community School District  
Street Address: 4316 Ontario Street  
Assessor's Parcel #: 0905100010

**Legal Description Parcel N:** The West 723 feet of the Northwest Fractional Quarter of the Northwest Fractional Quarter, except the North 35.00 feet thereof, and except the West 40.00 feet of that part lying South of the North 35.00 feet thereof, and the West 723 feet of the North 459.2 feet of the Southwest Quarter of the Northwest Fractional Quarter, except the West 40.00 feet thereof, all in Section 5, Township 83 North, Range 24 West of the 5th P.M., City of Ames, Iowa; and the East 20 feet of Lot 9, Sixth Addition to Ontario Heights Subdivision to Ames, Story County, Iowa, and all together being more particularly described as follows: Commencing at the Northwest Corner of said Section 5; thence S00°02'23"E, 35.00 feet along the West line of said Section 5; thence S89°06'19"E, 40.01 feet to the intersection of the East line of North Dakota Avenue with the South line of Ontario Street and point of beginning; thence S89°06'19"E, 683.02 feet along the South line of Ontario Street to the Northwest Corner of Lot 1 in Ontario Heights Subdivision, Fourth Addition to Ames, Iowa; thence S00°00'45"W, 660.29 feet to the Northwest Corner of Lot 11 in said Sixth Addition to Ontario Heights Subdivision; thence S00°01'13"W, 152.69 feet to the Southeast Corner of said Lot 9; thence N89°04'17"W, 20.00 feet along the South line of said Lot 9; thence N00°00'19"E, 124.89 feet; thence N89°04'33"W, 662.36 feet along the North line of said Sixth Addition to Ontario Heights Subdivision said point being on the East line of North Dakota Avenue; thence N00°02'23"W, 687.75 feet along said line to the point of beginning, containing 10.84 acres.

**Public Improvements:**

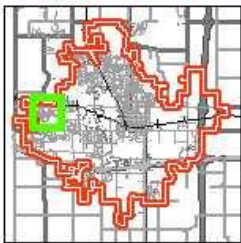
The preliminary decision of the Planning Director finds that approval requires all public improvements associated with and required for the proposed plat of survey be:

- Installed prior to creation and recordation of the official plat of survey and prior to issuance of zoning or building permits.
- Delayed, subject to an improvement guarantee as described in Section 23.409.
- Not Applicable.

It was requested that the right of way easement area be transferred to public right of way. The attached acquisition plat and quit claim deed address the right of way request.

Note: The official plat of survey is not recognized as a binding plat of survey for permitting purposes until a copy of the signed and recorded plat of survey is filed with the Ames City Clerk's office and a digital image in Adobe PDF format has been submitted to the Planning & Housing Department.

ATTACHMENT A  
LOCATION MAP



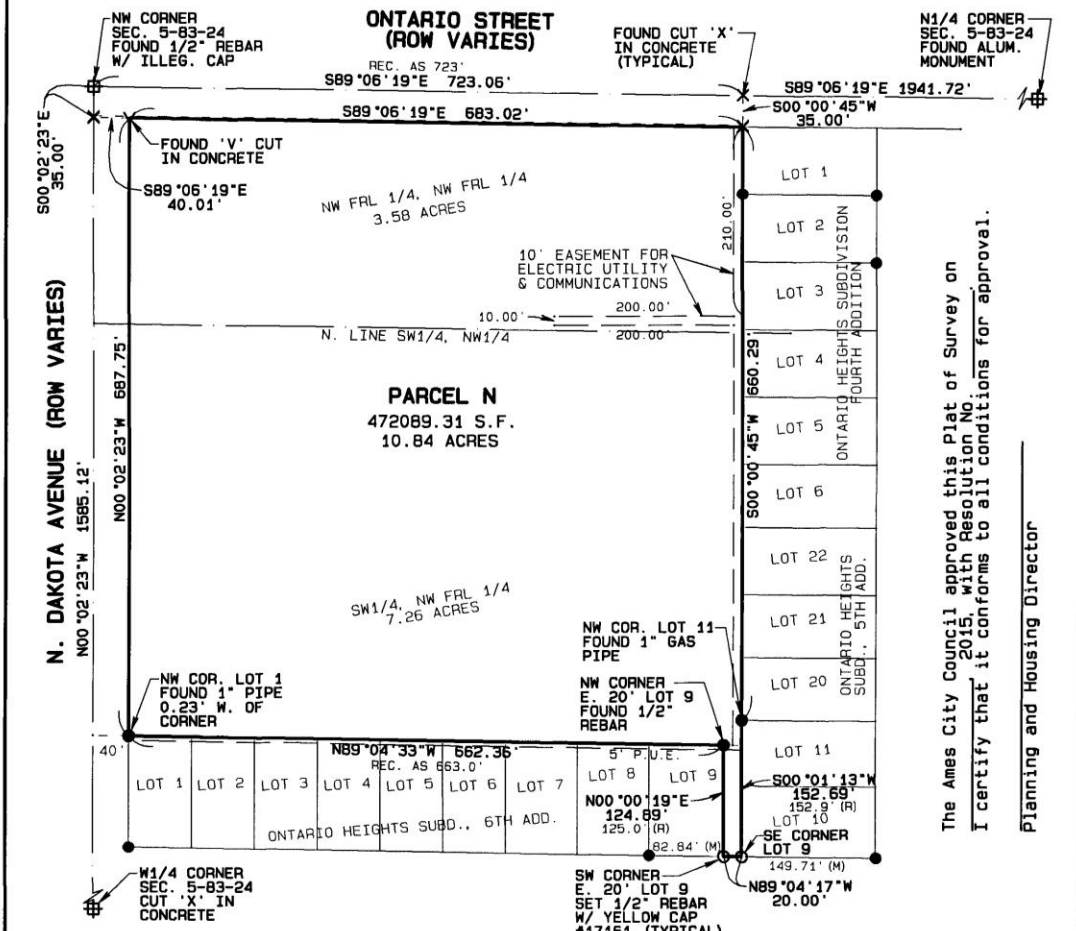
Location Map  
4316 Ontario Street  
Sawyer School



# ATTACHMENT B PROPOSED PLAT OF SURVEY

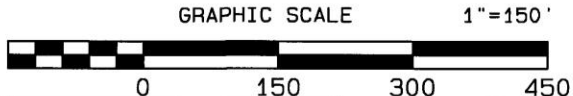
R. BRADLEY STUMBO P.O. BOX 1664 AMES, IOWA 50010 515-233-3689

## PLAT OF SURVEY



The Ames City Council approved this Plat of Survey on 1/12/15, with Resolution No. 1515. I certify that it conforms to all conditions for approval.  
Planning and Housing Director

**Survey Description-Parcel 'N':**  
The West 723 feet of the Northwest Fractional Quarter of the Northwest Fractional Quarter, except the North 35.00 feet thereof, and except the West 40.00 feet of that part lying South of the North 35.00 feet thereof, and the West 723 feet of the North 459.2 feet of the Southwest Quarter of the Northwest Fractional Quarter, except the West 40.00 feet thereof, all in Section 5, Township 83 North, Range 24 West of the 5th P.M., City of Ames, Iowa; and the East 20 feet of Lot 9, Sixth Addition to Ontario Heights Subdivision to Ames, Story County, Iowa, and all together being more particularly described as follows: Commencing at the Northwest Corner of said Section 5; thence S00°02'23"E, 35.00 feet along the West line of said Section 5; thence S89°06'19"E, 40.01 feet to the intersection of the East line of North Dakota Avenue with the South line of Ontario Street and point of beginning; thence S89°06'19"E, 683.02 feet along the South line of Ontario Street to the Northwest Corner of Lot 1 in Ontario Heights Subdivision, Fourth Addition to Ames, Iowa; thence S00°00'45"W, 660.29 feet to the Northwest Corner of Lot 11 in said Sixth Addition to Ontario Heights Subdivision; thence S00°01'13"W, 152.69 feet to the Southeast Corner of said Lot 9; thence N89°04'17"W, 20.00 feet along the South line of said Lot 9; thence N00°00'19"E, 124.89 feet; thence N89°04'33"W, 662.36 feet along the North line of said Sixth Addition to Ontario Heights Subdivision, said point being on the East line of North Dakota Avenue; thence N00°02'23"W, 687.75 feet along said line to the point of beginning, containing 10.84 acres.



PROPRIETOR:  
AMES COMMUNITY SCHOOL DISTRICT  
SURVEY REQUESTED BY: GERRY PETERS

Certification: I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

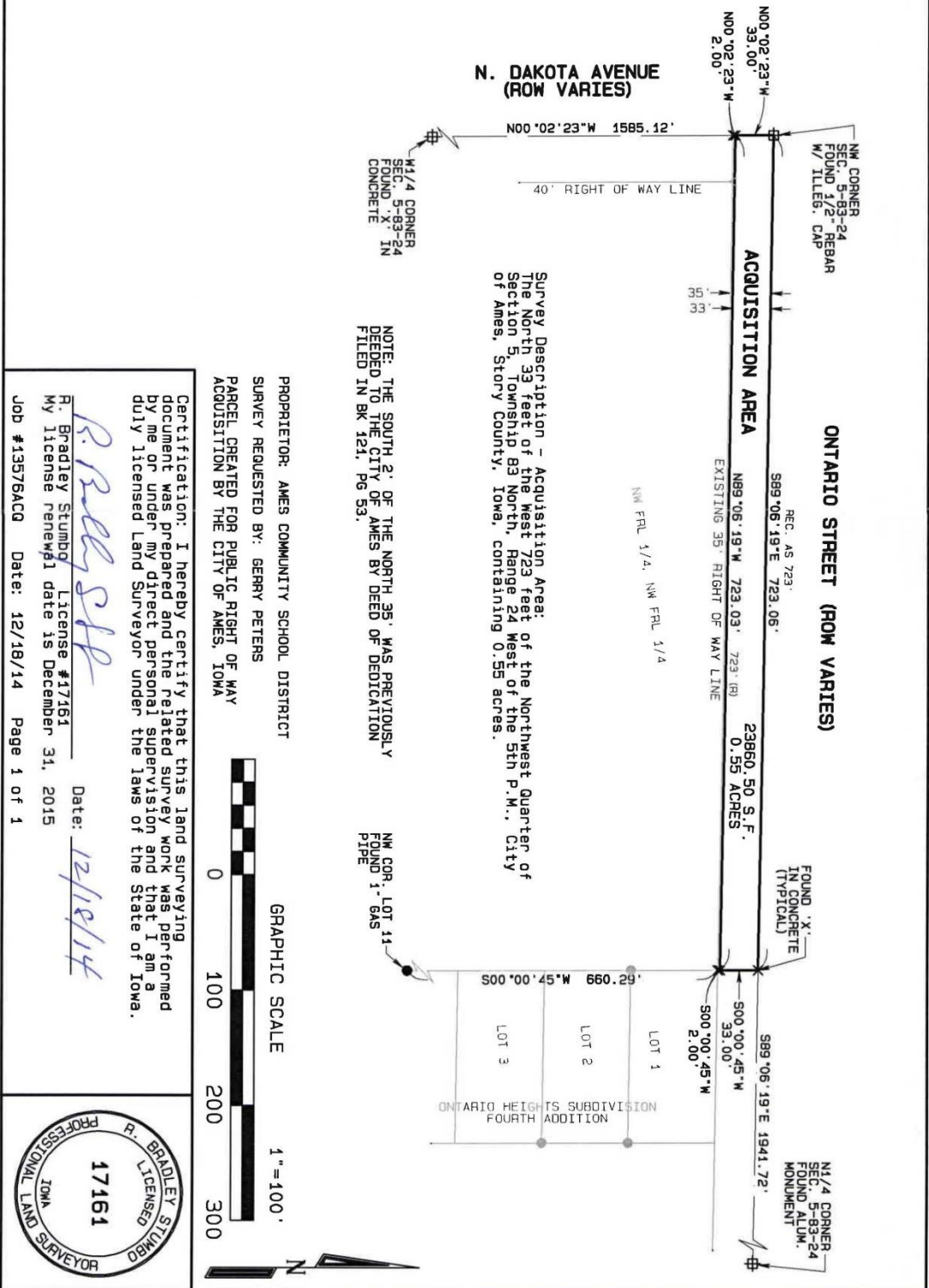


R. Bradley Stumbo License #17161 Date: \_\_\_\_\_  
My license renewal date is December 31, 2015  
Job #13576PSA Date: 1/12/15 Page 1 of 1  
Fieldwork Completed: 6/10/13

# ATTACHMENT C ACQUISITION PLAT

R. BRADLEY STUMBO P.O. BOX 1664 AMES, IOWA 50010 515-233-3689

## ACQUISITION PLAT



**ATTACHMENT D  
DRAFT QUIT CLAIM DEED**

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**DO NOT WRITE IN THE SPACE ABOVE THIS LINE; RESERVED FOR RECORDER**

Prepared by: Jessica D. Spoden, City of Ames Legal Department, 515 Clark Ave., Ames, IA 50010; (515) 239-5146  
Return document to: Ames City Clerk, 515 Clark Ave., Ames, IA 50010  
Address tax statement to: City of Ames, 515 Clark Ave., Ames, IA 50010

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**QUIT CLAIM DEED**

**KNOW ALL MEN BY THESE PRESENTS:**

That Ames Community School District, in consideration of good and valuable consideration, does hereby Quit Claim unto the City of Ames, Iowa, all the right, title and interest in the following described real estate situated in Story County, Iowa, to-wit:

The North 33 feet of the West 723 feet of the Northwest Quarter of Section 5, Township 83 North, Range 24 West of the 5<sup>th</sup> P.M., City of Ames, Story County, Iowa.

This deed is exempt from transfer tax pursuant to Iowa Code section 428A.2(6).

Words and phrases herein, including the acknowledgement hereof, shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender, according to the context.

**AMES COMMUNITY SCHOOL DISTRICT  
GRANTOR**

By \_\_\_\_\_  
Lucas Deardorff, Board President

By \_\_\_\_\_  
Karen Shimp, Board Secretary

STATE OF IOWA, COUNTY OF STORY, ss:

This instrument was acknowledged before me on \_\_\_\_\_, 2015, by Lucas Deardorff and Karen Shimp, as Board President and Board Secretary, respectively, of Ames Community School District.

\_\_\_\_\_  
Notary Public in and for the State of Iowa

**COUNCIL ACTION FORM**

**SUBJECT: PLAT OF SURVEY FOR 230 S. DUFF AVENUE**

**BACKGROUND:**

Subdivision regulations for the City of Ames are part of Chapter 23 of the Ames Municipal Code. The Subdivision Code includes the process for creating or modifying property boundaries and if any improvements are required in conjunction with the platting of property. The City also uses the Subdivision Code as means of reviewing the status of conveyance parcels, non-conforming lot created through a private conveyance of land, to determine if the lot is indeed a buildable lot. A Plat of Survey is a single-step review within Section 23.308 for City Council approval of minor activities, such as, boundary line adjustments and conformance determination of conveyance parcels.

The proposed Plat of Survey is for the vacant property on the northeast corner of South Duff and Southeast 3<sup>rd</sup> Street, the site of a new restaurant and the adjacent property to the east (see Attachment A). **The Plat of Survey shifts the boundary between those two properties, because the access drive will be owned by the restaurant. This drive will still provide access for the car wash to the north and the industrial facility to the east. An existing and a new easement provide for the shared access.** The easement does not require City Council approval, but the easement document will need to be reviewed by the Planning and Housing Director before the Plat of Survey is recorded. The proposed Plat of Survey is Attachment B.

Approval of the resolution will allow the applicant to prepare the official plat of survey, and the Planning & Housing Director to review and sign the plat of survey confirming that it fully conforms to all conditions of approval. Once signed by the Planning & Housing Director, the prepared plat of survey may then be signed by the surveyor, making it the official plat of survey, which may then be recorded in the office of the County Recorder.

**ALTERNATIVES:**

1. The City Council can adopt the resolution approving the proposed plat of survey with the condition that the signed access easement document be reviewed by the Planning and Housing Director before the Plat of Survey is recorded.
2. The City Council can deny the proposed plat of survey if the City Council finds that the requirements for plats of survey as described in Section 23.308 have not been satisfied.
3. The City Council can refer this back to staff and/or the owner for additional information.



**MANAGER'S RECOMMENDED ACTION:**

The Planning & Housing Department has determined pursuant to 23.308(4)(c), that the proposed plat of survey satisfies all code requirements and has rendered a preliminary decision to approve the proposed plat of survey. **Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby adopting the resolutions approving the proposed plat of survey with the condition that the signed access easement document be reviewed by the Planning and Housing Director before the Plat of Survey is recorded.**

**ADDENDUM  
PLAT OF SURVEY FOR 230 S. DUFF AVENUE**

Application for a proposed plat of survey has been submitted for:

- Conveyance parcel (per Section 23.307)
- Boundary line adjustment (per Section 23.309)
- Re-plat to correct error (per Section 23.310)
- Auditor's plat (per Code of Iowa Section 354.15)

The site is located at:

Owner: Valley Bank & JMH Corporation  
Street Address: 230 S. Duff Ave. & 217 High St.  
Assessor's Parcel #: 09-11-204-005 & 09-11-204-055

**Legal Description Parcel G:**

PARCEL "G" LOCATED IN PARCEL "E" IN BLOCK 4 OF KINGSBURY'S ADDITION TO THE CITY OF AMES AND ALSO IN PARCEL "AQ" IN LOT "M", BEING A PART OF LOT 2 IN THE SUBDIVISION OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 11 AND A PART OF PARCEL "N" IN LOT 1 OF THE SUBDIVISION OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 11, ALL IN TOWNSHIP 83 NORTH, RANGE 24 WEST OF THE 5TH P.M., CITY OF AMES, STORY COUNTY, IOWA. MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF A CERTAIN PARCEL OF LAND DESCRIBED AS PARCEL "E" IN BLOCK 4 OF KINGSBURY'S ADDITION TO THE CITY OF AMES AS SHOWN IN INSTRUMENT NO. 2008-00002384 IN THE OFFICE OF THE RECORDER, STORY COUNTY, IOWA; THENCE, N89°57'58"W 144.04' ALONG THE SOUTHERLY BOUNDARY LINE OF SAID PARCEL "E"; THENCE, N87°54'23"W 108.05' ALONG SAID SOUTHERLY BOUNDARY LINE; THENCE, N57°59'40"W 27.24' ALONG SAID SOUTHERLY BOUNDARY LINE TO THE SOUTHWEST CORNER OF SAID PARCEL "E", SAID POINT ALSO BEING THE EAST RIGHT OF WAY LINE OF S. DUFF AVENUE, AS PRESENTLY ESTABLISHED; THENCE, N0°31'55"W 160.73' ALONG SAID EAST RIGHT OF WAY LINE TO THE NORTHWEST CORNER OF SAID PARCEL "E"; THENCE, S89°08'14"E 322.93' ALONG THE NORTH LINE OF SAID PARCEL "E" EXTENDED; THENCE, S0°33'51"E 134.07'; THENCE, S89°26'09"W 8.22'; THENCE, S0°33'51"E 12.12'; THENCE, S8°47'17"E 19.70' TO THE SOUTH BOUNDARY LINE OF SAID PARCEL "AQ"; THENCE, S89°56'21"W 42.60' ALONG SAID SOUTH LINE TO THE SOUTHWEST CORNER OF SAID PARCEL "AQ" AND THE EAST LINE OF SAID PARCEL "E"; THENCE, S0°33'51"E 8.55' ALONG SAID EAST LINE TO THE POINT OF BEGINNING. PARCEL "G" CONTAINS 1.28 ACRES. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

Legal Description Parcel AZ:

DESCRIPTION PARCEL "AZ"

PARCEL "AZ" LOCATED IN PARCEL "AQ" IN LOT "M", BEING A PART OF LOT 2 IN THE SUBDIVISION OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 11 AND A PART OF PARCEL "N" IN LOT 1 OF THE SUBDIVISION OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 11, ALL IN TOWNSHIP 83 NORTH, RANGE 24 WEST OF THE 5TH P.M., CITY OF AMES, STORY COUNTY, IOWA. MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF PARCEL "AQ" AS DESCRIBED IN INSTRUMENT NO. 2010-00012298 IN THE OFFICE OF THE RECORDER, STORY COUNTY, IOWA; THENCE, N1°03'38"E 269.04'; THENCE, N89°14'50"W 181.03'; THENCE, S0°48'11"W 65.71'; THENCE, N89°20'59"W 185.13' TO THE EAST LINE OF A CERTAIN PARCEL OF LAND DESCRIBED AS PARCEL "D" AND RECORDED IN INSTRUMENT NO. 01-05349 IN THE OFFICE OF THE RECORDER, STORY COUNTY, IOWA; THENCE, S0°33'50"E 41.65' TO THE SOUTHEAST CORNER OF SAID PARCEL "D", THE AFORESAID ALL BEING ALONG THE BOUNDARY OF SAID PARCEL "AQ"; THENCE, S89°08'14"E 48.01'; THENCE, S0°33'51"E 134.07'; THENCE, S89°26'09"W 8.22'; THENCE, S0°33'51"E 12.12'; THENCE, S8°47'17"E 19.70' TO THE SOUTH LINE OF SAID PARCEL "AQ"; THENCE, N89°56'21"E 317.43' ALONG SAID SOUTH LINE TO THE POINT OF BEGINNING. PARCEL "AZ" CONTAINS 1.81 ACRES. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

**Public Improvements:**

The preliminary decision of the Planning Director finds that approval requires all public improvements associated with and required for the proposed plat of survey be:

- Installed prior to creation and recordation of the official plat of survey and prior to issuance of zoning or building permits.
- Delayed, subject to an improvement guarantee as described in Section 23.409.
- Not Applicable.

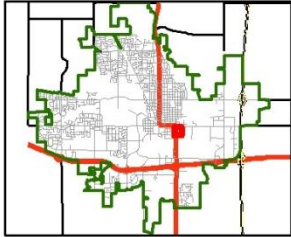
Note: The official plat of survey is not recognized as a binding plat of survey for permitting purposes until a copy of the signed and recorded plat of survey is filed with the Ames City Clerk's office and a digital image in Adobe PDF format has been submitted to the Planning & Housing Department.



**ATTACHMENT A  
LOCATION MAP**



**LOCATION MAP  
230 S. Duff & 217 High**



**ATTACHMENT B  
PROPOSED PLAT OF SURVEY**

**(SEE NEXT PAGE)**

# PLAT OF SURVEY

DESCRIPTION PARCEL \*G\*  
 PARCEL \*G\* LOCATED IN PARCEL \*E\* IN BLOCK 4 OF KINGSBURY'S ADDITION TO THE CITY OF AMES AND ALSO IN PARCEL \*AQ\* IN LOT \*M\*, BEING A PART OF LOT 2 IN THE SUBDIVISION OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 11 AND A PART OF PARCEL \*N\* IN LOT 1 OF THE SUBDIVISION OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 11, ALL IN TOWNSHIP 83 NORTH, RANGE 24 WEST OF THE 5TH P.M., CITY OF AMES, STORY COUNTY, IOWA. MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF A CERTAIN PARCEL OF LAND DESCRIBED AS PARCEL \*E\* IN BLOCK 4 OF KINGSBURY'S ADDITION TO THE CITY OF AMES AS SHOWN IN INSTRUMENT NO. 2008-00002384 IN THE OFFICE OF THE RECORDER, STORY COUNTY, IOWA; THENCE, N89°57'58"W 144.04' ALONG THE SOUTHERLY BOUNDARY LINE OF SAID PARCEL \*E\*; THENCE, N87°54'23"W 108.05' ALONG SAID SOUTHERLY BOUNDARY LINE; THENCE, N57°59'40"W 27.24' ALONG SAID SOUTHERLY BOUNDARY LINE TO THE SOUTHWEST CORNER OF SAID PARCEL \*E\*; SAID POINT ALSO BEING THE EAST RIGHT-OF-WAY LINE OF S. DUFF AVENUE, AS PRESENTLY ESTABLISHED; THENCE, N0°31'55"W 160.73' ALONG SAID EAST RIGHT-OF-WAY LINE TO THE NORTHWEST CORNER OF SAID PARCEL \*E\*; THENCE, S89°08'14"E 322.93' ALONG THE NORTH LINE OF SAID PARCEL \*E\* EXTENDED; THENCE, S0°33'51"E 134.07'; THENCE, S89°26'09"W 8.22'; THENCE, S0°33'51"E 12.12'; THENCE, S8°47'17"E 19.70' TO THE SOUTH BOUNDARY LINE OF SAID PARCEL \*AQ\*; THENCE, S89°56'21"W 42.60' ALONG SAID SOUTH LINE TO THE SOUTHWEST CORNER OF SAID PARCEL \*AQ\* AND THE EAST LINE OF SAID PARCEL \*E\*; THENCE, S0°33'51"E 8.55' ALONG SAID EAST LINE TO THE BEGINNING. PARCEL \*G\* CONTAINS 1.28 ACRES. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

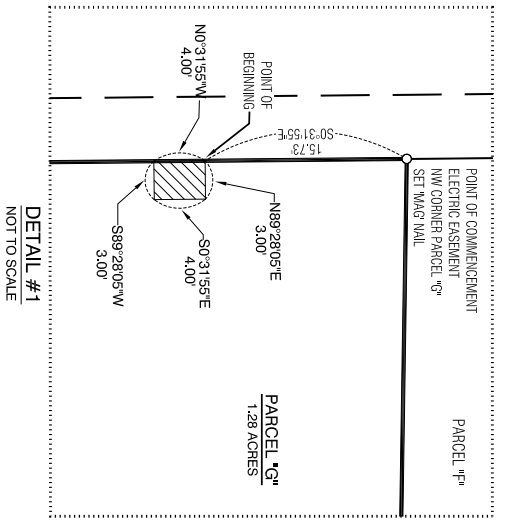
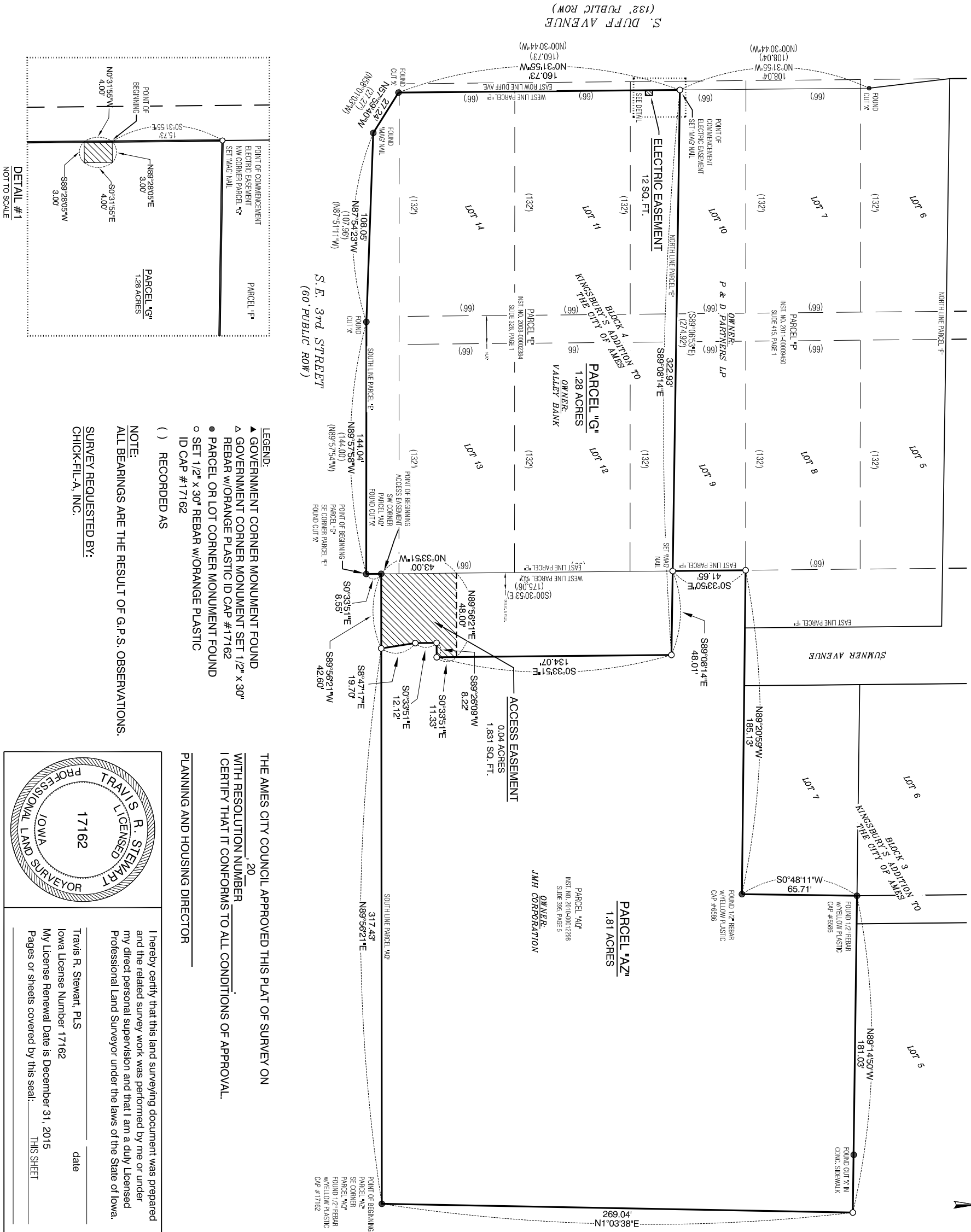
DESCRIPTION PARCEL \*AZ\*  
 PARCEL \*AZ\* LOCATED IN PARCEL \*AQ\* IN LOT \*M\*, BEING A PART OF LOT 2 IN THE SUBDIVISION OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 11 AND A PART OF PARCEL \*N\* IN LOT 1 OF THE SUBDIVISION OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 11, ALL IN TOWNSHIP 83 NORTH, RANGE 24 WEST OF THE 5TH P.M., CITY OF AMES, STORY COUNTY, IOWA. MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF PARCEL \*AQ\* AS DESCRIBED IN INSTRUMENT NO. 2010-00012298 IN THE OFFICE OF THE RECORDER, STORY COUNTY, IOWA; THENCE, N1°03'39"E 269.04'; THENCE, N89°14'50"W 181.03'; THENCE, S0°48'11"W 65.71'; THENCE, N89°20'59"W 185.13' TO THE EAST LINE OF A CERTAIN PARCEL OF LAND DESCRIBED AS PARCEL \*E\* AND RECORDED IN INSTRUMENT NO. 2011-00009450 IN THE OFFICE OF THE RECORDER, STORY COUNTY, IOWA. THENCE, S0°33'50"E 41.65' TO THE SOUTHEAST CORNER OF SAID PARCEL \*E\*, THE AFORESAID ALL BEING ALONG THE BOUNDARY OF SAID PARCEL \*AQ\*. THENCE, S89°08'14"E 48.01'; THENCE, S0°33'51"E 134.07'; THENCE, S89°26'09"W 8.22'; THENCE, S0°33'51"E 12.12'; THENCE, S8°47'17"E 19.70' TO THE SOUTH LINE OF SAID PARCEL \*AQ\*; THENCE, N89°56'21"E 317.43' ALONG SAID SOUTH LINE TO THE POINT OF BEGINNING. PARCEL \*AZ\* CONTAINS 1.81 ACRES. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

