AGENDA REGULAR MEETING OF THE AMES CITY COUNCIL COUNCIL CHAMBERS - CITY HALL JUNE 23, 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.

CALL TO ORDER: 6:00 p.m.

PROCLAMATION:

1. Proclamation for Parks and Recreation Month, July 2015

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

- 2. Motion approving payment of claims
- 3. Motion approving minutes of Regular Meeting of June 9, 2015
- 4. Motion authorizing mayor to sign authorization requested by the Main Street Cultural District for military fly-over on July 4
- 5. Motion approving request from Young Professionals of Ames for Fireworks Permit for display from ISU Lot G7 on July 3, 2015, with a rain date of July 5, 2015
- 6. Motion approving 5-day (July 10-July 14) Class C Liquor License for Briggs Woods Golf Course at Reiman Gardens, 1407 University Boulevard
- 7. Motion approving new Special Class C Liquor License for Szechuan House, 3605 Lincoln Way
- 8. Resolution approving and adopting Supplement No. 2015-3 to Municipal Code
- 9. Resolution adopting New and Revised Fees pertaining to Ames Municipal Cemetery
- 10. Resolution approving request for additional .25 FTE in Library Customer Account Services Division
- 11. Resolution approving Report of Contract Change Orders for June 1-15, 2015
- 12. Resolution increasing the issuance of Essential Corporate Purpose General Obligation Bonds for 2015 in an amount not to exceed \$395,000 and setting the date of public hearing for July 14, 2015
- 13. Resolution approving Memorandum of Understanding with Story County to apply for grant funding under the 2015 Department of Justice, Office of Justice Programs, Edward Byrne Memorial Justice Assistance Grant Program and authorizing application
- 14. Resolution approving 2014/15 Contract for Human Services with American Red Cross
- 15. Resolution approving 2015/16 Contract with Iowa State University for Sustainability Advisory Services from July 1, 2015, through June 30, 2016 in an amount not to exceed \$25,000
- 16. Requests from Main Street Cultural District for Foodies & Brew on August 14, 2015:
 - a. Motion approving Blanket Temporary Obstruction Permit and Blanket Vending License
 - b. Resolution approving closure of the 400 block of Douglas Avenue from 12:00 p.m. to 2:00 a.m. and closure of the 200 block of 5th Street from 3 p.m. to 2 a.m.
 - c. Resolution approving closure of 13 metered parking spaces on the 400 block of Douglas Avenue from 9:00 a.m. Friday to 2:00 a.m. Saturday and closure of 29 metered parking spaces on the 200 block of Fifth Street from 3:00 p.m. Friday to 2:00 a.m. Saturday

- 17. Resolution approving Certificate of Consistency with City's 2014-2018 CDBG Consolidated Plan on behalf of Non-Profit Organizations Receiving Emergency Shelter Grant Funds
- 18. Resolution waiving formal bidding requirements and approving software maintenance contract with Sungard/HTE for joint public safety network
- 19. Resolution waiving formal bidding requirements and approving software maintenance contract with Sungard/HTE for Information Services
- 20. Resolution awarding contract to OneNeck IT Solutions of Urbandale, Iowa, for Replacement of Core Enterprise Network Infrastructure in the amount of \$100,869.43
- 21. Resolution approving preliminary plans and specifications for Control Room Installation General Work Contract; setting July 22, 2015, as bid due date and July 28, 2015, as date of public hearing
- 22. Resolution approving preliminary plans and specifications for Mechanical Installation General Work Contract for Power Plant Fuel Conversion; setting July 23, 2015, as bid due date and July 28, 2015, as date of public hearing
- 23. Resolution approving preliminary plans and specifications for 2014/15 Downtown Street Pavement Improvements (5th Street Burnett to Grand); setting July 22, 2015, as bid due date and July 28, 2015, as date of public hearing
- 24. Resolution approving preliminary plans and specifications for 2014/15 Sanitary Sewer Rehabilitation (Manhole Rehabilitation Basins 1 & 5); setting July 22, 2015, as bid due date and July 28, 2015, as date of public hearing
- 25. Resolution approving contract to Electronic Engineering Co. to provide 800-MHZ trunked radio equipment, pagers, and related equipment and services for City departments from July 1, 2015, through June 30, 2017
- 26. Resolution awarding contract to Neese, Inc., of Grand Junction, Iowa, for Zetor Proxima Power 120 Tractor and optional equipment (for Public Works Grounds), as part of Fleet Replacement Program, in the amount of \$64,850
- 27. Resolution awarding contract to Murphy Tractor and Equipment of Des Moines, Iowa, for John Deere 644K Hybrid Wheel Loader and extended warranty (for Resource Recovery) as part of Fleet Replacement Program in the amount of \$272,137
- 28. Resolution approving contract and bond for Grant Avenue (Hyde Avenue) Pavement Improvements
- 29. Resolution approving Change Order No. 1 to Cornerstone Commissioning, Inc., of Boxford, Massachusetts, for LEED Commissioning for Public Library in the amount of \$17,800
- 30. Resolution approving Change Order No. 1 to Stock Equipment Company of Chagrin Falls, Ohio, for Precipitator Control Replacement in the amount of \$19,414.08
- 31. Resolution approving Change Order No. 2 to Custodial Services for City Hall Contract with Klean Rite
- 32. Resolution accepting partial completion and lessening security for South Fork Subdivision, 7th Addition
- 33. Resolution accepting final completion of Fire Station #3 HVAC Modifications
- 34. Resolution approving Plat of Survey for 307 Ash Avenue
- 35. Resolution approving Plat of Survey for 413 Northwestern Avenue and 910 and 914-5th Street

<u>PUBLIC FORUM</u>: 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.

PUBLIC WORKS:

36. Staff Report for water service connection fee waiver for 230 South Dayton Avenue

PLANNING & HOUSING:

- 37. McFarland Subdivision:
 - a. Resolution approving Development Agreement
 - b. Resolution approving Minor Final Plat
- 38. Motion directing staff to proceed with Land Use Policy Plan Update Request for Proposals

ADMINISTRATION:

39. Discussion of Staff Report pertaining to e-cigarettes

HEARINGS:

- 40. Hearing on Electric Services Unit #7 Crane Repair:
 - a. Motion accepting report of bids and delaying award of contract
- 41. Hearing on Ames Municipal Airport Terminal Building and Hangar (Phase 1: Site Work):
 - a. Motion accepting report of bids and delaying award of contract

ORDINANCE:

- 42. Second passage of ordinance revising Regular Council meeting time
- 43. Third passage and adoption of ORDINANCE NO. 4220 making a Zoning Text Amendment to exclude parking structures from the definition of Floor Area Ratio (FAR)
- 44. Third passage and adoption of ORDINANCE NO. 4221 making a Zoning Text Amendment to allow for a Lincoln Way Mixed-Use Overlay Zone

CLOSED SESSION:

45. Motion to hold Closed Session as provided by Section 21.5(1)c, *Code of Iowa*, to discuss matters presently in litigation

ADJOURNMENT:

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

MINUTES OF THE REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA JUNE 9, 2015

The Regular Meeting of the Ames City Council was called to order by Acting Mayor Peter Orazem at 6:00 p.m. on the 9th day of June, 2015, in the City Council Chambers in City Hall, 515 Clark Avenue. Present were Council Members Gloria Betcher, Amber Corrieri, Tim Gartin, and Chris Nelson. *Ex officio* Member Sam Schulte was also present. Mayor Campbell and Council Member Matthew Goodman were absent.

PRESENTATION OF LIFE-SAFETY AWARDS BY POLICE DEPARTMENT: Police Chief Chuck Cychosz expressed the importance of the Department's Automated External Defibrillator (AED) Program and gave summaries of incidents that had occurred in the past few months that demonstrated its impact on members of the community. According to Chief Cychosz, there have been 36 AED deployments since 2012.

Chief Cychosz recognized the following members of the Ames Police Department for taking life-safety actions:

<u>Kurt Kruger</u>: Commendation Award for responding to a report of a man not breathing and appearing to be having a heart attack. Officer Kruger deployed the AED and performed chest compressions; after which the victim's heart started to beat on its own. The victim was transported to Mary Greeley Medical Center. The Department was informed that the victim has made a full recovery.

<u>Dan Walter, Heath Ropp, and Amber Christian</u>: Commendation Awards for responding to a report of an unresponsive female. Within two minutes of the call, Lieutenant Walter, Sergeant Ropp, and Officer Christian had attached the AED to the victim and continued life-saving measures until the victim started breathing again. It was later learned that the victim survived the incident.

<u>Nate Rivera</u>: Commendation Award for assessing the severity of an injured victim and applying a tourniquet to the wound. Medical personnel stated that if it had not been for the application of the tourniquet by Officer Rivera, the person would likely have died from blood loss.

<u>Scott Clewell</u>: Meritorious Service Award for being a leader in training the Department in the use of AED and First Aid/CPR since 2012 when AEDs were first deployed. This training has led to a number of lives being saved in the community. Officer Clewell's performance was above and beyond his basic work assignment.

<u>Maggie Moody and Karla Hobbs</u>: Letters of Appreciation for iniating Emergency Medical Protocols for cardiac arrest and dispatching appropriate resources to the scene after receiving a call of an unresponsive female. The victim survived the incident.

<u>Danny White</u>: Outstanding Citizen Award. Mr. White was a customer at a local restaurant when he noticed another customer appeared to be having a medical issue and quickly responded. Mr. White assessed the situation, and began performing CPR until relieved by Ames Police officers.

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

- 1. Motion approving payment of claims
- 2. Motion approving minutes of Regular Meeting of May 26, 2015, and Special Meeting of May 19, 2015

- 3. Motion approving certification of civil service applicants
- 4. Motion approving Report of Contract Change Orders for May 16-31, 2015
- 5. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class A Liquor w/ Outdoor Service Green Hills Residents' Association, 2200 Hamilton Drive #100
 - b. Class E Liquor, C Beer, and B Wine AJ's Liquor, 4518 Mortensen #109
 - c. Class E Liquor, C Beer, & B Wine Kum & Go #200, 4510 Mortensen Road
 - d. Class E Liquor, C Beer, & B Wine Kum & Go #214, 111 Duff Avenue
 - e. Class E Liquor, C Beer, & B Wine Kum & Go #215, 4506 Lincoln Way
 - f. Class E Liquor, C Beer, & B Wine Kum & Go #216, 203 Welch Avenue
 - g. Class E Liquor MMDG Spirits, 126A Welch Avenue
 - h. Class C Liquor Texas Roadhouse, 519 South Duff Avenue
 - i. Special Class C Liquor Hickory Park, 1404 South Duff Avenue
- 6. Motion approving Ownership Change of Class C Liquor License for Fuji Japanese Steakhouse, 1614 South Kellogg Avenue, Ste. 101
- 7. Motion approving 5-day (June 24-June 28) Special Class C Liquor License for Global Reach Internet Productions at CPMI Event Center, 2321 North Loop Drive
- 8. Motion approving 5-day (June 13-June 17) Special Class C Liquor License for Olde Main at Reiman Gardens, 1407 University Boulevard
- 9. Motion approving 5-day (June 10-June 14) Special Class C Liquor License for Olde Main at Hansen Ag. Student Learning Center, Iowa State University Campus
- 10. Motion approving 5-day (June 13-June 17) Special Class C Liquor License for Burgie's Coffee and Tea at ISU Alumni Center, 420 Beach Avenue
- 11. Motion approving 5-day (June 25-29) Special Class C Liquor License for Olde Main at Reiman Gardens, 1407 University Boulevard
- 12. Motion approving Ownership Change of Class C Liquor License for Red Lobster, 1100 Buckeye Avenue
- 13. 4th of July Activities:
 - a. RESOLUTION NO. 15-346 approving closure of Clark Avenue between 5th Street and 6th Street from 5:00 p.m. on Friday, July 3, until conclusion of parade on July 4 for City Council Community Pancake Breakfast
 - b. Motion approving blanket Temporary Obstruction Permit for MSCD from 8:00 a.m. to 2:00 p.m. on July 4
 - c. RESOLUTION NO. 15-347 approving waiver of utility fees for use of outlets
 - d. Parade on Saturday, July 4:
 - i. RESOLUTION NO. 15-348 approving closure of portions of Main Street, Northwestern Avenue, Fifth Street, Douglas Avenue, Burnett Avenue, Kellogg Avenue, Clark Avenue, Allan Drive, and Pearle Avenue from 6:00 a.m. until end of parade
 - ii. RESOLUTION NO. 15-349 approving closure of Parking Lot MM, Depot Lots V and TT, and south half of Parking Lot M from 6:00 a.m. to 2:00 p.m.
- 14. RESOLUTION NO. 15-350 adopting new and revised fees
- 15. RESOLUTION NO. 15-351 deaccessioning two pieces of artwork (sculptural pieces, concrete pad, and terra cotta inserts) located at Lincoln Way and Marshall Avenue and West Lincoln Way and South Oak Street
- 16. RESOLUTION NO. 15-352 approving 2015/16 Human Services Contract with Heart of Iowa Regional Transit Agency (HIRTA)
- 17. RESOLUTION NO. 15-353 approving 2015/16 contract with Ames Economic Development Commission for economic development services
- 18. RESOLUTION NO. 15-354 approving three-year contract with HIRTA for CyRide Dial-A-Ride Bus Service

- 19. RESOLUTION NO. 15-355 approving TSIP Agreement with Iowa Department of Transportation for West Lincoln Way Improvements (Lincoln Way/Franklin Avenue)
- 20. RESOLUTION NO. 15-356 canceling License Agreement between the City and Chicago & Northwestern Railway Company (currently known as the Union Pacific Railroad) for Electric Services
- 21. Insurance Renewals:
 - a. RESOLUTION NO. 15-357 approving one-year extension of agreement with Willis of Illinois for brokerage services
 - b. RESOLUTION NO. 15-358 approving 2015/16 Annual Premium for Power and Municipal properties, brokered by Willis
 - c. RESOLUTION NO. 15-359 approving coverage brokered by Holmes Murphy & Associates (with coverage provided by Midwest Employers Casualty Company) for Excess Workers Compensation Insurance
- 22. RESOLUTION NO. 15-360 approving closure of 100 block of Welch Avenue for installation of mechanical equipment at 2422 Lincoln Way
- 23. RESOLUTION NO. 15-361 awarding contract to Municipal Emergency Services, Inc., of Fremont, Nebraska, for Self-Contained Breathing Apparatuses in the amount of \$273,758
- 24. RESOLUTION NO. 15-362 awarding contract for Specialized Heavy-Duty Cleaning Services for Power Plant Boilers to Bodine Services of Clinton, LLC, of Clinton, Iowa, for hourly rates and unit prices bid, in an amount not to exceed \$175,000
- 25. Underground Trenching for Electric Services:
 - a. RESOLUTION NO. 15-363 approving renewal of primary contract with Ames Trenching & Excavating, Inc., of Ames, Iowa, in an amount not to exceed \$255,000
 - b. RESOLUTION NO. 15-364 approving renewal of secondary contract with Communication Technologies of Des Moines, Iowa, in an amount not to exceed \$45,000
- 26. RESOLUTION NO. 15-365 approving renewal of contract with Itron, Inc., of Liberty Lake, Washington, for Water Meter and Related Accessories in an amount not to exceed \$500,000
- 27. RESOLUTION NO. 15-366 approving Change Order No. 4 to MSR of Minneapolis, Minnesota, for Library Renovation and Addition in the amount of \$15,302
- 28. RESOLUTION NO. 15-367 approving Change Order to Engineering Services Agreement with Howard R. Green, Inc., for Grand Avenue Extension Location and Environmental Studies in an amount not to exceed \$265,861.35
- 29. RESOLUTION NO. 15-368 approving Change Order No. 3 to Eriksen Construction of Blair, Nebraska, for WPC Digester Improvements Project for reduction of (\$77,572) Roll Call Vote: 5-0. Resolutions/Motions declared adopted/approved unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

PUBLIC FORUM: Acting Mayor Orazem opened the Public Forum. He closed same after no one came forward to speak.

CAMPUSTOWN URBAN REVITALIZATION AREA CRITERIA: Planning and Housing Director Kelly Diekmann recalled that the Campustown Action Association (CAA) had requested that the Council consider making an incentive in the Tax Abatement Criteria encouraging owners to lease commercial space in Campustown to non-formula-retail businesses and to allow for Adaptive Reuse for buildings that had been constructed more than 50 years ago. He advised that that would require the City to define a formula-retail business for the purpose of deciding eligibility for property tax abatement. The request to change the Adaptive Reuse Criteria would change the current eligibility threshold from a building constructed prior to 1941 to a standard of any building 50 years or older.

Mr. Diekmann defined formula-retail as a business with a certain number of stores that have a standarized array of services and goods, employee uniforms, architectural decor and facade appearance, trademarks, or other similar features that makes a business substantially identical to others. According to Director Diekmann, staff had identified 12 businesses that exist or are planned for Campustown that might meet the definition of a formula-retail business if the established minimum threshold is two or more establishments. Mr. Diekmann stated that the threshold (number of stores that would meet the definition of a formula-retail business) would have to be set by the City Council. According to Mr. Diekmann, Campustown was designated as an Urban Revitalization Area and an Urban Renewal Area in 2001. He brought the Council's attention to the Campustown Urban Revitalization Criteria Matrix.

Director Diekmann stated that formula-retail businesses have been regulated through zoning standards in dozens of cities across the country. At Director Diekmann's request, definitions pertaining to Business Use, as used in Sebastapol, California, were distributed to the Council members for their information and reference.

Council Member Corrieri asked what type of businesses the CAA felt were needed in Campustown. Director Diekmann noted that the letter from CAA indicated that it would like to see a grocery, large sit-down restaurant, or an entertainment venue.

Council Member Nelson said he was struggling with how the benefits of tax abatement for the smaller businesses who have been owned by a local owner for 30 years compared to the large developer projects (e.g., OPUS, Gilbane, Kingland). Director Diekmann explained the difference between incentivizing a business being assessed at \$100/square foot versus one valued at \$150/square foot. Mr. Diekmann noted that formula-retail has not been used to subsidize existing small businesses.

Director Diekmann explained the following Options:

- 1. Add criteria to left side (Slum Blight/Mixed Use/Adaptive Reuse)
- 2. Add criterion to right side (Brick Material and Design Standards, Under-represented Business)
- 3. Add new criterion as a fourth box (Mandatory Limit on Formula-Retail).

Discussion ensued that Option 1 would not have a requirement for the project to either redevelop property that is slum and blighted, to develop a mixed-use project with structured parking, or make adaptive reuse of a building constructed before 1941. It was noted that there had only been one project in the Campustown URA that had come in under the slum-and blight criterion. Instead, tax abatement could be provided for constructing a new building or making improvements to an existing building and then leasing space in that building to non-formula-retail businesses. Mr. Diekmann emphasized that in order to qualify for tax abatement, a project could not just lease space to a local business, but would also have to increase the assessed value of the property by more than 5%. This new option might provide a means for a smaller project to receive tax abatement, either new construction or renovation, with non-formula-retail on the ground floor and offices or a few residential units above.

Council Member Gartin asked if staff were concerned about finding tenants that would be willing to go along with a three-year lease with no option for renewal. Mr. Gartin noted that the business wants assurance that it will be able to remain in business at that location, and the owner wants to make sure that the tenant pays the rent. He noted his concern about allowing a three-year abatement schedule and not having an opportunity to renew.

Council Member Corrieri pointed out that there was no guarantee that the owner would pass the tax abatement benefit on to those leasing space.

Acting Mayor Orazem asked if there was anyone wishing to address the Council. Ryan Jeffrey, Chair of Business Improvement Committee for the CAA, said that not one person on the Committee was in favor of Option 2. Under Option 2, it would no longer be necessary for a project to comply with design and material standards that go behond the zoning requirements. Also, it would not be necessary to lease to a business use that is under-represented in the District. Mr. Jeffrey stated that all Committee members agreed that it was extremely important to maintain the visual quality of the area. Their rationale is that if the building looks bad, no one will want to come to the area.

At the inquiry of Council Member Gartin, Mr. Jeffrey advised that the CAA's position is to recommend Option 3 to the Council. Option 3 would create a new box that it would make it mandatory to have some predetermined amount of non-formula-retail in order to quality for tax abatement. Director Diekmann said that if the Council was interested in ensuring space for non-formula businesses, it would need to make it a prerequisite.

Council Member Orazem pointed out that at the time construction begins on a non-formula business, the owner would not know if he or she was going to receive an abatement. He would like to condition the abatement on actual contracts.

Council Member Gartin asked if there could be a rule that would require any lease to be for five years in order to be eligible for abatement. He believes that it would expand the pool of potential tenants. Council Member Orazem disagreed, stating that requiring a five-year lease would constitute more risk for the tenant. Council Member Orazem said that he would like to see a schedule that sets up an abatement schedule that does not involve a mandatory lease.

Possible next steps were explained by Mr. Diekmann. He believed that this issue could come back to the Council in the late summer or early fall. Discussion ensued among the Council members as to seeking input from the CAA and business owners. Council Member Nelson asked if the CAA had an expectation as to the timing. Mr. Jeffrey answered that the CAA could provide input relatively quickly; they have a Board meeting tomorrow and will be discussing this item. He also wants the Committee to have a discussion; it will meet early next month. The middle of next month would be when the CAA could get feedback to the Council.

Moved by Gartin, seconded by Corrieri, to direct staff to go with Option 3 with the abatement not beginning until there was occupancy.

Council Member Gartin asked City Attorney Judy Parks if this has been tested in courts and was found to be legal. Ms. Parks replied that was correct; Ames would not be the first place where this had occurred, and it appeared to be upheld. Council Member Nelson questioned whether there were any other communities in Iowa that had done this. Director Diekmann said that he was not aware of any.

Council Member Orazem noted that there was nothing being proposed that would prevent a non-formula business from taking advantage of what the City already offers. Council Member Corrieri commented that this option is very reasonable in that this is merely an option for people who are going to invest in the area.

At the inquiry of Council Member Nelson, Director Diekmann stated that it was possible to sunset a tax abatement. When the Plan would be adopted, an end date would need to included. Currently, there are no end dates for any tax abatement programs in Ames.

Vote on Motion: 4-1. Voting aye: Betcher, Corrieri, Gartin, Nelson. Voting nay: Orazem. Motion declared carried.

Moved by Corrieri, seconded by Betcher, to recommend that ten be used (as the minimum number of similar establishments that establish the threshold), 30% as the minimum leased area square footage, and the suggestions from CAA's letter for exemptions be used as the starting point for gathering feedback.

Vote on Motion: 4-1. Voting aye: Betcher, Corrieri, Gartin, Nelson. Voting nay: Orazem. Motion declared carried.

Director Diekmann explained the Adaptive Reuse option as one of three choices to qualify for tax abatement. He noted that the current requirement for a building to be built prior to 1941 reflects the City's understanding of the historic context for the area. According to Mr. Diekmann, there are very few buildings along Lincoln Way that remain that would actually meet the 1941 threshold. It is staff's proposal that the threshold be changed from 1941 to have it be a rolling 50 years; that is the standard that comes from the Secretary of the Interior for how to first decide if a property should be evaluated for historic significance.

Ms. Betcher said that the reason she might be in favor of the 50-year moving wall would be to support more sustainability.

At the inquiry of Council Member Gartin, Director Diekmann replied that the Historic Preservation Commission had not weighed in on this issue. He said that it would only discuss it if the Council so directed.

Moved by Betcher, seconded by Corrieri, to direct staff to change the wording on the Adaptive Reuse to indicate the 50-year moving wall.

Vote on Motion: 4-1. Voting aye: Betcher, Corrieri, Gartin, Nelson. Voting nay: Orazem. Motion declared carried.

UN-MANNED AIRCRAFT SYSTEMS (UAS): Traffic Engineer Damion Pregitzer advised that, at this time, commercial drone usage is entirely regulated by the Federal Aviation Administration (FAA). The size of drones allowed by the FAA is less than 55 pounds. The Council's attention was brought to the FAA's reqirements for operators of small UAS. Mr. Pregitzer noted that the one owned by Hunziker & Associates weighs only a few pounds.

According to Mr. Pregitzer, the FAA has established a comprehensive list of operational limitations for operators of small UAS in addition to certification. The major provisions were summarized. It was noted that FAA rule-making for UAS is still in the very initial stages. Mr. Pregitzer stated that staff had worked with Hunziker & Associates to agree to additional notification requirements that would be specific to the Ames area.

Mr. Pregitzer emphasized that, under the FAA rules, operators of any UAS cannot fly their aircraft over any property that they do not own public or private or until they have permission in writing from each property owner involved during a particular flight. The UAS owner also has to keep a detailed flight log, which must be submitted to the FAA every month. According to the requesting party (Hunziker & Associates), the drone will not be flown over public property.

Pointing out that this would be the first commercial drone usage in the Ames community, it was noted that Ames does not have an official policy related to the private use of small aircraft.

