

**AGENDA**  
**REGULAR MEETING OF THE AMES CITY COUNCIL**  
**COUNCIL CHAMBERS - CITY HALL**  
**MAY 10, 2016**

**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.

**PRESENTATIONS & PROCLAMATIONS:**

1. Presentation of "A Home for Everyone Award" by Ames Human Relations Commission
2. Proclamation for 10<sup>th</sup> Anniversary of Aktion Club
3. Proclamation for "National Public Works Week," May 15-21, 2016

**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.

4. Motion approving payment of claims
5. Motion approving Minutes of Special Meeting of April 19, 2016, and Regular Meeting of April 26, 2016
6. Motion approving certification of civil service applicants
7. Motion approving Report of Contract Change Orders for April 16-30, 2016
8. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
  - a. Class E Liquor, C Beer, & B Wine – Walgreen’s #12108, 2719 Grand Avenue
  - b. Class B Beer – Jeff’s Pizza Shop, 2402 Lincoln Way
  - c. Class C Liquor – Mother’s Pub, 2900 West Street
  - d. Class C Liquor – Bar La Tosca, 400 Main Street
  - e. Class B Beer – Chicha Shack, 131 Welch Avenue
  - f. Class C Beer & B Wine – Tobacco Outlet Plus #530, 204 South Duff Avenue
  - g. Special Class C Liquor – Octagon Center for the Arts, 427 Douglas Avenue
  - h. Class C Liquor and B Wine – Della Viti, 323 Main Street, #102
9. Motion approving 5-day (May 27-May 31) Special Class C Liquor License & Outdoor Service for Gateway Market MLK at Reiman Gardens, 1407 University Boulevard
10. Motion approving 5-day (June 4-June 8) Special Class C Liquor License & Outdoor Service for Gateway Market MLK at Reiman Gardens, 1407 University Boulevard
11. Motion approving Ownership Change of Class B Wine, Class C Beer, and Class E Liquor License for Walgreens #12108, 2719 Grand Avenue
12. Resolution confirming reappointment of Sam Schulte as Government of the Student Body *ex officio* representative to City Council
13. Resolution confirming appointments of Steven Valentino and Cole Staudt to serve as Government of the Student Body representatives on Ames Transit Agency Board of Trustees
14. Resolution setting date of public hearing for May 24, 2016, granting Public Utility Easement to Iowa State University along South Riverside Drive