DESCRIPTION ACCESS EASEMENT  
 AN ACCESS EASEMENT LOCATED IN PARCEL \*AQ\* IN LOT \*M\*, BEING A PART OF LOT 2 IN THE SUBDIVISION OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 11 AND A PART OF PARCEL \*N\* IN LOT 1 OF THE SUBDIVISION OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 11, ALL IN TOWNSHIP 83 NORTH, RANGE 24 WEST OF THE 5TH P.M., CITY OF AMES, STORY COUNTY, IOWA. MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF A CERTAIN PARCEL OF LAND DESCRIBED AS PARCEL \*AQ\* AND RECORDED IN INSTRUMENT NO. 2010-00012298 IN THE OFFICE OF THE RECORDER, STORY COUNTY, IOWA; THENCE, N0°33'51"W 43.00'; THENCE, N89°56'21"E 48.00'; THENCE, S0°33'51"E 11.33'; THENCE, S89°26'09"W 8.22'; THENCE, S0°33'51"E 12.12'; THENCE, S8°47'17"E 19.70' TO THE SOUTH LINE OF SAID PARCEL \*AQ\*; THENCE, S89°56'21"W 42.60' ALONG SAID SOUTH LINE TO THE POINT OF BEGINNING. ACCESS EASEMENT CONTAINS 0.04 ACRES OR 1,831 SQUARE FEET. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

DESCRIPTION ELECTRIC EASEMENT  
 AN ELECTRIC EASEMENT LOCATED IN PARCEL \*G\* IN BLOCK 4 OF KINGSBURY'S ADDITION TO THE CITY OF AMES IN SECTION 11, TOWNSHIP 83 NORTH, RANGE 24 WEST OF THE 5TH P.M., CITY OF AMES, STORY COUNTY, IOWA. MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF SAID PARCEL \*G\*; THENCE, S0°31'55"E 15.73' ALONG THE WEST LINE OF SAID PARCEL \*G\* TO THE POINT OF BEGINNING; THENCE, N89°28'05"E 3.00'; THENCE, S0°31'55"E 4.00'; THENCE, S89°28'05"W 3.00' TO THE WEST LINE OF SAID PARCEL \*G\*; THENCE, N0°31'55"W 4.00' ALONG SAID WEST LINE TO THE POINT OF BEGINNING. ELECTRIC EASEMENT CONTAINS 12 SQUARE FEET. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

S. DUFF AVENUE  
 (132' PUBLIC ROW)

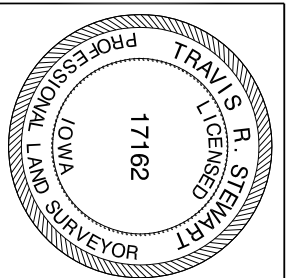
S. E. 3rd STREET  
 (60' PUBLIC ROW)



- LEGEND:
- ▲ GOVERNMENT CORNER MONUMENT FOUND
  - △ GOVERNMENT CORNER MONUMENT SET 1/2" x 30" REBAR w/ORANGE PLASTIC ID CAP #17162
  - PARCEL OR LOT CORNER MONUMENT FOUND
  - SET 1/2" x 30" REBAR w/ORANGE PLASTIC ID CAP #17162
  - ( ) RECORDED AS

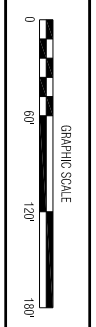
NOTE:  
 ALL BEARINGS ARE THE RESULT OF G.P.S. OBSERVATIONS.  
 SURVEY REQUESTED BY:  
 CHICK-FIL-A, INC.

THE AMES CITY COUNCIL APPROVED THIS PLAT OF SURVEY ON \_\_\_\_\_ 20\_\_\_\_  
 WITH RESOLUTION NUMBER \_\_\_\_\_  
 I CERTIFY THAT IT CONFORMS TO ALL CONDITIONS OF APPROVAL.  
 PLANNING AND HOUSING DIRECTOR \_\_\_\_\_



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly Licensed Professional Land Surveyor under the laws of the State of Iowa.

Travis R. Stewart, PLS \_\_\_\_\_ date  
 Iowa License Number 17162  
 My License Renewal Date is December 31, 2015  
 Pages or sheets covered by this seal: \_\_\_\_\_ THIS SHEET



NO.	REVISION	BY	DATE	NO.	REVISION	BY	DATE

CGA  
 Cripps & Gardner Associates, Inc.  
 18 East Main Street  
 Marshalltown, Iowa 50158  
 Project 7328201  
 www.cripps-gardner.com

CHICK-FIL-A  
 CITY OF AMES, STORY COUNTY, IOWA

PLAT OF SURVEY

PROJECT NO.	76656
SHEET NO.	1



**COUNCIL ACTION FORM**

**SUBJECT: RURAL MINOR SUBDIVISION FINAL PLAT FOR CHACAGUA BEND  
SUBDIVISION ON WEST RIVERSIDE ROAD**

**BACKGROUND:**

The property owners of 569 W. Riverside Road, Dean Roosa and Carol Jacobs Peck, are requesting approval of a final plat for Chacagua Bend Subdivision in unincorporated Story County (see Attachment A). The subdivision lies along W. Riverside Road, south and east of the Skunk River. It proposes three lots and two outlots (see Attachment B). **The owners requested a waiver of the Design and Improvement Standards and the density requirements** on June 24, 2013 (see Attachment C). The City Council referred this letter to staff on July 9, 2013.

**This land is located within the Rural Transitional Residential designation of the Ames Urban Fringe. The owner is seeking waivers of the City's Design and Improvements Standards as no public infrastructure is available. The owner is also seeking a waiver of the requirement to prepare a preliminary plat. In addition, the owner is seeking a waiver of the density requirements of between 1.0 and 3.75 dwelling units per acre.**

A proposed subdivision is classified as either a major or minor subdivision, with a minor subdivision needing no public improvements and creating no more than three lots. Otherwise, it is a major subdivision requiring a preliminary plat. A minor subdivision requires no preliminary plat review, needing only final plat approval by the City Council. A preliminary plat, if required, would show the installation of the infrastructure meeting the Design and Improvements Standards (Division IV of the Ames Subdivision Regulations) and also would include topography information. Upon approval of a preliminary plat, a final plat is then prepared for Council approval. Story County will also be required to approve the final plat subsequent to action by the City of Ames. Further discussion of subdivision requirements is included in the Addendum.

The City's subdivision regulations apply to any division of land within the incorporated City limits and within the Urban Services and Rural/Urban Transition areas of the Ames Urban Fringe Plan (within 2 miles of the City). These subdivision regulations require that all City infrastructure be installed or financial security provided prior to the approval of a final subdivision plat, unless waived by City Council.

The City Council policy has a policy that any request for a subdivision in the Fringe be accompanied by three covenants that will facilitate future annexation of the development and installation of infrastructure. The covenants include agreeing to annexation at a future date at the City's request, agreeing to cover any costs associated with the buyout of rural water, and agreeing not to contest future assessments for the installation of public improvements. **The property owner has signed and agreed to**

**the City's standard covenants in support of their request for waiver of subdivision infrastructure requirements in the Fringe.**

**Density Calculation.** The gross acreage of the proposed plat is 8.42 acres. However, the land includes considerable flood plain, steep slopes, drainage easement, greenbelt and conservation easement, and forest reserve constraints on the property. By removing those areas from the density calculation, as allowed by the Subdivision Code, the net developable area of this subdivision is 3.6 acres, resulting in an overall density of 0.83 dwelling units per acre with three lots. **This is below the Rural Transitional designation density range of 1.00 to 3.75 dwelling units per acre. The property would need to be divided into four lots to meet minimum net density requirements.**

Lots 1 and 2, alone, meet the Rural Transitional density requirement by achieving 1.35 units per acre. The larger lot, however, contains numerous outbuildings and there is no lot pattern with frontage on West Riverside Drive that can meet the minimum density standard without requiring the demolition of usable accessory structures. Creating a flag lot under County zoning standards would create setback issues with the existing garage. **Because of the constraints caused by these existing structures, the owner is seeking a waiver of the density standards to allow the density of 0.83 dwelling units per acre.**

**ALTERNATIVES:**

1. The City Council can take the following actions as requested by the property owners:
  - A. Waive the Subdivision Code requirements for the preparation of a preliminary plat,
  - B. Waive requirements for installation of infrastructure, and accept the three covenants signed by the property owner for future annexation, water service, and participation in an assessment district,
  - C. Waive the density standards requiring between 1.0 and 3.75 dwelling units per net acre to allow a density of 0.83, and
  - D. Approve the final plat of Chacagua Bend Subdivision based upon the analysis of staff as stated above.
2. The City Council can deny the final plat for Chacagua Bend Subdivision if it finds that the development is inconsistent with the Ames Urban Fringe Plan or Subdivision Code for meeting the required minimum density of Rural Transitional.
3. The City Council can refer this request back to staff or the applicant for additional information. (The *Municipal Code* requires a final decision regarding final plat approval be rendered by the City Council within 60 days of the complete application for Final Plat approval of a Major Subdivision. City Council must approve, approve



subject to conditions, or disapprove this Final Plat application no later than February 10, 2015 to meet this deadline.)

**MANAGER’S RECOMMENDED ACTION:**

Staff has evaluated the proposed final subdivision plat (see Addendum) and determined that, with the granting of the requested waivers of the Design and Improvement Standards, of a preliminary plat, and of the density standard, the proposal conforms to the adopted ordinances and policies of the City of Ames.

The waiver of the Design and Improvement Standards is consistent with past practices in Rural Transitional Areas of the Ames Urban Fringe provided the covenants have been signed. These covenants will allow the City to later annex these lands with costs for water and other infrastructure borne by the annexed property owners.

A preliminary plat is required when there are more than three lots and when public infrastructure is required to be installed. This subdivision is proposing five lots, of which two are unbuildable outlots. The two outlots are a requirement of Story County standards and have no bearing on the net density or buildable area of the property. In this circumstance, with no infrastructure required, there is not a substantial benefit to requiring a preliminary plat. The City Council has, on occasion, approved a waiver of the preliminary plat requirement for rural subdivisions greater than three lots if no public improvements are required.

The layout of the subdivision takes into account the constraints of the site for access, existing site improvements, and natural constraints. The waiver request does not appear to inhibit the development of a large area of land from meeting the density interests of the Fringe Plan. There is a one lot difference under the net density calculations between the minimum density and what is proposed. While the Fringe Plan may allow for up to 14 lots on the overall site, County zoning only would permit approximately 6 lots.

**In this situation, a fourth lot could not be created out of the existing home site lot without demolition of accessory buildings. Without the fourth lot, the design and layout of the subdivision is slightly below the intended density range of the Fringe Plan. The City Council can grant a waiver of these standards if it finds no reasonable alternative exists to create additional lots and that the public interest is not jeopardized. The only other identifiable alternative to demolishing a structure would be to build a short private street to create lot frontage for a minimum of three new lots and to keep one large lot for the existing home site.**

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1 as described above, waiving Division IV of the Subdivision Regulations, waiving the requirement for a preliminary plat, waiving the density standards, accepting the three covenants for recording, and approving the minor final plat.

## ADDENDUM

**Applicable Laws and Policies.** All subdivisions within the Ames Urban Fringe are subject to all the requirements of the Code of Iowa Chapter 354 and the Ames Subdivision Regulations (Chapter 23 of the Ames *Municipal Code*). Portions of these codes are found in Attachment D. The Ames Urban Fringe Plan and accompanying 28E Implementation Agreement state that the City will waive its authority in Rural Service and Agriculture Conservation Areas of the Plan and the County will waive its authority in areas in Urban Reserve Areas. **However, both jurisdictions retain authority in the Rural/Urban Transition Areas, as is the case for this subject property. Story County will review the final plat subsequent to the City of Ames approval.**

This subdivision is required to meet the Design and Improvement Standards (Division IV) of the City's Subdivision Regulations unless specific waivers are granted by the City Council. In this case, the applicant is requesting a waiver from the City Council for all portions of the Standards. If granted, the subdivision would meet Story County standards for services and infrastructure. The applicant is also requesting a waiver of the requirement for the preparation of a preliminary plat. If granted, the City Council could approve the final plat. If not, action on the final plat would have to be deferred and the owner would need to prepare a preliminary plat for review by the Planning and Zoning Commission and action by the City Council at a later date.

**Streets, Sidewalks, Utilities, and Easements.** With the waiver granted by the City Council regarding the installation of infrastructure, the subdivision will be required to meet Story County requirements for water and on-site septic systems. The proposed plat includes public utility easements to accommodate any future sanitary sewer or water service to all the lots. All the buildable lots front on a public right-of-way and will be able to connect in the event of the installation of that infrastructure.

No new streets are proposed for this subdivision as all lots will front on an existing paved road (W. Riverside Road). The County does not require sidewalks for platting or for building permits. No sidewalks are proposed for this subdivision.

Access to Lot 3 will remain as it currently is. Access to Lots 1 and 2 will be a shared driveway between the two lots. This satisfies the County's requirements for safety and spacing.

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

**Preliminary Plat Requirements.** A preliminary plat is required for any subdivision that needs the installation of public infrastructure (except sidewalks) and/or has more than

three lots. A preliminary plat includes information on the location of proposed sanitary sewer, storm sewer, water, and streets. It also includes topography information.

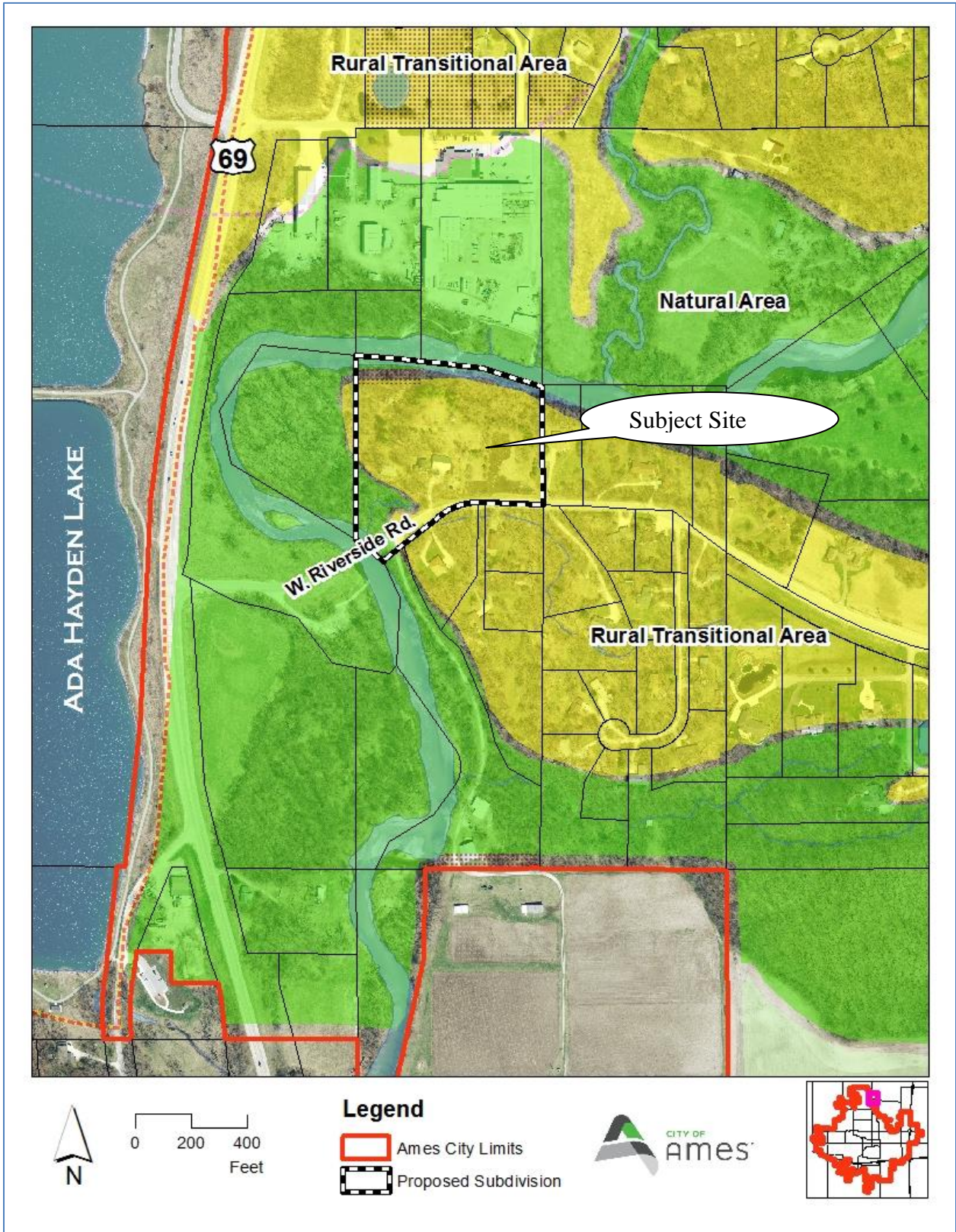
This plat was originally intended to include just three lots which, if the City Council approved the waiver of infrastructure, would not require a preliminary plat. However, the County required the creation of two outlots so that Lots 1 and 2 would meet the required width to depth ratio of the Story County subdivision standards (“the depth shall not be in excess of three times the width”). The two outlots are always to be conveyed with the adjacent platted lot through a plat restriction. The outlots lie entirely within the forest reserve boundary and have no impact on density calculations. Staff can find no benefit to requiring the creation of a preliminary plat and support the requested waiver.

**Other considerations.** Lots 1 and 2 are zoned by Story County as R-1. This allows single family dwellings with individual septic systems and wells on 25,000 square foot (0.57 acres) lots. Most of Lot 3 is zoned A-1, which allows single family dwellings on individual septic systems and wells on a 1.00 acre lot. This equates to a maximum development potential of approximately 6 buildable lots

The remainder of the subdivision, along the Skunk River corridor, is zoned Greenbelt-Conservation. This district allows some agricultural and forestry uses but no structures. (Story County allows lots to be split by zoning district, the land being subject to each district’s regulations. Ames allows lots to be split by zoning district but the entire lot is subject to whichever is the more restrictive zoning district.) Since this site is in the county, it is regulated by Story County zoning standards.

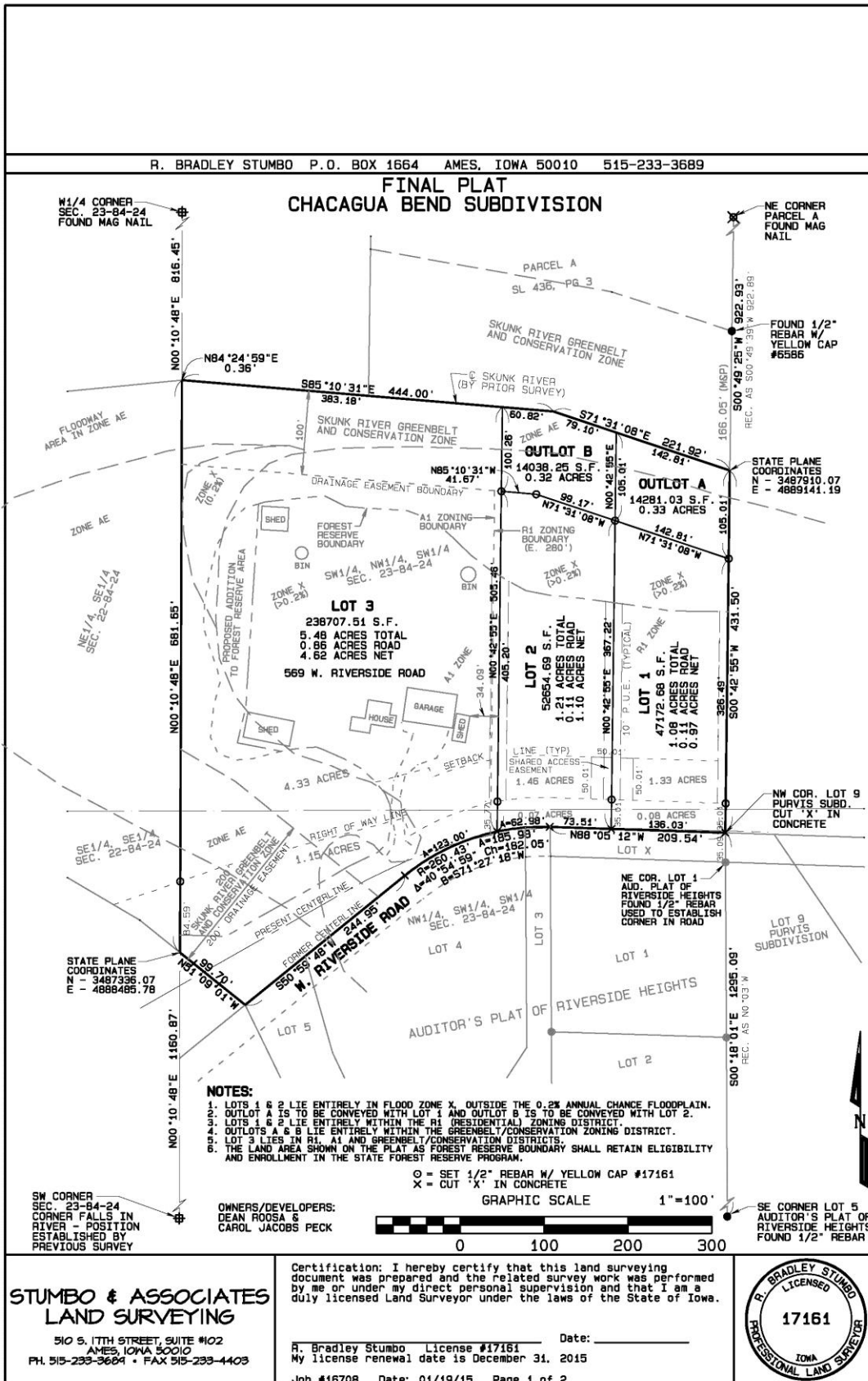
The adjacent Skunk River lies within the Special Flood Hazard Area (SFHA), as identified on the FEMA Flood Insurance Rate Map. This zone includes the Floodway and Floodway Fringe. However, no portion of the buildable area of each lot lies within that SFHA.

# ATTACHMENT A: LOCATION AND URBAN FRINGE DESIGNATION





# ATTACHMENT B: FINAL PLAT [TWO PAGES]



Survey Description-Chacagua Bend Subdivision:

All that part of the Southwest Quarter of the Northwest Quarter of the Southwest Quarter, lying South of the Skunk River, and all that part of the Northwest Quarter of the Southwest Quarter of the Southwest Quarter, lying North of the county road, as formerly located, all in Section 23, Township 84 North, Range 24 West of the 5<sup>th</sup> P.M., Story County, Iowa, all together being more particularly described as follows: Beginning at the Northwest Corner of Lot 9 in Purvis Subdivision in the East Half of the Southwest Quarter of said Section 23, said point being in the centerline of West Riverside Road, as formerly located; thence following said former centerline N88°05'12"W, 209.54 feet to the beginning of a curve tangent to said line; thence westerly and southwesterly, 185.98 feet along the curve concave to the south, having a radius of 260.43 feet, a central angle of 40°54'59" and being subtended by a chord which bears S71°27'18"W, 182.05 feet; thence S50°59'48"W, 244.95 feet, tangent to said curve; thence departing said former centerline N51°09'01"W, 99.70 feet to the West line of said Section 23; thence N00°10'48"E, 681.65 feet along said line to the centerline of the Skunk River, as established by prior survey; thence following said line N84°24'59"E, 0.36 feet; thence S85°10'31"E, 444.00 feet; thence S71°31'08"E, 221.92 feet to the East line of said Southwest Quarter of the Northwest Quarter of the Southwest Quarter; thence S00°42'55"W, 431.50 feet along said line to the point of beginning, containing 8.42 acres, which includes 1.08 acres of existing public right of way.

## ATTACHMENT C: REQUEST FROM OWNERS

Ames City Council  
PO Box 811  
515 Clark Avenue  
Ames, IA 50010

24 June 2013

Re: Request waiver from Design and Improvement Standards of Ames Subdivision Regulations

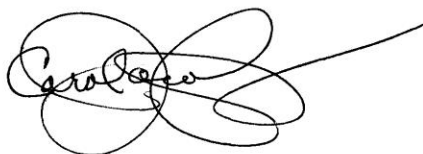
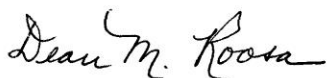
In reference to a proposed 3-lot subdivision of the following property

**Property ID** 05-23-310-100  
**Property Address** 569 W RIVERSIDE RD  
AMES  
**Sec-Twp-Rng** 23-84-24  
**Brief Tax Description** 84 SECTION:23 RANGE:24 W1/2 NW SW SOUTH OF SKUNK RIVER & NORTH OF COUNTY ROAD

Please consider our request for

1. a waiver from the Design and Improvement Standards of the Ames Subdivision Regulations. The proposed subdivision is not provided with city services of sanitary sewer and water and would thus be classified as a major subdivision requiring submittal of preliminary plat to show how necessary infrastructure would be supplied. It is, however, within the Ames Urban Fringe in an area not expected to be annexed to the city or provided with city services within the foreseeable future. We ask that the City Council grant waivers for the infrastructure in order to allow the subdivision and, thus, allow us to seek approval of a minor subdivision without the installation of the sanitary sewer and water.
2. Due to restrictions of siting, slope and having portions of the property falling in the Story County GB/C Greenbelt Conservation district we also request a waiver from the strict application of the density standards (between 1.00 and 3.75 dwelling units per acre).

We appreciate your consideration in this matter.



Dean M. Roosa  
Carol Jacobs

569 W Riverside Rd  
Ames, IA 50010  
515-450-4929  
[cjassociates95@aol.com](mailto:cjassociates95@aol.com)

cc: Charlie Kuester, Planner

## **ATTACHMENT D: APPLICABLE LAWS AND POLICIES PERTAINING TO FINAL PLAT APPROVAL**

Adopted laws and policies applicable to this case file include, but are not limited to, the following:

*Code of Iowa*, Chapter 354.8 states in part:

A proposed subdivision plat lying within the jurisdiction of a governing body shall be submitted to that governing body for review and approval prior to recording. Governing bodies shall apply reasonable standards and conditions in accordance with applicable statutes and ordinances for the review and approval of subdivisions. The governing body, within sixty days of application for final approval of the subdivision plat, shall determine whether the subdivision conforms to its comprehensive plan and shall give consideration to the possible burden on public improvements and to a balance of interests between the proprietor, future purchasers, and the public interest in the subdivision when reviewing the proposed subdivision and when requiring the installation of public improvements in conjunction with approval of a subdivision. The governing body shall not issue final approval of a subdivision plat unless the subdivision plat conforms to sections 354.6, 354.11, and 355.8.

*Code of Iowa*, Chapter 354.9 states in part:

2. If a subdivision lies in a county, which has adopted ordinances regulating the division of land, and also lies within the area of review established by a city pursuant to this section then the subdivision plat or plat of survey for the division or subdivision shall be submitted to both the city and county for approval. The standards and conditions applied by a city or county for review and approval of the subdivision shall be the same standards and conditions used for review and approval of subdivisions within the city limits or shall be the standards and conditions for review and approval established by agreement of the city and county pursuant to chapter 28E. Either the city or county may, by resolution, waive its right to review the subdivision or waive the requirements of any of its standards or conditions for approval of subdivisions, and certify the resolution which shall be recorded with the plat.