Mr. Pregitzer advised that he had talked with the City's Risk Manager about the issue of liability. It will have to be determined what kind of liability insurance the operator must have. City Manager Schainker

distributed the recommendation of the Risk Manager as to what insurance requirement would need to be incorporated into an agreement pertaining to the UAS.

Council Member Betcher expressed her concerns about the City authorizing the use of a drone without having done more research as to what the City's policy should be. She said she was not necessarily against the usage of UAS, but had an issue with the City authorizing the usage of them without a consistent policy in place.

Council Member Nelson pointed out that there are no requirements for the recreational user. Mr. Pregitzer concurred, stating that there are suggestions by the FAA, but no requirements.

Moved by Nelson, seconded by Corrieri, to direct the City Attorney to draft an agreement with Hunziker & Associates authorizing it to operate small UAS for commercial use until December 31, 2015.

Justin Dodge, Hunziker & Associates, 105 S. 16th Street, Ames, commented that this is a brand-new topic nationwide. What Ames does will set the tone for others; the FAA is using Ames as a "guinea pig."

Council Member Betcher asked what would be the benefit of using a UAS for market purposes. Mr. Dodge answered that flying the drone about 20 to 25' above the house and taking pictures and fanning out to show amenities in the area gives potential buyers a better idea of the property. At the inquiry of Council Member Nelson, Mr. Dodge advised that, from that distance, any people in the area being fanned over would not be identifiable.

Vote on Motion: 4-1. Voting aye: Corrieri, Gartin, Nelson, Orazem. Voting nay: Betcher. Motion declared carried.

PROCESS FOR OUTSIDE FUNDING REQUESTS: Management Analyst Brian Phillips explained that the current process used to manage requests for funding from outside community organizations has been successful in the past. Mr. Phillips explained the issues that have caused the process to be questioned, as follows:

1. Is the Council interested in having a policy similar to that followed for ASSET funding, i.e., the Council identifies its priorities in the summer prior to the applicants developing their budgets?

Council Member Corrieri said that she was generally in favor of setting priorities; however, she does not think those are necessary for the outside funding requests because the applicant organizations are vastly different than the human service agencies.

Council Member Betcher said that she believes setting priorities would be beneficial. She noted that some applications are more thorough than others, and it is frustrating that there are such varying levels of specificity in the grant applications.

Moved by Corrieri, seconded by Orazem, to ask staff to come back at a later date with recommendations for outside funding priorities.

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

2. How much funding should be made available?

Moved by Betcher, seconded by Corrieri, to direct staff to set a maximum amount of funding that may be considered by the Review Team.

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

3. How should staff pursue contracts when purchasing less than applicant request?

Mr. Phillips explained that in cases where the City Council approves a lesser amount than the applicant has requested, City staff has been left to identify what the City Council is interested in purchasing and at what cost.

Council Member Corrieri said that she would like the applicant to prioritize their own proposed services rather than focus on the unit cost of each activity.

Moved by Corrieri to direct staff to modify the application to ask applicants to prioritize their own proposed services.

Motion died for lack of a second.

Moved by Corrieri, seconded by Nelson, to ask applicants to prioritize their own proposed services and require that funds be tied to specific tangible services for the public.

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

HEARING ON PROPOSED 2015/16 COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLAN: Housing Coordinator Vanessa Baker-Latimer explained that the Annual Action Plan outlines program activities that will be undertaken from July 1, 2015, to June 30, 2016, to meet the goals and priorities outlined in the Five-Year Consolidated Plan.

Ms. Baker-Latimer reminded the Council that input had been taken at public forums in February, and on March 3, 2015, the Council had approved the proposed 2015/16 Action Plan projects. According to Ms. Baker-Latimer, the Plan had also been made available for public comment from May 6 through June 5, 2015. One comment had been received during that time frame. The comment encouraged use of the funds to create additional affordable housing.

The City Council was informed by Ms. Baker-Latimer that the City had been notified by the Department of Housing and Urban Development (HUD) that its 2015/16 CDBG allocation would be \$484,297, which is approximately \$3,900 less than its 2014/15 allocation. Of that allocation, approximately \$387,438 is available for programming. In addition to the annual allocation, staff is cautiously anticipating a rollover balance of approximately \$700,000 and approximately \$132,063 of program income, which would result in an available balance of \$1,316,360 for the 2015/16 program year.

Ms. Baker-Latimer stated that staff was recommending that the anticipated budget for 2015/16 of \$1,316,360 be allocated to the following projects:

1.	Homebuyer Assistance Program	\$	50,000
2.	Neighborhood Housing Improvement Programs:		
	a. Single-Family Home Owners		100,000
	b. Rental Property Owners		100,000
3.	Acquisition/Reuse Program for Affordable Housing		705,000
4.	Operation and Repair Program for Existing Properties		68,502
5.	Public Facilities Improvement Program for Non-Profits		100,000
6.	Renter Affordability (Deposit & Transportation Assist)		70,000
7.	2015/16 Program Administration		122,858
	Total	\$1	,316,360

Acting Mayor Orazem opened the public hearing. No one came forward to speak, and the hearing was closed.

Moved by Corrieri, seconded by Nelson, to adopt RESOLUTION NO. 15-369 approving the proposed Annual Action Plan projects as outlined above in connection with the City's Community Development Block Grant Program.

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

HEARING ON 2014/15 SEAL COAT STREET PAVEMENT IMPROVEMENTS: The public hearing was opened by Acting Mayor Orazem. He closed same after no one came forward to speak.

Moved by Nelson, seconded by Corrieri, to adopt RESOLUTION NO. 15-370 approving final plans and specifications and awarding a contract to Manatt's, Inc., of Ames, Iowa, in the amount of \$749,019.84.

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

HEARING TURBINE GENERATOR MAINTENANCE, REPAIR, AND RELATED SERVICES FOR ELECTRIC SERVICES: The Acting Mayor opened the public hearing. There was no one wishing to speak, and the hearing was closed.

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

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

ORDINANCE REVISING REGULAR COUNCIL MEETING TIME: Moved by Nelson, seconded by Corrieri, to pass on first reading an ordinance revising Regular Council Meeting times. Roll Call Vote: 5-0. Motion declared carried unanimously.

ORDINANCE MAKING A ZONING TEXT AMENDMENT TO EXCLUDE PARKING STRUCTURES FROM THE DEFINITION OF FLOOR AREA RATIO (FAR): Moved by Corrieri, seconded by Betcher, to pass on second reading an ordinance making a Zoning Text Amendment to exclude parking structures from the definition of Floor Area Ratio (FAR).

Roll Call Vote: 4-0-1. Voting aye: Betcher, Corrieri, Nelson, Orazem. Voting nay: None. Abstaining due to a conflict of interest: Gartin. Motion declared carried.

ORDINANCE MAKING A ZONING TEXT AMENDMENT TO ALLOW FOR A LINCOLN WAY MIXED-USE OVERLAY ZONE: Moved by Nelson, seconded by Corrieri, to pass on second reading an ordinance making a Zoning Text Amendment to allow for a Lincoln Way Mixed-Use Overlay Zone.

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

ORDINANCE REVISING CHAPTER 23 OF THE MUNICIPAL CODE PERTAINING TO SUBDIVISIONS: Moved by Corrieri, seconded by Betcher, to pass on third reading and adopt ORDINANCE NO. 4218 revising Chapter 23 of the *Municipal Code* pertaining to subdivisions. Roll Call Vote: 5-0. Ordinance declared adopted unanimously.

ORDINANCE PERTAINING TO CHILD RESTRAINT SYSTEMS: Moved by Corrieri, seconded by Nelson, to pass on third reading and adopt ORDINANCE NO. 4219 pertaining to child restraint systems.

Roll Call Vote: 5-0. Ordinance declared adopted unanimously.

COUNCIL COMMENTS: Council Member Betcher asked to know the amount of funding remaining for Downtown Facade Grants in Fiscal Year 2014/15. City Manager Schainker answered that there is \$22,000 remaining in FY 2014/15. There is one pending application that appears to be eligible (\$15,000), which brings the fund down to \$6,000. There is \$50,000 in the Downtown Facade Grant Fund for FY 2015/16. Rolling over the \$6,000 into FY 2014/15, there would be \$56,000 available. It was noted by Council Member Betcher that there is also a pending application from the Sheldon Munn. Director Diekmann advised that the award of the Downtown Facade Grant funding is slated to be on the June 23, 2015, Agenda.

Moved by Betcher, seconded by Orazem, to direct staff to request the report on the structural integrity of the Sheldon Munn and provide it to the Council.

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

Moved by Betcher, seconded by Gartin, to request staff to provide a memo to Council as to what other municipalities have done to address protesters.

Ms. Betcher clarified that her motion was in response to the letter received from the Director of the Main Street Cultural District specifically pertaining to the Dyvig's Pet Shoppe.

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

ADJOURNMENT: Moved by Corrieri to adjourn the meeting at 8:40 p.m.			
Diane R. Voss. City Clerk	Ann H. Campbell, Mayor		

ITEM # ___<u>4</u>__ DATE: 06-23-15

COUNCIL ACTION FORM

SUBJECT: MAIN STREET CULTURAL DISTRICT REQUEST FOR MILITARY FLYOVER AT FOURTH OF JULY PARADE

BACKGROUND:

The Main Street Cultural District (MSCD) is planning this year's downtown Fourth of July Parade. As part of the planning process, MSCD staff has requested a flyover of military aircraft for the start of the parade at approximately 11:00 a.m. This request requires a signature of approval from the Mayor, as well as approval from the Federal Aviation Administration (FAA).

It should be noted that although the flyover has been requested, it is not guaranteed to take place. The flyover is dependent on the schedule of the flight crew.

ALTERNATIVES:

- 1. Authorize the Mayor to sign the request from Main Street Cultural District for a Fourth of July flyover.
- 2. Do not authorize the Mayor to sign the request for a flyover.

MANAGER'S RECOMMENDED ACTION:

The Main Street Cultural District has worked to coordinate a flyover for the Fourth of July Parade. Although it is not guaranteed to take place, a flyover would be a dramatic kickoff to the festivities. The flyover requires approval from a local official. (Please note that a flyover will generate significant noise at approximately 11:00 a.m.!)

Historically, the City Council has taken a variety of actions to support the community's Fourth of July activities. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby authorizing the Mayor to sign the request from Main Street Cultural District for a Fourth of July flyover.

RECEIVEL Risk Management

Fireworks, Pyrotechnics or Flame Effects Application lowa State University of Science and Technology

Applicant Information Name of Event: Name of Organization Sponsoring Event: Address of Organization: " (2) Name of Applicant:	200 304 Main . Au	als of formas nas 1 p. 50010 all: Sarahai amuschambor com
Event Information Event Localion: Taxasate a Event Date: All 43 YA Time; Organization's on-site manager or contact i Phone: (041 - 996 - 1976 Ox;	for day of Display:	Estimated attendance: 10,000 provide Date (rain date) for event: July 544 © Mil NSSO
Firework Display Information: Attac	matten for transportation with this app	odentials and applicable U.S. DOT requirement plication
Display Operator (company name): Address: \(\) (\(\) \(\	TON AVE State: A Fox: CE MUDSON	Zip Code: 52666-9773 E-Mail: Cell Phone: 641-996-6760
NOTE: Electronic firing ONLY Type of Fireworks: Length of Display:	3G	Attach Display Program
Fireworks Supplier: 33 A	COBPAY5	Altach Diagram of Display/Shoot Location
epplication) at least 6 weeks prior to the ever The display operator, EH&S and ISU Police the Ames Fire Department have the authors	Vent Authorization and Notification Formant. will monitor weather conditions prior to by to cancel or postgone any display if the	the back of this form, with other event documents (including this and during the display event. EH&S, ISU Police or ey determine there is not atriot adherence to the cause risks to the growd or surrounding property,
60-1-2015	JarahA	Russ)
Date		ization Representative Signature
	and Flame Effects Procedure	nsibillities stated in the ISU Fireworks, Pyrotechnics eand also egree that I will meet all Insurance protection of the UKS Insurance will be primary.
Date	Display Opera	for Representative Signature
APPROVAL SIGNATURES:	May leave	
O 6-18-15	Enthorne	entel Health and Safety
4/18/15	Tom Her	with Sen
• Galo	Cily of	Ames Fire inspecior
Dale	O(fice o	of Risk Managament

Submittat instructions on Page 2

Paga 1 of 2

j ,

Shell summary for proposal number 74269

Ames Convention &

		grown .	
NΛ	ain	Even	t

	Dlameter	Shell cour
	3	208
	4	166
	5	95
Main Event Sh	ell count	469

Finales

Diameter	Shell coun
3	170
4	82
Finales Shell count	252

Miscellaneous

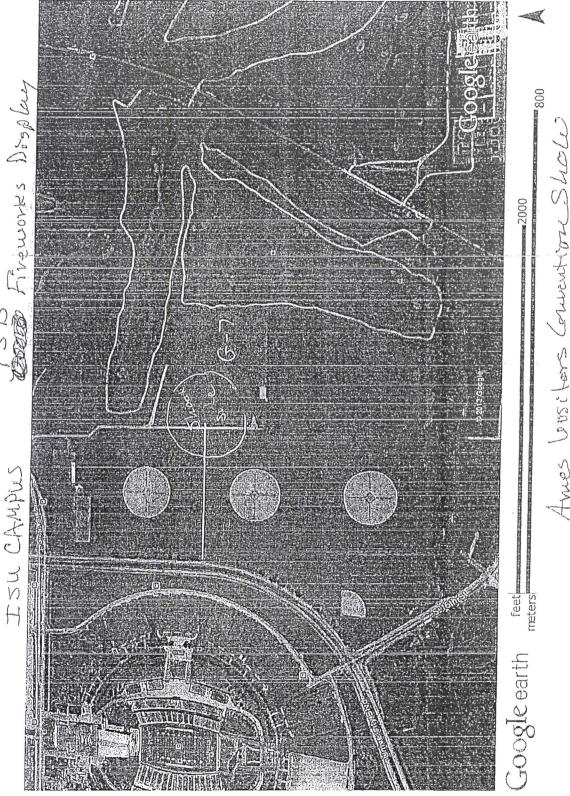
	Dlameter	Shell coun
	0	0
Miscellaneous S	hell count	0

Free 8% for early payment

	Diameter	Shell coun
	3	12
	4	18
	5	2
Free 8% for early payment St	nell count	32

Free 15% for Multiple Year Agreement

	Diameter	Shell coun
	4	26
	5	8
Free 15% for Multiple Year Agreement Shell count		34
Tota	I shell count	787



Ames bisitors Concention Show

Name of Applicant: Hamilton County Conservation

Name of Business (DBA): Briggs Woods Golf Course

Address of Premises: 1407 University Blvd.

City Ames County: Story Zip: 50011

)

Business (515) 832-9572

Mailing 2490 Briggs Woods Trail

City Webster City State IA Zip: 50595

Contact Person

Name Russ Appel

Phone: (515) 832-9572 Email briggswoodsgolf@wmtel.net

Classification Class C Liquor License (LC) (Commercial)

Term: 5 days

Expiration Date: 01/01/1900

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

BusinessType: <u>Municipality</u>

Corporate ID Number: Federal Employer ID 42-6005349

Ownership

Brian Lammers

First Name: Brian Last Name: Lammers

City: Jewell State: lowa Zip: 50130

Position: <u>Executive Director</u>

% of Ownership: <u>0.00%</u> U.S. Citizen: Yes

Insurance Company Information

Insurance Company: <u>lowa Communities Assurance Pool</u>

Policy Effective Date: Policy Expiration

Bond Effective Dram Cancel Date:

Outdoor Service Effective Outdoor Service Expiration

Temp Transfer Effective Temp Transfer Expiration Date:

Name of Applicant: 3605 LLC

Name of Business (DBA): SZECHUAN HOUSE

Address of Premises: 3605 lincoln way

City Ames County: Story Zip: 50014

)

 Business
 (515) 292-7888

 Mailing
 3605 lincoln way

City Ames State IA Zip: 50014

Contact Person

Name kang zhou

Phone: (608) 338-6892 Email sherryjiang2011@gmail.com

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

Term: 12 months

Expiration Date: 05/15/2015

Expiration Date: 01/01/1900

Privileges:

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

Status of Business

BusinessType: <u>Limited Liability Company</u>

Corporate ID Number: 492186 Federal Employer ID 472802376

Ownership

KANG ZHOU

First Name: KANG Last Name: ZHOU

City: AMES State: lowa Zip: 50010

Position: MANAGER

% of Ownership: <u>40.00%</u> U.S. Citizen: Yes

Insurance Company Information

Insurance Company: TRAVELERS INSURANCE

Policy Effective Date: Policy Expiration

Bond Effective Dram Cancel Date:

Outdoor Service Effective Outdoor Service Expiration

Temp Transfer Effective Temp Transfer Expiration Date:

RESOLUTION APPROVING AND ADOPTING SUPPLEMENT NO. 2015-3 TO THE AMES MUNICIPAL CODE

with the provisions of enacted subsequent	of Section 380.8 Code of to the adoption of the Am	ncil for the City of Ames, Iowa, that in accordance Iowa, a compilation of ordinances and amendments les Municipal Code shall be and the same is hereby 1, 2015, as Supplement No. 2015-3 to the Ames
Adopted this	day of	, 2015.
Attest:		Ann H. Campbell, Mayor
Diane R. Voss, City	 Clerk	



MEMO Legal Department

To: Mayor Campbell and Members of the City Council

From: Judy K. Parks, City Attorney

Date: June 19, 2015

Subject: Fee Resolution Change for Cemetery Lot Rates for Infants

I have been made aware that the Iowa Department of Commerce's Insurance Division recently completed a review of the City's cemetery perpetual care fund. They do this periodically for all cities to make sure such there is adequate funding for perpetual care needs. The Division determined that the City's cemetery lot rate for infant lots, which includes a perpetual care charge, needs to be increased so that it will be in compliance with the minimum rate established under Iowa code.

The City's current perpetual care rate for infant lots is \$130.98 per space with a charge of \$32.73 for perpetual care. The lot rate can remain as is, but the perpetual care charge needs to be increased to \$50.00 to comply with the minimum fee established under state law for that component of service.

A resolution has been prepared to incorporate this increase. It is attached with my recommendation that it be adopted to bring the City's rate into compliance with state law.

RESOLUTION NO.

A RESOLUTION ADOPTING NEW AND REVISED FEES FOR THE CITY OF AMES, IOWA

BE IT RESOLVED by the City Council for the City of Ames, Iowa, that the following fees shall be adopted or adjusted to recover the approximate actual costs of city services from those who use and benefit from these services.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ames, Iowa, that fees shall be adopted as follows:

SECTION ONE. The following Ames Municipal Cemetery Fees are hereby adopted or adjusted effective July 1, 2015, and codified as Appendix A:

Fees for Ames Municipal Cemetery

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Adult	\$480.00/space	\$120.00 perpetual care ¹
Infant	\$130.89/space	\$50.00 perpetual care ¹

Interment (Does not include price of lot)

Regular - Adult	\$650.00
Regular - Infant	\$200.00
Saturday - Adult	\$750.00
Saturday - Infant	\$250.00
Sunday - Adult	\$975.00
Sunday - Infant	\$300.00
Holiday - Adult ²	\$975.00
Holiday - Infant ²	\$300.00

For interments that require

Winter rate, add: \$100.00

Columbarium

Niche	\$836.00 each	\$209.00 perpetual care
Interment of Crema	tion Remains (Does not include	de price of lot or niche)
Regular	\$350.00	

Regular	\$330.00
Saturday	\$400.00
Sunday	\$435.00
Holiday ²	\$435.00

<u>Disinterment:</u> based on actual costs of time and materials; minimum

charge is 2 x current charge for interment

Markers & Memorials

Installation service charge \$25.00 each

¹ The perpetual care fund is an irrevocable trust; monies deposited into the perpetual care fund are non-refundable. (*Iowa Code 523I.807*)

	Year's Day, Presidents' Day, Memorial Day, ays at Thanksgiving, and two (2) days at Christmas.
(Res. #04-158, 4-27-04)	
Adopted this day of	
Diane R. Voss, City Clerk	Ann H. Campbell, Mayor

ITEM # <u>10</u> DATE: 06-23-15

COUNCIL ACTION FORM

SUBJECT: AUTHORIZATION OF ADDITIONAL LIBRARY STAFF

BACKGROUND:

Over the past two years the Ames Public Library has been seeking ways to maximize staffing resources to ensure excellent customer service in the expanded, renovated facility without affecting the bottom line of the operational budget. A staffing reorganization in mid-2014 also sought to assign duties to the proper classifications, improve efficiencies, and address unmet needs.

During the most recent eight months in the renewed facility, the Library administration has continued to monitor work flow, position duties, and allocation of staffing resources. Changes in assignments in the Resource Services Division have now presented an opportunity for a three-quarter time position to be shifted to a half-time position. The employee currently holding this position is in favor of this change. Further, Library administration seeks to create a half time Library Clerk position in the Customer Accounts Services Division by combining these residual quarter time wages and benefits with existing temporary salary funds. This request is for formal authorization of the additional .25 Full Time Equivalent (FTE).

Funding for this request is available within the Library's adopted FY 2015/16 budget by shifting funds between programs. A total of \$15,825 will be freed by making the existing employee's position half time. Additional savings of \$18,925 in temporary wages is available in the Customer Accounts Services area, plus an added \$3,327 in Library Administration. A total of \$38,077 is available through these combined funding sources.

Based on information provided by the Finance Department, the cost of the new .5 FTE position in FY 2015/16 could range from \$22,044 (with minimum salary and least expensive health insurance) to \$35,190 (mid-point salary and most expensive health insurance).

ALTERNATIVES:

- 1. Authorize an additional .25 FTE in the Library's Customer Account Services Division, to be accomplished through the reduction of .25 FTE in the Resource Services area and the addition of .5 FTE in the Customer Account Services area.
- 2. Do not approve this request.

MANAGER'S RECOMMENDED ACTION:

Library staff has identified a means to adjust human resources for optimal customer service, efficiency, and work flow in the renovated building. The new position can be created within the existing budget by assigning the combined salary and benefits savings with funds allocated for temporary, unclassified employees in the adopted FY 2015/16 budget.

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



REPORT OF CONTRACT CHANGE ORDERS

Period:	\boxtimes	1 st - 15 th
Period:		16 th – End of Month
Month & Year:	June	2015
For City Council Date:	June	23, 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	Custodial Services	1	\$48,452.95	PCI	\$0.00	\$2,242.50	L. Carey	MA
Finance	Information Technology Fiber Optic Deployment	1	\$74,518.00	Communication Innovators, Inc.	\$0.00	\$3,186.12	S. Davis	MA
Fleet Services	2015 Freightliner, M2-106	2	\$69,104.00	Harrison Truck Center	\$4,207.00	\$1,106.60	R. Iverson	MA
Fleet Services	2015 Freightliner, M2-106	3	\$69,104.00	Harrison Truck Center	\$5,313.60	\$-(300.00)	R. Iverson	MA
Electric Services	Cooling Tower Replacement	1	\$2,810,000.00	EvapTech, Inc.	\$0.00	\$14,300.00	D. Kom	СВ
Water & Pollution Control	Lime Sludge Disposal Operation	1	\$316,220.00	Wulfekuhle Injection & Pumping	\$0.00	\$42,000.00	B. Kindred	MA

Department	General Description of Contract	Contract Change No.	Original Contract Amount	Contractor/ Vendor	Total of Prior Change Orders	Amount this Change Order	Change Approved By	Purchasing Contact (Buyer)
Public Works	Tree Trimming Program	1	\$75,00.00	LawnPro LLC	\$0.00	\$7,000.00	J Clausen	MA
Water & Pollutin Control	Well Rehabilitation Project	3	\$74,655.00	Northway Well & Pump Co	\$6,546.20	\$-(1,281.00)	J. Dunn	MA

ITEM # 12 DATE: 6-23-15

COUNCIL ACTION FORM

SUBJECT: PUBLIC HEARING AND NOTICE OF INTENT TO ISSUE \$395,000 IN ESSENTIAL CORPORATE PURPOSE GENERAL OBLIGATION BONDS

BACKGROUND:

The FY 2015/16 budget includes a number of General Obligation (G.O.) Bond funded capital improvements. A public hearing was held on March 3, 2015, and Council authorized issuance of bonds and the levy of property taxes for debt to be issued. The dollar amounts and corresponding property tax levy for the planned G.O. bond issue are included as part of the FY 2015/16 budget. The projects included are listed below:

East Industrial Area Sewer Extension	\$ 2,000,000	
ISU Research Park Improvements	2,938,990	
Airport Terminal	943,000	
Debt to be Abated by Other Revenues		\$ 5,881,990
Flood Mitigation	\$ 144,000	
West Lincoln Way Improvements	450,000	
Asphalt Street Improvements	1,300,000	
Grand Avenue Extension	280,000	
Concrete Pavement Improvements	1,100,000	
Arterial Street Pavement Improvements	400,000	
Downtown Street Pavement Improvements	800,000	
Seal Coat Pavement Improvements	350,000	
Bridge Rehabilitation Program	2,320,000	
Airport Terminal Building	867,000	
Subtotal Tax Supported Bonds		\$8,011,000
Refunding Bonds		5,950,000
Issuance Cost and Allowance for Premium		1,107,010
Grand Total - 2015/16 G.O. Issue		\$20,950,000

Council approval of the sale will be required at a later date. In addition to the G.O. Bonds to fund scheduled capital improvement projects, staff identified a potential bond refunding for bonds issued in 2006 and 2007 that may provide savings in debt service costs. Even though Council held a public hearing and notice of intent on the sale of bonds, the refunding sale will not go forward unless adequate savings are expected.