15. Alley between North Dakota Avenue and Delaware Avenue between Toronto Street and Reliable Street:
  - a. Resolution setting date of public hearing for May 24, 2016, regarding vacating alley
  - b. Resolution setting date of public hearing for June 28, 2016, for sale of vacated portion of alley
16. Requests from Ames Patriotic Council for Memorial Day Parade on Monday, May 30, 2016:
  - a. Resolution approving closure of Parking Lot M and Parking Lot N from 9:00 a.m. until approximately 11:00 a.m. for parade staging
  - b. Resolution approving closure of 5<sup>th</sup> Street from Grand Avenue to Clark Avenue from 9:00 a.m. until 11:00 a.m. for line-up and start of parade
  - c. Resolution approving temporary closure of Clark Avenue (from 5<sup>th</sup> Street to 9<sup>th</sup> Street), 9<sup>th</sup> Street (from Clark to Maxwell), 6<sup>th</sup> Street (at Clark) and Duff Avenue (at 9<sup>th</sup> Street), as parade moves through intersections
17. Requests from Main Street Cultural District (MSCD) for spring/summer events:
  - a. ArtWalk on Friday, June 3:
    - i. Motion approving blanket Temporary Obstruction Permit for MSCD sidewalks from 3:00 p.m. to 8:00 p.m. and blanket Vending License from 8:00 a.m. to 8:00 p.m.
    - ii. Resolution approving waiver of parking meter fees and enforcement for MSCD from 3:00 p.m. to 6:00 p.m.
    - iii. Resolution approving waiver of fee for blanket Vending License
    - iv. Resolution approving closure of 12 parking spaces near intersection of Main Street and Kellogg Avenue for food vendors
18. 4<sup>th</sup> of July Activities:
  - a. Requests of MSCD:
    - i. Motion approving blanket Temporary Obstruction Permit for MSCD from 8:00 a.m. to 2:00 p.m. on Monday, July 4
    - ii. Resolution approving waiver of utility fees for use of electrical outlets
    - iii. Parade on Monday, July 4:
      - (1) Resolution approving closure of portions of Main Street, Northwestern Avenue, Fifth Street, Douglas Avenue, Burnett Avenue, Kellogg Avenue, Clark Avenue, Allan Drive, and Pearle Avenue from 6:00 a.m. until end of parade
      - (2) Resolution approving closure of Parking Lot M and MM, Parking Lot N, Depot Lots V and TT from 6:00 a.m. to 2:00 p.m.
  - b. Request of City of Ames:
    - i. Resolution approving closure of Clark Avenue between 5<sup>th</sup> Street and 6<sup>th</sup> Street from 5:00 p.m. on Sunday, July 3, until conclusion of parade on July 4 for City Council Community Pancake Breakfast
19. Resolution approving preliminary plans and specifications for South Skunk River Basin Watershed Improvements (Ames City Hall Parking Lot Reconstruction); setting May 18, 2016, as bid due date and May 24, 2016, as date of public hearing
20. Resolution approving amendment to Professional Services Agreement with Veenstra & Kimm of West Des Moines, Iowa, in an amount not to exceed \$135,498 for 2014/15 West Lincoln Way Intersection Improvements (Lincoln Way and Franklin)
21. Resolution approving extension of lease for Parking Lot T
22. Resolution awarding contract to Graymont Western Lime, Inc., of West Bend, Wisconsin, in the amount of \$154/ton for FY 2016/17 Pebble Lime
23. Resolution awarding contract to Hawkins Water Treatment Group of Slater, Iowa, in the amount of \$.725/gallon at an estimated total cost of \$72,500 for FY 2016/17 Liquid Sodium Hypochlorite
24. Resolution awarding contract to Independent Salt Company of Kanopolis, Kansas, in the amount of \$70.30/ton for purchase of Rock Salt for 2016/17 Ice Control Program

25. Resolution awarding contract to Terry Durin Company of Cedar Rapids, Iowa, in the amount of \$51,263 for purchase of LED Luminaires for Electric Services
26. Resolution awarding contract to Harrison Truck Center of Altoona, Iowa, in the amount of \$253,115 for purchase of Crane Truck
27. Resolution approving renewal of contract with Itron, Inc., of Liberty Lake, Washington, in an amount not to exceed \$500,000 for purchase of FY 2016/17 Radio Units, Water Meters, and Related Parts and Services
28. Non-Asbestos Insulation and Related Services and Supplies for Power Plant:
  - a. Resolution approving renewal of contract with Total Insulation Mechanical, Inc., of Ames, Iowa, in an amount not to exceed \$100,000
  - b. Resolution approving contract and bond
29. Resolution approving contract and bond for WPC Facility Three-Year Biosolids Disposal Operation
30. Resolution approving contract and bond for WPC Facility Clarifier Drive Replacement Project
31. Resolution approving contract and bond for 2015/16 Concrete Pavement Improvements Program #2, and 2015/16 Water System Improvements Program #3 (North 2<sup>nd</sup> Street)
32. Resolution approving contract and bond for 2015/16 Shared Use Path Expansion (South Dakota Avenue)
33. Resolution approving contract and bond for 2015/16 Airport Improvements Taxiway Rehabilitation (Runway 01/19)
34. Resolution approving Change Order No. 1 for 2015/16 Chemical Treatment Program for Power Plant
35. Resolution approving Change Order No. 4 to Professional Services Agreement with BrownWinick of Des Moines, Iowa, for legal services for 161 kV Tie Line Franchise
36. Resolution accepting completion of ISU Research Park, Phase III - Water Main and Sanitary Sewer Construction
37. Resolution approving Plat of Survey for 122 Hayward Avenue
38. Resolution approving Plat of Survey for 104 and 124 Hazel Avenue
39. Resolution approving Final Major Plat for Hayden's Crossing (5400, 5440, and 5442 Grant Avenue)