Ames Urban Fringe Plan Excerpt:

**Rural Transitional Residential (RTR)**

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

RTR Policy 1: This land use designation includes all single-family and two-family residential land uses/developments that involve average net densities between one unit per acre and 3.75 units per acre. (Relates to RUTA Goal 3.2)

RTR Policy 2: Strategically locate Rural Transitional Residential land uses in areas where they can provide for an orderly and efficient future transition between land uses within the likely future extent of municipal limits and the unincorporated area. (Relates to RUTA Goal 3.2) Ames Urban Fringe Plan 30

RTR Policy 3: Encourage clustering of residential sites within these land areas to limit the short-term and long-term costs associated with infrastructure improvements and the distribution of public services. (Relates to RUTA Goal 3.2, 3.4)

RTR Policy 4: Depending on location, density of units, size of lots, timing of development, development design, clustering of proposed sites, or other considerations, require full urban infrastructure standards. If the City does not require these improvements to be installed at the time of subdivision, require infrastructure assessment agreements. (Relates to RUTA Goal 3.2, 3.3, 3.5)

RTR Policy 5: Any decentralized wastewater treatment facilities, wells and supporting infrastructure shall meet IDNR, county, and city standards. Other rural development standards may be acceptable on a case-by-case basis. Require agreements that if and when the property is annexed to a city, the land developer and/or landowner shall be responsible for the full cost of abandoning the rural systems and connecting to urban infrastructure. (Relates to RUTA Goal 3.2, 3.3)

RTR Policy 6: Make provisions to protect environmental resources, environmentally sensitive areas and adjacent Natural Areas. (Relates to RUTA Goal 3.4)

RTR Policy 7: Require annexation agreements and developer agreements in instances of new development that is particularly intense, or that occurs in certain critical locations. (Relates to RUTA Goal 3.2)

RTR Policy 8: Mitigate and manage stormwater run-off, soil erosion, and wastewater discharge according to IDNR and city standards. (Relates to RUTA Goal 3.4)

## Ames Municipal Code Section 23.302

(10) City Council Action on Final Plat for Major Subdivision:

(a) All proposed subdivision plats shall be submitted to the City Council for review and approval. Upon receipt of any Final Plat forwarded to it for review and approval, the City Council shall examine the Application Form, the Final Plat, any comments, recommendations or reports examined or made by the Department of Planning and Housing, and such other information as it deems necessary or reasonable to consider.

(b) Based upon such examination, the City Council shall ascertain whether the Final Plat conforms to relevant and applicable design and improvement standards in these Regulations, to other City ordinances and standards, to the City's Land Use Policy Plan and to the City's other duly adopted plans.

(c) The City Council may:

(i) deny any subdivision where the reasonably anticipated impact of such subdivision will create such a burden on existing public improvements or such a need for new public improvements that the area of the City affected by such impact will be unable to conform to level of service standards set forth in the Land Use Policy Plan or other capital project or growth management plan of the City until such time that the City upgrades such public improvements in accordance with schedules set forth in such plans; or,

(ii) approve any subdivision subject to the condition that the Applicant contribute to so much of such upgrade of public improvements as the need for such upgrade is directly and proportionately attributable to such impact as determined at the sole discretion of the City. The terms, conditions and amortization schedule for such contribution may be incorporated within an Improvement Agreement as set forth in Section 23.304 of the Regulations.

(d) Prior to granting approval of a major subdivision Final Plat, the City Council may permit the plat to be divided into two or more sections and may impose such conditions upon approval of each section as it deems necessary to assure orderly development of the subdivision.

(e) Following such examination, and within 60 days of the Applicant's filing of the complete Application for Final Plat Approval of a Major Subdivision with the Department of Planning and Housing, the City Council shall approve, approve subject to conditions, or disapprove the Application for Final Plat Approval of a Major Subdivision. The City Council shall set forth its reasons for disapproving any Application or for conditioning its approval of any Application in its official records and shall provide a written copy of such reasons to the developer. The City Council shall pass a resolution accepting the Final Plat for any Application that it approves.

*(Ord. No. 3524, 5-25-99)*

## Staff Report

**Developing a Brand Communications Plan**

January 27, 2015

**BACKGROUND**

At the City Council's latest goal setting workshop, staff was directed to provide information regarding the cost to the City for implementing its own branding campaign. This direction was in response to an objective under the City Council goal of promoting economic development to create a brand communication plan for Ames. Prior to providing the requested information, staff believes it would be helpful to review basic information regarding branding and, equally important, for Council to answer a few critical questions that will guide the response by staff.

The City Council should understand that there is a wide scale of possible approaches to branding our community. Options range from maintaining the ongoing efforts of the Public Relation Office in promoting Ames through partnerships (including ACVB, AEDC, Ames Chamber, ISU, MGMC, and Ames Community School District) to implementing a multi-year, consultant-led implementation plan. Just as the approaches to achieving this goal are varied, so is the potential budget.

The Ames Public Relation Official primarily focuses on ensuring that the City of Ames, as an organization, is recognized as a premier provider of municipal services in a vibrant, innovative university community. This focus provides direction for City of Ames advertising, marketing, cable television production, website content, and social media postings. **The primary audience is Ames residents and visitors, and nearly all communications use local resources and dissemination tools.**

**Developing a brand communications plan, as identified under the goal of "Promote Economic Development," necessitates a look beyond traditional local government promotions and explores marketing Ames to a wider population.**

**POINTS TO CONSIDER**

Before pursuing a brand communications plan, communications professionals consulted suggested there should be agreement on these questions:

- What is the City Council's goal for a brand communications plan?
- Who is the target audience for the brand message?
- What is the desired geographic reach of the plan?
- What is the brand message (Is it the community vision or some other message)?
- How will success be measured?

The goal of branding is to establish a positive, differentiated, emotional response about a person, product, or entity. A brand is a promise made to each customer that must be delivered on consistently in every interaction. Effective City branding would evoke specific feelings of enthusiasm, advocacy, or patronage. It would build loyalty and cultivate goodwill.

**COMMUNITY VISION HISTORY**

In an effort to identify the Ames brand, more than 6,000 people participated in the successful community visioning of 2011 (see below). The process continued with the adoption of a logo and tagline shared among the City of Ames, the Ames Chamber of Commerce, the Ames Convention and Visitors Bureau, and the Ames Community School District.

The Ames Promise/ Vision

Ames, Iowa is a forward-thinking community. As a city, we are committed to fostering creativity and innovation at the forefront of the world's important issues that the Midwest is uniquely positioned to address, including agriculture, veterinary medicine, sustainability, development, diversity, education, and health care.

For those who want the charms and convenience of a small town with the opportunities and amenities that come from a major university, Ames' position as an intelligent, progressive community creates a city and a region where everyone has opportunities to discover and thrive.

**The Ames Strategic Platform**

<b>WHO</b> we're for	Those who want the charms and convenience of a small town with the opportunities and amenities that come from a major University		
<b>WHAT</b> we do	<b>Ames is the Smart Choice</b> , fostering creativity and innovation at the forefront of the world's important issues that the Midwest is uniquely positioned to address		
<b>WHY</b> we do it	To create a community where everyone has opportunities to discover and thrive		
<b>HOW</b> we do it	REQUIRE innovative solutions	Stand for COLLABORATION	Be DECISIVE
<b>WHO</b> we are	Smart	Open-minded	Confident

**WHAT WE HAVE LEARNED**

Several years ago, the City of Des Moines collaborated with several partners to improve perceptions of Des Moines with residents and non-residents through the “Change Your View” campaign. Des Moines residents who feel better about their city become advocates for their community, said Doug Jeske, president of the Des Moines-based Meyocks Group. The campaign message worked outside of Des Moines to bring positive attention to recent renovations and upcoming projects. Jeske suggested the best

branding plan would have an internal and external appeal.

When considering a brand communications plan, Jeske discourages a “one and done” approach. Branding is a long-term, multi-year commitment that requires ongoing attention and resources. While not a municipal campaign, Carole Custer, Director of University Marketing at Iowa State University, said ISU is seven years into its “Choose Your Adventure” campaign, but did not see measurable results from their efforts until the fourth year.

The City of Dubuque identified community marketing as an opportunity years ago. While Dubuque was active in tourism and economic development promotion, no single organization was responsible for advocating for the community as a whole, said Public Information Officer Randy Gehl. Efforts to pursue community marketing faltered after preliminary cost estimates were excessive. “Funds were never specifically designated for community marketing, but we have tried to strategically promote our accomplishments, partnerships, awards, and recognitions to showcase the community,” Gehl said. “We remain interested and see value in promoting Dubuque as a thriving community in the region and nationally.”

Improving community pride is one of the goals of the City of Johnston’s recent rebranding campaign, which includes the tagline “Thrive. Every Day.” According to City of Johnston Communications Specialist Emily Price, of particular interest for the City of Johnston is building its business base and distinguishing the city from the other Des Moines suburbs. Johnston is working with West Des Moines-based Red Dot Advertising + Design and has budgeted \$38,000 for a logo redesign and visual identity system. The Johnston rebranding will help in economic development recruitment, but no wider general marketing is planned.

Todd Senne of Trilix, a Des Moines-based marketing company, advises a “slow, steady stream” of marketing materials to promote a brand rather than a short, concentrated burst. He suggested a budget of \$20,000 to \$40,000 for the creation of materials, and ten times that amount for placement (ad buys). “Awareness itself cannot be a goal,” Senne said. “What are we trying to achieve? There must be a return with this investment. There must be some sort of definition of success.”

### **OTHER CONSIDERATIONS**

When a municipality makes the decision to implement a marketing campaign in an effort to distinguish itself, there is the potential for criticism. Most of the resistance concentrates in the area of “show me, don’t tell me,” or the idea that a community does not need to market itself because investment in the community coupled with word of mouth and low-cost publicity (website, local media and social media) will do the job. Yet there are many examples of cities that have moved forward with campaigns and that reinvest years later – suggesting there must be satisfaction with the results. There is no way to measure “lost opportunity” when a city opts not to pursue external marketing.

Don McEachern, president of North Star Destination Strategies, discourages cities from pursuing “shot gun” marketing strategies without clearly defined goals or market focus. He promotes tapping into each city’s biggest strength – its people – for brand advocacy.

“If you want to move the needle on the reputation of Ames, you need a reputable source. Those who receive a message about a city from the city will immediately be suspect. Instead, facilitate the naturally occurring advocacy in your community and use that to your advantage.”

### **THREE STEPS TO DEVELOPING A BRAND**

Crafting the vision, tagline, logo, and visual standards is the first step in developing a brand. Therefore, Ames is well ahead of other cities who hope to initiate this effort. The second step is formulating the brand message and developing the creative materials to promote it. The final step is implementing the brand communications plan and disseminating the message through a multi-media strategy of paid and non-paid message placement. The professionals agree that a multi-media branding campaign designed to reach markets beyond the state borders could come with an annual budget of hundreds of thousands of dollars.

### **NEXT STEPS**

Prior to hiring a consultant to develop a brand communications plan, the professionals recommend an understanding of what the plan should accomplish, an identification of a target audience, a declaration of the desired reach of the plan, and a determination if there is a long-term commitment to branding. With additional City Council direction from answering the bulleted questions on page 1, a more accurate cost estimate can be determined. However, the general rule is: the broader the reach and the wider the audience, the larger the investment needed.



**To:** Mayor and City Council  
**From:** Brian Phillips, Management Analyst  
**Date:** January 19, 2015  
**Subject:** Abandoned Shopping Carts

At the December 9, 2014 City Council meeting, staff was directed to place on the agenda the staff report from April 12, 2011, regarding the abandonment of shopping carts at the corner of South Fifth Street and South Duff Avenue. The original staff report is attached.

The problem of cart abandonment continues to arise in several areas of the City. However, the most prominent location is along South Fifth Street. Here, most of the shopping carts tend to be abandoned around the #3 Blue route transit stop on South Fifth Street. The City Council should note that this is a challenging issue for CyRide. To alter the route by adding stops on the east side of South Duff Avenue, CyRide estimates an increase in operating costs of approximately \$250,000 per year. The City Council may recall that the record demands on CyRide's system make it a challenge to maintain even the existing service year after year.

**In December 2014, the Transit Board directed CyRide staff to meet with Target and Walmart and determine if CyRide could be allowed to operate on their property as well as approach GSB to determine if this route change would be a high priority to receive their financial support.** Since new services for FY 2015-16 have already been approved by the Transit Board, the earliest this route change could take place is fall 2016.

CyRide staff will report back to the Transit Board later this year about the possibility of the route change. At that time, the City Council may wish to have the City's Transit Board representatives provide an update to the City Council.

It is important to note that the location of the transit stop is one component of the shopping cart problem, not the entirety of it. The original staff report contains several options that might affect this problem apart from the transit stop location. Because of CyRide's pending discussion on the possibility of transit route changes, City staff recommends that the City Council should focus any immediate direction on policies that do not hamper CyRide's planned next steps.

## Staff Report

### ABANDONED SHOPPING CARTS AT SOUTH FIFTH STREET AND SOUTH DUFF AVENUE

April 12, 2011

On November 23, 2011, Council directed staff to provide feedback on what could be done to reduce the abandonment of shopping carts on the property adjacent to the CyRide stop at South Fifth Street and South Duff Avenue.

Staff investigated areas around Ames and photographed locations where cart abandonment was prominent. After doing so, **it is evident that this problem is not limited to the South Fifth Street and South Duff Avenue area.** In areas surrounding the West and East Ames HyVee grocery stores, there is ongoing cart abandonment. In addition, staff has learned that until the closure of the Cub Food store on North Grand Avenue, cart abandonment was an issue in that neighborhood as well.

There are approximately 20-25 businesses in Ames that use shopping carts. Standard shopping carts (either metal or plastic) can cost between \$80 and \$175 to replace. Smaller, two-tier basket carts cost between \$70 and \$130 to replace. Abandoned carts in Ames are overwhelmingly from grocery stores. Carts tend to be abandoned on commercial property, on City property, or in residential common spaces such as apartment complexes. Cart abandonment was not observed on the lots of single family homes during the survey of the issue in Ames. When carts are abandoned on City property, such as in Franklin Park or O'Neil Park, City staff time is used to remove them.

Due to its location as a bus stop, the Ames Transit Board has discussed the issue of carts at South Fifth Street and South Duff Avenue. A change in the CyRide routes to add a stop closer to Walmart and Target would necessitate the addition of one bus to the fleet to maintain coordination with existing bus schedules. This would cost an additional \$352,900 per year. Because of the substantial cost, CyRide has no plans to change the existing route, although a permanent bus shelter will be installed at the South Fifth and South Duff stop this summer.

Staff met with Hy-Vee (Lincoln Center) and Walmart (South Duff Avenue) management to get their feedback. Hy-Vee sends a van to collect carts when they are notified that carts have left the premises. Customers are not frequently witnessed taking carts from the premises, and only store managers will confront customers in these instances. Hy-Vee stated that the cost of sending staff to retrieve the carts is minimal compared to the cost of the carts. Walmart has trained all store associates to approach customers who leave the premises with carts. Walmart now sends a van to the nearby bus stops and apartments at least three times per day to pick up carts. Before the closure of the Sprint store across Duff Avenue, Sprint employees would regularly notify Walmart of abandoned carts at the bus stop.



### **Cart loss-prevention strategies**

There are some strategies that are effective in reducing abandonment of shopping carts. The method used by Fareway stores involves sending a courtesy clerk out with the shopper after checkout to assist in loading groceries. The courtesy clerk then returns the cart to the store. Some stores, such as Aldi, require coin deposits for each cart. The coin can only be released once the cart is returned to the cart storage bay.

In other areas, magnetic or radio frequency devices are attached to one wheel of each cart. Once the cart passes over a painted line in the parking lot, the signal tells the device to apply a brake to the wheel, thus rendering the cart inoperable. These systems can be costly to implement however, at roughly \$100 per cart.

Some stores hire a cart retrieval service, which patrols areas surrounding stores to locate and return abandoned carts.

### **Actions taken in other cities**

In many cities, this issue is highly visible. Some cities have taken the approach of requiring cart loss prevention plans, fining individuals who take carts from store premises, or putting the burden of retrieval on the stores.

Sample regulations from the City of Milpitas, CA are summarized below. This city puts responsibility on both the individuals who remove the carts and the businesses that own them:

- It is unlawful to either temporarily or permanently remove a shopping cart from a business premises or parking lot.
- Written approval from the owner or manager of the business establishment for cart removal will be valid for a period not to exceed 72 hours.
- Fines for unauthorized cart removal will result as follows:
  1. First violation is subject to a fine not to exceed \$100
  2. Second violation within the year is subject to a fine not to exceed \$200
  3. Any additional violation within the year is subject to a fine of \$500

The local businesses have also been informed of this ordinance. They are required to comply by taking measures to prevent shopping cart removal and provide a cart retrieval plan that meets City approval, or else enter into a contract with a City designated cart retrieval service. Noncompliance from the business owners/managers is subject to a civil fine of \$1,000 and an additional fine of \$50 for each additional day of noncompliance.

Another ordinance is from Springfield, MA. This ordinance addresses the problem in a manner similar to how the Ames snow removal ordinance functions, with the burden on the store owners to remove the carts once notified, but with provisions for City personnel to do it for them with costs if they do not comply:

Any shopping cart that is found on any public property other than that of the business utilizing same shall be immediately removed from said property by said business upon notification. Any costs expended by any City department in the

removal of said cart shall be paid by the business responsible for the cart. Additionally, for any cart found on public property a fine of \$50.00 may be assessed against said business for its failure to comply with the requirement of paragraph A3 of this section.

### **Alternatives available to the City of Ames**

**Signage:** At the more prominent locations where cart abandonment is an issue, the City could post signs stating that cart theft is a crime and outlining the penalties. However, this would have little effect on cart abandonment that occurs on private property or in sporadic locations around the community.

**Cart corral:** The city could investigate the construction of a cart corral at the South Duff Avenue and South Fifth Street CyRide stop. A structure like this may help to keep abandoned carts more organized until they are retrieved by stores. This would only address cart abandonment in this location, however, and there may not be enough space in the right of way to locate such a structure. Additionally, this may have the effect of appearing to condone the removal of carts from store property and setting a precedent for constructing cart corrals in other areas where this is an issue.

**Theft enforcement:** In Iowa, removal of property up to \$200 in value from the premises of a store without authorization constitutes theft in the 5<sup>th</sup> degree, a simple misdemeanor punishable by a fine of not less than \$65 but not more than \$625 and up to 30 days in jail in addition to or in lieu of the fine. Enforcement could be increased by directing the Police Department to issue citations to individuals who are witnessed removing carts from the premises. This could cause animosity from residents who have taken carts without citation before and are now receiving citations. This would also add workload to the Police Department.

**Store ordinance:** The City could adopt an ordinance requiring store owners to retrieve their carts within a certain time frame after receiving notice that a cart has left their property. This may require that carts also contain identification linking them to a particular store. Some store owners may be resistant to this idea, particularly since the carts are removed as an illegal act committed by someone else. A grace period to pick carts up after notification may be required to satisfy the conditions to make this legal.

**Cart loss prevention strategies:** The City could adopt an ordinance requiring a cart loss prevention strategy for businesses that own shopping carts. These strategies could be comprised of courtesy clerks, technology to inhibit cart theft, or the use of a cart retrieval service. This would be beneficial in that it would allow the business to choose their method of control. However, City resources would be needed to approve and enforce these strategies.

Any combination of these alternatives could also be enacted. Should the City Council desire, staff is prepared to draft an ordinance to address the issue.

**Staff Report**

**RH EVALUATION TOOL - CITYWIDE SCREENING**

January 27, 2014

**BACKGROUND:**

City Council conducted a workshop on November 18, 2014 to discuss general trends of residential development with a focus on Residential High Density development. This discussion was spurred on due to multiple active requests for Council to consider rezoning of property or for Land Use Policy Plan (LUPP) amendments to designate land for high density development. Council then directed staff to return to Council with a “tool” to evaluate the suitability of individual requests for RH development. The basis of the tool would be the language of the LUPP that guides interests for new residential development.

On January 13 staff provided to City Council a draft RH evaluation tool. As part of the discussion of the tool, Council was interested in screening the City prospectively for examples of highly rated sites that may be suitable for RH development. Council accepted staff’s suggestion that minimum screening parameters be that sites should be at least one acre in size and currently be within the City. With this screening, staff could not consider all infrastructure issues since that information was not readily available within the short timeframe. Staff also generally assumed all Housing and Design issues were average.

Staff identified the following ten example sites through this screening effort. Individual checklists and location maps for these sites are attached.

**Central/Downtown**

1. City Hall Parking Lot (Mixed Use)
2. Lincoln Way Iowa Department of Transportation (Mixed Use)
3. 3<sup>rd</sup> Street HOC Zoned Site (High Density/Mixed Use)

**Ontario Street**

4. ISU/Minnesota Avenue (High Density/Neighborhood Commercial)

**West Lincoln Way**

5. North Dakota (High Density)
6. Lincoln Way/Walnut (Mixed Use)
7. Middle School Track/North Parcel (Mixed Use)

**SW Ames/Mortenson**

8. Mortenson/South Dakota (Mixed Use)

## 9. Dickinson (Mixed Use)

### South Ames

## 10. Research Park (High Density/Mixed Use)

### **GENERAL CONCLUSIONS AND SUGGESTIONS FOR MODIFYING THE TOOL:**

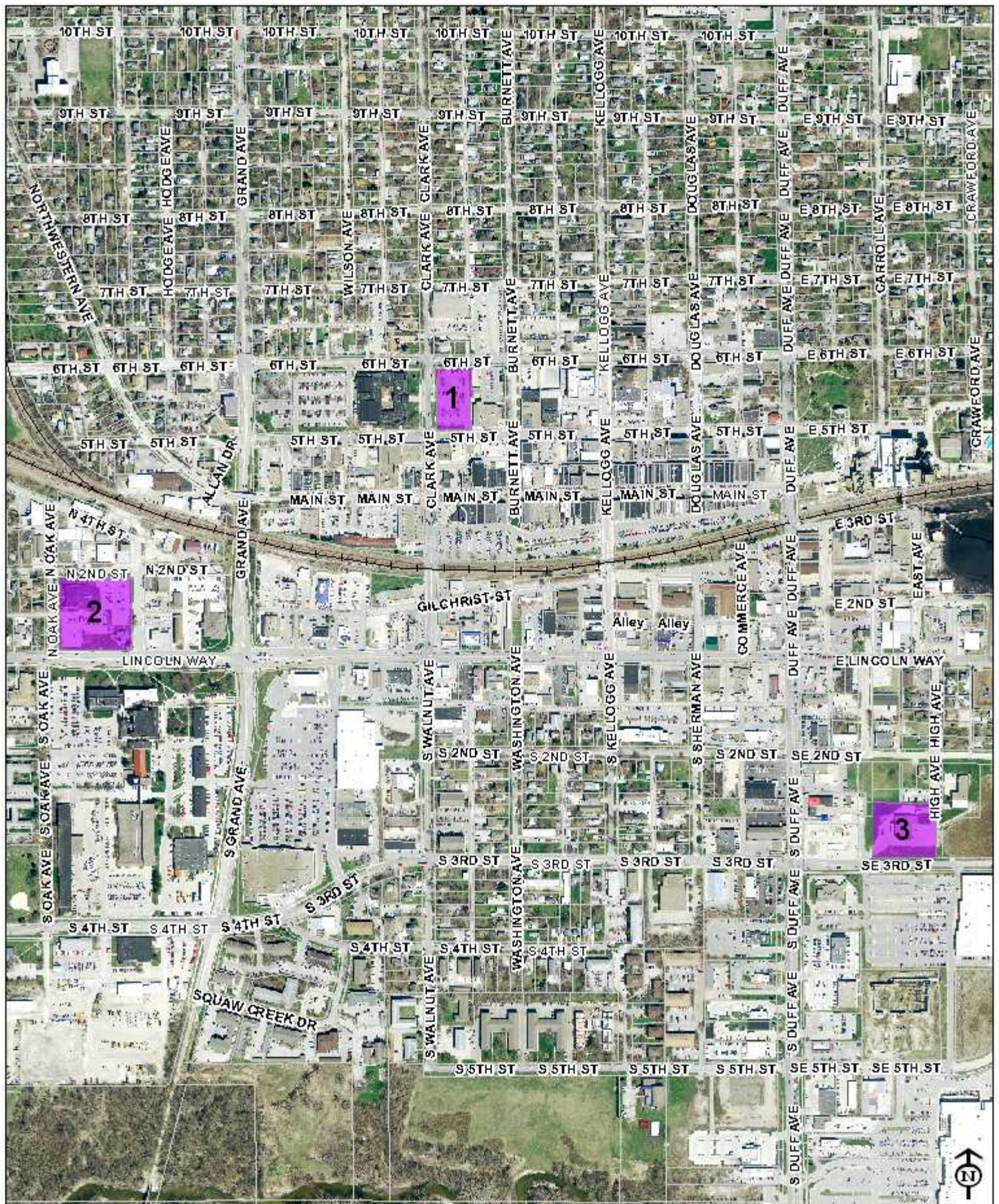
General conclusions from this exercise are that further refinement of the intent of some objectives may be needed. The LUPP Update may identify areas for intensification or reinvestment that meet LUPP objectives, and it would be in the City's interest to promote them with redesignation as has been done in the Campustown Service Center area. It also appears that, even with the LUPP Update, there will always be a need for case-by-case assessments as some sites would be suitable for many types of uses. This also leads to the conclusion that, in certain commercial areas, only mixed-use would be appropriate so as not to lose important commercial sites.

Additionally, there is a potential for wide variation between the conceptual LUPP level of analysis and actual project implementation. There are major assumptions about the quality of design to meet some of the objectives in the checklist that may or may not be part of RH site reviews.

Thirdly, although Affordable Housing is represented under the Housing Type and Design, it does not have established parameters of how to rate projects that are market rate. This issue may work better as an additional component rather than a base sub-category. Alternatively, a rating system could be established to differentiate projects, since there are very few truly deed restricted affordable housing projects built in Ames.

The Planning and Zoning Commission had an opportunity to review the RH Evaluation Tool at its January 21<sup>st</sup> meeting and provided some general feedback for Council consideration. Comments included an interest in evaluating overall housing need, despite the background that went into the issue prior to creating the tool. The discussion of this was unresolved on how to arrive at this information and apply it. The Commission had interests and questions about prioritizing or scoring of projects and how to identify what was most meaningful for the City. They were in favor of how the tool created a repeatable framework for reviewing projects. As a draft, they were interested in what standards would be the basis for rankings, and how subjective the ratings might be. They also questioned if only three rating categories would be adequate, or if a better evaluation could occur if there were potentially five rating categories to smooth out the assessments. Finally, comments suggested that some of the issues identified by the tool and options in the Next Steps of the Council's January 13, 2015 staff report were worth additional follow up. The two issues of design expectations and affordable housing were brought up in the discussion.





Map Created January 23, 2015





Site #1-City Hall Parking Lot

<b>Transportation</b>			
Adjacent to CyRide line to employment/campus High=majority of site is 1/8 miles walk from bus stop; Average= majority of site 1/4 mile walk from bus stop; Low= majority of site exceeds 1/4 miles walk from bus stop.	X		
CyRide service has adequate schedule and capacity High=seating capacity at peak times with schedule for full service Average=seating capacity at peak times with limited schedule Low=either no capacity for peak trips or schedule does not provide reliable service	X		
Pedestrian and Bike path or lanes with connectivity to neighborhood or commute	X		
Roadway capacity and intersection operations (existing and planned at LOS C)		X	
Site access and safety		X	
<b>Public Utilities/Services</b>			
Adequate storm, water, sewer capacity for intensification High=infrastructure in place with high capacity Average=infrastructure located nearby, developer obligation to extend and serve Low=system capacity is low, major extension needed or requires unplanned city participation in cost.		X	
Consistent with emergency response goals High=Fire average response time less than 3 minutes Average=Fire average response time within 3-5 minutes Low=Fire average response time exceeds 5 minutes, or projected substantial increase in service calls	X		
<b>Investment/Catalyst</b>			
Support prior City sponsored neighborhood/district investments or sub-area planning	X		
Creates character/identity/sense of place		X	
Encourages economic development or diversification of retail commercial (Mixed Use Development)		X	

**Staff Comments**

The site represents the front parking lot of City Hall and is approximately 1 acre in size. Downtown seeks a catalyst project to showcase its vitality and recognize past City investment. A mixed-use development would provide a desired and needed housing type of “urban living.”





Site #2-Lincoln Way Department of Transportation

<b>Transportation</b>			
Adjacent to CyRide line to employment/campus High=majority of site is 1/8 miles walk from bus stop; Average= majority of site 1/4 mile walk from bus stop; Low= majority of site exceeds 1/4 miles walk from bus stop.	X		
CyRide service has adequate schedule and capacity High=seating capacity at peak times with schedule for full service Average=seating capacity at peak times with limited schedule Low=either no capacity for peak trips or schedule does not provide reliable service	X		
Pedestrian and Bike path or lanes with connectivity to neighborhood or commute	X		
Roadway capacity and intersection operations (existing and planned at LOS C)		X	
Site access and safety		X	
<b>Public Utilities/Services</b>			
Adequate storm, water, sewer capacity for intensification High=infrastructure in place with high capacity Average=infrastructure located nearby, developer obligation to extend and serve Low=system capacity is low, major extension needed or requires unplanned city participation in cost.		X	
Consistent with emergency response goals High=Fire average response time less than 3 minutes Average=Fire average response time within 3-5 minutes Low=Fire average response time exceeds 5 minutes, or projected substantial increase in service calls	X		
<b>Investment/Catalyst</b>			
Support prior City sponsored neighborhood/district investments or sub-area planning		X	
Creates character/identity/sense of place	X		
Encourages economic development or diversification of retail commercial (Mixed Use Development)		X	

**Staff Comments**

The site is currently an office use for the DOT. This site represents a long term opportunity site for intensification on a transit corridor. This will be studied as part of the Lincoln Corridor Study. This is a location where an intensive office use would also be valuable in support of employment along a transit corridor. There could be issues with vehicle roadway capacity at Grand and Lincoln Way intersection.



