

**AGENDA**  
**REGULAR MEETING OF THE AMES CITY COUNCIL**  
**COUNCIL CHAMBERS - CITY HALL**  
**SEPTEMBER 8, 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.**

**PROCLAMATIONS:**

1. Proclamation for Attendance Awareness Month, September 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 Special Meeting of August 18, 2015, and Regular Meeting of August 25, 2015
4. Motion approving Report of Contract Change Orders for August 16-31, 2015
5. Motion approving certification of civil service applicants
6. Motion authorizing Mayor to sign letter of support for Sheldon-Munn Hotel to apply for Main Street Iowa Challenge Grant
7. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
  - a. Class E Liquor, C Beer & B Wine - Cyclone Liquors, 626 Lincoln Way
  - b. Class C Liquor – Corner Pocket/DG’s Taphouse, 125 Main Street
  - c. Class B Liquor & Outdoor Service – Hilton Garden Inn Ames, 1325 Dickinson Avenue
  - d. Class C Liquor – Whiskey River, 132-134 Main Street
  - e. Class C Liquor, B Wine, & Outdoor Service - +39 Restaurant, Market, & Cantina, 2640 Stange Road
  - f. Class C Liquor & Outdoor Service – Wallaby’s Grille, 2733 Stange Road
8. Motion approving expanded Outdoor Service Privilege on September 26 and 27 for The Mucky Duck Pub, 3100 South Duff Avenue
9. Motion approving Special Class C Liquor License for Triple Double, 223 Welch Avenue
10. Motion approving 5-day (September 23-27) Special Class C Liquor License for Olde Main at Reiman Gardens, 1407 University Boulevard
11. Motion approving 5-day (September 10-14) Class B Beer License for Olde Main at Jack Trice Stadium Auxiliary Tent #28, 1800 South 4<sup>th</sup> Street
12. Motion approving Sunday sales privileges for Botanero Latino, 604 East Lincoln Way
13. 5-day Class C Liquor Licenses for Olde Main at the ISU Alumni Center, 420 Beach Avenue:
  - a. September 9-13
  - b. September 14-18
14. Ames High Homecoming Committee Requests for Homecoming Parade on Monday, September 21, 2015:
  - a. Resolution approving closure of Parking Lot MM, south half of Parking Lot M, portions of CBD Lot Z, and portions of Main Street, Burnett Avenue, Kellogg Avenue, Fifth Street, Clark Avenue, and Pearle Avenue from 5:30 p.m. to approximately 7:30 p.m.

- b. Resolution approving waiver of parking meter fees in Main Street Cultural District from 1:00 p.m. to 6:00 p.m. and for Parking Lot N from 4:00 p.m. to 6:00 p.m.
  - c. Resolution approving waiver of fee for Fireworks Permit
  - d. Motion approving fireworks permit for display after football game (approximately 8:15 p.m.) on September 25, 2015
15. Resolution approving Street Lighting Agreement with Midland Power Cooperative for ownership and maintenance responsibilities of Ames Street Lighting System in Midland territory
  16. Resolution approving Memorandum of Understanding with Friends of Emma McCarthy Lee Park and Munn Woods
  17. Resolution approving Addendum to Memorandum of Understanding between Iowa State University and the City regarding law enforcement services at University-leased residential properties
  18. Resolution setting September 22, 2015, as date of public hearing to deed ingress/egress rights to Woodbridge Subdivision
  19. Resolution approving Cooperative Agreement with Iowa Civil Rights Commission for processing and investigation of civil rights complaints
  20. Resolution approving modification to Personnel Policies and Procedures dealing with Family Medical Leave Act application submittal time frame
  21. Resolution approving preliminary plans and specifications for Highway 30 and Orchard Drive Lift Station Modifications project; setting October 14, 2015, as bid due date and October 27, 2015, as date of public hearing
  22. Resolution approving preliminary plans and specifications for Evaporative Condenser Replacement at Ames/ISU Ice Arena; setting October 6, 2015, as bid due date and October 13, 2015, as date of public hearing
  23. Resolution awarding contract to Mechdyne Corporation of Marshalltown, Iowa, for Library Digital Displays in the amount of \$112,889.37
  24. Resolution awarding contract to Unified Contracting Services for CyRide Fluids Management System in an amount not to exceed \$68,750
  25. Resolution awarding contract to Peterbilt of Des Moines, Iowa, for Street Sweeper and Chassis (Public Works Streets) in the total net amount of \$213,737
  26. Resolution accepting completion of pedestrian sidewalk ramps required and reducing security for Northridge Heights Subdivision, 16<sup>th</sup> Addition
  27. Resolution accepting completion of erosion control (seeding) required and reducing security for Northridge Heights Subdivision, 17<sup>th</sup> Addition
  28. Resolution accepting completion of sanitary sewer, storm sewer, subgrade preparation, curb and gutter, and asphalt base required and reducing security for Scenic Valley Subdivision, 1<sup>st</sup> Addition
  29. Resolution accepting completion of sanitary sewer, storm sewer, subgrade preparation, curb and gutter, and asphalt base required and reducing security for Sunset Ridge Subdivision, 6<sup>th</sup> Addition
  30. 2010/11 Airport Improvements (West Apron Rehabilitation):
    - a. Resolution approving Change Order No. 4
    - b. Resolution accepting completion
  31. Resolution accepting completion of landscaping required and releasing security for Final Plat for 2722 Aspen Road
  32. Resolution accepting completion of pedestrian ramps and releasing security for Final Plat for Northridge Heights Subdivision, 15<sup>th</sup> Addition
  33. Resolution accepting completion of Stange Road - Lane Widening and releasing security for Final Plat for Heartland Baptist Church
  34. Resolution approving Final Plat for University Towers Subdivision, First Addition

**PUBLIC FORUM:** This is a time set aside for comments from the public on topics of City business other than those listed on this agenda. Please understand that the Council will not take any action on your comments at this meeting due to requirements of the Open Meetings Law, but may do so at a

future meeting. The Mayor and City Council welcome comments from the public; however, at no time is it appropriate to use profane, obscene, or slanderous language. **The Mayor may limit each speaker to five minutes.**

**ADMINISTRATIVE:**

35. Resolution accepting offer by Ames Economic Development Commission to provide \$250,000 for construction of new Airport Terminal
36. Eastgate Subdivision Road Widening Costs:
  - a. Motion directing staff to prepare modification to Development Agreement with First National Bank and covenant
37. Staff report regarding priorities for outside funding request process:
  - a. Motion providing direction to staff

**PLANNING & HOUSING:**

38. Tax Abatement Request for 2320 Lincoln Way:
  - a. Resolution to approve or pre-approve tax abatement
39. Staff report on Campustown Urban Revitalization Criterion regarding non-formula retail

**PUBLIC WORKS:**

40. Ames Municipal Airport:
  - a. Resolution approving State of Iowa Aviation Grant for Phase 1 of Airport Improvement Project (Terminal Building Site Improvements)
  - b. Resolution approving State of Iowa Aviation Grant in the amount of \$150,000 for Rehabilitation of Taxiway for Runway 01/19
  - c. Resolution approving Professional Services Agreement with Bolton & Menk, Inc., of Ames, Iowa, for 2015/16 Airport Improvements Taxiway Rehabilitation (Runway 01/19) project in an amount not to exceed \$26,000

**FINANCE:**

41. Resolution authorizing issuance of General Obligation Corporate Purpose and Refunding Bonds, Series 2015A

**HEARINGS:**

42. Hearing on GT1 Combustion Turbine - Generator Preaction Sprinkler System, Carbon Dioxide System, and Fire Alarm Upgrade:
  - a. Motion accepting report of bids and delaying award of contract
43. Hearing on Power Plant Fuel Conversion - Uninterrupted Power Supply (UPS) System:
  - a. Resolution approving final plans and specifications and awarding contract to Graybar Electric of Des Moines, Iowa, in the amount of \$98,560 (inclusive of Iowa sales tax)
44. Hearing on rezoning with Master Plan of properties in Iowa State University Research Park, Phase III, from Planned Industrial (PI) to Research Park Innovation District (RI):
  - a. First passage of ordinance
  - b. Resolution accepting Master Plan
45. Hearing on rezoning of property at 2400 North Loop Drive from Planned Industrial (PI) to Highway-Oriented Commercial (HOC):
  - a. First passage of ordinance
46. 3505 and 3515 Lincoln Way:
  - a. Hearing on rezoning of properties at 3505 and 3515 Lincoln Way from Highway-Oriented Commercial (HOC) and Residential Low Density (RL) to Highway-Oriented Commercial (HOC) with Lincoln Way Mixed-Use Overlay (O-LMU) Zone:
    - i. First passage of ordinance
  - b. Hearing on Major Site Development Plan for 3505 and 3515 Lincoln Way:
    - i. Resolution approving Plan, with stipulations

**ORDINANCE:**

47. Second passage of ordinance for removal of 90-minute parking prohibition on North 2<sup>nd</sup> Street

**COUNCIL COMMENTS:**

**CLOSED SESSION:**

48. 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 AMES AREA METROPOLITAN PLANNING ORGANIZATION  
TRANSPORTATION POLICY COMMITTEE MEETING**

**AMES, IOWA**

**AUGUST 18, 2015**

The Ames Area Metropolitan Planning Organization (AAMPO) Transportation Policy Committee meeting was called to order by Ames Mayor Ann Campbell at 6:00 p.m. on the 18th day of August, 2015, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with the following additional voting members present: Gloria Betcher, City of Ames; Amber Corrieri, City of Ames; Tim Gartin, City of Ames; Chris Nelson, City of Ames; Wayne Clinton, Story County; and Hamad Abbas, GSB Transit representative. Matthew Goodman, City of Ames; Peter Orazem, City of Ames; Jonathan Popp, City of Gilbert; and Chet Hollingshead, Boone County, were absent.

Also present were City of Ames Transportation Planner Tony Filippini, Garrett Pedersen of the Iowa Department of Transportation Systems Planning, Cathy Brown of Iowa State University, Ames Public Works Director John Joiner, Ames Public Works Traffic Engineer Damion Pregitzer, and HDR Project Manager Jason Harvey.

Public Works Director John Joiner briefly re-introduced the Long-Range Transportation Plan (LRTP) and Priority Listing for 2040 and stated that the final Plan would be finished by the September 22, 2015, City Council meeting.

Ames Mobility 2040 is a collaborative effort among public, state, and local transportation officials with the goal of understanding the Ames area transportation priorities, current and future transportation needs, and how to best address those needs with available transportation funding. The Plan covers areas in and around Ames that are expected to be urbanized within the next 25 years.

Project Manager Jason Harvey reviewed the project goals and development process, which consisted of three stages: project planning, environmental evaluation and preliminary design, and project design and implementation. The projects were placed into anticipated implementation timeframes to determine the fiscal feasibility of the Plan based on the availability of traditional funding sources. The time frames were defined as: Short-term, 2015- 2024 (includes those projects that are already programmed); Mid-term, 2025-2032; and Long-term, 2033- 2040. Illustrative projects are included in the Plan as a need; however, they are not included in the time frames. If new funding is made available, these projects could be implemented earlier in the Plan.

A map displaying the draft implementation timing for the Transit Plan projects was presented with short-term and long-term projects being noted. Council Member Betcher asked if anything was considered with all the major development on S. 4<sup>th</sup> Street and Lincoln Way. Public Works Traffic Engineer Damion Pregitzer said the area is not being overlooked; however, a different approach consisting of a review and study will determine if anything is needed. Mr. Pregitzer

explained how the time frame for projects is related to available funding, and depending on cost and the need for a project, the system benefit scoring ranks them into high, medium, or low. Short-term projects can be shifted and moved around for priority.

Council Member Gartin asked how the Land Use Policy Plan (LUPP) will evolve with the Transportation Plan. Mr. Pregitzer replied that it is an effort to update the Plans together, but staff is working to reflect accurately with the LUPP. City Manager Steve Schainker stated that it will take two to three years for the LUPP to be updated because it is usually done every five years.

The roadway projects were introduced by Mr. Harvey, who clarified that mid-term projects would include widening of lanes, and long-term projects would include paving gravel roads, adding turn lanes, and developing farther out of town. The term “Dutch Style” from Project No.14 of the draft roadway implementation was defined as a route for all means of transportation including vehicles, cyclists, and pedestrians. It could consist of a wider roadside for bike lanes, the road being striped differently, or a separate protected facility at specific intersections. Mr. Pregitzer mentioned there are many ways to handle traffic signals in this situation and it is a great way of separating modes of transportation to better the flow of traffic.

Council Member Nelson pointed out Project No.20—the widening of S. 16<sup>th</sup> Street to three lanes from University Boulevard to Grand Avenue—and questioned if ISU funding was affecting the Plan. Cathy Brown of ISU said they are working together to establish a partnership in funding, and by having the projects in there, it allows for the potential of federal funding. It was also made known that if the cost of a project becomes part of a developer cost, the funding would be replaced by developer funding.

Council Member Betcher asked about Project No.16B—the addition of turn lanes at the Grand Avenue and 13<sup>th</sup> Street intersection. According to Mr. Joiner, it is up to local jurisdiction to determine the process and a longer term discussion with neighborhood input will decide what kind of project will occur.

Council Member Nelson questioned Project No.19A—the conversion of Lincoln Way to a three-lane between Gilcrest Avenue and Duff Avenue. Mr. Pregitzer stated that the project is not viable until the Grand Avenue extension is complete. A greater study and post evaluation of Grand Avenue is needed to determine what will be done.

In response to Transit Representative Hamad Abbas’s question about the clarification of adaptive signal technology, Mr. Pregitzer described how the technology would detect the wait time of cars and pedestrians in real time. The cost of collecting data would be minimized and it would benefit during the winter and special events.

Mr. Pregitzer discussed Project No.20—the widening of S. 16<sup>th</sup> Street to three lanes from University Boulevard to Grand Avenue Extension. Considering residential growth, the addition of a third lane or turn lane would be beneficial during peak hours and special events. Council Member Gartin pointed out that the bike trail on the north side of this area is only paved to a certain point before becoming a gravel path, and he was concerned about the safety of bicyclists

crossing the road. Mr. Pregitzer agreed the path does need to be extended and said local funds could allow this to be accomplished sooner.

Council Member Gartin asked how the expected growth in North Ames would be reflected in the Plan. Mr. Pregitzer stated that the model is based on a census block, and staff is working on capturing the expected population growth.

Mr. Harvey briefly introduced the bicycle and pedestrian projects and clarified that bike boulevards and sharrows (SH) would be on streets with lower volume and speeds, and shared use paths (SUP) and trails are completely separate facilities for bikes and pedestrians that are not on streets. Mr. Pregitzer pointed out that on-street bike lanes are primarily used for transportation.

Council Member Betcher asked about the trail connection around Hayward and if it consists of widening sidewalks or a completely new trail. Mr. Harvey replied by saying that it will be mostly widening of sidewalks, but a few areas will have a block or two of new path.

Council Member Gartin said the area just a few blocks south of Lincoln Way on Duff Avenue is one of the hardest places to navigate with bicycles and questioned if the area would be addressed. Mr. Pregitzer agreed the area is challenging and described how a parallel route labeled with signs could be created to divert cyclists away from the problem area.

Council Member Corrieri asked how the previously referred to areas, such as Stange and Northridge Parkway, are put into the Plan. According to Mr. Pregitzer, discussions with the neighborhoods would determine what needs to be accomplished.

Council Member Betcher mentioned that Project SUP No.6—trail connection between Beedle, Mortensen, and Campustown south of Lincoln Way Intermodal Facility—had a note stating it would be an important bike combination identified for either SUP 6 or a combination of SUP 4 and SH 2. Mr. Harvey responded by saying the project has two potential options. A public input process would be needed in order to determine which option would take place. In many cases, three to four options were possible for the projects.

Council Member Gartin stated that on South Dakota when approaching Mortensen, the path disappears and asked if this would be finished. Mr. Joiner answered that the project is budgeted as done and it will be.

At the inquiry of Council Member Nelson, Mr. Pregitzer said the intent to connect to the Heart of Iowa Trail in Slater exists, but which option to go with has yet to be determined.

**PUBLIC FORUM:** Dan DeGeest, 4212 Phoenix Street, Ames, representing the Ames Bicycle Coalition gave a brief presentation on the SUP 6—trail connection between Beedle, Mortensen and Campustown south of Lincoln Way Intermodal Facility. Mr. DeGeest mentioned that if the trail was a loop, it would be a great benefit to children traveling to and from school and a safe neighborhood amenity. He stated that off-street trails are the safest. Mr. DeGeest then showed a video filmed on a GoPro camera of the path and pointed out where the desired trail is already

traveled. Alternate paths towards the south were pointed out with the potential of connecting regionally.

Trevin Ward, 2610 Northridge Parkway, #201, Ames, representing the Ames Bicycle Coalition, presented a map of the existing infrastructure and pointed out that the trails across Ames do not connect. Mr. Ward then added an overlay of the expected short-term and already committed projects. He recommended that Ames should try to accomplish these projects by 2020 like other surrounding areas, if not sooner. Mr. Ward believes that a clear, safe path for inexperienced and new cyclists should be provided in Ames. He indicated that signage is also very important, and although it is inexpensive, it can have a strong impact. Mr. Ward stated that a lot can be done in a short-term time frame to make Ames a better place.

Sandra Looft, 723 Duff Avenue, Ames, representing Ames Kidical Mass, spoke about the safety of families using roads for cycling. She had mentioned that for a specific event, a police escort was provided, and traffic had treated the cyclists differently. Traffic was more aware of them and shared the road, and Looft feels as if this is something that should always happen. She believes that separating the children away from cars is important, but doesn't recommend the use of sidewalks either. Looft stated that trails connecting various routes in Ames would continue to promote Ames as a great city for families.

**COUNCIL COMMENTS:** Moved by Gartin, seconded by Corrieri, to approve Council Member Betcher's request to attend the 8<sup>th</sup> Annual Growing Sustainable Communities Conference in Dubuque on October 6 and 7.

Vote on Motion: 4-0. Motion declared carried unanimously.

**ADJOURNMENT:** Moved by Nelson, seconded by Corrieri, to adjourn the AAMPO Policy Committee meeting at 8:02 p.m.

Vote on Motion: 4-0. Motion declared carried unanimously.

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Diane R. Voss, City Clerk

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Ann H. Campbell, Mayor

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Heidi Petersen, Recording Secretary



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

**AMES, IOWA**

**AUGUST 25, 2015**

The Ames Area Metropolitan Planning Organization (AAMPO) Transportation Policy Committee meeting was called to order by Ames Mayor Ann Campbell at 5:00 p.m. on the 25th day of August, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law. The following additional voting members were present: Gloria Betcher, City of Ames; Amber Corrieri, City of Ames; Tim Gartin, City of Ames; Matthew Goodman, City of Ames; Chris Nelson, City of Ames; Peter Orazem, City of Ames. Jonathan Popp, City of Gilbert; Wayne Clinton, Story County; Chet Hollingshead, Boone County; and Hamad Abbas, Transit representative, were absent.

**FY 2016-19 TRANSPORTATION IMPROVEMENT PROGRAM (TIP):** Ames Public Works Director John Joiner explained the two amendments that are needed to be made to the FY 2016-19 TIP. The two amendments included:

1. Add Project #14980: Construction of a portion of the Skunk River Trail from Bloomington Road to Ada Hayden Park.

According to Mr. Joiner, the project was listed in the FY 2015 TIP; however, due to project delays, the bid letting date has moved to March 2016, and therefore, needs to be included into the FY 2016 TIP.

2. Modify Project #32738: Pavement rehabilitation project on 13<sup>th</sup> Street in Ames.

Mr. Joiner advised that a new project description had been provided, i.e., from Furman Aquatic Center east 0.29 miles to the Union Pacific Railroad. This is being done so that staff may evaluate the potential of extending sidewalk along the north side of 13<sup>th</sup> Street to the Furman Aquatic Center.

Moved by Nelson, seconded by Betcher, to approve the amendment to the 2016-19 TIP and set September 22, 2015, as date of public hearing.

Vote on Motion: 7-0. Motion declared carried unanimously.

**PROPOSED 2040 LONG-RANGE TRANSPORTATION PLAN:** Jason Harvey from HDR presented a summary of the Draft Ames Area MPO 2015-2040 Long-Range Transportation Plan (LRTP) [also referred to as Ames Mobility 2040]. He stated that the LRTP provides a comprehensive assessment of transportation in the Ames community and a vision to guide transportation planning through the year 2040; it is a 25-year plan to develop an integrated intermodal transportation system that facilitates the efficient movement of people and goods. According to Mr. Harvey, the Ames Mobility 2040 includes all modes of transportation, including roadway, rail, air, public transit, freight, pedestrian, and cycling.

The Ames Mobility 2040 Plan is the first step in identifying and implementing strategies, policies, and projects for implementation within the region. Projects that are included in the LRTP should fit with the community's transportation vision and should be reasonably implementable and fundable, but more details and analysis need to be completed in later stages of project development.

Ames Council Member Gartin asked when the public comment period would end. Ames Traffic Engineer Damion Pregitzer said that the last day would be September 16. Mr. Gartin then questioned if the comment end date had been well-publicized so that the public knew the exact date. Mr. Joiner stated that it would appear in bold on the City's Web site.

Ames Council Member Gartin asked what happens to the LRTP when the LUPP gets updated. Mr. Harvey answered that the travel model will be updated, and that would show whether the LRTP is consistent with the LUPP. Mr. Gartin asked if there would be a scheduled time when the LRTP needs to be revised. Mr. Joiner responded that the next update process for the LRTP will begin in three years. If the LUPP had been updated, the LRTP will be evaluated to see if there were drastic changes needed to it. Director Joiner stated that he and his staff will be making that evaluation.

Mr. Gartin referenced certain areas of Ames that do not have sidewalks and the residents in some of those areas do not want sidewalks. He asked if the LRTP would identify those areas. Traffic Engineer Damion Pregitzer answered that the LRTP does not go street-by-street.

Ames Council Member Betcher asked if there had been any changes made to the Draft since last Tuesday's meeting, and if so, had people been notified of those changes. Mr. Pregitzer advised that staff will put any major updates on the City's Web site. Press Releases will also be issued. If people had given the City their e-mail addresses, they will be notified that changes are on the City's Web site. The public comment period is still open at this time. The Plan is not going to get into specific impacts that any of the projects, if implemented, would have on neighborhoods. What staff wants to know is if the network being proposed is substantially correct or if there is a project that should not be considered. Mr. Pregitzer said staff could look at the projects and time line to see if there is time to hold another public meeting, perhaps during the time between September 16 and 22. Mr. Joiner pointed out that during that time, the public comment period would still be open. He felt that it would be better to present the final draft on September 22, and then, if needed, there is a fifth Tuesday in September (September 29) that could possibly work for a special meeting.

Mayor Campbell pointed out that there was extensive public comment on the Draft LRTP held during the Council's workshop held on August 18. She asked if there was anyone wishing to comment on the Draft Plan.

Trevin Ward, 2610 Northridge #201, Ames, representing the Ames Bicycle Coalition (ABC), presented information that he said was a bit different than the presentation made last week (August 18). He showed maps of what the baseline infrastructure and baseline bike lane network looks like. Mr. Ward recalled that the ABC had presented a list of projects last week that would enhance the network. However, ABC was now proposing that, rather than looking at a 100% increase in bike lanes, they were asking for a 20% increase in bicycling facilities over baseline with a minimum of 5% of that increase coming from on-street bike lanes. Council Member Betcher asked if that was a reasonable expectation. Mr. Pregitzer responded that Performance Measures have not yet been set at the federal level, so staff is hesitant to set a target without that guidance.

**ADJOURNMENT:** Moved by Goodman, seconded by Corrieri, to adjourn the AAMPO Policy Committee meeting at 5:50 p.m.

Vote on Motion: 7-0. Motion declared carried unanimously.

## **REGULAR MEETING OF THE AMES CITY COUNCIL**

The Regular Meeting of the Ames City Council was called to order by Mayor Campbell at 5:57 p.m. on August 25, 2015, in the City Council Chambers in City Hall, 515 Clark Avenue. Present were Council Members Gloria Betcher, Amber Corrieri, Tim Gartin, Matthew Goodman, Chris Nelson, and Peter Orazem. *Ex officio* Member Sam Schulte was also present.

**CONSENT AGENDA:** Moved by Goodman, 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 August 11, 2015
3. Motion approving Report of Contract Change Orders for August 1 - 15, 2015
4. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
  - a. Class E Liquor, C Beer, & B Wine – Hy-Vee Drugstore, 500 Main Street
  - b. Class C Liquor & Outdoor Service – Indian Delights, 127 Dotson Drive
  - c. Class C Liquor – Mandarin Restaurant of Ames, 415 Lincoln Way
  - d. Special Class C Liquor & Outdoor Service – Noodles & Company, 414 South Duff Avenue
5. Motion approving 5-day (September 10-14) Special Class C Liquor License for Friendship Ark Homes at CPMI Event Center, 2321 North Loop Drive
6. Motion approving 5-day (September 1-5) Class C Liquor License for Olde Main Brewing Company at the ISU Alumni Center, 420 Beach Avenue
7. Motion approving 5-day (September 1-5) Class C Liquor License for Olde Main Brewing Company at Jack Trice Stadium Auxiliary Tent #37, 1800 South 4<sup>th</sup> Street
8. Motion approving Special Class C Liquor License for Botanero Latino, 604 East Lincoln Way
9. Motion authorizing Council Member Betcher to attend Growing Sustainable Communities Conference in Dubuque, Iowa
10. Requests from Octagon Center for the Arts for Art Festival on September 27, 2015:
  - a. Motion approving Blanket Temporary Obstruction Permit for Central Business District
  - b. Motion approving Blanket Vending License
  - c. RESOLUTION NO. 15-504 approving waiver of fee for Blanket Vending License
  - d. RESOLUTION NO. 15-505 approving closure of portions of Main Street, Burnett Avenue, Kellogg Avenue, and Douglas Avenue from 6 a.m. to 6 p.m.
  - e. RESOLUTION NO. 15-506 approving waiver of fee for usage of electricity
11. RESOLUTION NO. 15-507 approving appointment of Ted Grevstad-Nordbrock to fill vacancy on Historic Preservation Commission
12. RESOLUTION NO. 15-508 assigning recently annexed properties as residencies to Ward 1, Precinct 1
13. RESOLUTION NO. 15-509 approving revised Title VI of 1964 Civil Rights Act Compliance Plan
14. RESOLUTION NO. 15-510 approving Federal Aid Funding Agreement with Iowa DOT for 2015/16 Arterial Street Pavement Improvements project (13<sup>th</sup> Street)
15. RESOLUTION NO. 15-511 approving Construction Observation Services Agreement with Veenstra & Kimm/WHKS for 2014/15 Sanitary Sewer Rehabilitation (Manhole Rehab Basins 1 & 5) in an amount not to exceed \$124,700
16. RESOLUTION NO. 15-512 approving three-year Agreement with ESRI, of Redlands, California, for GIS software
17. RESOLUTION NO. 15-513 approving amendment to Iowa Homeland Security and Emergency Management Grant Agreement pertaining to Squaw Creek Water Main Protection Project
18. RESOLUTION NO. 15-514 approving amendment to Utility Right-of-Way Permit and Easement at 1817 East Lincoln Way

19. RESOLUTION NO. 15-515 approving preliminary plans and specifications for Power Plant Fuel Conversion - Control Room Installation General Work Contract; setting September 16, 2015, as bid due date and September 22, 2015, as date of public hearing
  20. RESOLUTION NO. 15-516 approving preliminary plans and specifications for High Service Pump #3 Replacement Project; setting September 23, 2015, as bid due date and October 13, 2015, as date of public hearing
  21. RESOLUTION NO. 15-517 approving preliminary plans and specifications for Scaffolding and Related Services and Supplies Contract for Power Plant; setting September 23, 2015, as bid due date and October 13, 2015, as date of public hearing
  22. Gas Turbine No. 1 Return to Service:
    - a. RESOLUTION NO. 15-518 awarding contract to Wood Group Pratt & Whitney of Bloomfield, Connecticut, in the amount of \$949,950 for Bid No. 1 Engine
    - b. RESOLUTION NO. 15-519 awarding contract to MCC Contractors National, Inc., of Kansas City, Missouri, in the amount of \$915,590 for Bid No. 2 Inlet Air System
    - c. RESOLUTION NO. 15-520 awarding contract to MCC Contractors National, Inc., of Kansas City, Missouri, in the amount of \$612,900 for Bid No. 3 Exhaust System
  23. RESOLUTION NO. 15-521 approving contract with Bobcat of Ames of Ames, Iowa, for purchase of Bobcat Toolcat and Attachments in the amount of \$60,832.03 for use by Parks & Recreation Department
  24. RESOLUTION NO. 15-522 approving renewal of contract to Baldwin Pole & Piling, Inc., of Des Moines, Iowa, for purchase of electric distribution utility poles in accordance with unit prices
  25. RESOLUTION NO. 15-523 approving purchase of Water Quality Monitoring Equipment in an amount not-to-exceed \$15,000 and authorizing equipment to be used for Water Quality Initiative Targeted Demonstration Watershed Project Grant for life of Grant
  26. RESOLUTION NO. 15-524 approving contract and bond for 2014/15 Downtown Street Pavement Improvements (5<sup>th</sup> Street - Burnett Avenue to Grand Avenue)
  27. RESOLUTION NO. 15-525 accepting completion of contract with W-S Industrial Services, Inc., for FY 2014/15 Specialized Cleaning Services Contract, including grit blasting, hydro blasting, detonation blasting, and vac truck services at a total cost of \$115,823.58
  28. RESOLUTION NO. 15-526 accepting completion of contract with Allied Valve, Inc., for FY 2014/15 Valve Maintenance, Testing, Repair, Replacement, and Related Services and Supplies for Power Plant Boilers at a total cost of \$78,352.83
  29. RESOLUTION NO. 15-527 accepting partial completion of public improvements and lessening security required for Brookview Place West, 4<sup>th</sup> Addition
  30. RESOLUTION NO. 15-528 approving Plat of Survey for 131 and 137 Campus Avenue
- Roll Call Vote: 6-0. Resolutions/Motions declared adopted/approved unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**PUBLIC FORUM:** Helen Gunderson, 1626 Burnett Avenue, Ames, referenced a petition that she had sent to the Mayor and City Council listing concerns about the traffic on Burnett near the new Meeker School. She stated that the bus lanes have created traffic issues as well as safety issues for neighborhood residents. Ms. Gunderson also stated that she was totally surprised at the lack of transparency on the part of the School District, specifically, the bus routes. Mayor Campbell suggested that Ms. Gunderson also share her concerns with the School Board. She replied that the issue is where the buses are parking on public streets, which are regulated by the City.

Council Member Goodman asked Ms. Gunderson if there was anything that she felt could be done now to help alleviate her concerns. Ms. Gunderson replied that the City could put fresh paint beside

her driveway, on the corners, in front of the fire hydrant, and along the bus lane.

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

**HYLAND AVENUE AND OAKLAND STREET/SHELDON AVENUE CROSSWALK TRAFFIC STUDY:** Traffic Engineer Pregitzer explained that the City Council had referred a letter from Sue Ravenscroft regarding the pedestrian safety of the east-west crosswalk on the south side of Hyland Avenue and Oakland Street. Staff then conducted a traffic study including an analysis of speed, volumes, and safety. Mr. Pregitzer presented a summary of the findings of the study and recommendations. The evaluation of the data showed that historically there is a very low number of accidents at the intersection of Hyland Avenue and Oakland/Sheldon, especially those involving a pedestrian or bicyclist. However, the data also indicated a concerning number of motorists exceeding the posted speed limit by greater than ten miles per hour (mph) in the northbound direction, which at nine percent was approximately three times higher than observed on typical streets within Ames. Residents of the area were also interviewed about their experiences when crossing Hyland Avenue. Generally, it appeared that motorists coming over the hill headed northbound are not aware of the pedestrian crossing even though the crosswalk has been painted with high-visibility pavement markings and has pedestrian warning signs in place.

Mr. Pregitzer noted that it had been suggested during the study that an All-Way Stop be used to mitigate the issues between motorists and pedestrians at the intersection; however, the minimum criteria have not been met nor is it close enough for staff to make a recommendation at this time to install additional stop signs. He commented that if stop signs are installed without meeting the minimums, it is likely to frustrate users and produce increasing disrespect of the signs, thereby losing its intended purpose of providing enhanced safety.

According to Mr. Pregitzer, it was apparent throughout the study that the greatest area for improvement is in the awareness of the pedestrian using the crosswalk. A recent treatment that appears to provide a significant improvement to pedestrian awareness along arterial streets is the Rectangular Rapid Flashing Beacon (RRFB). The RRFB was defined as a push-button-activated warning device that uses very bright flashing yellow LEDs to warn motorists that a pedestrian is actively using the crosswalk. The cost of a RRFB is approximately \$10,000 (including time and materials). The cost could come from FY 2015/16 Accessibility Enhancement Program. Staff is currently soliciting input regarding possible projects for this first-time program, and this would be the first project financed from that new program. Also, staff is working with ISU on an ongoing planning effort to improve pedestrian/bicycling connections at the interfaces of Ames and ISU Campus.

*Ex officio* Member Sam Schulte asked if it could possibly cause vehicle accidents because they might need to stop suddenly after the hill. Mr. Pregitzer stated that the cars would only need to come to a complete stop if there are pedestrians in the crosswalk; otherwise, the light flashes yellow to warn motorists. He stated that Iowa is a “yield state,” not a “stop state.” The difference is that if the pedestrian is in the crosswalk, vehicles must stop; however, in Iowa, if the pedestrian has not yet entered into the crosswalk area, the vehicle does not have to stop.

Sue Ravenscroft, 455 Westwood, Ames, thanked the City for looking into her concerns. She noted that she lives on Westwood, which is located west of Oakland, and she walks or bikes in the area in question very often. Ms. Ravenscroft indicated that she was disappointed that a stop sign would not

be installed; however, “the RRFB is better than nothing.” She suggested that the speed limit be 25 mph, instead of 30 mph. It would also be helpful if there was more enforcement of the speed limit.

Anne Kimber, 3517 Oakland, Ames, referenced a similar study done in Des Moines in 2012. It revealed that the RRFB near the Capitol was very successful in slowing down traffic and increasing pedestrian safety. She believes, however, that the crosswalk needs to be more visible and a flashing light that can be activated by the pedestrians is needed.

Helen Gunderson, 1626 Burnett, Ames, stated that she rides her bicycle often in the area in question. She thanked staff for providing the report.

Dan DeGeest, 4212 Phoenix, Ames, stated that there are no bike lanes, bike trails, or shared use paths in the area in question. He asked how the flashing light solution would help bicyclists crossing in the crosswalk east-west; the signal would have to be activated on the other side. Mr. Pregitzer said that the study showed that, at the study time of 9 AM, the intersection is being used heavily by pedestrians (80 pedestrians/hour versus bicycles in the single digits). The solution was not meant for multi-directional crossing; it was meant for east-west crossing.

Moved by Nelson, seconded by Corrieri, to adopt RESOLUTION NO. 15-535 directing staff to purchase and install a Rectangular Rapid Flashing Beacon (RRFB) for the east-west crosswalk at Hyland Avenue and Oakland Street/Sheldon Avenue Crosswalk at a cost of \$10,000 to be allocated out of the FY 2015/16 Accessibility Enhancement Program.

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

**AIRPORT IMPROVEMENTS:** City Manager Steve Schainker recalled that, on July 14, 2015, staff had presented a report updating the City Council on the status of the funding for the Airport Terminal building and hangar project. Traffic Engineer Pregitzer noted that it had been estimated that the original schematic design of a 6,985-square-foot building would cost approximately \$1,987,500, which meant a shortfall in funding of \$750,000. Council then directed staff to move forward to increase the City and Iowa State University contribution each by \$250,000 and to reduce the scope of the project by \$250,000.

Mr. Pregitzer advised that, since July 14, 2015, staff has been working with Alliance, the City’s design architects, to reduce the scope of the building by \$250,000 in value while still trying to have a viable facility. The reduction would follow two principles: (1) to identify areas that could be temporarily taken out of the new terminal building and located in the existing terminal and (2) to maximize the ability to expand the terminal in the future in the most-cost-effective way possible. According to Mr. Pregitzer, Alliance has now proposed a new reduced building footprint of 5,358 square feet that tries to maintain the core airport services needed in the new terminal. This is approximately a 1,600 square foot reduction or approximately a 23% smaller facility. Even though the facility is now smaller, the square footage cost will increase to \$320/square foot. According to Mr. Pregitzer, the now-estimated cost for construction was \$1,738,000; however, that could be adjusted upwards or downwards when the bids for the Terminal are received. The Terminal building still needs to go through final design and be bid before actual costs can be known. It was pointed out by Mr. Pregitzer that a smaller building will have fewer economies of scale as there is still the need for the structure and foundations and the utilities of the reduced building to be sized to accommodate a larger building in anticipation of future expansion. He emphasized that higher costs in the future will also include the additional

expense to demolish the FBO spaces (office, kitchen, line crew) on the east side of the building and rebuild them into the future expansion.

Council Member Nelson said he did not like that parts of the new terminal would have to be demolished and rebuilt in five to ten years. He suggested that certain areas be slid approximately six feet to the left, and in essence, square-up the building. Mr. Pregitzer said he would present that option to the architects. However, he emphasized that when the final design is created, some of the details could change.

Mr. Schainker clarified that there are currently two projects: site work and hangar. He recalled that what brought the City to this point was that the site preparation contract bids were received, and the lowest bid came in \$250,000 over budget. At approximately the same time, the estimate for the terminal building came in at approximately \$450,000 over what had been originally thought. Mr. Schainker emphasized, however, that the estimate for the terminal building was just an estimate; it could come in higher or lower. The only known bid at this time is for the site work, and that has a known shortfall of \$250,000; however, the terminal building estimate sent up a red flag that there could be another shortfall.

City Manager Schainker brought the Council's attention to an email that he had received from the Ames Economic Development Commission (AEDC) late last night asking that the Council delay giving direction to the architect/engineers for a couple weeks to develop final plans and specifications regarding a specific square footage for the terminal building. The extra time will allow the AEDC approximately two weeks to determine if it is able to secure pledges for the \$250,000 goal to maintain the size of the terminal at 6,960 square feet. A report back to the Council could be made on the Council's meeting on September 8.

Council Member Orazem stated this opinion that some of the improvements might fit the federal guidelines for funding, e.g., the relocation of the electric vault. Mr. Pregitzer said that entitlement monies would be available and state grants might be available. He can check with the consultants about applying for discretionary money, but the project might not score high enough to be awarded any funding.

Council Member Goodman asked if there had been any discussion about future liability as a result of operational expenses. He asked specifically if ISU was willing to share in any shortfalls. Mr. Schainker stated that he did not believe the University was willing to do that. Traffic Engineer Pregitzer said that projections are for the FBO revenues to double (from \$50,000 to \$100,000 - \$120,000). Council Member Goodman pointed out that the FBO revenue was committed to ISU to alleviate the debt service, so that cannot be committed to operational expenses. Mr. Goodman asked to know the net change in operational expenses. Mr. Pregitzer stated that he could provide that estimate to the Council in the near future.

Council Member Betcher noted that if the square footage of the terminal building is lessened, it might make this less desirable for large FBOs to want to come here. However, the FBO is what the City is depending on to enhance revenues.

Council Member Goodman commented that the anticipated operational costs have always been known for every capital asset that the City has had in at least the past 12 years that he had been on the Council. City Manager Schainker stated that this is a different type of project than the library or fire

station. In those situations, staff has had to be added; however, the FBO staffs the terminal. Currently, the FBO and City split the cost of utilities, which is also different than those projects.

Moved by Goodman, seconded by Corrieri, that the City continue to work with the AEDC to generate more revenue for the project.

Mr. Goodman stated that he would not be voting for this project, but it only made sense to him that, if the terminal building was going to be built, it should be of a size that was originally recommended and could attract the best type of FBO that is needed to run it.

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

Moved by Nelson, seconded by Gartin, to adopt RESOLUTION NO. 15-529 approving the Addendum to the Agreement with Iowa State University obligating Iowa State University and the City to each contribute up to an additional \$250,000 towards the Airport improvements.

City Manager Schainker emphasized that the Agreement said “up to \$250,000.” The bids might come in lower, and that amount would be lessened.

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

Moved by Goodman, seconded by Betcher, to find another source of funding besides the Local Option Sales Tax fund.

City Manager Schainker said that the Local Option Sales Tax was for community betterment, and it was felt that the Airport did fit that category. At the inquiry of Council Member Gartin, Mr. Schainker advised that the additional \$250,000 could come out of Hotel/Motel Tax, General Fund balance, or Local Option Sales Tax.

Mr. Schainker said it is projected that the Hotel/Motel Fund Balance will be approximately \$606,000 on June 30, 2016. The Local Option Sales Tax is estimated to total approximately \$1.9 million in undesignated funds (after the 25% reserve and Park Development Fund). The General Fund is projected to be \$970,000 in undesignated funds (after reserve). He said that historically, Local Option undesignated funds can be used for one-time expenditures, not ongoing; the \$250,000 needed for the Airport would be a one-time expense. Addressing the concern of less funding being available for human services agencies and the arts, Mr. Schainker emphasized that when the City commits to fund human service agencies and the arts, that is anticipated to be ongoing. Taking the \$250,000 from the Local Option Sales Tax Fund would not interfere with funding the human services agencies or arts agencies.

Council Member Orazem said that the logical place to take it out of is where the economic benefit will occur; in this case, retail sales will benefit, so it is logical to take it out of the Local Option fund.

Finance Director Duane Pitcher advised that the Referendum for the Local Option Sales Tax was very broad; it simply stated that it was to be used for community betterment. He added that it would be better for the City’s bond rating to take the \$250,000 out of the Local Option Sales Tax fund. He



noted that the General Fund balance is the least restrictive, but it also has the most impact on the City's bond rating.

Mr. Gartin said that Council Member Goodman had raised a concern on his blog that if the \$250,000 were to be taken from the Local Option Sales Tax fund, it would be taking funding inappropriately from human service agencies. He would like to know the answer to that as well. Finance Director Pitcher answered that the amount of money to be allocated to human services and the arts was set during the budgeting process, and he does not see the one-time expense of \$250,000 for the Airport Terminal as jeopardizing the funding for human services or the arts.

Council Member Goodman said that he remembered Assistant City Manager Sheila Lundt basing her recommendation to the Council about funding human services and the arts in 2011/12 on the balance in the Local Option Sales Tax fund. Council Member Orazem stated that there was no change in retail sales in Ames for ten years and in 2011/12, the Local Option Sales Tax fund was being drawn down. Now, there is an increase in retail sales because the community is no longer limiting economic activity; it is anticipated that retail sales will continue to grow.

Council Member Nelson asked if it would make sense to use a combination of the Local Option Sales Tax fund and Hotel/Motel Tax fund.

Suzie Dobbs, 106 -7<sup>th</sup> Street, Ames, stated that she does not want arts or mental health organizations to be affected.

Richard Deyo, 505-8th Street, Ames, suggested that the monies come from a couple different funds.

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

Mr. Goodman offered that the choices on how much funding to provide to human services and arts agencies are based on the amount of money available; that is what impacts the Council's decisions.

Moved by Goodman, seconded by Corrieri, adopt RESOLUTION NO. 15-530 authorizing the City's portion (\$250,000) towards the Airport improvements to come from the Hotel/Motel Tax fund.

Council Member Gartin expressed his concern that there appeared to have been an irrational fear created that somehow taking the money from the Local Option Sales Tax fund would jeopardize human services or the arts funding when that appears to not be the case. He asked the Finance Director why taking it out of the Local Option Sales Tax fund was the best idea. Finance Director Pitcher reiterated that it was because this would be a one-time expense, and historically, that type of expense had come from the Local Option Sale Tax fund.

Council Member Betcher pointed out that there has been an affirmation that this (Airport Improvement Project) is an economic development project. It seems logical to her that the Hotel/Motel Tax fund is the appropriate funding source. Council Member Orazem said that there has been a myth that retail is not responsible for economic development, but that is not the case.

Council Member Goodman said that he was not claiming that any of the human service funding would be impacted. He noted that the Council had voted to increase the funding for human service agencies by 7% because the Council chose to be fiscally responsible based on the existing balance of the Local

Option Sales Tax fund. He feels that the Local Option Sales Tax fund will be under more pressure in the future to fund other items.

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

Moved by Corrieri, seconded by Nelson, to adopt RESOLUTION NO. 15-531 awarding the FY 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.

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

**URBAN FRINGE PLAN WAIVER AT 3974 NORTH DAKOTA AVENUE:** Planning and Housing Director Kelly Diekmann explained that, on July 14, 2015, the City Council had referred to staff a letter from Tom Thielen requesting an exemption to the policies of the Fringe Plan and a waiver of the subdivision regulations for a division of land at 3974 North Dakota Avenue. The Thielens own the 13-38-acre property on which they have a house, and they seek to divide it to allow the construction of an additional home. The subject property does not have access to Deer Run Lane and can be characterized as a “flag pole” lot, having a 2,000-foot driveway connected to North Dakota Avenue. The driveway is north of and parallel to Deer Run Lane, which serves the Deer Run Subdivision to the south. Two other homes have their accesses from the Thielen driveway. The land owned by the Thielens is within the Natural Area of the Urban Fringe Plan. One policy goal of that designation limits subdivisions for new non-farm residential development. The existing parcel and home were established well before the adoption of the Ames Urban Fringe Plan. Since then, however, the Plan has sought to protect environmentally sensitive areas within the urban fringe. However, in 2010, Charles and Jacquelyn Olson made a similar request for a property on Deer Run Lane, immediately to the south of the Thielen property. The City Council ultimately directed staff and the applicant to work on creating a draft subdivision plat for one additional lot that addressed preserving the natural area around the lot. The Olsons have never prepared a final plat application or submitted a request for waivers of subdivision standards and the three standard rural subdivision covenants. According to Mr. Diekmann, prior to asking for a waiver of specific subdivision standards of Ames and Story County and prior to seeking a rezoning of the land from Story County, the Thielens are first seeking a waiver of the Ames Urban Fringe Plan policy restricting the division of land in the Natural Area.

Director Diekmann told the Council members that if they were to be consistent with current policy and past practices, they may choose not to act on the request of the Thielens. If the Council supports the request of the Thielens, staff could be directed to place this item on a future City Council agenda for specific waivers to the Ames subdivision regulations that would be needed and with the three required covenants signed by the Thielens. If that were to be the case, staff would suggest that such a motion include requiring evidence that the proposed lot split is consistent with Story County zoning and County subdivision standards prior to the City Council granting any waivers from the Ames subdivision requirements.

Council Member Goodman cited his opinion that if the Council had had this level of review over each area, the area in question might not have been placed within the Natural Area. When he reads the definition of Natural Area now, the area around the Thielen property doesn't seem to fit.

Director Diekmann said that if no action was taken by the City Council, the Thielens would still have the right to make a request to the County.

Council Member Gartin said he is always concerned about the precedent that cases like this might set. Unless there is a very compelling reason why this should change, he is inclined not to change it.

Moved by Orazem, seconded by Goodman, to accept the report.  
Vote on Motion: 6-0. Motion declared carried unanimously.

The meeting recessed at 8:00 p.m. and reconvened at 8:07 p.m.