**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.

**PARKS & RECREATION:**

40. Resolution approving policy for naming of Parks and Recreation facilities

**PLANNING & HOUSING:**

41. Resolution approving, with waivers, the Final Minor Plat for U-Haul Subdivision, 1<sup>st</sup> Addition

**HEARINGS:**

42. Hearing on rezoning, with Master Plan, of 3535 South 530<sup>th</sup> Avenue from Agricultural (A) to Suburban Residential Medium Density (FS-RM) and Residential High Density (RH):
  - a. First passage of ordinance
  - b. Resolution approving Zoning Agreement

43. Hearing on zoning text amendment to Residential Low-Density Park Zone minimum building setback at exterior boundary line:
  - a. Motion to continue hearing to June 14, 2016
44. Hearing on Proposed 2016/17 Community Development Block Grant Annual Action Plan:
  - a. Resolution approving Annual Action Plan projects
45. Hearing on 2015/16 Downtown Street Pavement Improvements (Clark Avenue - Lincoln Way to Main Street):
  - a. Resolution approving final plans and specifications and awarding contract to Con-Struct, Inc., of Ames, Iowa, in the amount of \$669,611.80
46. Hearing on 2015/16 Traffic Signal Program (University Boulevard & U.S. Highway 30 West-Bound Off-Ramp):
  - a. Motion accepting report of bids

**ADMINISTRATION:**

47. Report on 2015 Development Process User Survey

**ORDINANCES:**

48. First passage of ordinance adjusting Storm Water Rates
49. First passage of ordinance revising *Municipal Code* Section 28.201 regarding Energy Cost Adjustment (ECA)
50. Third passage and adoption of ORDINANCE NO. 4257 making zoning text amendment pertaining to Environmentally Sensitive Area Overlay District and its applicability to activities within Floodway
51. Third passage and adoption of ORDINANCE NO. 4258 making zoning map amendment to add Environmentally Sensitive Area Overlay to properties with FEMA-designated Floodway
52. Third passage and adoption of ORDINANCE NO. 4259 making zoning text amendment pertaining to allowed activities and process for seeking approvals for development in Flood Plain contained in *Municipal Code* Chapter 9 (Flood Plain Zoning Regulations)

**COUNCIL COMMENTS:**

**ADJOURNMENT:**

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



**MINUTES OF THE JOINT MEETING OF THE AMES CITY COUNCIL AND  
PLANNING & ZONING COMMISSION**

**AMES, IOWA**

**APRIL 19, 2016**

The Ames City Council and Planning & Zoning Commission met in joint session at 6:00 p.m. on the 19<sup>th</sup> day of April 2016, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with Mayor Ann Campbell presiding and the following Council members present: Gloria Betcher, Amber Corrieri, Tim Gartin, Bronwyn Beatty-Hansen, and Chris Nelson. Council Member Peter Orazem and *Ex officio* Member Sam Schulte were absent.

Also in attendance were Planning and Housing Director Kelly Diekmann, City Planner Karen Marren, and Planning and Zoning Commission members Carlton Basmajian, Rob Bowers, and Doug Ragaller. Additional representatives present were Senior Associate Doug Hammel and Principal Dan Gardner from Houseal Lavigne Associates and Planning Consultant Craig Erickson of Shive-Hattery.

Doug Hammel provided an update on current conditions, issues, and opportunities of the Lincoln Way Corridor Plan. So far, several workshops, interviews, and questionnaires have provided feedback from over 500 participants. According to the data collected, recurring themes have included concerns for complete streets, vehicular traffic efficiency and safety, and having consistent character throughout the Corridor. Past plans and studies that are influencing the Corridor Plan include the Land Use Policy Plan, Ames Mobility 2040 Long Range Transportation Plan, Lincoln Way “Road Diet” Analysis and the Ames Area MPO 2015-2019 Passenger Transportation Plan.