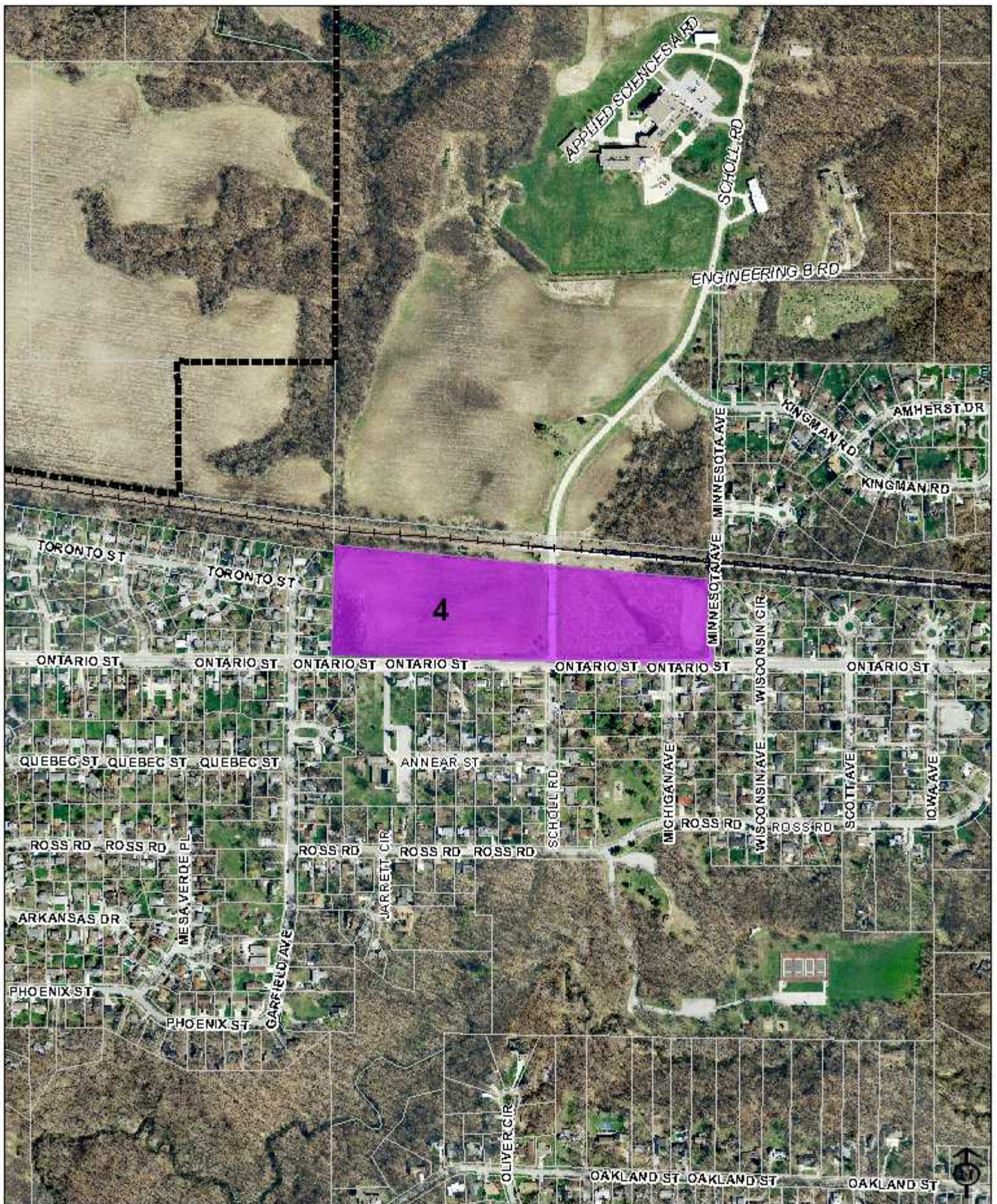
Site #3-Southeast 3<sup>rd</sup> (Across from Target)

<b>Transportation</b>			
Adjacent to CyRide line to employment/campus High=majority of site is 1/8 miles walk from bus stop; Average= majority of site 1/4 mile walk from bus stop; Low= majority of site exceeds 1/4 miles walk from bus stop.	X		
CyRide service has adequate schedule and capacity High=seating capacity at peak times with schedule for full service Average=seating capacity at peak times with limited schedule Low=either no capacity for peak trips or schedule does not provide reliable service	X		
Pedestrian and Bike path or lanes with connectivity to neighborhood or commute	X		
Roadway capacity and intersection operations (existing and planned at LOS C)		X	
Site access and safety		X	
<b>Public Utilities/Services</b>			
Adequate storm, water, sewer capacity for intensification High=infrastructure in place with high capacity Average=infrastructure located nearby, developer obligation to extend and serve Low=system capacity is low, major extension needed or requires unplanned city participation in cost.		X	
Consistent with emergency response goals High=Fire average response time less than 3 minutes Average=Fire average response time within 3-5 minutes Low=Fire average response time exceeds 5 minutes, or projected substantial increase in service calls		X	
<b>Investment/Catalyst</b>			
Support prior City sponsored neighborhood/district investments or sub-area planning			X
Creates character/identity/sense of place			X
Encourages economic development or diversification of retail commercial (Mixed Use Development)			X

**Staff Comments**

This site is a fringe area that was rated highly due to transportation access and proximity to commercial. It is unlikely the area could be broadened and developed further into its own neighborhood due to floodway fringe constraints to the east. The site may be more suited to mixed use than RH, while it is clearly a viable commercial property. The site is isolated from other residential uses and support uses of parks and schools.





Map Created January 23, 2015





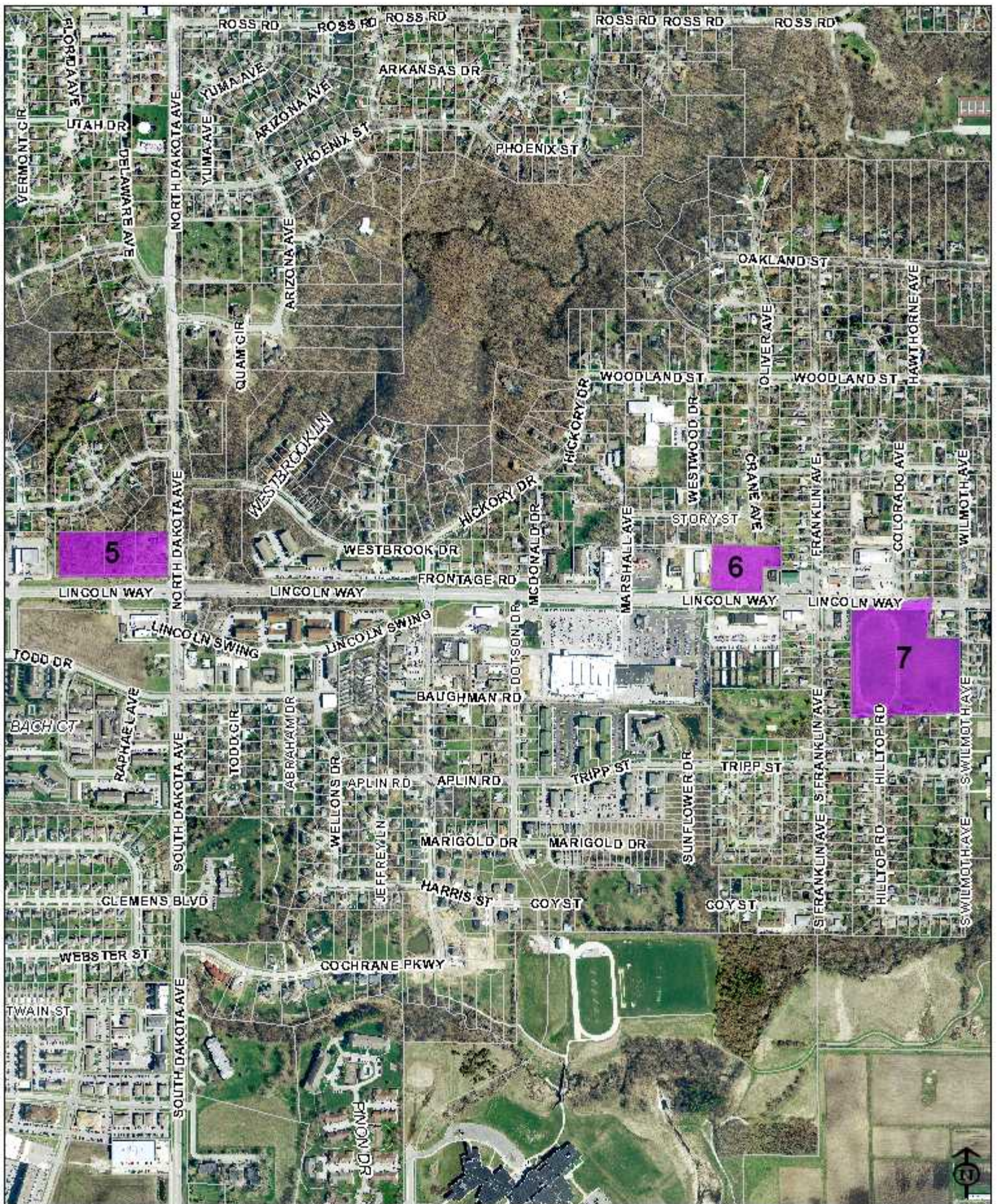
Site #4-Ontario Street/Minnesota (Iowa State University land)

<b>Transportation</b>			
Adjacent to CyRide line to employment/campus High=majority of site is 1/8 miles walk from bus stop; Average= majority of site 1/4 mile walk from bus stop; Low= majority of site exceeds 1/4 miles walk from bus stop.	X		
CyRide service has adequate schedule and capacity High=seating capacity at peak times with schedule for full service Average=seating capacity at peak times with limited schedule Low=either no capacity for peak trips or schedule does not provide reliable service	X		
Pedestrian and Bike path or lanes with connectivity to neighborhood or commute	X		
Roadway capacity and intersection operations (existing and planned at LOS C)		X	
Site access and safety		X	
<b>Public Utilities/Services</b>			
Adequate storm, water, sewer capacity for intensification High=infrastructure in place with high capacity Average=infrastructure located nearby, developer obligation to extend and serve Low=system capacity is low, major extension needed or requires unplanned city participation in cost.		X	
Consistent with emergency response goals High=Fire average response time less than 3 minutes Average=Fire average response time within 3-5 minutes Low=Fire average response time exceeds 5 minutes, or projected substantial increase in service calls		X	
<b>Investment/Catalyst</b>			
Support prior City sponsored neighborhood/district investments or sub-area planning			X
Creates character/identity/sense of place			X
Encourages economic development or diversification of retail commercial (Mixed Use Development)			X

**Staff Comments**

This is a significantly large site of approximately 15 gross acres where a wide range of uses could be accommodated. The site could be justified for single family, multi-family, or a neighborhood commercial component. The combination of transportation access and neighborhood access rank the site high.





Map Created January 23, 2015







Site #5-West Lincoln Way and North Dakota

<b>Transportation</b>			
Adjacent to CyRide line to employment/campus High=majority of site is 1/8 miles walk from bus stop; Average= majority of site 1/4 mile walk from bus stop; Low= majority of site exceeds 1/4 miles walk from bus stop.	X		
CyRide service has adequate schedule and capacity High=seating capacity at peak times with schedule for full service Average=seating capacity at peak times with limited schedule Low=either no capacity for peak trips or schedule does not provide reliable service	X		
Pedestrian and Bike path or lanes with connectivity to neighborhood or commute	X		
Roadway capacity and intersection operations (existing and planned at LOS C)		X	
Site access and safety		X	
<b>Public Utilities/Services</b>			
Adequate storm, water, sewer capacity for intensification High=infrastructure in place with high capacity Average=infrastructure located nearby, developer obligation to extend and serve Low=system capacity is low, major extension needed or requires unplanned city participation in cost.		X	
Consistent with emergency response goals High=Fire average response time less than 3 minutes Average=Fire average response time within 3-5 minutes Low=Fire average response time exceeds 5 minutes, or projected substantial increase in service calls		X	
<b>Investment/Catalyst</b>			
Support prior City sponsored neighborhood/district investments or sub-area planning			X
Creates character/identity/sense of place			X
Encourages economic development or diversification of retail commercial (Mixed Use Development)			X

**Staff Comments**

This site has a history of prior requests for High Density that were determined to be incompatible with its surroundings and it remains as low density. This demonstrates the competing interests for many development sites in the City. The site rates high mostly due to its transportation access and the wide range of walkability to services within 20 minutes. Notably, the property to the east, across North Dakota, is an already zoned RH site that is underutilized. It has one house on it that can be redeveloped into a small apartment complex in the future.



Site #6- Lincoln Way /Walnut

<b>Transportation</b>			
Adjacent to CyRide line to employment/campus High=majority of site is 1/8 miles walk from bus stop; Average= majority of site 1/4 mile walk from bus stop; Low= majority of site exceeds 1/4 miles walk from bus stop.	X		
CyRide service has adequate schedule and capacity High=seating capacity at peak times with schedule for full service Average=seating capacity at peak times with limited schedule Low=either no capacity for peak trips or schedule does not provide reliable service	X		
Pedestrian and Bike path or lanes with connectivity to neighborhood or commute	X		
Roadway capacity and intersection operations (existing and planned at LOS C)		X	
Site access and safety		X	
<b>Public Utilities/Services</b>			
Adequate storm, water, sewer capacity for intensification High=infrastructure in place with high capacity Average=infrastructure located nearby, developer obligation to extend and serve Low=system capacity is low, major extension needed or requires unplanned city participation in cost.		X	
Consistent with emergency response goals High=Fire average response time less than 3 minutes Average=Fire average response time within 3-5 minutes Low=Fire average response time exceeds 5 minutes, or projected substantial increase in service calls		X	
<b>Investment/Catalyst</b>			
Support prior City sponsored neighborhood/district investments or sub-area planning		X	
Creates character/identity/sense of place			X
Encourages economic development or diversification of retail commercial (Mixed Use Development)		X	

**Staff Comments**

This site was formerly a mobile home park that City Council identified as blight before it was removed. The site owner has indicated an interest in a potential mixed use project, although HOC does not permit this use. The site scores very high due to proximity to a variety services, access to transit, and follow up on prior Council interests in reinvestment for the site. Staff believes this is a site that commercial use is a priority, but that mixed use is appropriate.

Site #7- Middle School Track/North Parcel

RH Site Evaluation Matrix	Project Consistency		
	High	Average	Low
<b>Location/Surroundings</b>			
Integrates into an existing neighborhood with appropriate interfaces and transitions High=part of a neighborhood, no significant physical barriers, includes transitions; Average=adjacent to neighborhood, some physical barriers, minor transitions; Low=separated from an residential existing area, physical barriers, no transitions available		X	
Located near daily services and amenities (school, park ,variety of commercial) High=Walk 10 minutes to range of service; Average=10 to 20 minutes to range of service; Low= Walk in excess of 20 minutes to range of service. *Parks and Recreation has specific service objectives for park proximity to residential	X		
Creates new neighborhood, not an isolated project (If not part of neighborhood, Does it create a critical mass or identifiable place, support to provide more services?)		X	
Located near employment centers or ISU Campus (High=10 minute bike/walk or 5 minute drive; Average is 20 minute walk or 15 minute drive; Low= exceeds 15 minute drive or no walkability)	X		
<b>Site</b>			
Contains no substantial natural features on the site (woodlands, wetlands, waterways)	X		
Located outside of the Floodway Fringe	X		
Separated adequately from adjacent noise, business operations, air quality (trains, highways, industrial uses, airport approach)		X	
Ability to preserve or sustain natural features		X	
<b>Housing Types and Design</b>			
Needed housing or building type or variety of housing types		X	
Architectural interest and character		X	
Site design for landscape buffering		X	
Includes affordable housing (Low and Moderate Income)		X	
<b>Continued next page...</b>			

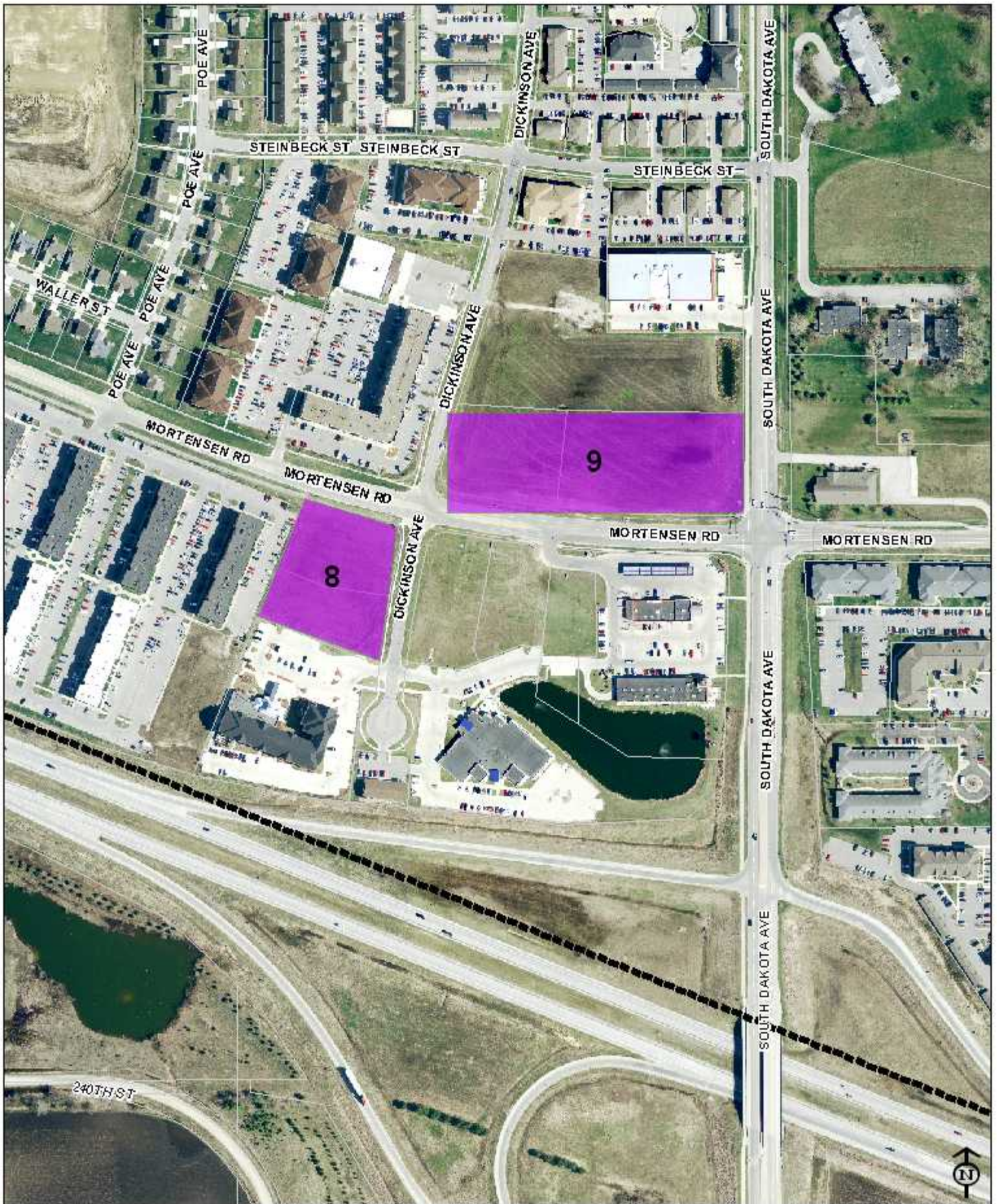
Site #7- Middle School Track/North Parcel

<b>Transportation</b>			
Adjacent to CyRide line to employment/campus High=majority of site is 1/8 miles walk from bus stop; Average= majority of site 1/4 mile walk from bus stop; Low= majority of site exceeds 1/4 miles walk from bus stop.	X		
CyRide service has adequate schedule and capacity High=seating capacity at peak times with schedule for full service Average=seating capacity at peak times with limited schedule Low=either no capacity for peak trips or schedule does not provide reliable service	X		
Pedestrian and Bike path or lanes with connectivity to neighborhood or commute	X		
Roadway capacity and intersection operations (existing and planned at LOS C)		X	
Site access and safety		X	
<b>Public Utilities/Services</b>			
Adequate storm, water, sewer capacity for intensification High=infrastructure in place with high capacity Average=infrastructure located nearby, developer obligation to extend and serve Low=system capacity is low, major extension needed or requires unplanned city participation in cost.		X	
Consistent with emergency response goals High=Fire average response time less than 3 minutes Average=Fire average response time within 3-5 minutes Low=Fire average response time exceeds 5 minutes, or projected substantial increase in service calls		X	
<b>Investment/Catalyst</b>			
Support prior City sponsored neighborhood/district investments or sub-area planning			X
Creates character/identity/sense of place			X
Encourages economic development or diversification of retail commercial (Mixed Use Development)			X

**Staff Comments**

Council has previously considered this site for an LUPP Amendment Initiation and determined it was not appropriate for a change of use and intensification. There were competing interest for desired low density development types and neighborhood integration. The site scores high with the tool due to proximity to a variety services and access to transit. Staff believes this is a site that a commercial component could be justified to create mixed use if there was to be high density residential.





Map Created January 23, 2015







Site #8- Mortenson Road/South Dakota

<b>Transportation</b>			
Adjacent to CyRide line to employment/campus High=majority of site is 1/8 miles walk from bus stop; Average= majority of site 1/4 mile walk from bus stop; Low= majority of site exceeds 1/4 miles walk from bus stop.	X		
CyRide service has adequate schedule and capacity High=seating capacity at peak times with schedule for full service Average=seating capacity at peak times with limited schedule Low=either no capacity for peak trips or schedule does not provide reliable service	X		
Pedestrian and Bike path or lanes with connectivity to neighborhood or commute	X		
Roadway capacity and intersection operations (existing and planned at LOS C)		X	
Site access and safety		X	
<b>Public Utilities/Services</b>			
Adequate storm, water, sewer capacity for intensification High=infrastructure in place with high capacity Average=infrastructure located nearby, developer obligation to extend and serve Low=system capacity is low, major extension needed or requires unplanned city participation in cost.		X	
Consistent with emergency response goals High=Fire average response time less than 3 minutes Average=Fire average response time within 3-5 minutes Low=Fire average response time exceeds 5 minutes, or projected substantial increase in service calls		X	
<b>Investment/Catalyst</b>			
Support prior City sponsored neighborhood/district investments or sub-area planning			X
Creates character/identity/sense of place		X	
Encourages economic development or diversification of retail commercial (Mixed Use Development)			X

**Staff Comments**

This site is within a mixed area of commercial, high density, and mixed use development. This site is designated exclusively for commercial use recognizing its prominent corner position. The site ranks high as an infill site in a diverse area with many services and good transportation facility access. This is a location where preserving commercial is important and the site could be considered for mixed use, but not exclusively for high density.



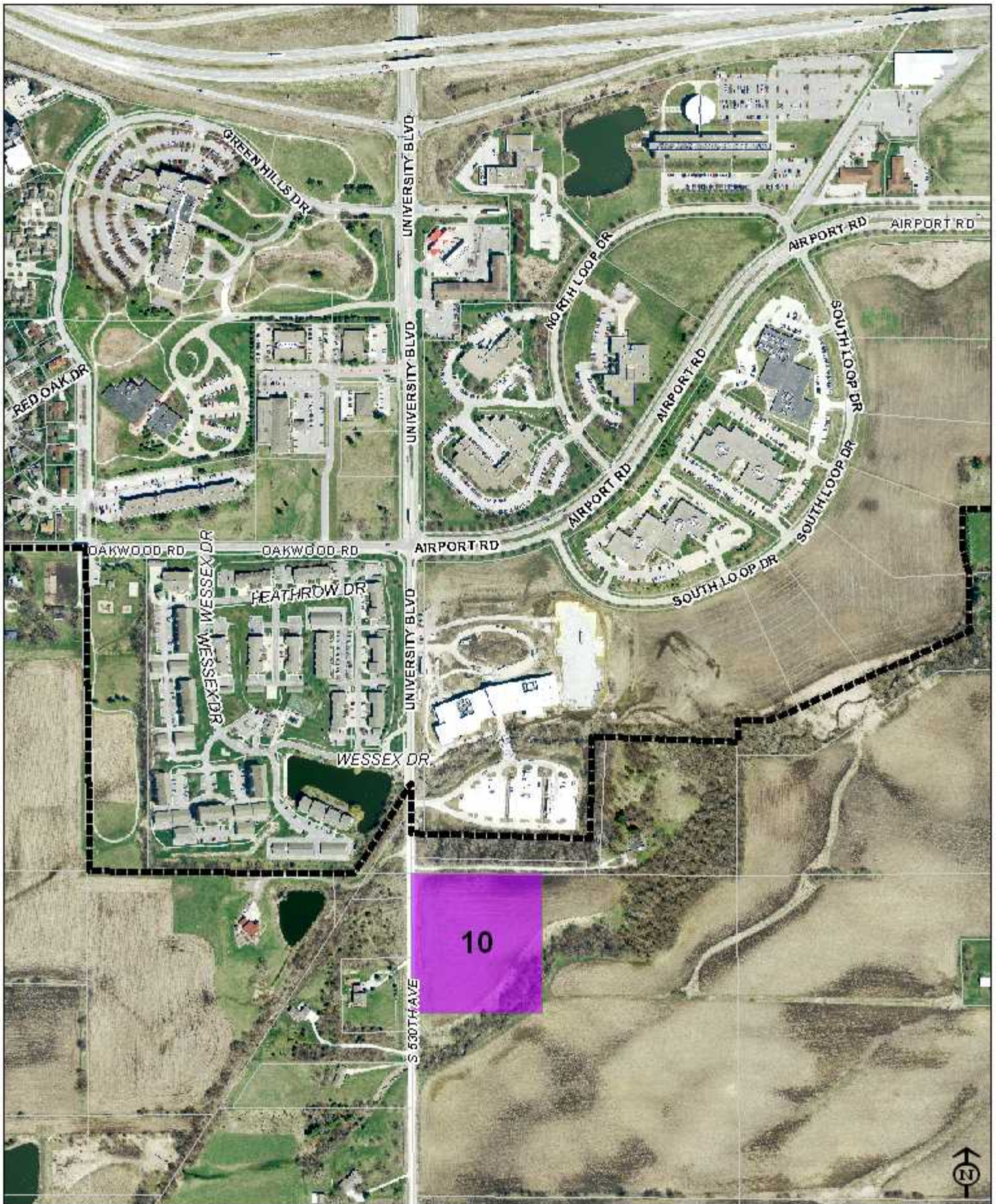
Site #9- Mortenson Road/Dickinson

<b>Transportation</b>			
Adjacent to CyRide line to employment/campus High=majority of site is 1/8 miles walk from bus stop; Average= majority of site 1/4 mile walk from bus stop; Low= majority of site exceeds 1/4 miles walk from bus stop.	X		
CyRide service has adequate schedule and capacity High=seating capacity at peak times with schedule for full service Average=seating capacity at peak times with limited schedule Low=either no capacity for peak trips or schedule does not provide reliable service	X		
Pedestrian and Bike path or lanes with connectivity to neighborhood or commute	X		
Roadway capacity and intersection operations (existing and planned at LOS C)		X	
Site access and safety		X	
<b>Public Utilities/Services</b>			
Adequate storm, water, sewer capacity for intensification High=infrastructure in place with high capacity Average=infrastructure located nearby, developer obligation to extend and serve Low=system capacity is low, major extension needed or requires unplanned city participation in cost.		X	
Consistent with emergency response goals High=Fire average response time less than 3 minutes Average=Fire average response time within 3-5 minutes Low=Fire average response time exceeds 5 minutes, or projected substantial increase in service calls		X	
<b>Investment/Catalyst</b>			
Support prior City sponsored neighborhood/district investments or sub-area planning			X
Creates character/identity/sense of place		X	
Encourages economic development or diversification of retail commercial (Mixed Use Development)			X

**Staff Comments**

This site is zoned CCR, which is mixed use designation. Staff highlighted this site to distinguish it from a recent change of CCR to medium density for a nearby site to the southwest. This site is a prime commercial site whereas the medium density site had no street exposure for commercial use. This is a location where preserving commercial is important and the site could be considered for mixed use, but not exclusively for high density. Fortunately, this is the zoning that is in place and should remain.