In the time since the budget was adopted and the public hearing was held for the bond sale, bids were received on a current year G.O. bond-funded project to pave Grant Avenue. The total cost for the Grant Avenue project is now estimated to be \$468,812 above the \$2,825,000 budgeted for the project. The cost of this project is shared between developers and the City, with initial funding all coming from bond proceeds. The developers' shares will be repaid through assessments.

The City share of the additional \$468,812 cost is \$107,827. Staff had identified savings from other bond funded projects to cover this expense. The developers' share of the \$468,812 increase is \$360,985. That portion will be funded by bond proceeds from the upcoming issue and be repaid through assessments.

A public hearing is required to increase the issuance amount for the 2015 G.O. bonds by \$395,000, bringing the total authorized to \$21,345,000. An additional \$34,015 is included in the public hearing for issuance costs and allowance for bids over par value of the bonds.

As was noted above, the proposed bond issue includes \$2,000,000 for the East Industrial Area Sewer Extension. That project will extend sanitary sewer under the Interstate and hasten the City's ability to serve eastern industrial growth. Council previously indicated that the sewer extension should not occur until the City reached an agreement with Central Iowa Water Association (CIWA) regarding water service territory. City staff has held several productive meetings with CIWA staff in recent weeks, and is optimistic that an agreement can be reached within the next two months. That will allow the sewer extension project to move forward as planned. In the event that an unexpected delay occurs in the sewer project, the \$2,000,000 in GO funding could be redirected to other priority projects in 2016/17. The 2016/17 bond issue would then be decreased by the same amount.

ALTERNATIVES:

- 1. Adopt a resolution increasing the issuance of Essential Corporate Purpose General Obligation bonds for 2015 by an amount not to exceed \$395,000 and set the date of public hearing for July 14, 2015.
- 2. Reject the resolution increasing the issuance of Essential Corporate Purpose General Obligation Bonds. Rejection of the increase in Essential Corporate Purpose Bonds will create a shortfall in funding for Grant Avenue paving. City staff would need to work with Council to reprioritize other projects to allow funding for Grant Avenue.

MANAGER'S RECOMMENDED ACTION:

Prior to the issuance of this debt, state law requires that a public hearing be held.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby adopting a resolution increasing the issuance of Essential Corporate Purpose General Obligation bonds for 2015 by an amount not to exceed \$395,000, and setting the date of public hearing for July 14, 2015.

ITEM # <u>13</u> DATE: 06-23-15

COUNCIL ACTION FORM

SUBJECT: 2015 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT

BACKGROUND:

The Ames Police Department has received notice that it is eligible for grant funds through the 2015 Department of Justice, Office of Justice Programs, Bureau of Justice Assistance Edward Byrne Memorial Justice Assistance Grant (JAG) Program. Applications are due June 26, 2015.

Grant funds may be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice, as well as research and evaluation activities that will improve or enhance law enforcement programs related to criminal justice.

Because the Story County Sheriff provides jail services for the county, the grant conditions require that the Sheriff participate in the grant application for funding under this JAG program. The Police Department proposes that the City enter into a Memorandum of Understanding with the Story County for acquisition and use of the funds.

Total funding potentially available to the Ames Police Department and the Story County Sheriff's Office through this grant offering is \$14,625. There is no match requirement with this grant.

This year the two law enforcement agencies propose to use the funds in a joint project to support mental health services programs within the agencies. Available funds will be used to send personnel to advanced training on crisis prevention and intervention as it relates to mental illness. Additional funds will be used to support training for local officers, deputies, dispatchers and jailers. Funds will also be used to purchase medical diagnostic equipment for the jail so that the physical health of those on medication can be more rapidly and accurately established and monitored.

ALTERNATIVES:

- Approve a Memorandum of Understanding with Story County to apply for grant funding under the 2015 Department of Justice, Office of Justice Programs, Bureau of Justice Assistance Edward Byrne Memorial Justice Assistance Grant (JAG) Program, and authorize application for that grant.
- 2. Do not approve the agreement with the Story County or the Edward Byrne Memorial Justice Assistance Grant (JAG) Program grant application.

MANAGER'S RECOMMENDED ACTION:

JAG funds have been used productively during the past few years to purchase equipment and provide training. The program has proven to be a valuable source of funds for special purchases and programs. A cooperative arrangement between the City of Ames and Story County will support training related to crisis prevention and intervention as it relates to mental illness which will benefit the personnel involved with the jail services.

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

ITEM # __<u>14</u>___ DATE: 06-23-15

COUNCIL ACTION FORM

SUBJECT: APPROVAL OF 2014/15 AMERICAN RED CROSS ASSET CONTRACT

BACKGROUND:

On May 27, 2014, the City Council approved the bulk of the ASSET human service funding contracts for FY 2014/15. Although the City Council had allocated \$9,000 for American Red Cross, that contract was not approved at that time. Records indicate that the contract was intended to be brought to the City Council at a later date for approval.

During a recent review of ASSET agency draw downs, it was discovered that no 2014/15 contract was on file for American Red Cross. City staff believes it was the City's intention to secure a contract with the organization, but for unknown reasons this did not take place. Upon reviewing ASSET notes, City staff believes that it is appropriate to complete a contract with American Red Cross for this year. Staff from American Red Cross has submitted signed copies of the 2014/15 contract.

Upon approval, American Red Cross intends to submit a request to draw down all or a portion of its allocation. The American Red Cross contract for FY 2015/16 has already been approved by the City Council.

ALTERNATIVES:

- 1. Approve a 2014/15 ASSET contract with American Red Cross.
- 2. Do not approve a 2014/15 ASSET contract with American Red Cross.

MANAGER'S RECOMMENDED ACTION:

It appears from a review of available records that it was the intent of City staff and American Red Cross to bring a contract for City Council approval early in FY 2014/15. However, that did not occur. City staff has reviewed the situation and finds no reason to recommend delaying approval of the contract.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving a 2014/15 ASSET contract with American Red Cross.

ITEM # <u>15</u> DATE: 06-23-15

COUNCIL ACTION FORM

SUBJECT: SUSTAINABILITY ADVISORY SERVICES CONTRACT RENEWAL

BACKGROUND:

On July 1, 2010, the City entered into a contract with Iowa State University to utilize the services of its full-time Director of Sustainability. Since that time the contract has been extended on four other occasions. The current contract expires on June 30, 2015. In recent years the City Council approved a Scope of Services that included reducing electric consumption through implementing the Sustainability Task Force's recommendations, as well as branching out to other types of conservation efforts.

In keeping with the Council's direction, staff is recommending that the Sustainability Advisory Services Contract with ISU be approved with the Scope of Services being targeted to specific areas and/or projects related to energy consumption reduction and sustainable practices for the community for FY 2015/16. Those include the following:

- 1) Work with the Public Works and Water and Pollution Control Departments on reuse and diversion programs related to the waste stream, including but not limited to the exploration of a composting and food waste program.
- 2) Continue to support and strengthen the Smart Business Challenge through outreach and recruitment of participants, oversight of Challenge interns, and marketing of outcomes and accomplishments of Challenge participants.
- Continue to represent the City at events that educate residents about ongoing City sustainability efforts, rebates, and waste reduction opportunities including the Eco Fair and WelcomeFest.
- 4) Continue work with Iowa State University professors and students to develop a residential energy consumption comparison tool with the possibility of expanding to other City utilities.
- 5) Continue to assist departments in enhancing and updating the EcoSmart program websites as the City converts to a new website redesign. Continue to provide student feedback on developing useful, easy-to-navigate web pages that provide helpful information on sustainability.

The FY 2015/16 operating budget includes \$25,000 for services to be performed under this contract for services provided by Iowa State University's Director of Sustainability.

ALTERNATIVES:

- 1. Approve the contract renewal with Iowa State University for sustainability advisory services for a one-year period from July 1, 2015, through June 30, 2016. Total work in FY 2015/16 shall be an amount not to exceed \$25,000.
- 2. Do not renew the agreement.

MANAGER'S RECOMMENDED ACTION:

Staff has worked with the Sustainability Coordinator to target specific programs and initiatives for FY 2015/16 to provide a more environmentally healthy community for the City's future.

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

Staff Report

FY 2014-15 Annual Sustainability Report

June 23, 2015

This report provides an annual update of the FY2014/15 activities and accomplishments related to the Sustainability Advisory Services contract between the City of Ames and Iowa State University.

Background

On July 1, 2010, the City entered into a contract with Iowa State University to utilize the services of its fulltime Director of Sustainability. Initial Scope of Services focused on the reduction of electric consumption. As additional opportunities and needs have been identified related to sustainability, Scope of Services has expanded and diversified. During FY 2014/015, in keeping with the Council's direction, Scope of Services targets five Priority Areas related to energy consumption reduction as well as waste reduction and diversion. A sixth goal of providing twice-yearly reports has been incorporated into annual expectations and will no longer be considered as a separate priority.

- 1. Provide a staff report to the City Council regarding best practices that other communities are doing to consider "environmental impacts" when considering policies and or decisions.
- 2. Continue to support and strengthen the Smart Business Challenge through outreach and recruitment of participants, oversight of a Challenge intern, and marketing of outcomes and accomplishments of Challenge participants.
- 3. Continue work with Iowa State University professors and students to develop a residential energy consumption comparison tool.
- 4. Remain in a consulting role with City departments in updating EcoSmart Program websites toward providing a more consistent customer experience.
- Work with Public Works and Water and Pollution Control on reuse and diversion programs related to the waste stream, including the exploration of a composting and food waste program.
- 6. Biannual progress reports will be provided to Council will be provided December and June

Progress on Scope of Services:

1. Provide a staff report to the City Council regarding best practices that other communities are doing to consider "environmental impacts" when considering policies and or decisions.

Accomplishments of FY2014/15 include the following for Priority Area #1:

Research was completed that illustrated a variety of interpretations and implementations utilized by communities related to best practices in considering environmental impacts. Communities across the country define environmental impacts and defining protocol, best practices, strategies, and indicators in a diversity of ways according to their specific needs and challenges and/or goals. Although practices include an eclectic assortment of indicators and measurements, all connect to increasing and enhancing community connection and commitment to sustainability. In highlighting a few examples:

- A joint initiative between Mecklenburg County, the City of Charlotte, surrounding towns, the Foundation for the Carolinas and various community partners is developing a unified vision that incorporates community-wide goals centered on how the county communities live, work, and play today and into the future toward an end result of a Livable Communities Plan. In completing this project, existing plans and policies are being reviewed and common goals and vision are being identified. The Sustainable Community Indicator Catalog helps communities identify indicators that can measure progress toward their sustainability objectives. The indicators in this catalog focus on the relationships among land use, housing, transportation, human health, and the environment. Use this website to identify the indicators that are most closely aligned with the issues of greatest concern to your community.
- In collaboration between Portland State University, PolicyMap, The Reinvestment Fund, the University of Arizona Responsible Investing Center, and a team of national advisors, The Triple Bottom Line online platform was developed to assist communities in analyzing impacts and considering alternatives, specifically focused on investment strategies related to community development and infrastructure.
- To assist communities in opportunities and alternatives related to shaping and managing development that responds to their needs and reflects their goals and values, the U.S. Environmental Protection Agency's Offices of Environmental Justice and Sustainable Communities, published "Creating Equitable, Healthy and Sustainable Communities" to provide a menu of land use and community design strategies that bring together smart growth, environmental justice, and equitable development principles.

- The Groundwork USA Network has accumulated practical policy and program insights to engage local stakeholders in projects that reclaim brownfields, urban waters, community parks, public squares, and streetscapes. To this end, a series of case studies have been put together in a report focusing both on practical and far-reaching policy recommendations to assist policymakers, practitioners, and nonprofit leaders in advancing urban greening and community renewal.
- Collaboration partners: Center for Sustainable Communities, National Resource Network, and former Assistant City Manager Melissa Mundt.

Planned work in FY2015/16 – No additional planned work.

2. Continue to support and strengthen the Smart Business Challenge through outreach and recruitment of participants, oversight of a Challenge intern, and marketing of outcomes and accomplishments of Challenge participants.

Accomplishments of FY2014/15 include the following for Priority Area #2:

- Enrollment of fourteen businesses in the Smart Business Challenge. Three businesses have achieved certification levels, two platinum and one silver.
- Outreach to businesses through four presentations to civic groups; information booth at the Ames 150 on the 4th event; multiple business walks targeting different Ames' business districts (Main Street, Campustown, etc.) and participation in business-sponsored public events for Earth Week.
- Collaboration with the Chamber of Commerce related to marketing and recognition opportunities targeted on the Challenge, its participants and businesses achieving certification.
- Coordinated scheduling of energy audits, audit follow-up meetings and communication and assistance related to checklist resources, completion and business certification.
- Oversight of two, quarter-time Smart Business Challenge Interns.
- Collaboration partners: Electric Services Steve Wilson; Public Relations Officer – Susan Gwiasda; Purchasing – Derek Zarn; The Energy Group; Ames Chamber of Commerce; and Assistant City Manager Melissa Mundt.

Planned work in FY2015/16 -

- Continue recruitment of businesses as well as offering assistance to currently enrolled businesses related to checklist completion, goal setting, connection to resources and contacts.
- Recruitment and oversight of two quarter-time Smart Business Challenge Interns.
- Continue enhancement of marketing efforts related to Challenge recruitment as well as highlighting current success and future accomplishments of Challenge participants.
 - 3. Continue work with lowa State University professors and students to develop a residential energy consumption comparison tool.

Accomplishments of 2014/15 include the following for Priority Area #3:

- Delivery of an interactive online, self-guided data system to track personal electrical usage and compare usage to similar households through collaboration with lowa State University students http://thecityofames.org/php/login.php - (user - demo, password - demo).
- Collaboration partners: Electric Services Steve Wilson and Mike Wheelock;
 IT Services Stan Davis and Miriam Carlson; The Energy Group; Iowa State University Colleges of Engineering and Liberal Arts and Sciences; and former Assistant City Manager Melissa Mundt.

Planned work for FY2015/16

- Finalize web interface for finished product to ensure accessibility and visibility for Ames Electric Utility customers.
- Explore and pursue additional opportunities for collaboration with the College of Engineering during the 2015-2016 academic year, related to online tools and interactive initiatives to assist other EcoSmart Programs.
 - 4. Remain in a consulting role with City departments in updating EcoSmart Program websites toward providing a more consistent customer experience.

Accomplishments of 2014/15 include the following for Priority Area #4:

• Collaboration with Iowa State University students related to collecting user

feedback focused on website content, navigability and relevance and benefit to target audience for the EcoSmart programs webpages

- Completed meetings with department teams to review feedback from student proposal papers to begin strategizing content and design ideas and revision for EcoSmart program webpages.
- Began development of a template for website content and design to ensure consistency among EcoSmart programs.
- Collaboration partners: Electric Services Steve Wilson; Management Analyst –
 Brian Phillips; Parks and Recreation Keith Abraham; Public Relations Officer –
 Susan Gwiasda; Public Works Lorrie Hanson; Water and Pollution Control –
 John Dunn; Iowa State University College of Business and former Assistant
 City Manager Melissa Mundt.

Planned work for FY2015/16:

- Finalize website content template, working in conjunction with the conversion process and components for the new design for comprehensive City of Ames website, to be launched Fall 2015.
- Continue meetings with department teams to strategize and finalize content for revised EcoSmart program webpages.
 - 5. Work with Public Works and Water and Pollution Control on reuse and diversion programs related to the waste stream, including the exploration of a composting and food waste program.

Accomplishments of 2014/15 include the following for Priority Area #5:

- Collaboration with Iowa State University students related to an analysis of opportunities to reduce materials entering the waste stream, including food waste.
- Delivery of an Ames Pay-It Forward database offering waste diversion opportunities and outlets (reuse and donation) available to Ames business and residents as an alternative to putting items in the trash, in collaboration with the ISU Honors Program student.
- Collaboration partners: Electric Services Steve Wilson; Public Relations Officer – Susan Gwiasda; Public Works - Lorrie Hanson; Water and Pollution Control – John Dunn; Iowa State University College of Business; Iowa State University Honors Program, and former Assistant City Manager Melissa Mundt.

Planned work for FY2015/16:

- Finalize web interface for Pay-It Forward database to ensure accessibility and visibility for community residents, businesses and organizations.
- O Pursue grant funding to complete a study focused on gathering specific and detailed information specific to the organic waste stream of the Ames community as well as attitudes, interest and values of businesses and residents associated with organic waste and diversion opportunities. This study will also investigate current infrastructure as well as infrastructure and policy needs to assist City leadership in creating effective strategies and collaborations to reduce organic waste going to Resource Recovery (and ultimately to the Boone County Landfill) as well as identifying beneficial reuse applications.
 - 6. Biannual progress reports will be provided to Council will be provided December and June

A sixth goal of providing twice-yearly reports has been incorporated into annual expectations and will no longer be considered as a separate priority.

CONTRACT FOR SUSTAINABILITY ADVISORY SERVICES

This Agreement, made and entered into the 1st day of July 2015, by and between the CITY OF AMES, IOWA, hereafter called the "City" and IOWA STATE UNIVERSITY, hereafter called "ISU."

WITNESSTH THAT:

WHEREAS, the City and ISU had previously entered into a Contract for Sustainability Advisory Services dated July 1, 2010, which was, by mutual consent, extended to December 31, 2011, and to June 12, 2012, and to June 30, 2013 and to June 30, 2014; and to June 30, 2015 and,

WHEREAS, the City and ISU remain committed to the concept of sustainability and are desirous of reducing carbon emissions; and

WHEREAS, ISU currently employs a Director of Sustainability to coordinate their sustainability efforts; and

WHEREAS, the sharing of the services of ISU's Director of Sustainability is a more efficient method for both the City and ISU to provide this service.

NOW, THEREFORE, the parties hereto, pursuant to and in accordance with the provisions of Chapter 28E Code of Iowa for joint exercise of governmental powers, agree as follows:

I PURPOSE

The purpose of this agreement is to secure for the City and its citizens leadership, coordination, and support services for sustainability efforts directed at carbon emission reduction and promoting sustainable community practices.

II SCOPE OF SERVICES

ISU, through its Director of Sustainability, shall assist City staff in the implementation of conservation efforts and other sustainable practices by planning, implementing, and carrying out the following programs or initiatives:

- 1) Work with Public Works Department and Water and Pollution Control Department on reuse and diversion programs related to the waste stream, including but not limited to the exploration of a composting and food waste program.
- 2) Continue to support and strengthen the Smart Business Challenge through outreach and recruitment of participants, oversight of a Challenge intern, and marketing of outcomes and accomplishments of Challenge participants.
- 3) Continue to represent the City at events that educate residents about ongoing City sustainability efforts, rebates, and waste reduction opportunities including the Eco Fair and WelcomeFest.

- 4) Continue work with Iowa State University professors and students to develop a residential energy consumption comparison tool with the possibility of expanding into other City utilities.
- 5) Continue to assist departments in enhancing and updating the EcoSmart program websites as the City converts to a new website redesign. Continue to provide student feedback on developing useful, easy-to-navigate web pages that provide helpful information on sustainability.

III METHOD OF PAYMENT

Although this is a lump sum contract for consulting services, ISU anticipates devoting a maximum of 480 hours (25%) of the Director of Sustainability's time to complete the tasks identified in the Section II. Furthermore, ISU shall not charge for the use of ISU office space or office equipment (such as computing and communications) used on a day to day basis by the Director of Sustainability for conducting the work.

The City will disburse payments to ISU each month in the amount of \$2,083.33. The maximum total amount payable by the City under this agreement is \$25,000 for work detailed in the SCOPE OF SERVICES (Section II of this Contract) and no greater amount shall be paid.

IV SUPERVISION OF CONTRACTED SERVICES

The work of ISU's Director of Sustainability under this agreement shall be supervised and directed by the Ames City Manager or his designee. Each month, the Director of Sustainability shall provide a written report to the City Manager highlighting the progress being made to accomplish the tasks required in Section II. Also, biannual progress reports will be provided to Council will be provided in December and June of each contract year. Clerical assistance needed to perform the work identified in the SCOPE OF SERVICES (Section II) will be provided by the City Manager's Office.

V DURATION AND EARLY TERMINATION

This agreement shall be in full force and effect from and after July 1, 2015, until June 30, 2016. This agreement may be terminated without cause by either party upon the giving of notice 90 days advance written notice. On or before April 1, 2016, the parties will discuss renewal of this agreement.

VI DISCRIMINATION PROHIBITED

In accordance with Chapter 14 of the *Municipal Code*, no person shall, on the grounds of age, race, color, creed, religion, national origin, disability, sexual orientation, or sex be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this Agreement.

IN WITNESS WHEREOF the parties hereto have, by their authorized representatives, set their hand and seal as of the date first above written.

CITY OF AMES, IOWA	ATTEST:
BY	
Ann H. Campbell, Mayor	Diane R. Voss, City Clerk
IOWA STATE UNIVERSITY	
BY	
Steven Leath, President	
Iowa State University	

ITEM # <u>16</u> DATE: 06-23-15

COUNCIL ACTION FORM

SUBJECT: MAIN STREET CULTURAL DISTRICT REQUESTS FOR FOODIES AND BREW

BACKGROUND:

The Main Street Cultural District (MSCD) plans to host its second iteration of Foodies and Brew on Friday, August 14th. This event involves samples of unique local foods and craft beers from around the region. A live band will provide entertainment.

The event will primarily take place on the 400 block of Douglas Avenue, with staging of equipment in the parking spaces along Fifth Street between Douglas Avenue and Kellogg Avenue. To facilitate the event, MSCD makes the following requests for Friday, August 14th and Saturday, August 15th:

- Closure of 13 metered parking spaces on the 400 block of Douglas Avenue from 9:00 a.m. Friday to 2:00 a.m. Saturday, and closure of 29 metered parking spaces on the 200 block of Fifth Street from 3:00 p.m. Friday to 2:00 a.m. Saturday
- Closure of the 400 block of Douglas Avenue from noon Friday to 2:00 a.m. Saturday and closure of the 200 block of Fifth Street from 3:00 p.m. Friday to 2:00 a.m. Saturday
- Approval of a blanket Vending License for the 400 block of Douglas Avenue
- Approval of a blanket Temporary Obstruction Permit for the 400 block of Douglas Avenue and Fifth Street between Douglas Avenue and Kellogg Avenue
- Waiver of parking fees (\$40.80 loss to Parking Fund) and waiver of fee for Vending License (\$50 loss to City Clerk's Office)

City staff has reviewed the layout for the beer garden and is satisfied with the proposed alcohol control plan. Entry will be limited to those who are of legal drinking age, although organizers have the option to allow minors into the event if they are with a parent or guardian. A beer permit application will be filed closer to the event date. Organizers plan to apply for a noise permit through the Police Department.

ALTERNATIVES:

1. Approve the requests for the street and parking space closures, blanket Vending License, and blanket Temporary Obstruction Permit, and waive the fees for parking and the Vending License.

- 2. Approve the requests for the street and parking space closures, blanket Vending License, and blanket Temporary Obstruction Permit, <u>but require reimbursement</u> for the parking and Vending License fees.
- 3. Do not approve these requests.

MANAGER'S RECOMMENDED ACTION:

Foodies and Brew was a successful event last year, despite taking place in poor weather. It is anticipated that this year's event will bring even more people to downtown Ames.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests for the street and parking space closures, blanket Vending License, and blanket Temporary Obstruction Permit, <u>and waive the fees for parking and the Vending License</u>.



June 17, 2015

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

RE: Foodies & Brew Event

Dear Honorable Mayor Campbell and City Council,

On Friday, August 14th the Main Street Cultural District will host Foodies & Brew – a special evening event that will feature local cuisine and regional craft beer sampling. Foodies & Brew is MSCD's newest signature event to raise funds to support beautification and growth of the downtown business district. Information about the event can be found on the Special Event Application we submitted.