**LAND USE POLICY PLAN (LUPP) AMENDMENT INITIATION REQUEST FOR 3535 S. 530<sup>TH</sup> AVENUE:** Director Diekmann stated that, on July 21, 2015, the City Council referred to staff the letter from Chuck Winkleblack asking to initiate a Minor Amendment to the Land Use Policy Plan (LUPP) for a piece of land on the southern edge of town formerly known as the Reyes property. This land is comprised of approximately 20 acres and was recently approved for voluntary annexation into Ames. The land is located west of University Boulevard and the ISU Research Park and south of the Wessex apartment development. The designation of the property is currently Urban Residential in the Ames Urban Fringe, but will automatically become Village/Suburban Residential once it is formally annexed. The owner and developer of the property Hunziker Development Company, LLC, is requesting a change in the land use designation of the property from Village/Suburban Residential to High-Density Residential in order to ultimately rezone the site to Residential High-Density to develop multi-family housing. The developer desires to develop the site under RH zoning rather than utilizing Floating Suburban Medium Density (FS-RM) zoning or Planned Residential Development (F-PRD) zoning that is allowed with the Village Suburban Residential land use designation. The developer has stated that the zoning regulations (units per building) of FS-RM versus RH are what have motivated the request for the LUPP Amendment more than the allowable density associated with each land use designation. The developer wishes to have the option to construct apartment buildings in a variety of sizes, ranging from 12-unit, to 18-unit, to 24-unit and 36-unit structures. Buildings of those sizes could only occur with RH zoning or a PRD, rather than FS-RM. Apartment dwellings are limited in the FS-RM zone to no more than 12 units in each structure. FS-RM has this requirement to match standard RM zoning and to be a comparable zoning choice with Village zoning. The building size limit is also intended to assist in apartment buildings' compatibility with single-family homes.

According to Mr. Diekmann, each apartment development request is to include an assessment with the RH Site Evaluation Tool. With this request, there is minimal detail available to complete the checklist. Also, it is different than the three previous High-Density requests that were changes from a commercial to a residential designation. Council has not previously discussed how to apply the tool when a request is a change from one type of residential to another type of residential. Under Housing Type and Design, this project ranked low since the City has already planned for the site to be residential and it accommodates multi-family. It ranked fairly well for Location and Surroundings because it is located in an area planned for residential development.

Mr. Diekmann told the Council that if the Council chooses to initiate a LUPP Amendment, it needs to determine whether a Major or Minor Amendment process would be required. Three options were presented for the Council's deliberation: (1) Decline to approve the request because it should remain Village/Suburban Residential. (2) Agree that it should be High-Density Residential on the site and determine if the project requires a Major Amendment or a Minor Amendment process. (3) Direct that

a decision not be made until RH design guidelines had been drafted and options for housing variety in New Lands areas had been reviewed.

Council Member Gartin recognized the location of the property in question, which is near the ISU Research Park. He felt that this was a good opportunity to have housing opportunities close to employment for many people. Council Member Betcher agreed, but stated that the only question is how much control the Council wanted to have over what is built. She noted that staff believes it will have options on how to proceed on zoning text amendments for PRD zoning or a new zoning district related to apartment-related standards by early winter. The applicant's interests for larger apartment buildings may be addressed by one or both of those issues, and a LUPP Amendment would not be needed at all.

Chuck Winkleblack, 105 S. 16<sup>th</sup> Street, Ames, noted that the ISU Research Park presents a tremendous employment opportunity. He is concerned about how long the processes take. The 2015 construction season is already lost, and it is possible that 2016 would also be lost, depending on whether they are made to wait until staff has reviewed possible amendments for PRD zoning or a new zoning district. Mr. Winkleblack offered his belief that a PRD is more suited towards a smaller project. This is a 20-acre parcel and will be comprised of over 200 units. He noted that he had heard from many people who want a three-bedroom apartment that is not in an apartment building rented mainly by students. Mr. Winkleblack said that there would probably not be any single-family detached homes, but there is a need for single-family attached homes. It has not been determined if the units would be rental or owned.

Council Member Gartin asked if, in the focus groups that he had questioned, people had indicated that they did not have cars. He noted that many young people had made a decision not to have a car, so living within proximity to their employment was very important. Mr. Winkleblack stated that what he had heard was not so much that the people had chosen not to have cars, but that they had chosen not to use them on a daily basis.

Council Member Goodman said that he would prefer that this area contain some single-family homes since it is in the Ames School District. He is concerned that, in the future, adjacent areas might also want high-density zoning, which pushes out single-family residential. He asked if it would be possible for a portion of the land to be high-density and a portion to be low-density. Mr. Winkleblack noted that City staff believes this area will be a high-traffic area, and the City would not be in favor of a lot of driveways along Cottonwood Road.

Council Member Orazem said what he was hearing was that RH gives more flexibility for the developer to build different housing types; the PRD has more restrictions. He stated that he likes the idea of flexibility for the developer. At the inquiry of Mr. Winkleblack, Director Diekmann advised that there have been very few PRDs built in the past ten years.

Mr. Orazem asked what would be included in the Master Plan. Mr. Diekmann replied that details about the number of units, access points, types of buildings, e.g., apartments, single-family buildings would be provided.

Moved by Gartin, seconded by Corrieri, to go with Option 2: Allow High-Density Residential on the site and direct that a Minor Amendment process be followed.

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

**URBAN REVITALIZATION TAX ABATEMENT REQUEST FOR 2300 LINCOLN WAY:**

Director Diekmann explained that the property owners within an approved URA may apply for tax exemption for a complete project or preapproval for a project that is planned to be built. The City still has to determine if the completed improvements meet the standards in the Urban Revitalization Plan in order to grant tax abatement and forward the determination to the Assessor Opus Development Company, LLC, of Minnetonka, Minnesota, is requesting approval of tax abatement for the property located at 2300 Lincoln Way. A residential/commercial mixed-use project (known as The Foundry) has been construction on that site. It is located in the Campustown Urban Revitalization Area. The estimated cost for the project totals \$10,500,000. The applicant has indicated that it will choose the ten-year abatement option. Staff has completed an on-site inspection of the improvements constructed and finds that the work completed conforms to the Campustown Urban Revitalization Area criteria.

Moved by Corrieri, seconded by Nelson, to adopt RESOLUTION NO. 15-532 approving tax exemption for the mixed-use project located at 2300 Lincoln Way (the Foundry).

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

**CLARIFICATION OF DEVELOPMENT AGREEMENT WITH KINGLAND SYSTEMS:** The Council was reminded by Director Diekmann that the City had entered into a Development Agreement with Kingland Systems on December 10, 2013, that described mandatory development requirements for Kingland to receive the agreed-up Tax-Increment Financing rebate. Among other design and use requirements in the Agreement, it included a specific standard for storefront windows (that they would be kept substantially clear and unobstructed so as to allow for visibility into or through to the interior spaces). The corner tenant on the ground floor, CVS Pharmacy, has made plans for the space to be display cases. Staff had advised the tenant that, even though the CSC zoning district allows for windows or display cases to meet opening requirements, a display case in this instance does not match the language of the Development Agreement. Kingland then requested a clarification of the intent of the requirement. Kingland and CVS propose to have two display cases along Lincoln Way in order to physically construct a walk-in cooler along the north wall. The remaining CVS openings would be windows and not be obstructed at eye level and above.

According to Director Diekmann, the intent of the standard was to ensure that the highest quality of pedestrian interest at street level was provided for in the project. Additionally, the standard meant for the property owner to ensure that, after construction of the windows, the desired transparency is not eliminated by putting up signs, graphics, or films that disengage the interior space from the external pedestrian environment.

Kingland and CVS contend that converting the two windows to display cases can be found to fit in with the overall architectural aesthetics of the building because those two openings do not have the appearance of commercial storefront glazing. They believe that including display cases at those locations would still leave the majority of the Lincoln Way facade windows as substantially transparent. It was noted by staff that the display cases are meant to include items of visual interest of either merchandise or an exhibit; they are not considered solely to be an internal signage area.

Tom Welk, working on behalf of CVS in Iowa, stated that this is not a typical store in that there will be no drive-thru, and the store will not be free-standing. However, the store will be a full-service store. The display cases would consist of graphics that would be engaging to people walking on the

sidewalk and convey what is happening in the store. It is not intended that the windows would be used to display products for sale.

Jeff Global, Kingland Systems, said that the two windows in question are the only two windows that do not allow visibility of the interior of the store; the other 91% of the windows do allow that.

Council Member Gartin asked if the windows would allow visibility into the store if CVS were not occupying the building. Mr. Global answered that that would be the case; they truly are windows, but CVS chooses to put graphics in the windows that would not allow 100% visibility into the store.

Moved by Nelson, seconded by Orazem, finding that the proposed inclusion of two display cases along Lincoln Way substantially conforms to the provisions of the Development Agreement.

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

**SALE AND ISSUANCE OF ESSENTIAL CORPORATE PURPOSE GENERAL OBLIGATION BONDS, SERIES 2015:** Finance Director Pitcher told the Council that bids were received today on the sale of approximately \$18,445,000 in bonds. Suzanne Gerlach, PFM, the City's Financial Advisor, reported that six bids from 51 firms were received. She noted that the municipal market certainly benefitted from the global market turmoil. According to Ms. Gerlach, there was an exceptional premium on the bonds, and it was a very competitive market. FTN Financial Capital Markets, New York, New York, came in with the best bid at 2.1454%. According to Ms. Gerlach, the City will save approximately \$287,000 in the refunding of Series 2006A and 2007A Bonds.

Moved by Orazem, seconded by Nelson, to adopt RESOLUTION NO. 15-533 accepting bids and authorizing the sale and issuance of Essential Corporate Purpose General Obligation Bonds, Series 2015A, in an amount not to exceed \$21,345,000 to FTN Financial Capital Markets.

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

**ASH POND REHABILITATION, PHASE 1:** Moved by Goodman, seconded by Corrieri, to accept the report of bids.

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

Moved by Goodman, seconded by Corrieri, to reject all bids and direct staff to rebid at a later date.

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

**ORDINANCE REMOVING 90-MINUTE PARKING PROHIBITION ON NORTH 2<sup>ND</sup> STREET:** Mayor Campbell asked if there was anyone wishing to comment on the proposed Ordinance. No one came forward to speak.

Moved by Corrieri, seconded by Betcher, to pass on first reading an ordinance removing the 90-minute parking prohibition on North 2<sup>nd</sup> Street.

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

**ORDINANCE REZONING PROPERTIES AT 519-, 525-, AND 601 - 6<sup>TH</sup> STREET:** Moved by Corrieri, seconded by Nelson, to pass on third reading and adopt ORDINANCE NO. 4226 rezoning properties at 519-, 525-, and 601-6<sup>th</sup> Street from Residential Medium Density (RM) with Single-

Family Conservation Overlay District (O-SFC) to Residential Medium Density (RM).  
Roll Call Vote: 6-0. Ordinance declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**ORDINANCE REZONING, WITH MASTER PLAN, PROPERTY AT 5400 GRAND AVENUE:** Moved by Corrieri, seconded by Gartin, to adopt RESOLUTION NO. 15-534 approving the Rezoning Agreement.

Council Member Goodman asked if the City had stopped sampling Ada Hayden Lake. City Manager Schainker said he would have to check on that. Mr. Goodman believed that this proposed development would have an impact on the Lake.

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

Moved by Nelson, seconded by Corrieri, to pass on third reading and adopt ORDINANCE NO. 4227 rezoning, with Master Plan, property at 5400 Grant Avenue from Agricultural (A) to Suburban Residential Low Density (FS-RL).

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

**COUNCIL COMMENTS:** Moved by Goodman, seconded by Gartin, for staff to report back to the Council on what is doing to monitor Ada Hayden Lake.

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

Moved by Goodman, seconded by Betcher, to ask staff what can be done to reduce the vehicular impacts in the Meeker Elementary area.

Council Member Orazem offered that construction had not yet been completed. He felt that some of the problems might be alleviated when construction has concluded.

Moved by Goodman, seconded by Corrieri, to refer to staff the e-mail received from a resident asking to increase pedestrian infrastructure on the south side of S. 16<sup>th</sup> east of the bike path.

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

Moved by Nelson, seconded by Betcher, to refer the letter from Mayor Popp requesting assistance of City of Ames staff in a study for water improvements in the City of Gilbert.

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

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

Moved by Goodman, seconded by Gartin, to hold a Closed Session, as provided by Section 21.5(1)©, *Code of Iowa*, to discuss matters or presently in litigation.

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

The meeting resumed in Open Session at 9:52 p.m.

Moved by Gartin, seconded by Goodman, to direct Legal Counsel to take the steps consistent with what was decided in Closed Session.

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

**ADJOURNMENT:** Moved by Goodman, seconded by Corrieri, to adjourn the meeting at 9:53 p.m.

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Diane R. Voss, City Clerk

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Ann H. Campbell, Mayor





## REPORT OF CONTRACT CHANGE ORDERS

<b>Period:</b>	<input type="checkbox"/>	1 <sup>st</sup> – 15 <sup>th</sup>
	<input checked="" type="checkbox"/>	16 <sup>th</sup> – End of Month
<b>Month &amp; Year:</b>	August 2015	
<b>For City Council Date:</b>	September 8, 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)
Public Works	ISU Research Park Phase III: Water Main & Sanitary Sewer	2	\$798,589.00	J & K Contracting	\$5,225.00	\$5,993.17	J. Joiner	MA
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		

**MINUTES OF THE AMES CIVIL SERVICE COMMISSION**

**AMES, IOWA**

**AUGUST 27, 2015**

The Ames Civil Service Commission convened in regular session at 8:15 a.m. on August 27, 2015, in the Council Chambers of City Hall, 515 Clark Avenue. Because it was impractical for the Commission members to be present in person, Commission Members Crum, Pike, and Ricketts were brought into the meeting telephonically. Acting Human Resources Director Bob Kindred attended the meeting.

**APPROVAL OF MINUTES:** Moved by Pike, seconded by Crum, to approve the minutes of the July 23, 2015, Civil Service Commission meeting as written.

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

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

Assistant Planner:	Moore, Justin	80
	Jacob Coupee	70
Process Maintenance Worker:	Canon, Christopher	91
	Pratt, Sean	89
	Stensland, Jason	85
	Beaston, Ronald	85
	Johnston, Dalton	82
	Lough, Mike	81
	Rundall, John	81
	Taylor, Myles	81
	French, Zachary	79
	Hilgenberg, David	77
	Riemenschneider, Jamie	77
	Heenan, Brian	76
	Kelly, Shawn	75
	Catus, Glen	75
	Vulgamott, Jacob	75
Rhodes, Jeffery	74	
Gosney, Jahiah	72	
Nelson, Dallas	71	
Recreation Coordinator:	Wegman, Jon	80
	Lang, Lisa	79
	Brue, Jonathan	77

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

**COMMENTS:** The next regularly scheduled Civil Service Commission meeting was set for September 24, 2014, at 7:30 a.m.

**ADJOURNMENT:** The meeting adjourned at 8:24 a.m.

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Michael R. Crum, Chair

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Jill Ripperger, Recording Secretary

**COUNCIL ACTION FORM**

**SUBJECT: LETTER OF SUPPORT FOR SHELDON-MUNN HOTEL APPLICATION TO MAIN STREET IOWA CHALLENGE GRANT PROGRAM**

**BACKGROUND:**

The owners of the Sheldon-Munn Building (301 Main Street) have indicated intent to apply for a Main Street Iowa Challenge Grant. These grants are offered through the Iowa Economic Development Authority's Main Street Iowa program to assist with façade upgrades and restoration, upper floor rehabilitation, and remodeling of downtown structures. Several downtown Ames property owners have successfully used this program to enhance properties in the Main Street Cultural District.

As part of the application, a letter of support from the local City government is required. **Although the applicant must raise matching funds to qualify for the grant, no financial contribution from the City is expected as part of this request.**

**ALTERNATIVES:**

1. Authorize the Mayor to sign a letter of support for the Sheldon-Munn Hotel's application to the Main Street Iowa Challenge Grant Program.
2. Do nothing.

**MANAGER'S RECOMMENDED ACTION:**

The Main Street Iowa Challenge grant program has been utilized by other downtown building owners to enhance the look and feel of their properties within the Main Street Cultural District. A letter of support from the City has been requested, and complying with the request does not obligate the City to participate in the financing for any improvements undertaken through the grant.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby authorizing the Mayor to sign a letter of support for the Sheldon-Munn Hotel's application to the Main Street Iowa Challenge Grant Program.

*Caring People  
Quality Programs  
Exceptional Service*

**7a-f**

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

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

**DATE:** September 2, 2015

**SUBJECT:** Beer Permits & Liquor License Renewal Reference City Council Agenda  
September 8, 2015

The Council agenda for September 8, 2015, includes beer permits and liquor license renewals for:

- Class E Liquor, C Beer, & B Wine – Cyclone Liquors, 626 Lincoln Way
- Class C Liquor – Corner Pocket/DG’s Taphouse – 125 Main St
- Class B Liquor & Outdoor Service – Hilton Garden Inn, 1325 Dickinson Ave
- Class C Liquor & Outdoor Service – Wallaby’s Grille, 2733 Stange Rd
- Class C Liquor – Whiskey River, 132-134 Main St
- Class C Liquor, B Wine, & Outdoor Service - +39 Restaurant, 2640 Stange Rd

A routine check of police records for the past twelve months found no violations for Cyclone Liquors, Corner Pocket/DG’s Taphouse, Hilton Garden Inn, or Wallaby’s. The police department would recommend renewal of these licenses.

#### Violations

- Employees at Whiskey River were cited for dispensing alcohol after hours on May 24, 2015.
- +39 Restaurant was cited for selling alcohol to minors during a compliance check on January 22, 2015.

We are continuing to monitor compliance at these establishments and would recommend renewal at this time. We have had cooperation from ownership/management in each case and there have been no further issues.

**Applicant License Application ( LC0040290 )**

<b>Name of Applicant:</b> <u>Mucky Duck Pub, L.L.C</u>		
<b>Name of Business (DBA):</b> <u>The Mucky Duck Pub</u>		
<b>Address of Premises:</b> <u>3100 S Duff avenue</u>		
<b>City</b> <u>Ames</u>	<b>County:</b> <u>Story</u>	<b>Zip:</b> <u>50010</u>
<b>Business</b> <u>(515) 598-5127</u>		
<b>Mailing</b> <u>3100 S Duff avenue</u>		
<b>City</b> <u>Ames</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>50010</u>

**Contact Person**

<b>Name</b> <u>Marcus Johnson</u>	
<b>Phone:</b> <u>(515) 450-0566</u>	<b>Email</b> <u>info@amesbritishfoods.com</u>

**Classification** Class C Liquor License (LC) (Commercial)
**Term:** 12 months
**Effective Date:** 08/26/2015
**Expiration Date:** 08/25/2016
**Privileges:**
Class C Liquor License (LC) (Commercial)
Outdoor Service
**Status of Business**

<b>BusinessType:</b> <u>Limited Liability Company</u>	
<b>Corporate ID Number:</b> <u>462691</u>	<b>Federal Employer ID</b>

**Ownership**
**Marcus Johnson**

**First Name:** Marcus                      **Last Name:** Johnson  
**City:** Ames                                      **State:** Iowa                      **Zip:** 50010  
**Position:** Owner  
**% of Ownership:** 100.00%                      **U.S. Citizen:** No

**LeAnne Rohrberg-Johnson**

**First Name:** LeAnne                      **Last Name:** Rohrberg-Johnson  
**City:**    **State:** Iowa                      **Zip:** 50010  
**Position:** Spouse  
**% of Ownership:** 0.00%                      **U.S. Citizen:** Yes

**Insurance Company Information**

<b>Insurance Company:</b> <u>Scottsdale Insurance Company</u>
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**Policy Effective Date:**

**Policy Expiration**

**Bond Effective**

**Dram Cancel Date:**

**Outdoor Service Effective**

**Outdoor Service Expiration**

**Temp Transfer Effective**

**Temp Transfer Expiration Date:**

**Applicant License Application ( )**

<b>Name of Applicant:</b> <u>Triple Double, L.L.C.</u>		
<b>Name of Business (DBA):</b> <u>Triple Double</u>		
<b>Address of Premises:</b> <u>223 Welch ave upper level</u>		
<b>City</b> <u>Ames</u>	<b>County:</b> <u>Story</u>	<b>Zip:</b> <u>50014</u>
<b>Business</b> <u>(515) 292-7719</u>		
<b>Mailing</b> <u>223 Welch ave upper level</u>		
<b>City</b> <u>Ames</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>50014</u>

**Contact Person**

<b>Name</b> <u>Yangyidi Ye</u>
<b>Phone:</b> <u>(515) 203-5522</u> <b>Email</b> <u>yang@causeyyelaw.com</u>

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

**Term:** 12 months

**Effective Date:** 07/29/2015

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

**Privileges:**

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

**Status of Business**

<b>BusinessType:</b> <u>Limited Liability Company</u>
<b>Corporate ID Number:</b> <u>489DLC-497441</u> <b>Federal Employer ID</b> <u>47-3965243</u>

**Ownership**
**Zheng Fang**

**First Name:** Zheng      **Last Name:** Fang  
**City:** Ames      **State:** Iowa      **Zip:** 50014  
**Position:** Co-owner  
**% of Ownership:** 50.00%      **U.S. Citizen:** No

**Xiaolong Wang**

**First Name:** Xiaolong      **Last Name:** Wang  
**City:** Ames      **State:** Iowa      **Zip:** 50014  
**Position:** Co-owner  
**% of Ownership:** 25.00%      **U.S. Citizen:** No

**Yuan Ma**

**First Name:** Yuan      **Last Name:** Ma  
**City:** Ames      **State:** Iowa      **Zip:** 50014  
**Position:** Co-owner  
**% of Ownership:** 25.00%      **U.S. Citizen:** No



**Insurance Company Information**

<b>Insurance Company:</b> <u>Illinois Casualty Co</u>	
<b>Policy Effective Date:</b> <u>07/29/2015</u>	<b>Policy Expiration</b> <u>07/28/2016</u>
<b>Bond Effective</b>	<b>Dram Cancel Date:</b>
<b>Outdoor Service Effective</b>	<b>Outdoor Service Expiration</b>
<b>Temp Transfer Effective</b>	<b>Temp Transfer Expiration Date:</b>

**Applicant License Application ( )**

<b>Name of Applicant:</b> <u>LJPS Inc.</u>		
<b>Name of Business (DBA):</b> <u>Olde Main Brewing Company</u>		
<b>Address of Premises:</b> <u>1407 University Blvd</u>		
<b>City</b> <u>Ames</u>	<b>County:</b> <u>Story</u>	<b>Zip:</b> <u>50010</u>
<b>Business</b> <u>(515) 232-0553</u>		
<b>Mailing</b> <u>PO Box 1928</u>		
<b>City</b> <u>Ames</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>50010</u>

**Contact Person**

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

**Classification** Special Class C Liquor License (BW) (Beer/Wine)
**Term:** 5 days
**Effective Date:** 09/23/2015
**Expiration Date:** 01/01/1900
**Privileges:**
Special Class C Liquor License (BW) (Beer/Wine)
**Status of Business**

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

**Ownership**
**Scott Griffen**

**First Name:** Scott                      **Last Name:** Griffen  
**City:** Ames                              **State:** Iowa                      **Zip:** 50010  
**Position:** Owner  
**% of Ownership:** 50.00%                      **U.S. Citizen:** Yes

**Daniel Griffen**

**First Name:** Daniel                      **Last Name:** Griffen  
**City:** Potomac                              **State:** Maryland                      **Zip:** 24854  
**Position:** Owner  
**% of Ownership:** 25.00%                      **U.S. Citizen:** Yes

**Susan Griffen**

**First Name:** Susan                      **Last Name:** Griffen  
**City:** Ames                              **State:** Iowa                      **Zip:** 24854  
**Position:** Owner  
**% of Ownership:** 25.00%                      **U.S. Citizen:** Yes

**Insurance Company Information**

<b>Insurance Company:</b>	<u>Founders Insurance Company</u>
<b>Policy Effective Date:</b>	<b>Policy Expiration</b>
<b>Bond Effective</b>	<b>Dram Cancel Date:</b>
<b>Outdoor Service Effective</b>	<b>Outdoor Service Expiration</b>
<b>Temp Transfer Effective</b>	<b>Temp Transfer Expiration Date:</b>



**Insurance Company Information**

<b>Insurance Company:</b>	<u>Founders Insurance Company</u>
<b>Policy Effective Date:</b>	<b>Policy Expiration</b>
<b>Bond Effective</b>	<b>Dram Cancel Date:</b>
<b>Outdoor Service Effective</b>	<b>Outdoor Service Expiration</b>
<b>Temp Transfer Effective</b>	<b>Temp Transfer Expiration Date:</b>

**Applicant License Application ( BW0094916 )**

<b>Name of Applicant:</b> <u>Louis Pederaza</u>		
<b>Name of Business (DBA):</b> <u>Botanero Latino</u>		
<b>Address of Premises:</b> <u>604 E Lincoln Way</u>		
<b>City</b> <u>Ames</u>	<b>County:</b> <u>Story</u>	<b>Zip:</b> <u>50010</u>
<b>Business</b> <u>(515) 451-7273</u>		
<b>Mailing</b> <u>604 E Lincoln Way</u>		
<b>City</b> <u>Ames</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>50010</u>

**Contact Person**

<b>Name</b> <u>Louis Pederaza</u>
<b>Phone:</b> <u>(515) 451-7273</u> <b>Email</b>

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

**Term:** 12 months

**Effective Date:** 08/31/2015

**Expiration Date:** 08/30/2016

**Privileges:**

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

Sunday Sales

**Status of Business**

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

**Ownership**

**Louis Pederaza**

**First Name:** Louis

**Last Name:** Pederaza

**City:** Ames

**State:** Iowa

**Zip:** 50010

**Position:** owner

**% of Ownership:** 100.00%

**U.S. Citizen:** Yes

**Insurance Company Information**

<b>Insurance Company:</b> <u>Tokio Marine Specialty Insurance Company</u>	
<b>Policy Effective Date:</b> <u>08/31/2015</u>	<b>Policy Expiration</b> <u>08/31/2016</u>
<b>Bond Effective</b>	<b>Dram Cancel Date:</b>
<b>Outdoor Service Effective</b>	<b>Outdoor Service Expiration</b>
<b>Temp Transfer Effective</b>	<b>Temp Transfer Expiration Date:</b>

**Applicant License Application ( )**

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

**Contact Person**

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

**Classification** Special Class C Liquor License (BW) (Beer/Wine)
**Term:** 5 days
**Effective Date:** 09/13/2015
**Expiration Date:** 01/01/1900
**Privileges:**
Special Class C Liquor License (BW) (Beer/Wine)
**Status of Business**

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

**Ownership**
**Scott Griffen**

**First Name:** Scott                      **Last Name:** Griffen  
**City:** Ames                              **State:** Iowa                      **Zip:** 50010  
**Position:** Owner  
**% of Ownership:** 50.00%                      **U.S. Citizen:** Yes

**Daniel Griffen**

**First Name:** Daniel                      **Last Name:** Griffen  
**City:** Potomac                      **State:** Maryland                      **Zip:** 24854  
**Position:** Owner  
**% of Ownership:** 25.00%                      **U.S. Citizen:** Yes

**Susan Griffen**

**First Name:** Susan                      **Last Name:** Griffen  
**City:** Potomac                      **State:** Maryland                      **Zip:** 24854  
**Position:** Owner  
**% of Ownership:** 25.00%                      **U.S. Citizen:** Yes

**Insurance Company Information**

<b>Insurance Company:</b>	<u>Founders Insurance Company</u>
<b>Policy Effective Date:</b>	<b>Policy Expiration</b>
<b>Bond Effective</b>	<b>Dram Cancel Date:</b>
<b>Outdoor Service Effective</b>	<b>Outdoor Service Expiration</b>
<b>Temp Transfer Effective</b>	<b>Temp Transfer Expiration Date:</b>





**Insurance Company Information**

<b>Insurance Company:</b>	<u>Founders Insurance Company</u>
<b>Policy Effective Date:</b>	<b>Policy Expiration</b>
<b>Bond Effective</b>	<b>Dram Cancel Date:</b>
<b>Outdoor Service Effective</b>	<b>Outdoor Service Expiration</b>
<b>Temp Transfer Effective</b>	<b>Temp Transfer Expiration Date:</b>

**COUNCIL ACTION FORM**

**SUBJECT: AMES HIGH SCHOOL HOMECOMING REQUESTS**

**BACKGROUND:**

Ames High School has requested to hold its Homecoming Parade on Monday, September 21, 2015. Parade entries will stage in Parking Lots MM and M and on Pearle Street. The parade will start on Main Street west of Clark and proceed east past Douglas Avenue to the CBD Lot entrance. The parade entries will disperse from the CBD Lot. It will begin at 6:30 p.m. and last approximately 45 to 60 minutes. To help facilitate this event, the Homecoming Committee asks that the City Council approve of the following closures:

- Fifth Street from Grand Avenue to Pearle Avenue, Pearle Avenue, Main Street from Pearle Avenue to Duff Avenue, Clark Avenue from north of the CBD lot exit to Fifth Street, Burnett Avenue from Main Street to Fifth Street, and Kellogg Avenue from north of the CBD lot exit to Main Street, from 5:30 to approximately 7:30 p.m.
- City Parking Lot MM, the south half of Lot M, and a portion of CBD Lot Z from 5:30 p.m. to 7:30 p.m. for parade staging and disassembly (No reserved spaces would be affected).

City employees will be notified of the Lot M closure, and official vehicles still in the lot will be moved to the northern stalls. Barricades, staffed by adult volunteers, will be placed on streets along this route for traffic control purposes. Parade organizers are requesting a waiver of parking meter fees and enforcement along the parade route from 1:00 to 6:00 p.m. Lost revenue to the Parking Fund would total \$235. Permission to display fireworks during the football game on September 25 (at approximately 8:15 p.m.) at Ames High Stadium and a waiver of the Fireworks Permit fee in the amount of \$25 have also been requested.

At the parade's conclusion, a pep rally will be held in Bandshell Park. Parent volunteers will help to make sure the participants cross Duff Avenue safely, but no police assistance or traffic signal alterations are being requested. The Main Street Cultural District has been informed of the parade and supports the activity again this year. A Noise Permit will be issued for the pep rally activities.

**City staff is additionally requesting that the City Council grant a waiver of parking meter fees and enforcement from 4:00 p.m. to 6:00 p.m. on September 21 in Lot N, east of City Hall.** There are a number of well-attended fitness classes in the Community Center on Monday evenings, and attendees normally park in Lot M or in metered spaces

on Fifth Street. City staff would like to provide free parking in Lot N for those who are displaced by parade closures. The loss of revenue to the Parking Fund for this request is \$22.

**ALTERNATIVES:**

1. The City Council can approve the requests from the Ames High Homecoming Committee for parking lot and street closures and waiver of parking meter fees in connection with the parade to be held on September 21, 2015; a fireworks display on September 25, 2015; waiver of the Fireworks Permit fee; and waiver of meter fees and enforcement in Lot N from 4:00 to 6:00 p.m. on September 21.
2. The City Council can approve the requests for parking and street closures for September 21, 2015 and approve the fireworks display for September 25, 2015, but require payment for the fireworks permit (\$25) and lost parking revenue (\$235).
3. The City Council can deny these requests

**MANAGER'S RECOMMENDED ACTION:**

The Ames High Homecoming Parade is a long-standing Ames tradition and has the support of the Main Street Cultural District. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests from the Ames High Homecoming Committee and City staff as indicated above.



September 4, 2015

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

Dear Mayor Campbell and City Council,

The Main Street Cultural District (MSCD) is excited to support holding the annual Ames High School homecoming parade on Main Street in downtown Ames on the evening of September 21<sup>st</sup>. This event will bring hundreds of people downtown to enjoy a festive atmosphere and community camaraderie. We hope they will see something that makes the want to come back to support local businesses.

Sincerely,

Cindy Hicks  
Executive Director

**COUNCIL ACTION FORM**

**SUBJECT: STREET LIGHTING SYSTEM OWNERSHIP AND MAINTENANCE IN  
MIDLAND POWER COOPERATIVE ELECTRIC SERVICE TERRITORY**

**BACKGROUND:**

As the City of Ames expands into the Northern Growth Area, the electric service territory for the Ames Electric Services Department (AMES) is not changing per the boundaries established by the Iowa Utilities Board. A street lighting system is required to be installed in new subdivisions at the developer's expense per City code. Electricity for the street lighting system along streets and roadways in the new subdivisions (ex. Scenic Valley, Quarry Estates, etc.) is being increasingly provided by Midland Power Cooperative (MIDLAND).

The street light offerings from MIDLAND are limited to round wood poles and open-bottom "farm" luminaires. AMES offers several pole and luminaire options for developers to choose from as part of our standard inventory. In addition, AMES customers are familiar with the process of reporting non-working street lights to AMES staff.

The electric engineering staffs for AMES and MIDLAND have come to an agreement regarding the ownership and maintenance of the street lighting systems in the City of Ames for areas served by MIDLAND. The agreement has been reviewed and approved by the City Attorney's office. The terms of the agreement include the following items:

1. AMES will provide labor and materials to install the entire street lighting system at the developer's expense per AMES standards.
2. AMES will maintain ownership of the street light poles and luminaires. See the attached drawing for details.
3. MIDLAND will take over ownership and maintenance responsibilities for the buried wires between the light poles and the MIDLAND power sources.
4. MIDLAND will provide electricity to the street lighting system and bill AMES monthly at their "energy-only" rate based on the average energy usage per luminaire.

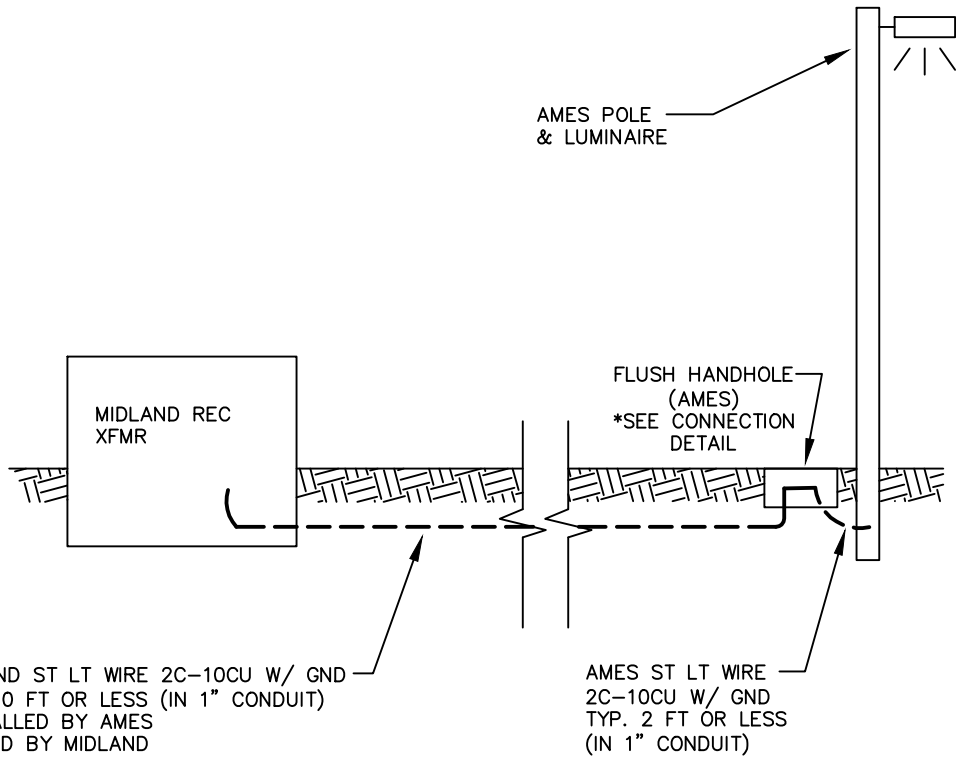
**ALTERNATIVES:**

1. Accept the agreement between AMES and MIDLAND for the ownership and maintenance responsibilities of the AMES street lighting system in MIDLAND territory.
2. Reject the agreement and direct AMES staff to request MIDLAND to supply the street lighting system in MIDLAND territory.

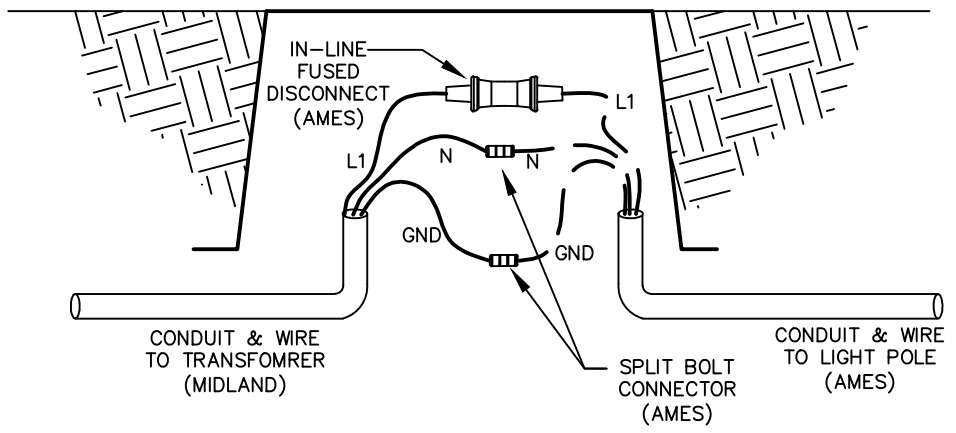
**MANAGER'S RECOMMENDED ACTION:**

Ownership and maintenance of the street lighting poles and luminaires by the Ames Electric Services Department allows the utility to provide a uniform look to the street lighting system throughout the City of Ames and a single point of contact for residents to report non-working lights.

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



PROPOSED STREET LIGHT FEED  
NOT TO SCALE



MIDLAND/AMES CONNECTION DETAIL  
NOT TO SCALE



EXHIBIT "A"

AMES LIGHTS IN MIDLAND  
POWER TERRITORY

Drawn: MEI 3/2/15	Drawing Number	
Checked:	E2015 - XXX	
Approved:	Sheet 1 of 1	Scale: NONE



**COUNCIL ACTION FORM**

**SUBJECT: MEMORANDUM OF UNDERSTANDING WITH THE FRIENDS OF EMMA MCCARTHY LEE PARK AND MUNN WOODS**

**BACKGROUND:**

In July 2014, the Friends of Emma McCarthy Lee Park and Munn Woods (FEMLPW) filed for incorporation and in September 2014 became incorporated. As stated in the attached Memorandum of Understanding (MOU), the group's mission is as follows:

- Partner with community members, city government, educational institutions, and conservation organizations to enhance the natural environment
- Support public awareness, educational programs, and research efforts
- Secure supplemental financial resources
- Build connections between recreation, learning, and appropriate public use of this land
- Develop a network of supporters and volunteers to assist with management, protection, and restoration efforts

The Parks and Recreation Commission has given staff direction to develop a Memorandum of Understanding with all Friends groups so each group has clearly defined expectations for working with the City. **There has been a MOU with the Friends of Ada Hayden Heritage Park since 2010 and that MOU has been used as a model for the agreement with the Friends of Emma McCarthy Lee Park and Munn Woods.**

As the City continues to grow and additional parks are developed, Friends groups may play a vital role in the development, maintenance, and protection of the park systems resources. The FEMLPW can play this role and help accomplish items staff cannot do alone.

The Parks and Recreation Commission has recommended City Council approve the attached Memorandum of Understanding with the Friends of Emma McCarthy Lee Park and Munn Woods.

**ALTERNATIVES:**

- 1) Approve the Memorandum of Understanding with the Friends of Emma McCarthy Lee Park and Munn Woods.
- 2) Do not approve the Memorandum of Understanding with the Friends of Emma McCarthy Lee Park and Munn Woods.
- 3) Refer back to staff.

**MANAGER'S RECOMMENDED ACTION:**

The Friends of Emma McCarthy Lee Park and Munn Woods is a fledgling Friends group and it is unknown how much they can accomplish. However, the group did organize successful outings during the past year to remove invasive species in Emma McCarthy Lee Park. Robin Switzer, Friends Group President, is very passionate and committed to working with Parks and Recreation to enhance Emma McCarthy Lee Park and Munn Woods. **Therefore, it is the recommendation of the City Manager that the City Council support Alternative #1, thereby approving the attached Memorandum of Understanding with the Friends of Emma McCarthy Lee Park and Munn Woods.**

# **Memorandum of Understanding**

## **Between Friends of Emma McCarthy Lee Park and Munn Woods**

### **And the City of Ames, Iowa**

**1. Background:** The Friends of Emma McCarthy Lee Park and Munn Woods (FEMLPMW) was incorporated in July 2014 with the state of Iowa as a nonprofit tax exempt organization to operate exclusively for charitable, scientific and educational purposes. It is the intent of the Board of Directors that FEMLPMW will operate exclusively for the public benefit of Emma McCarthy Lee Park and Munn Woods. FEMLPMW is working with the Federal Internal Revenue Service to become approved as a tax exempt organization under Section 501(c)(3) of the Internal Revenue Code, of 1986, as amended.

**2. Vision:** The vision of the Board of Directors of FEMLPMW is to maintain and improve Emma McCarthy Lee Park and Munn Woods as a beautiful and ecologically healthy natural area and to provide nature-oriented outdoor recreation and education.

**3. Goals:** The goals of the organization are: (1) to partner with community members, city government, educational institutions, and conservation organizations to enhance the natural environment, (2) support public awareness, educational programs, and research efforts, (3) secure supplemental financial resources that may be used by the City of Ames for projects selected by the Parks and Recreation Commission and approved by the City Council, (4) build connections between recreation, learning and appropriate public use of this land, and (5) develop a network of supporters and volunteers to assist with management, protection, and restoration efforts.

**4. Fundraising Activities:** In support of the City of Ames and the Parks and Recreation Department, FEMLPMW will conduct public fundraising efforts, will maintain bank accounts, financial records, investments, and respond to requests from the City of Ames for projects that are within the ability of FEMLPMW.

**5. Organization:** FEMLPMW has an organizational structure that supports and sustains a vibrant and dedicated membership, identifies and recruits knowledgeable and enthusiastic committee leaders and members, and maintains a viable cooperative relationship with the Department of Parks and Recreation and the City of Ames.

**6. Four Acre Tract Maintained as it was at the Time of Settlers:** In the property deed, it is stipulated four acres of land shall be maintained as it was at the time of settlers. Judge McCarthy, at the time the park was deeded to the City, believed that preserving our native ecosystems is an important function of this unique park. FEMLPMW recognize restoring four acres within the park also provides the opportunity to further commemorate Emma McCarthy Lee. To ensure this restoration happens, the

FEMLPMW accepts the responsibility for maintaining this four acre tract of land and will be done in close coordination and agreement with the Ames Parks and Recreation Department.

**7. Relation to the City of Ames:** The Board of Directors of FEMLPMW recognizes the role of the City of Ames as the body responsible for the operations of Emma McCarthy Lee Park and Munn Woods, the establishment of park policies, and the development for plans and budgets for these areas. FEMLPMW agrees to coordinate its activities with the Department of Parks and Recreation.

**8. Duration of the Agreement:** This agreement shall take effect immediately and will stay in force in perpetuity, or upon the dissolution of either entity. The agreement may be revised at any time, but shall be reviewed by both parties at least every five years.

Approved by resolution of the Ames City Council at its regular meeting on \_\_\_\_\_.

\_\_\_\_\_  
Ann H. Campbell, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Robin W. Switzer  
President of the Board of Directors

\_\_\_\_\_  
Date

# Friends of Emma McCarthy Lee Park and Munn Woods

## Vision

The Friends of Emma McCarthy Lee Park and Munn Woods work to maintain and improve Emma McCarthy Lee Park and Munn Woods as a beautiful and ecologically healthy natural area and to provide nature-oriented outdoor recreation and education.

## Mission

The mission of the Friends of Emma McCarthy Lee Park and Munn Woods is to:

- Partner with community members, city government, educational institutions, and conservation organizations to enhance the natural environment
- Support public awareness, educational programs, and research efforts
- Secure supplemental financial resources
- Build connections between recreation, learning, and appropriate public use of this land
- Develop a network of supporters and volunteers to assist with management, protection, and restoration efforts

## Goals

### Organization

- Build an organizational structure that assures longevity, continuity and membership involvement
- Enlist the support of talented and passionate leaders and members
- Develop and maintain a cooperative relationship with the City of Ames

### Fundraising

- Recruit members and collect dues and contributions
- Apply for grants to fund projects
- Respond to requests for special projects envisioned by the City

### Public Awareness

- Educate the community and park users about the mission/vision of the Park and Woods
- Create and maintain a website about the Park and Woods

### Public Education

- Develop interpretive programs on wildlife, ecology, conservation, and land management
- Disseminate research results

- Promote the Park and Woods as a place for environmental research

#### Habitat Management

- Help with controlling invasive alien vegetation
- Prevent erosion and environmental degradation
- Assist with control of littering, vandalism, and dumping

#### Monitoring and Surveys

- Facilitate biological studies
- Help with monitoring of water quality and ecosystem function

#### Projects envisioned:

##### Short-term projects (1-3 years)

- Coordinate and sponsor invasive vegetation removal efforts
- Develop directional and interpretive signage
- Adopt several areas for landscaping
- Improve trails and fight erosion

##### Long-term projects

- Develop an exercise par course
- Construct bird- and wildlife-watching outlooks
- Build a crossing over Clear Creek in Munn Woods to prevent erosion
- Reduce canopy cover in overstocked upland forest areas to encourage regeneration of oak in Munn Woods
- Define and protect a 4-acre tract of land in Lee Park to fulfill the terms of the bequest to the City made by Judge Lee
- Install park boundary signs

**COUNCIL ACTION FORM**

**SUBJECT: ADDENDUM TO THE MEMORANDUM OF UNDERSTANDING BETWEEN IOWA STATE UNIVERSITY AND THE CITY OF AMES REGARDING LAW ENFORCEMENT SERVICES AT UNIVERSITY LEASED RESIDENTIAL PROPERTY**

**BACKGROUND:**

In 2013, the City of Ames and Iowa State University signed an agreement to have ISU Police provide law enforcement services to properties leased by Iowa State University and operated by the Department of Residence. Iowa State University is responding to growing enrollment by leasing additional housing units on Tripp Street, Walton Drive, Steinbeck Street, Dickinson Avenue, Twain Circle, and Mayfield Drive. These are in addition to the units on Stanton Avenue and Maricopa Drive that were the subject of the original agreement. The fraternity house at 140 Lynn will also be leased and managed by the Department of Residence. The intent of these leases is to expand the base of university operated housing while providing a student residence experience that is substantially similar to students living in more traditional residence halls.

ISU officials have recommended that the University Police provide law enforcement services to these locations in support of their goal of trying to provide a living environment that is similar to what is provided on campus. While the City of Ames normally provides law enforcement for these locations, ISU Police can provide the same services while also working more closely with university discipline and judicial processes. The current arrangement of having ISU Police provide services to properties at Stanton Avenue and Maricopa Drive has been successful. State law provides authority to the ISU Police when acting in the interests of the institution, which is clearly the case in the proposed arrangement.

The Ames Police Department is supportive of this agreement and will continue to collaborate with ISU Police in the areas affected by this agreement. When the ISU lease of these properties ends, law enforcement responsibility will return to the City of Ames.

**ALTERNATIVES:**

1. Approve the Memorandum of Understanding between Iowa State University and the City of Ames regarding the provision of law enforcement services to university leased residential housing property in Ames.
2. Do not approve the Memorandum of Understanding.

**MANAGER'S RECOMMENDED ACTION:**

The university is trying to provide a common experience in the off-campus properties being leased and managed by ISU Department of Residence. They have determined that university police can provide a level and manner of service that is consistent with their on-campus locations and for that reason, have requested that we agree to change our jurisdiction during the period of their lease. There are no apparent disadvantages to the city.

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



**Addendum to  
Memorandum of Understanding  
Between  
Iowa State University of Science and Technology  
and  
City of Ames, Iowa  
Regarding the Provision of Law Enforcement Services to Residential  
Housing Property in Ames that is Leased to Iowa State University**

This is an Addendum to the Memorandum of Understanding entered into on August 27, 2013.

Iowa State University (ISU) has leased several additional properties since the Memorandum of Understanding was agreed to by the parties. The purpose of this Addendum is to incorporate the recently leased properties into the existing agreement.

The parties agree that Section A, paragraph 5 of the August 27, 2013 Memorandum of Understanding is hereby deleted and replaced with the following language:

5. ISU has leased residential housing property within the City of Ames that will be managed by the ISU Department of Residence and is more fully described as located at 119 Stanton Avenue; 140 Lynn Avenue; 3906, 3910, 3914, 3920, 4008, 4020, 4100, 4110, 4120, 4130, and 4200 Maricopa Drive; 1216, 1220, 1224, 1308, 1312, 1318, 1332, 1338, and 1344 Walton Drive; 3732 Tripp Street; 4625, 4701, and 4709 Steinbeck Street; 823, 825 and 826 Dickinson Avenue; 4524 Twain Circle; and 1406 and 1416 Mayfield Drive; and including the designated parking areas for residents of these addresses (the "Leased Residential Property").