Map Created January 23, 2015



Site #10- South Ames/Research Park

RH Site Evaluation Matrix	Project Consistency		
	High	Average	Low
<b>Location/Surroundings</b>			
Integrates into an existing neighborhood with appropriate interfaces and transitions High=part of a neighborhood, no significant physical barriers, includes transitions; Average=adjacent to neighborhood, some physical barriers, minor transitions; Low=separated from an residential existing area, physical barriers, no transitions available	X		
Located near daily services and amenities (school, park ,variety of commercial) High=Walk 10 minutes to range of service; Average=10 to 20 minutes to range of service; Low= Walk in excess of 20 minutes to range of service. *Parks and Recreation has specific service objectives for park proximity to residential		X	
Creates new neighborhood, not an isolated project (If not part of neighborhood, Does it create a critical mass or identifiable place, support to provide more services?)		X	
Located near employment centers or ISU Campus (High=10 minute bike/walk or 5 minute drive; Average is 20 minute walk or 15 minute drive; Low= exceeds 15 minute drive or no walkability)	X		
<b>Site</b>			
Contains no substantial natural features on the site (woodlands, wetlands, waterways)		X	
Located outside of the Floodway Fringe		X	
Separated adequately from adjacent noise, business operations, air quality (trains, highways, industrial uses, airport approach)		X	
Ability to preserve or sustain natural features	X	X	
<b>Housing Types and Design</b>			
Needed housing or building type or variety of housing types	X		
Architectural interest and character		X	
Site design for landscape buffering		X	
Includes affordable housing (Low and Moderate Income)		X	
<b>Continued next page...</b>			

Site #10- South Ames/Research Park

<b>Transportation</b>			
Adjacent to CyRide line to employment/campus High=majority of site is 1/8 miles walk from bus stop; Average= majority of site 1/4 mile walk from bus stop; Low= majority of site exceeds 1/4 miles walk from bus stop.		X	
CyRide service has adequate schedule and capacity High=seating capacity at peak times with schedule for full service Average=seating capacity at peak times with limited schedule Low=either no capacity for peak trips or schedule does not provide reliable service		X	
Pedestrian and Bike path or lanes with connectivity to neighborhood or commute	X		
Roadway capacity and intersection operations (existing and planned at LOS C)		X	
Site access and safety		X	
<b>Public Utilities/Services</b>			
Adequate storm, water, sewer capacity for intensification High=infrastructure in place with high capacity Average=infrastructure located nearby, developer obligation to extend and serve Low=system capacity is low, major extension needed or requires unplanned city participation in cost.		X	
Consistent with emergency response goals High=Fire average response time less than 3 minutes Average=Fire average response time within 3-5 minutes Low=Fire average response time exceeds 5 minutes, or projected substantial increase in service calls		X	
<b>Investment/Catalyst</b>			
Support prior City sponsored neighborhood/district investments or sub-area planning		X	
Creates character/identity/sense of place		X	
Encourages economic development or diversification of retail commercial (Mixed Use Development)			X

**Staff Comments**

Staff identified this site to consider housing opportunities in south Ames. This site may rate high on its potential and support of prior investments for expanding the technology park. Ability to create a place and have access to employments are the main rationale for rating it high. It generally has good transportation access as well.

Staff Report  
**Land Use Policy Plan Amendment Initiation Request for  
1305 Baltimore Drive (Eastgate)**

January 27, 2014

**BACKGROUND:**

On September 9, 2014, the City Council directed staff to prepare a memo providing information related to Kurt Friedrich's request for a Land Use Policy Plan (LUPP) Map Amendment (see enclosure). **Mr. Friedrich desires to pursue a change of approximately 12 acres of vacant land from Community Commercial Node to High-Density Residential.** The subject area is multiple properties within the Eastgate commercial subdivision north of East 13<sup>th</sup> Street and west of Dayton Road. The subject area is located along Baltimore Road. (See Attachments A and B)

Council received a memorandum from the Planning and Housing Department on October 10<sup>th</sup> outlining relevant land use issues and the procedural options for the request. On October 14, Council deferred consideration of the request until after a general discussion of the high density housing interests of the City. Council received information on the evaluation of high density requests at its January 13, 2015 meeting, and decided to place this request on the January 27, 2015 agenda for Council consideration. Council also indicated the site was to be evaluated with the residential high density (RH) evaluation tool from the January 13 meeting.

**Commercial and Multi-family Uses**

The existing Community Commercial Node zoning principally allows for office, retail, lodging and restaurant uses, but it does not allow for as many uses as Highway Oriented Commercial. Apartment development sought by the developer is principally allowed within the FS medium density zone, the RH high density residential zone, and within Downtown and Campustown Service Center zoning as mixed use. The developer requests a designation for Residential High Density to develop apartments.

**Land Use Issues**

Staff has identified the following issues related to development of the area that may influence future decisions about appropriate land use.

- The City has seen a broad demand for housing over the past few years keyed to the increasing enrollment of Iowa State University along with the expanding job base of Ames. The developer has stated his intention to provide housing for the expanding job base. Council has previously received information about the development trends of the past five years, and staff's conclusion is that student



housing production has largely matched demand while the demand for workforce oriented housing persists. There currently are also many active requests for new multi-family high density residential development projects.

- Commercial development at this location has been incremental over a long period of time. Several parcels still remain undeveloped along the adjacent arterial streets, and no development has occurred on lots along Baltimore Road. The City has a limited amount of commercial office business parks, but a large variety of commercial office use locations within industrial areas.
- The adjacent land uses in the area are industrial. Abutting the area to the north is an industrial facility, one which processes organic and other bulk materials with outdoor storage.

### **APPLYING THE RH SITE EVALUATION TOOL**

Staff completed the checklist from the January 13 Council meeting and has included it as Attachment C. Staff approached the site evaluation as considering suitability of the site for RH development based upon the current conditions of the site and surroundings within the context of the LUPP Goals and Objectives. Staff assessed the site as a “majority of the site” condition. Staff also needed to make reasonable assumptions base on representations by the developer of the intended project and staff’s experience with development of the proposed use. The evaluation tool does not evaluate the merits of keeping the current commercial land use designation.

#### **Location/Surroundings**

Staff rated the site as low to average for these attributes overall. It does rate high for its immediate access to employment options. Staff views the site as isolated from other residential neighborhoods and has limited access to a variety commercial services, parks and schools within an average 15 minute walk. Staff notes that the site is in the Gilbert School District, which has no schools in Ames’s neighborhoods. With regards to creating a broader residential area, there is little opportunity to expand or create a broader residential district due to the adjacent industrial uses. The applicant believes long term there is a potential to create residential development to the west of the site with annexation of property along Stage Coach Road. Developing land along Stage Coach Road east of the site would require significant feasibility planning with a Fringe Plan amendment and annexation.

#### **Site Features**

The site rates as highly consistent with LUPP policies regarding natural resources. This is principally due to the fact the area is made up of developed subdivision lots. The exception for the site is its low rating in regards to abutting a general industrial use to the north. Locating housing next to industrial uses can be a detriment to some business operations that may be concerned about nuisances, and may require on-site buffering and separation of residential development to provide residents some sense of compatibility.

### Housing Type and Design

As an LUPP amendment there is little detail available regarding design. This is often the case at this stage. The applicant's schematic plan is based upon a market rate 3-story apartment design of RH zoning. Based upon the applicant's representations of intended development, the project but would rate as an average development approach within Ames. Staff notes that this category would lend itself to further discussion about expectations and rating of these sub-categories as they are at this time the most open-ended elements of the RH Evaluation tool.

### Transportation

This site generally rates high in this location. For transit access staff rated the site as average due to the majority of the site being within ¼ mile distance of the bus stop. For capacity and schedule there are dueling components. The Pink Line has capacity for riders, but the schedule is for weekdays only and set up for commuting to work from the City Hall transit center rather than the reverse from the Eastgate site. This means that the quality of service and "trip reliability" is low due to minimal chance a person could arrive at work at 8:00AM or leave work at 5:00PM to catch a bus to get home. In terms of bike and pedestrian connectivity, a shared use path exists along 13th Street and Dayton Avenue for bike access to the City center and employment areas. Sidewalks are either existing or required with development within the Eastgate Subdivision, external connections rely upon the aforementioned shared use path.

### Public Utilities & Services

The site rates high for availability of utilities and services. The site is an infill property in a recently developed subdivision, and all utilities are projected to be adequate for development. Even though the site is near the perimeter of the City, it rates as average for response time by the Fire Department with an estimated 3-5 minute average. If a site was projected to be in excess of five minutes or to have an expected heavy demand for services, it may receive a low rating for emergency response.

### Investment/Catalyst

Staff's rating of this category is based on unique situations of projects related to LUPP objectives and implementation interests. It is not likely that most development requests will have a substantial influence on their surroundings within this meaning. Staff rated this category as low for this site due to no LUPP direction concerning this area or type of project.

## **OPTIONS**

The applicant has requested the initiation of a LUPP Amendment. City Council may or may not decide to proceed with the process. Secondly, if it does proceed, Council should determine which type of amendment process will be required. A full description of the Amendment process of [Appendix C](#) can be found at this [link](#).

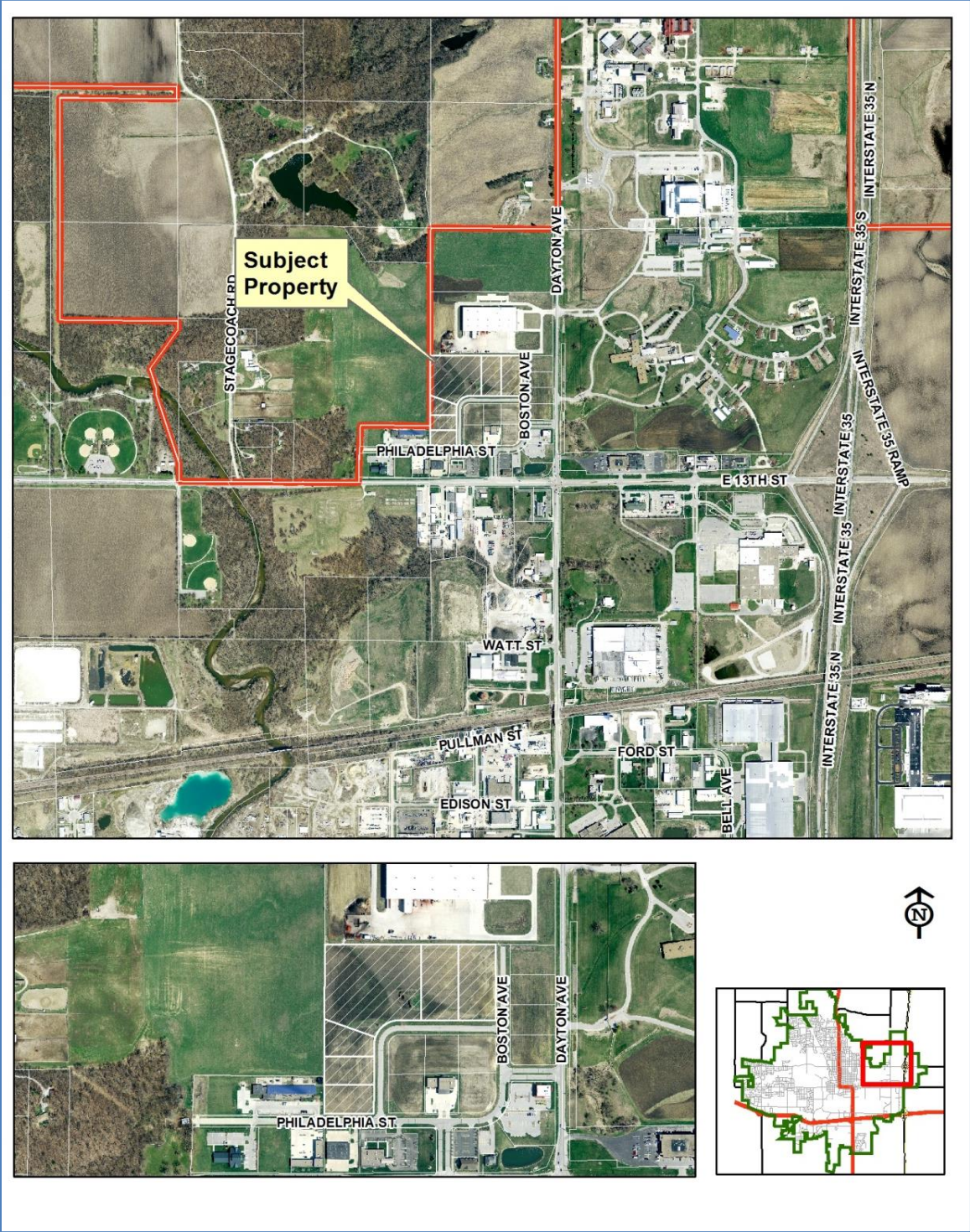
**Option 1** If the Council believes that the site is suitable for commercial uses and does not have an interest in allowing for a new residential use in this area, it should decline to approve the request.

**Option 2** If the Council believes there is potential interest in adding residential use to this area, it must determine if the project requires a Major Amendment of a Minor Amendment Process.

A minor amendment is designed for “single-step” changes or for meeting immediate needs. It does not require workshops or neighborhood involvement. A minor amendment goes through a public hearing process with the Planning and Zoning Commission and City Council. For this site, this process would take approximately 2-3 months if no additional major studies are needed.

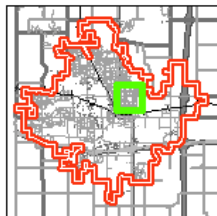
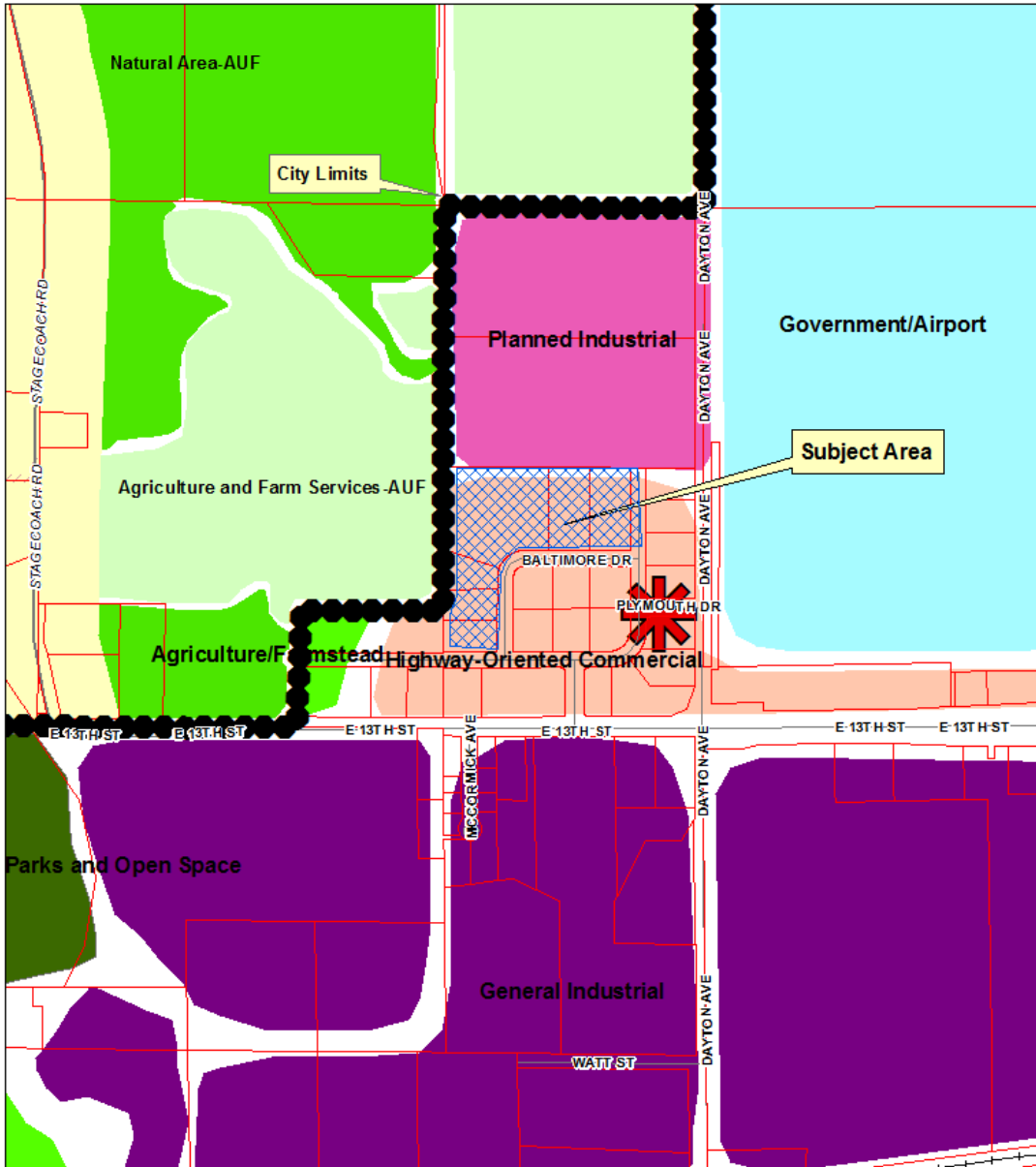
A major amendment is appropriate for proposals that are not contemplated within the framework of LUPP goals and policies or for projects inconsistent with the LUPP. A referral for a major amendment would signal the need for a comprehensive assessment of the area and for outreach to neighboring businesses. Staff would assess suitability of this site and area for adding residential uses and the ability of the City to serve a new neighborhood or district. A major amendment would require prioritization by the City Council of the Planning Division's work plan along with the many other work tasks already assigned.

Attachement A Location Map





Attachment B



LUPP MAP  
1305 Baltimore

Attachment C  
Eastgate LUPP Amendment Initiation

<b>RH Site Evaluation Matrix</b>	<b>Project Consistency</b>		
	<b>High</b>	<b>Average</b>	<b>Low</b>
<b>Location/Surroundings</b>			
Integrates into an existing neighborhood with appropriate interfaces and transitions High=part of a neighborhood, no significant physical barriers, includes transitions; Average=adjacent to neighborhood, some physical barriers, minor transitions; Low=separated from an residential existing area, physical barriers, no transitions available			X
Located near daily services and amenities (school, park ,variety of commercial) High=Walk 10 minutes to range of service; Average=10 to 20 minutes to range of service; Low= Walk in excess of 20 minutes to range of service. *Parks and Recreation has specific service objectives for park proximity to residential			X
Creates new neighborhood, not an isolated project (If not part of neighborhood, Does it create a critical mass or identifiable place, support to provide more services?)			X
Located near employment centers or ISU Campus (High=10 minute bike/walk or 5 minute drive; Average is 20 minute walk or 15 minute drive; Low= exceeds 15 minute drive or no walkability)	X		
<b>Site</b>			
Contains no substantial natural features on the site (woodlands, wetlands, waterways)	X		
Located outside of the Floodway Fringe	X		
Separated adequately from adjacent noise, business operations, air quality (trains, highways, industrial uses, airport approach)			X
Ability to preserve or sustain natural features		X	
<b>Housing Types and Design</b>			
Needed housing or building type or variety of housing types		X	
Architectural interest and character		X	
Site design for landscape buffering		X	
Includes affordable housing (Low and Moderate Income))			X
<b>Transportation</b>			
Adjacent to CyRide line to employment/campus High=majority of site is 1/8 miles walk from bus stop; Average= majority of site 1/4 mile walk from bus stop; Low= majority of site exceeds 1/4 miles walk from bus stop.	X		
CyRide service has adequate schedule and capacity High=seating capacity at peak times with schedule for full service			X

Average=seating capacity at peak times with limited schedule Low=either no capacity for peak trips or schedule does not provide reliable service			
Pedestrian and Bike path or lanes with connectivity to neighborhood or commute	X		
Roadway capacity and intersection operations (existing and planned at LOS C)	X		
Site access and safety	X		
<b>Public Utilities/Services</b>			
Adequate storm, water, sewer capacity for intensification High=infrastructure in place with high capacity Average=infrastructure located nearby, developer obligation to extend and serve Low=system capacity is low, major extension needed or requires unplanned city participation in cost.	X		
Consistent with emergency response goals High=Fire average response time less than 3 minutes Average=Fire average response time within 3-5 minutes Low=Fire average response time exceeds 5 minutes, or projected substantial increase in service calls		X	
<b>Investment/Catalyst</b>			
Support prior City sponsored neighborhood/district investments or sub-area planning			X
Creates character/identity/sense of place			X
Encourages economic development or diversification of retail commercial (Mixed Use Development)			X





January 22, 2015

**Danfoss Power  
Solutions (US) Company**

2800 East 13th Street  
Ames Iowa 50010  
USA

Telephone: +1 515 239 6000  
Fax: +1 515 239 6318

Mayor Campbell and Ames City Council  
515 Clark Avenue  
Ames, Iowa 50010

Re: Friedrich Request to Amend Land Use Plan at Eastgate

Dear Mayor Campbell and Ames City Council:

I was recently approached by Kurt Friedrich from Friedrich Iowa Realty regarding a proposal to amend the land use plan at Eastgate to allow high density residential land use for professional apartments. As the Danfoss plant representative for the Ames plants, I solicited feedback from multiple leadership sources and disciplines within our facilities regarding this subject. I found strong support for use of this land for professional apartments. From our perspective, it would fill a void for executive apartments close to our facility. As this does not currently exist on the northeast side of town this possibility generated excitement very quickly.

As we discussed further, the location has other things working in its favor that would attract professionals. Proximity to Interstate 35 and outdoor activity near the park would be a nice benefit to residents. Since utility and road infrastructure is already in place it seems like a natural enhancement for the area.

Should you have any questions about our interest and support of the development, feel free to contact me directly.

Sincerely,

Todd Schmidt  
Plant Director, Ames

**Kurt Friedrich Broker/Owner, CRS**

---

**From:** Stacy Woodward <stacywoodward25@aol.com>  
**Sent:** Thursday, January 22, 2015 4:14 PM  
**To:** Kurt Friedrich Broker/Owner, CRS  
**Subject:** Eastgate

Kurt,

Thank you for taking the time today to present us with your proposed project at Eastgate. As a neighboring property owner we are in support of your plan to add high-density residential land use.

Stacy Woodward  
Owner, Stage Coach Stables  
1568 Stagecoach Road

**Kurt Friedrich Broker/Owner, CRS**

---

**From:** Russ Weis <russw64@hotmail.com>  
**Sent:** Thursday, January 22, 2015 6:48 PM  
**To:** Kurt Friedrich Broker/Owner, CRS  
**Subject:** Re: Eastgate

Kurt,

The professional apartment idea is a great idea . The location next to the interstate would be very handy for people working in Ames or the Des Moines area .

With all the big Bussiness in this area the demand for housing is very high for short and long term dwelling . I have the pizza ranch in the area and we would love to have new neighbors like you . Good luck and look forward to seeing you in the neighborhood .

Thank you,  
Russ Weis , owner/ operator  
Pizza Ranch of Ames



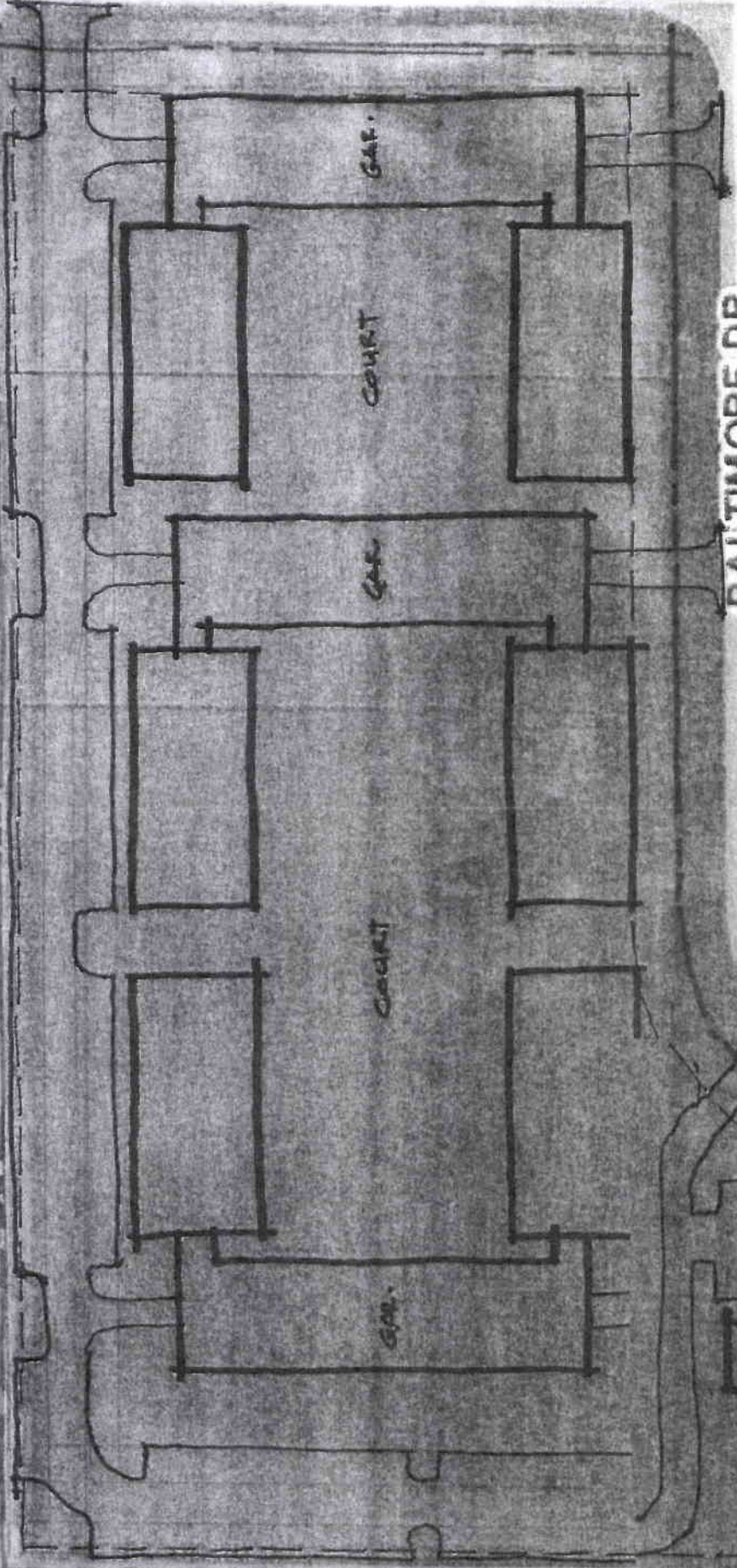
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CONCEPT ONLY

BOSTON AVE

BOSTON AVE

PLYMOUTH, DR



BALTIMORE DR

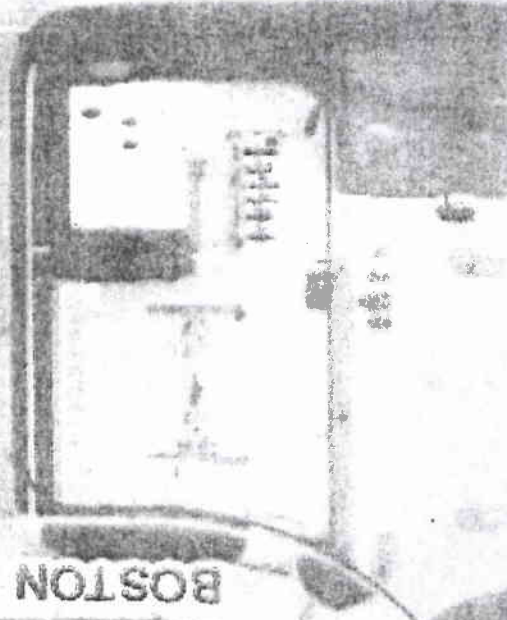
A.H.

COMMONS

EASTGATE APT. DEVELOPMENT  
CONCEPT "B"

PHILADELPHIA STS PHILADELPHIA ST

PHILADELPHIA ST





Staff Report

**Land Use Policy Plan Amendment Initiation Request for  
3115 S. Duff Avenue**

January 27, 2014

**BACKGROUND**

On November 18, 2014, the City Council recognized a request from Dickson Jensen to initiate a Land Use Policy Plan (LUPP) Map Amendment, but deferred action on the request. **Mr. Jensen is interested in pursuing a change of approximately 15-50 acres of land from Highway Oriented Commercial to High-Density Residential.** The subject area is multiple properties with access along South Duff Avenue (Highway 69) that extend as far back as 1,200 to 1,800 feet from South Duff Avenue. (See Attachments A and B.)

Council received information on the evaluation of high density requests at its January 13 meeting and decided to place this request on the January 27 agenda for Council consideration of initiation. Council also indicated that the site should be evaluated using the residential high density (RH) evaluation tool from January 13 meeting.

**Commercial and Multi-family Uses**

The existing Highway-Oriented Commercial zoning of the properties allows for the widest range of commercial uses, office, retail, lodging, restaurant uses, wholesale trade, etc. Apartment and townhome development sought by the developer is principally allowed within FS medium density zone and RH high density residential zone areas. The developer requests a designation for Residential High Density to develop the site with multi-family buildings.

**Land Use Issues**

Staff has identified the following issues related to development of the area that may influence future decisions about appropriate land use:

- The City has seen a broad demand for housing over the past few years keyed to the increasing enrollment of Iowa State University along with the expanding job base of Ames. The developer has stated his intention of providing housing for the expanding job base. Council has previously received information about the development trends of the past five years, and staff's conclusion is that student housing production has largely matched demand while the demand for workforce oriented housing persists. There are also many active requests for new multi-family high density residential development projects.

- The subject properties are oriented specifically to Highway 69 and have the airport to the west. Commercial uses in this area would likely be oriented to the highway, since there is no access to the west due to the airport. Some properties may be a “B” level location for retail development. They would not likely be “A” level for strong big box retail development due to their location on South Duff and property configurations. This would result in either a strip commercial format near South Duff, or else development with a large setback for medium to large format box development.
- The adjacent land uses are highly mixed. The subject properties abut a single-family home, a cemetery, a church, and miscellaneous commercial uses. Across Duff Avenue are single-family homes.
- The Municipal airport property borders the west boundary of the entire site.