At this time the MSCD requests the Council to consider these specific requests:

- MSCD requests the closure the 400 block of Douglas on August 14 from 12:00pm-12:00am and the 200 block of 5th Street from 3:00pm-12:00am.
- MSCD requests a Blanket Temporary Obstruction Permit for the same space to enclose part of the street with double fencing to host the beer garden, event space and vendor parking. MSCD requests the permit for August 14 from 12:00pm-12:00am.
- MSCD requests a Blanket Vending License for various food vendors within the beer garden, and further request that the fee for the license be waived.
- MSCD requests the use of all metered parking spaces within the confines of the beer garden to place the music stage, beer and food tents, tables and guests. MSCD further requests that the parking meter fees be waived, estimated to be \$90.80.

Thank you for your consideration and continued support of the Ames Main Street Cultural District.

Sincerely,

Andrea Hammes Dodge **Event Coordinator**

SUMMARY OF EVENT

DESCRIPTION

Event Name Foodies & Brew

Description

On Friday, August 14th downtown Ames will be host to Foodies & Brew – a special evening event that will feature local cuisine and regional craft beer sampling. More than 360 people attended our inaugural event in 2014 and expect to attract more than 500 people this year.

During this event local restaurateurs and chefs will showcase their talents by providing samples of unique food creations. Event attendees will be encouraged to visit each station and vote for the People's Choice Award. A selection of craft beers will also be available for sampling, and each attendee will go home with a souvenir glass.

- Friday, August 14, 2015
- 6:30-8:30pm Tasting event
- 8:30-11:00pm Band and beer garden
- Located on Douglas Avenue in downtown Ames
- Tickets are \$30 (\$35 at the door)

The income of this event will be to cover costs of the event, with any leftover profit to be used as a fundraiser for the Main Street Cultural District to fund beautification and growth of the downtown business district.

Event Category	 Athletic/Recreation✓ Exhibits/Misc. Festival/Celebration Parade/Procession/M	Concert/Performa Farmer/Outdoor N Other (please exp	/larket	
Anticipated Attendance	Total 500	Per Day	_	
DATE/TIME				
Setup	Date 8/14/15	Time 8:00 am	Day of Week	Friday
Event Starts	Date 8/14/15	Time 6:30 pm	Day of Week	Friday
Event Ends	Date 8/14/15	Time 11:00 pm	Day of Week	
Teardown Complete	Date 8/15/15	Time 2:00 am	Day of Week	Saturday
Rain Date, if appl Rain Location, if			_	

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LOCATION

Region (Select one	or more)
A letter of sup	that events occurring in the Downtown, Campustown, in City parks, or on ISU property require prior approvals. pport will be required from CAA if the event occurs in Campustown or from MSCD if the event occurs in Downtown ct the appropriate office well in advance:
Campustown	Main Street Cultural District: (515) 233-3472 events@amesdowntown.org - Campustown Action Association: (515) 450-8771 director@amescampustown.com niversity - Events Authorization Committee: (515) 294-1437 events@amesdowntown.org director@amescampustown.com eventauthorization@iastate.edu
CONTA	CTS
Host O	Organization Main Street Cultural District
	Contact (Required) Name: Andrea Hammes Dodge or Cindy Hicks Address: 304 Main Street Telephone: () Cell phone: (515) 450-4140 Must be available by cell phone during event Email: hammesdodge@mgmc.com director@amesdowntown.org
	business days prior to the event, Organizer must submit Emergency Contact List, including numbers of all coordinators, volunteers, and location assigned to each.
Yes No	
✓	Is this an annual event? How many years have you been holding this event?2
√	Is this event open to the public?
	Is your event being held in conjunction with another event (e.g. Farmers' Market, 4th of July, etc.)?
	If yes, please list

2

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ITEM #: <u>17</u> DATE: <u>06-23-15</u>

COUNCIL ACTION FORM

SUBJECT: CERTIFICATE OF CONSISTENCY WITH THE CITY'S 2014-2018 CDBG CONSOLIDATED PLAN ON BEHALF OF NONPROFIT ORGANIZATIONS RECEIVING EMERGENCY SHELTER GRANT FUNDS

BACKGROUND:

In order for area non-profit agencies such as Youth and Shelter Services (YSS), the Emergency Resident Project (ERP) and the Assault Care Center (ACCESS) to apply for Federal Emergency Shelter Grant (ESG) funding, local governments are asked to sign a "Certification of Local Government Approval" signifying that they understand and agree to allow the non-profit agency to receive federal funds directly from the State of Iowa. These certifications also confirm that local governments are electing for the State of Iowa to administer this grant on behalf of the non-profit organizations. For the year beginning January 1, 2016, YSS will be requesting approximately \$33,000, and ACCESS will be requesting approximately \$20,000 in federal funds.

In order to facilitate local agencies' receipt of these shelter grants, the Mayor must sign the attached "Certification of Local Government Approval" to allow the State of Iowa to administer the ESG program on behalf of the above named nonprofit agencies. After signing this certification, there are no additional obligations for the City.

ALTERNATIVES:

- 1. The City Council can authorize the Mayor to sign the attached Certification of Local Government Approval.
- 2. The City Council can choose to not authorize the Mayor to sign the Certification of Local Government Approval.

MANAGER'S RECOMMENDED ACTION:

Receiving ESG grant funds is very important in helping these agencies provide much needed services for homeless youth and adults in our community.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1. This action will authorize the Mayor to sign the Certification of Local Government Approval for the State of Iowa to administer the ESG program on behalf of YSS and ACCESS.

CERTIFICATION OF LOCAL GOVERNMENT APPROVAL

FOR NONPROFIT ORGANIZATIONS RECEIVING IOWA STATEWIDE EMERGENCY SOLUTIONS GRANT (ESG) FUNDS FOR SHELTER

ESG Nonprofit Recipient:	
ESG Shelter Project:	
Unit of General Purpose Local	
Government for the geographic	
area served (city or county):	
Project Description (2-3	
sentences):	
I certify that I am duly authorize	d to act on behalf of the unit of general purpose local
government named above, and th	at I hereby approve* of this project.
government named above, and the	at Thereby approve of this projecti
By:	
Signature	Date
Printed Name and Title of S	ignatory Local Official

- (1) Units of general purpose local government in the State, which may include metropolitan cities and urban counties that receive ESG funds directly from HUD; or
- (2) Private nonprofit organizations, provided that for emergency shelter activities the recipient obtains a certification of approval from the unit of general purpose local government for the geographic area in which those activities are to be carried out."

Iowa Statewide ESG Policy: This certification is required at the earlier of: 1) at least once every two years; or 2) when a new contract is received, and the administration has changed for the applicable unit of general purpose local government.

^{*} This approval is made to carry out 24 CFR Part 576.202(a), which states the following:

[&]quot;...The recipient must subgrant the remaining funds in its fiscal year grant to:

ITEM # 18 DATE: 06-23-15

COUNCIL ACTION FORM

SUBJECT: PURCHASE OF SOFTWARE MAINTENANCE FROM SUNGARD PUBLIC SECTOR FOR PUBLIC SAFETY SYSTEM

BACKGROUND:

On June 14, 2005, the City entered into a 28E Intergovernmental Agreement with Iowa State University and the Story County Sheriff's Office supporting a joint computer system for public safety. This agreement included sharing of the system costs.

SunGard Public Sector is the integrated public safety software vendor for the Computer Aided Dispatch, Police Records, Jail Records, Mobile Computing, Phase II Mapping, NCIC/State Interface, and reporting applications. The City contracts with the vendor on an annual basis for maintenance services. SunGard Public Sector is the sole provider of maintenance for these software applications.

The total cost associated with operation of this system was approved by the City Council as part of the FY 2015/16 budget process and included \$156,493 for existing SunGard Public Sector software maintenance. As part of the 28E Agreement, the City is responsible for arranging and payment of software maintenance. This cost is later shared per terms of the three-party agreement. Additional costs may also be incurred as applications are expanded.

Included in SunGard's yearly maintenance service is 24-hour programming support, software upgrades on all applications throughout the year, and eligibility to participate in the annual SunGard Users' Group meeting where software enhancements are requested and formalized for the next year.

Since SunGard is the sole provider of these applications, Council authorization is needed to waive the City's standard bidding requirements.

ALTERNATIVES:

- 1. Waive formal bidding requirements and authorize City staff to enter into FY 2015/2016 software maintenance contracts with SunGard Public Sector at an estimated cost of \$156,493.
- 2. Do not authorize continuing software maintenance contracts with SunGard Public Sector.

MANAGER'S RECOMMENDED ACTION:

SunGard Public Sector is the sole provider of the maintenance services for the City's integrated public safety applications, which are vital for support of the law enforcement functions in Ames, ISU and Story County.

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

ITEM # 19 DATE: 06-23-15

COUNCIL ACTION FORM

SUBJECT: PURCHASE OF SOFTWARE MAINTENANCE FROM SUNGARD PUBLIC SECTOR FOR INTEGRATED FINANCIAL SYSTEM

BACKGROUND:

SunGard Public Sector is the City's software vendor for the integrated financial, utility billing, building permits, and citation management applications. The City contracts with this vendor on an annual basis for maintenance services. SunGard Public Sector is the sole provider of maintenance for these software applications.

Included in this yearly maintenance is 24-hour programming support, software upgrades on all applications throughout the year, and eligibility to participate in the annual SunGard Users' Group meeting where software enhancements are requested and formalized for the next year.

Since SunGard is the sole provider of these applications, Council authorization is needed to waive the City's standard bidding requirements.

The approved FY 2015/16 budget includes \$105,594 for SunGard Public Sector software maintenance. This amount is an estimate, since software licenses could be added or removed throughout the year depending on the needs of City staff.

ALTERNATIVES:

- 1. Waive formal bidding requirements and authorize City staff to enter into FY 2015/16 software maintenance contracts with SunGard Public Sector at an estimated cost of \$105,594.
- 2. Do not authorize continuing software maintenance contracts with SunGard Public Sector.

MANAGER'S RECOMMENDED ACTION:

SunGard Public Sector is the sole provider of the maintenance services for the City's integrated financial, utility billing, building permits, and citation management software. This software is vital in order to operate many of the City's basic functions.

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

ITEM # 20 DATE: 06-23-15

COUNCIL ACTION FORM

SUBJECT: REPLACEMENT OF INFORMATION TECHNOLOGY'S CORE ENTERPRISE NETWORK INFRASTRUCTURE

BACKGROUND:

In March 2013, the City contracted for a Network Readiness Assessment of our existing information technology infrastructure and performance. The assessment included testing and network recommendations to achieve voice and video quality over a properly architected network infrastructure. Based on the results of the network assessment, the City issued a Request for Proposal (RFP) in March 2015. The RFP was sent to network integrators or manufacturers who were qualified to design, configure, and install a complete and operational core enterprise network replacement for the City.

This core enterprise network serves as the primary router for the City network and the fiber consolidation point for the connectivity between City Hall, the Internet, and remote locations. Expectations for the replacement technology included the following elements:

- Replacing the current seven year old core network components
- Increasing network performance so that the core network is properly sized to effectively handle the amount of traffic expected
- Allowing for future network growth and expansion

RFPs were sent to 22 vendors, with the City seeking a hardware, software, and service solution that provides the best value to meet the City's networking needs. Two proposals were received and evaluated by a team of City employees.

Vendor interviews were conducted and the evaluation team independently scored the proposals based on the following criteria:

- Pass/Fail Completeness of proposal and compliance with proposal requirements (responsiveness)
- 30% Ability to fulfill the stated technical requirements
- 25% Experience and qualifications of the vendor and key project personnel
- 15% Demonstration of the vendor's understanding of the project
- 30% Cost of vendor's proposal

Funding of \$104,736 was budgeted for this project in the City's Equipment Replacement Fund.

Results of the evaluation are provided below:

Rank	Respondent	Evaluation Score	Project Cost
1	OneNeck IT Solutions Urbandale, Iowa	175.50	\$100,869.43
2	RSM McGladrey Des Moines, Iowa	158.05	\$103,359.00

Proposals were evaluated and the review team determined that the OneNeck IT Solutions proposal provided the optimal solution for the City. Determining factors included the following:

- Highest evaluated score
- Previous positive experience with successful project implementations
- Previous positive experience with support after implementation
- Having a larger number of more highly certified Cisco technicians on staff

ALTERNATIVES:

- 1. Award a contract to OneNeck IT Solutions of Urbandale, lowa for the replacement of the core enterprise network infrastructure at a cost of \$100,869.43.
- 2. Reject proposals and solicit proposals at a later date.

MANAGER'S RECOMMENDED ACTION:

By approving an agreement between the City and OneNeck IT Solutions, the City is preparing the network infrastructure for future voice/data/video convergence and IS assuring the quality of the network services delivered to end users.

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

ITEM # <u>21</u> DATE: 06-23-15

COUNCIL ACTION FORM

SUBJECT: POWER PLANT FUEL CONVERSION - PRELIMINARY PLANS AND SPECIFICATIONS FOR CONTROL ROOM INSTALLATION GENERAL WORK CONTRACT

BACKGROUND:

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

The major phases of work necessary to complete this conversion project are shown on page 2 of this report. This specific phase of the conversion project is to hire a contractor to perform the control room installation work. The engineer's estimate for this phase is \$925,000.

These costs will be covered from funding identified in the approved FY 2015/16 Capital Improvements Plan, which includes \$26,000,000 for the Unit 7 and Unit 8 fuel conversion. The overall project budget and commitments to date are summarized on page 3.

ALTERNATIVES:

- 1. Approve the preliminary plans and specifications for the Control Room Installation General Work Contract, and set July 22, 2015, as the bid due date, and July 28, 2015, as the date of hearing and award of contract.
- 2. Do not approve plans and specifications for the control room installation general work contract at this time.

MANAGER'S RECOMMENDED ACTION:

This conversion is needed in order for the Power Plant to remain in compliance with state and federal air quality regulations. This phase will provide for the expansion of the Power Plant's existing Control Room and provide for air conditioned space to hold the new Distributed Control System equipment. The expansion was necessary to allow for the installation of the new equipment while the plant operates under the old system; minimizing plant outage time.

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

PROJECT PHASING

The major phases of work necessary to complete this conversion project are outlined below. The component proposed for Council action at this time is shown in bold:

- 1. Procure the natural gas burners, igniters, and scanners, plus boiler/furnace modeling to assess the necessity for boiler modifications.
 - On November 5, 2014 City Council awarded a Contract to Alstom Power Inc. of Windsor, CT, with delivery of this equipment in the fourth quarter of 2015.
- 2. Replace the Power Plant's Distributed Control System (DCS), including both hardware and software.
 - 2a. Replace (upgrade) the Turbine Control Systems (TCS) on Unit 7 and Unit 8, plus the steam seal regulator on Unit 8 only.
- 3. Design the necessary modifications to the control room and DCS cabinet room.
- 4. Design the necessary modifications to source natural gas inside the power plant, and all necessary structural, mechanical, and electrical modifications for the power plant to burn natural gas as its primary fuel.
- 5. Select a contractor to construct a new control room/DCS room in the Power Plant.
- 6. Select a contractor to modify the Power Plant and install the materials and equipment necessary to operate the Power Plant on natural gas.
- 7. Select a contractor to install the electrical equipment, including the work associated with the DCS upgrade and the electrical modifications to the control room.

PROJECT BUDGET

The overall project budget and commitments to date are summarized below. To date, the project budget has the following items encumbered:

\$26,000,000	FY 2015/16 CIP amount budgeted for project
\$1,995,000 \$2,395,000	Encumbered not-to-exceed amount for Engineering Services Engineering Services Contract Change Order No. 1
\$3,355,300 \$29,869 (-\$321,600) (-\$51,000)	Contract cost for Natural Gas Conversion Equipment Equipment Contract Change Order No. 1 Equipment Contract Change Order No. 2 Equipment Contract Change Order No. 3
\$1,595,000	Contract cost for DCS equipment
\$1,001,240	Contact cost for TCS equipment
\$925,000	Estimated cost for Control Room Installation General Work Contract (this agenda item)
\$5,115,000	Estimated cost for Mechanical Installation General Work Contract (separate item on this Council agenda)
<u>\$16,038,809</u>	Costs committed to date for conversion
\$9,961,191	Remaining Project Balance to cover DCS installation and other miscellaneous equipment and modifications to the power plant needed for the fuel conversion

ITEM # <u>22</u> DATE: 06-23-15

COUNCIL ACTION FORM

<u>SUBJECT</u>: POWER PLANT FUEL CONVERSION – PRELIMINARY PLANS AND SPECIFICATIONS FOR MECHANICAL INSTALLATION GENERAL WORK CONTRACT

BACKGROUND:

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

The major phases of work necessary to complete this conversion project are shown on page 2 of this report. This specific phase of the conversion project is to hire a contractor to perform the mechanical installation work. The engineer's estimate for this phase of the project is \$5,115,000.

These costs will be covered from funding identified in the approved FY 2015/16 Capital Improvements Plan, which includes \$26,000,000 for the Unit 7 and Unit 8 fuel conversion. The overall project budget and commitments to date are summarized on page 3.

ALTERNATIVES:

- 1. Approve the preliminary plans and specifications for the Mechanical Installation General Work Contract, and set July 23, 2015, as the bid due date, and July 28, 2015, as the date of hearing and award of contract.
- 2. Do not approve plans and specifications for the control room installation general work contract at this time.

MANAGER'S RECOMMENDED ACTION:

This conversion is needed in order for the Power Plant to remain in compliance with state and federal air quality regulations. This major phase will provide for the mechanical work necessary to install the natural gas burners into the boilers, provide for the natural gas piping from the burners to the main Alliant pipeline, and accomplish structural modifications and valve trains.

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

PROJECT PHASING

The major phases of work necessary to complete this conversion project are outlined below. The component proposed for Council action at this time is shown in bold:

- 1. Procure the natural gas burners, igniters, and scanners, plus boiler/furnace modeling to assess the necessity for boiler modifications.
 - On November 5, 2014 City Council awarded a Contract to Alstom Power Inc. of Windsor, CT, with delivery of this equipment in the fourth guarter of 2015.
- 2. Replace the Power Plant's Distributed Control System (DCS), including both hardware and software.
 - 2a. Replace (upgrade) the Turbine Control Systems (TCS) on Unit 7 and Unit 8, plus the steam seal regulator on Unit 8 only.
- 3. Design the necessary modifications to the control room and DCS cabinet room.
- 4. Design the necessary modifications to source natural gas inside the power plant, and all necessary structural, mechanical, and electrical modifications for the power plant to burn natural gas as its primary fuel.
- 5. Select a contractor to construct a new control room/DCS room in the Power Plant.
- 6. Select a contractor to modify the Power Plant and install the materials and equipment necessary to operate the Power Plant on natural gas.
- Select a contractor to install the electrical equipment, including the work associated with the DCS upgrade and the electrical modifications to the control room.

PROJECT BUDGET

The overall project budget and commitments to date are summarized below. To date, the project budget has the following items encumbered:

\$26,000,000	FY 2015/16 CIP amount budgeted for project
\$1,995,000 \$2,395,000	Encumbered not-to-exceed amount for Engineering Services Engineering Services Contract Change Order No. 1
\$3,355,300 \$29,869 (-\$321,600) (-\$51,000)	Contract cost for Natural Gas Conversion Equipment Equipment Contract Change Order No. 1 Equipment Contract Change Order No. 2 Equipment Contract Change Order No. 3
\$1,595,000	Contract cost for DCS equipment
\$1,001,240	Contact cost for TCS equipment
\$925,000	Estimated cost for Control Room Installation General Work Contract (separate item on this Council agenda)
\$5,115,000	Estimated cost for Mechanical Installation General Work Contract (this agenda item)
<u>\$16,038,809</u>	Costs committed to date for conversion
\$9,961,191	Remaining Project Balance to cover DCS installation and other miscellaneous equipment and modifications to the power plant needed for the fuel conversion

ITEM # 23 DATE: 06-23-15

COUNCIL ACTION FORM

SUBJECT: 2014/15 DOWNTOWN STREET PAVEMENT IMPROVEMENTS (5TH STREET – BURNETT AVENUE TO GRAND AVENUE)

BACKGROUND:

The annual Downtown Street Pavement Improvements program rehabilitates or reconstructs streets within the downtown area. The 2014/15 program location is 5th Street from Burnett Avenue to Grand Avenue. The project includes removal and replacement of the existing pavement, storm sewer improvements, water quality improvements, and sanitary sewer improvements, as well as a ribbon of colored sidewalk concrete to match the previously reconstructed areas of downtown.

City staff and the engineering consultant, Bolton & Menk, held a project information meeting with area businesses and the Main Street Cultural District (MSCD). The project will be staged to maintain access to all businesses during construction. The work will be coordinated with recently awarded water quality grants received from the State (IDALS and SRF Sponsored Projects) to incorporate low-impact storm water features on 5th Street and create a more sustainable landscape around City Hall.

Bids were originally received on May 6, 2015. On May 26 City Council formally rejected all bids due to their being greater than the available funding. Since that time, City staff and the engineering consultant have reviewed the plans and discussed options to reduce costs for the project. One of the options proposed to reduce costs is to bid the project with an asphalt pavement alternate. However, concrete pavement is still the preferred outcome with this project in order to maintain the common look, feel and function of the other reconstructed streets in the Downtown Business District.

Cost reductions were achieved through evaluation of existing underground utilities and identifying improvements that could be made through alternative construction practices which would reduce cost but still provide an effective and functioning utility system. The construction schedule was also modified to allow the project to begin this summer or fall, while making the project maintainable and passable for the winter of 2015. This would thus allow for completion in next spring prior to the July 4th parade and Midnight Madness road race. Finally, the decorative fencing to be placed around the street trees has been moved to a bid add alternate, meaning if favorable bids are received this component can be added as a part of this project. Otherwise this fencing could be added at a later date through a separate bid such as Right-of-Way Restoration in coordination with the vegetative restoration on this project.

In accordance with these changes, plans and specifications have been revised with a new estimated cost of \$1,137,486. Engineering and administration are estimated at \$227,500, bringing the total estimated project cost to \$1,364,986. The funding available for this project to cover anticipated costs is summarized on the following page.

	vailable Revenue		stimated xpenses
5th Street (Burnett to Grand) Pavement Improvements		\$ 1	1,137,486
General Obligation Bonds (FY14/15 CIP for Street)	\$ 900,000		
Sanitary Sewer Funds (13/14 Sanitary Sewer Rehab Program)	\$ 175,000		
Sanitary Sewer Funds (14/15 Sanitary Sewer Rehab Program)	\$ 64,500		
15/16 Storm Sewer Improvement Program	\$ 70,000		
Unused GO Bonds from 11/12 Asphalt Pavement Improvements			
project (Ironwood Court)	\$ 75,000		
Unused GO Bonds from 13/14 Downtown Pavement Improvements	\$ 111,671		
Engineering/Administration		\$	227,500
	\$ 1,396,171	\$ 1	1,364,986

ALTERNATIVES:

- 1. Approve the 2014/15 Downtown Street Pavement Improvements (5th Street –Burnett Avenue to Grand Avenue) by establishing July 22, 2015, as the date of letting and July 28, 2015, as the date for report of bids.
- 2. Direct staff to revise the project.

MANAGER'S RECOMMENDED ACTION:

This project represents City Council's continuing commitment to reinvest in downtown infrastructure. By approving plans and specifications and setting the letting date, it will be possible to move forward with the reconstruction of 5th Street during the summer and fall of 2015. Delay of approval could delay the reconstruction until late in 2016 which may affect annual events in the downtown area.

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

ITEM # <u>24</u> DATE: 06-23-15

COUNCIL ACTION FORM

SUBJECT: 2014/15 SANITARY SEWER REHABILITATION (MANHOLE REHABILITATION – BASINS 1 & 5)

BACKGROUND

The ability of the sanitary sewer system to convey wastewater well into the future is dependent on the removal of the current large amount of infiltration and inflow (I&I, or I/I) in the system that occurs during wet weather. In order to minimize the need for costly expansions to the City's Water Pollution Control (WPC) facility, as well as to convey flows from new development as the City grows, the City must work to reduce the overall I/I in the system.

In March 2012 the City entered into a Sanitary Sewer System Evaluation agreement with Veenstra & Kimm, Inc. (V&K) from West Des Moines, Iowa. This included a comprehensive and systematic evaluation for identifying the defects that could contribute I/I across the entire, City-wide sanitary sewer system. This evaluation has been underway for several years. With the data collection phase complete, it is evident that there are over \$25 million worth of immediate structural improvements needed in the sanitary sewer system. Current and future CIP projects for the sanitary sewer system are based on the results of this evaluation. Work includes rehabilitation such as the lining of existing mains or spray lining of existing structures, as well as complete removal and replacement of structures and sanitary sewer mains.

These projects were shown in the CIP beginning in 2014/15. Funding comes from the State Revolving Fund (SRF) in the amount of \$3,470,000 for each year with an annual increase of 5% for inflation. Repayment of the SRF loans will be from revenues generated in the Sanitary Sewer Fund.