Agreed to and Signed by:

\_\_\_\_\_  
Mayor, City of Ames

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief of Police, City of Ames

\_\_\_\_\_  
Date

\_\_\_\_\_  
Iowa State University Administration

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief of Police, Iowa State University

\_\_\_\_\_  
Date

**COUNCIL ACTION FORM**

**SUBJECT: SET PUBLIC HEARING DATE TO DEED RIGHT OF WAY ACCESS TO WOODBRIDGE SUBDIVISION**

**BACKGROUND:**

In support of the ISU Research Park Phase III expansion, the City of Ames is developing projects for the utility installation and roadway paving. The utility project was bid in April 2015 and the contract was awarded to J&K Contracting in the amount of \$798,589. The roadway project was bid in May 2015 and the contract was awarded to Manatts, Inc in the amount of \$4,607,745.60.

As a part of the project, permanent property acquisitions are required from four property owners (Burgason, Wessex, Cammack and Hunziker). Of the four properties in question the project property acquisition team has come to terms with three of the four with one of the three donating the area to the City. A map of the general acquisition areas is shown in Attachment A. The cost of these acquisitions has been accounted for in all previously shown project cost estimates. It should be noted that temporary construction easements have been secured to allow for construction activities on these three properties.

The Burgason property at 2013 Oakwood Road (NW corner of University Avenue and Airport Road) was in the midst of sale during the ROW acquisition process. As part of the sale, the Burgason's attorney indicated that the project property acquisition cannot move forward without resolving an apparent access issue to the subdivision.

The present access issue to this area dates back to 1980. At that time, this area of the city was on the verge of developing and the city anticipated that the corner of University Blvd (formerly Elwood) and Oakwood/Airport Road would experience high volumes of traffic once the area developed. Because those anticipated high volumes can create ingress and egress safety concerns for driveways too near to each other and/or too near to the busy intersection, the City worked with the property owners at the time to limit the rights of direct access onto University and Oakwood Road from the surrounding properties. At the time, the City was given a deed that restricted most direct access onto those streets, but allowed four (4) exceptions giving two (2) direct access points onto University Blvd and two (2) direct access points onto Oakwood Road. This limited number of direct access points onto these roadways ensured separation between the access points and the intersection. Since 1980, this area has been sold and platted several times. As part of the platting process, a private paved drive was built so that lots that did not have a direct access point to either street would have ingress and egress to a street indirectly across that drive. The result is that the Burgason property has a direct access point onto Oakwood via the 1980 deed, but in practice, they are willing to have

access onto the private drive located west of their property. The location where that private drive connects with Oakwood Road does not coincide with one of the access points. However, the Burgasons have agreed to deed to the City one of the direct access points given them in the 1980 deed, if the City in turn grants to the subdivision a location for that direct access point that is changed to match the location of the private drive. The result will be that the City will deed ingress/egress rights to the subdivision for the private drive as shown in Attachment B. By eliminating one of the previous exceptions from the 1980 deed and giving ingress/egress rights to the private drive, the City will maintain the limited access points and desired separation.

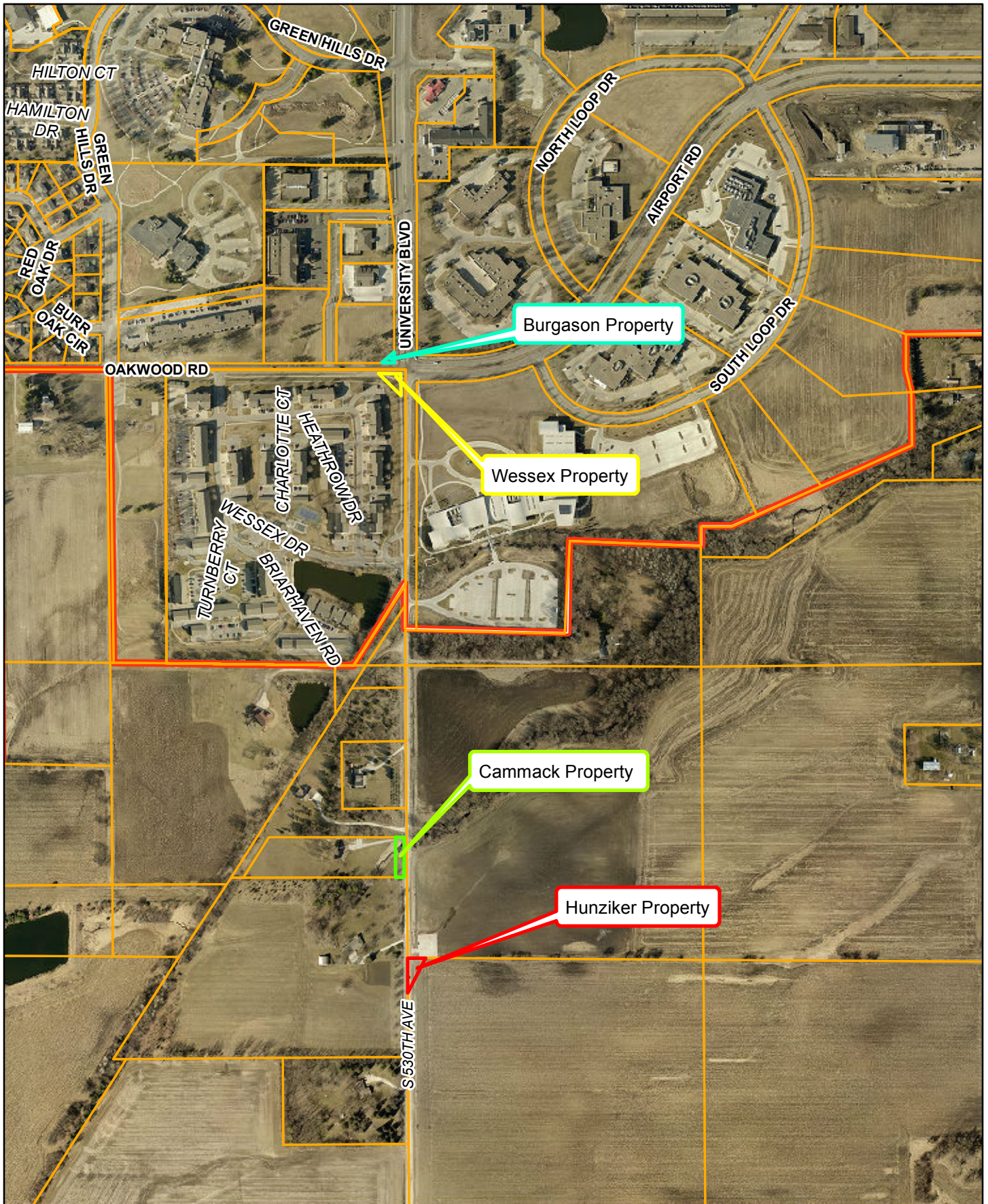
**ALTERNATIVES:**

1. Initiate the process to deed ingress/egress rights to Woodbridge Subdivision by setting September 22, 2015 as the date of public hearing.
2. Direct staff to negotiate an engineering agreement with another consulting firm.

**MANAGER'S RECOMMENDED ACTION:**

Staff will present all of the permanent property acquisitions to Council at future meeting

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



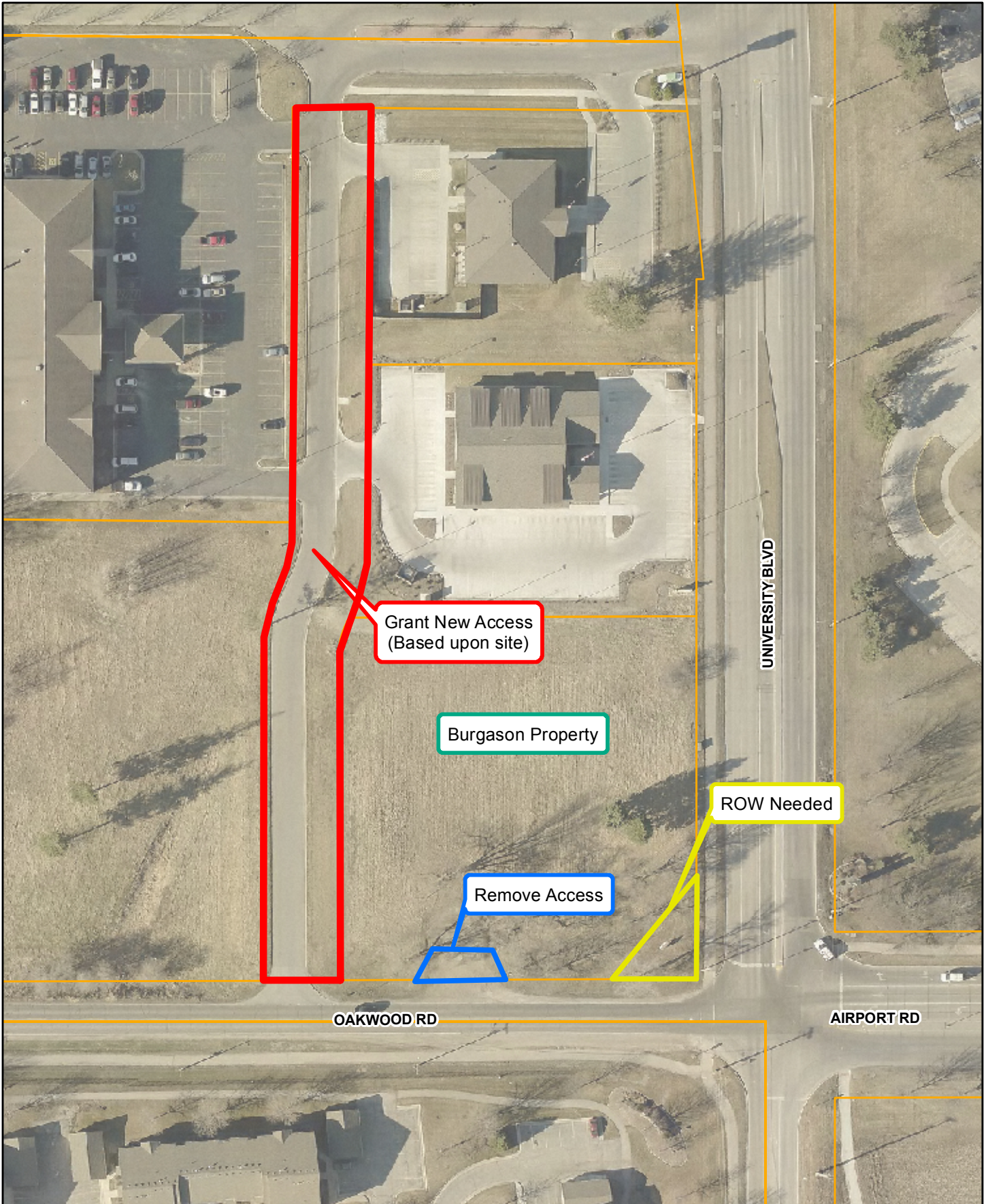
Geographic Information System (GIS) Product Disclaimer: City of Ames GIS map data does not replace or modify land surveys, deeds, and/or other legal instruments defining land ownership & land use nor does it replace field surveys of utilities or other features contained in the data. All features represented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



Attachment A  
 ISU Research Park Phase III  
 Acquisition Area Map



Scale: 1 in = 583 ft  
 Date: 8/28/2015



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



Attachment B  
 ISU Research Park Phase III  
 Acquisition Area Map



Scale: 1 in = 94 ft  
 Date: 9/2/2015

**COUNCIL ACTION FORM**

**SUBJECT: COOPERATIVE AGREEMENT BETWEEN AMES HUMAN RELATIONS COMMISSION AND IOWA CIVIL RIGHTS COMMISSION**

**BACKGROUND:**

The Ames Human Relations Commission (AHRC) has a group of volunteer investigators who are responsible for investigating alleged acts of discrimination in the Ames community. The Iowa Civil Rights Commission (ICRC) also works towards this purpose using professional staff and resources in its investigations. For the past several years, the ICRC has entered into a cooperative agreement with the City to assist AHRC in resolving complaints. A renewal of that agreement has been proposed by ICRC for the current fiscal year.

The agreement provides monetary compensation (\$200 to \$500 per case) for the City to 1) act as the intake officer for complaints alleging discrimination, and 2) forward the complaint to the ICRC for investigation. The purpose of the agreement is to reduce local agency backlogs and ensure that complaints are investigated promptly. The City has full discretion in choosing which cases, if any, it wishes to forward to the ICRC for investigation.

**ALTERNATIVES:**

1. Approve the cooperative agreement between the Ames Human Relations Commission and the Iowa Civil Rights Commission.
2. Do not approve the cooperative agreement.

**MANAGER'S RECOMMENDED ACTION:**

This agreement formalizes the mechanism that may be used by the City to transfer civil rights investigations to the Iowa Civil Rights Commission for investigation. The City has the option to choose which cases to submit to the ICRC, which may be exercised if the City has a backlog of cases, if a case would be uniquely difficult to investigate locally, or if other circumstances justify that the ICRC should investigate. The ICRC will compensate the City for acting as the intake agent under this agreement on a case -by-case basis. This agreement has been adopted between the City and the ICRC for several years.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the attached cooperative agreement between the Ames Human Relations Commission and the Iowa Civil Rights Commission.

**COOPERATIVE AGREEMENT**  
**Between Ames Human Relations Commission**  
**&**  
**IOWA CIVIL RIGHTS COMMISSION**

1. **Definitions:** As used in this Cooperative Agreement the following terms are defined as follows:

- a) "ICRC" means the Iowa Civil Rights Commission.
- b) "Fiscal year 2016" runs from July 1, 2015 to June 30, 2016.

2. **Authority:** In order to effectuate the purposes of the "Iowa Civil Rights Act," (ICRA) the ICRC now enters into a Cooperative Agreement with the Ames Human Relations Commission. Iowa Code §216.19.

3. **Purpose:** Our purpose is to assist local agencies in resolving discrimination complaints and to reduce case backlogs without compromising quality or the integrity of the system. We have designed criteria to ensure an efficient, effective, and coordinated effort between the ICRC and local agencies.

4. **Scope:** Under this Cooperative Agreement, ICRC contracts with the Ames Human Relations Commission for the satisfactory intake and resolution of complaints whose allegations fall within the prohibitions of Iowa Code §§216.6, 216.6A, 216.7, 216.8, 216.8A, 216.9, 216.10 and 216.11.

3. **Period:** This Cooperative Agreement will run during Fiscal Year 2016. There is no commitment on the part of ICRC to contract with the Ames Human Relations Commission for the resolution of complaints after June 30, 2016.

4. **Total Amount:** The total amount ICRC can be required to spend, as aggregate compensation to all contracting local commissions for work performed under this agreement for Fiscal Year 2016 is \$45,000.00 maximum. If insufficient funds exist for payment of all cases tendered for payment by the contracting Local Commissions, payment shall be allocated on a first-come first-served basis, according to the date of submission of the intakes or resolutions.

5. **Payment Date:** ICRC agrees to provide payment on a quarterly basis based upon satisfaction of the conditions established in this agreement. Payment will be provided for work performed and accepted under this Agreement by the ICRC. Payment will be provided only for cases that are determined by the ICRC to be jurisdictional under the ICRA and assuming the complaints are timely received by the ICRC. In the case of payment for intake services, ICRC accepts the work when ICRC opens the case file corresponding to the intake. Payment is conditioned upon execution of this contract which must be accomplished and returned to the ICRC no later than October 1, 2014. Agreements presented after that date will be rejected by the ICRC absent prior written approval for late submission by the Director of the ICRC.

6. **Payment Schedule\*\*\*:**

(a) **Intakes** – See attached Schedule A for breakdown of reimbursement rates based on the timing of receipt of the complaint for housing and non-housing referrals to the ICRC. For purposes of the contract, intake is defined as receipt by the ICRC of a completed, signed, jurisdictional complaint in any area covered by the



ICRA, including housing, that are forwarded to the ICRC for processing and investigation. No payment will be made for non-housing intakes that are more than 60 days old or housing intakes that are more than 30 days old on the date received by the ICRC.

**(b) Resolutions** – See chart below for rate of payment based on time received. For purposes of the contract, resolution includes case closures resulting in Satisfactory Adjustments, Administrative Closures for reasons *other than* failure to cooperate or unable to locate, No Probable Cause Orders, Probable Cause Orders or closures after Public Hearings. In the case of administrative closures for failure to cooperate or failure to locate complainant, no reimbursement will be provided. Further, this clause does not apply to resolutions submitted by the local agency to the EEOC or HUD for contract credit or payment by the federal agencies in which case, the ICRC will provide no payment. Settlement agreements for cross filed EEOC cases **cannot include** a no rehire clause and **must** indicate in the agreement itself that the agreement was signed voluntarily. These are EEOC requirements that will not be waived by the EEOC and cannot be waived by the ICRC. Any agreements with language that includes the impermissible language will be rejected by the ICRC (and EEOC) and no payment will be made until the settlement agreements are revised accordingly. Resolution date shall be the date of receipt of the case closure by the ICRC.

**(c) Jurisdictional** – Any and all complaints submitted for credit and payment, must be jurisdictional including meeting the 300 day limit when the complaint is **received by the ICRC** and must be a claim under the Iowa Civil Rights Act.

7. **Maintenance of Effort:** Iowa Code §216.19(2) provides that a local government required to maintain a civil/human rights agency shall structure and adequately fund the local human/civil rights agency in order to effect cooperative undertakings with ICRC and to aid in effectuating the purposes of the “Iowa Civil Rights Act.”

8. **Reports:** The local agency agrees to submit quarterly reports to ICRC listing each intake and resolution submitted for contract credit or payment under this Agreement. Quarterly Reports are due, as applicable, on **October 5, 2015** (for July 1 – September 30, 2015 activity); **January 5, 2016** (October 1 – December 31, 2015); **April 5, 2016** (for January 1 - March 31, 2016 activity), and **July 5, 2015** (for April 1 - June 30, 2016 activity). Payments under this contract will be made after the Quarterly Reports are completed and submitted to the ICRC. Failure to provide Quarterly reports within 30 days of due date will result in forfeiture of funds for the quarter for which the quarterly report is not timely filed. As a condition of final payment, the local commission must submit, and ICRC must have received, all cases no later than July 15, 2016. Cases submitted after July 15, 2016 will not be paid.

9. **Training.** ICRC and the local agency will cooperate in planning, sponsoring, and conducting necessary complaint processing training for staff and commissioners.

10. This contract recognizes the 300-day filing period for initial complaints, which is set out in Iowa Code Ch. 216 begins the day the complaint *is received by the ICRC*, not the day received by the local. Therefore, local commissions **are responsible for ensuring that cases are received by the ICRC within 300 days of the date of the last incident of discrimination**. The local agency agrees that complaints that are not received by the ICRC within the 300 day time limit **are not jurisdictional** on their face and **no payment will be made in that case**. To be considered received by the ICRC, the complaint must be physically received by the ICRC either through mail, fax, personal delivery or electronically, by 4:30 pm, Monday through Friday. Complaints received after 4:30 pm will be considered filed on the next business day.

13. **Closures.** Closure submissions must include the following closing documents from the local commission: Copies of closures notices sent to all parties by the local commission, copy of the local commission's findings/decision. *All closure documents including settlement agreements and withdrawals must include local and state case numbers, and when cross filed with EEOC, federal case numbers.*

Payment may be denied if closure papers or settlement agreements do not include case numbers, or if any case number is incorrect. ICRC may be required to obtain a full copy of the case file maintained by the local commission. The copies should be provided to ICRC at no cost and within two weeks of request.

If required by your local protocol, ordinance or practice, separate signature lines have been provided for your Mayor and Commission Chair.

\_\_\_\_\_  
Chairperson, Ames Human Relations Commission

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
Kristin H. Johnson, Director, Iowa Civil Rights Commission

\_\_\_\_\_  
**Date**

**SCHEDULE A**

**\*\*\*The following summarizes the payment schedule.**

<b>Intake:</b> (See definition for Intake below)	Complaint sent to ICRC for processing and investigation within 7 days (housing) or 30 days (non-housing) of initial filing date with local agency.	\$500 for housing cases; \$250 for non-housing cases
	Complaint sent to ICRC for processing and investigation greater than 7 days but less than 30 days (housing); 30 days but less than 60 days (non-housing) of initial filing date with local agency.	\$250 for housing cases; \$150 for non-housing cases
	Complaint sent to ICRC for processing and investigation greater than 30 days (housing) or 60 days (non-housing) of initial filing date with local agency.	\$0
<b>Resolutions for Non-housing Cases:</b> (See definition for Resolutions below)	Complaint Resolutions sent to ICRC for closure processing within 180 days of initial filing date with local agency.	\$325
	Complaint Resolutions sent to ICRC for closure processing greater than 180 days but less than 600 days of initial filing date with local agency.	\$200
	Complaint Resolutions sent to ICRC for closure processing greater than 600 days of initial filing date with local agency.	\$0

For the purpose of this contract the definition for the terms of payments are as follows:

**“INTAKE”**

A completed and signed complaint that meets the jurisdictional requirements of ICRA and forwarded to the ICRC for initial processing and investigation.

**“RESOLUTIONS”**

Case closures resulting in an administrative closure (except for failure to cooperate or locate Complainant); conciliated and settled cases; satisfactory adjustments; No Probable Cause Orders; Probable Cause Orders; and closures after Public Hearing.

**COUNCIL ACTION FORM**

**SUBJECT: MODIFICATION TO PERSONNEL POLICIES & PROCEDURES  
DEALING WITH SUBMITTAL TIME FRAME FOR FAMILY MEDICAL  
LEAVE ACT CERTIFICATIONS**

**BACKGROUND:**

Section 10.16 of the City’s Personnel Policies and Procedures lays out how the City will comply with the federal Family and Medical Leave Act (FMLA). Included in this seven page policy is a process for employees to return required medical certifications to the Human Resources Department.

In Section 10.16(10)(a), the existing policy directs employees to return these certifications “as soon as is reasonably possible.” **Staff has determined that administration of the FMLA policy would be improved by stating a fixed time frame for return of each certification.** On occasion employees have waited many months to submit this paperwork, which makes it impossible to administer FMLA leave on a real time basis.

The FMLA law specifies that a period of 15 days must be provided for this action. In order to accommodate situations where more time may be needed, staff is proposing that the time frame be set at 30 days. A time extension can be approved by the Human Resources Department’s FMLA administrator if the employee requests more time.

The changes to this provision are shown below:

*For leaves taken because of the employee’s or a covered family member’s serious health condition, the employee must submit a completed ‘Physician or Practitioner Certification’ form and return the certification to Human Resources. Medical certification must be provided by the employee ~~within fifteen days after requested, or as soon as is reasonably possible.~~ within thirty days after the notice date. If the certification form is not received within thirty days from the time the notice is dated, then it will be denied. If extenuating circumstances prevent the employee from submitting the paperwork within 30 days, it is the employee’s responsibility to contact the FMLA administrator prior to the expiration of that time period to request an extension.*

**ALTERNATIVES:**

1. The City Council can approve the above change to the City’s Personnel Policies and Procedures dealing with the submittal time frame for FMLA certifications.
2. The City Council can leave the policy as it presently exists.

**MANAGER'S RECOMMENDED ACTION:**

Experience has shown that having an open-ended FMLA medical certification process does not always allow for timely administration of this program. The 30 day time period for returning these certifications will be adequate in the large majority of cases, and additional time can be granted if the employee contacts Human Resources staff within that time frame.

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

**COUNCIL ACTION FORM**

**SUBJECT: WATER POLLUTION CONTROL LIFT STATION IMPROVEMENT PROJECT**

**BACKGROUND:**

The Water Pollution Control (WPC) facility maintains five lift stations in the community. Lift stations are used to pump sewage from low-lying areas that cannot flow by gravity to WPC. Two of the lift stations, referred to as the Highway 30 lift station and the Orchard Drive lift station, are in need of improvements. The Highway 30 lift station was constructed in 1994. The pumps and the electronic controls have reached the end of their useful life and are in deteriorating condition. The Orchard Drive lift station was constructed in approximately 1940, and underwent a minor upgrade in 2000. It is located adjacent to Squaw Creek and several recent flooding events have damaged the electrical components. The controls need to be replaced and elevated to prevent further damage.

The lift station improvements are included in the 2013/14 Capital Improvements Plan, which includes \$1,040,000 for the lift station improvements. Funding is anticipated to come from a State Revolving Fund (SRF) loan. HDR Engineering, Inc. was awarded a contract to complete the design work. That design work is complete, and the project is now ready for bidding. The project budget is as follows:

Engineering fees	\$124,940
Construction Estimate	595,000
Portable Generator	135,000
<u>Contingency</u>	<u>84,000</u>
Total project cost	\$938,940

**ALTERNATIVES:**

1. Grant preliminary approval to the plans and specifications and issue a Notice to Bidders, setting October 14, 2015 as the bid due date and October 27, 2015 as the date for public hearing and award.
2. Do not approve plans and specifications at this time.

**MANAGER'S RECOMMENDED ACTION:**

The WPC lift stations are an important part of the collection system and need to be maintained to continue providing service to the community. The project has met all the SRF requirements and is eligible for a low interest construction loan. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.

**COUNCIL ACTION FORM**

**SUBJECT: EVAPORATIVE CONDENSER REPLACEMENT PROJECT  
AT THE AMES/ISU ICE ARENA**

**BACKGROUND:**

This project is to replace the Evaporative Condenser at the Ames/ISU Ice Arena. The current condenser, installed in 2000, is operating at 50% capacity due to a leak discovered in 2014. At that time, work was done on the condenser to isolate the leak thus making one half of it not operational. Staff researched options which included repairing or replacing the current equipment. Cost estimates indicated it is cheaper to replace the condenser than to repair it. In addition, the possibility of losing ice is much less with replacing the equipment than repairing it. The condenser needs to be replaced for the ice making system to operate at maximum efficiency.

The cost estimate for this project is as follows:

**BASE BID (Replace the Evaporative Condenser)**

Materials, equipment, and installation	\$ 94,728
Consultant and Design Fees	\$ 11,500
<b>Total Base Bid Cost</b>	<b>\$106,228</b>

**ALTERNATE BID (Add Shut Off Valves)**

Materials, equipment, and installation	\$ 8,936
<b>Total Alternate Bid Cost</b>	<b>\$ 8,936</b>

The funding for this project (Base Bid) of \$100,000 was included in the FY 2014-2018 Capital Improvement Plan and will be carried forward to FY 2015/16. Since the Engineer's estimate for the project exceeds this amount and includes \$10,384 for Freon, additional funding of \$6,200 is budgeted in Operations for replenishing Freon and can be used for this purpose.

**ALTERNATIVES:**

1. Approve plans and specifications for the Evaporative Condenser Replacement project at the Ames/ISU Ice Arena and set October 6, 2015, as the bid due date and October 13, 2015, as the date of hearing and award of the construction contract.
2. Do not approve the plans and specifications at this time, delaying the Evaporative Condenser Replacement project at the Ames/ISU Ice Arena.

3. Refer back to staff.

**MANAGER'S RECOMMENDED ACTION:**

The proposed project will replace a key component in the ice making system at the Ice Arena which will restore the efficient operation of making ice. If the condenser is not replaced and fails, the Ice Arena would lose ice and could be shut down for a substantial amount of time.

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



**COUNCIL ACTION FORM**

**SUBJECT:** LIBRARY DIGITAL DISPLAYS

**BACKGROUND:**

An invitation to bid for digital displays for the Library Renovation and Expansion Project was sent to 11 potential vendors on June 24, 2015. Responsive bids from two firms were received on July 21. The lowest bid was submitted by Mechdyne Corporation of Marshalltown, Iowa, as shown in the table below.

<b>Bidder</b>	<b>Total Cost</b>
Mechdyne Corporation	\$112,889.37
Conference Technologies, Inc.	\$119,500.00

As of September 3, 2015, an unencumbered balance of \$1,050,822 remained in funds for the Library Renovation and Expansion Project. Approval of the contract with Mechdyne Corporation for digital displays will leave the Library an available balance of \$937,932.

The Library Board of Trustees last met on August 20, 2015. At that time, the digital display bids had been received, but clarification on matters related to installation was being sought from the bidders. Now that the information has been obtained, the Board is eager to proceed with this phase of the building project and indicated that award of this contract should be requested from City Council at this meeting.

**ALTERNATIVES:**

1. Award the contract for Library Digital Displays to Mechdyne Corporation of Marshalltown, Iowa, in the amount of \$112,889.37.
2. Do not award the contract at this time.

**MANAGER'S RECOMMENDED ACTION:**

The bid received from Mechdyne Corporation of Marshalltown, Iowa, is the lowest responsive, responsible bid for digital displays needed in meeting rooms, study rooms, and other areas of the newly expanded library. Sufficient funds are available to cover the cost.

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



**BID #2015-272: Ames Public Library Digital Display**

**Mike Adair, Procurement Specialist II**

GROUP 1	BIDDER:		Mechdyne Corporation		Conference Technologies, Inc.	
ITEM #	DESCRIPTION	QTY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	80"-84" LCD	2	\$3,345.65	\$6,691.30	\$3,214.01	\$6,428.02
2	65-70" LCD	1	\$1,725.00	\$1,725.00	\$1,657.88	\$1,657.88
3	55" LCD	6	\$1,069.78	\$6,418.68	\$1,732.98	\$10,397.88
4	42" LCD	12	\$615.43	\$7,385.16	\$782.85	\$9,394.20
5	32" LCD	5	\$302.17	\$1,510.85	\$623.06	\$3,115.30
6	Wireless Video Receiver	16	\$71.73	\$1,147.68	\$74.00	\$1,184.00
7	XTMU LCD Mount	3	\$226.09	\$678.27	\$215.17	\$645.51
8	LTAP Portrait LCD Mount	1	\$172.83	\$172.83	\$130.92	\$130.92
9	MTMP1U Portrait LCD Mount	1	\$108.70	\$108.70	\$130.92	\$130.92
10	LTAU LCD Mount	4	\$136.96	\$547.84	\$129.59	\$518.36
11	MTAU LCD Mount	10	\$89.13	\$891.30	\$84.36	\$843.60
12	Small LCD Mount - Chief FTR	2	\$41.30	\$82.60	\$38.51	\$77.02
13	Small LCD Mount - Chief FSR portrait Mount	3	\$33.70	\$101.10	\$31.18	\$93.54
14	Swing-Arm LCD Mount	1	\$273.91	\$273.91	\$261.01	\$261.01
15	JBL Control 2P (35w) Powered Speaker & satellite	3	\$170.51	\$511.53	\$168.23	\$504.69
16	Extron mini-audio amplifier 40w	3	\$244.57	\$733.71	\$197.32	\$197.32
17	Sound Bar -Large ZVOX 570	2	\$380.42	\$760.84	\$375.33	\$375.33
18	Sound Bar -Medium ZVOX 350	3	\$270.65	\$811.95	\$268.09	\$268.09
19	Logitech Gaming Wireless Headphones	4	\$70.64	\$282.56	\$93.29	\$373.16
20	Koss on-ear wired Headphones + headphone amp	8	\$54.85	\$438.80	\$145.23	\$391.86
21	Special Screen – Floor Model C (92")	1	\$615.71	\$615.71	\$254.80	\$254.80
22	Projector w/wide lens	1	\$879.35	\$879.35	\$715.61	\$715.61
23	Blu-Ray DVD	1	\$82.07	\$82.07	\$94.11	\$94.11
24	Powered Speaker	1	\$128.26	\$128.26		\$0.00
25	Projection Cart	1	\$416.53	\$416.53	\$108.10	\$108.10
26	Controller Extron MLC Plus 62	16	\$646.74	\$10,347.84	\$638.07	\$10,209.12
27	Connector Wall Plate	18	\$43.48	\$782.64	\$85.80	\$1,544.40
<b>Equipment Total:</b>				<b>\$44,527.01</b>		<b>\$49,914.75</b>
<b>Installation:</b>				<b>\$68,362.36</b>		<b>\$69,585.25</b>
<b>Grand Total:</b>				<b>\$112,889.37</b>		<b>\$119,500.00</b>

**COUNCIL ACTION FORM**

**SUBJECT: RESOLUTION AWARDING CONTRACT TO UNIFIED CONTRACTING SERVICES NOT-TO-EXCEED \$68,750 FOR CYRIDE'S FLUID MANAGEMENT SYSTEM**

**BACKGROUND:**

CyRide purchased its current fluid management system in 1984 to secure, monitor, and track all types of fluids placed in its buses. This system failed four years ago and CyRide was told by the manufacturer that this equipment was obsolete and could no longer be supported by the company. Therefore, CyRide has been manually tracking the dispensing of daily fuel, fluids and odometers for each bus by hand since this time. This is a very labor intensive task that makes the fluids management program susceptible to human error. Incorrect daily vehicle mileages and poor hand writing have led to premature scheduling of inspections and increased downtime for vehicles. With the system's unreliability, it has also made the accurate reporting of required state and federal reports a challenge as well. As a result, a replacement system was included in the Capital Improvement Plan (CIP) for purchase during the 2015-2016 budget year.

CyRide released a request for proposal on July 9, 2015 for replacement of its current fluids management system. CyRide received five proposals in response to its solicitation, with the evaluation team determining that all proposals met the minimum specifications. The companies, their average reviewer scores (based on the evaluation criteria listed below) and bid are listed in the following tables. Scoring differences were mainly due to installation costs.

- Pricing
- Installation Lead Time
- Warranty
- Hardware
- Software
- Upgradability

<b>Company</b>	<b>Average Review Score</b>
Seneca Company	2.219
<b>Unified Contracting Services</b>	<b>3.367</b>
Acterra Group	3.167
Trak Engineering	3.093
Fleet Data Systems	2.954

<b>Company</b>	<b>Fluid System</b>	<b>10% Conting.</b>	<b>Total Cost</b>
Seneca Company	\$159,163.00	\$15,916.30	\$175,079.30
<b>Unified Contracting Services</b>	<b>\$62,500.00</b>	<b>\$6,250.00</b>	<b>\$68,750.00</b>
Acterra Group	\$83,287.50	\$8,328.75	\$91,616.25
Trak Engineering	\$89,969.00	\$8,996.90	\$98,965.90
Fleet Data Systems	\$112,641.00	\$11,264.10	\$123,905.00

**Upon review, the evaluation team recommends Unified Contracting Services as the best value for CyRide. As installation of this system will require reconstruction within CyRide’s facility, staff believes that adding a 10% contingency cost to the bid price would be required, for a total project cost of \$68,750.**

With this project cost exceeding the budgeted amount of \$35,000 in the Capital Improvement Plan (CIP), CyRide will reduce another CIP line item for concrete work. CyRide will postpone a portion of this work scheduled for the 2015-2016 budget year in order to purchase this important maintenance system. However, CyRide’s critical pavement needs for this year will still be met with this lower budget. These two project budgets and their changes are reflected below.

<b>CIP Project</b>	<b>Original</b>	<b>Change</b>
Concrete	\$75,000	\$41,250
Fluids Management System	\$35,000	\$68,750
<b>Total</b>	<b>\$110,000</b>	<b>\$110,000</b>

**ALTERNATIVES:**

1. Approve award of contract to Unified Contracting Services at a cost not-to-exceed \$68,750 for purchase and installation of a fluids management system.
2. Approve award of bid to another proposer based upon Council-defined criteria.
3. Reject all bids and do not award a contract for CyRide’s fluids management system.

**MANAGER’S RECOMMENDED ACTION:**

It is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby awarding a contract to Unified Contracting Services. Installation of this system will improve accuracy of CyRide’s fluids management processes, reduce staff time to complete this task, and improve overall efficiency of servicing a growing CyRide bus fleet on a daily basis.

**COUNCIL ACTION FORM**

**SUBJECT: STREET SWEEPER – FLEET REPLACEMENT PROGRAM**

**BACKGROUND:**

The City has one street sweeper operated by the Public Works Streets division to clean streets throughout the City. Cleaning of streets is a benefit to the community by removing trash and debris from the streets and meeting requirements from our stormwater permit. The current street sweeper was identified in the replacement program for replacement with a new unit.

Bids received are as follows:

Medium Duty Chassis for Street Sweeper							
Vendor	Make	Model	Year	Unit Price	Options		
					Right hand Steer Only Option	Trade-in Offer	Stainless Steel Hopper
Truck Country	Does not meet specifications						
<b>Peterbilt</b>	<b>Peterbilt</b>	<b>220</b>	<b>2016</b>	<b>\$99,284</b>	<b>-\$10,000</b>	<b>\$25,000</b>	
Peterbilt	Peterbilt	220*	2016	\$101,388	-\$12,104	\$40,000	
Truck Equipment Inc.	Does not meet specifications						
Vacuum Street Sweeper							
Truck Country	Does not meet specifications						
<b>Peterbilt</b>	<b>Johnston</b>	<b>VT651</b>	<b>2016</b>	<b>\$149,453</b>			<b>Standard</b>
Peterbilt	Elgin	Whirlwind	2016	\$173,940			\$14,925
Truck Equipment Inc.	Does not meet specifications						

\*Cost for the 2nd Peterbilt 220 is greater due to added chassis requirements to mount an Elgin sweeper.

Based on the bids, the most cost effective bids that meets the specifications is the Peterbilt chassis option with the \$10,000 right hand only steering deduction, trade in allowance of \$25,000 and the Johnston street sweeper for a total of \$213,737. The Truck Country did not meet specifications as it was not a cab-over chassis as specified and Truck Equipment, Inc. was not providing a chassis from a licensed dealer in Iowa as specified in the bid.

Funding is available for this purchase as follows:

Existing Unit Escrow	\$202,085 (as of 7/31/15)
Escrow contribution through March 2016**	\$ 32,664 (by 4/1/16)
<b>Available funding</b>	<b>\$234,749</b>

\*\*Replacement fund contributions budgeted in FY2015-16 are included, as the purchase will occur after April 1, 2016.

**ALTERNATIVES:**

1. Award a contract to Peterbilt of Des Moines, Iowa, as the net low bidder for the purchase of one Peterbilt chassis and Johnston street sweeper in the total net amount to the City of \$213,737, which includes the \$10,000 right hand only steering deduction and \$25,000 trade-in allowance.
2. Reject these bids.

**MANAGER'S RECOMMENDED ACTION:**

Staff from Fleet Services and Public Works have thoroughly evaluated these bids and agree that purchasing the Peterbilt chassis and Johnston street sweeper will result in a street sweeper that will meet the established service requirements at a reasonable price.

Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1, thereby awarding this contract to Peterbilt of Des Moines, Iowa, as the net low bidder for the purchase of one Peterbilt chassis and Johnston street sweeper, including the \$10,000 right-hand only steering deduction and \$25,000 trade-in allowance.



September 4, 2015

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

Ladies and Gentlemen:

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

As a result of this certification, it is recommended that the financial security for public improvements on file with the City for this subdivision be reduced to **\$26,000.00**. The remaining work covered by this financial security includes street lighting.

Sincerely,

John C. Joiner, P.E.  
Director

JJ/jc

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

Northridge Heights, 16<sup>th</sup> Addition

September 4, 2015

Page 2

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





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

27

August 31, 2015

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

Ladies and Gentlemen:

I hereby certify that the erosion control (seeding) required as a condition for approval of the final plat of **Northridge Heights 17<sup>th</sup> Addition** have been completed in an acceptable manner by **Ames Trenching and Excavating of Ames, IA and Manatts, Inc of Ames, IA**. The above-mentioned improvements have been inspected by the Engineering Division of the Public Works Department of the City of Ames, Iowa and found to meet City specifications and standards.

As a result of this certification, it is recommended that the financial security for public improvements on file with the City for this subdivision be reduced to **\$71,367.00**. The remaining work covered by this financial security includes installation of the final asphalt surfacing, pedestrian ramps and walks, final adjustment of utility features, and street lighting.

Sincerely,

John C. Joiner, P.E.  
Director

JJ/jc

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

Northridge Heights 17<sup>th</sup> Addition

August 31, 2015

Page 2

Description	Unit	Quantity
Excavation Class 13	CY	5,000
Subgrade Prep	SY	5,920
Sanitary Sewer Gravity Main, Trenched 8"	LF	1,459
Sanitary Sewer Service Stub 4"	EA	25
Storm Sewer, Trenched, RCP Class III, 15"	LF	879
Storm Sewer, Trenched, RCP Class III, 18"	LF	472
Storm Sewer, Trenched, RCP Class III, 24"	LF	546
Storm Sewer, Trenched, RCP Class III, 30"	LF	174
Footing Drain Collector, 6"	LF	1,185
Footing Drain Cleanout, 6"	EA	5
Subdrain Outlet, 6"	EA	4
Sump Service Stub, 1.5"	EA	25
Water Main, 8"	LF	1,585
Water Main, 12"	LF	197
8" 11.25 Deg Bend	EA	4
8" 22.5 Deg Bend	EA	1
12"x8" MJ Cross	EA	1
12"x8" MJ Tee	EA	1
Water Service Stub, 1"	EA	25
Valve, MJ, Gate, 8"	EA	4
Valve, MJ, Gate, 12"	EA	1
Fire Hydrant Assembly	EA	6
Remove/Relocate Temporary Fire Hydrant Assembly	EA	2
Temporary Fire Hydrant Assembly	EA	1
Sanitary Manhole, SW-301, 48"	EA	6
Storm Manhole, SW-401, 48"	EA	5
Storm Manhole, SW-401, 60"	EA	1
Intake, SW-501	EA	3
Intake, with Manhole, SW-503	EA	9
Intake, SW-505	EA	2
Intake, SW-506	EA	2
Intake, SW-512 18"	EA	1
PCC Curb and Gutter, 30"	LF	3,230
Pavement, HMA, 8"	SY	3,200
Pavement, HMA 9.5"	SY	1,110
Pedestrian Ramps, PCC, 6"	SY	68
Detectable Warning Panels	SF	120
Seeding, Type 1, Fertilizing and Mulch	AC	9
Filter Socks	LF	250
Silt Fence	LF	3,000
Stabilized Construction Entrance	EA	1
Inlet Protection	EA	13



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

August 31, 2015

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

Ladies and Gentlemen:

I hereby certify that the sanitary sewer, storm sewer, subgrade preparation, curb & gutter and asphalt base installation, required as a condition for approval of the final plat of **Scenic Valley, 1<sup>st</sup> Addition** have been completed in an acceptable manner by **Ames Trenching and Excavating of Ames, IA and Manatts Inc. of Ames, IA**. The above-mentioned improvements have been inspected by the Engineering Division of the Public Works Department of the City of Ames, Iowa and found to meet City specifications and standards.

As a result of this certification, it is recommended that the financial security for public improvements on file with the City for this subdivision be reduced to **\$116,365.00**. The remaining work covered by this financial security includes the installation of asphalt surface paving, pedestrian ramps and walks, final adjustment of utility features, and street lighting.

Sincerely,

John C. Joiner, P.E.  
Director

JJ/jc

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

Scenic Valley 1<sup>st</sup> Addition

August 31, 2015

Page 2

Description	Unit	Quantity
CLEARING AND GRUBBING	LS	1
EXCAVATION, CLASS 13	CY	93,000
SUBGRADE PREPARATION, 12"	SY	9,870
SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC, 8"	EA	1737
SANITARY SEWER, TRENCHED, PVC, 12"	EA	1220
SANITARY SEWER SERVICE STUB, 4-INCH, PVC	EA	42
STORM SEWER, TRENCHED, RCP CLASS III, 15-INCH	LF	1879
STORM SEWER, TRENCHED, GASKETED RCP CLASS III, 15-INCH	LF	89
STORM SEWER, TRENCHED, RCP CLASS III, 18-INCH	LF	705
STORM SEWER, TRENCHED, RCP CLASS III, 24-INCH	LF	254
STORM SEWER, TRENCHED, RCP CLASS III, 30-INCH	LF	107
STORM SEWER, TRENCHED, RCP CLASS III, 42-INCH	LF	182
PIPE APRON, RCP, 15", CLASS III	EA	4
PIPE APRON, RCP, 18", CLASS III	EA	3
PIPE APRON, RCP, 24", CLASS III	EA	1
PIPE APRON, RCP, 30", CLASS III	EA	2
PIPE APRON, RCP, 42", CLASS III	EA	2
SUBDRAIN, PERFORATED, 4-INCH	LF	2550
FOOTING DRAIN COLLECTOR, 6-INCH	LF	552
FOOTING DRAIN CLEANOUT, 6-INCH	EA	3
SUBDRAIN CLEANOUT, 4"	EA	6
FOOTING DRAIN OUTLET AND CONNECTION, 6-INCH	EA	3
STORM SEWER SERVICE STUB, 1.5 INCH, PVC	EA	42
WATER MAIN, TRENCHED, 8-INCH	LF	3349
WATER MAIN, TRENCHLESS, 8-INCH	LF	128
8-INCH 11.25 DEGREE MJ BEND	EA	5
8-INCH 22.5 DEGREE MJ BEND	EA	1
8-INCH 45 DEGREE MJ BEND	EA	10
8-INCH x 8-INCH MJ CROSS	EA	1
8-INCH x 8-INCH MJ TEE	EA	2
WATER SERVICE STUB, CURB STOP & BOX, 1-INCH	EA	42
VALVE, MJ GATE, 8"	EA	13
FIRE HYDRANT ASSEMBLY (INCLUDES TEE, GATE VALVE, BOOT, 6"	EA	7
TEMPORARY BLOWOFF HYDRANT ASSEMBLY (INCLUDES 8"x6" MJ	EA	5
SANITARY MANHOLE, SW-301, 48"	EA	14
STORM MANHOLE, SW-301, 48"	EA	6
RISER INTAKE, 8-INCH	EA	7
INTAKE, SW-501	EA	8
INTAKE, SW-502, 60"	EA	2
INTAKE, SW-502, 72"	EA	1
INTAKE, SW-503	EA	7
INTAKE, SW-505	EA	4
INTAKE, SW-506	EA	3
INTAKE, SW-513	EA	1
CURB & GUTTER, 30-INCH	LF	5495
PAVEMENT, HMA, 8-INCH	SY	7118
SIDEWALK, PCC, 6"	SY	76
DETECTABLE WARNING	SF	136
SEEDING, TYPE 1 LAWN MIX	ACRE	40
RIP RAP, CLASS D	TON	500
SILT FENCE, INSTALL, MAINTAIN & REMOVE	LF	2000
STABILIZED CONSTRUCTION ENTRANCE	EA	1
INLET PROTECTION DEVICE, INSTALL, MAINTAIN & REMOVE	EA	25
EROSION CONTROL MULCHING, CONVENTIONAL	ACRE	40



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

September 1, 2015

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

Ladies and Gentlemen:

I hereby certify that the sanitary sewer, storm sewer, subgrade preparation, curb & gutter, and asphalt base installation, required as a condition for approval of the final plat of **Sunset Ridge 6<sup>th</sup> Addition** have been completed in an acceptable manner by **Keller Excavating of Boone, IA and Manatts Inc. of Ames, IA**. The above-mentioned improvements have been inspected by the Engineering Division of the Public Works Department of the City of Ames, Iowa and found to meet City specifications and standards.

As a result of this certification, it is recommended that the financial security for public improvements on file with the City for this subdivision be reduced to **\$78,520.00**. The remaining work covered by this financial security includes installation of asphalt surface paving, pedestrian ramps and walks, final adjustment of utility features, and street lighting.