Dan Gardner discussed several key issues that would answer the vast majority of concerns. Enhancing housing opportunities would help with the projected population growth—the most significant growth being in college, post-college and senior cohorts. According to studies, 940 additional students will seek off-campus housing in 2020, assuming the University provides the same percent of housing each year. It was mentioned that the quality of units is just as important as the type.

Aligning commerce and consumers was another key issue. The daytime population increase—about 18,380—is an opportunity to capture specific commercial uses. It was mentioned that the eastern portion of the Corridor is less dense and will require repositioning of existing and obsolete commercial uses while the western portion of the Corridor shows potential for the addition of new commercial uses.

Council Member Betcher stated that there seemed to be more emphasis on the development of commercial growth rather than housing growth. It was said that enhancing the development sites will add to the housing growth either with new development or redevelopment.

Craig Erickson discussed the next issue—moving people along Lincoln Way. Of the top 100 safety improvement candidates statewide by the IDOT, five occur in Ames and along Lincoln Way. Different plans would address the desire for safer pedestrian crossings, safer bike routes, and Complete Streets. Also, there has been a 54% increase in CyRide ridership from 2005 which leads to the need for not only more stops, but safer stops. It was said that the IDOT will play a part in the portion from Grand to Duff, but only as needed. Staff will have to approach them with a proposal in hand rather than just engaging in conversation.

Council Member Gartin asked if the consultants are working with City staff to look at trends. He stated that given our population, the number of cars is not going to decrease, and those commuting into Ames are bringing in even more cars. They will have to park somewhere; and this needs to be taken into consideration. Diekmann stated that a better understanding is available by looking at the 2040 projected numbers from the Long Range Transportation Plan and adjustments are always occurring.

Overcoming development constraints and creating an attractive corridor were the last issues discussed. Development regulations and parcel ownership patterns were briefed and it was mentioned that there are a lot of small parcels with a lot of different ownership making it difficult to bring in developers. It is very expensive to develop since the cost per acre is high. Recognizing the individual places and unifying the character along the Corridor will be a product of public and private investments that will help develop a more attractive corridor.

The next step in the process was said to hold a workshop to discuss focus areas of the Corridor. All areas would receive recommendations, but the focus areas would address areas with short-term potential for investment and provide policy direction that could be applied elsewhere along Lincoln Way. So far, five focus areas have been considered options:

1. Downtown Gateway
2. Lincoln and Grand
3. Oak-Riverside
4. Campustown Transition
5. West Hy-Vee Retail Area

Council Member Nelson asked why the Downtown Gateway area went to Kellogg Avenue and was not extended to Clark Avenue. It was said that it was determined based on available resources, but the extension of the area is a discussion planners are willing to have. It would be a different level of detail to manage.

Commission Member Bowers questioned the idea of “road dieting” in the area around Jack Trice Stadium. He feels that in a way, it makes sense, but for those few times a year, a “road diet” wouldn’t be the best option. It was stated that City staff and the University are working together to make sure the unintended consequences of traffic design are on the radar when thinking of realistic impacts.

Commission Member Ragaller asked if the focus areas were prioritized. Currently, there is no prioritization of areas, but consultants are working with planners and recommendations to determine what areas will be the most impactful.

Council Member Corrieri questioned if the Downtown Gateway was intended to be a transitional area to downtown or a natural extension of the downtown area. It was said that the intent was to make it a connection to downtown and not necessarily an extension of downtown. However, as consultants and planners continue to work with the community and assess the realistic market opportunities, the area could be a similar or complementary land use which would make it feel as a natural extension.

Council Member Betcher wanted to clarify why the focus area Oak-Riverside kept being labeled as “neighborhoods” when it has a single neighborhood identity. It was said that the area is not as thriving as it could be in the terms of the availability of single family homes. The intent would be to respect the neighborhood as a whole, but take into consideration what existing residents are looking for and what can be added.