A SRF Planning and Design Loan for \$375,000 was approved by City Council in March 2014. This loan was secured in order to hire a consultant to help determine the best action plan for implementation of system repairs, as well as for design services for the first two years of projects. At the September 23, 2014 meeting, City Council approved the engineering services agreement with V&K along with WHKS & Company of Mason City, lowa to assist in the evaluation of the data.

This is the first project to come out of the study, and was selected to have an immediate impact by removing Inflow & Infiltration (I&I) to regain some capacity in the existing sewer mains. This also means that the amount of clean water that enters the system will be reduced, thus reducing the amount of water required to be treated at the plant.

Plans and specifications have been completed with estimated costs of \$2,093,440. Engineering and administration are estimated at \$420,000, bringing the total estimated project cost to \$2,513,440. Funding for this project is in the amount of \$3,270,000 from State Revolving Funds as included in the 2014/15 Budget.

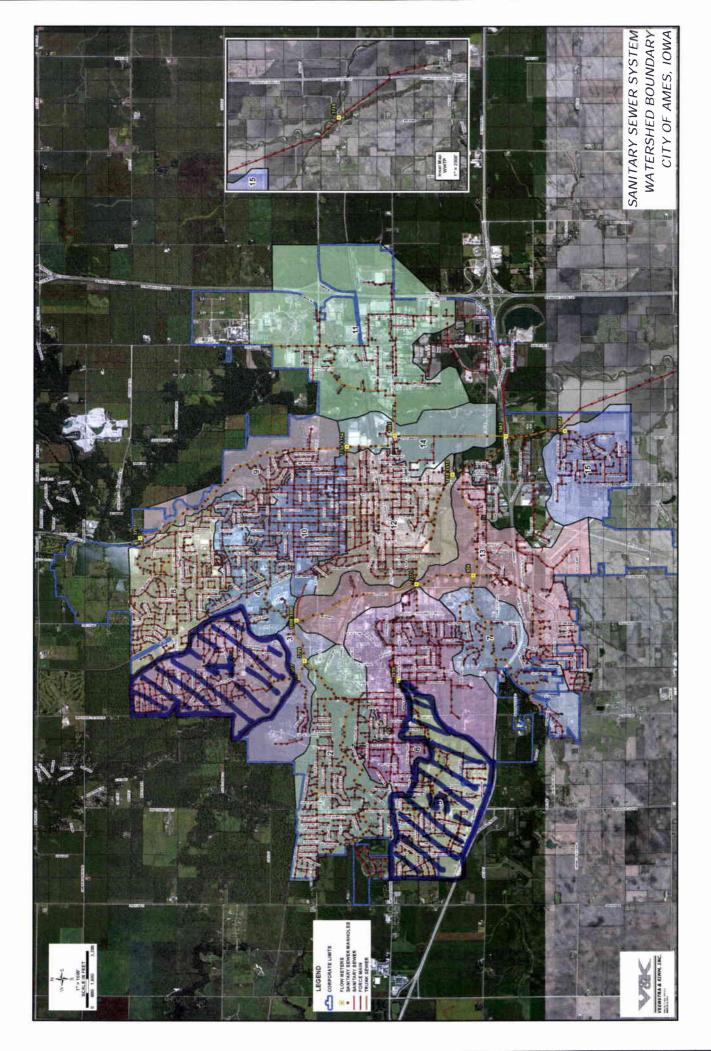
ALTERNATIVES:

- 1. Approve the 2014/15 Sanitary Sewer Rehabilitation (Manhole Rehabilitation Basin 1 & 5) by establishing July 22, 2015, as the date of letting and July 28, 2015, as the date for report of bids.
- 2. Direct staff to revise the project.

MANAGER'S RECOMMENDED ACTION:

This project represents City Council's commitment to improve the sanitary sewer system. This is the first of several large projects which will have an immediate impact by removing Inflow & Infiltration to regain valuable capacity in existing sanitary sewer mains.

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



ITEM # 25 DATE: 06-23-15

COUNCIL ACTION FORM

<u>SUBJECT</u>: 800 MEGAHERTZ TRUNKED RADIO EQUIPMENT, PAGERS, AND RELATED EQUIPMENT AND SERVICES

BACKGROUND:

The 800 megahertz (MHz) trunked radio system provides for interactive communication between many City work groups and departments, as well as with the Story County Sheriff's Office, Iowa State University, Mary Greeley Medical Center, and all of Story County's other emergency responders.

On June 25, 2013, City Council awarded a contract to Electronic Engineering Co. for 800 MHz trunked radio equipment, pagers, and related equipment and services for City departments. The contract provided for lease of general radio equipment, law enforcement equipment, equipment installation and maintenance, and paging equipment and services through June 30, 2015. That agreement allowed City departments to continue to receive radio services provided locally by Electronic Engineering Company. There has been one change order to the contract to update the pricing for the emergency vehicle equipment currently being installed.

Radio equipment furnished under the contract includes portable and vehicle radios, base station radios, and specialized law enforcement communication equipment. The City currently has approximately 375 radios leased and 19 radios purchased under this contract. The City no longer leases pagers, but will maintain the pricing and availability of pagers on this contract for unexpected needs. At this time the Police and Fire Departments are the largest users of the City radio contract. Interactive communication with public safety agencies throughout Story County also occurs on this radio system. The total annual cost for radio equipment and related services is approximately \$230,000 per year.

The Story County E-911 Board completed a study of the current radio system in the Fall of 2010. The Board's consultant recommended that the County begin planning for a new radio system due to the aging equipment and limitations of the current radio technology. Since that time, the radio consoles have been replaced in each of the Communication Centers. In addition, some of the handheld and mobile radios have been updated. These changes allowed the City to extend the life of the current equipment, but have not eliminated concerns about reliability of the core system.

In response to these concerns, staff created a Radio Communications Team to evaluate existing communication systems/providers in the area who might offer a viable alternative to the City's existing system. The team recognized that there are changes in technology and new Federal regulations that the City will need to consider. Work on identifying radio alternatives continues at the present time. It should be emphasized that

it will take some time to develop an alternative plan, and the implementation of such a plan will require a significant capital investment. **Until a feasible plan can be established and implemented, continuation of the current radio contract is in the best interest of the City.**

The proposed contract with Electronic Engineering is for two years beginning July 1, 2015, and ending June 30, 2017. Prices under the proposed contract reflect an increase in the tower fee for each year. The tower fees will increase \$0.50 per radio per month for each year of the contract, and an option for a third year also includes a \$0.50 increase in tower fees. The initial \$.50 increase was anticipated and included in the 2015/16 Budget. Equipment prices remain unchanged from the previous contract, with the exception of equipment needed for change-outs on new emergency vehicles (e.g., light bars).

Historically, the Story County E911 Board paid the tower fees of the Police and Fire Departments, the two largest users under this contract. The E911 Board also paid the tower fees for other emergency response agencies in Story County. In 2013, it was reported to City Council that, because of declining revenues, the E911 Board would gradually shift that cost back to the cities and towns. That shift was to occur over a four-year period. Since that time, changes have been made in the state allocation of 911 surcharge dollars that returned additional revenues to the E911 Board. Consequently, the Board has determined that it will continue to pay 50% of the tower fees for Police and Fire. In the current fiscal year the E911 Board paid approximately \$12,000 as its 50% share of tower fees.

ALTERNATIVES:

- 1. Approve the contract with Electronic Engineering Co. to provide 800 MHz trunked radio equipment, pagers, and related equipment and services for City departments from July 1, 2015, through June 30, 2017.
- 2. Reject the contract with Electronic Engineering Co. and attempt to purchase radio and pager services on an as-needed basis until the County-wide radio system study is completed and the Story County E-911 board acts on the resulting recommendations.

MANAGER'S RECOMMENDED ACTION:

The proposed two-year contract for radio and pager equipment and services will ensure continuation of critical interactive communication between City work groups and departments, as well as with the Story County Sheriff's Office, Iowa State University, Mary Greeley Medical Center, and all Story County emergency responders.

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

ITEM # <u>26</u> DATE: <u>06-23-15</u>

COUNCIL ACTION FORM

<u>SUBJECT</u>: FLEET REPLACEMENT PROGRAM - PUBLIC WORKS GROUNDS TRACTOR

BACKGROUND:

The Public Works Grounds Division uses a tractor with an attached mower for ditch mowing. This unit was scheduled for replacement and specifications were developed. With the replacement, there was an opportunity to purchase a different type of mower that would be safer for the operators and the community.

This bid is for a new tractor with optional equipment. A separate bid was done for the mower attachment.

Bids were received from dealers as follows:

Bidder	Unit Price	Make	Model	Year	Optional Loader	Optional Snow Blade
Neese Inc.	\$53,850.00	Zetor	Proxima Power 120	2015	\$7,800.00	\$3,200.00
Central lowa Farm Store	\$64,530.00	New Holland	T5.105	New	\$10,650.00	\$3,900.00
Central lowa Farm Store	\$68,084.00	MF	5611	New	\$10,816.00	\$3,900.00
Van Wall Equipment	\$72,484.43	John Deere	6105M	2015	\$5,584.86	\$4,890.21

The low bid for the tractor is from Neese Inc., of Grand Junction, Iowa for \$53,850.

Funding is available for this purchase as follows:

Replacement funds available	\$73,127
Estimated salvage value	15,000
Available funding	\$88,127

Total costs from the low bidder combined with the separate mower bid are as follows:

Tractor	\$ 53,850
Optional Loader	7,800
Optional Snow Blade	3,200
Mower Unit (separate bid)	21,450
Total Cost	\$ 86,300

ALTERNATIVES:

- 1. Approve and award this contract to Neese Inc. of Grand Junction, Iowa, for one Zetor Proxima Power 120 and optional equipment for \$64,850
- 2. Reject award of bid.

MANAGER'S RECOMMENDED ACTION:

Staff agrees that the Zetor Proxima Power 120 from Neese Inc., of Grand Junction, Iowa, meets the City's needs as specified at the lowest price. Therefore, purchasing this tractor will provide the best and most economical equipment.

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

ITEM # <u>27</u> DATE: 06-23-15

COUNCIL ACTION FORM

<u>SUBJECT</u>: FLEET REPLACEMENT PROGRAM – RESOURCE RECOVERY WHEEL LOADER

BACKGROUND:

Resource Recovery uses two wheel loaders in their operation. Due to the frequent use of these machines, a plan was developed to always have one primary machine and a secondary unit. These units were rotated out on a two year schedule with the first year being the primary use unit and followed by one year as the secondary use machine.

In discussions for the replacement of this unit, it was determined that a larger loader could better meet the needs of the operation. The increase in size allows an opportunity to look at a diesel-electric hybrid unit. This configuration would have several advantages, including a larger loading capacity, a quieter engine, lower fuel consumption, and a longer operational life.

Due to the increase in cost of the larger machine and its longer anticipated life, Fleet Services and Resource Recovery staffs configured a new rotational model to keep one larger diesel-electric hybrid for three years and to have a second unit similar to what is currently being used for three years. This will allow spreading out the costs in the Resource Recovery budget.

This bid is for a new diesel-electric hybrid wheel loader for Resource Recovery. Bids from dealers were received as follows:

Bidder	Unit Price	Make	Model	Year	Guaranteed Buy Back	Full Warranty (4 years and 6,000 hours)
Murphy Tractor & Equipment	\$268,972	John Deere	644K Hybrid	2015	\$165,000	\$3,165
Titan						
Machinery	No Bid					
Ziegler,						
Inc.	No Bid					
Scott Van						
Keppel	No Bid					

The sole bid received for the diesel-electric hybrid wheel loader with extended warranty is from Murphy Tractor and Equipment of Des Moines, Iowa at a total cost of \$272,137.

Funding is available for this purchase as follows:

Replacement funds available \$187,255 (as of 8/1/15)

Buy back of existing unit 100,000 **Total available funding** \$287,255

ALTERNATIVES:

1. Approve and award this contract to Murphy Tractor and Equipment of Des Moines, Iowa, for one John Deere 644K Hybrid and extended warranty for \$272,137.

2. Reject award of bid.

MANAGER'S RECOMMENDED ACTION:

Fleet Services and Resource Recovery staff agree that the John Deere 644K Hybrid from Murphy Tractor and Equipment, of Des Moines, Iowa, meets the City's needs as specified. Purchasing this tractor will provide the best, most economical and sustainable equipment. The new three-year equipment replacement schedule will also allow this upgrade to occur without too large an increase in the Resource Recovery budget.

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

MEMO



To: Mayor and Members of the City Council

From: City Clerk's Office

Date: June 18, 2015

Subject: Contract and Bond Approval

There is no Council Action Form for Item No. <u>28</u>. Council approval of the contract and bond for this project is simply fulfilling a *State Code* requirement.

/jr

COUNCIL ACTION FORM

SUBJECT: LIBRARY RENOVATION AND EXPANSION PROJECT LEED COMMISSIONING CHANGE ORDER

BACKGROUND:

On June 26, 2012, the City Council authorized execution of a contract with Cornerstone Commissioning of Boxford, Massachusetts, to serve as Ames Public Library's Commissioning Agent for LEED Certification in conjunction with the Library Renovation and Expansion Project. The contract is for an amount not to exceed \$49,880. A change order in the amount of \$17,800 is now being requested and City Council approval is sought. Under the City's established Purchasing Policies, Council approval is needed if the amount of a change order exceeds 20% of the original contract price.

Project scheduling delays, some unanticipated repairs, and Library-requested adjustments to the sustainable systems in the building required the commissioning agent to make additional site visits, attend more meetings, and conduct more testing than was included in the original project scope. Change Order No. 1 would authorize the following additional services:

- Testing and retesting zones of the chilled beam system affected by glycol leaks.
- Troubleshooting and resolving air pressurization issues in the entryway vestibule.
- Meeting attendance and related work associated with significantly longer-thananticipated project duration.
- Troubleshooting and multiple return visits related to heat recovery chiller and boiler problems.

Issues with the heat recovery chiller and boiler are still being resolved and will need to be tested before certain outstanding items included in the scope of the original contract can be completed. These items include review of some remaining sequences, the final report and facility manual, and a ten-month follow-up with seasonal testing. The Library, therefore, requests approval of Change Order No. 1 in the amount of \$17,800 in order to complete the LEED commissioning process. The impact on the total contract price is shown below:

Original Contract Sum	\$49,880
Net changes authorized by Change Order #1	\$17,800
New Contract Sum including Change Order #1	\$67,680

The Renovation and Expansion Project budget presently has an unencumbered balance of \$1,046,555. The Library Board of Trustees considered this change order request at its June 18 meeting and recommends City Council approval.

ALTERNATIVES:

- 1. Approve Change Order #1 with Cornerstone Commissioning, Inc., of Boxwood, Massachusetts, to allow for additional commissioning agent services for the Ames Public Library in the amount of \$17,800.
- 2. Do not approve Change Order #1.

MANAGER'S RECOMMENDED ACTION:

The commissioning fees listed in Cornerstone's original proposal were based on the Library's estimated completion date of April 2014. Project delays and issues with the sustainable systems required additional time and work on the part of the commissioning agent. This change order is recommended for approval by the Library Board of Trustees and funding is available in the Library's Renovation and Expansion Project budget.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving Change Order #1 with Cornerstone Commissioning, Inc., of Boxwood, Massachusetts, to allow for additional commissioning agent services for the Ames Public Library in the amount of \$17,800.

ITEM # ___<u>30</u> DATE: 06-23-15

COUNCIL ACTION FORM

SUBJECT: PRECIPITATOR CONTROL REPLACEMENT CHANGE ORDER

BACKGROUND:

Electrostatic precipitators are used by the City's power plant to capture fly ash from the plant exhaust. Electric Services desires to procure the hardware and software necessary to provide maximum power input to the Unit #8 precipitator, to provide maximum rapping efficiency, and to monitor, record and operate the precipitators. The existing controls are obsolete, difficult to adjust and troubleshoot. Controls on the Unit #7 precipitator have already been replaced.

On May 12, 2015, Council awarded the Precipitator Control Replacement contract to Stock Equipment Company, Chagrin Falls, OH, in the amount of \$91,843.00 (inclusive of applicable lowa sales tax).

This proposed Change Order No. 1 in the amount of \$19,414.08 (inclusive of applicable lowa sales tax) is for the extra cost to supply 16 silicon controlled rectifiers (SCRs). These items were not in the original scope because the ones currently in service are working. However, staff learned with the new controls that the SCRs will modulate more frequently as the controls "adjust" to improve precipitator performance and efficiency. The old, original SCRs with the old controls no longer adjusted. Due to their age it is expected that the old SCRs will fail rather quickly with the new controls. In order to prevent "on line" failures, it would be preferable to replace the old units along with the controls. The total contract amount with this change order will be \$111,257.08.

Funding was approved in the FY2013/14 CIP which contained \$200,000 for Unit #8 Precipitator Controls. These dollars have been carried over into the FY 2014/15 budget year and are available to cover this change order.

ALTERNATIVES:

- 1. Approve contract Change Order No. 1 to Stock Equipment Company, in the amount of \$19,414.08 for the Precipitator Control Replacement.
- 2. Reject contract Change Order No. 1 and allow the old SCRs to fail one at a time over the next year.

MANAGER'S RECOMMENDED ACTION:

This change order is needed to prevent online SCR failures and resultant degradation in precipitator performance. The emissions action plan on file with the IDNR requires a plant shutdown if any four of the 16 precipitator fields is out of service.

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

ITEM # <u>31</u> DATE: 06-23-15

COUNCIL ACTION FORM

SUBJECT: FACILITIES MAINTENANCE PROGRAM – CHANGE ORDER FOR CUSTODIAL SERVICES AT CITY HALL

BACKGROUND:

On June 11, 2013 Council awarded a contract to Klean Rite to provide custodial services for the City Hall and Community Center for the period from July 1, 2013 through June 30, 2014. This contract also included four optional renewal periods.

After awarding the contract a purchase order was awarded in the amount of \$57,255. This purchase order covers the monthly fee as agreed in the contract. However, extra cleanings and services not included in the monthly fee are charged as they are completed. This resulted in a change order being approved by staff in the amount of \$10,120 for services rendered in April. More extra cleanings since that time have resulted in a need to increase the purchase order again.

With that change, the cumulative increase will be more than 20% of the original contract amount, thus requiring City Council approval. An additional \$1,000 needs to be added, bringing the total purchase order amount to \$68,375. These increases will be covered in the City Hall and Community Center operating budgets.

ALTERNATIVES:

- 1. Approve change orders to the Klean Rite custodial services contract by a total of \$11,120, thus bringing the total contract to \$68,375.
- 2. Reject the change order.

MANAGER'S RECOMMENDATION:

Klean Rite has provided these custodial services for the past year, including the special cleanings and services not originally included in a purchase order. Based upon the services rendered, the purchase order needs to be increased.

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



Public Works Department

515 Clark Avenue, Ames, Iowa 50010 Phone 515-239-5160 ♦ Fax 515-239-5404

June 5, 2015

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

Ladies and Gentlemen:

I hereby certify that the street lighting along Marigold Drive as a condition for approval of the final plat of **South Fork, 7th Addition** has been completed. 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 released (Marigold Drive).

Note that an additional financial security remains in the amount of **\$28,558.60** for the above referenced subdivision that covers the remaining asphalt surfacing, street lighting, erosion control, pedestrian ramps, and final utility fixture adjustments along Dotson Drive and Harris Street.

Sincerely,

John C. Joiner, P.E.

Director

JJ/jc

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

Subdivision file

c foi

South Fork, 7th Addition September 8, 2014 Page 2

Description	Unit	Quantity
Class 13 Excavation	CY	2,000
Sub-grade Preparation	SY	2,310
8" Sanitary Sewer Main, PVC	LF	156
4" Sanitary Sewer Service, PVC	EA	8
Storm Sewer, RCP 15", CL 3	LF	213
Storm Sewer Service Stub, PVC, 1-1/2"	EA	8
Water main, Trenched, PVC, 8"	LF	116
Water Service Connection, Curb Stop & Box, 1"	EA	8
Manhole, SW 301, 48"	EA	1
Intake, SW 501	EA	1
Intake, SW 503	EA	1
Manhole Adjustment, Major	EA	7
Sidewalk, PCC, 6"	SY	40
30" PCC Curb and Gutter	LF	1,400
Pavement, 8" HMA	SY	653
Pavement, 10" HMA	SY	1,087
Seeding, Type 1 Lawn Mix	ACRE	1
Silt Fence-Install, Maint. & Removal	LF	300
Inlet Protection Device-Install, Maint. & Removal	EA	3
Stabilized Construction Entrance	EA	1

Description	Unit	Quantity
Class 13 Excavation	CY	2,050
Sub-grade Preparation	SY	1,570
8" Sanitary Sewer Main, PVC	LF	304
4" Sanitary Sewer Service, PVC	EA	13
Storm Sewer, RCP 15", CL 3	LF	182
Footing Drain Collector, 6"	LF	165
Footing Drain Cleanout, 6"	EA	1
Footing Drain Outlet and Connection, 6"	EA	1
Storm Sewer Service Stub, PVC, 1-1/2"	EA	13
Water main, Trenched, PVC, 8"	LF	324
Water Service Connection, Curb Stop & Box, 1"	EA	13
8" Tee	EA	1

Fire Hydrant Assembly (includes gate valve, boot, 6" pipe and	EA	1
fittings)		
Intake, SW501	EA	2
Manhole Adjustment, Major	EA	1
Pavement, 6" PCC	SY	365
30" PCC Curb and Gutter	LF	654
Pavement, 8" HMA	SY	945
Pavement Removal	SY	134
Seeding, Type 1 Lawn Mix	ACRE	1
Inlet Protection Device, Install, Maintain, Remove	EA	1
Stabilized Construction Entrance	EA	1

ITEM # 33 DATE: 06-23-15

COUNCIL ACTION FORM

SUBJECT: FIRE STATION #3 – HEATING, VENTILATION & AIR CONDITIONING (HVAC) SYSTEM MODIFICATIONS

BACKGROUND:

On October 28, 2014, City Council awarded a contract to Converse Conditioned Air in the amount of \$58,588 to install a new HVAC system for the living quarters in Fire Station #3. That work is now completed, and the project is ready for final acceptance by the City Council.

As background, Fire Station No. 3 was built in 2002 and used a hydronic heating system (boilers, piping, heat exchangers, etc.) to heat the entire facility. A roof mounted air-handler was used to cool the living quarters and the administrative area of the fire station.

The configuration of that existing system inhibited the flow of heating water to the living quarters and administrative area, resulting in inconsistent and insufficient heat during winter months. After an evaluation of this configuration, it was decided to install a new HVAC system for the living quarters and to retain the hydronic system for the garage area.

Staff administratively approved one change order to authorize changes to a door due to different wall thickness, new lighting, additional ductwork, removal of abandoned wiring, and minor plumbing. That change order totaled \$6,479, bringing the total contract amount to \$65,067. The cost to design the new HVAC system was \$3,800, bringing total project costs to \$68,867.

Since this project will result in substantial energy savings, funds from the City's Cool Cities account were tapped to finance the installation. Cool Cities funding was established by the City Council in order to increase energy efficiency and sustainability within City operations and to reduce our overall carbon footprint. The Cool Cities account balance is currently \$70,957.

ALTERNATIVES:

- 1. Accept the Fire Station #3 HVAC modifications as completed by Converse Conditioned Air of Ames, Iowa, in the amount of \$68,867.
- 2. Direct staff to pursue modifications to the project.

MANAGER'S RECOMMENDED ACTION:

This project will provide more economical and efficient systems to properly condition the living quarters of Fire Station #3. The project has been completed as specified, and final payment to the contractor should now be authorized.

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

ITEM # <u>34</u> DATE: 06-23-15

COUNCIL ACTION FORM

SUBJECT: PLAT OF SURVEY FOR 307 ASH AVENUE

BACKGROUND:

The City's subdivision regulations are found in Chapter 23 of the Ames Municipal Code. These regulations include the process for creating or modifying property boundaries and for determining if any improvements are required in conjunction with the platting of property. The regulations also describe the process for combining existing platted lots or conveyance parcels in order to create a parcel for development purposes. A plat of survey is allowed by Section 23.309 for the consolidation of conveyance parcels.

This particular plat of survey is for a proposed consolidation of an existing parcel and adjacent vacated alley. The lot's location is shown on Attachment A Location Map. 307 Ash Avenue is the site of a 12-unit apartment building, which is proposed to be converted into a Greek house (Alpha Phi sorority).

The parcel is zoned High-Density Residential (RH) with the East University Impacted Area Overlay (O-UIE). The combined lot size will be 22,266 square feet (0.51 acres).

Approval of this plat of survey will allow the applicant to prepare the official plat of survey, submit it to the Planning and Housing Director for review. The Director will sign the plat of survey confirming that it fully conforms to all conditions of approval. The prepared plat of survey may then be signed by the surveyor, who will submit it for recording in the office of the County Recorder.