Sincerely,

John C. Joiner, P.E.  
Director

JJ/jc

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

Sunset Ridge 6<sup>th</sup> Addition

September 1, 2015

Page 2

Description	Unit	Quantity
Excavation and Embankment	CY	36,600
Subgrade Preparation	SY	6,592
Sanitary Sewr Gravity Main, Trenched, 8"	LF	1,231
Sanitary Service Stub, 4"	EA	40
Subdrain, 4"	LF	197
Footing Drain Collector, Case D, Type 2, 8"	LF	1,346
Footing Drain Cleanout, 8"	EA	5
Sump Service Stub, 1.5"	EA	40
Storm Sewer, Trenched, RCP Class III, 15"	LF	241
Storm Sewer, Trenched, RCP Class III, 18"	LF	450
Water Main, Trenched, 8"	LF	1,814
Fitting, M.J. Tee, 8"	EA	1
Fitting, M.J. Sleeve, 8"	EA	4
Water Service Stub, 1"	EA	40
Valve, M.J. Gate, 8"	EA	5
Fire Hydrant Assembly (includes 8"X8"X6" M.J. Tee, 6" M.J. Gate Valve, 6" Pipe, and Hydrant)	EA	3
Temporary Blowoff Hydrant Assembly (remove and reinstall 8"X6" M.J. Reducer, 6" Pipe, and	EA	4
Sanitary Manhole, SW-301, 48"	EA	6
Single Grate Intake, SW-501	EA	4
Single Grate Intake, with Manhole SW-503	EA	4
Storm Sewer Manhole, SW-401, 48"	EA	1
PCC Curb and Gutter, 30"	LF	3,497
Pavement, HMA Base, 6"	SY	1,582
Pavement, HMA Base, 7.5"	SY	3,225
Pavement, HMA Surface, 2"	SY	4,807
Pedestrian Ramps, PCC, 6"	SY	34
Detectable Warning Panels	SF	40
Seeding (Type 1), Fertilizing and Mulching	AC	13.4
Inlet Protection	EA	8
Silt Fence	LF	2,800
Stabilized Construction Entrance	EA	3

**COUNCIL ACTION FORM**

**SUBJECT: AIRPORT IMPROVEMENTS (WEST APRON REHABILITATION)**

**BACKGROUND:**

The Capital Improvement Plan's Airports Improvements program identifies priority and funding for projects that are recommended in the City's Airport Master Plan. That plan details airport development needs for a 10-year period. The most recent Airport Master Plan was completed in 2008, and ensures that those projects shown qualify for Federal Aviation Administration (FAA) funding. Federal funding provides for 90 percent of the cost of eligible improvements to the Airport.

The 2010/11 Airport Improvements program location was the West Apron Rehabilitation. This project included the complete reconstruction of the apron area along the west side of the Terminal Building. On April 10, 2012, City Council awarded this contract to Godbersen-Smith Construction of Ida Grove, Iowa, in the amount of \$1,256,500.65.

Change Order No. 1 in the amount of \$243.10 was administratively approved by staff, and included repair of an unknown field tile that was damaged during excavation.

Change Order No. 2 in the amount of \$20,972.50 was also administratively approved by staff, and included additional sub-grade preparation to scarify and compact the existing sub-grade.

Change Order No. 3, a reduction of (\$70,812.50), brings the total absolute value in change orders to \$92,028.10, which required City Council approval. Change Order No. 3 includes various work activities required for the installation of select fill material. These activities had been planned and funded, but after more detailed geotechnical testing, they were determined to be unneeded. Change Order No. 3 was approved by City Council on February 11, 2014.

The City's consultant who conducted construction observation on this project received FAA concurrence for all three change orders. The revised contract amounts reflect the actual field quantities as constructed.

The project funding was identified in FY 2010/11 to come from the Airport Construction Fund with a maximum of **\$150,480** to serve as local match for the FAA grant (Federal Funds = 90%, Local Funds = 10%). Total Federal funds available for this project are **\$1,297,781.69**, bringing the **total available funding to \$1,448,261.69**.

The contractor has finalized all punch-list items for this project and the inspection staff has certified that all project requirements have been completed. **The final cost due the contractor is \$1,205,149.15. The approved bid amount with change orders 1, 2, and 3 was \$1,206,903.75. Therefore, the actual costs were \$1,754.60 below the revised budget.**

**ALTERNATIVES:**

1. A) Approve balancing change order No. 4 in the amount of \$1,754.60, thereby reducing the total contract amount to \$1,205,149.15.  
  
B) Accept the 2010/11 Airport Improvements (West Apron Rehabilitation) as completed by Godbersen-Smith Construction of Ida Grove, Iowa, in the amount of \$1,205,149.15.
2. Direct staff to pursue modifications to the project.

**MANAGER'S RECOMMENDED ACTION:**

This project was completed in accordance with the approved plans and specifications and is within the approved budget.

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





August 31, 2015

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

Ladies and Gentlemen:

I hereby certify that the landscaping required as a condition for approval of the final plat of **2722 Aspen Road** have been completed in an acceptable manner. 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 in full.

Sincerely,

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

JJ/jc

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



August 31, 2015

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

Ladies and Gentlemen:

I hereby certify that the pedestrian ramps required as a condition for approval of the final plat of **Northridge Heights, 15<sup>th</sup> Addition** have been completed in an acceptable manner. 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 in full.

Sincerely,



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

JJ/jc

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

Northridge Heights, 15<sup>th</sup> Addition  
August 31, 2015

Description	Unit	Quantity
Silt Fence	LF	1100
Inlet Protection	EA	12
Stabilized Construction Entrance	EA	1
Pavement Removal	SY	15
Excavation and Embankment	CY	8768
Subgrade Preparation	SY	5240
4-inch Sanitary Service	EA	18
8-inch Sanitary Sewer	LF	582
48-inch Diameter Sanitary Manhole (SW-301)	EA	3
1-inch Water Service	EA	19
8-inch Water Main	LF	563
12-inch Water Main	LF	578
8-inch 11.25 Degree M.J. Bend	EA	2
8-inch 22.5 Degree M.J. Bend	EA	2
8-inch 45 Degree M.J. Bend	EA	1
12"x12"x8" M.J. Tee	EA	1
8-inch M.J. Gate Valve	EA	1
12-inch M.J. Gate Valve	EA	2
Hydrant and Hydrant Run (includes 8"x8"x6" M.J. Tee, 6" M.J. Gate Valve, 6" Pipe and Hydrant)	EA	1
Hydrant and Hydrant Run (includes 12"x12"x6" M.J. Tee, 6" M.J. Gate Valve, 6" Pipe and Hydrant)	EA	1
Temporary Blowoff Hydrant Run (Remove and Reuse 12"x6", M.J. Reducer, 6" Pipe and Hydrant)	EA	1
Temporary Blowoff Hydrant Run (12"x6", M.J. Reducer, 6" Pipe and Hydrant)	EA	1
1.5-inch Sump Service	EA	18
6-inch Collector Line	LF	425
6-inch Perforated Tile Line	LF	310
12-inch RCP, Class III	LF	30
15-inch RCP, Class III	LF	596
18-inch RCP, Class III	LF	379
Storm Sewer Manhole (SW-301)	EA	1
Storm Sewer Manhole (SW-501)	EA	6
Storm Sewer Manhole (SW-503)	EA	6
Area Intake (SW-512)	EA	1
Collector Line Cleanout	EA	3
30-inch PCC Curb and Gutter	LF	2744
8-inch HMA Pavement	SY	1275
9.5-inch HMA Pavement	SY	2557
6-inch PCC Pedestrian Ramp	SY	396
Detectable Warning Material	SF	88
Straw Mulch	AC	14
Seeding, Type (5) Stabilizing Crop	AC	14



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

September 1, 2015

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

Ladies and Gentlemen:

I hereby certify that the Stange Road – Lane Widening required as a condition for approval of the final plat of **Heartland Baptist Church** has been completed in an acceptable manner by **Con-Struct of Ames, IA**. The above-mentioned improvements have been inspected by the Engineering Division of the Public Works Department of the City of Ames, Iowa and found to meet City specifications and standards.

As a result of this certification, it is recommended that the financial security for public improvements on file with the City for this subdivision be released in full.

Sincerely,

John C. Joiner, P.E.  
Director

JJ/jc

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

Description	Unit	Quantity
Mobilization	LS	1
Traffic Control	LS	1
Class 13 Excavation (Plan)	CY	850
Subgrade Preparation, 12"	SY	1,982
special Backfill, 6"	SY	1,982
Storm Sewer, RCP, Class III, 15"	LF	235
Subdrain, 4"	LF	645
Subdrain Cleanout, 4"	EA	2
Subdrain Outlet and Connection, 4"	EA	1
Intake Type SW-501	EA	1
Intake Adjustment, Major	EA	2
Pavement, PCC, 7"	SY	150
Pavement, PCC, 9"	SY	1,710
Removal of Pavement	SY	35
Seed, Mulch, Fertilize	SF	440
Silt Fence - Install, Maintain, & Removal	LF	500
Inlet Protection Device	EA	3

**COUNCIL ACTION FORM**

**SUBJECT: UNIVERSITY TOWERS SUBDIVISION, FIRST ADDITION –  
MINOR SUBDIVISION FINAL PLAT**

**BACKGROUND:**

Gilbane Development Company is requesting approval of a Final Plat for a Minor Subdivision of property located at 111 Lynn Avenue (*See Attachment A*). Approval of this subdivision will enable the construction of a seven-story building that will contain a parking garage on the lower level, commercial uses at the street level, and apartment units on floors two through seven.

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 subject site is served by existing infrastructure and no offsite improvements are required.

The proposed Final Plat is a division of Parcel “U” (approved as a Plat of Survey in 2002), which includes the former right-of-way for the Ft. Dodge, Des Moines & Southern Railroad, and parts of Lots 5 and 24 of Parker’s Addition. The proposed subdivision replats Parcel “U” into two new platted lots (Lots 1 and 2, University Towers Subdivision, First Addition). **The proposed subdivision includes 1.59 acres. The size of Lot 1 is 0.97 acres, and Lot 2 includes 0.62 acres.**

The subdivision is zoned as Campustown Service Center (CSC), which requires no setback from each property line, unless it abuts a residentially-zoned lot. For this subdivision, the building planned for Lot 1 may be constructed to the lot lines, without any minimum setback.

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 circulation through each site, and includes a cross parking and access easement for use of the parking garage on Lot 2, by the residents of the existing apartment building on Lot 1. Easements for electric utility access are described on the Final Plat, and easement documents. No public improvements are required for this subdivision as the site is bounded on two sides by improved public streets, sidewalks, and utility services to the site.

The proposed subdivision complies with all relevant and applicable design and improvement standards of the Subdivision Regulations, to the City’s Land Use Policy Plan, to other adopted City plans, ordinances and standards, and to the City’s Zoning Ordinance. Council previously approved a remote parking agreement for 111 Lynn Avenue to allow for the demolition of the parking structure and modification to the site

for remodeling of the University Tower building and the new construction of the building along Chamberlain.

**ALTERNATIVES:**

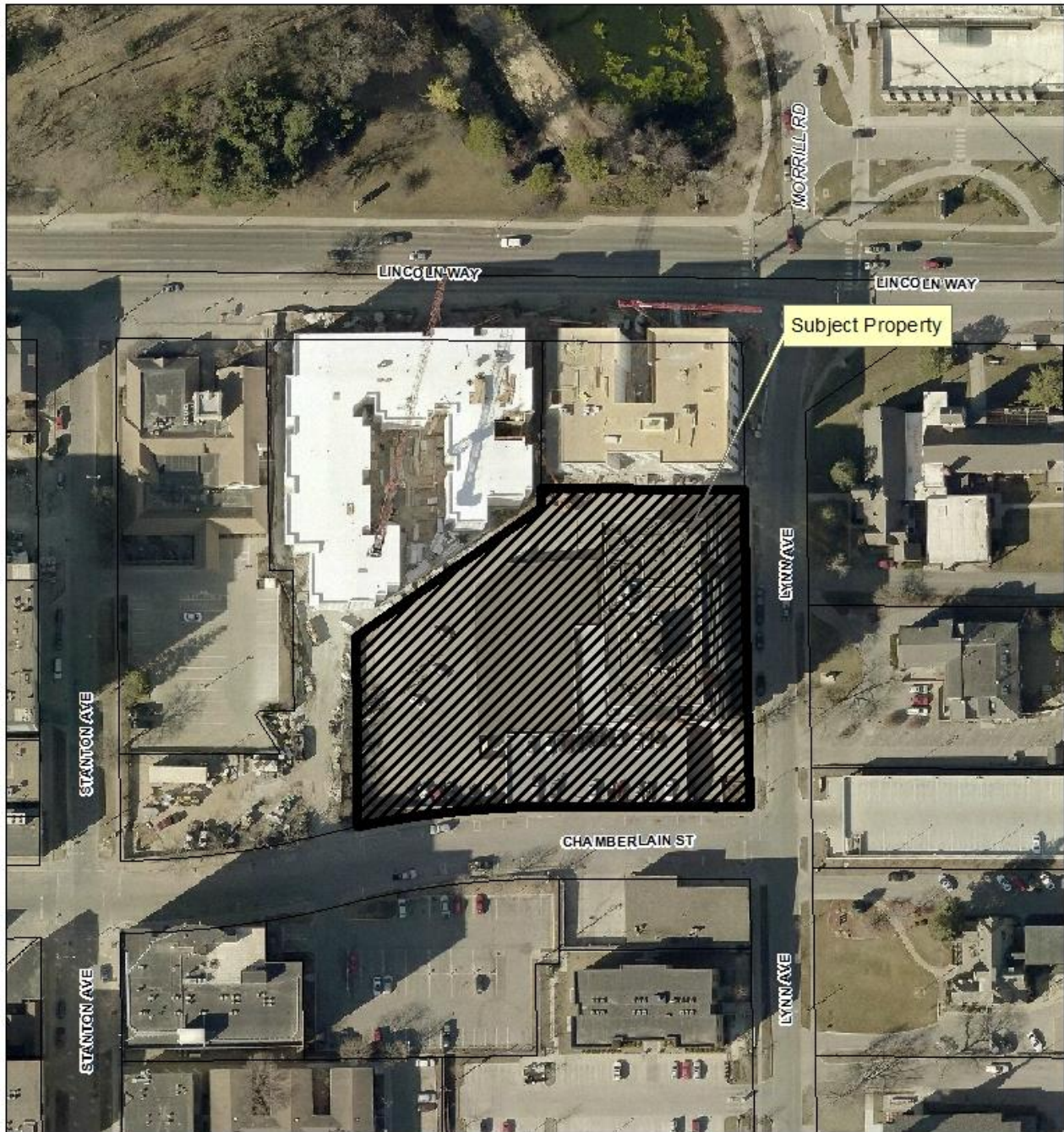
1. The City Council can approve the Minor Final Plat for University Towers Subdivision, First Addition, based upon findings that the Final Plat conforms to relevant and applicable design standards, ordinances, policies, and plans.
2. The City Council can deny the Minor Final Plat for University Towers Subdivision, First Addition, if the City Council finds that the Final Plat 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:**

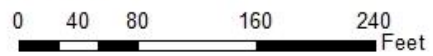
The proposed Final Plat for University Towers Subdivision, First Addition conforms to the City's subdivision and zoning regulations, to other City ordinances and standards, to the City's Land Use Policy Plan, and to the City's other duly adopted plans.

**Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby approving the Final Plat for University Towers Subdivision, First Addition.**

Attachment A : Location Map



**University Towers Subdivision  
First Addition  
111 Lynn Avenue**

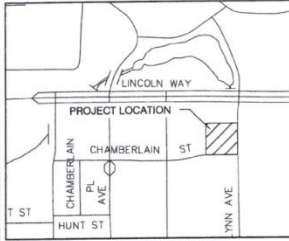




# Attachment B : Final Plat

PREPARED BY - CLAPSADDLE-GARBER ASSOCIATES, INC., 16 EAST MAIN STREET, P.O. BOX 734, MARSHALL TOWN, IOWA 50158 - PHONE 641-752-6701

## FINAL PLAT UNIVERSITY TOWERS SUBDIVISION, FIRST ADDITION



VICINITY MAP  
NOT TO SCALE

**EXISTING PROPERTY EASEMENTS**

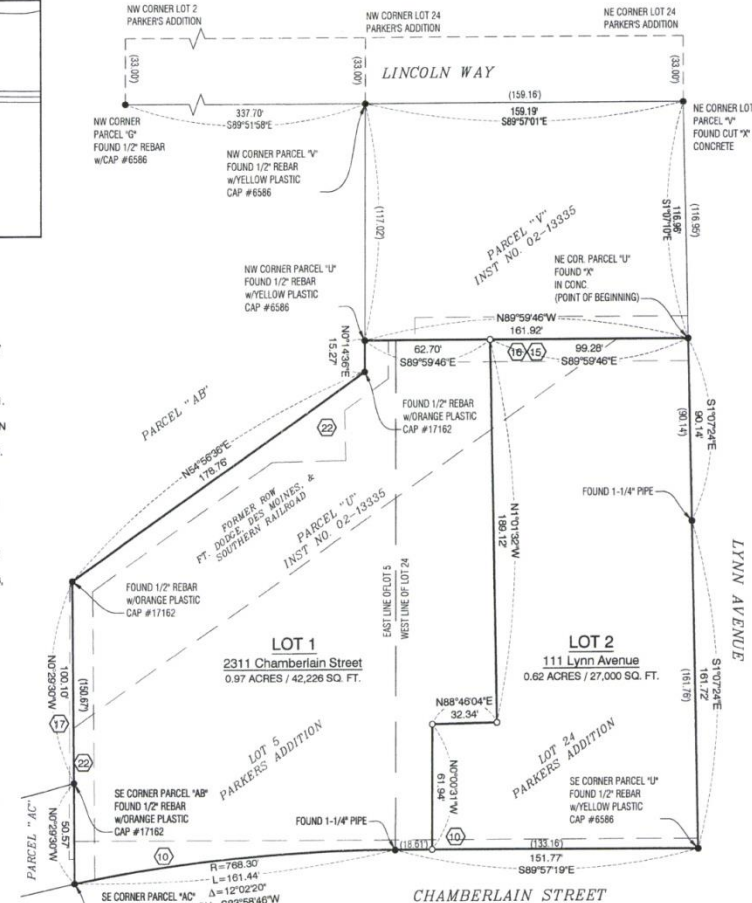
- 10. EASEMENTS FOR RETAINING WALL AND INCIDENTAL RIGHT IN FAVOR OF THE CITY OF AMES, IOWA AS CONTAINED IN THE RIGHT-OF-WAY PERMIT AND EASEMENT DATED FEBRUARY 3, 1969, RECORDED FEBRUARY 3, 1969 IN BOOK 109, PAGE 521.
- 15. EASEMENTS AND MATTERS AS SHOWN ON THE PLAT OF SURVEY RECORDED SEPTEMBER 3, 2002 AS INST. NO. 0213335.
- 16. TERMS, CONDITIONS, COVENANTS, RESTRICTIONS, OBLIGATIONS AND PROVISIONS THEREOF AS CONTAINED IN THE AGREEMENT FOR EASEMENTS, DATED DECEMBER 4, 2002, RECORDED DECEMBER 5, 2002, AS DOCUMENT NO. 02-19718, AS AMENDED BY THAT CERTAIN PARTIAL RELEASE OF EASEMENT AGREEMENT DATED SEPTEMBER 27, 2013, RECORDED SEPTEMBER 30, 2013 AS INSTRUMENT NO. 201311677 AND RE-RECORDED OCTOBER 2, 2013 AS INSTRUMENT NO. 2013-11852.
- 17. TERMS, CONDITIONS, OBLIGATIONS AND INCIDENTAL RIGHTS AS CONTAINED IN EASEMENT AGREEMENT DATED JUNE 6, 2008, RECORDED JUNE 18, 2008 AS INST. NO. 08-06825.
- 22. EASEMENTS, TERMS, CONDITIONS, COVENANTS AND PROVISIONS AS CONTAINED IN THE CITY OF AMES ELECTRIC FACILITIES EASEMENT DATED JULY 14, 2014, RECORDED JULY 25, 2014, AS DOCUMENT NO. 2014-00008251.

**LAND SURVEYOR:**

CLAPSADDLE-GARBER ASSOCIATES, INC.  
1523 S. BELL AVE., SUITE 101  
AMES, IOWA 50010  
APRIL 2, 2014

**ENGINEER:**

CLAPSADDLE-GARBER ASSOCIATES, INC.  
1523 S. BELL AVE., SUITE 101  
AMES, IOWA 50010



**OWNER OF RECORD:**

CYCLONE INNS LLC  
7 JACKSON WALKWAY  
PROVIDENCE, RI 02903

**DEVELOPER:**

GILBANE DEVELOPMENT COMPANY  
100 PENN SQUARE EAST  
SUITE 1040  
PHILADELPHIA, PA 19107

**DESCRIPTION: UNIVERSITY TOWERS SUBDIVISION, FIRST ADDITION**

PARCEL "U", A PART OF LOTS FIVE (5) AND TWENTY-FOUR (24) IN PARKERS ADDITION TO AMES, STORY COUNTY, IOWA, AS APPEARS IN THE PLAT OF SURVEY RECORDED IN INSTRUMENT NO. 02-13335 IN THE OFFICE OF THE RECORDER, STORY COUNTY, IOWA, CONTAINING 1.59 ACRES.

SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

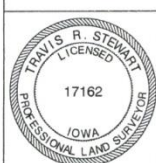
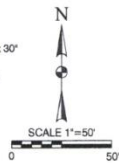
NOTE:  
SOIL BORINGS ARE REQUIRED IN AREAS WITHIN THIS PLAT WHICH HAVE BEEN IDENTIFIED BY THE CITY OF AMES AS HAVING SOILS THAT MAKE CONSTRUCTION OF BUILDINGS DIFFICULT.

NOTE:  
ALL BEARINGS ARE THE RESULT OF G.P.S. OBSERVATIONS.

SURVEY REQUESTED BY: GILBANE DEVELOPMENT COMPANY  
FIELD WORK COMPLETED: 07-13-15

**LEGEND:**

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



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

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



Clapsaddle-Garber Associates, Inc.  
16 East Main Street  
Marshalltown, Iowa 50158  
Ph 641-752-6701  
www.garberassociates.com

DRAWN	RWA	SHEET NO.	1 of 1
DATE	07-13-15	PROJECT NO.	5533.05

## 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 Application for Final Plat Approval of a Minor Subdivision and require the Applicant to file a Preliminary Plat for Major Subdivision.

**COUNCIL ACTION FORM**

**SUBJECT:**           **OFFER BY THE AMES ECONOMIC DEVELOPMENT  
COMMISSION TO PROVIDE \$250,000 FOR THE  
CONSTRUCTION OF THE NEW AIRPORT TERMINAL**

**BACKGROUND:**

At the July 14, 2015 meeting, the City Council was advised of a projected \$750,000 shortfall in the budget for the site preparation and building construction projects related to the proposed 6,985 square feet Airport terminal. In response to this news, Iowa State University agreed to modify its existing agreement with the City regarding these airport improvements and commit to up to an additional \$250,000 for these projects. In a similar show of support, the City Council authorized up to an additional \$250,000 from the Hotel/Motel Fund balance for these projects. The remaining portion of the shortfall was to be eliminated by working with the City's consulting firm to reduce the square footage of the proposed terminal.

On August 25, 2015, the Staff presented a proposed floor plan for the terminal that reflected a reduction to 5,358 square feet, which was projected to yield the desired decrease in the construction cost by \$250,000. The two areas that would be impacted most from this space reduction are the Lobby/Waiting area and the Training/Multi-purpose room. In addition, it was noted that in order to add the 1,600 square feet that was being recommended to be reduced from the terminal project could cost as much as \$1.4 to \$1.8 million in the future, depending how long the City waits to expand the building.

After reviewing this concept for a reduction in the terminal square footage, the Ames Economic Development has come forward with an offer to contribute up to \$250,000 towards the Airport terminal building so that the square footage can remain at 6,985. According to its proposal, which is attached for your review, \$150,000 in pledges have already been secured (\$50,000 from a local company and \$100,000 from the AEDC from its available balances in 2015 and 2016). This leaves and an additional \$100,000 yet to be raised.

Should the City Council accept this offer, the City's design engineers will be advised to prepare construction documents based on the larger 6,985 square foot terminal with the expectation that the terminal project would be bid next spring/summer. In order to assure that the total \$250,000 will be available to the City when the contract for the terminal project is let, the University has offered to loan up to \$100,000 to the AEDC for the remaining amount committed should AEDC not be able to secure the total funding by the time it is needed by the City. (See attached email from Warren Madden)

**ALTERNATIVES:**

1) The City Council can accept the proposal from the AEDC to provide up to \$250,000 to fund a 6,985 square foot terminal building.

If this offer by the AEDC is accepted by the City Council, City staff will direct our consulting firm to begin design of the 6,985 square foot terminal with the intent to bid the project in February 2016 and begin construction in the spring of 2016.

2) The City Council can reject the offer from the AEDC to provide up to \$250,000 to fund a 6,985 square foot Terminal building.

If this action is taken, City staff will direct our consulting firm to begin design of the 5,358 square foot terminal with the intent to bid the project in February 2016 and begin construction in the spring of 2016.

3) The City Council can reject the offer from the AEDC to provide up to \$250,000 to fund a 6,985 square foot Terminal building and seek additional funding from some other source in order to provide sufficient funding for a 6,985 square foot terminal.

**MANAGER'S RECOMMENDED ACTION:**

Given the fact that:

1) It will be much more expensive to expand the terminal building in the future,

2) The AEDC has committed to provide up to \$250,000 (\$150,000 has already been secured) to assure that the larger terminal can be built, and

3) ISU has promised to loan the AEDC the remaining \$100,000 that still needs to be raised if this outstanding amount has not been donated by the time the City needs the funds;

**It is the recommendation of the City Manger that the City Council approve Alternative #1, thereby accepting the proposal from the AEDC to provide up to \$250,000 to fund a 6,985 square foot terminal building.**

This action will allow the City staff to direct our consulting firm to begin design of the 6,985 square foot terminal with the intent to bid the project in February 2016 and begin construction in the spring of 2016.



September 3, 2015

Ann Campbell, Mayor  
City of Ames  
515 Clark  
PO Box 811  
Ames, IA 50010

Mayor Campbell and Members of the Ames City Council:

We write to you regarding the development of a new terminal for the Ames Municipal Airport. The Ames Economic Development Commission (AEDC) approved a measure at its regular meeting last Friday, August 28, 2015 to secure and provide the last \$250,000 to support the design and construction of a new terminal for the Ames Municipal Airport.

This was in response to the projected cost overrun of \$750,000 that was recently in front of you regarding the terminal that both the City of Ames and Iowa State University agreed to invest an additional \$250,000. With the news that the proposed terminal would be reduced in size by a little over 1,600 square feet as a result of the \$250,000 shortfall, the AEDC board decided to underwrite the remaining \$250,000 to maintain the scale and square footage of the proposed terminal.

To assure you and the Ames City Council that the AEDC will deliver the last \$250,000 for the terminal project we provide the following outline for the proposed financing:

\$100,000 from the Ames Economic Development Commission  
\$50,000 commitment from private industry  
\$100,000 will be secure via additional private fundraising

Should the remaining \$100,000 in private fundraising goal not be met, the AEDC has worked out an arrangement with Iowa State University to provide the last \$100,000, which the AEDC would pay, in full, over a period of two years.

The AEDC recognizes the importance of the airport, which is why we are working diligently to raise the necessary funds to build a short-term storage hangar at the airport of which we are nearly at our goal. The airport is a vital component to the economic development effort of Ames, Story County, and Iowa State University, which is why we have undertaken the significant task of raising the funds to erect the storage hangar. It is not typical for an economic development organization to raise funds and build public infrastructure. However, the AEDC board is cognizant of the importance of first-class airport infrastructure which is why we are supporting the hangar, and now the terminal.



*Smart Choice*

In closing, we respectfully ask that the City of Ames move forward with the terminal as originally proposed and initiate the design and bidding of this important project.

Sincerely,

A handwritten signature in black ink, appearing to read 'Steve Goodhue', written in a cursive style.

Steve Goodhue  
Chairman  
Ames E.D.C.

A handwritten signature in black ink, appearing to read 'Daniel A. Culhane', written in a cursive style.

Daniel A. Culhane  
President & CEO  
Ames E.D.C.



## Airport Improvements -Terminal Building

**Madden, Warren R [VPBUS]** to: Steve Schinker

09/02/2015 10:51 AM

"Lackey, Miles [PRES]", "Dan Culhane (dan@ameschamber.com)",  
Cc: "Steve Goodhue (steve@knapptedesco.com)", "Cain, Pam E  
[VPBUS]"

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History: This message has been replied to.

I am following up on our conversation regarding the Airport Terminal Building project. In addressing the projected increased cost of \$750,000 the University and City have previously agreed to each fund \$250,000 of that amount. The Ames Economic Development Commission has now agreed to assume responsibility for funding the remaining \$250,000 rather than further reduce the scope of the project by eliminating square footage. The terminal design is intended to meet the needs of the community and provide a facility for a base operator to be successful.

AEDC has indicated they have \$150,000 of the amount available through commitments and balances in their Community Investment Fund. They plan to raise the additional \$100,000 before the funds are needed for construction. As part of that effort ISU has agreed to advance up to the additional \$100,000 when the funds will be needed with a commitment from AEDC that they will repay the amount as the funds or pledges are paid or ISU will reduce future dues payments over the next two years until the amount advanced is repaid.

The City of Ames is a member of AEDC and I assume will work out the necessary agreement with them regarding the timing and meeting their financial commitments for the Airport project. ISU will enter into the appropriate agreements with AEDC.

Let me know if you need any further information. Iowa State views this as an important project to provide facilities and infrastructure to meet the airport needs of the community and the adjacent ISU Research Park. When these projects are completed the City will have \$4 million worth of facilities and improvements with less than a quarter of the cost from G.O. Bonds. It is another example of our cooperative efforts to make Ames a better community.

Let me know if you need any additional information.

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515 294-6162  
wmadden@iastate.edu

**COUNCIL ACTION FORM**

**SUBJECT: REQUEST TO DEFER EASTGATE SUBDIVISION ROAD WIDENING COSTS**

**BACKGROUND:**

First National Bank owns 13 lots in the Eastgate Subdivision (Near East 13<sup>th</sup> Street and Dayton Avenue). A covenant on these 13 lots requires payment of \$141,000 to the City on a pro-rata basis upon the sale of each lot to cover the cost of constructing a northbound left turn lane from Dayton Avenue to Plymouth Drive. The amount outstanding for these improvements is \$132,720. In January, the City Council referred to staff a letter from First National Bank requesting that the City defer the collection of this amount, allowing the bank to sell the property to a developer. The fees would then come due upon the development of the individual lots.

A development agreement was originally approved in 1998 with Eastgate Development, Inc. The development agreement outlined the obligation of the developer to reimburse the City for the construction of a turn lane on Dayton Avenue within 30 days of the completion of the improvement. However, at the time, there was no proposed timeframe for when the turn lane would be constructed.

In 2000, the developer entered bankruptcy proceedings. It appears from previous staff reports and court documents that the City, concerned about the ability of the developer to meet its improvement obligations, approved a covenant outlining revised responsibilities of the developer. The covenant was approved by the bankruptcy trustee, and allowed several pending lot sales to occur as a method to pay the developer's creditors, including the City.

**The covenant modified the obligation for the developer to pay the road widening costs. Instead of requiring reimbursement upon the completion of the project, the covenant requires payment for the road widening costs upon the sale or transfer of each lot.**

**ROAD STATUS:**

It appears that increased turning traffic along Dayton was a concern at the time the development was initially proposed. However, the project was not listed in the Long-Range Transportation Plan (LRTP) until the draft 2040 LRTP was proposed earlier this year. The project is proposed as a medium priority, mid-term implementation project to install turn lanes at various points along Dayton between E 13<sup>th</sup> Street and Riverside



Road. The LRTP notes indicate that the expectation continues for these improvements to be partially developer-funded.

### **MODIFICATION OF COVENANT AND DEVELOPMENT AGREEMENT:**

City staff has reviewed the bankruptcy proceedings to determine if the road widening costs were affected by a bankruptcy order, which would supersede any agreement between the developer and the City. Given the dates of the various documents, City staff is reasonably certain the road widening payment arrangement was not affected by the bankruptcy proceeding since the payment arrangement came later. Therefore, the development agreement and covenant remain the only two documents governing the payment for these improvements. **The City Council has the ability to modify the covenant and development agreement to address First National Bank's request.**

**Both documents could be amended to permit the property to change hands, with the financial obligation becoming payable upon the approval of a site plan for any one of the 13 lots. However, if this action is taken, it should be made contingent on the First National Bank selling all the lots to a single developer. If the lots are sold by First National Bank piecemeal, City staff believes the per lot payment should be imposed.**

**City staff recommends that if the City Council proceeds with modifying the covenant and development agreement to defer the obligation to pay for the road widening, the specific construction cost should be removed and replaced with language indicating the cost will be established at the time of the site plan approval. This would allow the road construction cost to be more fully recouped by the City, rather than the cost as estimated 17 years ago.**

An additional benefit to modifying the covenant is that the original covenant is binding only until February 2022. A revised covenant would be effective for an additional 21 years from the date of revision.

### **ALTERNATIVES:**

1. Direct staff to prepare a modification to the development agreement and covenant for this subdivision with First National Bank, permitting the sale of all 13 lots to a developer, with the financial obligation becoming payable upon approval of a site plan for any of the 13 lots. The dollar amount would be established at the time of the site plan submittal.
2. Direct staff to modify the development agreement and covenant to release First National Bank and any future property owner from the obligation to pay for the road widening.

3. Deny the request, which would require First National Bank to pay the City the costs originally agreed upon in the covenant at the time of sale.

**MANAGER'S RECOMMENDED ACTION:**

The draft 2040 Long-Range Transportation Plan continues to see a need for turning lanes to be developed along this road. However, the road project has not been designed, and is not needed so long as these lots remain undeveloped. Modifying the agreement in a manner that allows the City to collect the actual amount of construction is in the City's interest, because it reduces the funding shortfall that may occur from proceeding with 17-year old construction cost estimates.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby directing staff to prepare a modification to the development agreement and covenant for this subdivision with First National Bank, permitting the sale of all 13 lots to a developer, with the financial obligation becoming payable upon approval of a site plan for any of the 13 lots. The dollar amount would be established at the time of the site plan submittal.

## Staff Report

**OUTSIDE FUNDING REQUEST PROCESS PRIORITIES**

September 8, 2015

**BACKGROUND:**

City staff uses an application process to evaluate and make recommendations to the City Council as to how to fund requests from outside organizations that are not compatible with the ASSET or COTA processes. Applicants make requests for funding in the fall each year, which are then evaluated by a review team. Recommendations are made to the City Council during the budget wrap-up meeting in February.

**Earlier this year, the City Council directed staff adjust this process in the following three ways: 1) During the Budget Guideline Session, have a City Council discussion about how much funding to allocate in total for these requests; 2) Amend the application to have organizations propose specific tangible services that are in the organization's priority order; and 3) Have a City Council discussion regarding the City Council's priorities to fund services under this program.**

**Having a discussion regarding the City Council's priorities provides clearer direction to the applicants who are seeking to provide services for the City.** It is also critical for the review team, since the City Council will establish a specific amount of funding to allocate to these requests. This amount will be determined by the City Council at the same time direction is given at the Budget Guideline Session in November for the ASSET and COTA totals.

Historically, the application instructions have contained the following statement regarding preferences:

“Preference will be given to requests that meet the following conditions, in decreasing order of importance:

1. A program or activity that would otherwise be operated by the City at a greater cost.
2. Requests that have broad-based appeal to the community.
3. Requests that provide a unique benefit or service to the community.”

In FY 2014-15 and FY 2015-16, additional detail was inserted into contracts to help categorize the types of activities taking place using City funds. In evaluating those contracts, the funded activities appear to fall into the following broad categories:

Category:	2014-15		2015-16	
	Amount Requested	Amount Contracted	Amount Requested	Amount Contracted
Commercial Coordination/Economic Development	26,250	26,250	57,000	48,500
Community Events	108,750	72,750	20,500	18,000
Historical Preservation/Education	24,000	24,000	35,000	35,000
International Relationships	5,000	5,000	5,000	5,000
Public Space Beautification	0	5,000	10,000	5,000
Sports/Recreation	42,000	26,000	26,680	26,680
<b>TOTAL</b>	206,000	159,000	154,180	138,180

Within these categories, “Community Events” includes activities such as the Homecoming Pancake Feed, Summerfest in Campustown, the Ames Sesquicentennial Celebration, and the Fourth of July Parade. “Commercial Coordination/Economic Development” includes subscription to the Buxton retail analysis, CAA’s coordination of Campustown business input into the Long-Range Transportation Plan, and MSCD’s facilitation of the technical services provided through Main Street Iowa.

The FY 2014-15 Community Events funding was substantially higher than the following year due to one-time sesquicentennial activities. Both VEISHEA and the Young Professionals of Ames requested funds for events that were not contracted, and the Iowa Youth Basketball Foundation requested funds for sporting activities that were not funded. Additionally, Main Street Cultural District’s contract was focused primarily on Community Events in FY 2014-15, but then shifted substantial funds towards Commercial Coordination the following year.

The requests and awards can be compared on the basis of 1) the amount funded in each category as compared to the amount requested in each category, or 2) the amount funded for each category compared to the total amount funded through the entire application process. These two approaches are highlighted below:

Category:	Amount Funded For Each Category Compared To The Amount Requested In That Category		Amount Funded For Each Category Compared To The Total Amount Funded Through This Process	
	2014/15	2015/16	2014/15	2015/16
Commercial Coord./Econ. Dev.	100%	85%	17%	35%
Community Events	67%	88%	46%	13%
Historical Preservation/Education	100%	100%	15%	25%
International Relationships	100%	100%	3%	4%
Public Space Beautification	NA*	50%	3%	4%
Sports/Recreation	62%	100%	16%	19%

\* The City Council approved \$5,000 to Main Street Cultural District for flowers, while no funding was originally requested for this activity.

## **OPTIONS:**

Applications will be accepted beginning in October. To provide direction to the applicants regarding the types of services the City Council is most interested in purchasing, City staff requires direction regarding how to present the City Council's interests. Options available include the following:

**Option 1: The City Council can prioritize the categories developed by City staff above (Commercial Coordination/Economic Development, Community Events, Historical Preservation/Education, International Relationships, Public Space Beautification, and Sports/Recreation).**

If the City Council agrees that these categories are a reasonable to differentiate requests, then a decision must be made to determine how to prioritize these categories for funding. As suggested above, there are at least two approaches to prioritization.

**A) One approach would be to prioritize the categories in accordance with the total funding each has received in FY 2015-16.**

- (1) Commercial Coordination/Economic Development
- (2) Historical Preservation/Education
- (3) Sports/Recreation
- (4) Community Events
- (5) Public Space Beautification
- (6) International Relationships

Since the City Council has historically supported some of the lower cost activities, such as International Relationships, these types of activities might not receive funding if this method of prioritization is used.

**B) Another approach would be to prioritize the categories based on which has been awarded the greatest percentage of the amount requested.**

- (1) Historical Preservation/Education
- (2) International Relationships
- (3) Sports/Recreation
- (4) Community Events
- (5) Commercial Coordination/Economic Development
- (6) Public Space Beautification

**C.) If neither of these options is desirable, the City Council could prioritize the six categories in some other manner that reflects its preferences going forward.**

The City Council should note that regardless of which approach is utilized under this option, there will be lack of direction to the review team should funding be requested for an activity that does not fall within the six categories derived from previous requests. However, if a unique request was received, the City Council would still have the ability to add a new category, should it choose to do so.

**Option 2: The City Council can continue to give preference, in descending order, to:**

- a. Programs or activities that would otherwise be operated by the City at a greater cost**
- b. Requests that have broad-based appeal to the community, and**
- c. Requests that provide a unique benefit or service to the community.**

**This option continues the preferences that were originally established by the City Council when this program was set up.** It provides flexibility to the review team in evaluating the requests, and makes it clear when a proposal likely does not fit into this funding process at all (for example, requests for activities that are not open to the public are easily rejected using these criteria). However, this option provides less guidance for the review team to prioritize requests that do meet the eligibility criteria compared to using the categories in Option 1.

**Option 3: Identify some other criteria upon which to evaluate these requests.**

If the City Council has other metrics against which it feels the review team should evaluate requests, it may choose to identify those instead.

**COUNCIL ACTION FORM**

**SUBJECT: URBAN REVITALIZATION TAX ABATEMENT REQUEST FOR  
2320 LINCOLN WAY (Gilbane Development Company)**

**BACKGROUND:**

In accordance with Chapter 404 of the Code of Iowa, the City Council has established Urban Revitalization Areas (URAs) with Plans specifying standards for types and elements of physical improvements that provide public benefits. When property within one of these URAs is developed, redeveloped, rehabilitated, or remodeled, the property owner is eligible for abatement of property taxes on the incremental increase in property value after the improvements are completed. This abatement can extend for three, five or ten years, based on the individual Urban Revitalization Plan approved by Council.

**Property owners within an approved URA may apply for tax exemption for a complete project or preapproval for project that is planned to be built. The City must determine if the completed improvements meet the standards in the Urban Revitalization Plan in order to grant tax abatement and forward the determination to the Assessor.** If the project complies with the criteria, it must be approved for tax abatement.

**The Gilbane Development Company is seeking pre-approval of their mixed-use project with alternative methods of meeting the fixed window requirement along Lincoln Way. Gilbane is interested in preapproval at this time to ensure the project as built complies with the tax abatement criteria and would be unaffected by any potential changes to the criteria that Council may enact in the near future.**

The overall project consists of approximately 5,300 square feet of commercial space, 96 apartment units totaling 320 beds, and structured and surface parking. Gilbane estimates cost of the project at \$12,470,000. The estimate is based on construction cost or sales price provided by the property owner and may not be the same as the added property value upon which the abatement is based. The applicant indicates they will choose the 10-year abatement option. The application for urban revitalization is included as attachment C.

The full Campustown URA criteria are found in Attachment B. The applicant originally sought compliance with the Mixed Use, Design Criteria, and with the mandatory public safety elements with their request dated July 9, 2016. Staff from the Police Department and Planning and Housing Department completed a site inspection of the building on August 12, 2015. **Staff determined through the site inspection that the project complies with all of the tax abatement criteria with one exception to the fixed windows standard.**

The applicant's plans indicated the Lincoln Way façade would include fixed windows to be consistent with the tax abatement criteria. There was no further discussion of the

precise window to be installed. The applicant installed single hung windows that included stops with tamper resistant screws to make the lower sash of the window inoperable. **Upon staff's inspection, we found the tamper resistant windows do not meet the definition of a fixed window because they are modified operable windows. Additionally, the Police Department did not find the tamper resistant screws to meet the spirit of the rule which is to ensure windows would not be opened and items thrown out of the windows onto public ways.** The Police Department believes the tamper resistant screws can easily be defeated with minimal effort and tools if someone wanted to get a window open. Additionally, removing the screwing and making the windows operable after the expiration of the tax exemption would not be difficult either, compared to if actual fixed windows had been installed. **Therefore, Staff communicated our concern about the windows and advised the applicant that we would not support a determination of conformance with criteria for the project as constructed.**

**Gilbane believes that they can more securely restrict the single hung window operation to meet the spirit of a fixed window.** They intend to work on an alternative that adds an adhesive into the channel of the windows which would further inhibit the opening of the windows beyond just the tamper resistant screws. An example of this has not yet been provided to staff for review. Council can approve a measure of equivalence as a substitute for a stated public safety standard.

**At this time, Gilbane seeks either Council acceptance of the current tamper resistant single hung window as meeting the definition of a fixed window, or to accept a pre-approval of their application for tax abatement while they pursue alternative measures to more securely restrict the operation of the windows along Lincoln Way.** Staff believes that it may be possible to add measures to the windows to meet the intent of the standard, but needs to evaluate a mock-up of the modifications before accepting the approach.

One additional comment involves the design criteria for signage goals for a building. This standard does not define how to achieve the requirements within the matrix. As with the neighboring Opus project, staff has worked with individual signage requests by tenants in an effort to have a uniform approach to the building signage, but not all signs are in place at this time. **Staff has approached signage requests as trying to assure there is reasonable placement and uniformity in style of signage and that this meets the intent of the tax abatement criteria regardless of whether signs have been installed for all commercial spaces.**

#### **ALTERNATIVES:**

1. The City Council can adopt a resolution to approve the request for tax exemption for the mixed use project located at 2320 Lincoln Way as it is currently constructed, if it finds that it substantially conforms to the Campustown Urban Revitalization Area Criteria, as adopted by the City Council.

*With this alternative there would be no further review of the project and tax abatement would be granted for the project.*



2. The City Council can adopt a resolution for pre-approval of the project design with the Council's approval of a modified single hung window along the Lincoln Way Facade that includes tamper resistant screws and additional measures that secure the sash to the window jamb to restrict its operation to level of equivalence similar to a fixed window.

*With this option the applicant would not be granted tax abatement until the project includes physical modifications to the Lincoln Way windows that are deemed acceptable by the City Council. A separate verification and recommendation would be required prior to February 1, 2016 to receive tax abatement. Staff would note that pre-approval may not guarantee that the project is vested from changes to criteria that could occur prior to installation of the window modifications and only that the design complies with the current standards.*

3. The City Council can deny the request for approval of tax exemption for the mixed use project located at 2320 Lincoln Way, if it finds that the improvements are not in conformance with the Campustown Urban Revitalization Area Criteria, as adopted by the City Council. If denied, the applicant may make modifications to the project to meet the criteria and submit a new request for tax abatement.

*With this alternative, the applicant would not receive tax abatement unless fixed windows are installed along Lincoln Way.*

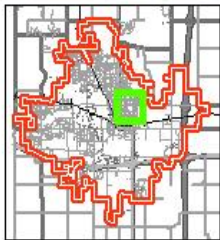
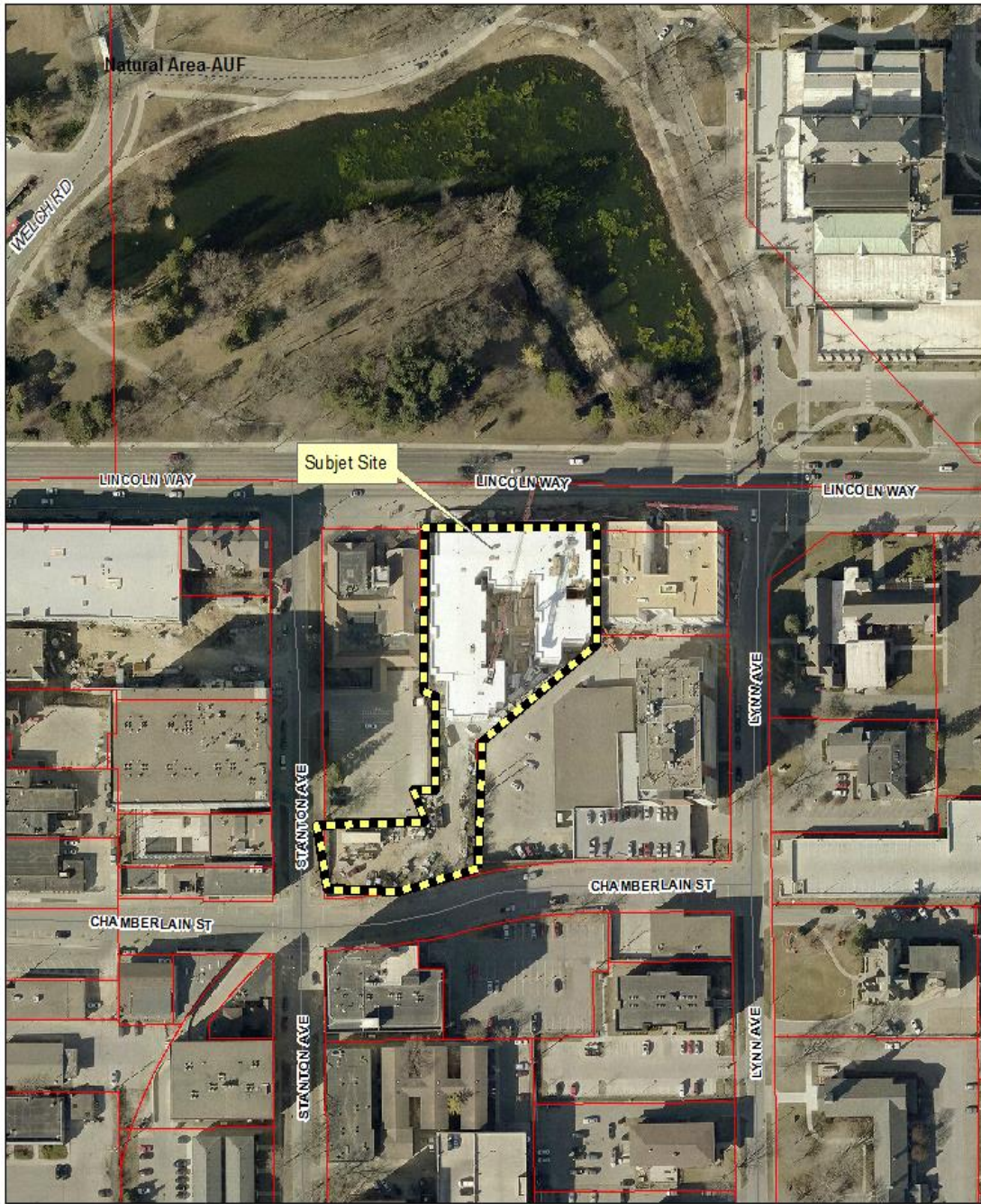
### **MANAGER'S RECOMMENDED ACTION:**

The project matches the intent of the Urban Revitalization program with an exception to an important public safety standard for fixed windows. Fixed windows are a component of the standards to discourage behavior that could hurt people along the public streets or cause damage to the public streets. The current tamper resistant windows do not meet the expectations of a fixed window in the adopted criteria.