A.M. Fink, 222 S. Russell, Ames, simply stated if the intention is to preserve low cost housing, neighborhoods like his with a mixture of small and medium houses should be cherished.

Matthew Youngs, 112 E. 2nd Street, # 202, Ames, expressed his concern for bicycle use, but also the rise of vehicle use into and around neighborhoods. He also mentioned that the area from Duff Avenue to Grand Avenue deserves higher use of resources since it is a priority.

Debra Fink, 222 S. Russell, Ames, suggested the idea of a free shuttle along Lincoln Way that would allow pedestrians and cyclists to commute safely. She believes this would assist with parking issues and the amount of resources spent towards vehicles.

Tam Lorenz, 311 S. Maple, Ames, disagreed when it was said that the focus area Oak-Riverside was “not thriving.” She believes that it is and the area is great for college grads and families. Lorenz stated that the opening of Stadiumview will bring in an additional 500 residents to that area and also a major increase in traffic. According to her, this type of growth will be new to this neighborhood, and planners need to consider this before other decisions with the Corridor are made.

Jared Morford, 2324 Burnett, Ames, asked how existing and future plans in Campustown will work together with the Lincoln Way Corridor Plan. Hammel stated they are working with ISU throughout the process and have already discussed many topics including student housing, Cyride, and types of services and goods to provide in the area.

James Diamond, 114 S. Russell, Ames, questioned if the property on Hazel Avenue and Lincoln Way is up for rezoning since it is part of a focus area. He suggested postponing this until planners officially know what will get built there. Diekmann stated that because the property is

County owned, a Land Use Policy Map amendment would be needed. The type of zoning will have to be appropriate to what is ultimately built there.

Council Member Gartin agreed with the idea to extend the Downtown Gateway focus area a few blocks west to Clark Avenue, and asked if there was a downside to that idea. Diekmann stated that the amount of resources has to be considered, but the east side of Duff might not need to be included in this focus area. One idea would be to shift the entire focus area west a few blocks to include Clark and not include the east side of Duff.

Because the West Hy-Vee Retail Area is the largest focus area, it was discussed as having potential to be shorted which would allow for resources to be shifted elsewhere.

Moved by Gartin, seconded by Beatty-Hansen, to accept the consultants' recommendations on all five of the target areas with the exception that the Downtown Gateway will now be from Duff Avenue to Clark Avenue.

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

**ADJOURNMENT:** Moved by Gartin to adjourn the meeting at 8:18 p.m.

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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 REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

APRIL 26, 2016

The Regular Meeting of the Ames City Council was called to order by Mayor Ann Campbell at 6:00 p.m. on the 26th day of April, 2016, in the City Council Chambers in City Hall, 515 Clark Avenue. Council Members Bronwyn Beatty-Hansen, Gloria Betcher, Tim Gartin, Chris Nelson, and Peter Orazem were present. Council Member Amber Corrieri arrived at 6:40 p.m. *Ex officio* Member Sam Schulte was also in attendance.

**RECOGNITION OF BOYS & GIRLS CLUB OF STORY COUNTY YOUTH OF THE YEAR:** Mayor Campbell announced that Marc Mbofung has been named the Boys & Girls Club of Story County Youth of the Year in recognition of his leadership, service, and character. The Mayor also recognized Emma Clark as the Boys & Girls Club of Story County Junior Youth of the Year for her extraordinary achievement and service as a Club member.

**PRESENTATION OF 2015 HISTORIC PRESERVATION AWARDS:** Kim Hanna, Chair of the Historic Preservation Commission, presented the following Awards:

1. Significant Achievement in Historic Preservation: Sharon Wirth.

This Award recognizes significant individual or organizational achievements in historic preservation, including, but not limited to, advocacy, planning, development, education, community leadership, and promoting public awareness.

Ms. Wirth invited the public to a self-guided walking tour of historic Downtown buildings in Ames to be held on May 28 from 10 AM to 12 Noon. This event is sponsored by the City of Ames Historic Preservation Commission.