ALTERNATIVES:

- 1. The City Council can adopt the resolution approving the proposed plat of survey.
- 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:

Staff has determined that the proposed plat of survey satisfies all code requirements for a boundary line adjustment of existing lots 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.

ADDENDUM PLAT OF SURVEY FOR 307 ASH AVENUE

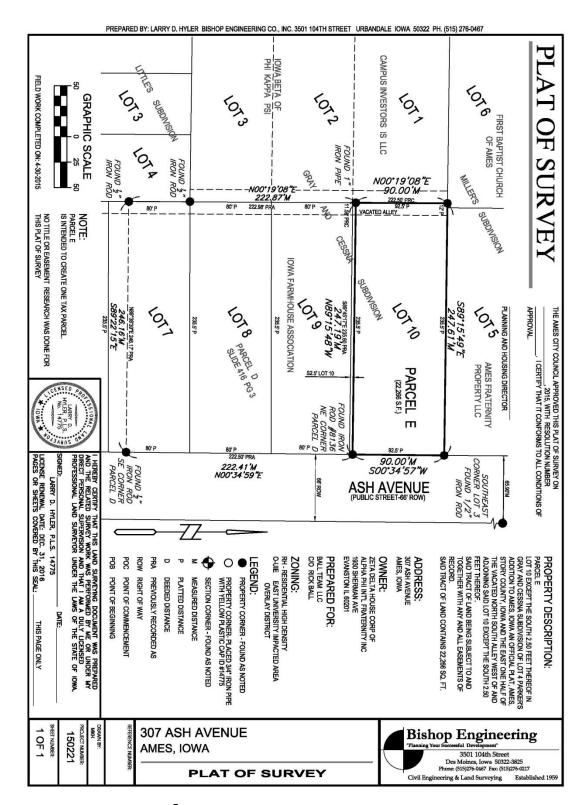
 Conveyance parcel (per Section 23.307) Boundary line adjustment (per Section 23.309) Re-plat to correct error (per Section 23.310) Auditor's plat (per Code of Iowa Section 354.15) The site is located at: Owners: Zeta Delta House Corp. of Alpha Phi Int'l Fraternity Existing Street Addresses: 413 307 Ash Avenue Assessor's Parcel #: 0909202120 Legal Description: Lot 10 except the South 2.50 feet thereof in Gray and Cessna Subdivision of Lot 4 Parker's Addition to Ames, Iowa an official plat, Ames, Story County, Iowa AND the East half of the vacated North South alley West of and adjoining said Lot 10 except the South 2.50 feet thereof. 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. 	Applic	cation to	or a proposed p	olat of	survey has been submitted for:
Owners: Zeta Delta House Corp. of Alpha Phi Int'l Fraternity Existing Street Addresses: 413 307 Ash Avenue Assessor's Parcel #: 0909202120 Legal Description: Lot 10 except the South 2.50 feet thereof in Gray and Cessna Subdivision of Lot 4 Parker's Addition to Ames, Iowa an official plat, Ames, Story County, Iowa AND the East half of the vacated North South alley West of and adjoining said Lot 10 except the South 2.50 feet thereof. 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.			Boundary line Re-plat to corr	adjus rect ei	etment (per Section 23.309) error (per Section 23.310)
Existing Street Addresses: 413 307 Ash Avenue Assessor's Parcel #: 0909202120 Legal Description: Lot 10 except the South 2.50 feet thereof in Gray and Cessna Subdivision of Lot 4 Parker's Addition to Ames, Iowa an official plat, Ames, Story County, Iowa AND the East half of the vacated North South alley West of and adjoining said Lot 10 except the South 2.50 feet thereof. 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.	The s	ite is lo	cated at:		
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Cessna Subdivision of Lot 4 Parker's Addition to Ames, Iowa an official plat, Ames, Story County, Iowa AND the East half of the vacated North South alley West of and adjoining said Lot 10 except the South 2.50 feet thereof. 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.		Asses	sor's Parcel #:		0909202120
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.		Legal	Description:		Cessna Subdivision of Lot 4 Parker's Addition to Ames, Iowa an official plat, Ames, Story County, Iowa AND the East half of the vacated North South alley West of and adjoining said Lot 10 except the South
prior to issuance of zoning or building permits. Delayed, subject to an improvement guarantee as described in Section 23.409.	The p	relimin	ary decision of		
		prior to issuance of zoning or building permits. Delayed, subject to an improvement guarantee as described in Section 23.409.			

<u>Note</u>: 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



ATTACHMENT B: PROPOSED PLAT OF SURVEY



ITEM # <u>35</u> DATE: <u>06-23-15</u>

COUNCIL ACTION FORM

SUBJECT: PLAT OF SURVEY FOR 413 NORTHWESTERN AVENUE, AND 910 & 914 FIFTH STREET

BACKGROUND:

The City's subdivision regulations are found in Chapter 23 of the Ames Municipal Code. These regulations include the process for creating or modifying property boundaries and for determining if any improvements are required in conjunction with the platting of property. The regulations also describe the process for combining existing platted lots or conveyance parcels in order to create a parcel for development purposes. A plat of survey is allowed by Section 23.309 for the consolidation of conveyance parcels.

This particular plat of survey is for a proposed consolidation of three existing parcels, as shown on Attachment A Location Map. 413 Northwestern Avenue is the site of Wheatsfield grocery, which is proposing an expansion of their parking lot as well as other improvements. 910 and 914 Fifth Street are single-family homes to be demolished for the parking lot expansion. The applicant must demolish the existing structures prior to the approval of this plat of survey to meet zoning requirements that restrict multiple residential buildings on individual lots. The properties all have adequate existing infrastructure along Fifth Street and no additional improvements are required at this time.

All three parcels are zoned Highway-Oriented Commercial. The combined lot size will be 2.16 acres.

Approval of this plat of survey will allow the applicant to prepare the official plat of survey and submit it to the Planning and Housing Director for review. The Director will sign the plat of survey confirming that it fully conforms to all conditions of approval. The prepared plat of survey may then be signed by the surveyor, who will submit it for recording in the office of the County Recorder.

ALTERNATIVES:

- 1. The City Council can adopt the resolution approving the proposed plat of survey.
- 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 or continue the item to a later date if the existing structures have not been demolished.

MANAGER'S RECOMMENDED ACTION:

Staff has determined that the proposed plat of survey satisfies all code requirements for a boundary line adjustment of existing lots 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.

ADDENDUM PLAT OF SURVEY FOR 413 NORTHWESTERN, 910 AND 914 5TH STREET

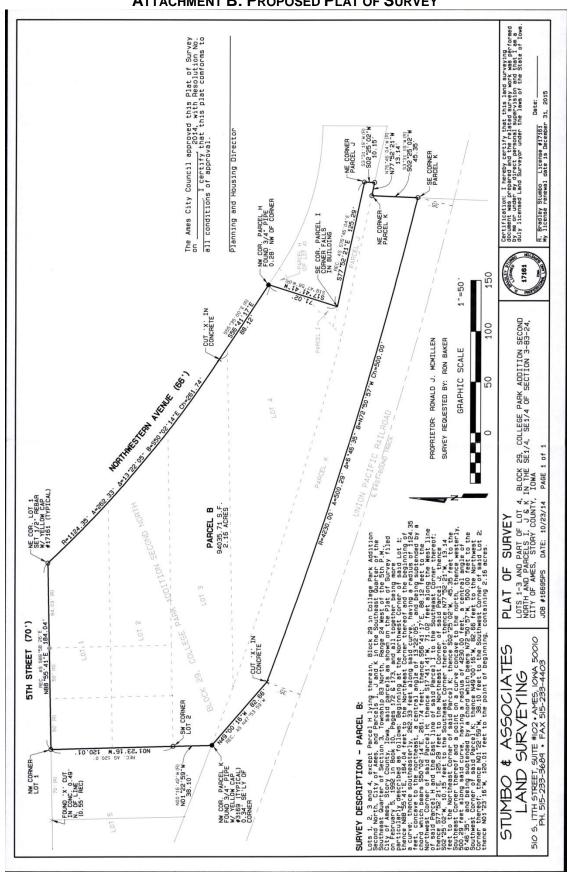
Applica	tion for a proposed p	plat of survey has been submitted for:	
[[The site	Boundary line Re-plat to core Auditor's plat	parcel (per Section 23.307) adjustment (per Section 23.309) rect error (per Section 23.310) (per Code of Iowa Section 354.15)	
(Owners:	Ronald J. McMillen	
E	Existing Street Addre	esses: 413 Northwestern Avenue, 910 5 th Street, 914 5 th Street	
A	Assessor's Parcel #:	0903478070, 0903478060, 0903478050	
l	egal Description:	Lots 1 & 2, except the West 100', thereof, Lot 3 and Lot 4, except Parcel H lying therein, all in Block 29 in College Park Addition Second North, City of Ames, and Parcels I, j and K in the Southeast Quarter of the Southeast Quarter of Section 3, Township 83 North, Range 24 West of the 5 th P.M., City of Ames, Story County, Iowa all shown of the Plat of Survey filed on February 5, 1992 in Book 10, Pages 172 & 173, AND the West 50' of Lots 1 & 2, Block 29 in College Park Addition Second North, City of Ames, Story County, Iowa, AND the East 50' of the West 100' of Lots 1 & 2, Block 29 in College Park Addition Second North, City of Ames, Story County, Iowa.	
The pre	•	f the Planning Director finds that approval requires all public rith 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



ATTACHMENT B: PROPOSED PLAT OF SURVEY



Staff Report

Water Service Connection Fee Waiver for 230 South Dayton Avenue

June 23, 2015

BACKGROUND

On April 28, 2015 the City Council referred to staff a letter from Jeanee Moore requesting a water service connection fee waiver. Her justification for the request is shown in the copy of her original request letter (Attachment A).

STAFF COMMENTS

Staff has reviewed the area and found the home was originally constructed in 1962, and the property was annexed in 1995. The water main adjacent to this property is a 14" ductile iron pipe installed in 1969. The property, according to Story County Environmental Heath, is served by two wells; one for irrigation and one for domestic water use.

For this type of situation, Appendix F of the Municipal Code requires a water main tapping fee of \$18 per linear foot of property frontage. In this case, the property frontage is approximately 550 linear feet, which would require a tapping fee of \$9,900. Additionally, property owners are also required to cover all plumbing costs associated with making the water main tap, setting the water meter, and constructing the copper service line, as well as installing a pressure reduction device or any back flow prevention required by the Plumbing Code.

The City's tapping fee was established to insure that the Water Fund and its city-wide customers are reimbursed for up-front costs involved with the extension of water mains across the City. That fee is paid when a new water customer/property owner chooses to take advantage of the City's existing water distribution system.

<u>OPTIONS</u>

Option 1. Require the property owner to pay the tapping shown in Appendix F of the Municipal Code (\$9,900).

Option 2. Require the property owner to pay a tapping fee for an average residential lot frontage of 80 feet (\$1440) with an agreement that the balance (\$8,460) is to be paid if any additional taps are required due to future subdivision/additional development.

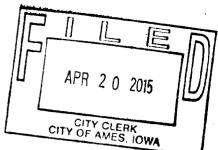
This option is similar to the option provided to private property owners on Grant Avenue during the recent annexation process.

Option 3. Waive the tapping fee in its entirety.

Attachment A

April 17, 2015

City of Ames Council Members Diane Voss – City Clerk 515 Clark Ave Ames, Iowa 50010



Re: Water service connection fee waiver for 230 S. Dayton Ave, Ames, Iowa

Dear esteemed council members,

This letter is in regard to the engineering fee of \$18 per lineal foot for water service connection as documented in the Municipal Ordinance.

I understand that this fee was adopted to recover the approximate actual costs of city services; however, I believe that the above named property has unique qualities and ask that the council take these into consideration in order to waive said fee.

- 1. The property is a long and narrow strip of land covering approximately 3 acres with frontage road measuring 553 feet. If charged at \$18/lineal foot, the water connection charge would be in excess of \$9900. This is an exorbitant amount to cover the "actual costs" to the city.
- 2. The property is surrounded by industrial businesses and would not be easily developed as a residential lot(s).
- 3. Property holds a single family home for over 52 years with no plans to divide or sell.
- 4. Property annexed into the city limits with no city services provided.

I ask that the city engineering staff look at the history of the parcel and it uniqueness to adjust the fee accordingly. Please contact me directly if additional information is necessary to expedite the waiver request in an attempt to finalize the actual connection by the summer of 2015.

Kind Regards,

Jeanne Moore

Jeanne Moore 230 S. Dayton Ave. Ames, Iowa 50010 515-232-7533 Lmoore7316@aol.com

ITEM #<u>37</u>

DATE: <u>06-23-15</u>

COUNCIL ACTION FORM

SUBJECT: MCFARLAND SUBDIVISION - MINOR SUBDIVISION FINAL PLAT

BACKGROUND:

Ames Associates are requesting approval of a Final Plat for a Minor Subdivision for property located at 3600-3800 Lincoln Way (See Attachment A). This approval would allow for the sale of the property (Lot 2) that contains the McFarland Clinic Building.

A Minor Subdivision allows for filing of a Final Plat without the need of a Preliminary Plat. This is permitted when the subdivision does not require installation of public infrastructure, with exceptions of sidewalks, and when there are less than three lots created by the plat.

The proposed Final Plat divides Parcel L (12.86 acres) into two lots in the Highway Oriented Commercial (HOC) zoning district (See Attachment B). Lot 1 will include 8.21acres and include the HyVee store building and approximately 19,000 square feet of commercial/retail space in the connected building to the east. Lot 2 will include 4.65 acres and include the McFarland Clinic Building, as well as approximately 5,000 square feet of commercial space (2-2,500 square foot commercial bays). The one remaining existing commercial bay will be demolished to meet minimum building and fire code requirements and zoning setback standards along the newly created property line for both lots. Full frontage improvements exist along Lincoln Way for both lots.

In the HOC zone, a minimum building side yard setback of 5 feet is required at the new proposed property line. To achieve the required setback, the applicant has proposed that a single commercial bay be demolished to meet the minimum setback requirement of the Zoning Code at the new lot line. Typically, staff would look for the property to meet the minimum zoning requirement prior to platting of the new lots. However, in this case the applicant is requesting that the platting of the lot precede the demolition to allow for closing on the sale of the property.

To accomplish this goal of immediate sale prior to demolition, a signed development agreement has been submitted which requires that the demolition of the required portion of the building be completed within six months of the recording of the new subdivision. The agreement has been secured with a letter of credit in the amount of the estimated cost of demolition and re-construction of the end walls of the two buildings totaling \$189,550. This security will be released upon satisfactory completion of the improvements.

In addition to meeting building setbacks, each of the proposed properties must meet individual parking and landscaping requirements. The proposed lot layout allows for each parcel to comply with these requirements. The final plat also allows for shared ingress and egress to access and circulate through each site. Easements for utility access are also included on the final plat.

ALTERNATIVES:

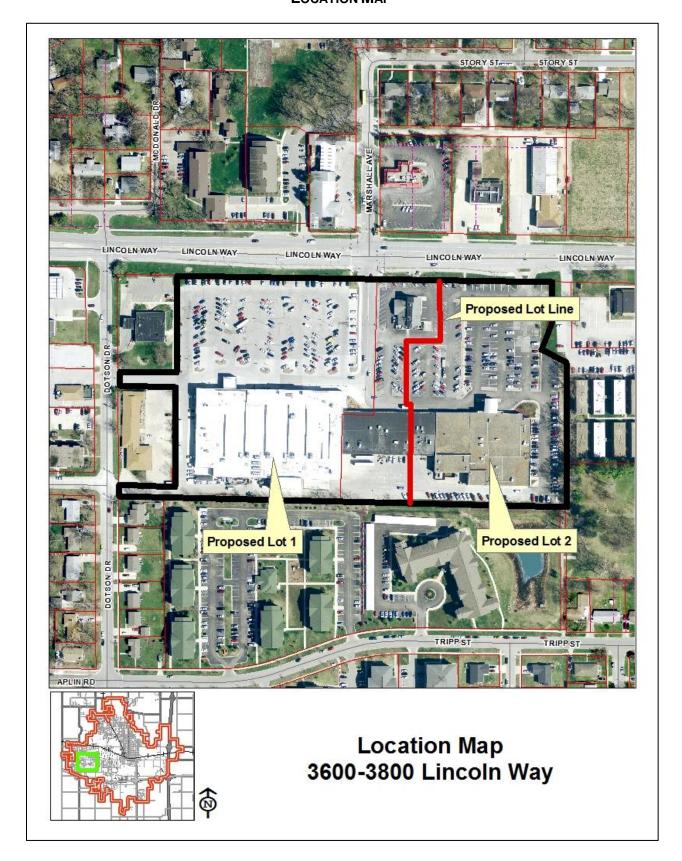
- 1. The City Council can approve the Minor Final Plat for McFarland Subdivision and approve the development agreement with financial security to defer the demolition of a portion of the building for 6 months after recording of the Plat.
- 2. The City Council can deny the Final Plat for McFarland Subdivision if it finds that it does not comply with the applicable ordinances, standards or plans.
- 3. The City Council can refer this request back to staff for additional information.

MANAGER'S RECOMMENDED ACTION:

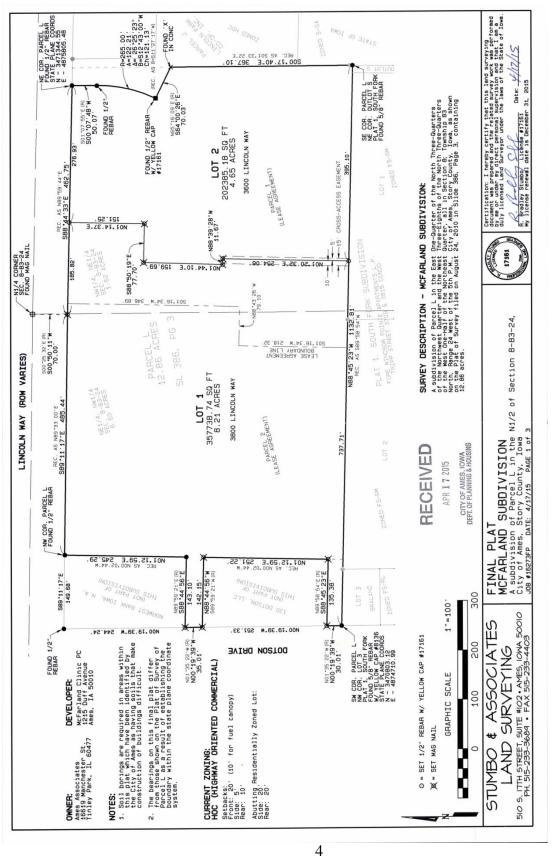
The proposed Final Plat for McFarland Subdivision can be made to conform to the City's subdivision and zoning regulations, to other City ordinances and standards, to the City's Land Use Policy Plan, and to the City's other duly adopted plans subject to approval of the Development Agreement. A signed development agreement requires that demolition of the required portion of the building be completed within six months of the recording of the new subdivision.

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby approving the Final Plat for McFarland Subdivision and the development a greement to defer the demolition of a portion of the building for 6 months.

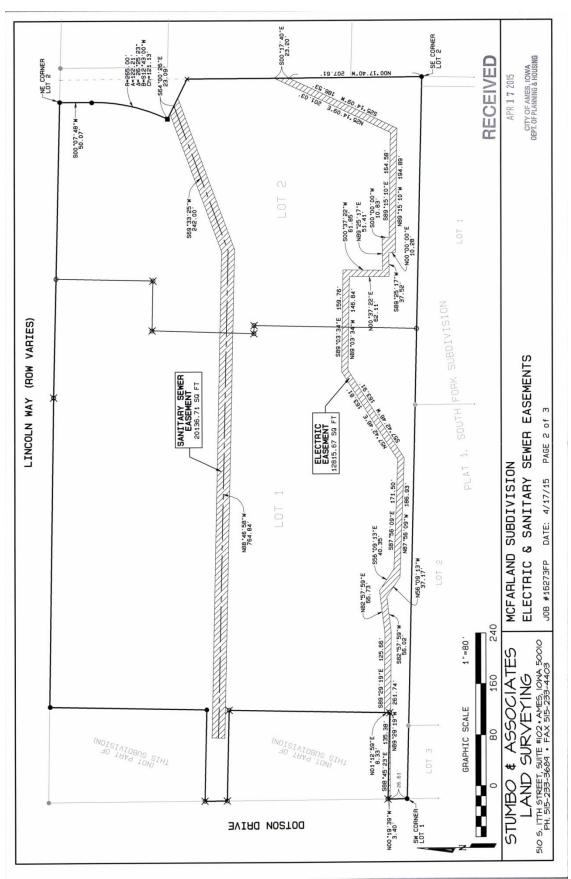
ATTACHMENT A: LOCATION MAP



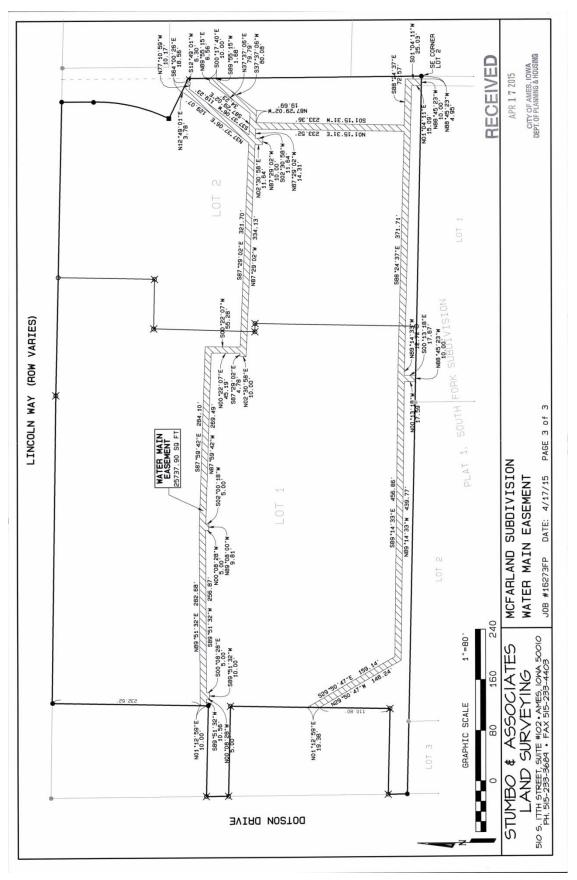
ATTACHMENT B, Cont. **PROPOSED SUBDIVISION**



ATTACHMENT B, Cont.



ATTACHMENT B, Cont.



ATTACHMENT C APPLICABLE LAWS

The laws applicable to this case file are as follows:

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.

Ames Municipal Code Section 23.303(3) states as follows:

- (3) City Council Action on Final Plat for Minor Subdivision:
 - (a) All proposed subdivision plats shall be submitted to the City Council for review and approval in accordance with Section 354.8 of the Iowa Code, as amended or superseded. 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. If the City Council determines that the proposed subdivision will require the installation or upgrade of any public improvements to provide adequate facilities and services to any lot in the proposed subdivision or to maintain adequate facilities and services to any other lot, parcel or tract, the City Council shall deny the Applicant of Final Plat Approval of a Minor Subdivision and require the Applicant to file a Preliminary Plat for Major Subdivision.

ITEM # 38 DATE: 06-23-15

COUNCIL ACTION FORM

<u>SUBJECT:</u> LAND USE POLICY PLAN UPDATE – REQUEST FOR PROPOSALS

BACKGROUND:

As one of the City Council's Goals to support economic development, the Council assigned Planning staff the task of updating the Land Use Policy Plan (LUPP). As part of the Planning & Housing Department's work plan, Council prioritized preparing a Request for Proposals (RFP) from qualified consultants and selection of a consultant as action steps this summer. Work on the plan itself is expected to take approximately 12-18 months. This report is a review of Council's general direction on updating the LUPP and to confirm staff's recommended approach to the update as being consistent with Council direction.

Council received a detailed overview of the LUPP and development trends of the City prior to giving direction to proceed with an update in June of 2014. (See Attachment A, Minutes from the June 17, 2014 meeting.) Subsequently, in November and January Council reviewed information concerning high density housing needs. As a result, Council initiated potential LUPP amendments to change commercial land to high density residential land. After initiating these processes, Council reconfirmed its interest in a comprehensive review of housing and commercial land use policies to be addressed in the LUPP update. Based on Council's direction from the past year, the following issues and tasks are to be included in the LUPP update:

- 1. Work with the current Vision and goals and policies (Attachment B), but consider their wording and context for how they apply to different project types of long range versus current planning. Clean up and reformat the Plan to provide clearer priorities and resolve issues of "options" throughout the Plan.
- 2. Look at growth areas and potential for sub-area plans to identify more clearly the desired locations of major streets, any needed commercial, and variety of housing types. Consider capacity and infrastructure needs in that planning review. Review the language on how Village is described as preferred and the relationship then to suburban as a secondary option and how to meet the need for a variety of housing types. Address high density residential housing needs.
- Look at how the Fringe Plan relates to our recent annexations and if those fringe land use designations need to be updated. This may involve new or expanded growth area concepts.