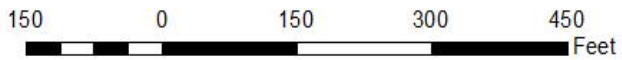
**Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #2, thereby granting only pre-approval based on the applicant pursuing an alternative method of securing the single hung windows.** With pre-approval, there is no guarantee of tax abatement until the physical improvements are completed. In order to receive the abatement, the applicant must (1) demonstrate to staff and the City Council that the modifications meet the intent of the standard, (2) complete the improvements, and (3) receive an additional inspection of the site prior to obtaining final approval from the Council.

Council should be aware that the applicant has substantially completed this project and is concerned about potential changes to the Campustown Urban Revitalization Criteria that would potentially render this project ineligible for tax abatement. The pre-approval process is currently under review by the Legal Department to determine whether it vests only the particular improvements or the criteria of the plan. Staff does not believe this issue of "vesting" criteria should weigh on the Council's decision to find conformance for the project at this time, since the Council can determine when to makes changes to the criteria and the effects of those changes as a separate issue.

# Attachment A Location Map



2320 Lincoln Way



## CAMPUSTOWN URBAN REVITALIZATION CRITERIA MATRIX

PROJECT MUST MEET CRITERIA OF ONE OF THESE COLUMNS		AND	PROJECT MUST MEET CRITERIA OF ONE OF THESE COLUMNS	
<p><b>Slum and Blighted</b></p> <p>Properties where a majority of the assessed valuation of the properties has been determined to be <b>substantially</b> unsafe or to have an unsafe use by the City Council.</p>	<p><b>Parking</b></p> <p>A minimum of 70% of the total required parking is provided in a structure. If utilizing a parking deck, the restrictions in Chapter 29.406 12 of the Municipal Code must be adhered to.</p> <p><b>AND</b></p> <p><b>Mixed Use</b></p> <p>The first floor must be used for permitted commercial and retail uses as shown in Table 29.803(2) of the Municipal Code. The second floor must be used for either commercial or retail uses as shown in the Table 29.803(2) or for household living. All floors above the second floor must be used for household living.</p>		<p><b>Adaptive Reuse</b></p> <p>The building on the site was originally built before 1941.</p> <p><b>AND</b></p> <p>70% of the area of existing exterior walls of the structure will remain</p> <p><b>AND</b></p> <p>Historic materials and designs are preserved and/or restored.</p>	<p><b>Underrepresented</b></p> <p>Properties that are to include a business use where that actual sales of the business use is below the expected sales for the business use as determined by the City Council to be of benefit to the City (should be supported by a retail leakage study).</p>
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July 9, 2015

Kelly Diekmann  
Planning and Housing Director  
Department of Planning and Housing  
City of Ames  
City Hall, 515 Clark Avenue, Ames, IA 50010

Dear Mr. Diekmann,

**ISU Student Housing - 2320 Lincoln Way, Ames, IA 50014  
Request for Prior Approval for Eligibility for Tax Abatement**

Our above project is located within the Campustown Revitalization District which offers a Tax Abatement Program incentive to encourage new development and help enhance the community in the university area.

As stated in the City's letter attached and dated (incorrectly) February 11, 2013 (should be 2014), Staff will recommend to City Council to approve our application for tax abatement based on the preliminary design shown in the submitted plans and together with the Minor Site Development Plan approval dated January 15, 2014 upon fulfillment of all conditions stated in the recommendation letter.

In pursuant to Section 404.4 of the Iowa Code, we submit herewith the necessary application form for Prior Approval for Eligibility for tax abatement on this project. We understand that it will be subjected to the improvements being completed satisfying all criteria and conditions. Every effort will be made to ensure that the requirements listed in the recommendation letter and application form are complied.

The construction of the student housing project is well underway and is expected to be completed in July this year. Throughout the process, we have worked diligently with the Staff and the Police Department to address the conditions listed in the recommendation letter as well as other requirements necessary to qualify for the program.

We hope this written request will be considered favorably and we look forward to hearing from you soon.

Please do not hesitate to contact me for any other information you may need.

Sincerely,



Andrew Ang  
Development Director  
Gilbane Development Company

# University Area Urban Revitalization Program *Application Form*

(This form must be filled out completely before your application will be accepted.)

- 1. **Property Address:** 2320 Lincoln Way, Ames, IA 50014
- 2. **Property Identification Number (Geocode):** 09-09-200-035
- 3. **Urban Revitalization Area:** Campustown Urban Revitalization Area
- 4. **Legal Description** (attach, if lengthy): See Attached
- 5. **Description of Improvements - Attach if lengthy:** See Attached

**Improvement costs:** \$ 12,470,320.00

**Beginning construction date:** June 2014

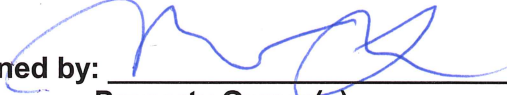
**Estimated or actual completion date:** July 31, 2015

**Assessment year for which exemption is being claimed:** 2016

**Exemption schedule (3, 5, or 10 years):** 10 years

- 6. **Property Owner:** \_\_\_\_\_
- Business: GD Lincoln Way LLC
- Address: 7 Lincoln Walkway, Providence, RI 02903
- (Street) (City) (State) (Zip)
- 215-256 4516 aang@gilbaneco.com
- (Phone) (Fax) (e-mail)

**I (We) certify that I (we) have submitted all the required information to apply for approval of the University Area Urban Revitalization Program and that the information is factual.**

Signed by:  Date: 7/8/15

Property Owner(s)

Matthew Lawrence, Senior Vice President

Print Name

**(Note: No other signature may be substituted for the Property Owner's Signature.)**

DESCRIPTION PARCEL "AB"

PARCEL "AB" LOCATED IN LOTS 2 AND 5 IN PARKER'S ADDITION TO AMES, STORY COUNTY, IOWA. MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF PARCEL "G" IN SAID LOT 2, PARKER'S ADDITION; THENCE, N89°51'58"W 217.70' ALONG THE NORTH LINE OF SAID LOT 2 AND SAID LOT 5 TO THE NORTHWEST CORNER OF A CERTAIN PARCEL OF LAND DESCRIBED AS PARCEL "V" AND RECORDED IN INSTRUMENT NO. 02-13335 IN THE OFFICE OF THE RECORDER, STORY COUNTY, IOWA; THENCE, S0°12'48"W 132.37' ALONG THE WEST LINE OF SAID PARCEL "V" TO THE NORTHERLY LINE OF A CERTAIN PARCEL OF LAND DESCRIBED AS PARCEL "U" AND RECORDED IN INSTRUMENT NO. 02-13335 IN THE OFFICE OF THE RECORDER, STORY COUNTY, IOWA; THENCE, S54°56'36"W 178.76' ALONG SAID NORTHERLY LINE TO THE NORTHEAST CORNER OF A CERTAIN PARCEL OF LAND DESCRIBED AS PARCEL "K" AND RECORDED IN INSTRUMENT NO. 97-07672 IN THE OFFICE OF THE RECORDER, STORY COUNTY, IOWA; THENCE, S0°29'30"E 100.10' ALONG THE EAST LINE OF SAID PARCEL "K"; THENCE, SOUTHWESTERLY 167.74' ALONG THE ARC OF A 730.84' RADIUS CURVE, CONCAVE NORTHWESTERLY, HAVING A CHORD BEARING OF S80°07'26"W AND A CHORD DISTANCE OF 167.37'; THENCE, S0°10'37"E 16.52'; THENCE, N90°00'00"W 24.00' TO THE WEST LINE OF SAID PARCEL "K"; THENCE, N0°25'25"W 8.23' ALONG SAID WEST LINE TO THE SOUTHWEST CORNER OF A CERTAIN PARCEL OF LAND DESCRIBED AS PARCEL "J" AND RECORDED IN INSTRUMENT NO. 97-07672 IN THE OFFICE OF THE RECORDER, STORY COUNTY, IOWA; THENCE, N0°25'32"W 44.56' ALONG THE WEST LINE OF SAID PARCEL "J"; THENCE, S89°51'12"E 63.66' ALONG THE NORTH LINE OF SAID PARCEL "J" TO THE SOUTHWEST CORNER OF A CERTAIN PARCEL OF LAND DESCRIBED AS PARCEL "H" AND RECORDED IN INSTRUMENT NO. 97-07672 IN THE OFFICE OF THE RECORDER, STORY COUNTY, IOWA; THENCE, S89°54'37"E 64.56' ALONG THE SOUTH LINE OF SAID PARCEL "H" TO THE SOUTHEAST CORNER OF SAID PARCEL "H"; THENCE, N33°08'57"W 37.17' ALONG THE NORTHEASTERLY LINE OF SAID PARCEL "H"; THENCE, N54°21'16"E 5.13' ALONG THE NORTHWESTERLY LINE OF SAID PARCEL "K"; THENCE, S89°59'37"E 26.69' ALONG SAID NORTHWESTERLY LINE; THENCE, N0°24'08"W 50.13' ALONG THE WEST LINE OF SAID PARCEL "K" TO THE NORTHWEST CORNER OF SAID LOT "K"; THENCE, N0°26'04"W 61.98' ALONG THE EAST LINE OF SAID PARCEL "G"; THENCE, N89°46'56"W 18.68' ALONG SAID EAST LINE; THENCE, N0°31'53"W 182.04' ALONG SAID EAST LINE TO THE POINT OF BEGINNING. PARCEL "AB" CONTAINS 1.22 ACRES. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

DESCRIPTION PARCEL "AC"

PARCEL "AC" LOCATED IN PARCEL "K", A PORTION OF LOT 2, PARKER'S ADDITION TO AMES, STORY COUNTY, IOWA. MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER SAID PARCEL "K"; THENCE, SOUTHWESTERLY 15.07' ALONG THE SOUTH LINE OF SAID PARCEL "K" AND THE ARC OF A 768.30' RADIUS CURVE, CONCAVE SOUTHEASTERLY, HAVING A CHORD BEARING OF S76°45'04"W AND A CHORD DISTANCE OF 15.07'; THENCE, S77°19'13"W 22.32' ALONG SAID SOUTH LINE; THENCE, SOUTHWESTERLY 154.04' ALONG SAID SOUTH LINE AND THE ARC OF A 710.30' RADIUS CURVE, CONCAVE NORTHWESTERLY, HAVING A CHORD BEARING OF S82°59'03"W AND A CHORD DISTANCE OF 153.74'; THENCE, N0°25'25"W 32.47' ALONG THE WEST LINE OF SAID PARCEL "K"; THENCE, S90°00'00"E 24.00'; THENCE, N0°10'37"W 16.52'; THENCE, NORTHEASTERLY 167.74' ALONG THE ARC OF A 730.84' RADIUS CURVE, CONCAVE NORTHWESTERLY, HAVING A CHORD BEARING OF N80°07'26"E AND A CHORD DISTANCE OF 167.37' TO THE EAST LINE OF SAID PARCEL "K"; THENCE, S0°29'30"E 50.57' ALONG SAID EAST LINE TO THE POINT OF BEGINNING. PARCEL "AC" CONTAINS 0.20 ACRES OR 8,865 SQUARE FEET. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

## 2320 Lincoln Way Project Description

The project is a mixed-use development with 320 beds in 96 apartment units and 5,300 SF of retail. The building is a 5-story wood structure over a 2-story structured parking podium with an all brick façade on the first four floors along Lincoln Way. The building will have a gross floor area of 187,000 SF including the retail and amenity space, plus 119 parking spaces.

Amenities include a fitness center, social lounge and a coffee bar. The lobby on the first level will have secured access to the residential floors above. Additionally, there is a clubhouse and TV lounge on the first residential floor that directly opens out into a semi-enclosed courtyard on the roof deck of the parking structure.

Ground Level Commercial Space (6,185 sf) is accessible from the street level fronting Lincoln Way with service access from the parking garage. There are a total of four (4) commercial condominium units located on the 1<sup>st</sup> and 2<sup>nd</sup> Floor. The parking garage comprises of 96 spaces and 12 spaces in the surface parking lot along Chamberlain Avenue for residential and commercial use. A common trash area is located on the 2<sup>nd</sup> level of the parking garage where it is accessible from the commercial units. There are 3-common enclosed stairways, each connecting the parking levels to the residential levels above.

Centralized entry to the residential units is located on the First Floor Level via a common lobby. Other residential entry points from garage and exterior are electronically controlled and limited to residents only. There are a total of 96 residential units comprising of 1, 2 and 4-bedroom units. Unit sizes and configuration vary (107,967 sf in total).





CITY OF  
**Ames**<sup>™</sup>  
*Smart Choice*

February 11, 2013

Andrew Ang  
Development Director  
Gilbane Development Company  
100 Penn Square East, Suite 1040  
Philadelphia, PA 19107

Re: ISU Student Housing, 2318-2338 Lincoln Way—Tax Abatement

Dear Mr. Ang:

On January 21, 2014 and February 10, 2014 we received revised architectural plans for the ISU Student Housing projects proposed at 2318-2338 Lincoln Way. We understand Gilbane Development intends to apply for Tax Abatement under the Campustown Urban Revitalization Plan and seeks confirmation that the project will qualify. We have determined that if the project is completed in accordance with the architectural plans received on January 21 and February 10, 2014 and the Minor Site Development Plan approved by our letter on January 15, 2014 we can recommend to the City Council that the project complies with the Criteria for the Campustown Urban Revitalization Plan with the following conditions:

1. When the extent of commercial tenant space in the residential lobby is finalized, additional information will be provided verifying the separation of access from Lincoln Way to the residential elevators from the commercial space.
2. For the following requirements for features not typically shown on architectural plans, the project will include the equipment and its operation must be demonstrated to the City before tax abatement is approved:
  - a. Prevent access from the exterior to the interior through doors that serve only as fire exits. Building equipment will include key fob or card control door access hardware with automatic notification to a local person who can respond if door is propped open.
  - b. Provide camera monitoring of all pedestrian and vehicle entrances and areas.
  - c. Provide a minimum of four 100 w. metal halide light fixtures on each building façade: two at elevation between first and second floors and two at elevation between third and fourth floor.

February 11, 2014  
Page Two

We have enclosed a copy of the architectural plans upon which we based our findings, a copy of the criteria for the tax abatement and the documentation of our review of your project with respect to these criteria. Ensuring that the built project qualifies for the abatement is very important to you and to the City; therefore if revisions to the proposed please provide the related revised plan sheets before the work is carried out. (We prefer the reduced 17" x 22" sheet size.)

We appreciate very much this major investment in our community.

Sincerely,

A handwritten signature in black ink that reads "Jeffrey Benson". The signature is written in a cursive style with a large, prominent initial "J".

Jeffrey Benson, AICP, PLA, ASLA  
Planner

Enclosures

Cc: Jason Tuttle, Police

**CAMPUSTOWN URBAN REVITALIZATION CRITERIA**  
**Compliance of ISU Student Housing Project**  
**2318-2338 Lincoln Way**

Based on architectural plans received 1-21-14 & 2-10-14  
and Minor Site Development Plan approved January 15, 2014

1. Limit commercial space in the same building to the ground floor.  
**OK** Sheets A-101.1, A102.1
2. Provide separate entrances for commercial and residential uses.  
*Access from parking decks **OK**. When extent of commercial tenant space in the lobby is finalized, **NEED** additional information verifying separation of access from Lincoln Way to residential elevators from commercial space.*
3. Locate all residential entrances to be visible from the street and provide secure access control at each.  
**OK** Sheet A-101.1  
*Building equipment will include key fob or card control door access hardware with automatic notification to a local person who can respond if door is propped open. Since this is not typically shown on architectural plans, project needs to include the equipment and its operation must be demonstrated to the City before tax abatement is approved.*
4. Prevent access from the exterior to the interior through doors that serve only as fire exits.  
*Building equipment will include key fob or card control door access hardware with automatic notification to a local person who can respond if door is propped open. Since this is not typically shown on architectural plans, project needs to include the equipment and its operation must be demonstrated to the City before tax abatement is approved.*
5. Prohibit public access to structured parking, using overhead door and secure access control.  
**OK** Sheets A-101.1, A102, A102.1
6. Provide transparent glass windows into all stairwells.  
**OK** Sheets A102.1, A-103, A-104, A201, A-401
7. Provide camera monitoring of all pedestrian and vehicle entrances and areas.  
*Since this is not typically shown on architectural plans, project needs to include the equipment and its operation must be demonstrated to the City before tax abatement is approved.*

8. Minimum widths of all exit routes: 48" for halls, 42" for doors, 60" between rails for stairs.  
**OK** Sheets A-103, A-104, A-401, A-402
9. No balconies are permitted.  
**OK** Sheets A-103, A-104, A-201, A-202, A-203
10. Provide for natural daylight requirements of applicable codes with exterior windows.  
**OK** Sheets A-103, A-104, A-201, A-202, A-203
11. On facades facing any street use only fixed windows.  
**OK** Sheet A-201
12. Design of all other windows to prevent passing of sphere larger than 4" diameter.  
**OK** Sheets A-201, A-202
13. Prevent by physical means access to all roofs.  
**OK** Sheet A-108
14. Where access is not required, provide security fencing controlling access to all areas between new or existing buildings.  
**OK** Site Plans
15. Provide a minimum of four 100 w. metal halide light fixtures on each building façade: two at elevation between first and second floors and two at elevation between third and fourth floor.  
*Since this is not typically shown on architectural plans, project needs to include the equipment and its operation must be demonstrated to the City before tax abatement is approved.*

# CAMPUSTOWN URBAN REVITALIZATION CRITERIA MATRIX

PROJECT MUST MEET CRITERIA OF ONE OF THESE COLUMNS		AND	PROJECT MUST MEET CRITERIA OF ONE OF THESE COLUMNS	
<p><b>Slum and Blighted</b> Properties where a majority of the assessed valuation of the properties has been determined to be <b>substantially</b> unsafe or to have an unsafe use by the City Council.</p>	<p><b>Parking</b> A minimum of 70% of the total required parking is provided in a structure. If utilizing a parking deck, the restrictions in Chapter 29.406 12 of the Municipal Code must be adhered to.</p> <p><b>AND</b></p> <p><b>Mixed Use</b> The first floor must be used for permitted commercial and retail uses as shown in Table 29.803(2) of the Municipal Code. The second floor must be used for either commercial or retail uses as shown in the Table 29.803(2) or for household living. All floors above the second floor must be used for household living.</p>		<p><b>Adaptive Reuse</b> The building on the site was originally built before 1941.</p> <p><b>AND</b></p> <p>70% of the area of existing exterior walls of the structure will remain</p> <p><b>AND</b></p> <p>Historic materials and designs are preserved and/or restored.</p>	<p><b>Underrepresented</b> Properties that are to include a business use where that actual sales of the business use is below the expected sales for the business use as determined by the City Council to be of benefit to the City (should be supported by a retail leakage study).</p>
<p><b>Design Standards</b> Retail and office uses on the first floor adjacent to a public sidewalk must have direct access to the public sidewalk.</p> <p><b>AND</b></p> <p><b>Signage</b> The signage design, scale, materials, and colors shall be in proportion to and consistent with the architecture of the building and support the business identity.</p> <p><b>AND</b></p> <p><b>Brick Material</b> 100% of the front and 80% of the three remaining sides of the structure shall be faced with clay brick for the first four stories. On stories five through seven any other building materials except vinyl will be allowed.</p>		<div style="border: 1px solid black; padding: 2px; display: inline-block;"><b>OR</b></div>	<p><b>Alternative Siding Material</b> If historically significant - use and repair of historically appropriate siding material is permitted and must be maintained for the term of the selected tax abatement schedule.</p>	
<b>ALL RESIDENTIAL USES SHALL ALSO MEET THE FOLLOWING CRITERIA OR EQUIVALENT AS APPROVED BY THE CITY COUNCIL</b>				
<ol style="list-style-type: none"> <li>1. Limit commercial space in the same building to the ground floor</li> <li>2. Provide separate entrances for commercial and residential uses</li> <li>3. Locate all residential entrances to be visible from the street and provide secure access control at each</li> <li>4. Prevent access from the exterior to the interior through doors that serve only as fire exits</li> <li>5. Prohibit public access to structured parking, using overhead door and secure access control</li> <li>6. Provide transparent glass windows into all stairwells</li> <li>7. Provide camera monitoring of all pedestrian and vehicle entrances and areas</li> </ol>				
<ol style="list-style-type: none"> <li>8. Minimum widths of all exit routes: 48" for halls, 42" for doors, 60" between rails for stairs</li> <li>9. No balconies are permitted</li> <li>10. Provide for natural daylight requirements of applicable codes with exterior windows</li> <li>11. On facades facing any street use only fixed windows</li> <li>12. Design of all other windows to prevent passing of sphere larger than 4" diameter</li> <li>13. Prevent by physical means access to all roofs</li> <li>14. Where access is not required, provide security fencing controlling access to all areas between new or existing buildings</li> <li>15. Provide a minimum of four 100 w. metal halide light fixtures on each building façade: two at elevation between first and second floors and two at elevation between third and fourth floor</li> </ol>				

## COUNCIL ACTION FORM

**SUBJECT: REVISION TO CAMPUSTOWN URBAN REVITALIZATION CRITERIA**

### **BACKGROUND:**

City Council reviewed a [staff report](#) on changes to the Campustown Urban Revitalization Criteria on June 9, 2015. The staff report reviewed options for including criteria for Non-Formula Retail businesses and separately an item to allow for adaptive reuse of any building greater than 50 years in age, rather than it being built prior to 1941. Council directed staff to make changes to the criteria regarding the 50 year old building standard and to draft changes and to do a public outreach meeting for standards requiring Non-Formula Retail space within redevelopment projects. **This report discusses Council direction for creating a Formula Retail limitation criterion and identifies additional issues with tax abatement criteria that have arisen since June 9<sup>th</sup>.**

Council's direction for public comment included the following components:

1. Define Formula Retail in manner that includes businesses providing the same services and have the same appearance as other operating businesses, this would include individual franchises and not just company owned stores.
2. Formula Retail definition to include a minimum threshold of more 10 or more businesses in operation at the time of the initial request for tax abatement approval.
3. A minimum of 30% of a project's commercial space must be leased to a Non-Formula Business and occupied at the time of the initial request for tax abatement.
4. Consider exceptions to the 30% requirement for large restaurants, entertainment venues, or grocery stores.
5. The restrictions on Formula Retail would be a mandatory prerequisite for all projects that are new construction or additions to existing buildings.

Staff held an outreach meeting on August 13<sup>th</sup> with notice of the meeting to property owners and to the Campustown Action Association (CAA). Two property owners and three members of the CAA were present for the meeting. Staff explained the concept of Formula Retail and the Council direction for amending the criteria. CAA members described their interest in the standards. Mr. Scott Randall noted that he built a project on Chamberlain that received no tax abatement and was still a high quality project with a small business tenant. The discussion in general focused on the loss of commercial space overall with the redevelopment of Campustown and why tax abatement was needed since it was an incentive to displace affordable commercial areas. No strong

opinion was expressed about the thresholds of 10 businesses or 30% leased space to Non-Formula Retail requirement.

Staff also reached out to discuss the changes with two current redevelopment project developers of the Foundry by Opus and “23twenty” by Gilbane. Opus recently constructed The Foundry with approximately 7,400 square feet of commercial on the ground floor with 2,000 square feet lease to Starbucks and 3,500 square feet leased to Barefoot Campus Outfitters. At this time there is 1,900 square feet available for lease. This does not include space used for the residential lobby, leasing office, or service areas. The two occupied commercial spaces would count as Formula Retail and they occupy 74% of the available commercial space. **However, any changes to the Campustown matrix would not affect The Foundry as they received their tax abatement approval on August 25, 2015.**

Gilbane developed the “23twenty” project with 5,300 square feet of commercial space, exclusive of residential leasing and lobby space. Approximately, 3,100 square feet have been leased to a collegiate clothier (Campustown Spirit). This equals approximately 58% of the total commercial space. The remaining 42% is area subject to a letter of intent to lease to an undisclosed tenant. **Gilbane has not yet received Council tax abatement approval for the project and if the changes to the criteria were made prior to Council approval, the changes may apply to the project.**

#### **Tax Abatement Criteria Changes (Existing Criteria is Attachment A):**

##### *Formula Retail Definition:*

The general definition would be based upon providing a standard array of sales activities or services with elements of the business that have the appearance of other businesses establishment. **Council must decide if the Formula Retail definition is meant to apply to all types of commercial uses or specific types of uses.** For example, is it intended to apply to office uses as well as retail and restaurant uses? The general language of the definition would be the same, the only differences in its approach would be to specify uses rather than broadly apply to all commercial uses. References would be made to Article 5 of the Zoning Ordinance for defining uses.

Council could apply the definition to only trade uses (retail and personal services), restaurants, and entertainment uses and exclude offices such as insurance and financial establishments.

**Staff recommends keeping the definition broad to capture all types of commercial uses as Formula Retail if the percentage limitation is 30% of less.** If the percentage limitation was greater, then it would be appropriate to narrow the definition to have a wider range of allowances for more uses to fill the space. Staff believes defining a broad range of uses as Formula Retail approach would have the greatest effect on creating space available for Non-Formula Retail. Allowing for uses such as banks to be exempt from the definition would not necessarily promote diversification of businesses types in the area as it would lead to an incentive to fill the reserved space with other corporate businesses. **Staff’s recommended definition is on the next page.**

*Number of Establishments:*

The threshold of exceeding 10 businesses in operation or permits/approvals to operate appears to be a reasonable approach to separate small and regional businesses from larger chains. Staff has not identified any other standards that would be more appropriate than this threshold. Staff has included 11 or more as the language within the draft definition stated below.

*Formula-Retail is defined as a use that is an Office or Trade Use described in Article V of Chapter 29 Zoning Ordinance of the City of Ames Municipal Code that provides a standardized array of services or goods or contractually branded good or services that make is substantially similar to 11 or more other businesses located in the United States of America, regardless of ownership or operation, with at least one of the following additional traits of standard employee uniforms, architectural décor, façade appearance, trademarks, signage, menu, or similar standardized features so as make it nearly identical to another business. Real estate or leasing offices of any type are included as Formula Retail regardless of the number of locations.*

**The intent is to apply this threshold and definition to a project at the time of approval of tax abatement or pre-approval of tax abatement if a tenant is named.**

The example of Barefoot Outfitters provides an instance of how this could be complicated from the property owners leasing perspective. Barefoot is small growing company with approximately 13 outlets. At the time the developer signed the lease the business in Ames may have been the 10<sup>th</sup> outlet and meet the Non-Formula threshold, whereas by waiting 6 months to apply for tax abatement it may exceed the threshold. This is likely a unique circumstance, but could happen with small chains that are rapidly expanding.

*Exceptions for Targeted Uses:*

Campustown has looked to diversify the mix of uses and acknowledges the desire for this as one of the optional criteria for tax abatement for underrepresented businesses. CAA asked that Council consider exemptions for large scale restaurants, entertainment uses, or grocery establishments (CAA Letter Attachment B). Tax abatement criteria must be based upon objective standards if it affects a sub-set of assessment classifications. If Council desires to include an exemption it would need to either state a size of space for the use or be specific in the exemption for the type of use and have easily distinguished from similar uses. For example, a large restaurant could be defined as 5,000 square feet of space, an entertainment use as theater with a minimum of two auditorium and screens of a certain size, or a concert venue with a stage and a fixed seating area. Defining a Grocery Store is probably a more difficult exercise to the variety of products and services than are often offered at grocery stores. Alternatively, Council could consider language that to exempt underrepresented uses approved by Council from the Formula Retail definition. This would be much like the underrepresented category of the design criteria. **Staff recommends not creating an exemption at this time and would prefer to see if there is a need or demand for this that could trigger a future change to the criteria based on an individual circumstance.**



*Non-Formula Retail Percentage:*

The draft standard is for 30% of the commercial space to be reserved for Non-Formula Retail and to have the space occupied by a Non-Formula Retail tenant at the time of approval of tax abatement.

The 30% standard appears to ensure that one tenant space (approximately 1,200 to 1,500 square feet) would be available in each redevelopment project and if there is more commercial space built then potentially two normal sized small tenant spaces. If it was a large redevelopment project of a whole block, similar to Kingland, then there would be space for three to four small tenants or some combination of medium and large tenants. The 30% as a hard rule does have the potential to make awkward divisions of space internally for a building to meet the allocation requirement. It might also deter someone from maximizing commercial space out of concern of filling the 30% requirement and having the space occupied.

Alternative choices could be to establish either a percentage of the frontage as Non-formula Retail or have a tiered system that guarantees a minimum size expectation regardless of overall size of commercial. A standard based on frontage may generate more overall storefronts than a total area requirement due to the depth of the commercial space. An example of tiered system could be as follows:

- Development of the 0 to 5,000 square feet of commercial must have a minimum of 1,200 square feet of Non-Formula Retail.
- Development of 5,000 to 10,000 square feet must have a minimum of 2,200 square feet of Non-Formula Retail.
- Development of 10,000 to 15,000 square feet must have a minimum of 3,700 square feet.
- Development of 15,000 to 25,000 square feet must have a minimum of 6,000 square feet of Non-Formula Retail.
- Development with more than 25,000 square feet of commercial space must provide 7,500 square feet of Non-Formula Retail space.

**Staff recommends the tiered approach that approximates a 30% expectation as it ensures that at least a usable Non-Formula Retail tenant space is created no matter the size of the project and it likely promotes more commercial use overall in Campustown.**

*Non-Formula Retail Occupancy:*

The discussion on June 9<sup>th</sup> considered many issues about filling the Non-Formula Retail space and included options concerning just reserving the space, proof of leasing, or actual occupancy of an operating business. Based on the recent experience of the two projects this summer, occupied space may be a challenge as the commercial space has not been occupied at the same rate as the residential components. Based on the typical construction schedule of a student apartment project needing to be complete by August 15<sup>th</sup> to meet residential demands, it would mean that a property owner would have approximately five months from completing the shell of building to the deadline of February 1<sup>st</sup> of the next year to get its Non-Formula space occupied. If they did not meet this requirement they would be delayed by one year in seeking tax abatement. They would not necessarily lose a year of eligibility for tax abatement.

If Council finds that the occupied standard is burdensome, it could alternatively require that only one tenant be in business rather than the whole amount of square footage, proof of a lease with occupancy required within six months, require that interior space is “finished” rather than a shell regardless of its status as leased, or choose to not have a standard on occupancy. **One detail on the occupancy that needs direction is whether the space can be occupied by any use that is not a Formula Retail Business or must it be actually occupied by a Non-Formula Retail Business.** This is important distinction if it is okay to allow for use of the space by any user, such as an exhibit by a non-profit, versus the actual operation of business to meet the occupancy requirement.

Staff believes this is a complicate issue in terms of leasing and tenant improvement timing. **Staff recommends language that requires occupancy or an agreed upon schedule for occupancy by the City Council, similar to the equivalence language of the public safety standards, in order to qualify for tax abatement.**

#### **Additional Design Issues:**

Staff has worked through applying the criteria with three projects this summer and believes that some additional changes may be beneficial to help clarify expectations. However, it must be emphasized that these issues were not reviewed at the outreach meeting as site inspections has not been completed that lead to these concerns.

#### *Signage:*

The current signage standard is not clear on expectations for how to manage signage to be compatible with the building per the criteria in the matrix. **Staff believes that at a minimum the language should be changed to require a sign program to be developed by the property owner and approved by staff that identifies the location of signs on the building and styles of signs to be used.** Other suggestions would be to limit signs to locations at the base of the building rather than at the upper levels of the buildings, include references to the Campustown Idea Book for signage concepts and to promote projecting or blade signs, and finally specific signage details on lighting and attachment to a building could be included.

#### *Architectural Design:*

The building design requirements are based on the use of high quality materials of brick and there are no additional specifications for architectural details. The CSC zoning also does not include architectural details as part its standards. The two recent buildings from Opus and Gilbane along Lincoln Way illustrate different approaches to design of large residential buildings with the smaller Opus building creating a recessed façade along Lincoln Way and the larger Gilbane building have a flat appearance along Lincoln Way as their courtyard area is to the rear of the site. The contrast of these two building is desirable and helps to break down the monotony of the large scale buildings along this block, but this was unintentional in how the design regulations. **Some basic building architectural standards could be added to ensure that some variety is added to the architecture either in the design language of the tax abatement or even into the CSC zoning standards.** Examples of details could be to look at a building as having a base, middle, and top for architectural treatments; require façade modulation if the building is over a certain length, and to specify certain details for cornices, windows,

or parapets. **Staff recommends taking this opportunity to add architectural standards to the tax abatement criteria such as those elements described above.**

*Parking Garage Access and Driveways:*

Another detail that has affected the street level appearance of projects is the parking garage access and driveways. **Staff believes limiting access no more than one driveway is appropriate, and even then if no other access is available. Driveways along Lincoln Way and Welch should be prohibited if any other access is available. Additionally, restricting drive through uses would also be beneficial to the streetscape and sidewalk appearance by reducing the demand for driveways.** An additional benefit of limiting access points is that it creates more opportunity for commercial space at the ground level. Each driveway entrance reduces commercial uses by approximately 800 to 1,200 square feet. Each driveway also displaces at least one on street parking space or disrupts opportunities for sidewalk dining.

*Windows:*

The final change would be to under the public safety requirements. Based upon recent experience, we can further clarify the meaning of “fixed windows” by stating modified operable windows do not meet this standard. Staff recommends making this change.

**Alternatively, some of the issues discussed above may be more appropriately changed in the Zoning Ordinance than as tax abatement criteria.** This would be the case when the changes are appropriate for most properties and are more of a community expectation than an issue viewed as an incentive supported by tax abatement. Additionally, a text amendment to zoning would not affect previously approved projects that are under construction and only affect new development proposals. **COUNCIL Believes these are broader issues they could be done as text amendments rather than tax abatement criteria**

**Effect on Current Projects:**

Staff’s understanding from June was that Council did not intend for any changes regarding leasing to apply to projects that were nearly complete at that time, the Opus Foundry Project and Gilbane 2320 Lincoln Way project. The Opus project was granted tax abatement approval on August 25<sup>th</sup> and would not be subject to changes in the criteria. However, Gilbane has not completed its project and has sought pre-approval for its project in an effort to vest the current requirements. Legal staff is in the process of reviewing the pre-approval language of the Iowa statute and the current thinking is that pre-approval only approves a building design as meeting established criteria; however, it does not guarantee tax abatement and vest the criteria. Only upon completion of a project and receiving final approval does the criteria vest.

Gilbane has commented that changes to the leasing requirements while they have made leasing commitments to tenants would be a hardship for them because of existing contracts and the loss of the expected tax abatement as result of the changes. They believe that planning for their future redevelopment projects knowing the Non-Formula Retail rule could feasibly be accommodated and not deter their redevelopment efforts.

**If Council wants to ensure that any changes to the criteria do not affect a project that is nearly complete, it may want to delay changing any criteria until after 2320 Lincoln Way has received tax abatement final approval.** Staff would finalize the amendments and notice a public hearing date for later this year after Council has made a determination of conformance with the tax abatement criteria for the 2320 Lincoln Way project. In the event that the Legal Department determines that the pre-approval process vests tax abatement criteria then this would become a moot issue as the applicant can apply for pre-approval. Staff would then bring forward the amendments for Council consideration as early as October 13<sup>th</sup>.

**Alternatives:**

1. City Council may direct staff to prepare an amendment to the Campustown Urban Revitalization Plan to create a mandatory prerequisite for including Non-Formula Retail space as itemized below:
  - a) Define a Formula Retail Business as a use that is an Office or Trade Use described in Article V of Chapter 29 Zoning Ordinance of the City of Ames Municipal Code that provides a standardized array of services or goods or contractually branded good or services that make is substantially similar to 11 or more other businesses located in the United States of America, regardless of ownership or operation, with at least one of the following additional traits of standard employee uniforms, architectural décor, façade appearance, trademarks, signage, menu, or similar standardized features so as make it nearly identical to another business. Real estate or leasing offices of any type are included as Formula Retail regardless of the number of locations.
  - b) The minimum amount of Non-Formula Retail space required for a project:
    - Development of zero to 5,000 square feet of commercial must have a minimum of 1,200 square feet of Non-Formula Retail.
    - Development of 5,000 to 10,000 square feet must have a minimum of 2,200 square feet of Non-Formula Retail.
    - Development of 10,000 to 15,000 square feet must have a minimum of 3,700 square feet.
    - Development of 15,000 to 25,000 square feet must have a minimum of 6,000 square feet of Non-Formula Retail.
    - Development with more than 25,000 square feet of commercial space must provide 7,500 square feet of Non-Formula Retail space.
  - c) No exception for targeted uses.
  - d) Require occupancy of the Non-Formula Retail space by a business prior to approval of tax abatement or to receive Council approval of an alternative schedule for occupancy.

Additionally, Council can direct staff to prepared amendments to the design standards:

- a) Change the signage requirements for a sign program; and
- b) Add architectural design details; and
- c) Add driveway limitations; and

d) Restate the fixed window standard to not allow for modified operable windows.

2. City Council may direct staff to make different changes to the Urban Revitalization Plan with modified criteria or to initiate text amendments to design standards for CSC Zoning.

*Council would choose this option to address the criteria in a different manner than proposed by staff in Alternative 1 or address the architectural standards or driveway standards as zoning text amendments.*

3. Direct staff on the timing of the proposed changes to be noticed for a public hearing after the approval of tax abatement for the 2320 Lincoln Way project, but no later than February 1, 2016.

*Council would choose this timing option in combination with Alternative 1 or 2 to ensure the 2320 Lincoln Way project may seek tax abatement under the existing criteria and not be encumbered by new standards. This issue of timing could be moot if it is determined that prior approval vests the project under the existing criteria. In that case, staff would return to Council as soon as it is feasible.*

4. Direct staff on the timing of the proposed changes to be promptly returned to Council with a notice of a public hearing for October 13, 2015.

*Council would choose this option if it wanted to immediately change the criteria due to the 2320 Lincoln Way project receiving pre-approval that vests the current criteria or if Council wanted to ensure the criteria would apply immediately to projects that have not yet received tax abatement approval regardless of their construction status.*

5. Direct staff to return with more information before providing direction on how to proceed.

#### **MANAGER'S RECOMMENDATION:**

Staff has identified a reasonable range of options for implementing the interest for reserving space for Non-Formula Retail in new projects in Campustown. Staff's approach defines Formula Retail broadly to be any type of Office or Trade use as defined in the Zoning Ordinance and provides no exceptions for particular uses. The tiered square footage system is more predictable than the 30% rule and meets the intent of reserving 30% of the commercial space. Staff believes that the occupancy standard may be a hard standard to achieve. It could be viewed as a deterrent to redevelopment as it is a significant unknown in the redevelopment process to predict tenanting two years in advance of initiating a project. However, the occupancy standard most directly aligns with the specific interest of ensuring Non-Formula Retail space is occupied by a business for a property receiving the incentive of tax abatement.

Staff also found that additional clarity to sign requirements, enhanced architectural standards, limitations on driveways, and fixed windows would be appropriate at this time.

In regards to timing, staff believes the intent from June 9th was to allow for projects nearing completion to be finished under the existing criteria. We had assumed at that time that the pre-approval process would guarantee those projects the ability to apply for tax abatement consistent with the existing standards. However, it has been determined that may not be the case and is under review by the Legal Department.

**Therefore, the City Manager recommends Alternative 1 and 3 to modify the criteria as stated above and to delay the public hearing until the tax abatement eligibility for 2320 Lincoln Way is resolved.**

**ATTACHMENT A**

**CAMPUSTOWN URBAN REVITALIZATION CRITERIA MATRIX**

PROJECT MUST MEET CRITERIA OF ONE OF THESE COLUMNS			<b>AND</b>	PROJECT MUST MEET CRITERIA OF ONE OF THESE COLUMNS	
<p><b>Slum and Blighted</b></p> <p>Properties where a majority of the assessed valuation of the properties has been determined to be <b>substantially</b> unsafe or to have an unsafe use by the City Council.</p>	<p><b>Parking</b></p> <p>A minimum of 70% of the total required parking is provided in a structure. If utilizing a parking deck, the restrictions in Chapter 29.406 12 of the Municipal Code must be adhered to.</p>	<p><b>Adaptive Reuse</b></p> <p>The building on the site was originally built before 1941.</p>	<p><b>Underrepresented</b></p> <p>Properties that are to include a business use where that actual sales of the business use is below the expected sales for the business use as determined by the City Council to be of benefit to the City (should be supported by a retail leakage study).</p>	<p><b>Design Standards</b></p> <p>Retail and office uses on the first floor adjacent to a public sidewalk must have direct access to the public sidewalk.</p>	<p><b>Alternative Siding Material</b></p> <p>If historically significant - use and repair of historically appropriate siding material is permitted and must be maintained for the term of the selected tax abatement schedule.</p>
	<p><b>AND</b></p> <p><b>Mixed Use</b></p> <p>The first floor must be used for permitted commercial and retail uses as shown in Table 29.803(2) of the Municipal Code. The second floor must be used for either commercial or retail uses as shown in the Table 29.803(2) or for household living. All floors above the second floor must be used for household living.</p>	<p><b>AND</b></p> <p>70% of the area of existing exterior walls of the structure will remain</p> <p><b>AND</b></p> <p>Historic materials and designs are preserved and/or restored.</p>		<p><b>AND</b></p> <p><b>Signage</b></p> <p>The signage design, scale, materials, and colors shall be in proportion to and consistent with the architecture of the building and support the business identity.</p> <p><b>AND</b></p> <p><b>Brick Material</b></p> <p>100% of the front and 80% of the three remaining sides of the structure shall be faced with clay brick for the first four stories. On stories five through seven any other building materials except vinyl will be allowed.</p>	

**OR**

<b>ALL RESIDENTIAL USES SHALL ALSO MEET THE FOLLOWING CRITERIA OR EQUIVALENT AS APPROVED BY THE CITY COUNCIL</b>	
<ol style="list-style-type: none"> <li>1. Limit commercial space in the same building to the ground floor</li> <li>2. Provide separate entrances for commercial and residential uses</li> <li>3. Locate all residential entrances to be visible from the street and provide secure access control at each</li> <li>4. Prevent access from the exterior to the interior through doors that serve only as fire exits</li> <li>5. Prohibit public access to structured parking, using overhead door and secure access control</li> <li>6. Provide transparent glass windows into all stairwells</li> <li>7. Provide camera monitoring of all pedestrian and vehicle entrances and areas</li> </ol>	<ol style="list-style-type: none"> <li>8. Minimum widths of all exit routes: 48" for halls, 42" for doors, 60" between rails for stairs</li> <li>9. No balconies are permitted</li> <li>10. Provide for natural daylight requirements of applicable codes with exterior windows</li> <li>11. On facades facing any street use only fixed windows</li> <li>12. Design of all other windows to prevent passing of sphere larger than 4" diameter</li> <li>13. Prevent by physical means access to all roofs</li> <li>14. Where access is not required, provide security fencing controlling access to all areas between new or existing buildings</li> <li>15. Provide a minimum of four 100 w. metal halide light fixtures on each building façade: two at elevation between first and second floors and two at elevation between third and fourth floor</li> </ol>

**ATTACHMENT B:  
LETTER FROM CAMPUSTOWN ACTION ASSOCIATION**



campustown  
action  
association

December 3, 2014

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

RE: Changes to the Campustown Urban Revitalization Criteria Matrix

Dear Honorable Mayor Campbell and City Council,

As the Campustown Business District continues to evolve and change with redevelopment and new business, the Campustown Action Association (CAA) is working to ensure that the district maintains our distinctive character. Along with the Campustown Façade Grant Program to improve the appearance of our business district, CAA is working to safeguard that the character and feel of the business district retains its uniqueness with small-scale local businesses mixed in with regional and national retail and restaurants. **CAA is requesting that the Ames City Council consider amending the Campustown Urban Revitalization Criteria Matrix for tax abatement and adding a requirement to incentivize developers and property owners to lease to non-formula retail businesses.** A formula retail business, as defined by the City of Sonoma, California City Ordinance, has “standardized array of services and/or merchandise, employee uniforms, decor, facade design, signage, color scheme, trademark or service mark, name, or similar standardized features, which causes it to be substantially identical to ten or more other businesses in the U.S. at the time of application.”

Representatives of CAA have met individually with each City Council member as well as representatives of The Opus Group and Gilbane, Inc, the two developers currently working in Campustown that will be utilizing the Campustown Tax Abatement in their projects, to discuss the concept of incentivizing non-formula business. CAA wants to encourage new business in the District, and would ask for an exemption for new businesses that provide a missing service such as a grocery, large restaurant, or entertainment venue. The Campustown business district prides itself as a district that incubates small business; seven of our current or past businesses have expanded to a second location or service based on their Campustown operations, including Mayhem Comics and Games, Copyworks, The Fighting Burrito, and Kingland Systems. Campustown has also been the home to several businesses begun by ISU students either during their coursework or soon after graduation, including Portobello Road and AI Supplements. Part of the uniqueness of our district is the ethnic diversity in our business owners and the goods and services they provide. Current rental rates create a district with low barriers to start a business. Campustown Action Association is very excited and energized by the current and future development happening in the district, but feel that it is also very important to not force out current businesses or eliminate the ability to start new small businesses due to higher rents.





campustown  
action  
association

**Lastly, we also ask Council to consider amending the Adaptive Reuse criteria to state “The building on the site was originally built 50 years or more from the current date”,** which is the standard for being deemed historically significant by the Secretary of the Interior’s Standards for Rehabilitation. One of the unique aspects of Campustown is the varied ages of our properties, and incentivizing the rehabilitation of more recent past properties would help encourage more façade and interior improvements to our district. The different ages of our properties highlights the unique building stock in our district. Preserving more “recent” construction helps enhance the entire history of the Campustown area and the thousands of university students and Ames residents who spent and spend time here.

Thank you for your consideration of these requests and continued support of Campustown.