### **APPLYING THE RH SITE EVALUATION TOOL**

Staff completed the checklist from the January 13 Council meeting and has included it as Attachment C. Staff approached the site evaluation as considering suitability of the site for RH development based upon the current conditions of the site and surroundings within the context of the LUPP Goals and Objectives. Due to the overall size of the area and configuration, it is at times difficult to evaluate individual attributes that vary greatly across the site. Staff assessed the site as a “majority of the site” condition. Staff also needed to make reasonable assumptions base on representations by the developer of the intended project and staff’s experience with development of the proposed use. The evaluation tool does not evaluate the merits of keeping the current commercial land use designation.

#### *Location/Surroundings*

Staff rated the site generally average for these attributes overall. The site does not have clear strong relationships to the subcategories to rank it highly, but at the same time it has many adjacencies to neighborhoods, services and jobs that provide general support of LUPP objectives. Notable rating issues include South Duff Avenue as both a barrier and a transitional element of the site to existing neighborhoods. Also, at the proposed scale of up to 50 acres the project may create its own sense of a neighborhood without development of other adjacent properties. If the project size scales down to a low end of the range or development concentrated in one area, it may rate differently.

#### *Site Features*

The site rated as average for consistency with LUPP policies regarding natural features. This is largely due to the areas being undeveloped, with a scattering of trees. In the north part of the site, there is a drainage channel that is man-made, but does relate to known drainage issues in the area. Notably, the influence of roadway noise and airport noise were low attributes of the site.

### Housing Type and Design

As an LUPP amendment there is little detail available regarding design. This is often the case at this stage. The applicant's schematic plan proposes a mix of building types with apartments and townhomes. This may or may not occur under a PRD rezoning or RH rezoning to implement a RH LUPP designation. The scale and diversity of housing intentions may rate the site high for building and housing variety, not just because of the mix within one project but due to the amount of housing to be built. However, with the available plan staff cannot rate specific details on design or buffering. Staff notes that this category would lend itself to further discussion about expectations and rating of these sub-categories, since at this time they are the most open-ended elements of the RH Evaluation tool, especially with a LUPP Amendment.

### Transportation

This site rated average to low overall regarding transportation. As an area that has mostly been developed rurally and incrementally, it does not have urban infrastructure in place. Potential major traffic concerns relate to a need for widening Highway 69, signalized access into the site, and potential impacts to the intersection operations of Airport Road and Highway 69. Cross connections to the Southdale neighborhood would be needed at the time of development, and planning for north/south circulation also needs to occur. All of these issues would require completion of a traffic study to understand the potential impacts and costs.

For transit access, staff rated the site as average due to the majority of the site being within a ¼ mile distance of the bus stop. The nearest Yellow Line stop is at the intersection of Jewel and South Duff. Staff rated the quality of service for the Yellow Line as average, since there is some capacity and the schedule supports trip reliability for weekdays. A person may take a bus and make connections during morning hours or after work to meet an 8 to 5 work schedule. Very limited midday service is provided by Grey Route, and there is no evening or Sunday service. Bike and pedestrian facilities in the area are limited are rated as low.

### Public Utilities & Services

As mentioned under Site Features, there are known drainage issues in the area that affect development of this site and the Southdale neighborhood to the east. Development of the site may advance interests for comprehensive drainage improvements for the area. Other infrastructure would need to be extended into the site to serve it. Even though the site is near the perimeter of the City, it rates high for response time by the Fire Department, with an estimate of less than a 3 minute average. If a site was projected to be in excess of five minutes or to have an expected heavy demand for services, it may receive a lower rating for emergency response.

### Investment/Catalyst

Staff's rating of this category is based on unique situations of projects related to LUPP objectives and implementation interests. It is not likely that most development requests will have a substantial influence on their surroundings within this meaning. Staff rated



this category as low for this site due to no LUPP direction concerning this area or type of project.

## **OPTIONS**

The applicant has requested the initiation of a LUPP Amendment. Council may decide to proceed or to not proceed with the process. If it does proceed, Council would then decide which type of amendment process is required. A full description of the Amendment process of [Appendix C](#) can be found at this [link](#).

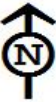
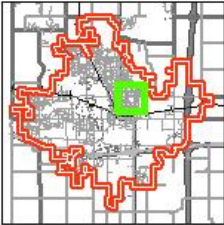
**Option 1** If the Council believes that the site is suitable for commercial uses and does not have interest in allowing for a new residential use in this area, it should decline to initiate the request.

**Option 2** If the Council believes there is potential interest in adding residential use to the area, it should initiate the process and then determine if the project requires a Major Amendment of a Minor Amendment Process.

A **minor amendment** is designed for “single-step” changes or for meeting immediate needs. It does not require workshops or neighborhood involvement. A minor amendment goes through a public hearing process with the Planning and Zoning Commission and the City Council. For this site, this process would take approximately 2-3 months if no additional major studies are needed.

A **major amendment** is appropriate for proposals that are not contemplated within the framework of LUPP goals and policies or for projects inconsistent with the LUPP. A referral for a major amendment would signal the need for a comprehensive assessment of the area and for outreach to neighboring properties and the Southdale neighborhood. Staff would assess the suitability of this site and area for adding residential uses and the ability of the City to serve a new neighborhood or district. **A major amendment would require reprioritization by the City Council of the Planning Division's current work plan to have staff actively work with the applicant on completing necessary studies and outreach meetings.**

Attachement A Location Map



Location Map

Attachment B







Attachment C  
S DUFF LUPP Amendment Initiation

<b>RH Site Evaluation Matrix</b>	<b>Project Consistency</b>		
	<b>High</b>	<b>Average</b>	<b>Low</b>
<b>Location/Surroundings</b>			
Integrates into an existing neighborhood with appropriate interfaces and transitions High=part of a neighborhood, no significant physical barriers, includes transitions; Average=adjacent to neighborhood, some physical barriers, minor transitions; Low=separated from an residential existing area, physical barriers, no transitions available		X	
Located near daily services and amenities (school, park ,variety of commercial) High=Walk 10 minutes to range of service; Average=10 to 20 minutes to range of service; Low= Walk in excess of 20 minutes to range of service. *Parks and Recreation has specific service objectives for park proximity to residential			X
Creates new neighborhood, not an isolated project (If not part of neighborhood, Does it create a critical mass or identifiable place, support to provide more services?)		X	
Located near employment centers or ISU Campus (High=10 minute bike/walk or 5 minute drive; Average is 20 minute walk or 15 minute drive; Low= exceeds 15 minute drive or no walkability)		X	
<b>Site</b>			
Contains no substantial natural features on the site (woodlands, wetlands, waterways)		X	
Located outside of the Floodway Fringe		X	
Separated adequately from adjacent noise, business operations, air quality (trains, highways, industrial uses, airport approach)			X
Ability to preserve or sustain natural features		X	
<b>Housing Types and Design</b>			
Needed housing or building type or variety of housing types	X		
Architectural interest and character		X	
Site design for landscape buffering		X	
Includes affordable housing (Low and Moderate Income)			X
<b>Continued next page...</b>			

<b>Transportation</b>			
Adjacent to CyRide line to employment/campus High=majority of site is 1/8 miles walk from bus stop; Average= majority of site 1/4 mile walk from bus stop; Low= majority of site exceeds 1/4 miles walk from bus stop.		X	
CyRide service has adequate schedule and capacity High=seating capacity at peak times with schedule for full service Average=seating capacity at peak times with limited schedule Low=either no capacity for peak trips or schedule does not provide reliable service		X	
Pedestrian and Bike path or lanes with connectivity to neighborhood or commute			X
Roadway capacity and intersection operations (existing and planned at LOS C)			X
Site access and safety			X
<b>Public Utilities/Services</b>			
Adequate storm, water, sewer capacity for intensification High=infrastructure in place with high capacity Average=infrastructure located nearby, developer obligation to extend and serve Low=system capacity is low, major extension needed or requires unplanned city participation in cost.		X	
Consistent with emergency response goals High=Fire average response time less than 3 minutes Average=Fire average response time within 3-5 minutes Low=Fire average response time exceeds 5 minutes, or projected substantial increase in service calls	X		
<b>Investment/Catalyst</b>			
Support prior City sponsored neighborhood/district investments or sub-area planning			X
Creates character/identity/sense of place			X
Encourages economic development or diversification of retail commercial (Mixed Use Development)			X



CONDOS

# 3 STORY  
# 1 + 2 BR

SINGLE FAMILY /  
DUPLEX / ROWHOUSE  
# ATTACHED GARAGES

DOG PARK

ROWHOUSES

CONDOS

# 2 STORY  
# 2 + 3 BR  
# CLUBHOUSE  
# POOL  
# PARK

ROWHOUSES

# 3 BR  
# 2 CAR ATTACHED GARAGES

base trace

© 2014 Google

733 ft

1994

S Duff Ave

AC377 Google Search 41°59'43.80" N

69



## Staff Report

**1515 Indiana Three Season Porch Construction And Storm Water Retention Easement**

January 27, 2015

**BACKGROUND**

City Council referred to staff a letter from John and Julie Larson of 1515 Indiana (Patio Homes West, First Addition Lot #18) regarding the construction of a three season porch to the rear of their home. The Larsons spoke with staff regarding this construction prior to City Council receipt of the letter, and staff relayed to the Larsons that due to the restrictions of a water retention easement on the property, staff could not approve the structure to be built within this easement area. The existing water retention easement area was established in 1980 as a part of the restrictive covenants of the Patio Homes West Association, Inc. This easement extends 50' from the rear property line.

City Council directed staff, upon agreement with the Larsons, to solicit quotes for engineering services to evaluate the drainage area and determine any ability to vacate portions of the existing easement at the sole cost of the Larsons, with staff coordinating the evaluation. The Larsons agreed, depending on the cost, to reimburse the City for the cost of the evaluation. Staff sent quote requests to three local firms and received a response from only one, Clapsaddle-Garber Associates (CGA), which was in the amount of \$3,500 to evaluate the area. The Larsons agreed to pay this amount and entered into a reimbursement agreement with the City.

**STAFF COMMENTS**

Staff has received the evaluation final report of the area. CGA analyzed the hydraulics of the area and has determined that the existing easement area may be reduced. A graphical representation of the 100-year ponding area along with the proposed easement reduction areas are shown in Attachment A.

The report also recommends that a minimum protective elevation, three feet above the 100-year ponding elevation, be established to protect new openings, such as window wells, on future dwellings/additions. This requirement can be verified during the building permit application process and can be accomplished by earthen berms or structural barriers.

**OPTIONS**

Taking into consideration the final analysis, the Council could consider the following options:

### **Option 1**

Accept the report and, based on the evaluation of the area, the City Council may accept the request to vacate only the area that affects 1515 Indiana.

Should this option be chosen, a hearing date would need to be set in order to proceed with the vacation. The next available hearing date would be at the February 24, 2015 City Council meeting. If there are no objections, the existing easement area would be redefined as recommended.

### **Option 2**

Accept the report and, based on the evaluation of the area, the City Council may accept the request to vacate all of the areas as illustrated.

The remaining area easements (affected properties not part of this request) could also be vacated, should City Council direct staff to set this as a priority project. A hearing date would need to be set in order to proceed with the vacation. The next available hearing date would be at the February 24, 2015 Council meeting. Staff would also reach out to other affected property owners so they are aware of the potential modifications to the easement and to allow for comment at the hearing. If there are no objections, the existing easement area would be redefined as recommended.

**If either of the first two options are selected, the City Council should also pass a motion directing staff to work with the Legal Department and land owner(s) to determine the best means to adopt a flood protection recommendation of 3' above the 100-year storm storage limits outlined in the report for any newly constructed structures adjacent to the new easement area. It is important that before the easement area is altered, the 3 foot elevation requirement be established.**

### **Option 3**

Accept the report and *deny* the request to vacate any portion of the existing easement. Under this option, Council would make no changes to the easements, since the stormwater drainage in this area appears to be functioning as originally designed.

The Council should note that the property owner of 1515 Indiana has agreed to cover the recording fees related to the vacation. These are estimated to be less than \$50 under any of the options.

**1515 Indiana Staff Report  
Attachment A**

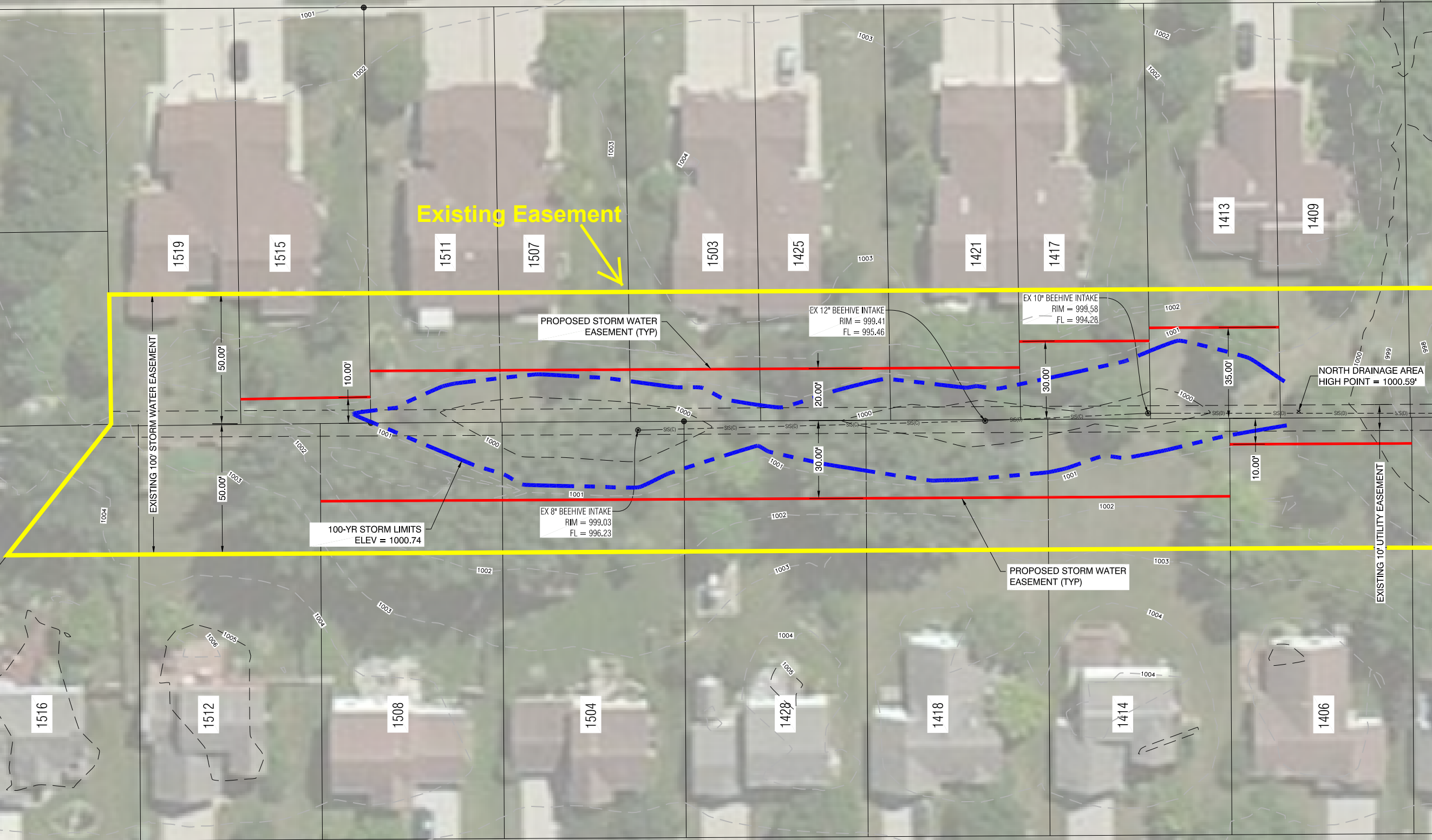
<b>Address</b>	<b>Brief Legal Description</b>	<b>Existing Rear SWDE (feet)</b>	<b>Proposed Rear SWDE (feet)</b>
1413 Indiana Avenue	Patio West 1st Addition Lot 25	50	35
1417 Indiana Avenue	Patio West 1st Addition Lot 24	50	30
1421 Indiana Avenue	Patio West 1st Addition Lot 23	50	20
1425 Indiana Avenue	Patio West 1st Addition Lot 22	50	20
1503 Indiana Avenue	Patio West 1st Addition Lot 21	50	20
1507 Indiana Avenue	Patio West 1st Addition Lot 20	50	20
1511 Indiana Avenue	Patio West 1st Addition Lot 19	50	20
1515 Indiana Avenue	Patio West 1st Addition Lot 18	50	10
1519 Indiana Avenue	Patio West 1st Addition Lot 17	50	0
1406 Kentucky Avenue	Patio West 3rd Addition Lot 6	50	10
1414 Kentucky Avenue	Patio West 3rd Addition Lot 7	50	30
1418 Kentucky Avenue	Patio West 3rd Addition Lot 8	50	30
1428 Kentucky Avenue	Patio West 4th Addition Lot 26	50	30
1504 Kentucky Avenue	Patio West 4th Addition Lot 25	50	30
1508 Kentucky Avenue	Patio West 4th Addition Lot 24	50	30
1512 Kentucky Avenue	Patio West 4th Addition Lot 23	50	0
1520 Kentucky Avenue	Patio West 4th Addition Lot 22	50	0

# Attachment A

INDIANA AVENUE



Existing Easement



EXISTING 100' STORM WATER EASEMENT

PROPOSED STORM WATER EASEMENT (TYP)

EX 12" BEEHIVE INTAKE  
RIM = 999.41  
FL = 995.46

EX 10" BEEHIVE INTAKE  
RIM = 999.58  
FL = 994.28

NORTH DRAINAGE AREA  
HIGH POINT = 1000.59'

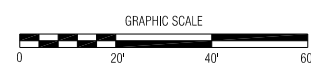
100-YR STORM LIMITS  
ELEV = 1000.74

EX 8" BEEHIVE INTAKE  
RIM = 999.03  
FL = 996.23

PROPOSED STORM WATER EASEMENT (TYP)

EXISTING 10' UTILITY EASEMENT

KENTUCKY AVENUE



NO.	REVISION	BY	DATE	NO.	REVISION	BY	DATE

**CGA** Clapsaddle-Garber Associates, Inc.  
1523 S. Bell Ave. Suite 101  
Ames, Iowa 50010  
Ph 515-232-1784  
www.cgaconsultants.com

DESIGNED: AJI DATE: 12-5-14  
DRAWN: AJI DATE: 12-5-14  
CHECKED: MMB DATE: 12-15-14  
APPROVED: MMB DATE: 12-30-14

**PATIO HOMES WEST, 1ST ADDITION**  
AMES, IOWA

**RECOMMENDED STORM WATER  
DETENTION EASEMENT**

PROJECT NO. 8683  
SHEET NO. D-2

J:\8683\img\Sheets\8683 - SWEE Evaluation.dwg - 1 - 01-10-15 - 11:30am - mmj25

**COUNCIL ACTION FORM**

**SUBJECT:**        **WATER METER AUTOMATIC METER READING SYSTEM**

**BACKGROUND:**

The City has been purchasing Elster AMCO mechanical water meters with mechanical pulse generator registers as part of a multi-year contract. This has been the standard meter purchased for residential and small commercial accounts for many years. These meters are read manually by entering the meter reading (displayed remotely on the outside of the property) into a hand-held device carried by the City's meter readers.

In January 2013, Elster AMCO informed the City that they would stop producing the mechanical meters and registers by mid-year 2013. The last order taken by Elster AMCO for these type meters was in March 2013. Because Elster AMCO was the last meter manufacturer producing this type of meter register, a replacement meter reading technology needed to be selected.

An Automated Meter Reading/Advanced Metering Infrastructure (AMR/AMI) process improvement team was formed consisting of eight members representing a cross-section of all involved departments. The team was tasked to recommend a long-term replacement system for both water and electric meters, as well as to determine a short-term solution for reading water meters that serves the needs of both the Water and Electric Utilities and also be sure that it fits within the adopted CIP and Water Fund rate structure.

The team analyzed technical information provided by vendors and interviewed various utilities currently using six of the most commonly used AMR/AMI systems available. A survey was conducted of internal users of the billing system and of 300 external customers with 79 responses received. This survey process helped provide a broad picture of all parties' needs and wants and helped the team to know what benefits an AMR/AMI system will provide to our customers.

After comparing the various alternatives against a list of weighted criteria, the AMR/AMI Team recommended the AMR Walk-by technology as the short-term solution, with a requirement that it be provided by a vendor that can transition to an AMI Mesh (unlicensed) system in the future as the long-term solution.

Based on this conclusion, staff developed a Request for Proposals (RFP) to procure an AMR Walk-by system as a replacement for the obsolete mechanical register system. RFPs were submitted to four vendors and the City received two responses. **The response that best met all the necessary criteria was submitted by Itron, Inc. to**



provide the AMR portion for the project. Meters will be provided through Itron by Badger Meter and Elster AMCO.

The City Council is being asked to give approval for procurement of an AMR Walk-by system including hardware, software, meters, and installation services for a complete system, and to approve a contract for the purchase of this system. This contract includes a provision whereby it may be renewed annually for five years, as well as an escalation provision which ties the annual increase to the Producer Price Index.

The estimated cost for the first year of the AMR project is as follows:

Water Meters Equipped with AMR (Radio Read)	\$ 250,500
Reading Equipment, Software, Maintenance Agreement	\$ 53,584
<hr/>	
Total First Year Cost	\$ 304,084

Historically, water meter replacements have been funded out of the operating budget. The FY 14/15 adjusted operating budget includes \$268,000 to perform 1,000 routine meter replacements and to purchase 400 meters for new construction installations. At that pace, however, it would take more than 20 years to complete the change out of the meter reading system. To accomplish the change out in a shorter time frame, additional funds were included in the Capital Improvements Plan. The approved FY 14/15 CIP includes \$417,000 to begin the AMR conversion as the first year of a projected seven-year replacement of the obsolete mechanical register system. The expected cost of the project over the course of seven years is \$3,752,000. Costs for the project are thus reflected in both the Capital Improvements Plan and the operating budget for Water Meter activity.

**ALTERNATIVES:**

1. Authorize procurement of an AMR Walk-by system including hardware, software, meters, installation, and maintenance services for a complete system and award year one of a multi-year agreement to Itron, Inc., of Liberty Lake, WA, in an amount not to exceed \$304,084. Future annual renewals will be authorized by Council, dependent on the appropriation of funds and the successful execution of the prior year's agreement.
2. Do not issue a contract for purchase of an AMR Walk-by system at this time. This would negatively impact the water meter replacement program and installation of meters for new construction, since the City can no longer purchase new meter registers that operate on the existing legacy meter reading system.

**MANAGER'S RECOMMENDED ACTION:**

The current water meter technology used by the City has become obsolete and is no longer available in the market place. The AMR/AMI Process Improvement Team thoroughly vetted all currently available metering technologies for both water and electric metering to arrive at a recommendation that will support both the short- and long-term goals for both utilities well into the future. Staff has negotiated a multi-year agreement with Itron, Inc., which includes meter reading hardware and software, water meters, and annual support and maintenance for equipment to provide a complete AMR Walk-by meter reading system.

**Therefore, it is the recommendation of the City Manager that the City council adopt Alternative No. 1, thereby authorizing procurement of an AMR Walk-by system including hardware, software, meters and installation and maintenance services for a complete system and issuing a contract for purchase of the system from Itron, Inc., of Liberty Lake, WA, in an amount not to exceed \$304,084.**

**COUNCIL ACTION FORM**

**SUBJECT:** URBAN REVITALIZATION AREA AND PLAN FOR 517 LINCOLN WAY (SQUEAKY CLEAN LAUNDROMAT)

**BACKGROUND:**

On December 16, 2014, the City Council determined that the Squeaky Clean Laundromat site at 517 Lincoln Way is eligible for designation as an Urban Revitalization Area (URA) under Section 404.1 of the *Code of Iowa*, in that this is “*An area which is appropriate as an economic development area...*” The City Council also determined that the site met the Council’s Urban Revitalization Highway Oriented Commercial Redevelopment Criteria, since the property has been vacant for more than seven years and redevelopment of the site was complicated by environmental contaminations.

The City Council directed staff to prepare an Urban Revitalization Plan for the Squeaky Clean Laundromat site and to set a date of public hearing for January 27 to consider the URA Plan and an ordinance to designate the site as an Urban Revitalization Area.

The attached Urban Revitalization Plan identifies the project area, duration of the plan, tax abatement schedule, applicable uses, and assessed valuation. It establishes the Council’s Urban Revitalization Highway Oriented Commercial Redevelopment Criteria as a Plan requirement for this specific Urban Revitalization Area. It does not establish specific site improvement or architectural plans.

**If the Urban Revitalization Plan is approved in 2015, the property owner may request a three-, five- or ten-year abatement schedule starting with the 2016 taxes.** The applicant would submit an application for abatement by February 1, 2016, and it would be reviewed when Council approves projects in all of the City’s various Urban Revitalization Areas as qualifying for tax abatement.

**ALTERNATIVES:**

1. Council can adopt by resolution the Urban Revitalization Plan for 517 Lincoln Way and then approve on first reading the attached ordinance designating this Urban Revitalization Area.
2. Council can choose to not approve the Urban Revitalization Plan and attached ordinance.
3. City Council can refer this issue to staff or the applicant for further information.

**MANAGER'S RECOMMENDATION:**

The applicant has requested tax abatement through the creation of an Urban Revitalization Area for the site at 517 Lincoln Way, which has been vacant for many years due to environmental contamination. The City Council previously determined that the proposed URA meets the Council's established criteria. The proposed URA Plan incorporates Council's policy to prohibit tax abatement for certain commercial uses. Staff has previously approved a Minor Site Development Plan for commercial development of the property and the site has nearly completed construction of the project.

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby adopting the Urban Revitalization Plan for 517 Lincoln Way and approving the ordinance designating this Urban Revitalization Area.

## **URBAN REVITALIZATION PLAN**

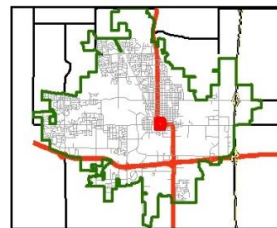
### **517 Lincoln Way Urban Revitalization Area**

1. Property Address: 517 Lincoln Way (see Attachment A).
2. Legal Description: Lot 3 and the west 40 feet of Lot 2 all in Block 48 in the Fourth Addition to Ames, Iowa.
3. Assessed Valuation: Land: \$395,900. Buildings: (none).
4. Owners: Name & Address: Squeaky Clean Inc., 116 K Avenue, Nevada, Iowa 50201.
5. Zoning District and Classification: Highway Oriented Commercial.
6. City Services: No enhancements are planned.
7. Applicability of Revitalization: Revitalization shall be applicable only to that subset of eligible property within the above legal description that qualifies under the Urban Revitalization Highway Oriented Commercial Redevelopment Criteria (see Attachment B).
8. Duration: There is no end date.
9. Relocation: The plan does not require the displacement of any persons, and there will be no relocation benefits provided.
10. Percent Increase in Value Required: The value-added requirement is a five (5) percent increase in actual value.
11. Federal, State, or Private Grant/Loan Programs for Residential Improvements: Not a residential project.
12. Existing Land Use: Vacant.
13. Geocode: 09-02-357-040.
14. Tax Exemption Schedule: The exemption period is for either three (3) years, five (5) years, or ten (10) years. All qualified real estate is eligible for tax exemption of the value added by the improvements according to the terms of the exemption selected. The overall improvement value to the property will need to be at least 105% of the current assessed value to qualify for the program.

Attachment A



**LOCATION MAP**  
**517 Lincoln Way**





Attachment B

**URBAN REVITALIZATION  
HIGHWAY ORIENTED COMMERCIAL (HOC)  
REDEVELOPMENT CRITERIA**

**Properties eligible** for tax abatement must be within the Highway-Oriented Commercial zoning district.

**Non-qualifying Uses.** Notwithstanding compliance under the above categories, tax abatement shall not be granted for properties developed for or otherwise used for the following uses:

1. Mini-storage warehouse facilities or other industrial uses.
2. Transportation, communications, and utility uses.
3. Institutional uses.
4. Automotive, boat, and/or RV sales.
5. Adult entertainment businesses.
6. Detention facilities.
7. Agricultural or industrial equipment sales.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO DESIGNATE THE URBAN  
REVITALIZATION PLAN FOR 517 LINCOLN WAY.**

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

Section One. The land described as:

Lot 3 and the west 40 feet of Lot 2, all in Block 48 in the Fourth Addition to Ames, Iowa, containing 0.5228 acres

is hereby designated, pursuant to Chapter 404, Code of Iowa, as the 517 Lincoln Way Urban Revitalization Area.

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

Passed this 27th day of January, 2015

\_\_\_\_\_  
Diane R. Voss, City Clerk

\_\_\_\_\_  
Ann H. Campbell, Mayor

**COUNCIL ACTION FORM**

**SUBJECT: ROOSEVELT URBAN REVITALIZATION AREA PLAN AMENDMENT FOR 921 – 9<sup>TH</sup> STREET (FORMER ROOSEVELT SCHOOL AND NEW CITY PARK)**

**BACKGROUND:**

On November 12, 2013, the City Council adopted an Urban Revitalization Plan and designated the former Roosevelt School site and the City of Ames park, located at 921 9<sup>th</sup> Street, as an Urban Revitalization Area (URA). This was done in support of the adaptive reuse of the former Roosevelt School into condominiums.