- 4. Look at including language and concepts for integrating current trends and issues of transportation, mobility, economic development, sustainability, community design, etc.
- 5. Look at infill opportunities and identify the constraints to that for affordable housing. Include a hospital/medical sub area plan.
- 6. Lincoln Way Corridor sub-area plan as its own place intersecting through the entire City. Plan to consider issues related to integrating residential development, commercial development and transportation issues.
- 7. Review commercial land needs.

The above list is diverse in scope. The issues range from rewriting and clarifying purposes of the current LUPP, to assessing details on specific issues of housing, to considering sub-area plans that guide future development. Much of the direction was predicated on using the general framework of the Vision and goals of the existing LUPP to shape the work of the update, rather than starting anew with creating a new vision for the City and then writing a new plan.

Staff recommends that not all of the above items be included within the RFP for the initial effort to update the LUPP. Efforts for specific master plans and sub-area plans for the Lincoln Way Corridor, Growth Areas, East Industrial Master Plan and Hospital Medical District are better suited to be individual projects or as implementation tasks of an updated LUPP. Detailed master planning with coordination of stakeholder interests can be an involved process requiring a high level of detailed planning and coordination. To this point, Council has already agreed to separate the Lincoln Way Corridor Plan from the LUPP Update and prioritized it as a project to begin this fall.

Staff also recommends that Item 5, which includes reviewing infill housing opportunities and constraints to affordable housing, is better suited as separate projects. Staff will review land use designations across the City as part of the review of the LUPP update, but is not intending to do site specific assessments across the City. Additionally, Council has prioritized related issues for affordable housing within the Department's work plan for the next 12 months. Background work of the LUPP update will help inform discussions on affordable housing issues.

RECOMMENDED APPROACH FOR RFP

LUPP Text Changes and Revisions

- A. Background information of the City will be updated based upon available demographic resources and informed by requested technical assistance for commercial needs and general housing needs. The planning horizon will be for 2040 and include a specified growth projection. City infrastructure plans will be reviewed to determine their relationship and adequacy to the 2040 horizon.
- B. The discussion of land use and development will be revised to balance the language corresponding to the LUPP's Vision and Goals with development concepts of Villages and suburban development. The result may be a hybrid of development principles rather than two discrete options as they are in the current LUPP. Implementation and policy options will be updated to reflect issues that have been resolved or projects accomplished and to outline future implementation issues.
- C. Review how concepts of planning for sustainability, transportation, health, community design, etc., can directly inform application of the City's Goals to individual projects and help guide implementation language of the LUPP.
- D. Prepare a Mobility Element that addresses City policies for all modes of transportation. Outline the general circulation needs and major infrastructure planning needed for transportation to match the 2040 horizon. The Metropolitan Planning Organization's (MPO) Long Range Transportation Plan (LRTP) will inform the drafting of this new chapter.

Land Use Map and Growth Area Review

- A. Review the assumptions of the current Southwest and Northwest Growth Areas to determine consistency with the updated Plan.
- B. Review the area near the intersection of George Washington Carver and Cameron School Road for consistency with North Growth area master planning and potential amendments to the Urban Fringe Plan to allow for additional annexation, if it is consistent with ability to provide City services, rather than allow for potential rural development.
- C. Identity potential constraints or opportunities for other areas of growth for the City.

Public Outreach Approach and Process of Review

Outreach will be based upon gaining feedback on specific work products, rather than organizing widespread outreach for general input. Materials will be available principally through the Internet and at general public information meetings and through Council

and Commission meetings. The Planning and Zoning Commission and City Council will be kept apprised of the progress and provide review of draft documents during the update.

It should be noted that this public outreach approach is narrower in scope than some of the City's other citywide planning efforts. For example, the Metropolitan Planning Organization's current Long Range Transportation Plan (LRTP) update included a substantial component of public outreach at the outset of the process to identify issues and projects to be considered in the LRTP. The LRTP is also the first major plan to include a significant online input component in addition to outreach meetings.

There is a significant contrast between the public input process utilized in the 1997 LUPP process and the process now being proposed. The 1997 input process included extensive use of community input and a steering committee to help shape the vision for the plan, prior to writing the plan itself. In contrast, staff has recommended a narrower approach for the current update recognizing how the Council appears to be comfortable with the Vision and Goals of the existing LUPP. Therefore, reaching out to solicit new ideas is not within Council's expressed direction for the current update. Rather, public input will be solicited regarding the specific amendments and updates that are developed by the consultant. Additionally, the use of online tools has the ability to make information available to a wider range of people than would have previously been possible. These steps will allow the current update to occur much more expeditiously than in the 1990's, when over three years of public input preceded drafting of the 1997 LUPP.

Selection Process of Consultant

All proposals will be submitted to the City and scored by a staff lead review team. The team will include members from multiple City departments to review the proposals and provide comments. In addition, the Planning and Zoning Commission will appoint one member to the review team to assist staff in evaluating the proposals. Scoring criteria will be broad and encompass topics such as the responsiveness of the proposal, experience with writing comprehensive plans, experience with university cities' issues, experience with development and implementation of comprehensive plans, technical team support and schedule, as well as approach to the project, proposed consultant's fees, and interviews of the consultants. Upon scoring of the proposals, staff will negotiate terms of a contract and return to Council for approval of the contract. Staff tentatively plans on returning to Council by September 22, 2015 to recommend award of a contract.

ALTERNATIVES:

- 1. Direct staff to prepare and issue a formal Request for Proposals (RFP) consistent with the approach described above.
- 2. Direct staff to modify the tasks or approach described above.
- 3. Direct staff to return with additional information before preparing the RFP.

MANAGER'S RECOMMENDED ACTION:

Staff believes the outlined approach addresses the priority needs of updating the LUPP as directed by the City Council. Issues of affordable housing and sub-area planning are better left as separate issues. While doing sub-area plans is desirable and would provide the greatest degree of certainty of applying the LUPP vision to sub-areas, they should be prioritized independently of the overall update to shorten the timeline of the LUPP update and to allow for more detailed stakeholder involvement on the sub-area plans. Staff will continue on with the separate work plan items of the East Industrial Expansion and Lincoln Corridor Study concurrent with the LUPP Update.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby directing staff to prepare and issue a formal Request for Proposals (RFP) consistent with the approach described above.

Excerpt- June 17, 2014 Special Meeting

LAND USE POLICY PLAN WORKSHOP: Planning and Housing Director, Kelly Diekmann, reported that direction from the Council regarding the extent of the update will allow staff to 3 prepare a scope of work with tasks and timelines. A proposed work plan will be based upon the stated range of interests, planning resources of staff and consultants, and community outreach efforts to formulate amendments to the Land Use Policy Plan (LUPP). Depending on the degree of change or Council's specific desired changes, there is a wide range of options for updating the LUPP. Options include a major overhaul with extensive public outreach for a new vision, goals and policies, re-shape goals and policies to meet current intent and purposes, repackage and clarify the Plan's priorities, minor changes to specific test of the plan with no major repackage or rewrite, and finally, create sub-area plans for growth areas and intensification areas.

Staff also took Council's feedback and incorporated information from the May 20th workshop presentation about potential challenges and other trends to make a list of potential update topics. Part of the discussion of an update is to look at current challenges related to implementing the vision of the plan, as well as preparing a comprehensive plan to think about the City's aspirations and intentions for the next 20-30 years.

Council Member Gartin proposed that a workshop including the Research Park, Chamber of Commerce, Mainstreet Action Plan, Ames Economic Development Commission, and others, should be coordinated to focus on economic planning. He believes a workshop may be helpful while creating the LUPP to look ahead to the land we are going to need for industrial and commercial purposes.

City Manager Steve Schainker noted that it's very important to consider the vision of the Council, as well as the community, and how they envision the city growing in the next 15-20 years.

After much conversation surrounding their options for updating the LUPP, Council agreed that they would like to focus on several key areas:

- 1. Maintain the current Vision and work with language of the Goals and Policies for clarity on how to guide long range planning versus current development projects
- 2. Review the concept of Growth Areas for their basis and need, including Ames Urban Fringe Plan designations related to future annexation
- 3. Consider individual Growth Area planning needs, prepare sub-area plans for full range of uses and types of development within a growth area, proactively engage with property owners on defined City interests
- 4. Consider the residential development pattern, expectations in "New Lands;" and reconsider language of Village and FS zoning designations to meet variety of housing interests and building types
- 5. Review transportation and infrastructure planning for infill opportunities and limitations affecting future growth

- 6. Consider Lincoln Way corridor as a unique place with a sub-area plan for intensification of residential and commercial development with design and use requirements
- 7. Incorporate concepts into the Plan supporting national trends related to housing types, economic development, community design, placemaking, transportation and mobility options, and sustainability

Council Member Orazem would also like to include a sub-area plan and focus on the hospital/medical area surrounding managing transportation, residential areas, etc.

Council would like Mr. Diekmann to define and detail each of the above for further direction on what plans they will be incorporating, as well as identify main key sub areas for sub area planning, besides just the hospital/medical sub-area. Council will prioritize after further direction from Mr. Diekmann.

Moved by Corrieri, seconded by Nelson, to direct Planning and Housing to further look into the options for the Land Use Policy Plan. Vote on Motion: 5-0. Motion declared carried unanimously

A NEW VISION

A Change in Planning Policies. Ames has reached a turning point with regard to its earlier planning policies. While previous efforts have guided development with reasonable success, the existing community has limited capacity for further growth. Competition is keen for remaining capacity. In seeking new resources, the community has expanded in several directions. Various obstacles have limited the extent of expansion. In maximizing the use of existing areas and seeking expansion areas, planning policies have treated both areas as though they are the same. In reality, existing and expansion areas for development are distinctly different, and it is the challenge of the next generation of planning to address their unique qualities. Planning must also address ways to integrate existing and new development in intensification areas.

There are several new precepts represented by the change in planning policies. The four precepts with the greatest significance include the following:

- Allowable growth areas;
- Seeking more expansion areas while limiting intensification of existing areas;
- Addressing existing and new development areas differently; and,
- Providing connections for people, places and activities.

Allowable Growth Areas. Beginning in the late 1960's, north was the first major direction for expansion of Ames. Since then, additional expansion has occurred to the west and, more recently, to the south. Planning has been, in part, a response to this growth. In many cases, the provision of public infrastructure has followed the location decisions of private development as evidenced by the City's policy of paying for over-sizing of extension lines such as wastewater. Further information on the City's capital investment strategy and these "incentivized growth areas" can be found in Chapter 6-Implementation.

Under the new planning policies, growth is allowed for specific areas based on the provision of public infrastructure in coordination with the release of land and support by the development community. Development outside these "allowable growth areas" will be permitted provided it is consistent with the Ames Urban Fringe Plan.

Seeking More Expansion Areas in Limiting Intensification of Existing Areas. Since about 1967, public policy has supported, on a selective basis, the intensification of older areas. The limited availability of developable land within the incorporated area has led to pressures for intensification. Contributing to the relatively landlocked pattern has been the presence of major institutions, major thoroughfare barriers and withholding of large private properties in key locations.

The new planning policies will incorporate the provision of additional areas for development. Provisions will include both expansion areas and removal of barriers to key locations within the present incorporated area. To the extent that additional areas are made available, the reliance on intensification of existing developed areas will be reduced; however, this does not totally preclude the need for intensification. In assuring vitality, the continuing intensification of existing areas shall be required on a selective and limited basis.

Addressing Existing and New Development Areas Differently. The adoption of a new zoning ordinance in 2000 creates a distinction between its application in older existing areas and new development areas. There are now distinct requirements for compatibility, parking and supporting facilities in older areas that differ from the requirements of newly developing areas.

The new planning policies identify three unique and distinct areas for development consideration. The three are identified as follows:

- Urban core;
- University-impacted; and,
- New lands

In recognizing the unique qualities of each, different planning objectives and implementation techniques are recommended for the three areas.

<u>Providing Connections for People, Places and Activities.</u> On the neighborhood level, traditional planning policies have favored mostly separation of residential areas from supporting uses such as convenience commercial and community facilities. Separation of these uses has encouraged more reliance on automobiles for daily types of activities.

On the community level, traditional planning policies have not provided appropriate public spaces for social interaction. There are also inadequate connections between existing public spaces, neighborhoods and other activity areas that are needed in creating a community-wide fabric.

The new planning policies stress provision of public spaces that are designed to encourage social interaction. The new policies also encourage the mixing of uses in new development to create a "village" concept involving closer proximity of uses and more pedestrian activities. These public spaces and villages are further connected in creating an integrated community and sense of place.

GOALS FOR A NEW VISION

The Role of Goals in Creating a New Vision. In creating a new vision for Ames, the role of goals are important for both their individual and collective purpose in guiding development. Ten goals have been established for addressing each of the community's vision statements. These vision statements, as found in the Appendices, relate to the following:

- Planning and management of growth;
- Developable area provisions;
- Environmental-friendliness;
- Sense of place and connectivity;
- Cost-effectiveness and efficient growth pattern;
- Housing opportunities expansion;
- Mobility and alternative transportation;
- Downtown as a central place;
- Economic expansion and diversification; and,
- Cultural heritage preservation.

In addition to the goals, specific objectives are identified for each of the ten. The purpose of these objectives is to identify major activities for assuring and measuring the progress of the individual and collective goals.

Goal No. 1. Recognizing that additional population and economic growth is likely, it is the goal of Ames to plan for and manage growth within the context of the community's capacity and preferences. It is the further goal of the community to manage its growth so that it is more sustainable, predictable and assures quality of life.

Objectives. In managing growth, Ames seeks the following objectives.

- 1.A. Ames seeks to diversify the economy and create a more regional employment and market base. While continuing to support its existing economic activities, the community seeks to broaden the range of private and public investment.
- 1.B. Ames seeks to integrate its growth with an economic development strategy for the Central Iowa region.
- 1.C. Ames seeks to manage a population and employment base that can be supported by the community's capacity for growth. A population base of 61,000-73,000 and an employment base of up to 34,000 is targeted within the City. Additionally, it is estimated that the population in the combined City and unincorporated Planning Area could be as much as 67,000 and the employment base could be as much as 38,000 by the year 2030.



Ames Industrial Park near I-35

Goal No. 2. In preparing for the target population and employment growth, it is the goal of Ames to assure the adequate provision and availability of developable land. It is the further goal of the community to guide the character, location, and compatibility of growth with the area's natural resources and rural areas.

Objectives. In assuring and guiding areas for growth, Ames seeks the following objectives.

- 2.A. Ames seeks to provide at least 600 to 2,500 acres of additional developable land within the present City and Planning Area by the year 2030. Since the potential demand exceeds the supply within the current corporate limits, alternate sources shall be sought by the community through limited intensification of existing areas while concentrating on the annexation and development of new areas. The use of existing and new areas should be selective rather than general.
- 2.B. Ames seeks to assure the availability of sufficient suitable land resources to accommodate the range of land uses that are planed to meet growth. Sufficient land resources shall be sought to eliminate market constraints.
- 2.C. Ames seeks a development process that achieves greater compatibility among new and existing development.
- 2.D. Ames seeks a development process that achieves greater conservation of natural resources and compatibility between development and the environment.
- 2.E. Ames seeks to integrate its planning with that of Story County and surrounding counties in assuring an efficient and compatible development pattern, and in assuring that there are adequate agricultural resources to serve the region.



View to the south of undeveloped Planning Area and U.S. Highway 30 crossing south of the ISU Dairy Farm

Goal No. 3. It is the goal of Ames to assure that it is an "environmentally-friendly" community and that all goals and objectives are integrated with this common goal. In continuing to serve as a concentrated area for human habitat and economic activity, Ames seeks to be compatible with its ecological systems in creating an environmentally sustainable community.

<u>Objectives</u>. In assuring the community's "environmental-friendliness", Ames seeks the following objectives.

- 3.A. Ames seeks to provide biodiversity through the inclusion of plant and animal habitats. Their inclusion shall be provided through such methods as conservation management, protection, replacement, etc.
- 3.B. Ames seeks to maintain and enhance the value of its stream corridors as drainageways and flood management areas, plant and animal habitats, recreational and scenic areas, and pathways for linking the overall community.
- 3.C. Ames seeks to protect and conserve its water resources for the following purposes: aquifer protection; water quality protection; user conservation management; plant and animal life support; water-borne recreation; scenic open space; and, provision of a long-term/reliable/safe source of water for human consumption and economic activities.
- 3.D. Ames seeks to protect and conserve its energy sources for the following purposes: energy consumption reduction through provision of an integrated multi-modal transportation system, and through land use practices that minimize vehicular trips; user conservation management; material recycling; and, long-term/reliable/safe source for the support of human and economic activities.

3.E. Ames seeks to protect and enhance its air quality and sky access for the following purposes: maintaining an atmosphere that is free of foreign particles and undesirable odors; oxygen enrichment through plant life; glare and ambient light management for night sky viewing; noise transmission management; and, provision of a long-term/reliable/safe source of clean air for the support of human and economic activities.



Skunk River near Homewood Golf Course

Goal No. 4. It is the goal of Ames to create a greater sense of place and connectivity, physically and psychologically, in building a neighborhood and overall community identity and spirit. It is the further goal of the community to assure a more healthy, safe, and attractive environment.

<u>Objectives</u>. In achieving an integrated community and more desirable environment, Ames seeks the following objectives.

- 4.A. Ames seeks to establish more integrated and compact living/activity areas (i.e. neighborhoods, villages) wherein daily living requirements and amenities are provided in a readily identifiable and accessible area. Greater emphasis is placed on the pedestrian and related activities.
- 4.B. Ames seeks to physically connect existing and new residential and commercial areas through the association of related land uses and provision of an intermodal transportation system.

4.C. Ames seeks to psychologically connect the various living/activity areas through closer proximity of residential areas and supporting commercial uses, common design elements, and inclusion of community amenities such as parks and schools. The connections should promote community identity.



Open space connections

Goal No. 5. It is the goal of Ames to establish a cost-effective and efficient growth pattern for development in new areas and in a limited number of existing areas for intensification. It is a further goal of the community to link the timing of development with the installation of public infrastructure including utilities, multi-modal transportation system, parks and open space.

<u>Objectives</u>. In defining the growth pattern and timing of development, Ames seeks the following objectives.

- 5.A. Ames seeks to establish priority areas for growth in which there are adequate and available land resources and infrastructure to meet the major development requirements through the year 2030.
- 5.B. Ames seeks to attract public and private capital investment in the priority areas for growth on a concurrency basis (i.e. having infrastructure available at the time of development approval). Public capital improvements (e.g. trunk lines and a major street system) could be used to leverage the location of development and the availability of land.
- 5.C. Ames seeks the continuance of development in emerging and infill areas where there is existing public infrastructure and where capacity permits.
- 5.D. Ames seeks to have the real costs of development borne by the initiating agent when it occurs outside of priority areas for growth and areas served by existing infrastructure.

5.E. Ames seeks to integrate its planning with that of Story County and regional planning agencies.



Utilities Construction

Goal No. 6. It is the goal of Ames to increase the supply of housing and to provide a wider range of housing choices.

Objectives. In increasing housing opportunities, Ames seeks the following objectives.

- 6.A. Ames seeks to increase the overall supply of low and moderate-income housing through the following means: (1) conservation of such units in existing areas that are not designated for redevelopment or intensification; and, (2) inclusion of such units in new market-driven housing developments through zoning incentives.
- 6.B. Ames seeks to establish densities of a net average 5.6 dwelling units per acre in maximizing the number of housing units in new areas.
- 6.C. Ames seeks to establish higher densities in existing areas where residential intensification is designated with the further objective that there shall be use and appearance compatibility among existing and new development.

6.D. Ames seeks to make housing ownership and rental more available and accessible through relieving the current constraints to land supply/availability. Relief is sought through increasing the supply of land by the following means: (1) releasing lands for development that are currently controlled by institutions; (2) annexing new lands; and (3) expediting development by targeting areas for public and private cooperative efforts.



City-sponsored new low and moderate income housing in West Ames

Goal No. 7. It is the goal of Ames to provide greater mobility through more efficient use of personal automobiles and enhanced availability of an integrated system including alternative modes of transportation.

Objectives. In achieving a more mobile community, Ames seeks the following objectives.

- 7.A. Ames seeks to establish a comprehensive and integrated transportation system that includes automotive, public transit, pedestrian, bicycle and ride-sharing modes.
- 7.B. Ames seeks a transportation system that is linked with the desired development pattern of the overall community and areas therein.
- 7.C. Ames seeks to establish new transportation corridors that have been planned, in part, to minimize impacts on significant natural resources.
- 7.D. Ames seeks to increase the efficiency of existing traffic movement in reducing air pollutants from automobiles (e.g. improving intersection movements to minimize delays and conserve energy).
- 7.E. Ames seeks a development pattern that protects and supports the airport and its flight approach zones.



Bicycle path along 24th Street

Goal No. 8. It is the goal of Ames to enhance the role of Downtown as a community focal point.

<u>Objectives</u>. In expanding and strengthening the role of Downtown as a community focal point, Ames seeks the following objectives.

- 8.A. Ames seeks to maintain and enhance a strong central activity center through the intensification, expansion and diversification of uses including visitor attraction, entertainment, high density residential, offices and business support services.
- 8.B. Ames seeks to improve and integrate the appearance of Downtown through thematic design, preservation of historically and architecturally significant structures and reuse of structures involving economically marginal activities.
- 8.C. Ames seeks to expand parking in Downtown and to integrate automobile access with additional modes of transportation.



Main Street in Downtown Ames

Goal No. 9. It is the goal of Ames to promote expansion and diversification of the economy in creating a base that is more self-sufficient and that is more sustainable with regard to the environment.

<u>Objectives</u>. In creating an economic base that is more self-sufficient and environmentally sustainable, Ames seeks the following objectives.

- 9.A. Ames seeks more diversified regional employment opportunities involving technology-related services and production, office centers and retail centers.
- 9.B. Ames seeks to attract and support a small- and medium-size business center that utilizes the skills and products of the area's trained workforce.
- 9.C. Ames seeks to expand its research and technology development through greater private, public and university coordination and cooperation.
- 9.D. Ames seeks economic activities that are compatible and sustainable with its environment.



Technology Park

Goal No. 10. It is the goal of Ames to maintain and enhance its cultural heritage.

<u>Objectives</u>. In maintaining and enhancing its cultural heritage, Ames seeks the following objectives.

- 10.A. Ames seeks to provide a record of its earlier development through conservation, preservation and restoration of historically/architecturally significant structures and areas where economically feasible.
- 10.B. Ames seeks to integrate historically/ architecturally significant structures and areas with new development in a compatible and unifying manner.
- 10.C. Ames seeks to protect its archaeologically significant resources. Where such resources are endangered, the community should seek buffering and relocation measures.



Historically/architecturally significant structure in Ames Historic District



MEMO

Caring People ◆ Quality Programs ◆ Exceptional Service

To: Mayor and City Council

From: Brian Phillips, Management Analyst

Date: June 19, 2015

Subject: E-Cigarette Regulation

At the May 26, 2015 City Council meeting, the City Council requested that the topic of ecigarette regulation be placed on a future agenda. The original memo to the City Council regarding the health effects of e-cigarettes is attached.

Since that report, City staff has learned that on June 16, the City of Iowa City passed first reading of an ordinance restricting the use of e-cigarettes in the same public places that tobacco cigarettes are restricted. That ordinance has not yet been adopted on final reading. The Iowa City documents are attached.

The University of Iowa has also recently taken action regarding e-cigarettes. It has included e-cigarettes in the list of products that may not be used on campus. This change goes into effect at the start of the fall semester, August 24th.

City staff has not yet been able to reach out to Iowa State University to determine the status of its policies regarding e-cigarettes. However, staff will work to contact ISU staff prior to the City council meeting on Tuesday.

Attachments:

"Health Risks of E-Cigarettes" - May 19, 2015 memo to City Council Ordinance Amending Title 6 – June 16, 2015 Iowa City e-cigarette ordinance Iowa City Municipal Code Chapter 10 – Smoke Free Places



MEMO

Caring People • Quality Programs • Exceptional Service

To: Mayor and City Council

From: Brian Phillips, Management Analyst

Date: May 19, 2015

Subject: Health Risks of E-Cigarettes

At the April 14, 2015 City Council meeting, the City Council requested a memo outlining existing research regarding the direct and secondhand health effects from the use of ecigarettes. The research that follows comes with the caution that no member of City staff is a medical research expert. Therefore, our ability to analyze the merits of particular medical claims and studies is limited.