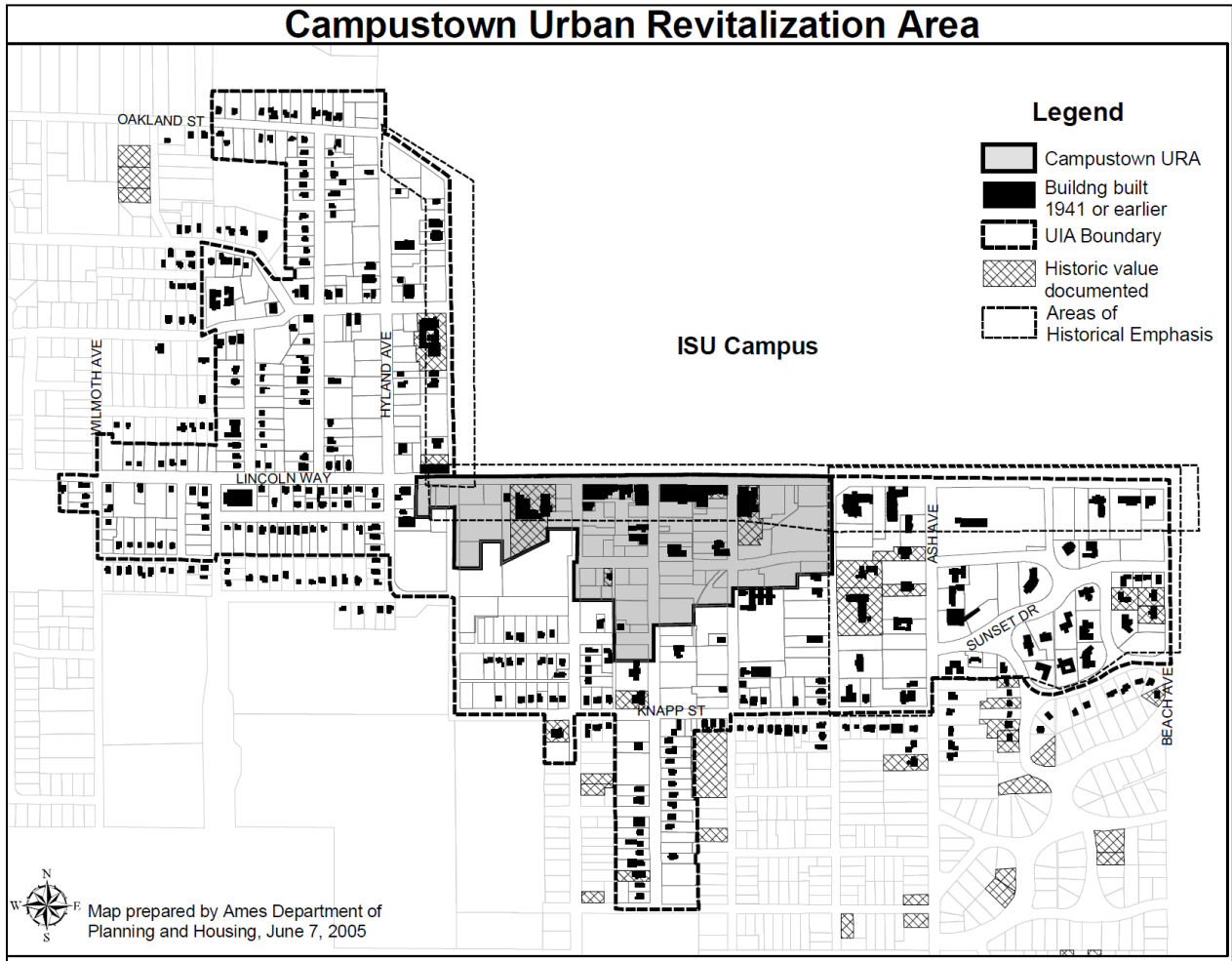
Sincerely,

Ryan Jeffrey  
Business Improvement Chair  
Arcadia Café

Richard Reynolds  
Board President  
ISU Memorial Union

Kim Hanna  
Director  
Campustown Action Association

ATTACHMENT C:  
CAMPUSTOWN URBAN REVITALIZATION AREA



Item #: 40a  
Date: 09/08/15

**COUNCIL ACTION FORM**

**SUBJECT: 2015/16 AIRPORT TERMINAL BUILDING AND HANGAR –  
PHASE 1: SITE WORK (STATE OF IOWA AVIATION GRANT)**

**BACKGROUND:**

The City's FY 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.

On August 25, 2015 City Council approved an additional \$500,000 in funding, with \$250,000 from Iowa State University, \$250,000 from Hotel/Motel Tax Fund.

The previously budgeted funds included \$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) and or ISU contributions; \$150,000 in a State of Iowa vertical infrastructure grant; and \$450,000 in federal entitlement funds. Therefore, the total project budget currently is \$2,910,000 for 5,358 square foot terminal building. However, the City Council should remember that the Ames Economic Development Commission is attempting to secure an additional \$250,000 so that the terminal building will be 6,970 square feet.

On June 23, 2015 the City of Ames received bids for the site work portion of the Airport Terminal Building project. The low bidder was Absolute Concrete Construction with a bid of \$772,299.10. Staff used this bid to file the required grant application paperwork with the Federal Aviation Administration (FAA) for the City's \$450,000 in federal entitlement funds.

The FAA central region staff in Kansas City reviewed the application, has provided concurrence of the receipt of bids, and has approved these entitlement funds for this fiscal year. The FAA grant was accepted by City Council on July 28, 2015.

**The Iowa Department of Transportation (DOT) has an annual program that funds up to \$150,000 per project for improvements being made at General Aviation airports. The program is called the General Aviation Vertical Infrastructure (GAVI) Program. As part of the overall funding strategy for the Airport Terminal Building project, staff submitted a grant application and was successful in securing those state funds for this fiscal year.**

**ALTERNATIVES:**

1. Approve the Iowa DOT aviation grant for Phase 1, the site work only, of the Airport Terminal Building project.
2. Reject the grant offer, and direct staff to identify an alternate source of funding.

**MANAGER'S RECOMMENDED ACTION:**

By approving the grant, the City will ensure that the State funding anticipated for the Airport Terminal Building project is available for this fiscal year. It also would allow the site work to be completed this year (2015) and construction of the hangar by the private sector to begin the fall 2015.

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

ITEM #: 40b  
DATE: 09/08/15

**COUNCIL ACTION FORM**

**SUBJECT: FY 2015/16 AIRPORT IMPROVEMENTS TAXIWAY REHABILITATION  
(RUNWAY 01/19) - GRANT ACCEPTANCE**

**BACKGROUND:**

During the planning and conceptual design process for the new Ames Terminal Building and Hangar project the FAA conducted a review to ensure that all airside needs (runways, taxiways, lighting, etc.) for the airport have been met prior to issuing Federal Entitlement funds for the Terminal Building. It was determined that there was a small section of concrete taxiway that has failed and needs to be replaced.

In response, staff programmed a project in the FY 2015/16 Capital Improvements Plan to rehabilitate that section of taxiway at the southern end on Runway 01/19 (north/side). This project will include removing and replacing all paved areas of the Taxiway that have failed. (see attached pictures)

The total estimated cost for the project is \$222,000 (\$26,000 for design/construction inspection and \$196,000 for construction). The State of Iowa Aviation funding portion of this project is \$150,000 (maximum available per project) and the City's share is \$72,000. The local share will come from the Airport Construction Fund.

**ALTERNATIVES:**

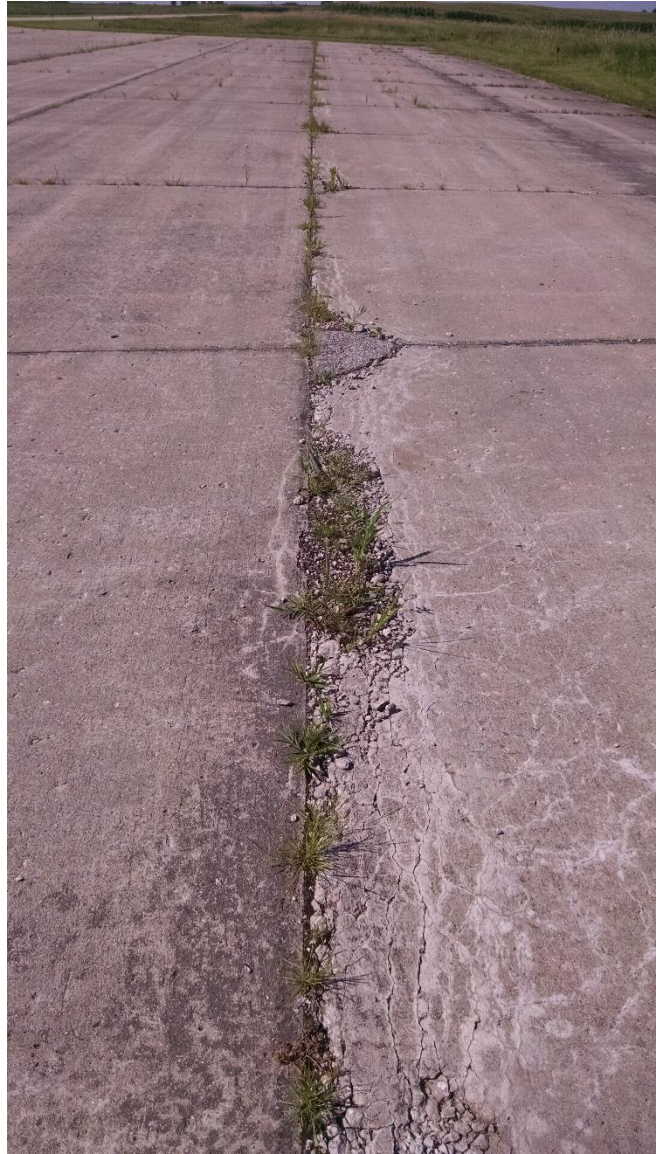
1. Approve the State of Iowa grant for \$150,000 for the Rehabilitation of Taxiway for Runway 01/19.
2. Reject the Iowa DOT grant.

**MANAGER'S RECOMMENDED ACTION:**

One of the primary goals of the Ames Municipal Airport is the safety of its users. By authorizing this project, the City Council will ensure the continued high safety standard currently seen at our airport facility.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1 as shown above.

**Attachment: Photos of Taxiway (Runway 01/19) Pavement Condition:**



**COUNCIL ACTION FORM**

**SUBJECT: FY 2015/16 AIRPORT IMPROVEMENTS TAXIWAY REHABILITATION  
(RUNWAY 01/19) - PROFESSIONAL SERVICES**

**BACKGROUND:**

In making this selection, staff initiated an open RFQ process in November of 2013 for projects shown in the Ames Airport Improvement Program (AIP) in accordance with the City's purchasing policies. The City's purchasing policies require consultant selections to include cost as a criterion for selection unless otherwise required by Federal or State requirements. In this case, because the projects listed in the RFQ included federal funds, the FAA specifically prohibits the City from asking for cost during the selection process. Cost may only be determined after a consultant has been identified as the most qualified and the City enters into negotiations for a scope of services and fee with that consultant.

The evaluation scores of that qualification-based selection process back in November 2013 were as follows:

<b><u>Airport Consultant</u></b>	<b><u>Average Score</u></b>
Bolton & Menk, Inc.	90.7
Foth Engineering	80.7
Heery International	69.0

Through this process, Bolton & Menk, Inc., was found to be the most qualified consultant based upon a combination of past aviation experience and its proposed approach to this project.

**This professional services contract will be for all design, survey, and construction inspection required for the rehabilitation of a section of taxiway adjacent to the southern end of Runway 01/19 (north/south).** This project is shown in the 2015/16 Capital Improvements Plan Airport Improvements Program with a total budget for design and construction of \$222,000 (\$26,000 for design/construction inspection and \$196,000 for construction). The Iowa DOT is providing \$150,000 in State funding, with the remaining \$72,000 coming from the Airport Construction Fund.

**ALTERNATIVES:**

1. Approve a professional services agreement with Bolton & Menk, Inc., of Ames, Iowa, for the 2015/16 Airport Improvements Taxiway Rehabilitation (Runway 01/19) project at a not-to-exceed cost of \$26,000.

2. Direct staff to seek additional alternatives for design of the project.

**MANAGER'S RECOMMENDED ACTION:**

By approving this professional service agreement, the City will be able to move forward with improvements that will ensure the safety and state-of-good repair for the air-side infrastructure of the Ames Municipal Airport.

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



ITEM # 37  
 DATE: 8-25-15

**COUNCIL ACTION FORM**

**SUBJECT: SALE AND ISSUANCE OF ESSENTIAL CORPORATE PURPOSE GENERAL OBLIGATION BONDS SERIES 2015A ISSUE IN AN AMOUNT NOT TO EXCEED \$21,345,000**

**BACKGROUND:**

The 2015/16 budget and Council-approved changes include General Obligation (G.O.) Bond-funded capital improvement projects in the amount of \$14,253,975. The City Council held public hearings on the issuance of these bonds and refunding bonds on March 3, 2015, as part of the budget process, and on July 14, 2015, to include an additional amount for the Grant Avenue extension project. Council action is now required to authorize the sale.

Projects to be funded by this bond issue include the following:

East Industrial Area Sewer Extension	\$ 2,000,000	
ISU Research Park Improvements	2,938,990	
Grant Avenue Extension (Assessment)	360,985	
Airport Terminal	943,000	
<b>Debt to be Abated by Other Revenues</b>		<b>\$ 6,242,975</b>
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	
<b>Subtotal Tax Supported Bonds</b>		<b>\$8,011,000</b>
<b>Refunding Bonds</b>		<b>5,950,000</b>
<b>Issuance Cost and Allowance for Premium</b>		<b>1,141,025</b>
<b>Grand Total Not to Exceed – 2015/16 G.O. Issue</b>		<b>\$21,345,000</b>

**On the morning of August 25, 2015, the City will accept bids for the bonds per the terms of our offering statement. The bids will be evaluated by our financial advisor, Public Financial Management, by the City’s Bond Counsel, and by City staff to recommend award to the bidder with the lowest cost. A report of bids will be provided to Council at the August 25 meeting. The City Council will then be asked to adopt a resolution accepting bids and authorizing that the sale of bonds be awarded to the chosen bidder.**

**ALTERNATIVES:**

1. The City Council can adopt a resolution accepting bids and authorizing the sale and issuance of Essential Corporate Purpose General Obligation Bonds in an amount not to exceed \$21,345,000.
2. The Council can reject the bond sale resolution and delay the capital projects.

**MANAGER'S RECOMMENDED ACTION:**

Issuance of these bonds is necessary in order to accomplish the City's approved capital improvements during this fiscal year and savings can be realized by bond refunding.

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative No. 1, thereby adopting a resolution accepting bids and authorizing the sale and issuance of Essential Corporate Purpose General Obligation Bonds in an amount not to exceed \$21,345,000.

**The City Council should be reminded that this bond issue includes \$2,000,000 to extend a sanitary sewer line just east of Highway 35 along Lincoln Way. This project will help facilitate the development of the East Industrial Area annexation which is a priority of the City Council. It was hoped that the issue regarding which entity would be supplying water to this area (the City of Ames or the Central Iowa Water Association (CIWA)) would be resolved prior to moving ahead with this project. While progress has been made in the negotiations between City staff and representatives from the CIWA, an agreement has not yet been finalized. Rather than omit this project from this bond sale which will result in a one year delay in starting the project, the action tonight will borrow \$2,000,000 to finance this sanitary sewer extension. Even under the worst case scenario where the City Council decides not to annex and extend infrastructure into this area, these borrowed funds can be used to finance street projects planned for in second year of the CIP. This action will allow the City to issue fewer bonds in FY 2016/17.**

**COUNCIL ACTION FORM**

**SUBJECT: COMBUSTION TURBINE 1 FIRE PROTECTION SYSTEM - REPORT OF BIDS**

**BACKGROUND:**

On July 28, 2015, City Council approved preliminary plans and specifications for the Combustion Turbine 1 - Generator Preaction Sprinkler System, Carbon Dioxide System and Fire Alarm Upgrade. This specific project is to hire a contractor to furnish all labor, materials, system layout and equipment for a fully operating fire protection system (including automatic preaction sprinkler system, carbon dioxide system, and fire alarm system) in the Combustion Turbine No. 1 facility. The new system will protect all areas and be fully compliant with the applicable National Fire Protection standards and all other codes, regulations and laws applicable to the work.

Bid documents were issued to eighteen 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 estimate for this project was \$400,000.

On August 26, 2015, two bids were received as shown below.

<b>BIDDER</b>	<b>LUMP SUM BID PRICE</b>
Associated Fire Protection Omaha, NE	\$145,200.00
Summit Fire Protection Urbandale, IA	\$335,136.00

**The specifications and bids are quite complex, and Electric Services staff feels that additional time is needed to evaluate each bid in order to recommend an award that best meets the City's needs.**

Funding was originally approved by City Council in the FY 2012/13 Capital Improvements Plan in the Power Plant Fire Protection System Project. There is currently \$869,526 remaining in the Final Budget Amendments from the FY14/15 budget cycle for fire suppression projects at all power generation sites. This funding will be carried over to the FY15/16 budget to cover this project.

**ALTERNATIVES:**

1. Accept the report of bids and delay award for the GT1 Combustion Turbine - Generator Preaction Sprinkler System, Carbon Dioxide System and Fire Alarm Upgrade Turbine Control System.
2. Award a contract to the apparent low bidder.
3. Reject all bids and direct staff to rebid.

**MANAGER'S RECOMMENDED ACTION:**

Staff needs additional time to fully evaluate the bids 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.

**COUNCIL ACTION FORM**

**SUBJECT: POWER PLANT FUEL CONVERSION – AWARD OF UPS (UNINTERRUPTIBLE POWER SUPPLY) SYSTEM**

**BACKGROUND:**

In November 2013 the City Council voted to convert the City’s Power Plant from coal to natural gas. Implementing this decision requires a significant amount of engineering, installation of equipment, and modification and construction in the Power Plant.

On July 28, 2015, City Council approved preliminary plans and specifications for the Power Plant Fuel Conversion – UPS System. **This specific phase of the conversion project is to purchase a new Uninterruptible Power Supply (UPS) system.**

Bid documents for this project were issued to twenty-eight 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 one planroom.

On August 26, 2015, two bids were received as shown below.

<b>BIDDER</b>	<b>LUMP SUM BID PRICE</b>
Graybar Electric Des Moines, IA	\$98,560.00
RACOM Corporation Marshalltown, IA	\$121,991.35

Staff reviewed the bids and concluded that the apparent low bid submitted by Graybar Electric, Des Moines, IA in the amount of \$98,560.00 (inclusive of Iowa sales tax) is acceptable.

**The Engineer’s estimate of the cost for this phase of the project is \$116,000.** 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. Award a contract to Graybar Electric, Des Moines, IA for the Power Plant Fuel Conversion – UPS System in the amount of \$98,560.00 (inclusive of Iowa sales tax)
2. Reject all bids and delay the purchase of the UPS system.

**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. The purchase of this UPS system will provide enough capacity to meet the new systems power requirements.

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

## 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	Encumbered not-to-exceed amount for Engineering Services
\$2,395,000	Engineering Services Contract Change Order No. 1
\$174,000	Engineering Services Contract Change Order No. 2
\$3,355,300	Contract cost for Natural Gas Conversion Equipment
\$29,869	Equipment Contract Change Order No. 1
(-\$321,600)	Equipment Contract Change Order No. 2
(-\$51,000)	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
\$5,115,000	Estimated cost for Mechanical Installation General Work Contract
\$3,272,793	Estimated cost for Electrical Installation General Work Contract
<b>\$98,560</b>	<b>Contract cost for UPS System (this agenda item)</b>
<b><u>\$19,584,162</u></b>	<b>Costs committed to date for conversion</b>
<b>\$6,415,838</b>	<b>Remaining Project Balance</b> to cover miscellaneous equipment and modifications to the power plant needed for the fuel conversion

**COUNCIL ACTION FORM**

**SUBJECT: REZONE FROM PLANNED INDUSTRIAL (PI) TO RESEARCH PARK INNOVATION DISTRICT (RI) WITH A MASTER PLAN FOR PROPERTIES IN THE ISU RESEARCH PARK PHASE III SUBDIVISION**

**BACKGROUND::**

The Iowa State University Research Park, represented by Nathan Easter, is requesting rezoning of land in the ISU Research Park Phase III from Planned Industrial (PI) to Research Park Innovation District (RI), with a Master Plan, (see *Attachment A – Location Map*). The RI zoning district is new zoning district specifically tailored to the needs of the Research Park and its Phase III expansion area. The applicant has provided a Master Plan to accompany the rezoning request that outlines the Hub Activity areas for potential commercial uses, the open space areas, and the industrial employment areas.

The subject properties proposed for rezoning with a Master Plan (Attachment D) include a total of 187.93 acres. The Master Plan includes approximately 26 acres of commercial, 83 acres of industrial, and 55 acres of open space. The site is bounded by University Boulevard on the west and South Riverside Drive on the east, with Worle Creek on the north and the Ames corporate limits on the south. The properties are currently vacant, but are planned for a combination of commercial and industrial development. The Land Use Policy Plan Future Land Use Map designates use of the land as Planned Industrial. RI zoning is consistent with the Planned Industrial designation.

The Planning and Zoning Commission reviewed the request for rezoning on August 19, 2015. The Commission reviewed the master plan and inquired about the use of the 2-acre parcel along University that is disconnected from the remaining Hub Area. This was explained as a potential commercial development site by the applicant and was an area shown for development in Research Park's development agreement. The Commission voted 5-0 to recommend approval.

**ALTERNATIVES:**

1. The City Council can approve on first reading an ordinance rezoning the subject properties from Planned Industrial (PI) to Research Park Innovation District (RI), and to approve a resolution accepting the Master Plan.
2. The City Council can deny the Master Plan and request for rezoning of the subject properties from Planned Industrial (PI) to Research Park Innovation District (RI), if the Commission finds that the City's regulations and policies are not met.
3. The City Council can defer action on this request and refer it back to City staff and/or the applicant for additional information.



## **CITY MANAGER'S RECOMMENDATION:**

The Research Park Innovation District (RI) is tailored to the specific needs and vision for the ISU Research Park Expansion Area (Phase III). The general approach to development standards and uses for this new district is a departure from the traditional Ames industrial zoning, but is necessary to help reach a goal of a modern multi-service environment for office and R&D uses. The Master Plan provides some flexibility in siting supportive commercial uses in combination with industrial and employment uses.

Based on the analysis in the attached addendum, **the City Manager recommends that the City Council act in accordance with Alternative #1, which is to approve on first reading an ordinance rezoning the subject properties from Planned Industrial (PI) to Research Park Innovation District (RI), and to approve a resolution accepting the Master Plan.**

## ADDENDUM

### REZONING BACKGROUND:

**Research Park Innovation District (RI).** The RI district supports the integrated commercial service and concentrated employment area to:

- (a) Allow for mixing of use and interaction of people to foster a collaborative environment;
- (b) Create a node of activity and commercial services for the district;
- (c) Design development to promote the new innovation district by integrating multi-modal transportation facilities, intensification of land use, and a wide range of office and research uses; and
- (d) Promote a high level of architectural and site design features that signify the commitment to innovation and investment through architecture with visual interest and unique identity, site design incorporating stewardship of natural resources, district layout and development supporting the pedestrian environment, and green building techniques demonstrating the commitment to sustainability.

Permitted uses include:

- Residential –
  - Short-term Lodgings
- Office Uses
- Trade Uses
  - Retail Sales and Services – General – Located within Hub Activity Area
  - Restaurant – Located within Hub Activity Area – no drive throughs
  - Recreation Trade – Within Hub Activity Area
- Industrial Uses
  - Research and Development Facilities and Laboratories
  - Manufacturing and Processing – all uses except concrete batching and asphalt mixing; lumber and wood products manufacturing; manufactured homes and prefabricated structures manufacturing; printing and publishing; and rock crushing and screening
- Institutional Uses
  - Public Facilities and Services
  - Parks and Open Areas (as designated in a Master Plan)
- Transportation, Communications and Utility Uses
  - Passenger Terminals
  - Basic Utilities – outside of Hub Activity Area
  - Commercial Parking
  - Personal Wireless Communication Facilities
  - Radio and TV Broadcast Facilities
  - Rail Line and Utility Corridors
- Miscellaneous Uses
  - Child Day Care Facilities

Most of uses are allowed by right with Minor Site Development Plan and Use Analysis Report approval by staff. Staff will also review projects for consistency with Design Guidelines specified for Site Design, Landscape Design, and Architectural Design.

**Existing Land Use Policy Plan.** The LUPP designation of this portion of the ISU Research Park is Planned Industrial (PI).

The LUPP also has a number of policy statements regarding the amount of commercial land and development impacts on the environment. These are found in *Attachment E – Land Use Policy Plan (2011) [Excerpts]*, and are summarized below.

- Additional land for commercial development is needed to accommodate the projected population in 2030.
- Ames seeks further private investment.
- Ames supports infill development where there is existing capacity.
- Development should not impact airport operations with incompatible uses.
- The economic base should be diverse and sustainable.

**Master Plan.** The Master Plan for the proposed rezoning is attached, (*see Attachment D – Master Plan*). “Hub Activity Area” uses may only be allowed for properties that are consistent with a City Council approved Master Plan accompanying a rezoning request. A Hub Activity Area means an area of concentrated commercial uses providing support services intended primarily to provide service and retail uses supportive of the surrounding businesses and their employees.

The proposed Master Plan designates three types of areas, including: the Hub Activity Area, Public Space, and Research Industrial areas. The public spaces will accommodate open space areas, environmentally-sensitive areas, and storm water management. The Hub Activity Areas will serve as locations for commercial uses to support the ISU Research Park, and the Research Industrial Areas are building sites for Research and Development Facilities typical of the ISU Research Park. When reviewing the Master Plan, there are two disconnected areas shown as Hub Activity Area. The one area is approximately 2 acres along University Boulevard and the other is approximately 24 acres of area at the intersection of University and the new street, Collaboration Place. **Staff believes that the 2 acres is appropriate for either an industrial use or as a commercial site subject to the Hub standards. Development of the site may occur as either RI industrial or as Hub Commercial.** The 2 acre area will be connected to the park with the planned trail system.

**Notably, development in the Hub Activity Area has different zoning standards than the regular industrial area of the Research Park. Among other things, the Hub Area includes allowances for off-site parking, minimum 2-story building heights, and prohibiting parking between the building and the street.**

**Previous and Existing Zoning.** The site was annexed into the City of Ames in September, 2013. On December 6, 2014, the City Council approved rezoning on the Phase III portion of the ISU Research Park from Agricultural (A) to Planned Industrial (PI).

**Existing Uses of Land.** The site is currently vacant. Construction has begun on new utility and roadway improvements. The “Hub Building” has also started construction.

**Environmentally Sensitive Area and Floodplain.** A portion of the land in the proposed Master Plan and rezoning lies within the Environmentally Sensitive Overlay Area of the Land Use Policy Plan, and is designated as flood plain. This land has been accounted for within the Phase III subdivision as public open space, where development of buildings is not planned.

**Infrastructure.** Public utilities are being installed in University Boulevard to serve the subject property and will be available to all lots in the Phase III subdivision.

**Access.** The subject properties have frontage along both University Boulevard and South Riverside Drive. Two roundabouts are under construction to serve the Phase III portion of the ISU Research Park.

**Applicant’s Narrative.** The applicant has provided an explanation of the reasons for the rezoning, (*see Attachment E – Applicant’s Narrative*). The applicant requests the change in order to develop this site as a combination of industrial and commercial land use with two sites identified for “Hub Activity Areas.”

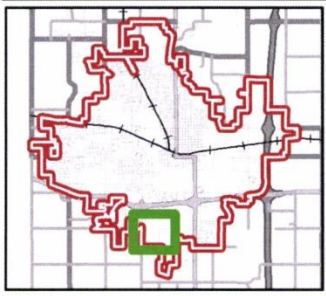
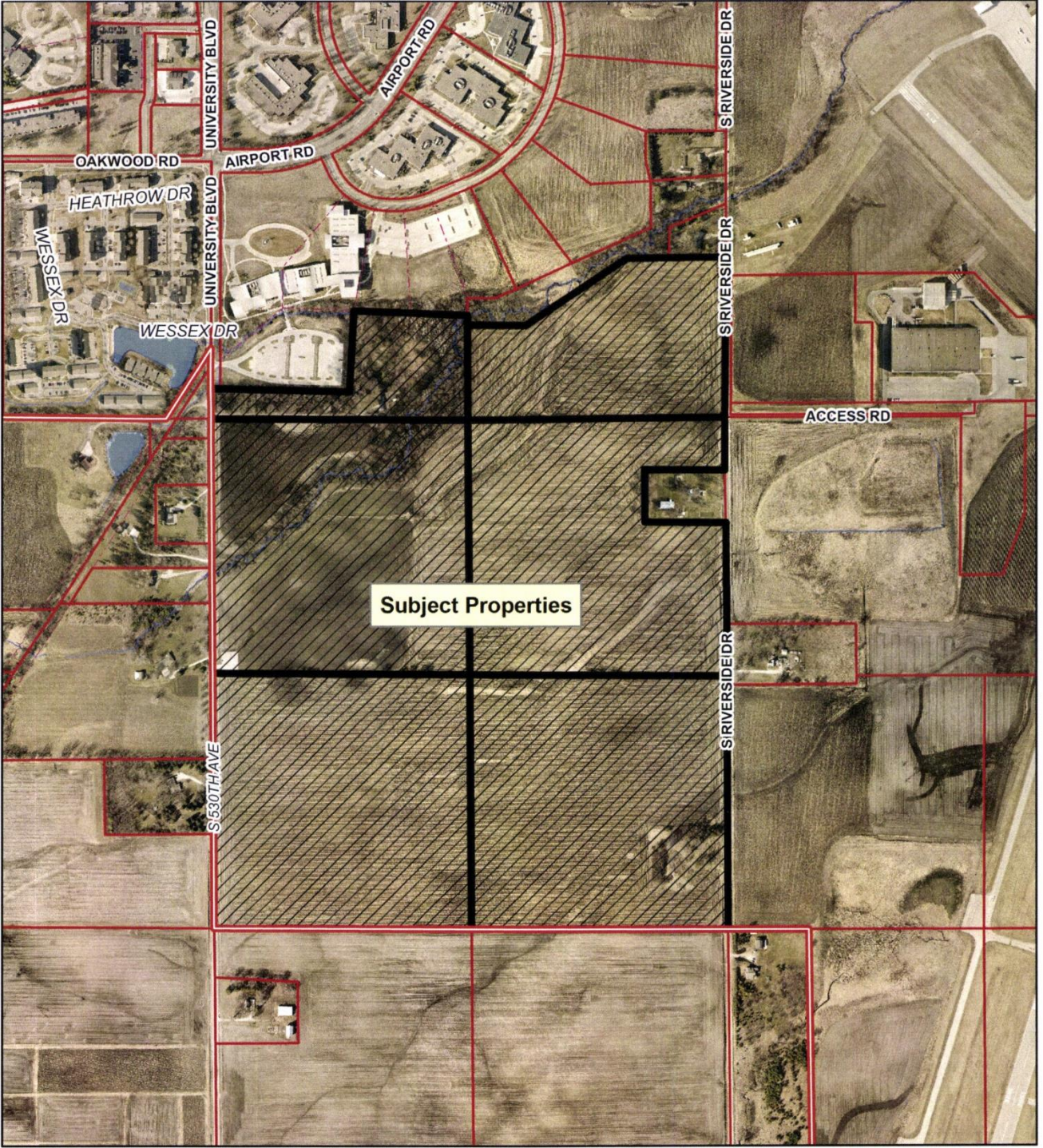
**Findings of Fact.** Based upon an analysis of the proposed rezoning and laws pertinent to the applicant’s request, staff makes the following findings of fact:

1. *Ames Municipal Code Section 29.1507(2)* allows owners of 50 percent or more of the area of the lots in any district desired for rezoning to file an application requesting that the City Council rezone the property. The owner of this single parcel has requested the rezoning.
2. The subject is within the Planned Industrial designation on the Land Use Policy Plan (LUPP) Future Land Use Map.
3. The major arterial designation of University Boulevard can support anticipated traffic from RI development.
4. The RI zoning designation allows the proposed development of an industrial land use, as well as commercial uses, on the subject properties.
5. Infrastructure is available to this site. The owner will need to obtain any necessary easements for service line connections to the site.

**Public Notice.** Notice was mailed to property owners within 200 feet of the subject site. As of this writing, no comments have been received.

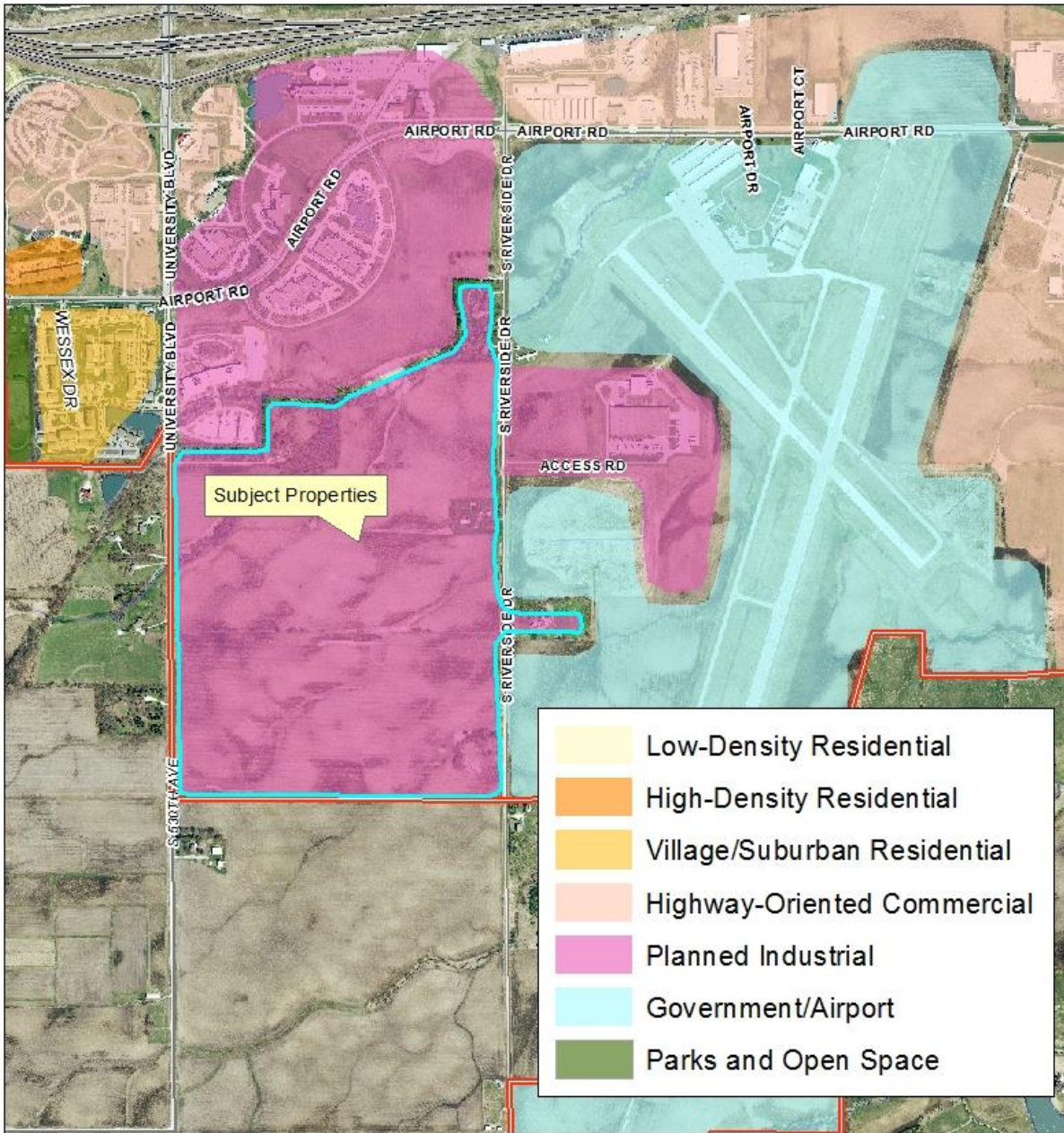
**Conclusions.** Based upon the analysis in this report, staff concludes that the proposed rezoning of the subject properties is consistent with the Goals and Objectives of the City of Ames Land Use Policy Plan and imposes no additional costs or need for services.

# ATTACHMENT A: LOCATION MAP

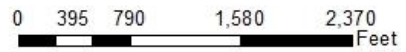


**Location Map  
ISU Research Park**

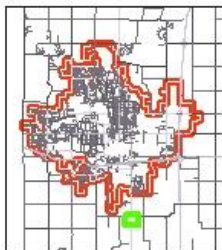
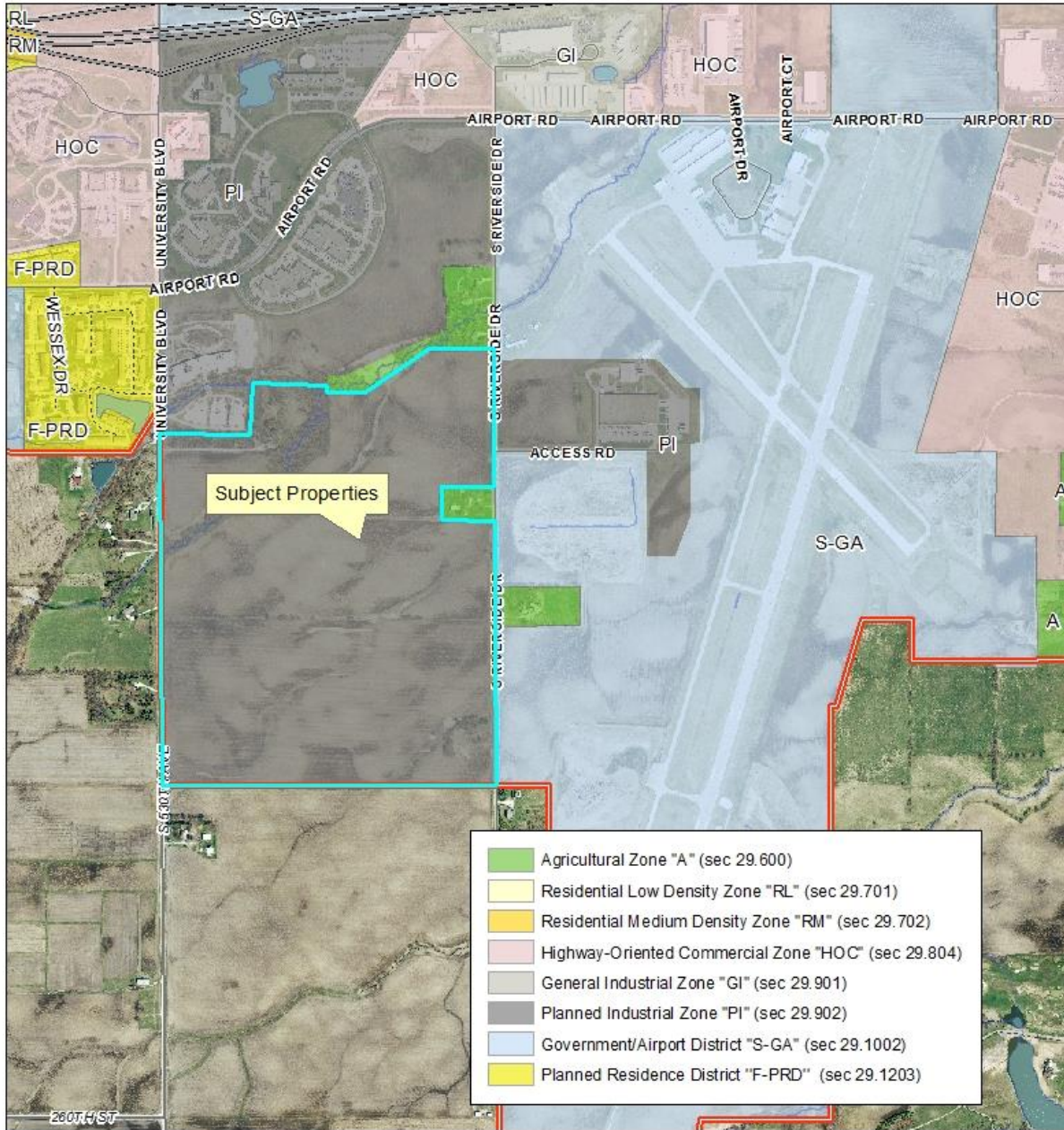
# ATTACHMENT B: LUPP FUTURE LAND USE MAP



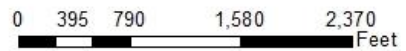
## LUPP Future Land Use Map



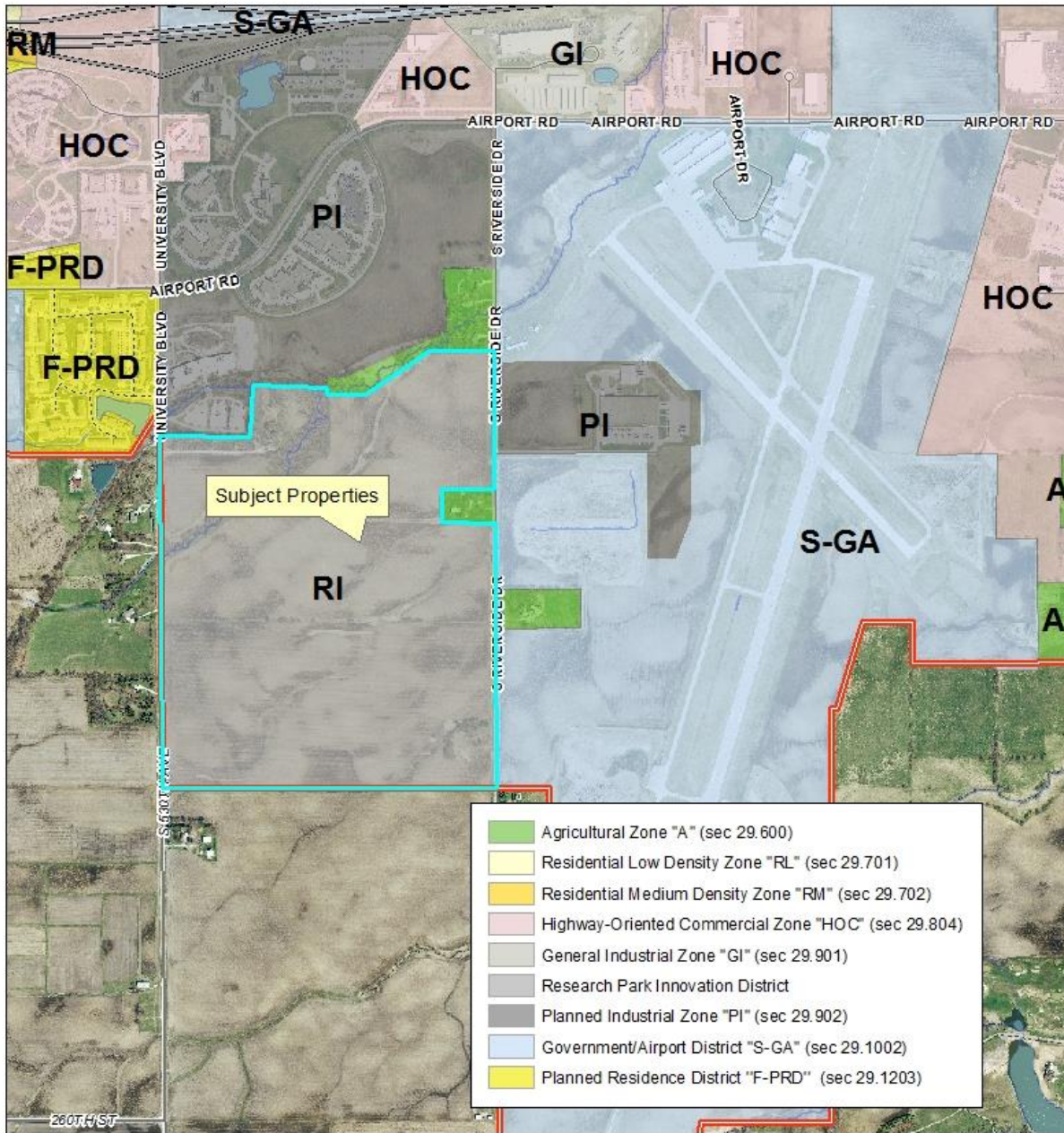
# ATTACHMENT C: EXISTING ZONING



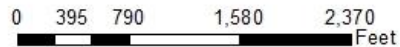
**Existing Zoning Map**



# ATTACHMENT C: PROPOSED ZONING



**Proposed Zoning Map**







## ATTACHMENT E: LAND USE POLICY PLAN (2011) [EXCERPTS]

### Chapter One, Growth Determinants:

**Land Use Projections.** There are currently 15,677 acres of land within the City limits, an increase from 1999 when there were 13,727 acres. A previous study estimated there are approximately 240 net developable acres remaining in the City for residential development. This can accommodate housing for about 3,000 persons. This is insufficient to meet any but the lowest population projections for Ames within the current City limits.

Commercial. It is estimated that an additional 64 to 385 acres of land will be needed to accommodate the commercial needs to serve the projected population in 2030. This assumes that the current ratio of commercial acreage per capita is to be maintained in the future.

Industrial. An additional 56 to 327 acres will be needed to accommodate the industrial needs to support a population predicted between the low and high estimates in 2030. This projection assumes that the current ratio of industrial acreage per capita is to be maintained in the future.

### Chapter One, Goals for a New Vision:

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.

- 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.

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.

- 2.D. Ames seeks a development process that achieves greater conservation of natural resources and compatibility between development and the environment.

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.

- 5.C. Ames seeks the continuance of development in emerging and infill areas where there is existing public infrastructure and where capacity permits.

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.

- 7.E. Ames seeks a development pattern that protects and supports the airport and its flight approach zones.

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.

- 9.A. Ames seeks more diversified regional employment opportunities involving technology-related services and production, office centers and retail centers.
- 9.C. Ames seeks to expand its research and technology development through greater private, public and university coordination and cooperation.

## Chapter Two, Land Use:

Commercial. An additional 75-400 acres should be allocated for future commercial uses. Included are approximately 15-70 acres for convenience/neighborhood-scale activities, 30-160 acres for community-scale activities and 40-180 acres for regional-scale activities.

Industrial. An additional 55-325 acres should be allocated for future industrial uses. Included are approximately 45-240 acres for planned industrial involving industrial park-type settings, plus 14-85 acres for general industrial involving non-park settings.