In December, 2014, City staff conducted an inspection of the site and the building exterior for conformance of the improvements with the adopted Roosevelt URA Plan. After the inspection staff determined that parts of the buildings and site improvements did not substantially conform to the adopted Plan. **If a project does not substantially conform to an approved URA plan, a property owner would not be eligible to apply for and receive property tax abatement as is intended within the URA.**

Staff asked the applicant to propose amendments to the URA Plan (as described in this report), and/or physical changes to the building improvements and the site landscaping to ensure that the current residents of the Roosevelt would be eligible to request tax abatement for their 2015 taxes. **At this time, Dean Jensen, representing RES Development, Inc. is requesting that the City Council approve amendments to the approved URA Plan** (*Attachment A, Request for Amendments*).

**The City Council is asked to decide if the proposed changes to the Urban Revitalization Plan are acceptable in accordance with the Plan's adopted criteria, which were intended to support the adaptive reuse of the former Roosevelt School.** At this time Council is not asked to make a determination of whether the individual property owners are eligible for tax abatement. The individual requests for tax exemption will be considered by the City Council on February 10, 2015 as part of the annual city-wide determination of tax abatement conformance.

The amendments to the URA Plan requested by the developer are summarized as follows:

**Reduced Number of Units.** At the time of approval of the Roosevelt URA Plan, 23 units were planned in the adaptive reuse of the building. Since that time, the owner has worked with buyers of the units to customize the layout and amount of floor area included in each unit. Some of the new owners were interested in expanding the size of their unit beyond what was planned. This has resulted in a reduction in the total number of units from 23 to 20.

**Parking Structure Reduced Size.** The number of parking spaces in the attached parking structure as shown on the approved URA Plan is 31. The developer has constructed a parking structure with 25 parking spaces. Reasons given by the developer for the reduction in spaces is that fewer parking spaces are needed with the reduction in the number of units, the total number of parking spaces complies with minimum zoning requirements, and there is a “pedestrian orientation” of many of the unit owners. As identified by the developer, a benefit of reducing the overall size of the parking structure by six spaces is the increase in the amount of open space on the site.

**Atrium Materials.** The atrium in the approved Plan was shown as glass panels (*Attachment B, Approved Building Elevations*). The atrium as constructed includes glass panels and steel siding materials (*Attachment D, Atrium as Constructed East and West Sides*). The atrium is an important transitional element from the historic school building to the new, attached garage to the rear. In his request for amendments, the developer describes a balance of design considerations with structural engineering requirements for the 2-story stairwell. Such was the case with the reduction of glass surface area in the atrium area as the necessary approach to effectively connecting the new and existing structures together. According to the developer’s explanation, the use of steel siding provided the most viable visual and engineered solution for this area while allowing for soaring glass exposure in the atrium.

**Parking structure windows.** A parking structure and atrium have been constructed and attached to the north side of the existing building. The adopted URA Plan included windows on the north and east walls of the parking structure to tie the design into the windows of the school building and to increase the aesthetic appeal of the garage facades. As approved in the URA Plan, the north wall is to have three groupings of three windows in each grouping, the east wall is to have two individual windows, and the west wall no windows (*Attachment B, Approved Building Elevations*).

As constructed, the north wall has two window openings filled with thirty glass blocks arranged in three rows of ten, and an air vent in between the two glass block windows (*See Attachment C, As-Builts and Attachment H Photographs*). The developer added windows to the side elevations. The east wall has two groupings of three windows in each grouping, and the west wall has a single window on either

side of the overhead garage door. Each window has the appearance of 24 individual panes and a center horizontal meeting bar that are compatible with the main school building.

The developer explained that, as construction of the project evolved, it became clear that the west elevation of the parking structure would be the most viewed by unit owners and the east elevation the most viewed by park patrons. **The developer states that, “Conversely, the north elevation is primarily only seen by quickly passing automobile traffic, with no visual tie-in to the rest of the Roosevelt building and its design themes.”** The developer believes the enhancement of the side elevations compensated for the reduction in detail on the north façade.

**Landscape Plan.** The approved Landscape Plan (*Attachment E Approved Landscape Plan*) has been altered by the changing the layout of sidewalks on the site, reducing the number of trees to be planted, eliminating the gardens on the north side of the garage from the Plan, adding planting beds between the building and the City park to the east, and adding a brick patio west of the building (*Attachment F, Revised Landscape Plan*). Additionally, the developer has not completed installation of all landscaping, and requests a provision in the URA Plan to allow to defer planting until Spring. This is allowed under the Zoning Ordinance, and the developer has posted financial security for completion of the revised landscape plan.

**Adopted “Qualifying Criteria” for Designation of the Roosevelt School Site as an Urban Revitalization Area.** On June 11, 2013, the City Council adopted the following “Qualifying Criteria” and incorporated the approved site and architectural plans of the Adaptive Reuse Plan for the URA Plan:

- A. The property includes a former public school building that is no longer used as a school; and,
- B. The National Park Service has determined that one or more of the properties has a structure that meets the National Register Evaluation Criteria; and,
- C. The renovation and remodeling of structures will not destroy or obscure essential architectural features. In addition, such architectural features must be enhanced to the extent that it is feasible and prudent to do so.

Staff has concluded that most of the proposed project amendments can be found to be consistent with the intent for adaptive reuse and the adopted “Qualifying Criteria.” This includes reductions in the number of units, reduction in the size of the parking structure, changes to the materials for the atrium, additions of windows to the side façades (east and west) of the parking structure, and modifications to the Landscape Plan. The changes to unit count, parking, and landscaping are consistent with

Zoning standards and fit the owner preferences for the site without affecting the historic character of the Roosevelt school building.

Changes to the Atrium are significantly different than what was proposed with a substantially less amount of glass. Staff believes these changes meet the standards for historic preservation of transitioning from the old to the new in a manner consistent with the Secretary of the Interior's Standards for Rehabilitation. The atrium changes are visible from the neighboring homes to the east and from 10<sup>th</sup> street, but are set well into the site and appear compatible, even with the modern metal materials.

In staff's assessment, the one exception to consistency is the alteration to the north façade of the garage building along 10<sup>th</sup> Street. Even with the reduction in overall garage size and enhancements to the side facades, **the proposed amendment to approve less windows made of glass block for the north façade of the parking structure, as installed, is not consistent with "C" of the Qualifying Criteria.** Architectural features are to be enhanced if it is feasible and prudent to do so. The divided glass panels and air vent on the north façade do not enhance the architectural features of the building nor fully support the complementary design of the garage to the main building. Furthermore, as a highly visible façade along the street, staff felt that the approved plan with enhanced architectural detailing treated this façade as a transition to the low density neighborhood to the north.

The developer states that the north elevation of the parking structure is primarily only seen by quickly passing automobile traffic (*Attachment H, North Façade of Parking Structure*), with no visual tie-in to the rest of the Roosevelt building and its design themes. This assessment discounts the visual and aesthetic impact of the parking structure's north façade on the neighborhood it faces. The street abutting the north property line of the site is 10<sup>th</sup> Street. Marston Avenue and 10<sup>th</sup> Street form a "T" intersection directly north of the parking structure. As the public travels south on Marston toward 10<sup>th</sup> Street and the Roosevelt site, the north wall of the parking structure is clearly visible from properties on both sides of Marston, between 10<sup>th</sup> and 11<sup>th</sup> Streets.

This building was approved through an adaptive reuse plan as a multiple-family structure with an architectural design that is compatible with the single-family character of this neighborhood. Many of the houses built in the surrounding neighborhood have features consistent with architectural styles of the early to mid 1900's. Façades of these homes do not include large expanses without traditional window and door openings. Although the length of the north wall was reduced, the lack of significant window areas or other detailing creates a blank wall that provides very little architectural interest or ties into the other architectural features of the garage windows or school windows.



**Modifications could be made to the north façade to improve its aesthetic impact compared to the constructed appearance.** Should City Council wish, options include (1) not approving the amendment and requiring the original windows to be added, (2) approving an amendment to the URA Plan requiring additional windows to be added similar to the original design or of glass block, or (3) amending the URA Plan with requirements to soften the façade with enhanced landscaping, including coniferous trees and ground cover consisting of planting beds of perennials, and shrubs (*Attachment I, Landscape Area North of Parking Structure*).

**Notice.** Public notice has been published and action is now requested on amending the Roosevelt Urban Revitalization Area (URA) Plan. The URA includes the information required by Code of Iowa Section 404.2(2), as well as the site plan. In addition, the owners of residential units in the Roosevelt URA Area, those who own property to the west as far as Northwestern Avenue, the owners of property along the north side of 10<sup>th</sup> Street adjacent to this site, and the owners of property along the east side of Roosevelt Avenue adjacent to this site have been sent letters through the mail describing the proposed amendments and providing information on the date, time, and location of this City Council meeting.

#### **ALTERNATIVES:**

1. The City Council can approve a resolution amending the Roosevelt Urban Revitalization Area Plan, **as requested by RES Development, Inc.**, if it finds the amendments are consistent with the Qualifying Criteria for the Roosevelt Urban Revitalization Area.
2. The City Council can approve a resolution amending the Roosevelt Urban Revitalization Area Plan, as requested by RES Development, Inc., with additional modifications to the North Façade Windows. **This alternative will require the installation of additional windows similar to the original design.** This also will include conditions that RES Development, Inc. provide an updated window plan of the North Elevation to the Planning and Housing Department for administrative approval of final details, and provide the following items to the City Clerk's Office by January 31, 2015:
  - A. Financial security in the form of a Letter of Credit, cash, or check in the amount of the cost of the materials and labor for the installation of two groupings of windows with three windows in each grouping on the north façade of the parking structure of the dimensions and spacing, as approved on the plans for which a building permit was issued to construct the parking structure,
  - B. An itemized estimate of the cost of materials and labor for the installation of the windows, described in Condition A; and,

- C. A letter committing to complete the window installation on the north façade of the parking structure no later than May 1, 2015.
3. The City Council can approve a resolution amending the Roosevelt Urban Revitalization Area Plan, as requested by RES Development, Inc., with modifications to require **additional landscaping be added to the North Façade**. This would include conditions that RES Development, Inc. provide a landscaping plan to the Planning and Housing Department for administrative approval of final details, and provide the following items to the City Clerk's Office by January 31, 2015:
- A. A Landscape Plan that includes five trees, either White/Concolor Fir, Blue Spruce, or a combination of both, together with planting beds of perennials and shrubs, distributed throughout the open area between the parking structure and the property line along 10<sup>th</sup> Street; with the White Fir and/or Blue Spruce trees a minimum of six feet in initial height, at the time of planting, evenly spaced in the open area between the building wall and the property line; with the existing Crabapple tree in this space to remain.
  - B. An itemized estimate of the cost of the materials and labor to install the required trees, shrubs, and perennials, and financial security in the form of a Letter of Credit, cash, or check for the amount of the cost estimate; and,
  - C. A letter committing to complete the installation of trees, shrubs and perennials along the north façade of the parking structure no later than May 1, 2015.
4. The City Council can choose not to amend the Roosevelt Urban Revitalization Area Plan if it finds the amendments are inconsistent with the Qualifying Criteria.

**MANAGER'S RECOMMENDED ACTION:**

The developer, RES Development, Inc. has proposed amendments to the adopted Roosevelt URA Plan that are consistent with the "Qualifying Criteria" for the URA area, with the exception of the amendment proposed for the north façade of the attached parking structure. The north façade is a significant element of the project's design and transition to its surroundings that warrants the use of features that harmonize its appearance with the surroundings.

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #2, thereby amending the Roosevelt URA Plan with the conditions described in this report to include additional windows on the north façade of the building.

# Attachment A – Request for Amendments – Pg. 1

**RES DEVELOPMENT, INC.**



Honorable Mayor and City Council Members,

January 20, 2015

This letter is a request to amend the Urban Revitalization Plan for 921 9<sup>th</sup> Street. Starting in April of 2013, RES Development, Inc., set off on an ambitious journey to repurpose a vacant but historically significant school building and produce a high quality urban infill development. As of today, we have substantially completed the renovation and redevelopment of the old Roosevelt School. The reality of adaptive reuse is that due to a number of valid reasons, many complex decisions are necessarily decided verbally in the field by qualified individuals rather than in more traditional meeting room settings with paper and pen. Below is a list of minor changes that were required to accomplish our goals of seeing Roosevelt Reimagined:

1. Reduced number of units: Always designed as owner occupied units, we gave residents an opportunity to customize their living space. The result is that it reconfigured our unit count from 23 to 20 condos.
2. Parking structure size reduction: Given the reduced number of units (see above), and the “pedestrian orientation” of many of the unit owners (due in part to the Roosevelt’s conveniently close location to downtown, ISU, bus lines and Mary Greeley facilities) the number of parking structure spaces was correspondingly reduced from 31 to 25 which is compliant with city parking capacity code. In addition to reducing the demand for potentially underused building size and materials, one direct benefit of the reduction was a resulting increase in usable green space on the east/park side of the structure.
3. Parking structure windows: As construction of the project evolved it became clear the west elevation of the parking structure would be the most viewed side by unit owners and the east elevation the most viewed side by park patrons. Conversely, the north elevation is primarily only seen by quickly passing automobile traffic with no visual tie-in to the rest of the Roosevelt building and its design themes. However, simply by moving the windows originally planned for the north elevation around to the west and east sides, a natural tie in to the west and east facades of the original Roosevelt school building and its new large windows was created and provided enhanced architectural continuity.
4. Atrium materials: Balancing design considerations with structural engineering requirements, sometimes not apparent until construction has begun, often requires significant compromise. Such was the case with the reduction of glass surface area in the atrium area as the necessary approach to effectively connecting the new and existing structures together. Use of steel siding, complimentary in color and design to all connected structures, provided the most viable visual and engineered solution for this area while still allowing for soaring glass exposure in the atrium.

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**2519 CHAMBERLAIN ST, STE 101 AMES, IA 50014**

Phone: (515) 268.5485 Fax: (515) 268.8181

## Attachment A – Request for Amendments – Pg. 2

5. Landscape plan. Maintaining harmony with the new city park to the east of the Roosevelt while also forming a subtle, tasteful, yet clear boundary between public and private lands was a primary goal in the modified landscape plan. This new plan incorporates these minor modifications without substantially changing the original plan.

We appreciate your consideration of approving these changes within the demanding context of adaptively reusing a historically significant building and look forward to cooperatively working with you in the future as the project continues to evolve.

Respectively yours,

A handwritten signature in black ink, appearing to read "Dean Jensen". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

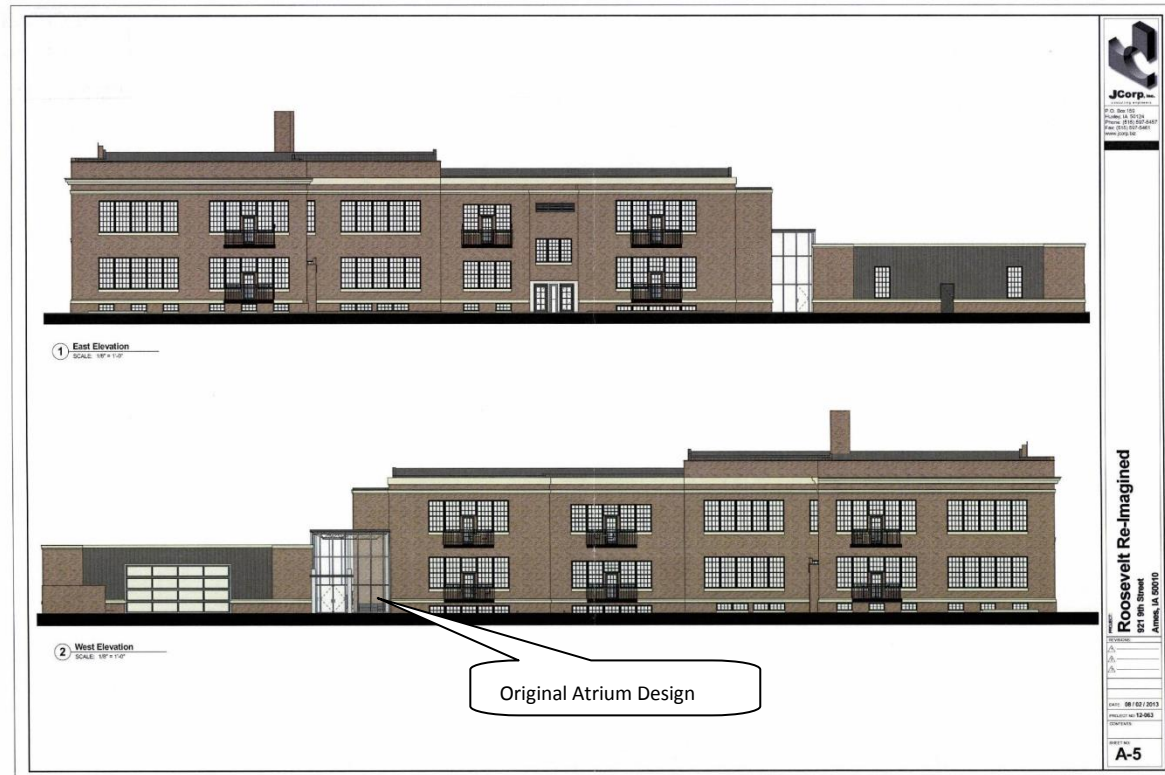
Dean Jensen  
RES Development, Inc.  
2519 Chamberlain – Suite 101  
Ames, IA 50010

# Attachment B – Approved Building Elevations



Project: **Roosevelt Re-imagined**  
 1821 8th Street  
 Phoenix, AZ 85010

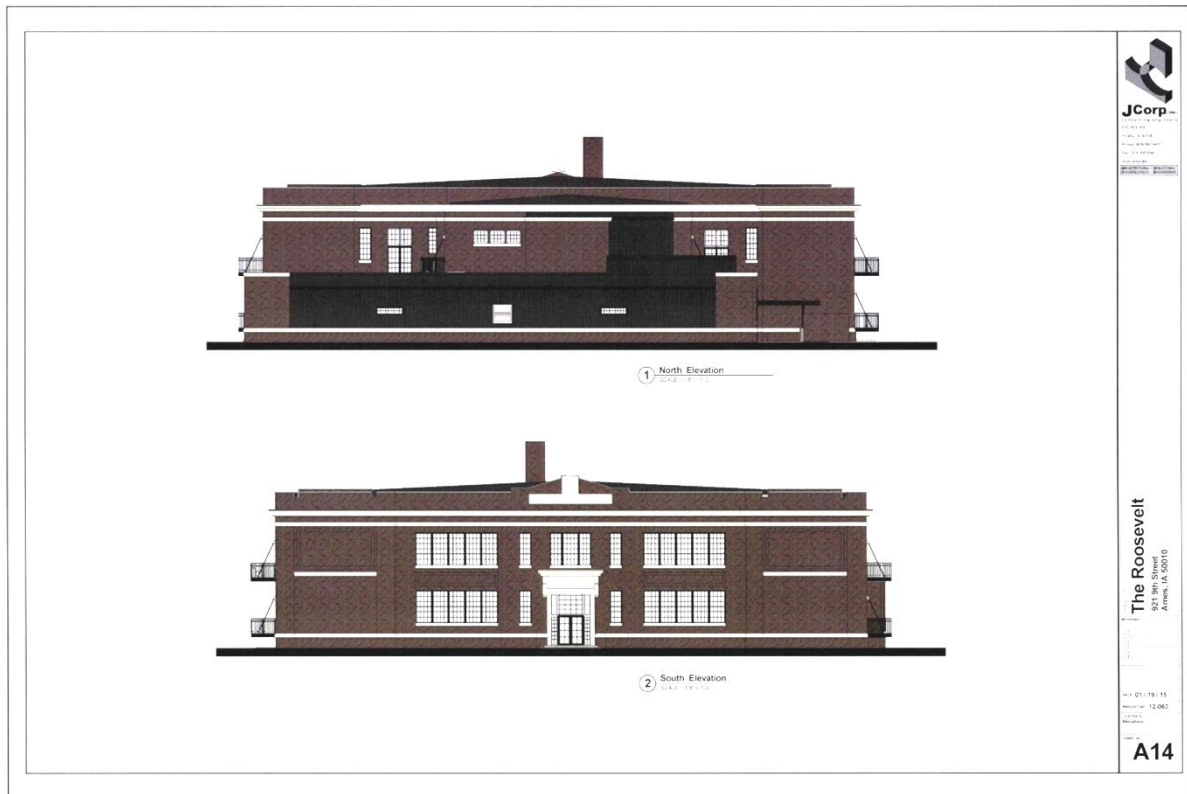
DATE: 08/02/2015  
 PROJECT NO: 13-003  
 SHEET NO: **A-4**



Project: **Roosevelt Re-imagined**  
 1821 8th Street  
 Phoenix, AZ 85010

DATE: 08/02/2015  
 PROJECT NO: 13-003  
 SHEET NO: **A-5**

# Attachment C – As-Built Building Elevations





Attachment D – Atrium as Constructed (West and East Sides)



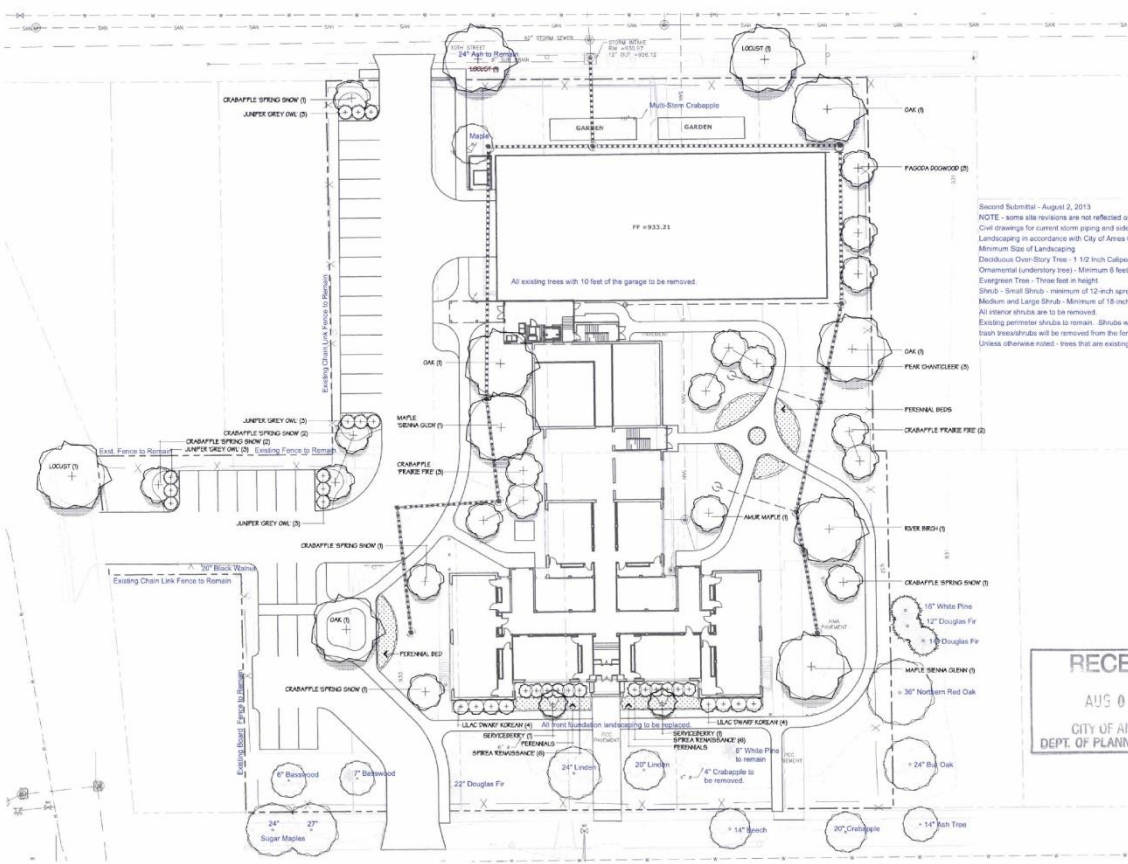
# Attachment E – Approved Landscape Plan

SHEET L.01



AMES, IOWA

**ROOSEVELT SCHOOL REDEVELOPMENT**



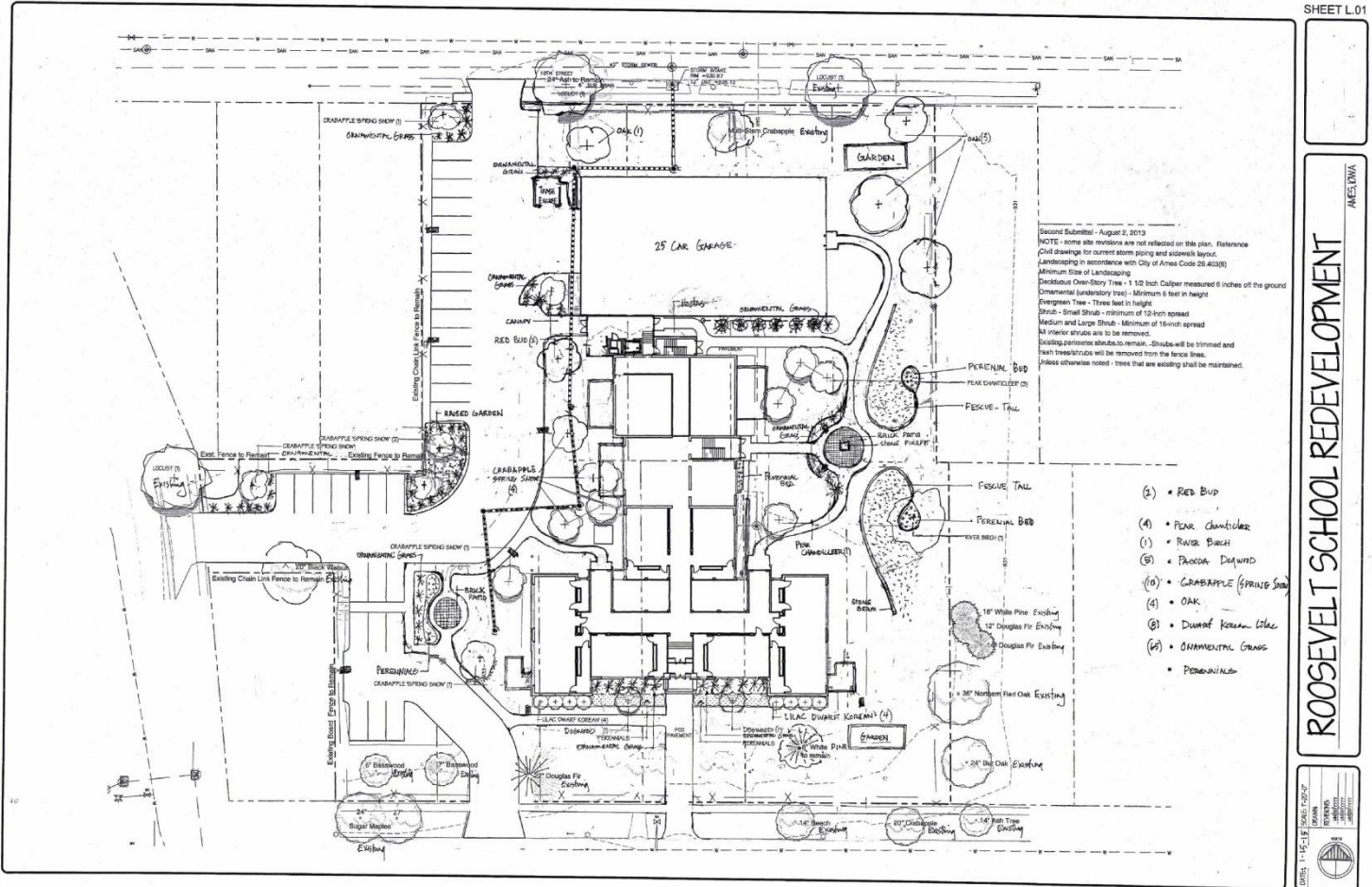
Second Submittal - August 2, 2013  
 NOTE: some site revisions are not reflected on this plan. Reference Civil Drawing for current storm piping and sidewalk layout. Landscaping in accordance with City of Ames Code 29.4C(3)(5) Minimum Size of Landscaping  
 Deciduous Over-Story Tree - 1 1/2 inch Caliper measured 6 inches off the ground  
 Ornamental (understory tree) - Minimum 6 feet in height  
 Evergreen Tree - Three feet in height  
 Shrub - Small Shrub - minimum of 12 inch spread  
 Medium and Large Shrub - Minimum of 18 inch spread  
 All interior shrubs are to be removed.  
 Existing perimeter shrubs to remain. Shrubs will be trimmed and lawn areas/mulch will be removed from the fence lines.  
 Unless otherwise noted, trees that are existing shall be maintained.

**RECEIVED**  
 AUG 02 2013  
 CITY OF AMES, IOWA  
 DEPT. OF PLANNING & HOUSING



# Attachment F – Revised Landscape Plan

SHEET L.01



ROOSEVELT SCHOOL REDEVELOPMENT  
AMES, IOWA



Attachment G – East & West Parking Structure Facades





Attachment H – North Façade of Parking Structure



Attachment H – North & East Façades of Parking Structure





Attachment I – Landscape Area North of Parking Structure



**COUNCIL ACTION FORM****SUBJECT: WATER MAIN EASEMENT VACATION AT 230 SOUTH DUFF AVENUE****BACKGROUND:**

The property owner is in the process of developing the lot at 230 South Duff Avenue (northeast corner of South Duff Ave and SE 3<sup>rd</sup> Street). The lot currently has a 12" water main that runs from east to west through the middle of the lot. Attachment A shows the existing lot, water main, and easement.