2. Historic Landscapes, Sites or Site Features: Hoggatt School, 300-20th Street, and the Ames Community School District. (Hoggatt School was the first school building in Ames dating back to the 1860s.)

This Award recognizes any historic resource not encompassed by the structural award categories that has undergone historic rehabilitation, restoration, or historic preservation.

Dr. Tim Taylor, Superintendent of Ames Community School District, and Jerry Peters, Director of Facilities Planning and Management, accepted the Award.

3. Adaptive Reuse: Haila Architecture, 413 Kellogg Avenue

This Award recognizes retention of the principal features of a building and in a sympathetic way modifying it for modern uses.

John Haila accepted the Award. Mr. Haila thanked the owners of the building Allyson Walter and Bill Woodward, for their support of the vision.

**PROCLAMATION FOR “PEACE OFFICERS’ MEMORIAL DAY:”** Mayor Campbell proclaimed May 15, 2016, as “Peace Officers’ Memorial Day,” in honor of Sergeant Howard Snider and the federal, state, and municipal officers who have been killed in the performance of their duties. Sergeant Howard Snider will be further honored by the addition of his name to the 2015 Iowa Peace Officer Memorial on May 6, 2016. Accepting the Proclamation was Robin Snider, wife of Sergeant Snider.

**PROCLAMATION FOR “ARBOR DAY:”** April 29, 2016, was proclaimed as “Arbor Day,” by Mayor Campbell. Accepting the Proclamation on behalf of Ames Trees Forever were members John Jacobson, Bill LaGrange, and Bob Schumer.

**PROCLAMATION FOR “NATIONAL PRESERVATION MONTH:”** The Mayor proclaimed May 2016 as the “National Preservation Month.” Accepting the Proclamation on behalf of the Ames Historic Preservation Commission was Kim Hanna, Chairperson.

**PROCLAMATION FOR “BIKE-TO-WORK” WEEK:** “Bike-to-Work Week” (May 16 - 20, 2016) was proclaimed by Mayor Campbell. She also proclaimed May as “National Bike Month.” Carol Williams; Daniel DeGeest; Geri Neal; Judie Hoffman, representing Healthiest Ames; and three others (names unknown) accepted the Proclamation. Ms. Williams advised that many activities will be happening during May for Bike Month. During Bike-to-Work Week, commuter breakfasts will be held from 7:00 - 9:00 a.m. at the following locations: City Hall on May 16, Research Park on May 17, Brookside Park on May 18, JAX Outdoor Gear on May 19, and Skunk River Cycles on May 20.

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

1. Motion approving payment of claims
2. Motion approving Minutes of Regular Meeting of April 12, 2016
3. Motion approving Report of Contract Change Orders for April 1-15, 2016
4. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
  - a. Class C Liquor & Outdoor Service – Perfect Games, 1320 Dickinson
  - b. Class C Beer – Swift Stop #2, 3406 Lincoln Way
  - c. Special Class C Liquor – Great Plains Sauce & Dough, 129 Main Street
  - d. Special Class C Liquor - Szechuan House, 3605 Lincoln Way
5. Motion approving new Class C Liquor & Outdoor Service for Battlecry Iowa Smokehouse and Bar, 823 Wheeler Street, Ste. 1 (pending satisfactory background checks and inspection)
6. Motion approving 6-month Class B Beer License and Outdoor Service for Ames Jaycees “Ames on the Half Shell” in Bandshell Park, 6<sup>th</sup> Street and Duff Avenue
7. Motion approving application for participation in Department of Justice Office of Justice Programs Bulletproof Vest Partnership Program