## ATTACHMENT E: APPLICANT'S NARRATIVE



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

## REZONING APPLICATION

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

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

### ***Industrial Reserve/Research Park (IRRP)***

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

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

*IRRP Policy 2: Agricultural uses are compatible with this designation.*

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

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

# ATTACHMENT E: REZONING PLAT

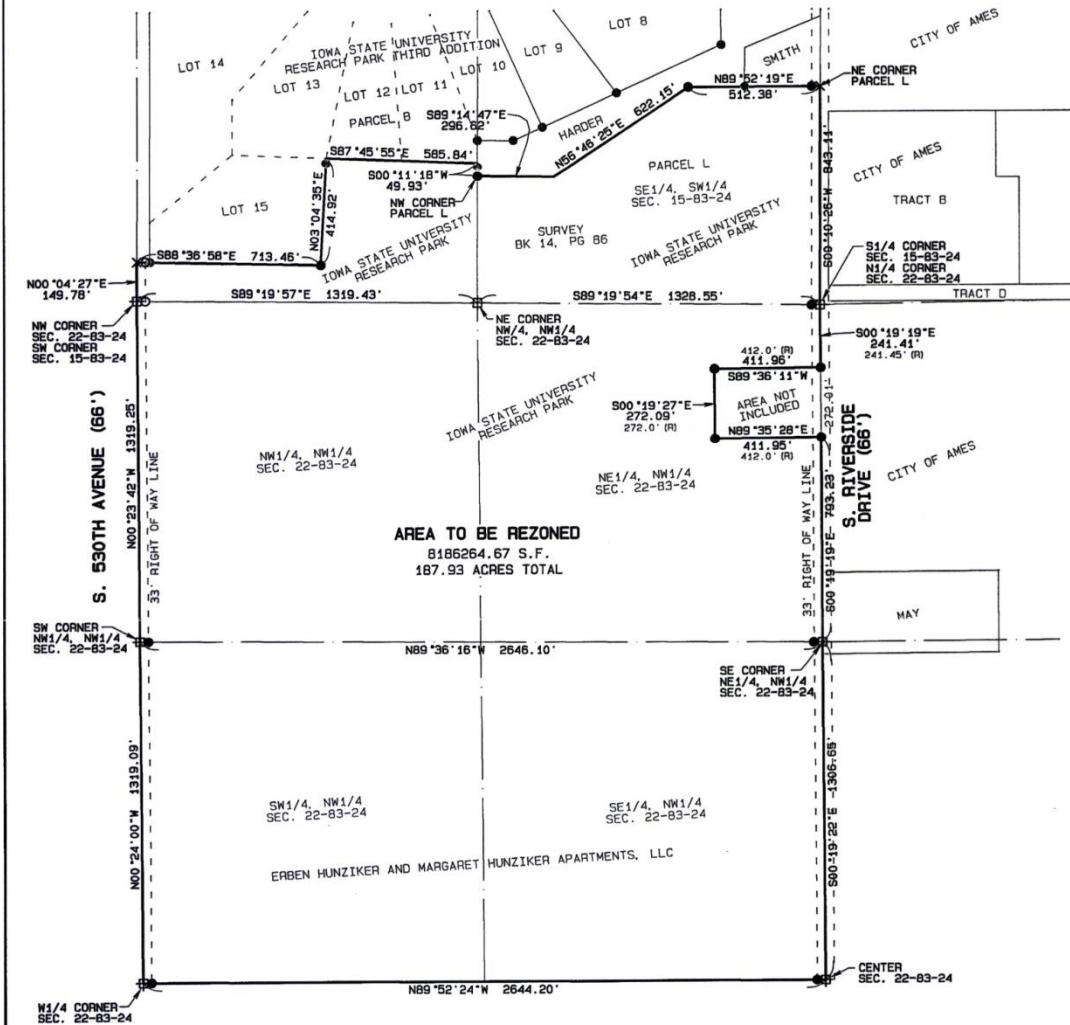
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JUL 29 2015

CITY OF AMES, IOWA  
DEPT. OF PLANNING & HOUSING

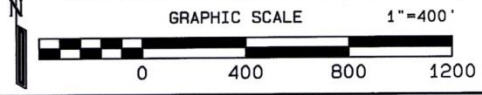
R. BRADLEY STUMBO P.O. BOX 1664 AMES, IOWA 50010 515-233-3689

## REZONING PLAT



**AREA TO BE REZONED**  
8186264.67 S.F.  
187.93 ACRES TOTAL

Survey Description-Area to be Rezoned:  
Part of the Southwest Quarter of Section 15, and part of the North Half of Section 22, all in Township 83 North, Range 24 West of the 5th P.M., Story County, Iowa, all together being described as follows: Beginning at the Northwest Corner of said Section 22, thence N00°04'27"E, 149.78 feet along the West line of said Section 15; thence S86°36'58"E, 713.46 feet; thence N03°04'35"E, 414.92 feet; thence S87°45'55"E, 585.84 feet; thence S00°11'18"W, 49.93 feet; thence S89°14'47"E, 296.62 feet; thence N56°46'25"E, 622.15 feet; thence N89°52'19"E, 512.38 feet to the East line of the Southwest Quarter of said Section 15; thence S00°10'26"W, 843.11 feet to the North Quarter Corner of said Section 22; thence S00°19'19"E, 241.41 feet along the East line of the Northwest Quarter of said Section 22 to the Northeast Corner of an existing tract described in a Quit Claim Deed recorded at Inst. No. 94-05359; thence following the boundary of said tract S89°36'11"W, 411.96 feet; thence S00°19'27"E, 272.09 feet; thence N89°35'28"E, 411.95 feet to the Southeast Corner of said tract; thence S00°19'19"E, 793.23 feet to the Southeast Corner of the Northwest Quarter of said Section 22; thence S00°19'22"E, 1306.65 feet to the Center of said Section 22; thence N89°52'24"W, 2644.20 feet to the West Quarter Corner of said Section 22; thence N00°24'00"W, 1319.09 feet to the Southwest Corner of the Northwest Quarter of the Northwest Quarter of said Section 22; thence N00°23'42"W, 1319.25 feet to the point of beginning, containing 187.93 acres.



**STUMBO & ASSOCIATES**  
LAND SURVEYING  
510 S. 17TH STREET, SUITE #102  
AMES, IOWA 50010  
PH. 515-233-3689 • FAX 515-233-4403

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

*R. Bradley Stumbo*  
R. Bradley Stumbo License #17161 Date: 8/26/14  
My license renewal date is December 31, 2015



**ORDINANCE NO. \_\_\_\_\_**

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

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

Section 1: The Official Zoning Map of the City of Ames, Iowa, as provided for in Section 29.301 of the *Municipal Code* of the City of Ames, Iowa, is amended by changing the boundaries of the districts established and shown on said Map in the manner authorized by Section 29.1507 of the *Municipal Code* of the City of Ames, Iowa, as follows: That the real estate, generally located at Iowa State University Research Park, Phase III, at the following addresses: 3300 University Boulevard, 3500 University Boulevard, 1900 Collaboration Place, 1805 Collaboration Place, 1726 Collaboration Place, 1705 Collaboration Place, 3015 South Riverside Drive, 3410 University Boulevard, and 3899 University Boulevard, is rezoned with a Master Plan from Planned Industrial (PI) to Research Park Innovation District (RI).

**Real Estate Description:**

Survey Description—Area to be Rezoned:  
Part of the Southwest Quarter of Section 15, and part of the North Half of Section 22, all in Township 03 North, Range 24 West of the 5th P.M., Story County, Iowa, all together being described as follows: Beginning at the Northwest Corner of said Section 02; thence N00°04'07"E, 140.78 feet along the West line of said Section 15; thence S88°36'58"E, 719.48 feet; thence N03°04'30"E, 414.88 feet; thence S87°40'05"E, 656.84 feet; thence S00°11'18"W, 42.93 feet; thence S08°14'47"E, 298.82 feet; thence N58°48'25"E, 622.15 feet; thence N59°38'19"E, 812.38 feet to the East line of the Southwest Quarter of said Section 15; thence S00°10'26"W, 843.11 feet to the North Quarter Corner of said Section 22; thence S00°18'18"E, 241.41 feet along the East line of the Northwest Quarter of said Section 22 to the Northwest Corner of an existing tract described in a Quit Claim Deed recorded at Inst. No. 84-05836; thence following the boundary of said tract S89°38'11"W, 411.85 feet; thence S00°19'27"E, 272.08 feet; thence N58°38'26"E, 411.85 feet to the Southwest Corner of said tract; thence S00°19'19"E, 783.23 feet to the Southeast Corner of the Northeast Quarter of the Northwest Quarter of said Section 22; thence S00°19'22"E, 1306.85 feet to the Center of said Section 22; thence N69°58'24"W, 2644.20 feet to the West Quarter Corner of said Section 22; thence N00°24'00"W, 1318.06 feet to the Southwest Corner of the Northwest Quarter of the Northwest Quarter of said Section 22; thence N00°23'42"W, 1318.25 feet to the point of beginning, containing 197.85 acres.

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

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

ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Diane R. Voss, City Clerk

\_\_\_\_\_  
Ann H. Campbell, Mayor

ITEM #: 45  
DATE: 09-08-15

**COUNCIL ACTION FORM**

**SUBJECT:** Rezone from Planned Industrial (PI) to Highway-Oriented Commercial (HOC) for property at 2400 North Loop Drive

**BACKGROUND:**

The Iowa State University Research Park, represented by Nathan Easter, is requesting a rezoning of 2400 North Loop Drive from Planned Industrial (PI) to Highway-Oriented Commercial (HOC). The lot proposed for rezoning is about 4 acres. It lies on the northwest corner of Airport Road and North Loop Drive. Uses immediately adjacent to the site include offices and research facilities. The lot is currently vacant, but is intended for development by the property owner of a destination restaurant. A location and zoning map is found in Attachment A.

The rezoning request is based on the desire for more commercial services to support the employment center of the ISU Research Park. This site was considered for commercial uses as part of creation of the Research and Innovation (RI) Zoning District that allows for commercial uses. Ultimately, it was decided that the site should not be part of a RI zoning request. Therefore, staff advised the applicant to request HOC zoning. The 4 acre site would provide services for the north half of the Research Park (Phases I and II) while the Phase III expansion area would be zoned RI and have additional commercial uses to support the Research Park overall.

The site is within the Land Use Policy Plan (LUPP) Future Land Use Map designation of Planned Industrial. This is the same designation that underlies other Highway-Oriented Commercial zoning that abuts the site to the east. Uses around the site include offices and research facilities. An excerpt from the LUPP map is included as Attachment B. Additional HOC zoning exists to the west of the area at the intersection of Airport Road and University Boulevard. Attachment A shows the adjacent zoning of the area.

**Planning and Zoning Commission Recommendation:** At its public hearing on August 19, 2015, the Planning and Zoning Commission voted 5-0 to recommend that the City Council rezone the subject properties from Planned Industrial (PI) to Highway-Oriented Commercial (HOC). The Planning and Zoning Commission discussed the LUPP consistency for having commercial on this site and agreed with staff's rational on how HOC was appropriate in the context of the LUPP as a needed supportive service for the employment center and that the zoning in the area reflected allowances for commercial that were not recognized on the Future Land Use Designation Map. Except for the applicant, no one spoke in favor or opposition to the rezoning request.



### **ALTERNATIVES:**

1. The City Council can approve the request for rezoning from Planned Industrial to Highway-Oriented Commercial, based upon staff's analysis as found in the addendum.
2. The City Council can deny the request for rezoning from Planned Industrial to Highway-Oriented Commercial for the subject parcel, if the City Council finds that the City's regulations and policies are not met.
3. The City Council can defer action on this request and refer it back to City staff and/or the applicant for additional information.

### **CITY MANAGER'S RECOMMENDATION:**

The Iowa State University Research Park is moving forward on Phase III of their expansion. Development of the Research Park may provide employment for as many as 6,000 people at build out. The Research Park seeks to ensure that ancillary services for that many people can be reasonably accommodated nearby. To accomplish this goal, Phase III will make provisions for some of these ancillary services (e.g., restaurants, day care, banking, etc.). However, the desire is also to have a restaurant capable of being a regional draw located in the Research Park. Creating HOC on Airport Road would also meet immediate needs for existing businesses in the north end of the Research Park. The Research Park intends to sell the land with covenants controlling uses and requiring development of a sit-down restaurant, although there is no zoning agreement or master plan requiring development of a restaurant that accompanies this zoning request.

Staff supports the rezoning of the site without the need for a LUPP amendment based on the surrounding uses, commercial needs of the area, and zoning pattern for commercial uses that currently exists. Based on the analysis in the attached addendum, **the City Manager recommends that the City Council act in accordance with Alternative #1, which is to approve the request for rezoning the subject parcel from Planned Industrial to Highway-Oriented Commercial.**

## ADDENDUM

### REZONING BACKGROUND:

**Existing Land Use Policy Plan.** The LUPP designation of the ISU Research Park is, for the most part, Planned Industrial. Yet Highway-Oriented Commercial lies to the west on the north side of Airport Road and also to the east of Riverside Drive on the north side of Airport Road. Because of that proximity and the generalized location and extent of the boundaries associated with the Land Use Policy Plan future land use map, staff does not believe an LUPP map amendment is necessary for this rezoning.

The LUPP also has a number of policy statements regarding the amount of commercial land and development impacts on the environment. These are found in Attachment C and are summarized below.

- Additional land for commercial development is needed to accommodate the projected population in 2030.
- Ames seeks further private investment.
- Ames supports infill development where there is existing capacity.
- Development should not impact airport operations with incompatible uses.
- The economic base should be diverse and sustainable.

Airport Road is designated as a “minor arterial” in the LUPP, a seemingly appropriate classification for a Highway-Oriented Commercial zoning designation.

**Previous and Existing Zoning.** The site was annexed into the City of Ames in 1976. At that time, it was zoned I-3 (Planned Industrial), later becoming PI-Planned Industrial, which it has maintained since.

**Existing Uses of Land.** The site is currently vacant.

**Flood Plain.** This site is not within a designated Floodway or Floodway Fringe.

**Infrastructure.** All needed utilities are available on this site or nearby. The owner will have to acquire any easements needed for extensions of service lines prior to approval of any site development plan.

**Access.** The site has frontage along both Airport Road and North Loop Drive. Airport Road has a raised median with median breaks at intersecting streets. There are no restrictions for access from Airport Road although, currently, there are no driveways along Airport Road. All properties have been given access from side streets. In this case, the proposed restaurant and the Research Park **may** seek a right-in/right-out on the west bound lane of Airport Road in addition to a primary access from North Loop Drive. Staff will evaluate that request at the time of site plan review.

**Traffic Impacts.** To evaluate the anticipated impacts on this change of zoning (and anticipated use), the City requested an analysis of peak traffic generation for a

restaurant use on the site. The traffic memorandum is found in Attachment E and notes that:

“With the proposed use change there will be an increase of approximately 49% in the amount of daily trips generated by the site. However the majority of these increased trips occur during off-peak hours as there is no significant change of trips generated in either of the peak hours. Therefore, allowing a sit down restaurant on this site will increase the amount of daily traffic in the area more than a commercial business park, but would have no additional effect on peak travel times.”

**Applicant’s Statements.** The applicant has provided an explanation of the reasons for the rezoning in Attachment D. The applicant requests the change in order to develop this site as a restaurant.

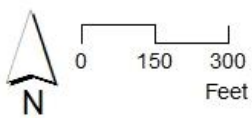
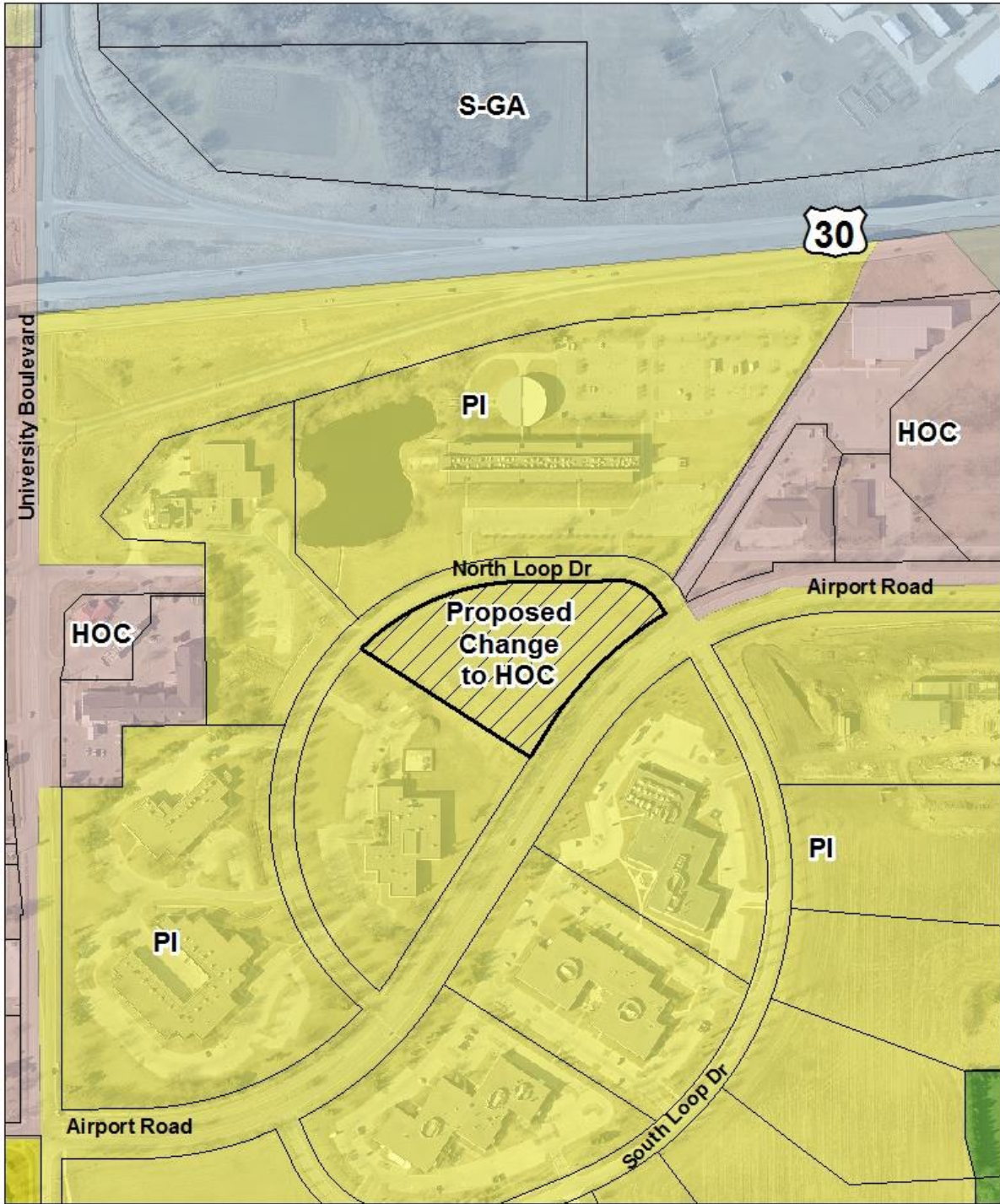
**Findings of Fact.** Based upon an analysis of the proposed rezoning and laws pertinent to the applicant’s request, staff makes the following findings of fact:

1. *Ames Municipal Code Section 29.1507(2)* allows owners of 50 percent or more of the area of the lots in any district desired for rezoning to file an application requesting that the City Council rezone the property. The owner of this single parcel has requested the rezoning.
2. The subject property can reasonably be interpreted to be within the Highway-Oriented Commercial designation on the Land Use Policy Plan (LUPP) Future Land Use Map and not in conflict with the general designation of Planned Industrial.
3. The LUPP Goals 1 and 2 supports economic development by responding to needs for diversified employment centers with necessary commercial support uses.
4. The minor arterial designation of Airport Road can support anticipated traffic from HOC development.
5. The HOC zoning designation allows the proposed development of a restaurant, as well as other commercial uses, on this site.
6. Infrastructure is available to this site. The owner will need to obtain any necessary easements for service line connections to the site.

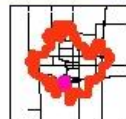
**Public Notice.** Notice was mailed to property owners within 200 feet of the subject site. As of this writing, no comments have been received.

**Conclusions.** Based upon the analysis in this report, staff concludes that the proposed rezoning of the subject property is consistent with the Goals and Objectives of the City of Ames Land Use Policy Plan (as a whole) and imposes no additional costs or need for services.

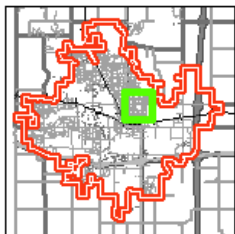
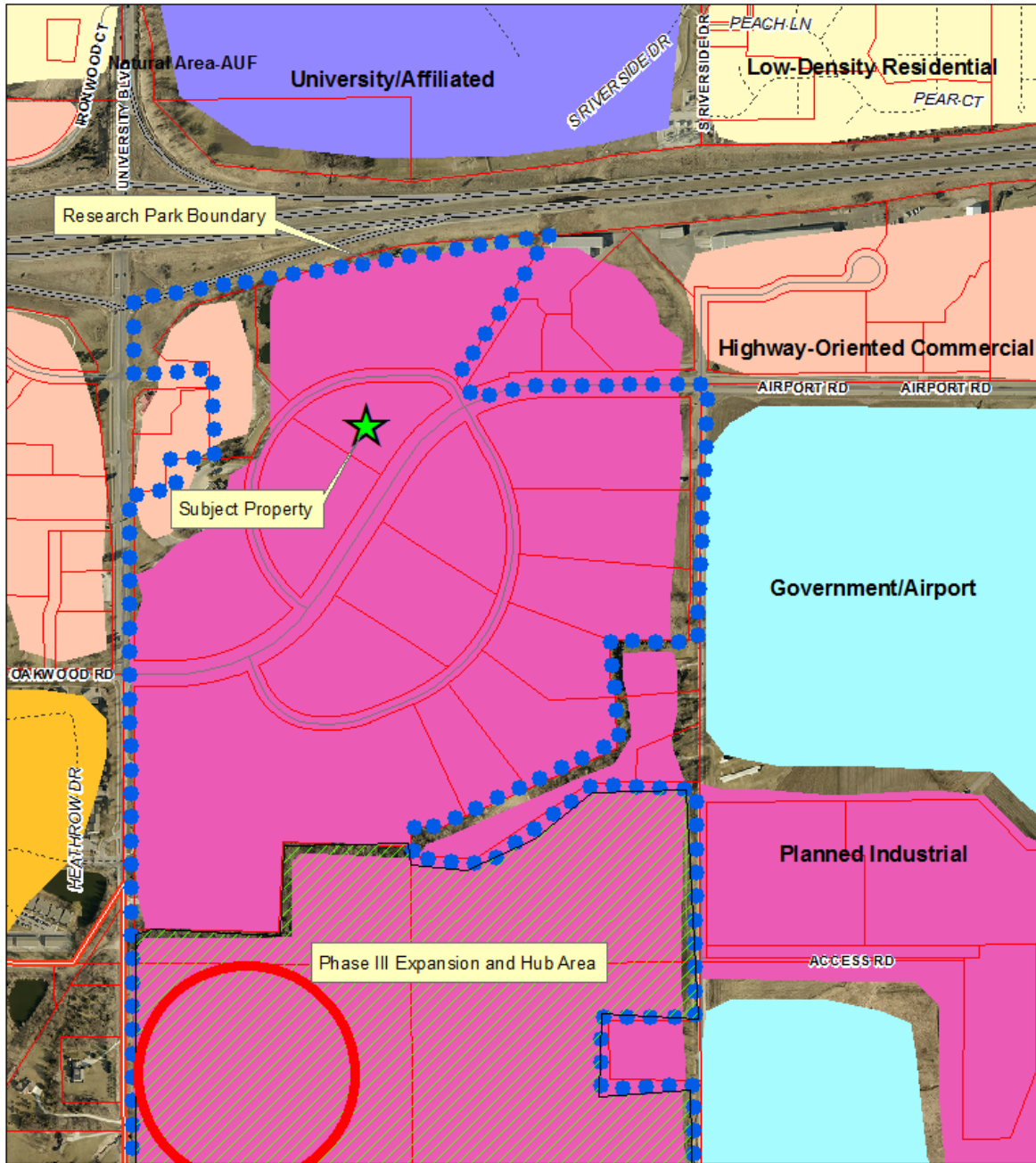
# ATTACHMENT A: LOCATION AND CURRENT ZONING



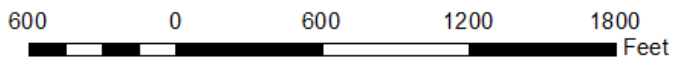
**Location Map**  
**2400 North Loop Drive**



# ATTACHMENT B: LAND USE POLICY PLAN MAP [EXCERPT]



## LUPP Designations



## ATTACHMENT C: LAND USE POLICY PLAN (2011) [EXCERPTS]

### Chapter One, Growth Determinants:

**Land Use Projections.** There are currently 15,677 acres of land within the City limits, an increase from 1999 when there were 13,727 acres. A previous study estimated there are approximately 240 net developable acres remaining in the City for residential development. This can accommodate housing for about 3,000 persons. This is insufficient to meet any but the lowest population projections for Ames within the current City limits.

Commercial. It is estimated that an additional 64 to 385 acres of land will be needed to accommodate the commercial needs to serve the projected population in 2030. This assumes that the current ratio of commercial acreage per capita is to be maintained in the future.

### Chapter One, Goals for a New Vision:

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.

- 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.

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.

- 2.B. Ames seeks to assure the availability of sufficient suitable land resources to accommodate the range of land uses that are planned to meet growth. Sufficient land resources shall be sought to eliminate market constraints.

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.

- 5.C. Ames seeks the continuance of development in emerging and infill areas where there is existing public infrastructure and where capacity permits.

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.

- 7.E. Ames seeks a development pattern that protects and supports the airport and its flight approach zones.

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.

- 9.A. Ames seeks more diversified regional employment opportunities involving technology-related services and production, office centers and retail centers.

- 9.C. Ames seeks to expand its research and technology development through greater private, public and university coordination and cooperation.

## Chapter Two, Land Use:

Highway-Oriented Commercial – scale commercial uses that are associated with strip developments along major thoroughfares. Floor area ratios are between 0.25 and 0.50 depending on location;

## ATTACHMENT D: APPLICANT'S STATEMENT



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

### REZONING APPLICATION

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

1. **Current Zoning.** Planned Industrial (PI)
2. **Proposed Zoning.** Highway Oriented Commercial (HOC)
3. **Proposed Use.** Allowed uses as described in the HOC zone requirements. The use is intended to become a restaurant.
4. **Reasons for Requesting Rezoning.** A restaurant doesn't fit into the current PI zoning. We are requesting rezoning to HOC, as directed by staff, in order to construct a restaurant. The rezoning request generally matches what is set forth in the Land Use Policy Plan (LUPP).
5. **Consistency of this rezoning with the Land Use Policy Plan.** This rezoning request is able to meet and exceed several goals of the LUPP, and is consistent with HOC designations on the Future Land Use Map.

This rezoning specifically encompasses Goals No. 1, No. 2 (there is even a picture of the Research park on p. 19 of the LUPP), No. 4, No. 5, No. 7, and No. 9.

6. **Legal Description.** Parcel "F"; in Lot Two (2), Iowa State University Research Park First Addition, in the City of Ames, Story County, Iowa; as shown on the "Plat of Survey" filed in the office of the Recorder of Story County, Iowa, on July 15, 2003 and recorded as Instrument No. 03-14223 on Slide 174 at Page 1.
7. **Land Area.** Parcel contains: 170,939 square feet or 3.9242 acres.

RECEIVED

JUL 14 2015

CITY OF AMES, IOWA  
DEPT. OF PLANNING & HOUSING



# ATTACHMENT E: TRAFFIC MEMORANDUM



MEMO

TO: Damion Pregitzer, P.E.  
City of Ames

FROM: Andrew Inhelder, P.E.  
Clapsaddle-Garber Associates

DATE: August 3<sup>rd</sup>, 2015

SUBJECT: ISU Research Park Lot 2, Parcel F  
2400 N. Loop Drive  
Trip Generation Analysis

The purpose of this memorandum is to document the review of the trip generation rates that would result in the proposed zoning and use change of a roughly four acre lot adjacent to the eastern intersection of Airport Road and North Loop Drive (2400 N. Loop Drive).



Clapsaddle-Garber Associates, Inc.  
1523 S. Bell, Suite 101 • Ames, Iowa 50010 • Telephone 515-232-1784 • Fax 515-233-5976  
Toll Free 800-542-7981 • www.cgaconsultants.com

**Analysis**

This study was completed using the 9<sup>th</sup> edition of the Institute of Transportation Engineers Trip Generation Manual. Using this guide trip, generation rates and totals were calculated for the average daily trips, peak AM hour trips, and peak PM hour trips. Trips were calculated based on two different scenarios for this comparison. Scenario #1 is assumed to be a 48,000 sq.ft. business park (ITE Code: 770) developed on this lot which meets the current Planned Industrial (PI) zone use. Scenario #2 is a proposed zone change to Highway Oriented Commercial (HOC) with a 7,000 sq.ft. sit down restaurant (ITE Code: 932) and a potential future 1 acre park (ITE Code: 411) developed on the lot.

**Scenario #1**

Currently this site is zoned as Planned Industrial (PI) which could have several uses. Most likely this zone would be developed as a business park in the future if it remained zoned as PI. The previously developed lots within the ISU Research Park have an average square footage of roughly 48,000 sq.ft. which was used as the assumed size of the new building for this scenario.

**Scenario #2**

It has been proposed to rezone this lot to Highway Oriented Commercial (HOC) and build a 7,000 sq.ft. sit down restaurant with a potential 1 acre park in the future. ITE Trip Generation manual was used to calculate average generated trips for these two uses on the site in scenario #2.

**Results**

Below is a comparison of the trips generated in both scenarios.

Trip Generation Comparison						
Scenario	Zone	Description (ITE Code)	Expected Area	Total Generated Trips		
				Daily	AM Peak Hour	PM Peak Hour
Scenario #1 (Current)	Planned Industrial (PI)	Business Park (#770)	48,000 sq.ft.	598	83	72
		<b>Total</b>		<b>598</b>	<b>83</b>	<b>72</b>
Scenario #2 (Proposed)	Highway Oriented Commercial (HOC)	Sit Down Restaurant (#932)	7,000 sq.ft.	891	76	69
		City Park (#411)	1.0 acre	2	N/A	N/A
		<b>Total</b>		<b>893</b>	<b>76</b>	<b>69</b>

With the proposed use change there will be an increase of approximately 49% in the amount of daily trips generated by the site. However the majority of these increased trips occur during off-peak hours as there is no significant change of trips generated in either of the peak hours. Therefore, allowing a sit down restaurant on this site will increase the amount of daily traffic in the area more than a commercial business park, but would have no additional effect on peak travel times.

**ORDINANCE NO. \_\_\_\_\_**

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

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

Section 1: The Official Zoning Map of the City of Ames, Iowa, as provided for in Section 29.301 of the *Municipal Code* of the City of Ames, Iowa, is amended by changing the boundaries of the districts established and shown on said Map in the manner authorized by Section 29.1507 of the *Municipal Code* of the City of Ames, Iowa, as follows: That the real estate, generally located at 2400 North Loop Drive, is rezoned from Planned Industrial (PI) to Highway-Oriented Commercial (HOC).

**Real Estate Description:** Parcel “F” in Lot 2, Iowa State University Research Park, First Addition, in the City of Ames, Story County, Iowa, as shown on the “Plat of Survey” filed in the office of the Recorder of Story County, Iowa, on July 15, 2003, and recorded as Instrument No. 03-14223 on Slide 174 at Page 1.

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

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

ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Diane R. Voss, City Clerk

\_\_\_\_\_  
Ann H. Campbell, Mayor

**COUNCIL ACTION FORM**

**SUBJECT: REZONING AND MAJOR SITE DEVELOPMENT PLAN FOR 3505 AND 3515 LINCOLN WAY**

**BACKGROUND:**

Chuck Winkleblack and Turn Key Investments, LLC are requesting rezoning and approval of a Major Site Development Plan for two parcels to allow for the development of a commercial and residential mixed-use development. The subject site totals 2.23 acres located at 3505 and 3515 Lincoln Way, just west of the Franklin Avenue intersection. (See *Attachment A Location and Existing Zoning Map*) The site abuts single-family homes to the north and northeast and commercial to the west, south, and east.

To accommodate the development, the owner requests rezoning of the parcels from Highway Oriented Commercial (HOC) to Highway Oriented Commercial (HOC) with the Lincoln Way Mixed-use Overlay (O-LMU) Zone. (See *Attachment C, Proposed Zoning*). **The concurrent review of the Major Site Development Plan is required with a property owner request for O-LMU.** The overall project includes two, three-story buildings containing 10,912 square feet of commercial space and 18 dwelling units. The project has a single point of access from Lincoln Way and a second access point from a rear alley. The design incorporates commercial space at the front of the site perpendicular to Lincoln Way with outdoor seating and plaza areas. Parking is located in between buildings and to the rear of the site. The architectural design is contemporary in its aesthetic with a prominent corner element, a flat roof, substantial amounts of commercial glazing at the ground level, asymmetric window patterns for the upper floors, use of brick and metal accents on exterior facades, and fiber cement siding and panel systems.

The City recently adopted the O-LMU ordinance and this is the first project to seek rezoning and approval of a mixed-use project. The O-LMU must be combined with the HOC zoning district, which as a base zone is an exclusive commercial district that does not allow for residential uses. The overlay district is intended to supplement the base zone regulations of the HOC in order to preserve the existing commercial use pattern established within the corridor. The O-LMU includes both mandatory standards and preferred design principles intended to guide the layout and design of a project. A full analysis of the Major Site Plan and consistency with zoning standards is attached in the addendum.

The project site consists of two existing lots and a small portion of vacated right-of-way. The small portion of vacated right-of-way is zoned Residential Low Density and will require rezoning to HOC with the Overlay, while the other two properties will require only rezoning for application of the Overlay. The applicants have also submitted a Plat of Survey, which once approved by City Council, will ultimately create the two parcels currently depicted on the Major Site Development Plan.

**PLANNING AND ZONING COMMISSION RECOMMENDATION:**

At its meeting of August 19, 2015, the Planning and Zoning Commission reviewed the proposed rezoning and major site plan for this mixed-use project and discussed site layout, access, and design of the project. The Commission noted some concerns over the increased use of the alley with the new development. The Commission also noted concern of staff's request of the applicant to pave a portion of the alley. However, by a vote of 5-0, the Commission recommended that the City Council approve the rezoning and Major Site Development Plan for the two mixed-use buildings with the conditions noted by staff in this report.

**ALTERNATIVES:**

1. The City Council can approve the follow requests for the properties at 3505 and 3515 Lincoln Way:
  - A. Rezone the properties from Highway Oriented Commercial (HOC) and Residential Low Density (RL) to Highway Oriented Commercial (HOC) with the Lincoln Way Mixed-use Overlay (O-LMU); and
  - B. Approval of the Major Site Development Plan, subject to the following conditions:
    - i. Passage of third reading of the ordinance rezoning the property from Highway Oriented Commercial (HOC) and Residential Low Density (RL) to Highway Oriented Commercial (HOC) with the Lincoln Way Mixed-use Overlay (O-LMU);
    - ii. Approval and recording of a Plat of Survey to create the identified parcels as depicted in the Major Site Development Plan;
    - iii. Revision of the landscape trees to substitute an understory tree type along the north and east property lines due to the presence of overhead power lines.
    - iv. Require paving of the 50-feet of gravel alley between the existing paved area of 3605 Lincoln Way and the subject site.
    - v. Accept use of existing wooden fence along R-L property lines with the requirement to replace or repair such fence at the sole cost of the mixed use project.
2. The City Council can approve the request for rezoning and the Major Site Development Plan for the properties at 3505 and 3515 Lincoln Way, with modified conditions.
3. The City Council can deny the request for rezoning and approval of the Major Site Development Plan for the properties at 3505 and 3515 Lincoln Way, if the Council finds that the City's regulations and policies are not met.
4. The City Council can defer action on this request and refer it back to City staff and/or the applicant for additional information.

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

The purpose of the Mixed-use Overlay was to create a balance between permitted commercial uses of the HOC base zone and the inclusion of a well designed multi-family residential development. Staff believes continuing to emphasize commercial use as a priority in the overlay is important along Lincoln Way. Commercial uses must be designed appropriately and with versatility for it to be successful in a mixed-use project. Poor commercial design and orientation along Lincoln Way would be detrimental to the Lincoln Way Corridor. The O-LMU also promotes enhanced architecture expectations to enhance the appeal of Lincoln Way as a place and as a transition from the larger scale mixed-use buildings being developed in Campustown.

The proposed Major Site Plan incorporates a good balance between the priority commercial function of the site with the availability of a unique residential option for housing on Lincoln Way. The plan meets the development standards for the site and incorporates many of the preferred design principles desired by the city for a mixed-use development within the Overlay. While the project does not meet the design principle preference of 15% floor area ratio of commercial space, the project design does meet the design standard for the commercial component of the project along the Lincoln Way and promotes a more active commercial frontage for the area with outdoor plazas. Additionally, the site design allows for versatility in use of the commercial space with up to 30% of the area allowed to be used as restaurant with the amount of parking included on site. The project has also appropriately sited the buildings away from residential uses along the north property lines and provided an L3 Landscape buffer with a wood fence.

The requested rezoning and the Major Site Development plan proposal meet the applicable design standards and criteria of the Zoning Ordinance. **Therefore, it is the City Manager's recommendation that the City Council adopt Alternative #1, which is to approve the request for rezoning and the Major Site Development Plan with the five conditions reflected above.**

## ADDENDUM

### PROJECT DESCRIPTION:

The project site depicted on the Major Site Plan has two lots totaling 2.23 acres. The development project contains two three-story mixed-use buildings each containing 5,456 gross square feet of commercial space and one accessible four bedroom residential unit on the first floor. The second and third floors in each building have eight, two-story residential units containing a mix of 3 and 4 bedrooms. Access to the residential apartments is at the rear of each building. The overall development includes 10,912 square feet of commercial space, 18 residential units for a total of 64 bedrooms. (See Attachment F)

The two buildings are mirror images of each other. They are approximately 62 feet by 127 feet in dimension for a total of 15,944 square feet in building footprint for the two properties. Entrances are oriented to the north for access to the residential units and to the south and the central access drive for the commercial spaces for each building. A second access for the residential second and third floors is off the back sides of the buildings opposite the commercial entrances. The buildings are approximately 38 feet tall, with an additional parapet at the southeast and southwest corners of the buildings. An outdoor patio/seating area is proposed for the Lincoln Way frontage of both buildings.

The façades of each building are similar, with two tones of brick being the major visible material on the commercial facades along the central access drive and the south façade fronting on Lincoln Way. Additional materials include a James Hardy fiber cement reveal panel system at the entry corners of the buildings as a feature to the commercial areas of the buildings, and the use of fiber cement horizontal siding for the residential facades and as the third story on the commercial facades. Flat metal awnings are proposed over each of the commercial storefronts and entrances. The buildings are designed with a vertical system of step backs in the facades to provide relief along the horizontal mass of the building.

The project is based upon approval of a boundary line adjustment of two existing parcels. The intent is each property to contain half of the development and minimum parking requirements of the building. A shared ingress and egress point on Lincoln Way is proposed with the project to allow for cross access to parking. The parking on each lot is proposed to allow for one space per bed for each of the 32 beds on the lot with the remaining parking allowing for a range of commercial uses, including restaurants, without limiting the commercial area to only retail or office uses. The project has a total of 123 parking spaces, of which 64 are required residential parking spaces. The remaining 59 spaces are available for commercial uses. The proposed parking proposed is sufficient to meet the overlay zone requirements for a mixed-use development.

A minimum Landscaped open space requirement of 15% is required for the base HOC zone. The overall project is noted to provide 26.2% open space including the patio, which is hardscaped amenity space. Typically the patios would not be included in the overall open space calculation. However, as shown on the site plan, the project still



meets the minimum 15% landscape area on each lot without including the area of the outdoor patios (21.7% and 23.5% open space for the two parcels).

Per landscape standards, a 5-foot wide L3 screen (6-foot tall screen) is required for a parking lot screen along the north and east property lines abutting residentially zoned lots. This requirement includes the need for 1 landscape tree for every 50 lineal feet and shrubs spaced 6 feet on center. **The standard allows for the inclusion of a 6 foot fence to meet the requirement, allowing for a reduction in the shrubs at 1 per every 10 feet.** The applicant has proposed a fence to meet the L3 screen. A new fence is being proposed for most of the area, however, there is a portion of existing fence along the north lot line which is unclear who ownership belongs to. Staff believes utilizing this existing fence which is in good shape meets the intent of the standard, although not newly installed by the applicant. The applicant has agreed to maintain and replace the fence to keep compliance with the L3 screen so as to not install an additional fence along the lot line.

The proposed landscape trees (Taylor Juniper) have been noted by the Electric Department to exceed the height allowed under overhead power lines along the north and east property lines. A lower growing tree with a maximum mature height of 15' to 20' will need to be substituted to meet the requirement. Staff suggests the use of an ornamental or understory type tree, such as an evergreen tree or flowering tree like the Japanese Tree Lilac proposed on other areas of the site or even a type of crabapple tree to meet the screen requirement but to not interfere with overhead power lines Staff can work with the applicant to revise the plan accordingly. The parking lot landscaping includes planting of handful of taller maple trees that will provide some greater height of trees and screening further back from the property line.

Additional screening to the 5-foot L2 standard (3-foot tall screen) is required along the west, east and south edges of the parking lots for those areas of the parking lot abutting commercial properties and Lincoln Way. The Landscape Plan shows compliance with the L2 screen requirement. The applicant could choose to use the L1 low screen option along Lincoln Way, which provides more flexibility in plantings due to the greater separation from the street by 10 feet or more. Stormwater detention area is in the eastern area of the site. Refuse receptacles and ground level mechanical units are screened according to the ordinance.

Pedestrian sidewalk connections are provided to each of the commercial storefronts and each of the residential entrances connecting to the public sidewalk along Lincoln Way. The current sidewalk along Lincoln Way is 4-feet in width. The new 5-foot wide sidewalk ordinance standard does not trigger replacement sidewalks unless the existing walk is not in a state of good repair and requires replacement. If the sidewalk is replaced by the applicant or needs to be replaced due to condition a 5-foot sidewalk is needed.

**Land Use Policy Plan and Zoning.** The LUPP Map designates the two properties as Highway Oriented Commercial and the existing zoning on the property is Highway Oriented Commercial. See Attachment A and B, Existing Zoning and LUPP Maps. There is one small area of property, the existing right of way at the northwest corner of

Parcel A, which is shown on the Zoning Map as Low Density Residential. This area will need to be identified and rezoned to HOC with the O-LMU to match the remaining areas of the properties. It is believed that maintaining the existing commercial base zoning of the property and applying the proposed Lincoln Way Mixed-use Overlay is consistent with the LUPP to allow for limited residential opportunities within the Highway Oriented Commercial zone. See Attachment E, Rezoning Plat.

### **Lincoln Way Mixed-use Overlay Design Standards and Principles.**

The Lincoln Way Mixed Use Overlay requires that projects meet minimum design standards which are mandatory for development of a mixed-use project, and design principles which are guidelines for the development to shape the overall design components of the project. The design standards include, building orientation, building height, FAR, minimum commercial area, parking, sidewalks, and floor to ceiling heights. The principles consider such design elements as site pattern and layout of entries, visibility from the surrounding streets, pedestrian areas and access, building material, textures, and colors, commercial floor area ratio of the site, residential unit access points, and parking for commercial opportunities.

The proposed mixed-use project meets the mandatory design standards for the O-LMU zone for each of the individual lots within the project. The proposed design of the project also meets many of the design principles of the overlay zone including providing, quality materials, with the principle material facing Lincoln Way being brick and commercial glazing. The buildings meet the orientation desired by the zone and define the entries of the buildings separate for both the commercial tenant spaces and residential entries. The first floor of both buildings are designed to provide the full frontage of the building to be commercial in use and oriented to Lincoln Way. Other than providing for an accessible apartment unit on the first floor, the buildings are generally commercially designed with standard industry spacing for the expected type of commercial tenants. Parking that exceeds minimum retail rates is provided on both lots to allow for a variety of commercial tenants including the availability for restaurant uses, which require a greater parking capacity. Approximately 3,800 square feet (30%) could be used as a restaurant parked at a rate of 9 spaces per 1,000 and the remainder of the space used as retail or office. This is enough space for one medium sized café or quick service restaurant or for two smaller establishments like a coffee shop or café.

With the number of residential units proposed, an accessible unit is required within each of the proposed buildings. The applicant proposes to locate the units within the first floor area of the building to eliminate the cost associated with the installation of a lift or elevator. This reduces the space available on the 7,800 square feet on the first floor to 5,654 square feet of commercial space in each building. The floor area ratio for commercial space is 11.2% for the project. The O-LMU prioritizes commercial development and includes a design principle for 15% FAR of commercial as one of the elements of sustain commercial on a site. The proposed design does not achieve the 15% design principle. To achieve the design principle, the ground floor apartment use would need to be removed from the first floor and planned instead for commercial use.

**Infrastructure.** The site is fully served by City infrastructure. Sanitary sewer and water are available, as is electric services. Existing easements are shown on the Site Plan

and any additional easements needed to accommodate the proposed location of the future building(s) and utilities will be recorded.

**Access.** Vehicular access is provided to the site from Lincoln Way. Minimal change in the access point is proposed for the properties. Secondary access will occur from a rear alley that connects to Marshall Street by McDonald's. The alley is gravel up to the abutting property west of this site where it is mostly paved as part of the maneuvering area for parking and access to the neighboring site. There is a small intervening area of gravel for 50 feet that the staff recommends be paved as a condition of approval to avoid excessive maintenance in the alley for this small portion of gravel. Full paving of the alley to Marshall is not required.

**Buildings Materials and Architecture.** Four design principles address architectural quality and interest of a project. The intent is for an identifiable commercial design with visual interest in both its form as well as in its appearance with materials and finishes. (see attached building rendering) As with most good design, it takes attention to detail to ensure a quality result. Staff and the applicant have worked through multiple iterations of the design to consider commercial windows glazing pattern, transitions of brick to other materials, window patterns, and corner treatments. The building has a modern aesthetic that has not been well established in Ames, but is part of a contemporary design approach present in many urban locations across the country. Staff believes the general design is appropriate for the site and meets the design principles goals. Staff believes this architectural approach is executed with the intent for higher quality than other similarly scaled buildings.

One new item to the design is the use of fiber panel reveal system that is somewhat new to the market. It has been used recently on the upper stories of buildings in Campustown. The intent of the product is to have a smooth minimalist appearance as an alternative to architectural metal panels. The look and texture are more refined than EIFS or stucco product, but do not fully replicate the sleek look of metal panels. Staff has some reservation about the panel material as it is a prominent component as the front corner treatment of the building and we have little experience with it compared to architectural metal panels. Use of fiber cement siding on other parts of the building are not as much of a concern for staff as they are less prominent and more familiar in their appearance.

**Major Site Development Plan Criteria.**

Additional criteria and standards, beyond those of the Overlay, apply to the review of all Major Site Development Plans. The standards are found in Ames *Municipal Code* Section 29.1502(4)(d) and include the following requirements.

*When acting upon an application for a Major Site Development Plan approval, the Planning and Zoning Commission and the City Council shall rely upon generally accepted site planning criteria and design standards. These criteria and standards are necessary to fulfill the intent of the Zoning Ordinance, the Land Use Policy Plan, and are the minimum necessary to safeguard the public health, safety, aesthetics, and general welfare.*

- 1. The design of the proposed development shall make adequate provisions for surface and subsurface drainage to limit the rate of increased runoff of surface water to adjacent and down stream property.**

The Public Works Department has reviewed the storm water management plan and finds that the proposed development can meet the required storm water quantity and quality measures by use of the proposed on-site detention area and underground chamber storage.

- 2. The design of the proposed development shall make adequate provision for connection to water, sanitary sewer, electrical, and other utility lines within the capacity limits of those utility lines.**

The existing utilities were reviewed and found adequate to support the anticipated load of 18 dwelling units comprising 64 bedrooms.

- 3. The design of the proposed development shall make adequate provision for fire protection through building placement, acceptable location of flammable materials, and other measures to ensure fire safety.**

The fire inspector has reviewed access and fire truck circulation and found that the needs of the fire department are met. The main access into the site has been widened to 26' to provide fire truck aerial access to the buildings.

- 4. The design of the proposed development shall not increase the danger of erosion, flooding, landslide, or other endangerment to adjoining and surrounding property.**

It is not anticipated that this proposed development will be a danger due to its location on the site.

- 5. Natural topographic and landscape features of the site shall be incorporated into the development design.**

Currently the vacant property is fairly flat with no natural topographic or landscape features that could be incorporated into the development. A grading plan has been submitted which identifies the changes being made to the site to accommodate the proposed development. A retaining wall is proposed along the west property line and within the north parking area of Parcel A. This is to allow for the required storm water features and for the construction of sidewalks and drive aisles that meet the required accessible slopes to the public sidewalk along Lincoln Way while still maintaining the existing grades of the surrounding properties and access to the existing alley on the northwest corner of the lot.

- 6. The design of the interior vehicle and pedestrian circulation shall provide for convenient flow of vehicles and movement of pedestrians and shall prevent hazards to adjacent streets or property.**

Access to this site will remain from one access point off Lincoln Way. Vehicular and pedestrian access is accommodated between the two buildings within this development. The on-site sidewalks will connect with the existing sidewalk along Lincoln Way. A secondary access at the northwest corner of the development is provided to Marshall Avenue to the west through the existing public alley.

- 7. The design of outdoor parking areas, storage yards, trash and dumpster areas, and other exterior features shall be adequately landscaped or screened to minimize potential nuisance and impairment to the use of adjoining property.***

The general development standards of the zoning ordinance have been met. Dumpsters are on the north side of the building within the parking lots and will be screened per the zoning code. The parking design meets the design and layout standards of the zoning code.