A common theme to existing research on health effects of e-cigarettes, or electronic nicotine delivery systems (ENDS), is that such research is limited. Research regarding secondhand effects is even further difficult to obtain and evaluate. These devices were invented in the 1960s but have only become widely used in the United States in the past decade. Few studies on the health effects of long-term primary or secondary exposure to ENDS have been completed. This is in contrast to traditional cigarette smoking health effects, which have been studied in short and long-term studies for decades.

Primary Health Effects of ENDS:

ENDS are generally not subject to regulation by the Food and Drug Administration (FDA). ENDS marketed for therapeutic purposes are regulated by the FDA, as are cigarettes, cigarette tobacco, roll-your-own tobacco, and smokeless tobacco. The FDA has proposed a rule that would allow its regulatory authority to extend to all ENDS, but that rule has yet to be put into effect.

The FDA and other groups have conducted small-scale tests of a handful of common models of ENDS and cartridges to determine the delivered quantities of nicotine and other substances. These tests have suggested that nicotine amounts delivered can vary substantially under repeat testing. However, amounts delivered often fall substantially short of advertised levels. The FDA and other investigators believe that these variations are

City Manager's Office

515.239.5101 main 515.239.5142 fax

515 Clark Ave. Ames, IA 50010 www.CityofAmes.org

¹ Food and Drug Administration. Electronic Cigarettes (e-Cigarettes). http://www.fda.gov/NewsEvents/PublicHealthFocus/ucm172906.htm Accessed May 15, 2015.

likely a mark of poor quality control in manufacturing processes. ^{2 3} Others have indicated that ENDS require users to create a greater vacuum than a common cigarette, and that puff strength must increase as the cartridge empties. This makes determining the amounts of inhaled compounds in each model of ENDS difficult. Even tests of the same model cartridge in the same testing apparatus can yield inconsistent results.⁴

In 2010, the American Cancer Society, American Heart Association, American Lung Association, and the Campaign for Tobacco-Free Kids issued a joint statement indicating support for including ENDS in smoke-free laws (while specifically defining e-cigarettes as different than tobacco products), and further stating that there is no scientific evidence that ENDS help smokers quit.⁵

An additional health concern regarding the use of ENDS is their potential for intentional abuse by modifying cartridges to accept liquid or wax forms of illicit narcotics, such as THC (the active ingredient in marijuana). A variety of instructional websites and videos exist on the internet describing methods to accomplish this. When so modified, ENDS provide an inconspicuous way to consume such narcotics in public places or indoors. However, while it is *possible* to use the devices in this manner, it is unclear how widespread this practice is.

Secondhand Health Effects of ENDS:

ENDS typically produce a visible vapor by passing small quantities of propylene glycol across a heating element. Propylene glycol is typically used in theatrical smoke or fog machines. A 2014 meta-study of secondhand effects of ENDS indicated that glycol and glycerol vapor are upper respiratory irritants, and that repeated long-term inhalation of these compounds may have different effects than those observed in studies of intermittent exposure to the glycol used in fog machines.⁶

ENDS contain far greater concentrations of nicotine than conventional cigarettes, with nicotine metered out over a long period of use. Nicotine can be absorbed through skin,

http://tobaccocontrol.bmj.com/content/23/suppl 2/ii36.full.pdf+html

² Westenberger, B.J. May 4, 2009. Evaluation of e-cigarettes (memo). Food and Drug Administration. http://www.fda.gov/downloads/drugs/scienceresearch/ucm173250.pdf Accessed May 15 2015.

³ Cobb, N. et al. December 2010. Novel Nicotine Delivery Systems and Public Health: The Rise of the "E-Cigarette." American Journal of Public Health. 100(12), 2340-2342.

⁴ Callahan-Lyon, P. 2014. Electronic Cigarettes: Human Health Effects. *Tobacco Control*. http://tobaccocontrol.bmj.com/content/23/suppl 2/ii36.full.pdf+html

⁵ American Cancer Society Cancer Action Network, et al., April 9, 2010. *Policy Guidance Document* Regarding E-Cigarettes. https://www.heart.org/idc/groups/heartpublic/@wcm/@adv/documents/downloadable/ucm 315097.pdf Accessed May 15, 2015.

⁶ Callahan-Lyon, P. 2014. Electronic Cigarettes: Human Health Effects. *Tobacco Control*.

respiratory tracts, mucus membranes, and via ingestion, and can be toxic in concentrated doses. Accidental exposure or intentional misuse of the quantities of nicotine found in ENDS cartridges can cause serious nicotine reactions. This differs from cigarettes or chewing tobacco, where nicotine poisoning is rarer due to the involuntary vomiting reflex caused when tobacco is ingested. ⁷ It is also possible for exhaled nicotine aerosol to remain on surfaces for weeks or months, where the nicotine can be absorbed into others indirectly by touch or inhalation. ⁸ However, studies regarding this effect are limited.

Direct toxic over-exposure to the nicotine in ENDS typically only occurs when a cartridge has broken or when it is tampered with by children. U.S. poison centers began tracking statistics on ENDS exposures in September 2010. A study of calls between September 2010 and February 2014 indicated that calls steadily rose over that period to 215 calls per month in February 2014. Overall, 57.8% of calls related to ENDS exposure resulted in an adverse health effect after exposure, versus 36.0% for calls related to cigarette exposures. Vomiting, nausea, and eye irritation were the most common reported adverse health effects as a result of exposure to ENDS. Intravenous injection of nicotine liquid resulted in one reported suicide death during this time period. While 94.9% of calls related to cigarette exposure were for individuals aged 0-5 years old, 51.1% of calls related to ENDS exposure were for persons in that same age bracket.

Other Considerations:

The primary public health argument in support of ENDS use appears to be the principle of harm reduction. That is, using ENDS—assuming that any negative health effects ENDS have are either non-existent or at least less harmful than cigarettes—is a better option for people who would otherwise use traditional cigarettes to satisfy nicotine cravings. Through this type of use, ENDS can serve as smoking cessation aids. However, this type of use—like other facets of ENDS—has yet to be fully evaluated and remains the subject of considerable debate in the public health community. It is unclear whether ENDS can provide this benefit as effectively as nicotine gum or patches, which have been studied for longer periods of time by the FDA.

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⁷ Callahan-Lyon, P. 2014. Electronic Cigarettes: Human Health Effects. *Tobacco Control*. http://tobaccocontrol.bmj.com/content/23/suppl_2/ii36.full.pdf+html ⁸ Ibid.

⁹ Chatham-Stephens, K., et al. April 4, 2014. Notes from the Field: Calls to Poison Centers for Exposures to Electronic Cigarettes – United States, September 2010-February 2014. Centers for Disease Control and Prevention. *Morbidity and Mortality Weekly Report*.

http://www.cdc.gov/mmwr/preview/mmwrhtml/mm6313a4.htm 63(13);292-293.

¹⁰ Fairchild, A., et al. January 23, 2014. The Renormalization of Smoking? E-Cigarettes and the Tobacco "Endgame." *The New England Journal of Medicine*. 293-295.

Prepared by: Susan Dulek, Asst. City Attorney, 410 E. Washington Street, Iowa City, IA 52240; 319-356-5030

ORDINANCE	NO.	

ORDINANCE AMENDING TITLE 6, ENTITLED "PUBLIC HEALTH AND SAFETY," CHAPTER 10, ENTITLED "SMOKE FREE PLACES," TO PROHIBIT SMOKING ELECTRONIC CIGARETTES IN AREAS WHERE IT IS ILLEGAL TO SMOKE TOBACCO.

WHEREAS, Chapter 142D of the lowa Code, the Iowa Smokefree Air Act, prohibits smoking tobacco products in certain public spaces, places of employment and outdoor areas, including enclosed City buildings and vehicles operated by the City, the public grounds immediately adjacent to City buildings and bus shelters; and,

WHEREAS, the Smokefree Air Act expressly authorizes a person having custody or control of property to declare property that is otherwise exempt under the Smokefree Air Act to be a non-smoking place; and,

WHEREAS, in Chapter 10 of Title 6, "Public Health and Safety", the City has declared additional areas to be smoke free places including the municipal parking ramps, airport, City Plaza except for alleys and certain areas of lowa City parks, and,

WHEREAS, electronic cigarettes are not covered by the Iowa Smokefree Air Act; and,

WHEREAS, in 2014 the Iowa legislature adopted HF 2109, which, among other things, amended Chapter 453A of the Iowa Code by requiring retailers of "alternative nicotine products" or "vapor products" (which includes electronic cigarettes) to obtain a tobacco permit, prohibits the sale of these products to persons under the age of 18 and the possession or purchase of these products by persons under the age of 18 and limits the places where these products can be given away; and,

WHEREAS, the Johnson County Department of Public Health made a presentation about e-cigarettes to the City Council on September 2, 2014; and,

WHEREAS, said presentation demonstrated that e-cigarettes contain varying amounts of nicotine and volatile organic compounds that are not healthy for human inhalation, that marketing tactics show an attempt to lure youth, that there is no evidence that being exposed to the vapor is safe, that the three largest tobacco companies are in the business of marketing e-cigarettes, that use of e-cigarettes among middle and high school students has more than doubled, and that e-cigarettes threaten to undo decades of public health work in tobacco control; and,

WHEREAS, Douglas Beardsley, the Director of Johnson County Public Health, submitted a memorandum to City Council dated May 22, 2015 advocating for making the use of e-cigarettes illegal in all areas where it is illegal to smoke tobacco products and highlighting a 2014 lowa Youth Survey showing that a higher percentage (7%) of 11th graders in Johnson County used an e-cigarette within the last 30 days than a tobacco product (4%); and,

WHEREAS, a number of cities throughout the United States are prohibiting the use of e-cigarettes in places where traditional cigarette use is prohibited; and,

WHEREAS, the use of electronic smoking devices in smoke free locations threatens to undermine compliance with smoking regulations and reverse the progress that has been made in establishing a social norm that smoking is not permitted in public places and places of employment; and,

WHEREAS, the City Council finds that the use of e-cigarettes presents a serious and unknown public health threat and that in the interests of protecting the health of the public and providing a healthy work-place environment for its employees the City of Iowa City should prohibit the use of electronic cigarettes in all areas where it is illegal to smoke tobacco products.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CITY, IOWA: SECTION I. AMENDMENTS.

- 1. Title 6, entitled "Public Health and Safety," Chapter 10, entitled "Smoke Free Places," Section 2, entitled "Penalty," is renumbered to Section 3.
- 2. Title 6, entitled "Public Health and Safety," Chapter 10, entitled "Smoke Free Places," is amended by adding the following new Section 2, entitled "Electronic Cigarettes":

It is illegal to use an electronic cigarette in any smoke free place listed in Section 1 of this chapter or in any place where Chapter 142D of the Iowa Code prohibits smoking a tobacco product. Electronic cigarette means vapor product as defined in Section 453A.1 of the Code of Iowa.

<u>SECTION II. REPEALER</u>. All ordinances and parts of ordinances in conflict with the provision of this Ordinance are hereby repealed.

<u>SECTION III. SEVERABILITY</u>. If any section, provision or part of the Ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION IV. EFFECTIVE DATE. This Ordin publication, as provided by law.	nance shall be in effect after its final passage, approval and
Passed and approved this day of	. 2015.
MAYOR	Approved by
ATTEST:	City Attorney's Office

Chapter 10 SMOKE FREE PLACES

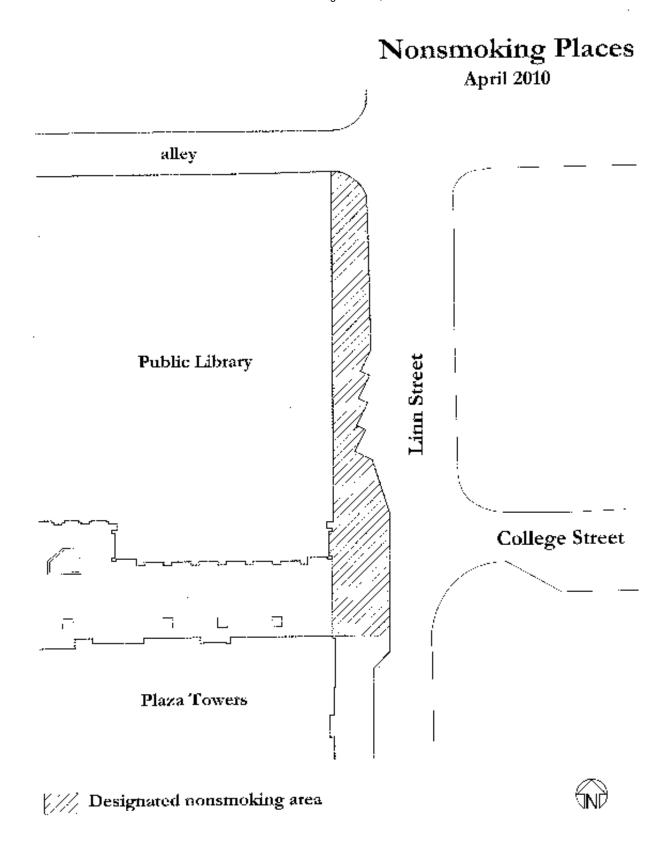
6-10-1: SMOKE FREE PLACES ITEMIZED:

It is illegal to smoke in a smoke free pla	ce. Pursuant to HF 2212, section 5, to be codified at
section 142D.5 of the Iowa Code, the ci	ity declares the following areas to be smoke free places:

- A. Iowa City Municipal Airport. (Ord. 08-4314, 9-9-2008)
- B. Municipal parking ramps except in privately owned vehicles that are not located in the Chauncey Swan Parking Ramp during the farmers' market as provided in this section.
- C. City Plaza except the public alleys. "City Plaza" is defined in section <u>10-5-2</u> of this code.
- D. The area between the public library and Linn Street including the sidewalk, as illustrated on the diagram below, and the area within ten feet (10') of a sidewalk cafe that is not in City Plaza. "Sidewalk cafe" is defined in section 10-3-1 of this code. (Ord. 10-4393, 6-1-2010)
- E. Napoleon Park except the parking lot and the Iowa River Corridor Trail.
- F. Baseball/softball complex at Mercer Park not including the parking lots.
- G. Iowa City Kickers Soccer Park including the parking lots.
- H. The area within fifty feet (50') of the City Park pool building and the fence that encompasses the City Park pool and the area inside the fence.
- I. Riverside Festival stage/seating area and the area within fifty feet (50') of Riverside Festival stage/seating area.

J.	Bobby	Oldis	baseba	ll fields	in lower	City	Park	including	the	bleachers,	sidewalk,	and all	l other
	areas	betwe	een the	fields.									

- K. The area within fifty feet (50') of the amusement rides in lower City Park.
- L. Skateboard Park.
- M. Tennis courts in all city parks.
- N. Dog parks. (Ord. 08-4314, 9-9-2008)
- O. Farmers' market beginning thirty (30) minutes prior to the opening of the farmers' market. "Farmers' market" is defined in section <u>10-11-1</u> of this code.
- P. The area within fifty feet (50') of any outdoor stage or location where musicians are performing during any outdoor entertainment venues where members of the general public assemble to witness entertainment events, such as, but not limited to, Arts Fest and Jazz Fest. (Ord. 10-4393, 6-1-2010)
- Q. The streets and adjacent sidewalks along the parade route of the University Of Iowa homecoming parade from five o'clock (5:00) P.M. to eight o'clock (8:00) P.M. on Friday evening of the homecoming parade. (Ord. 08-4314, 9-9-2008)
- R. Black Hawk Mini Park. (Ord. 13-4563, 12-3-2013)



(Ord. 10-4393, 6-1-2010)

6-10-2: VIOLATION; PENALTY:

Violation of this chapter shall be a simple misdemeanor punishable by a fine of fifty dollars (\$50.00). (Ord. 10-4410, 10-26-2010)

ITEM # <u>40</u> DATE: 06-23-15

COUNCIL ACTION FORM

SUBJECT: POWER PLANT UNIT #7 CRANE REPAIR - REPORT OF BIDS

BACKGROUND:

On April 28, 2015, City Council approved preliminary plans and specifications for repair of the Power Plant's Unit #7 Crane. This project is for materials, equipment, and labor necessary for the installation of equipment related to the renovation of the crane.

Bid documents were issued to ten companies. The bid was advertised on the Current Bid Opportunities section of the Purchasing webpage, and a Legal Notice was published in the Ames Tribune. The bid was also sent to two plan rooms. The engineer's estimated cost for this project is \$302,500.

On June 10, 2015, two bids were received as shown below.

Bidder	Lump Sum Bid	Sales and/or Use taxes included in Lump Sum
Kistler Crane and Hoist Omaha, NE	\$373,360.45	\$24,425.45
MHC Systems, LLC Urbandale, IA	\$400,360.00	\$25,930.00

Staff feels that additional time is needed to evaluate each bid in order to recommend an award that best meets the City's needs.

The 2014/15 CIP contains \$209,110 for this project. Part of the crane repair is necessary to accommodate height clearance requirements for the new Control Room. Additional funding to cover the cost of these repairs can come from savings in budgeted amounts for the Unit #7 and #8 Fuel Conversion CIP project.

ALTERNATIVES:

- 1. Accept the report of bids and delay award for the Unit #7 Crane Repair.
- 2. Award a contract to the apparent low bidder.
- 3. Reject all bids. This action will delay the repair, which could eventually render the crane unreliable and potentially unsafe to operate.

MANAGER'S RECOMMENDED ACTION:

This crane is critical plant equipment used in completing major work on the Unit #7 turbine/generators. By delaying award of this bid, staff will have adequate time to fully evaluate each bid before recommending action by the City Council.

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

Item #: 41 Date: 06/23/15

COUNCIL ACTION FORM

SUBJECT: 2015/16 AIRPORT TERMINAL BUILDING AND HANGAR –

PHASE 1: SITE WORK

BACKGROUND:

The City's 2015-2020 Capital Improvements Plan (CIP) includes a project to construct a new terminal building, itinerant hangar, and related site improvements at the Ames Municipal Airport. The total project budget is \$2,410,000, which includes \$867,000 in General Obligation (G.O.) Bonds; \$943,000 in G.O. Bonds abated by future revenues from the management agreement with a Fixed Base Operator (FBO); \$150,000 in a State of Iowa vertical infrastructure grant; and \$450,000 in federal entitlement funds.

This project is divided into two phases. The first is for the site improvements, and the second is for construction of the terminal facility. On Wednesday, June 17, 2015, bids for Phase 1 of this project were received as follows:

<u>Bidder</u>	Base Bid	Bid Alt #1
Engineer's Estimate	\$ 689,526.50	\$ 122,812.00
Absolute Concrete Construction	\$ 772,499.10	\$ 292,716.70
Con-Struct, Inc.	\$ 803,144.20	\$ 292,138.40
Manatt's, Inc.	\$ 820,080.75	\$ 278,481.75

Bid Alternate #1 included all related work necessary to move the airport runway and taxiway lighting controls from the basement of the existing terminal building over to a new, above ground electric vault. Because of funding constraints, it is recommended that the City Council reject Alternate #1 at this time and only consider the base bids. City Staff may propose a future year project to build the vault and demolish the old terminal building. In meantime, the lighting controls can remain in the existing terminal building, and space there can be leased to the FBO or other entities for airport-related services, thereby generating additional revenue to the City.

As shown above, the bids received are all significantly over the estimated cost for similar aviation projects in our area. The low bid is nearly \$83,000 over the engineer's estimate. Upon a detailed review of the bid items by staff and the consultant, a few bid items appear to contribute most to the higher costs. These items are mobilization and the required electrical work as part of the base bid.

Mobilization is the cost for the contractor to bring people, materials and equipment to the site, and is typically estimated to be 5% to 9% of a total project cost. In this case, the bids received reflected a range from 12% to 16% for mobilization, which equates to around a \$60,000 increase for this one item. With regards to the electrical work, there

are around five electrical contractors in our area that have the qualifications necessary to be a subcontractor on an airport project, due to the specialized nature of aviation lighting. In the case of these bids, however, the same electrical subcontractor provided bids for all of the prime contractors. This would most likely account for some of the increased costs seen in the electrical work.

This trend towards vastly increased mobilization costs is a relatively new phenomena, and Public Works staff has been evaluating this recent jump in mobilization prices as similar cost increases are being seen across all other public infrastructure projects. Staff is continuing to research the reasons behind this cost increase by speaking with adjacent communities and with local contracting companies. Thus far, it appears that the economic recovery and increased development activity has created an increase in construction projects for the contractors. That apparently is what has led to an escalation in bid prices above the City's recent experience, and the increases are oftentimes reflected in the mobilization line.

PROJECT FUNDING SUMMARY:

This overage in the site work phase of the project has a significant impact on the overall project budget. That impact must be clearly understood before the Council determines whether or not to award this contract based on the current bids.

Engineering and construction administration for Phase 1 of the project are estimated at \$140,000. Combined with the low bid, that brings the total estimated cost of Phase 1 to approximately \$912,500. Phase 1 will use all of the Federal (\$450,000) and State (\$150,000) funding, with the remainder to be paid with G.O. bonds approximately totaling \$312,500. This leaves an estimated \$1,498,000 for the Terminal Building itself. Architectural design for Phase 2 is estimated at \$260,000, leaving \$1,238,000 for Terminal building construction and for fixtures, furnishings and equipment (FFE).

A summary of expenses and available funding for the overall project is shown on the next page.

Revenues	
Federal	\$ 450,000
State	\$ 150,000
GO Bond	\$ 867,000
Bonds abated	\$ 943,000
Total Funding	\$ 2,410,000
Phase 1 (Site Work)	
Design	\$ 140,000
Construction	\$ 772,500
Phase 1 subtotal	\$ 912,500
Phase 2 (Terminal Building)	
Design	\$ 260,000
FFE (estimated)	\$ 100,000
Available Funds for Construction	\$ 1,137,500
Phase 2 subtotal	\$ 1,497,500
Schematic Terminal Building Size Cost / sqft	\$ 6,985 sqft 162.85

The key number shown above is \$1,137,500. With the site bids now received, that appears to be the estimated funding available for construction of the terminal building.

The architectural firm's most recent estimate for a 6985 square foot building at \$250/sq. ft. is \$1,746,250, which far exceeds this amount. Due to the criticality of this estimate, staff asked Alliiance, the architects on the project, to utilize a third party cost estimating company to provide detailed cost evaluations for the schematic design and each of the three roof variations that are being contemplated. However, that cost estimate was not yet available when this report was written. Staff hopes to have that more detailed and accurate cost estimate available by Tueday night. Once staff has received and reviewed those estimates a determination of whether the \$1,138,000 budget for the terminal building is a feasible amount.

That evaluation will be critical to determine whether or not it is recommended that the City moves forward with the site work, and therefore the project as a whole. It is important to note that the City can apply for the Federal grant based upon the apparent low bidder without awarding the project. The FAA contracts allow for a period of up to 60 days for the sponsoring jurisdiction to evaluate the project and still receive the FAA funding.

As of the current fiscal year, the City of Ames has \$450,000 in Federal entitlement funds to be used towards the terminal building project. A General Aviation airport can bank up to 4 years of entitlement funding, or a maximum of \$600,000, before the City would

begin to lose those annual entitlements. Therefore, the City would not lose any Federal funding for at least another year if there are significant project delays.

ALTERNATIVES:

- 1a. Accept the report of base bids only for the 2015/16 Airport Terminal Building and Hangar (Phase 1: Site Work), thereby rejecting bids for Alternate #1.
- b. Approve the final plans and specifications for the 2015/16 Airport Terminal Building and Hangar (Phase 1: Site Work).
- c. **Delay Award** of the 2015/16 Airport Terminal Building and Hangar (Phase 1: Site Work) until a determination on the feasibility of the funding has been established.
- 2a. Accept the report of base bids only for the 2015/16 Airport Terminal Building and Hangar (Phase 1: Site Work), thereby rejecting bids for Alternate #1.
- b. Approve the final plans and specifications for the 2015/16 Airport Terminal Building and Hangar (Phase 1: Site Work).
- c. Award the 2015/16 Airport Terminal Building and Hangar (Phase 1: Site Work) to Absolute Concrete Construction of Slater, Iowa, in the amount of \$772,499.10, conditional upon FAA concurrence and receipt of an approved FAA grant.
- 3. Reject the base bids and bid alternate #1, thereby delaying the terminal building improvements until such a time that both the site work and the terminal building are ready to bid together.

MANAGER'S RECOMMENDED ACTION:

Receiving higher than expected bids on this site work requires additional time and effort by staff for evaluation.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting the report of bids on Phase 1 of this project, rejecting Alternate #1 for the electrical controls, approving the final plans and specifications, and <u>delaying award of bids</u>.

Prior to Tuesday evening, staff will endeavor to secure and review the more detailed cost estimate, determine whether the planned terminal and site improvements are feasible within the established budget, and meet with our local funding partners (ISU and the private funding source) to determine what steps might be taken to deal with this funding shortfall.