8. RESOLUTION NO. 16-189 approving and adopting Supplement No. 2016-2 to *Municipal Code*
9. RESOLUTION NO. 16-190 approving additional 2016 Urban Revitalization tax abatement requests
10. RESOLUTION NO. 16-191 approving 2016 Neighborhood Art acquisitions
11. Request from ChildServe to amend FY 2015/16 Contract for Human Services:
  - a. RESOLUTION NO. 16-192 approving reallocation of funds
12. RESOLUTION NO. 16-193 approving Program Agreement with Main Street Cultural District and Iowa Economic Development authority for Main Street Iowa Program
13. RESOLUTION NO. 16-194 approving 2016 Intergovernmental Agreement with Metro Waste Authority for satellite Household Hazardous Materials Collection and Disposal at an annual cost of \$76,431.24
14. RESOLUTION NO. 16-195 approving renewal of Contract with Iowa Association of Municipal Utilities for Safety Training and Related Services
15. RESOLUTION NO. 16-196 approving renewal of Dental Insurance Administrator Contract with Delta Dental of Iowa for July 1, 2016, through June 30, 2017
16. Requests for Summerfest in Campustown on June 4, 2016:
  - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License for Campustown District
  - b. Motion approving 5-Day Class B Beer Permit & Outdoor Service
  - c. RESOLUTION NO. 16-197 approving closure of 200 block of Welch Avenue and a portion of Chamberlain Street between 7:00 a.m. and 10:30 p.m.
  - d. RESOLUTION NO. 16-198 approving closure of parking spaces in 200 block of Welch Avenue, a portion of Chamberlain Street, Welch Lot T, and Chamberlain Lot Y from 12:01 a.m. to 10:30 p.m. and waiver of parking meter fees
  - e. RESOLUTION NO. 16-199 approving usage of electricity and waiver of costs
  - f. RESOLUTION NO. 16-200 approving waiver of fee for Blanket Vending License
17. RESOLUTION NO. 16-201 approving preliminary plans and specifications for Maintenance Facility Roof Replacement Phases 2 and 3; setting May 25, 2016, as bid due date and June 14, 2016, as date of public hearing
18. RESOLUTION NO. 16-202 approving preliminary plans and specifications for 2014/15 Sanitary Sewer Rehabilitation #2 (Flood Prone Manholes); setting May 18, 2016, as bid due date and May 24, 2016, as date of public hearing
19. RESOLUTION NO. 16-203 approving preliminary plans and specifications for Ice Arena Lighting; setting May 25, 2016, as bid due date and June 14, 2016, as date of public hearing
20. Award of FY 2016-19 Electric Distribution Line Clearance Program to Wright Tree Services of Des Moines, Iowa:
  - a. RESOLUTION NO. 16-204 approving one-year contract for hourly rates and unit prices bid in an amount not to exceed \$302,587
21. Skate Park Renovation Project:
  - a. RESOLUTION NO. 16-205 awarding contract to Spohn Ranch of Los Angeles, California, for base bid and Alternates 1 and 2 in the amount of \$149,750.37

- b. RESOLUTION NO. 16-206 approving the use of savings from Ada Hayden Water Line project
22. RESOLUTION NO. 16-207 approving renewal of contract with ChemTreat, Inc., of Glen Allen, Virginia, for 2016/17 Chemical Treatment Program for Power Plant in an amount not to exceed \$266,000
  23. RESOLUTION NO. 16-208 approving renewal of Professional Services Contract with Burns & McDonnell of Chesterfield, Missouri, for 2016/17 for Power Plant Fire Risk Mitigation in an amount not to exceed \$50,000
  24. RESOLUTION NO. 16-209 approving contract and bond for Ames/ISU Ice Arena Flooring
  25. RESOLUTION NO. 16-210 approving Change Order No. 1 for Grant Avenue (Hyde Avenue) Pavement Improvements Construction Observation
  26. RESOLUTION NO. 16-211 accepting completion of Power Plant Fuel Conversion, Uninterruptible Power System
  27. RESOLUTION NO. 16-212 accepting completion of 2013/14 Collector Street Pavement Improvements (Sheldon Avenue)
  28. RESOLUTION NO. 16-213 accepting completion of 2013/14 Concrete Pavement Improvements Program #2 (North 2<sup>nd</sup> Street)
  29. RESOLUTION NO. 16-214 accepting completion of Ames Plant Switchyard and Distribution Substation Improvements
  30. RESOLUTION NO. 16-215 approving Plat of Survey for 2622, 2630, and 2636 Lincoln Way; 112 and 130 S. Sheldon; and 113, 117, and 119 Hayward Avenue
- Roll Call Vote: 5-0. Resolutions/Motions declared adopted/approved unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**PUBLIC FORUM:** Mayor Campbell opened Public Forum.