- 8. The proposed development shall limit entrances and exits upon adjacent streets in order to prevent congestion on adjacent and surrounding streets and in order to provide for safe and orderly vehicle movement.***

No new access to a public street will be created. Access to Lincoln Way and Marshall Avenue will be through existing driveways and alleys. There is capacity within those existing driveways to accommodate the expected traffic from this mixed commercial and residential development.

- 9. Exterior lighting shall relate to the scale and location of the development in order to maintain adequate security, while preventing a nuisance or hardship to adjacent property or streets.***

Building mounted down lights are proposed for the two buildings and pole mounted single and double fixture parking lot lights are proposed for the parking areas of the site. The pole mounted lights are arranged within the interior areas of the parking lots, not along the abutting single family property lines. All lighting submitted meets the minimum outdoor lighting code.

- 10. The proposed development shall ensure that dust and other forms of air pollution, noise disturbances, odor, glare, and other nuisances will be limited to acceptable levels as prescribed in other applicable State and City regulations.***

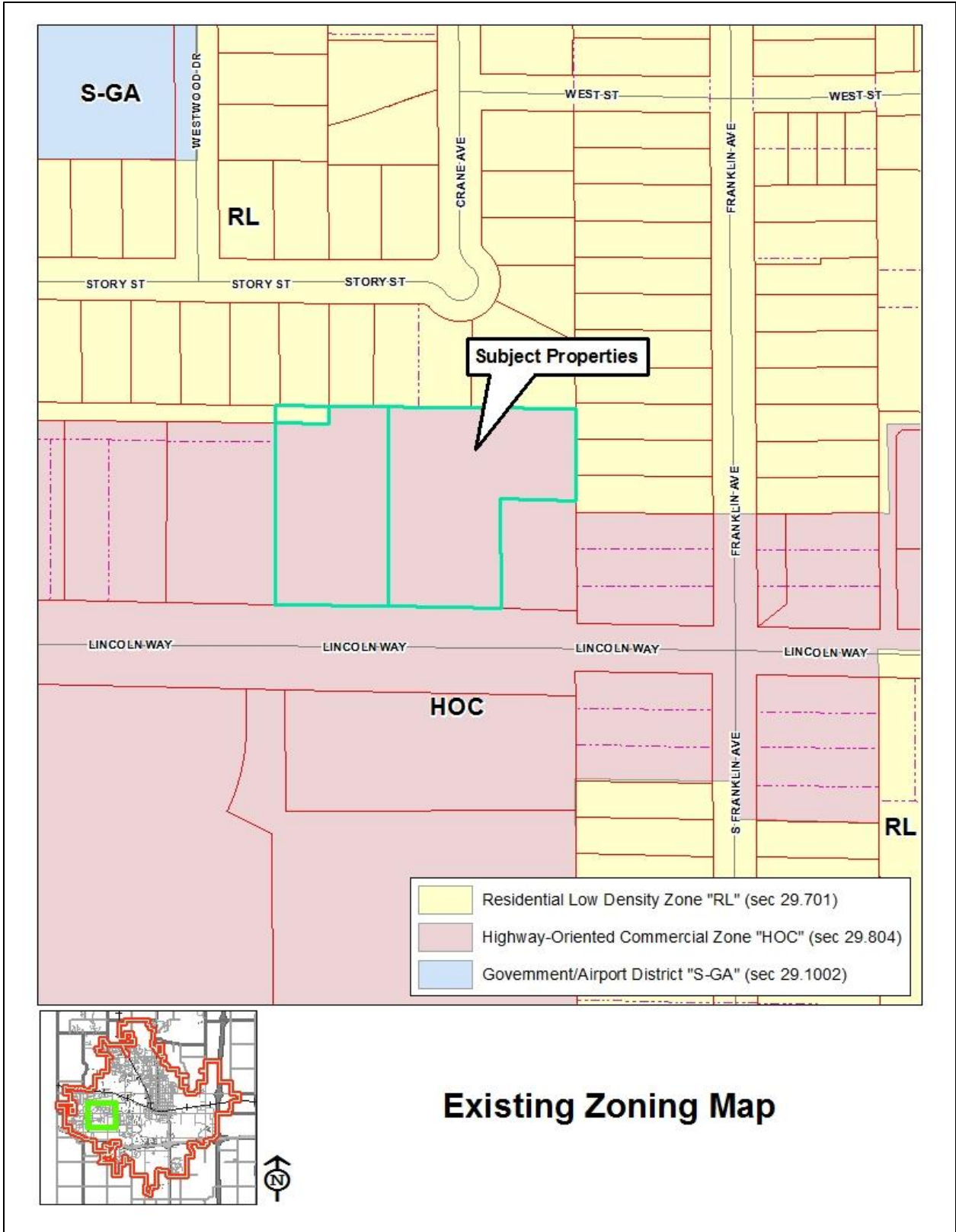
The proposed commercial and residential uses are not expected to generate nuisances in this commercial area.

- 11. Site coverage, building scale, setbacks, and open spaces shall be in proportion with the development property and with existing and planned development and structures, in adjacent and surrounding property.***

The two buildings proposed meet the development standards of the HOC and O-LMU zones for setbacks, building size, site coverage, and open space requirements. The building design and layout oriented to the south of the lots allows for the areas of activity to be focused near the other commercial activity areas along Lincoln Way and away from the residential properties to the north and east. The design of the property is also efficient in its uniform appearance and arrangement. Even with the three-story buildings, it is compatible with the character and scale of its surroundings. Open areas and landscaped areas meet the quantitative standards of the code. Staff supports the finding (29.406.13) that an alternative landscaping design is appropriate for this site, rather than requiring landscaping along the shared common boundary of the two commercial lots that make up this site. The intent is for cross access and the design will have the appearance and utility of single project parking lot and driveway with appropriate perimeter landscaping.

# Attachment A

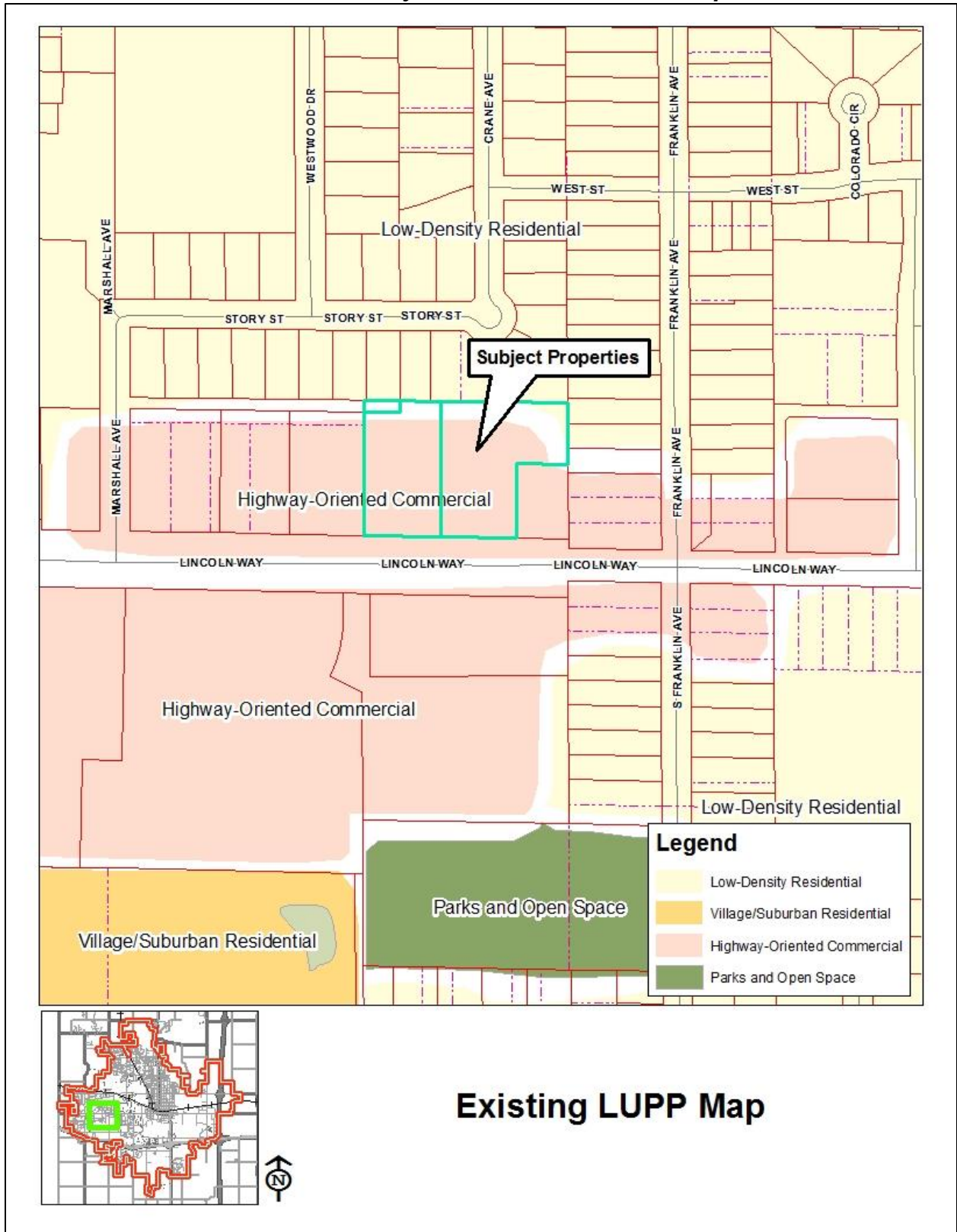
## Location and Existing Zoning Map



**Existing Zoning Map**

# Attachment B

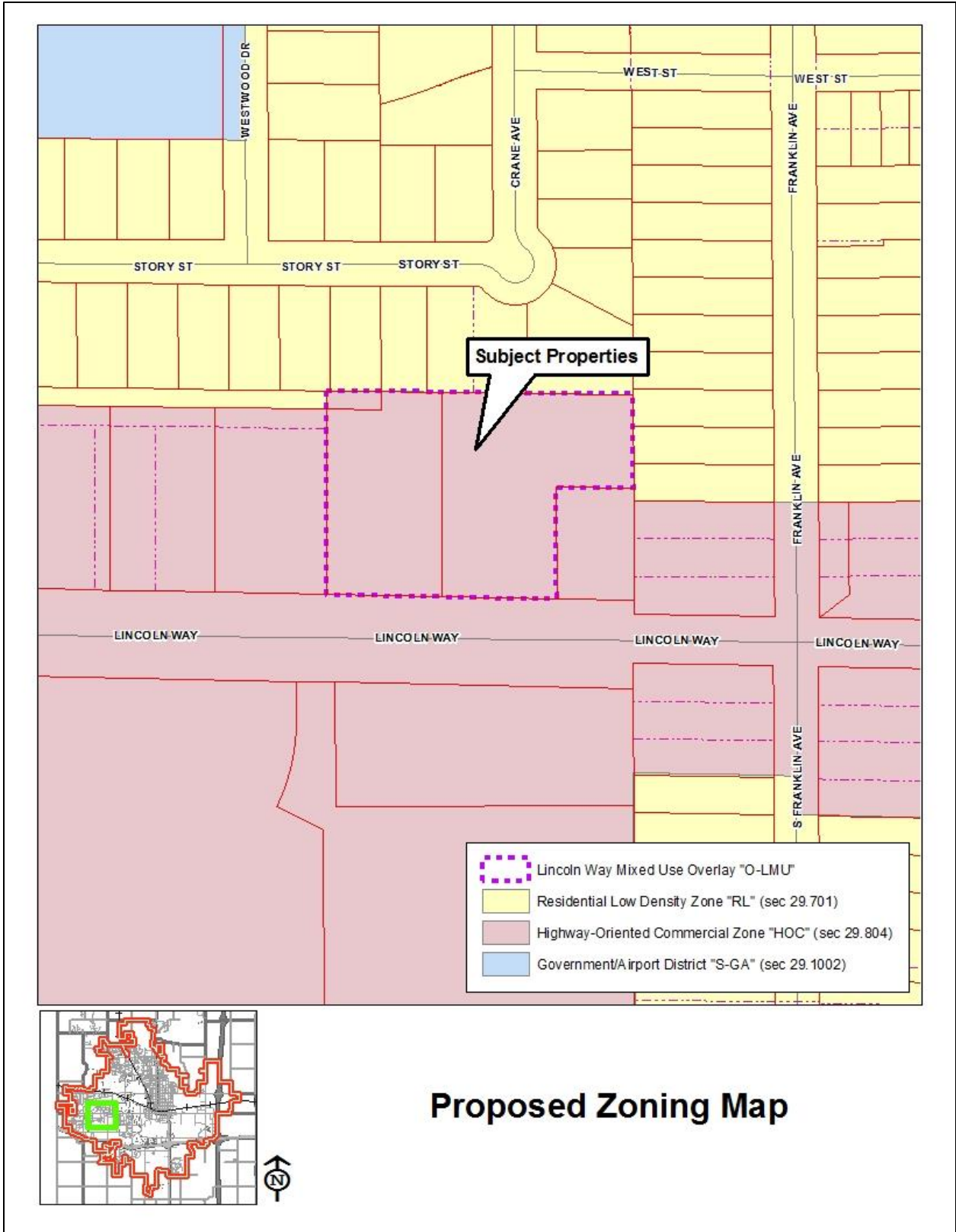
## Land Use Policy Plan Future Land Use Map





# Attachment C

## Proposed Zoning



### Proposed Zoning Map

# **Attachment D**

## ***Applicable Zoning Regulations***

- Land Use Policy Plan (LUPP) Goals, Policies and the Future Land Use Map:

The Land Use Policy Plan (LUPP) Future Land Use Map identifies the land use designations for the property proposed for rezoning.

### Related LUPP Goals and Objectives

**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.

Objectives. 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.

**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.

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

5.C. Ames seeks the continuance of development in emerging and infill areas where there is existing public infrastructure and where capacity permits.

**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.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.

## **Attachment D, Cont.**

### ***Applicable Regulations***

- Ames *Municipal Code* Chapter 29, Section 1507, Zoning Text and Map Amendments, includes requirements for owners of land to submit a petition for amendment, a provision to allow the City Council to impose conditions on map amendments, provisions for notice to the public, and time limits for the processing of rezoning proposals.
- Ames *Municipal Code* Chapter 29, Section 804, Highway Oriented Commercial, includes a list of uses that are permitted in the zone and the zone development standards that apply to properties in those zones.
- Ames *Municipal Code* Chapter 29, Section 1113, Lincoln Way Mixed-use Overlay, includes the permitted uses that are permitted in the zone, the Site Development Plan review requirement of a Major Site Development Plan and the Design Standards and Design Principles applicable to a development project within the overlay.



**Attachment F**  
*Major Site Development Plan Documents*

*Attached as separate document.*

**ORDINANCE NO. \_\_\_\_\_**

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

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

Section 1: The Official Zoning Map of the City of Ames, Iowa, as provided for in Section 29.301 of the *Municipal Code* of the City of Ames, Iowa, is amended by changing the boundaries of the districts established and shown on said Map in the manner authorized by Section 29.1507 of the *Municipal Code* of the City of Ames, Iowa, as follows: That the real estate, generally located at 3505 and 3515 Lincoln Way, is rezoned from Highway-Oriented Commercial (HOC) and Residential Low Density (RL) to Highway-Oriented Commercial (HOC) with Lincoln Way Mixed-Use Overlay (O-LMU) Zone.

**Real Estate Description:** Lots 1 and 2 in Walnut Ridge Subdivision, First Addition to Ames, Story County, Iowa, and the East 73.74 feet of the alley in Edgewood Fifth Addition, Ames, Story County, Iowa.

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

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

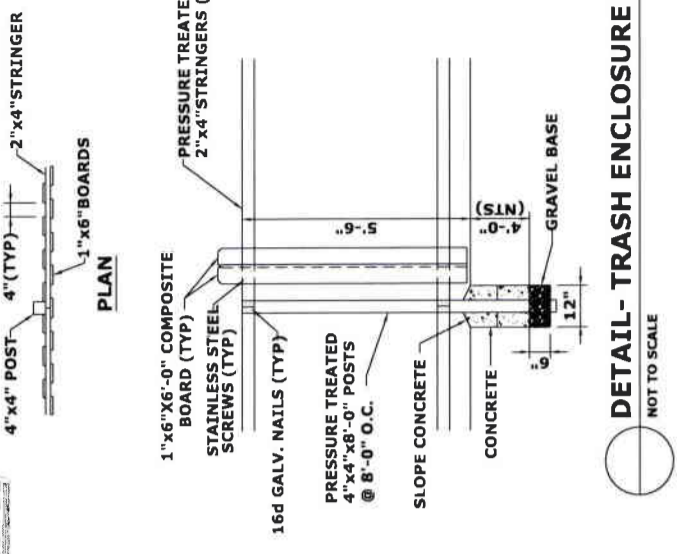
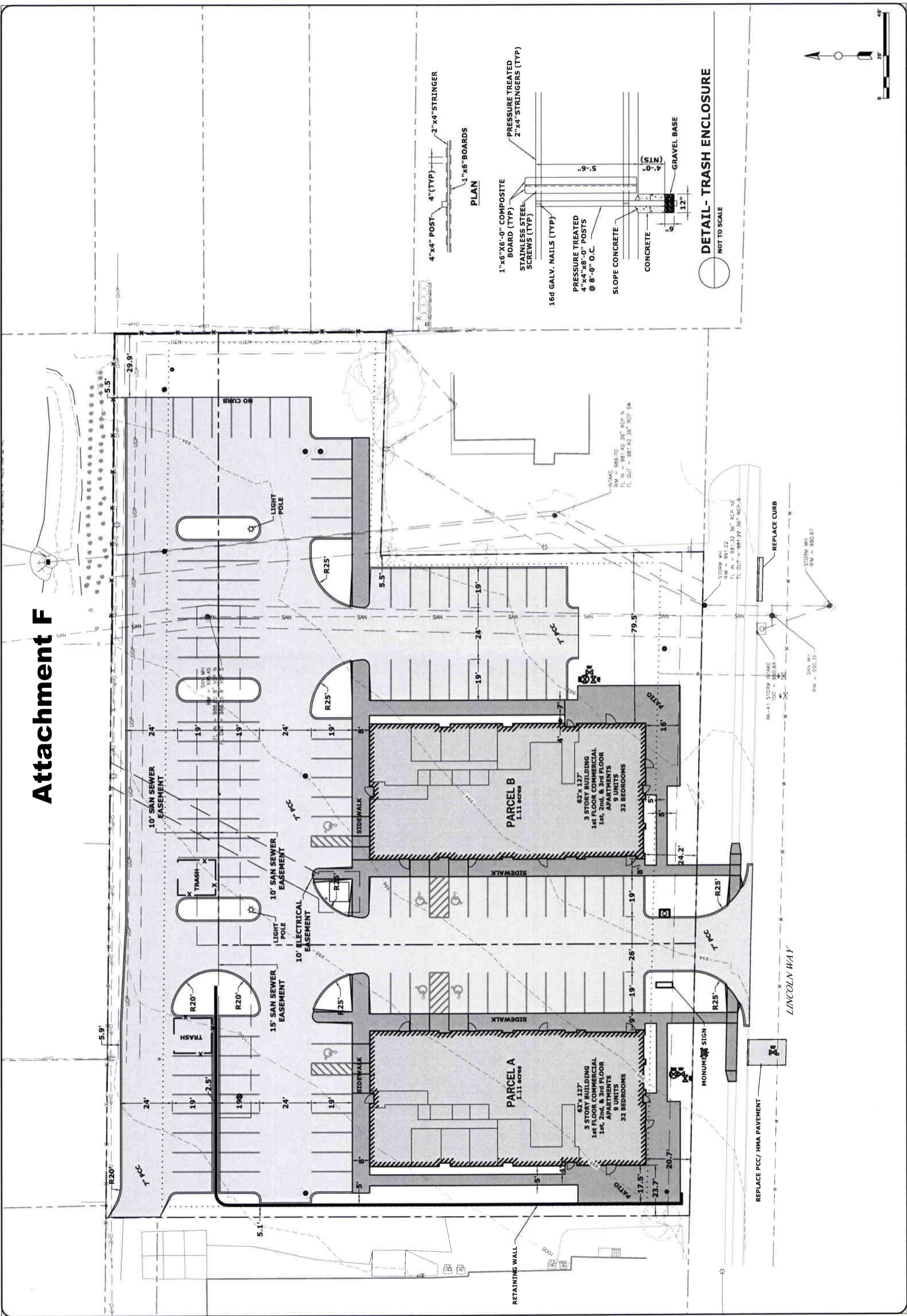
ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Diane R. Voss, City Clerk

\_\_\_\_\_  
Ann H. Campbell, Mayor

# Attachment F

DATE	BY	SAW	07/15
REVISION		SRS	07/15
07/30/15	AS PER DRC COMMENTS DATED 7/17/15	CHECKED	
		LAST UPDATE:	07/30/15



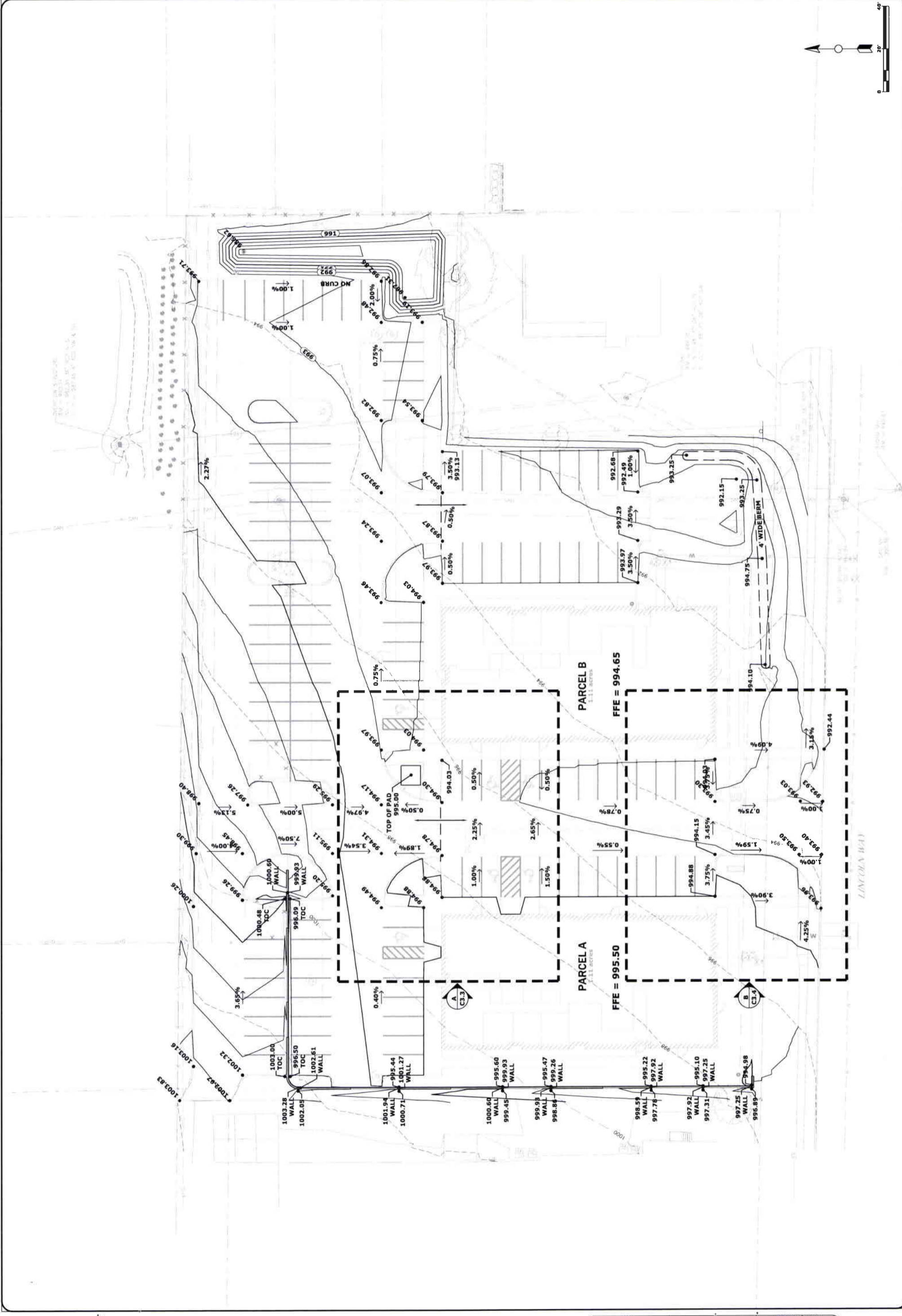
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LAYER MGR NAME	
LAYOUT NAME	C2.0

FOX Engineering  
 414 South 17th Street, Suite 107  
 Ames, Iowa 50010  
 Phone: (515) 233-0000  
 FAX: (515) 233-0103

SITE LAYOUT AND DIMENSIONING PLAN  
 WALNUT RIDGE COMMERCIAL  
 3515 & 3505 LINCOLN WAY  
 AMES, IA

PROJECT NO  
 5404-15A  
 SHEET  
**C2.0**





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C3.0	





ARCHITECTURAL  
CONSTRUCTION



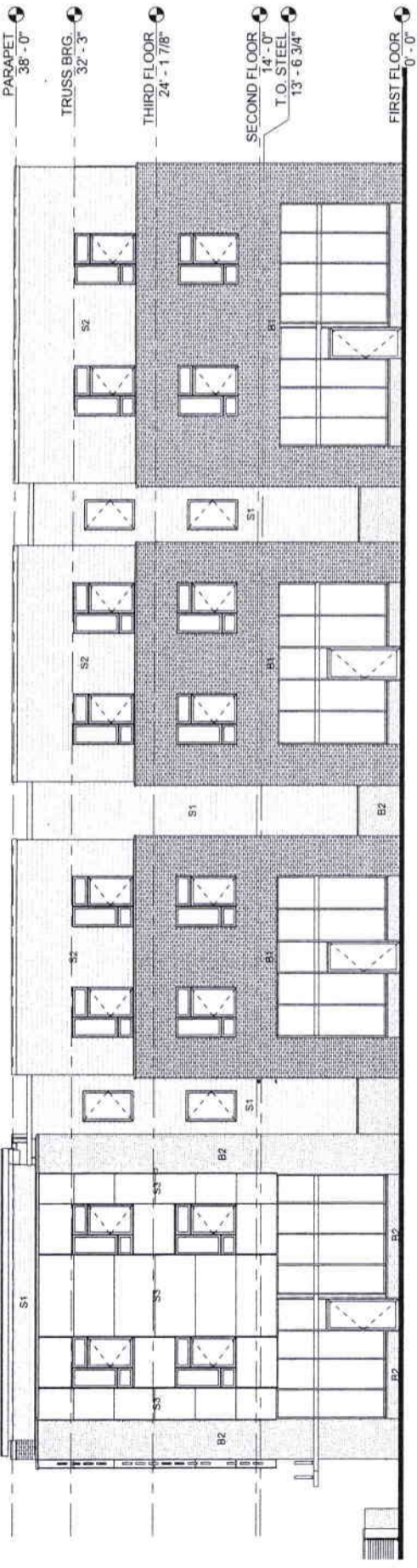
STRUCTURAL  
ENGINEERING

P.O. BOX 159 HUXLEY, IA 50124  
P: 515.597.5457  
F: 515.597.5461  
WWW.JCORP.BIZ

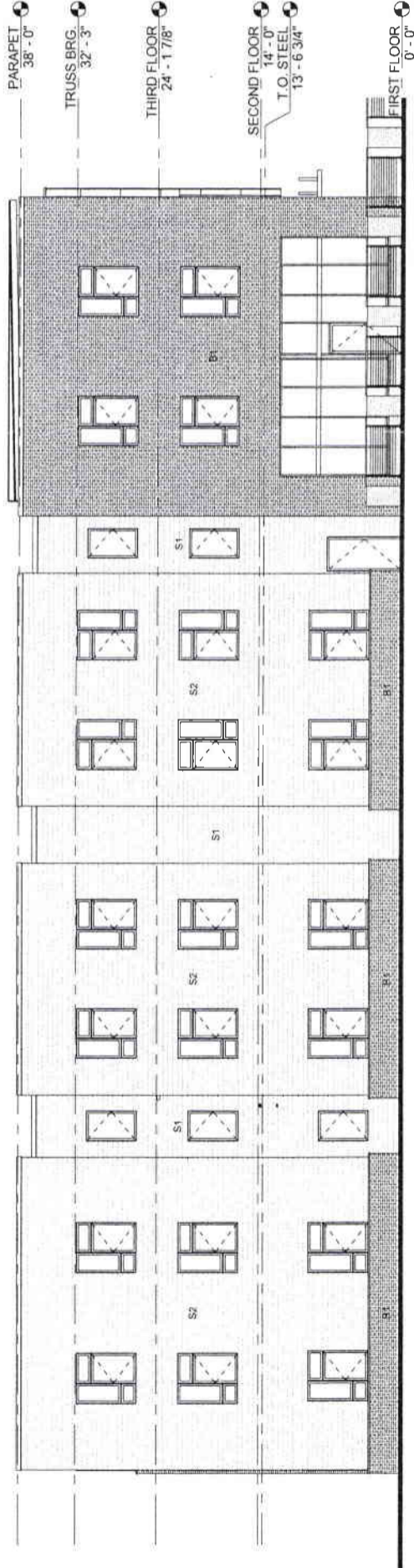
# Lincoln Way Mixed-Use

Perspective  
06/23/15

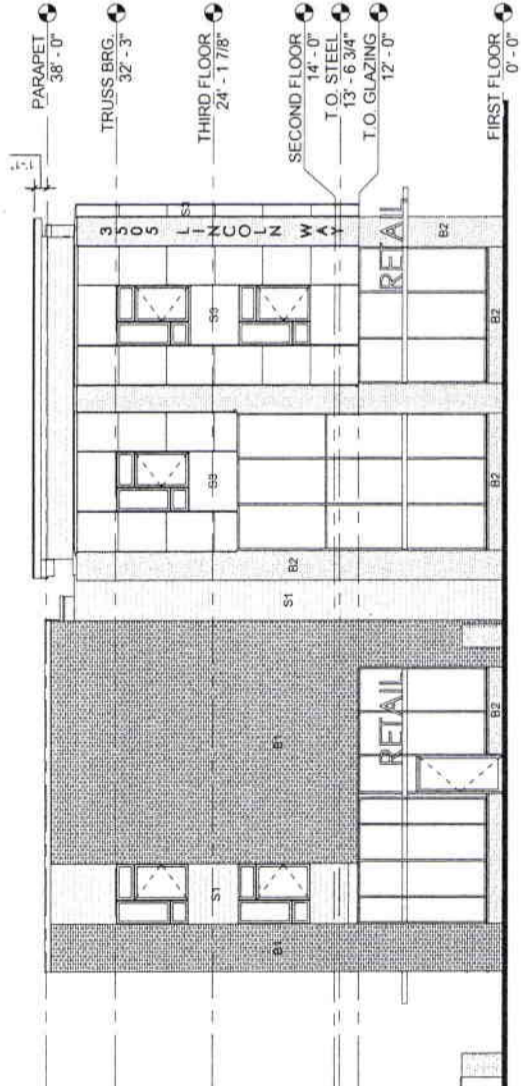
Type Mark	Description
B1	Brick - Dark Grey
B2	Brick - Light Tan
S1	Hardie Siding - Charcoal
S2	Hardie Siding - Grey
S3	Hardie Reveal Panel System



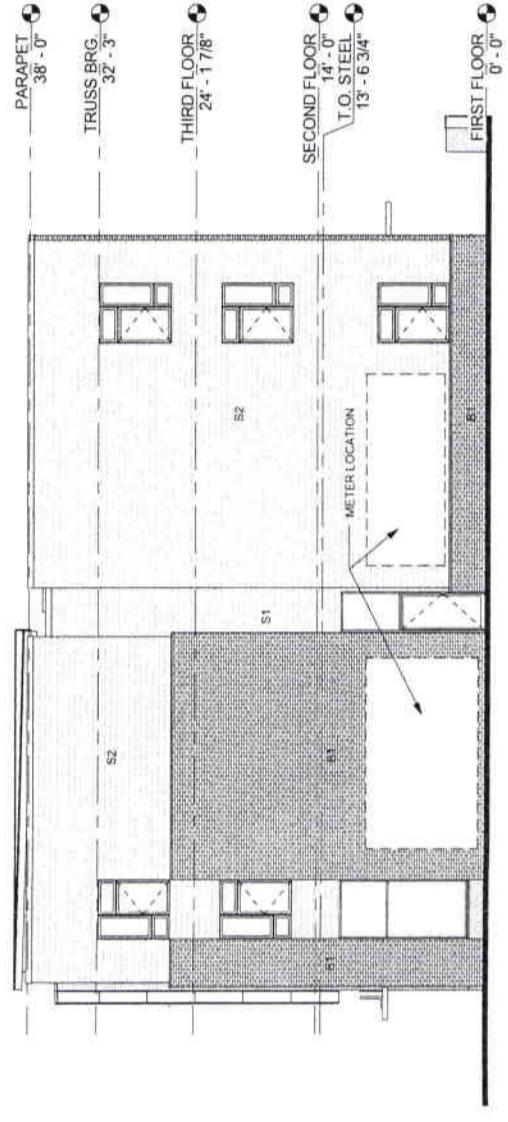
**4** EAST ELEVATION  
SCALE: 1/8" = 1'-0"



**3** WEST ELEVATION  
SCALE: 1/8" = 1'-0"



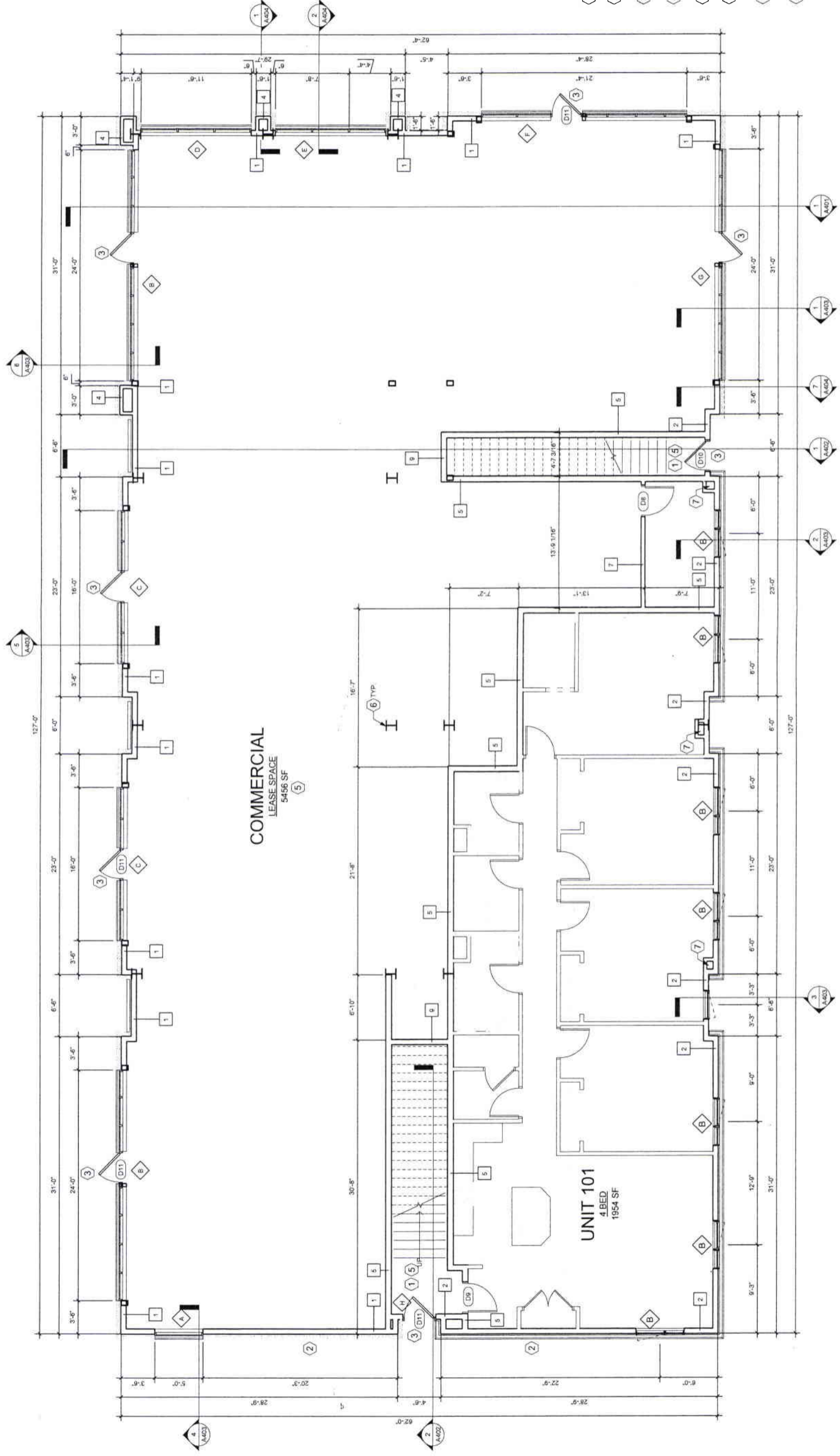
**2** SOUTH ELEVATION  
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**1** NORTH ELEVATION  
SCALE: 1/8" = 1'-0"

JUL 30 2015

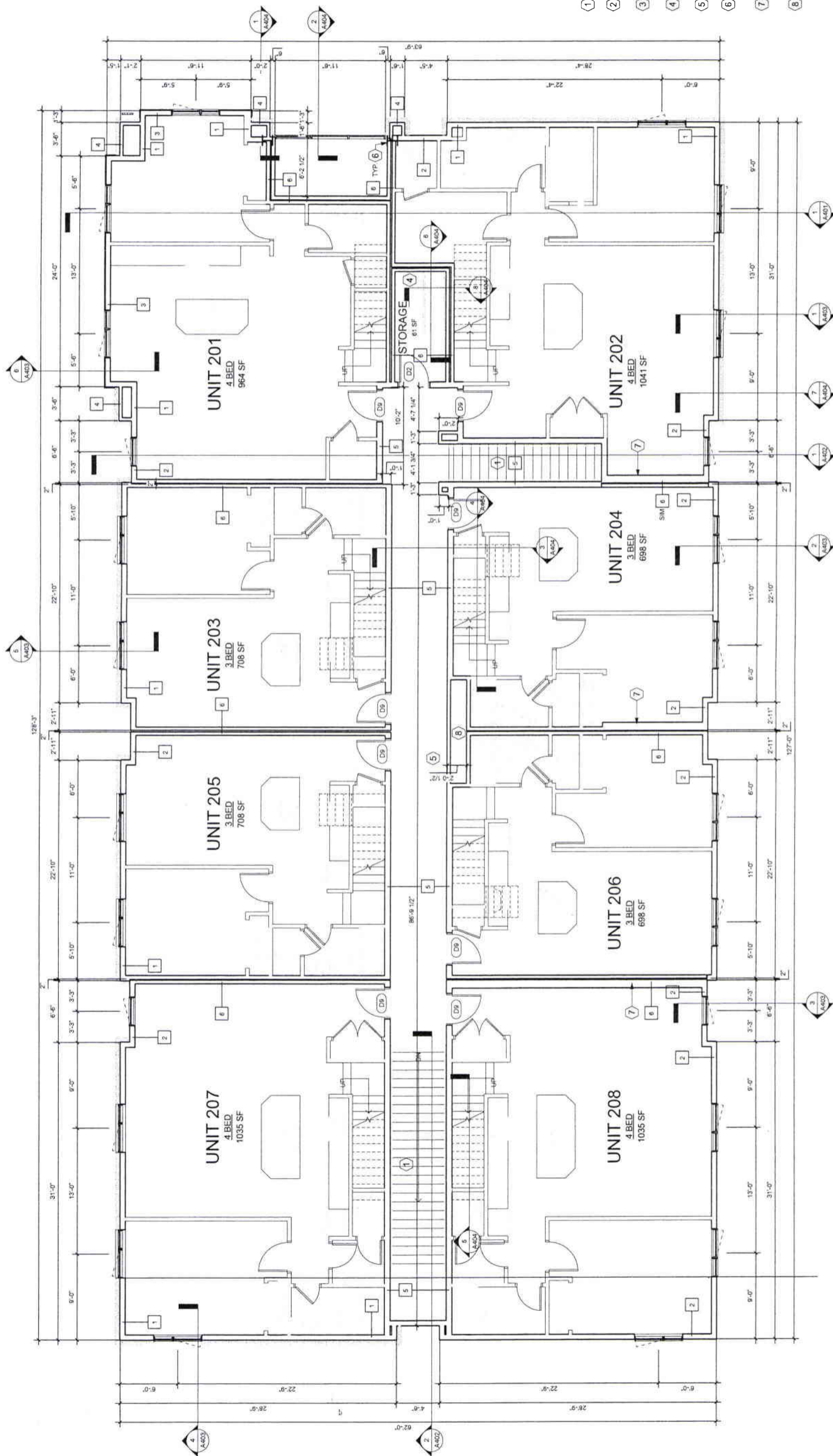
CITY OF AMES, IOWA  
DEPT. OF PLANNING & HOUSING



**PLAN NOTES**

- (1) STAIRS - RE. STAIR PLAN AND STAIR SECTIONS
- (2) METER LOCATION - COORDINATE FINAL SIZE AND PLACEMENT OF EQUIPMENT WITH CONTRACTOR
- (3) CONCRETE STOOP, TYP. ALL EXTERIOR ENTRANCES - RE. STRUCTURAL
- (4) SHIPS LADDER AND ROOF ACCESS HATCH BY MANUFACTURER
- (5) ACCESSIBLE HARDWARE IN ALL COMMON AREAS TYP. AS OCCURS
- (6) COLUMN AND LOCATION RE. STRUCTURAL
- (7) INTERNAL ROOF DRAIN LOCATION - COORDINATE FINAL SIZE AND PLACEMENT WITH PLUMBING CONTRACTOR. 2x8 WALL OR 2x4 FLOORING AS OCCURS TO CONCEAL DRAIN PIPE
- (8) CHASE SPACE FOR FUTURE MECHANICAL

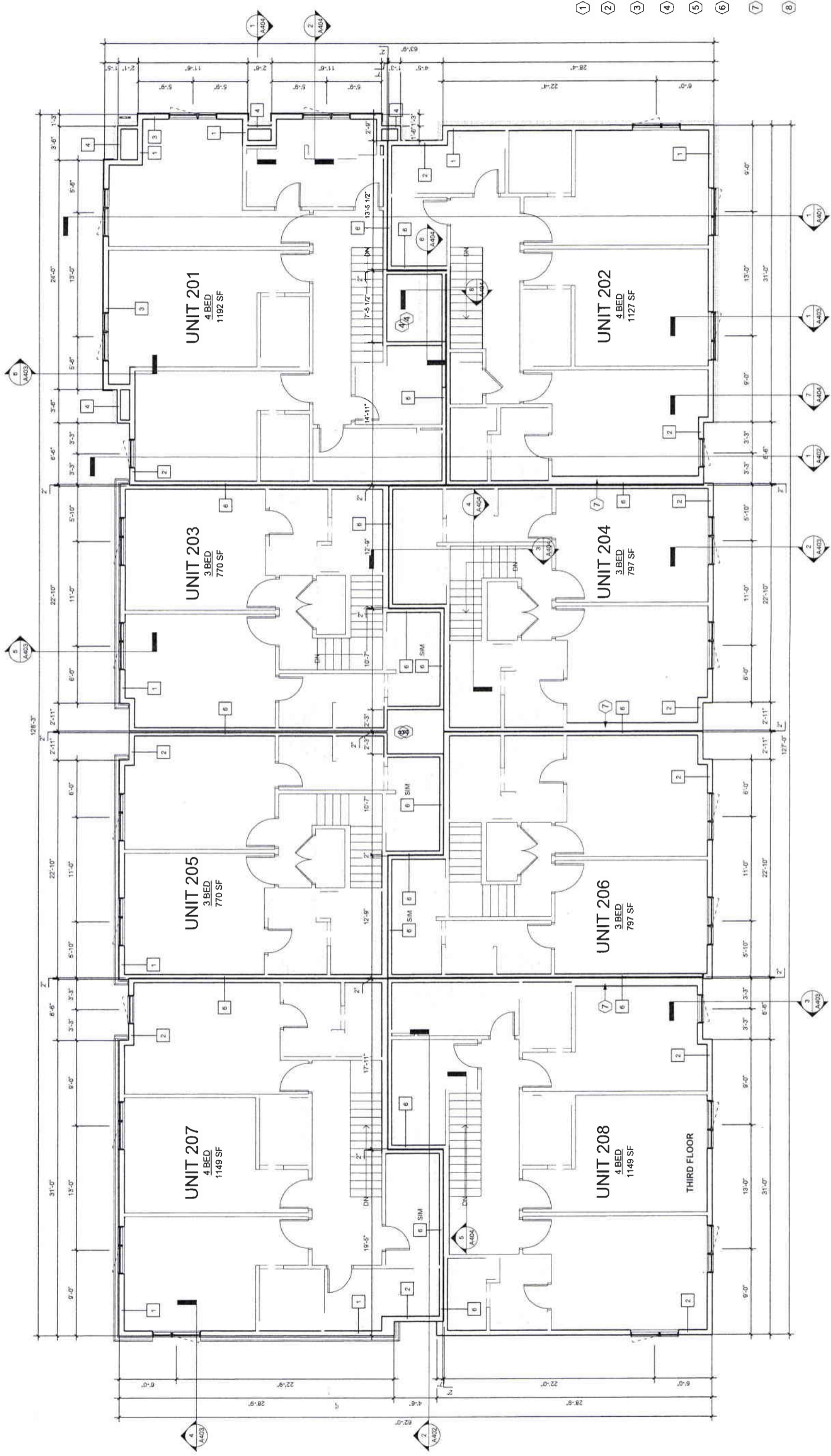
**NORTH**  **FIRST FLOOR PLAN**  
SCALE: 3/16" = 1'-0"



**PLAN NOTES**

- 1 STAIRS - RE STAIR PLAN AND STAIR SECTIONS
- 2 METER LOCATION - COORDINATE FINAL SIZE AND PLACEMENT OF EQUIPMENT WITH CONTRACTOR
- 3 CONCRETE STOOD: TYP. ALL EXTERIOR ENTRANCES - RE STRUCTURAL
- 4 SHIPS LADDER AND ROOF ACCESS HATCH BY MANUFACTURER
- 5 ACCESSIBLE HARDWARE IN ALL COMMON AREAS, TYP. AS OCCURS
- 6 COLUMN AND LOCATION RE STRUCTURAL
- 7 INTERNAL ROOF DRAIN LOCATION - COORDINATE FINAL SIZE AND PLACEMENT WITH PLUMBING CONTRACTOR. 2x8 WALL OR 2x4 FURRING AS OCCURS TO CONCEAL DRAIN PIPE
- 8 CHASE SPACE FOR FUTURE MECHANICAL

**NORTH** **1** **SECOND FLOOR PLAN**  
SCALE: 3/16" = 1'-0"



**PLAN NOTES**

- ① STAIRS - RE STAIR PLAN AND STAIR SECTIONS
- ② METER LOCATION, COORDINATE FINAL SIZE AND PLACEMENT OF EQUIPMENT WITH CONTRACTOR
- ③ CONCRETE STOOPT, TYP. ALL EXTERIOR ENTRANCES - RE STRUCTURAL
- ④ SHIPS LADDER AND ROOF ACCESS HATCH BY MANUFACTURER
- ⑤ ACCESSIBLE HARDWARE IN ALL COMMON AREAS, TYP AS OCCURS
- ⑥ COLUMN AND LOCATION RE STRUCTURAL
- ⑦ INTERNAL ROOF DRAIN LOCATION - COORDINATE FINAL SIZE AND PLACEMENT WITH PLUMBING CONTRACTOR. 2x6 WALL OR 2x4 FLOORING AS OCCURS TO CONCEAL DRAIN PIPE
- ⑧ CHASE SPACE FOR FUTURE MECHANICAL

**NORTH**  **1** **THIRD FLOOR PLAN**  
SCALE: 3/16" = 1'-0"