The configuration of the proposed building would be in conflict with the water main. The main needs to be relocated and placed in a new easement or to be abandoned with the existing easement vacated. Staff has evaluated the water main in the location and determined that there is no need to have this level of redundancy within the water system in this area. The lot can be served from existing mains on both the east and west sides of the property. Thus, the main can be abandoned and the easement vacated without any negative consequences. The developer will be responsible for the costs related to the abandonment of the existing main.

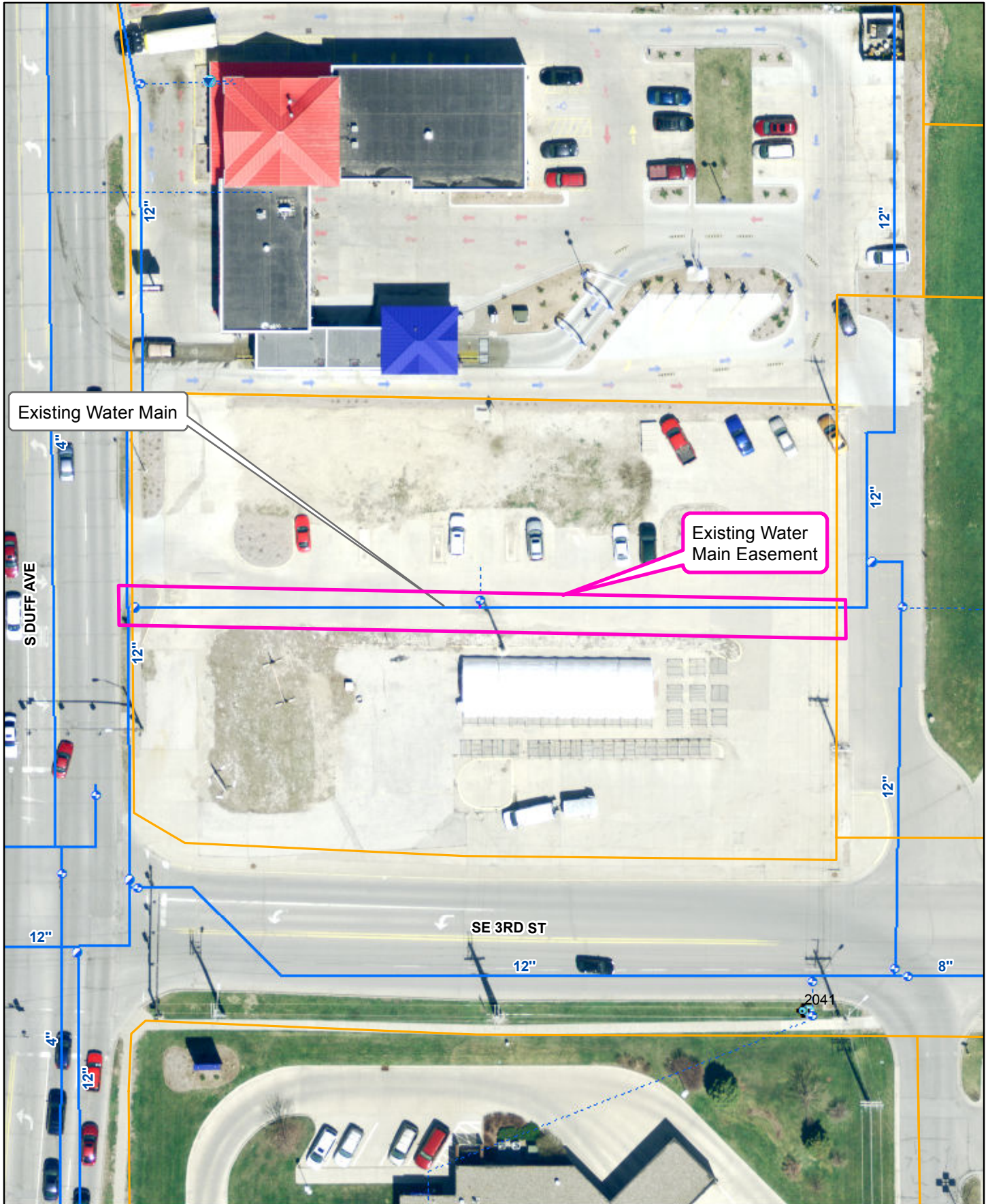
**ALTERNATIVES:**

1. Set January 27, 2015, as the date of public hearing for the proposed vacation of the existing water main easement at 230 South Duff Avenue.
2. Direct staff to pursue other options.

**MANAGER'S RECOMMENDED ACTION:**

Since the main is no longer required for redundancy and the lot can be served from other mains adjacent to the site, abandoning the main and vacating the easement will allow the property owner to develop the property in a more cost effective manner.

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



Existing Water Main

Existing Water Main Easement

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.



230 South Duff  
Water Main Easement  
Attachment A



Scale: 1 in = 50 ft  
Date: 12/12/2014

**COUNCIL ACTION FORM**

**SUBJECT: NORTH DAKOTA WATER TOWER DEMOLITION**

**BACKGROUND:**

The North Dakota Avenue Water Tower was constructed in 1962. In 2003, the City's water distribution system was divided into two pressure zones. This change was necessitated by growth in the west and southwest portions of Ames, and allowed the City's water utility to better regulate water pressure in these areas.

Options for reusing North Dakota tower were analyzed as part of the pressure zone study. Unfortunately, the North Dakota tower was not at an elevation to be of beneficial use to the City after the two pressure zones were created. The tower has not been used for water storage and has stood empty for the past 10 years.

On November 25, 2014, City Council issued a notice to bidders for removal of the North Dakota Water Tower. Bids were opened on January 14, 2015. The two bids received are summarized below.

<b>Bidders</b>	<b>Total Project Bid Price</b>
Iseler Demolition, Inc.	\$54,770
Boulder Contracting, LLC.	\$82,000

The FY 2014/15 Water Plant CIP includes \$100,000 for decommissioning this water tower.

Once a schedule is confirmed with the contractor, door hangers will be distributed to the adjacent property owners in this neighborhood. Updates will be provided on the City's website and on social media throughout the project. Once the decommissioning is complete, the City will continue to provide maintenance and upkeep to the property.

**ALTERNATIVES:**

1. Award a contract for demolition of the North Dakota Water Tower to Iseler Demolition, Inc. of Romeo, MI in the amount of \$54,770.
2. Do not award a contract at this time.

**MANAGER'S RECOMMENDED ACTION:**

The decommissioning of the North Dakota Water Tower has been identified in the City's Capital Improvements Plan for several years. The tower has been empty for 10 years and no longer has a beneficial use for the community. This project has been delayed several years. However, it is important to conduct the decommissioning before the tower becomes an aesthetic or safety hazard.

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



**COUNCIL ACTION FORM**

**SUBJECT: CONTROLS AND RELAYING PANELS FOR 69KV SUBSTATIONS – DAYTON AND STANGE ELECTRIC SUBSTATIONS**

**BACKGROUND:**

On December 9, 2014, City Council approved preliminary plans and specifications for the Controls and Relaying Panels for the Dayton and Stange Substations.

Bid documents were issued to twenty 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. It was also sent to one planroom.

On January 15, 2015, eight bids were received as shown below:

BIDDER	DAYTON	STANGE	TOTAL
Schweitzer Engineering Laboratories Pullman, WA	\$104,929.27	\$120,947.17	\$225,876.44
Harold K. Scholz Company Ralston, NE	\$129,093.00	\$146,253.00	\$275,346.00
Tri-City Electric Company of Iowa Davenport, IA	\$137,441.81	\$151,835.92	\$289,277.73
Eaton Corporation Omaha, NE	\$129,016.84	\$172,023.08	\$301,039.92
Energis High Voltage Resources, Inc. Green Bay, WI	\$139,068.63	\$171,944.69	\$311,013.32
Saginaw Power & Automation Saginaw, MN	\$163,372.00	\$189,588.00	\$352,960.00
Integrity Integration Resources Plano, TX	\$219,517.09	\$231,431.48	\$450,948.57
Electrical Power Products, Inc. Des Moines, IA	Non-responsive. Did not sign Bid Form.		

Electric Services staff reviewed the bids with an engineer from Black & Veatch Corporation. After the initial evaluation, they determined that the bid submitted by Electrical Power Products, Inc. was non-responsive because they did not sign their bid. The remaining bids were then evaluated, and it was determined that the apparent low bid submitted by Schweitzer Engineering Laboratories of Pullman, WA in the amount of \$225,876.44 (inclusive of Iowa sales tax) is acceptable.



The Engineer's estimate of the cost for this phase of the project is \$279,000. The approved FY2013/14 CIP for Electric Services includes \$1,700,000 for engineering, materials, and replacement of the Ames Plant Switchyard Relays and Controls which includes these breakers.

To date, the overall project budget has the following items encumbered:

<b>\$1,700,000.00</b>	<b>Amount Budgeted for the Total Project</b>
\$162,200.00	Encumbered Engineering for Ames Plant Switchyard (includes change orders 1 and 2)
\$56,377.35	Actual cost for SF6 circuit breakers
\$122,502.60*	Actual cost for electrical materials (*Includes applicable sales taxes to be paid directly by Ames to the State of Iowa)
\$198,469.55	Actual cost for Ames Plant Substation control panels.
\$395,163.40	Actual cost for materials installation phase for the Ames Plant Switchyard Project (includes change order 1, 2 & 3)
\$98,755.20	Actual cost for Control Panels for Haber Road Substation (includes change order 1)
\$160,435.00	Actual cost of Ames Plant area commissioning
\$123,688.30	Encumbered Engineering for Dayton Avenue and Stange Road Substation Relay and Control Panels (includes change orders 1 and 2)
<b>\$225,876.44</b>	<b>Actual cost for Controls and Relaying Panels for the Dayton and Stange Substations (pending City Council approval of award for this agenda item)</b>
<b><u>\$1,543,467.86</u></b>	<b>Total committed</b>
\$156,532.16	Amount uncommitted (There are no other known material or construction work costs on this project)

**ALTERNATIVES:**

1. Award a contract to Schweitzer Engineering Laboratories, Pullman, WA, for the Controls and Relaying Panels for Dayton and Stange Substations in the amount of \$225,876.44 (inclusive of Iowa sales tax).

2. Reject all bids and delay the purchase of equipment for this project.

**MANAGER'S RECOMMENDED ACTION:**

These projects are necessary for Electric Services to continue providing safe, reliable service to the customers in the City. By installing these modern, programmable relays and updated controls in these locations, long-term reliability will be improved. The active bidding process has identified a very competitive cost for these materials.

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

**COUNCIL ACTION FORM**

**SUBJECT: 2014/15 CONCRETE PAVEMENT IMPROVEMENTS CONTRACT #1  
(HAYWARD AVENUE - HUNT STREET TO LINCOLN WAY)**

**BACKGROUND:**

This annual program is to remove and replace concrete street sections that have deteriorated. Removal and replacement of concrete street sections provides enhanced rideability to residents and visitors.

The 2014/15 program locations are Hayward Avenue (Hunt Street to Lincoln Way), Ridgewood Avenue (9<sup>th</sup> Street to 13<sup>th</sup> Street), and 9<sup>th</sup> Street (Northwestern Avenue to Brookridge Avenue). Work will consist of concrete pavement reconstruction, storm sewer intake replacement, sanitary sewer manhole replacement, and sanitary sewer main repairs. The water main on Hayward Avenue, Ridgewood Avenue, Park Way (Ridgewood Avenue to Brookridge Avenue) and 9<sup>th</sup> Street (Ridgewood Avenue to Brookridge Avenue) will also be replaced as part of this program.

**This specific project is for the improvements on Hayward Avenue.** The project will include pavement removal and replacement from Hunt Street to Lincoln Way, storm sewer improvements, sanitary sewer improvements, water main replacement, installation of ADA compliant pedestrian facilities, and replacement of the section of the box culvert beneath Hayward Avenue. Staff held a project information meeting with area businesses and property owners to receive input on the project timing and staging, and many of the comments received were implemented into the project design. A few specific comments that were implemented into the design are improving street lighting through the corridor, providing temporary connections between parking lots to accommodate access to impacted property owners and phasing the project to maintain access to one of the intermodal facility's driveways to allow for buses to exit the facility at all times.

On January 21, 2015, bids for this project were received as follows:

<b><i>Bidder</i></b>	<b><i>Bid Amount</i></b>
Engineer's estimate	\$855,240
Con-Struct, Inc.	\$1,035,707.45

In analyzing the bid received, the increase in cost beyond the engineer's estimate is mostly associated with removal and replacement of the existing box culvert at College Creek, as well as the general costs of concrete pavement. The economic recovery and

increased development activity has created an increase in construction projects for the contractors, which has led to an escalation in bid prices above the City's recent experience.

Adding the sole bid price of \$1,035,707.45 to estimated engineering and construction administration costs of \$205,000 brings **total estimated costs to \$1,240,707.45.**

Funding for this program was programmed in the amount of \$1,655,000 in General Obligation Bonds (G.O. Bonds), \$50,000 in Road Use Tax funds and \$21,000 in Electric Utility funds. This specific project on Hayward will utilize **\$600,000** in G.O. Bonds, **\$50,000** from Road Use Tax funds, and **\$21,000** from the Electric Utility fund. Additional funding is available in the amount of **\$130,000** from the 2014/15 Water System Improvements Program (Water Utility fund), **\$177,000** from the 2014/15 Storm Sewer Improvements (Storm Utility fund) and **\$300,000** from savings in the 2011/12 Asphalt Pavement Improvement program (see next paragraph). This brings **total project funding to \$1,278,000.** The remaining \$1,055,000 in 2014/15 G.O. Bonds will be utilized on the other program locations (Ridgewood Avenue and 9<sup>th</sup> Street).

Staff anticipates approximately \$750,000 in savings in the 2011/12 Asphalt Pavement Improvements Program which was planned for Ironwood Court. The project was originally planned as a full depth replacement with complicated construction phasing. Staff was able to implement a different construction technique (cold in place pavement recycling) which also allowed traffic to be maintained, thereby saving significant cost.

**ALTERNATIVES:**

1. a. Accept the report of bids for the 2014/15 Concrete Pavement Improvements #1 (Hayward Avenue).  
  
b. Approve the final plans and specifications for this project.  
  
c. Award the 2014/15 Concrete Pavement Improvements #1 (Hayward Avenue) to Con-Struct, Inc. of Ames, Iowa, in the amount of \$1,035,707.45.
2. a. Accept the report of bids for the 2014/15 Collector Street Pavement Improvements (West Street & Woodland Street).  
  
b. Reject award and direct staff to modify the project for a future bid letting.
3. Do not proceed with the project at this time.

**MANAGER'S RECOMMENDED ACTION:**

By awarding this project, it will be possible to move forward with the reconstruction of this street during early spring/summer 2015. This will meet the requests of the majority of the businesses to have the work completed prior to the start of ISU's fall semester. Delay of award could result in construction on Hayward Avenue being delayed, thus continuing into the fall ISU semester and impacting students and the Intermodal Facility.

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

## Staff Report

**Council Referral from Collegiate Presbyterian  
Church regarding 14/15 Collector Street Pavement  
Improvements (West & Woodland Streets)**

January 27, 2015

**BACKGROUND**

On December, 22, 2014, Engineering staff, CyRide staff, and the street improvement project consultant, Civil Design Advantage (CDA), met with board members of Collegiate Presbyterian Church (CPC), located at 159 North Sheldon Avenue, to discuss seven concerns related they had identified related to this street improvement project. Those items are shown below:

1. CyRide bus problems with the current layout – causing cars to cut through CPC parking lot
2. Metered parking on West Street coupled with item 1 causes a problem
3. Turning radii are not appropriate for buses especially causing the incorrect use of lanes
4. Drainage across the sidewalks
5. Bike paths?
6. Construction during time other than summer
7. Number of stalls needed to be taken by construction?

The above issues were discussed during the December 22<sup>nd</sup> meeting and were addressed as follows:

1. CyRide buses have difficulty making the turning movement from northbound on Hyland Avenue to eastbound on West Street without having to make a wide turn, thus veering into the westbound lane on West Street. When a vehicle is stopped westbound on West Street, a bus northbound on Hyland Avenue is not able to make this wide turn. Thus, the bus must wait until the westbound lane is clear to make this turn. Major backup problems on Hyland Avenue are then caused by waiting buses, resulting in traffic seeking alternate routes, including cut-through traffic in the CPC parking lot. The curb radius for these turns was improved with the new design. However, this may not alleviate all bus turning challenges since on-street parking locations also contribute to these issues.
2. Metered parking on West Street between Hyland and Sheldon Avenues coupled with item #1 is adding to the congestion on Hyland Avenue and West Streets. When the three parking stalls are occupied, buses are unable to pull next to the curb to load/unload passengers, thus blocking the eastbound lane and causing



traffic to back up. Since revisions to existing parking would normally be requested by the affected property owner, CPC thus wrote their letter to the City Council.

3. The CPC has stated they may be agreeable to granting an easement to accommodate a larger radius in the southeast quadrant of Hyland Avenue and West Street intersection. The current design radius has been improved from 25 feet to 30 feet; but a larger design radius is needed to fully accommodate bus the turning movement.
4. Generally the only sidewalk work anticipated to be completed will be at the street intersections to construct ADA compliant pedestrian ramps. The grade from the existing sidewalk to the back of curb is designed to shed water to the street. Any additional sidewalk work would be the responsibility of the adjacent property owner, and will be their responsibility to coordinate and complete should they choose. This has been a consistent policy/procedure on other public projects.
5. Bike paths are not anticipated to be added to this corridor due to the narrow right-of-way constraints, on-street parking, and bus stops. This corridor is not currently planned to be a location to implement bike paths. However, the Ames Area Metropolitan Planning Organization is currently seeking public input as it updates its Long Range Transportation Plan, which will identify locations for future paths.
6. Construction is anticipated to start, weather pending, as soon as possible in the spring of 2015. ISU's preference is for construction to begin during the spring semester rather than finish during the fall semester. Students are more familiar with the area in the spring semester, having been around campus for several months. This contrasts with the fall semester, when more students have just moved to Ames and are unfamiliar with how to navigate around the campus and the community.
7. The small parking lot on the north side of the CPC would be inaccessible during the construction adjacent to the church property. In addition, the three metered parking stalls adjacent to the church on West Street would also be unavailable during construction.

Following the December 22<sup>nd</sup> meeting, the CPC board drafted a letter to City Council on January 5, 2015, reiterating these same issues that were discussed (noted above). The letter was referred to staff at the January 13, 2015 City Council meeting. The letter requested that the metered parking stalls be removed and no other parking be allowed in the block of West Street between Sheldon and Hyland Avenues. Additionally CPC has requested that the City work with CDA to address the previously listed seven items.

## **OPTIONS**

The City Council may consider the following options:

### **Option 1**

Accept the report and, based on staff's recommendation, City Council may

accept the request to **remove the three metered parking stalls along West Street** between Hyland Avenue and Sheldon Avenue.

Should this option be chosen, the meters will be removed during the 2014/15 Collector Street Pavement Improvement project and will not be reinstalled.

### **Option 2**

Accept the report and, based on staff's recommendation, City Council may accept the request to **complete plan revisions to accommodate a larger radius** in the southeast quadrant of the Hyland Avenue/West Street intersection as an extension of plan quantities during construction.

Should this option be chosen, staff will work with the project consultant to complete plan revisions, which will accommodate a larger turning radius in the southeast quadrant of the Hyland Avenue/West Street intersection.

### **Option 3**

The City Council may proceed with a **combination** of Option 1 (removal of the three parking stalls) and Option 2 (revise the design through a future change order to accommodate a larger turning radius).

### **Option 4**

Accept the report and **deny** the request to remove the three metered parking stalls along West Street between Hyland Avenue and Sheldon Avenue and do not direct staff to complete plan revisions to accommodate a larger radius in the southeast quadrant of the Hyland Avenue/West Street intersection.

## **STAFF COMMENTS**

Staff has reviewed the request to remove the three metered parking stalls on West Street between Hyland Avenue and Sheldon Avenue. Looking at the parking meter collection reports, the three stalls generated weekly revenue of \$34.73 (\$1,805.86 annually) in 2014. The City wide weekly average of parking meter revenue was \$5,036 in 2014. These three meters generate roughly 0.7% of the total revenue generated City wide. Additionally, when the Sheldon Avenue pavement improvement project was completed in 2014, two new stalls were added along Sheldon Avenue between West Street and Hyland Avenue. **If the three parking spaces are removed on West Street as part of this project, there would have been a net loss of one metered parking stall in this West Campus Parking area.**

The request to improve the turning radius for the southeast quadrant would generate additional (re)design and easement acquisition costs to complete the necessary plan revisions for the intersection radius, pedestrian ramp, bus stops and to create a permanent sidewalk easement plat. This (re)design change order would cost

approximately \$3,250. The cost of additional construction material to make these changes has not been calculated since plan revisions are needed first. Those additional costs are anticipated to be minimal if added to the project. Due to the timing of CPC's request to adjust the radius of the southeast quadrant and the anticipated bid letting date, staff's preference is to analyze this request considering all preferred changes (metered parking stalls and bus stop locations), and then proceed with a plan revision and design change after the construction process is initiated.

Public Works and CyRide staff are jointly working to identify the best bus stop locations on the north and south sides of West Street between Hyland and Sheldon Avenues.

**Considering traffic congestion, CPC's request, and the meter collection reports, staff can support the request to remove the three metered parking stalls to reduce traffic congestion on West Street, thus also anticipating the reduction of cut-thru traffic through the CPC parking lot. Staff also can support proceeding with plan revisions to accommodate the larger turning radius in the southeast quadrant of the Hyland Avenue/West Street intersection as an extension of plan quantities during construction. Public Works and CyRide staff together will determine the final bus stop locations.**

**COUNCIL ACTION FORM**

**SUBJECT: 2014/15 COLLECTOR STREET PAVEMENT IMPROVEMENTS  
(WEST STREET & WOODLAND STREET)**

**BACKGROUND:**

This annual program is for reconstruction or rehabilitation of collector streets to restore structural integrity, serviceability, and rideability. The 2014/15 program locations are West Street (Sheldon Avenue to Hillcrest Avenue) and Woodland Street (West Street to Forest Glen). This project will include removal of the existing pavement and replacement with new concrete pavement, storm sewer improvements, water main improvements, sanitary sewer repairs, and installation of ADA compliant pedestrian facilities. Construction is anticipated during late spring/summer 2015.

City staff and the design consultant, Civil Design Advantage (CDA), held a project informational meeting including area residents, business owners, and Iowa State University (ISU). Coordination with these stakeholders was vital to developing a construction schedule that will minimize the impacts on ISU, businesses, and residents.

On January 21, 2015, bids for this project were received as follows:

<i><b>Bidder</b></i>	<i><b>Base Bid</b></i>	<i><b>Bid Alternate</b></i>	<i><b>Total Bid (Base + Alternate)</b></i>
Engineer's estimate	\$1,093,661.50	\$15,780.00	\$1,109,441.50
Con-Struct, Inc.	\$1,265,495.25	\$22,143.00	\$1,287,638.25

In analyzing the bid received, the increase in cost is mostly associated with traffic control, mobilization (likely due to utility work and staging) and the general costs of concrete pavement. The economic recovery and increased construction activity has created an increase in construction projects for the contractors, which has led to an escalation in bid prices. The bid alternate component provides for the replacement of a brick and mortar arch pipe beneath Woodland Street constructed most likely with the original street in the 1930s. Although this pipe is functioning today, the newly installed concrete pavement will have a life expectancy of 40-50 years, and staff determined this would be an opportune time to replace the section of pipe beneath the street. This would eliminate the potential need to remove newly installed concrete pavement to maintain this pipe in the future.

With the sole total bid (base + alternate) of \$1,287,638.25 along with estimated engineering and construction administration costs of \$230,000, **total estimated costs are \$1,517,638.25.**

Funding for this project was programmed in the amount of **\$1,205,000** from General Obligation Bonds (G.O. Bonds) and **\$35,000** from the Electric Utility Fund. Additional funding in the amount of **\$31,000** from the 2014/15 Water System Improvement Program (Water Utility fund), **\$88,000** from the 2014/15 Sanitary Sewer Rehabilitation Program (Sewer Utility fund), **\$11,000** from the 2014/15 Sidewalk Safety Program, **\$42,000** from 2014/15 Storm Sewer Improvements (Storm Utility fund) and **\$150,000** from savings on 2011/12 Asphalt Pavement Improvement Program will be utilized, bringing **total program funding to \$1,562,000.**

Staff anticipates approximately \$750,000 in savings in the 2011/12 Asphalt Pavement Improvements Program which was planned for Ironwood Court. The project was originally planned as a full depth replacement with complicated construction phasing. Staff was able to implement a different construction technique (cold in place pavement recycling) which also allowed traffic to be maintained, thereby saving significant cost.

The previous staff report identifies that a future (re)design change order and additional construction costs would be added in the future in order to implement the customer's request for a larger turning radius. The parking meters that were discussed only have revenue implications and will not be an additional cost to this project.

#### **ALTERNATIVES:**

1. a. Accept the report of bids for the 2014/15 Collector Street Pavement Improvements (West Street & Woodland Street).  
  
b. Approve the final plans and specifications for this project.  
  
c. Award the total bid (base + alternate) for the 2014/15 Collector Street Pavement Improvements (West Street & Woodland Street) to **Con-Struct, Inc. of Ames, Iowa**, in the amount of **\$1,287,638.25.**
2. a. Accept the report of bids for the 2014/15 Collector Street Pavement Improvements (West Street & Woodland Street).  
  
b. Do not award the project and direct staff to modify the project for a future bid letting.
3. Do not proceed with the project at this time.

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

Awarding this project now will make it possible to improve West Street and Woodland Street during the 2015 construction season. This schedule is based on combined coordination with ISU, local businesses, and property owners. In order to complete this project by fall semester move-in, ISU officials requested that the project be initiated during the spring semester. Delay of award could result in construction on West Street

continuing into the fall ISU semester and impacting students or the project being delayed an additional year.

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



**COUNCIL ACTION FORM**

**SUBJECT: 2014/15 CYRIDE ROUTE PAVEMENT IMPROVEMENTS PROGRAM  
(24<sup>th</sup> STREET & BLOOMINGTON ROAD)**

**BACKGROUND:**

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

The 2014/15 locations included for this program are 24<sup>th</sup> Street (Union Pacific Railroad to Northwestern Avenue) and Bloomington Road (Eisenhower Avenue west 500 feet). The work to be completed on 24<sup>th</sup> Street involves removal of the existing pavement and replacement with new concrete pavement, storm sewer improvements, sanitary sewer repairs, and installation of ADA compliant pedestrian facilities. Work to be completed on Bloomington Road involves a mill and overlay of the existing pavement and installation of ADA compliant pedestrian facilities. Construction is scheduled to be completed through an Iowa Department of Transportation (DOT) contract during late spring or summer 2015.

Because project funding includes Iowa DOT Surface Transportation Program (STP/MPO) funds, the contract must follow Iowa DOT schedules and be let by the Iowa DOT. On January 21, 2015, bids for this project were received as follows:

<b><i>Bidder</i></b>	<b><i>Bid Amount</i></b>
Engineer's estimate	\$1,215,458.08
Con-Struct, Inc.	\$1,650,000.01
Allied Manatts Group	\$1,876,288.88
Manatt's, Inc.	\$1,965,046.90
Concrete Technologies Inc.	\$2,089,135.00

In analyzing the bids received, the increase in cost is mostly associated with traffic control (likely due to staging), mobilization, and the general costs of concrete pavement. The economic recovery and increased construction activity has created an increase in construction projects for the contractors, which has led to an escalation in bid prices.

With the low bid of \$1,650,000.01, along with estimated engineering and construction administration costs of \$330,000, **total estimated costs would be approximately \$1,980,000.**

Funding for this project is programmed in the amount of **\$1,292,000** from STP/MPO funds, **\$525,000** from General Obligation Bonds (G.O. Bonds), and **\$15,000** from Electric Utility Funds. Additional funding is available in the amount of **\$150,000** from savings on 2011/12 Asphalt Pavement Improvement Program and **\$20,000** from the 2014/15 Sanitary Sewer Rehabilitation Program (Sanitary Sewer Fund), which would bring **total program funding to \$2,002,000.**

Staff anticipates approximately \$750,000 in savings in the 2011/12 Asphalt Pavement Improvements Program which was planned for Ironwood Court. The project was originally planned as a full depth replacement with complicated construction phasing. Staff was able to implement a different construction technique (cold in place pavement recycling) which also allowed traffic to be maintained, thereby saving significant cost.

### **ALTERNATIVES:**

1. a. Accept the report of bids for the 2014/15 CyRide Route Pavement Improvements (24<sup>th</sup> Street & Bloomington Road).  
b. Approve the final plans and specifications for this project.  
c. Award the 2014/15 CyRide Route Pavement Improvements (24<sup>th</sup> Street & Bloomington Road) to Con-Struct, Inc. of Ames, Iowa, in the amount of \$1,650,000.01.
2. a. Accept the report of bids for the 2014/15 CyRide Route Pavement Improvements (24<sup>th</sup> Street & Bloomington Road).  
b. Reject award and direct staff to modify the project for a future Iowa DOT bid letting.
3. Do not proceed with the project at this time.

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

These streets, which are primarily on CyRide routes, suffer from significant deterioration. By approving this project, the structural integrity of the designated streets will be restored during the 2015 construction season. Due to this project needing to be let by the Iowa DOT, delaying award will result in the project having to go through another Iowa DOT bid letting schedule. This could delay construction of the project, depending on the Iowa DOT's letting schedule.

Although the bid price is significantly higher than the engineer's estimate, it appears that increased construction activity has created a corresponding escalation in bid prices.

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