Nitin Gadia, 214 Main Street, Apartment 1, Ames, stated that he was a member of Campustown Square. He thanked Council Member Corrieri for bringing up a task from the Council's Goal Update Session (on March 26, 2016) during the Council Comments section of the meeting held on April 12, 2016. He said he also felt that the Campustown Square group's request for a community-owned square in Campustown at the northeast corner of the enclosed parking area in the 100 block of Welch would fall under that task. Mr. Gadia asked for the Campustown Square members to be included in that task. He felt this was a good opportunity for all to work together to change the lot between Welch and Hayward. Mr. Gadia noted that the smaller Square would not require the reduction of any parking spaces.

Jessica Fears, 4915 Schubert Street, Ames, said that she was in support of Campustown Square's request. She feels that there needs to be a better sense of community in that location, and Ms. Fears believes that that begins with community spaces. Ms. Fears expressed her desire to have the request of Campustown Square referred to staff.



**SANITARY SEWER SYSTEM CAPACITY UPDATE:** Tracy Warner, Municipal Engineer, noted that the City Council had considered Land Use Policy Plan amendments, zoning changes, and subdivision/site plan approvals for several areas in the west part of Ames during the past few months. As part of those considerations, staff had indicated that evaluation of sanitary sewer capacity should be taken into account before granting final approval for these projects. Pending projects include a Major Site Development Plan for Aspen Heights, a Preliminary Plat for Dotson Drive, a Minor Site Development Plan for 122 Hayward, a rezoning of the Crane Farm, as well as a proposed development on TOMCO property between Sheldon Avenue and Hyland Avenue, and a future subdivision of the “Middle Parcel” along State Street, which is now owned by the City. All of those proposed developments would be built in Sewer Basins 5 or 6. The updated sanitary sewer model, including the above developments, indicates that there is a capacity issue in an existing ten-inch main between Hayward Avenue and Sheldon Avenue. This pipe was built in 1968 at a very flat slope. Initial indications are that this pipe needs to be upsized and at a steeper slope. The sanitary sewer model indicates that this segment of the sewer is at capacity under existing conditions and continued development consistent with the LUPP projects a deficiency that needs to be corrected as part of the system improvements. Therefore, it is not attributed to any of the specific developments now being considered. Ms. Warner advised that, if the Council directs, the improvements could be made as an existing system deficiency using State Revolving Funds already approved as part of the 2016/17 Sanitary Sewer Rehabilitation Program in the Capital Improvements Plan. Through direction by City Council for staff to proceed with design of this improvement, it would be possible for construction to commence this fall with completion by the end of December 2016.

Moved by Nelson, seconded by Orazem, to direct staff to proceed with the sanitary sewer system improvement between Hayward Avenue and Sheldon Avenue using 2016/17 Sanitary Sewer Rehabilitation funding, with construction to be completed in the 2016 construction season.  
Vote on Motion: 5-0. Motion declared carried unanimously.

**HEARING ON INTENT TO CONSTRUCT NEW WELL FIELD AND AUTHORIZING ACQUISITION OF LAND VIA EMINENT DOMAIN, IF NECESSARY:** Neil Weiss, Environmental Engineer with the Water and Pollution Control Department, provided background on the project. In summary, he said that currently 22 supply wells are the source drinking water for the Ames community. As old wells fail and need to be replaced and as demand for treated water increases, additional wells must be drilled. Development of the proposed well field will consist of an interconnecting pipeline and three new wells, each with a capacity of 1,000 gallons per minute. The planned new well field will add an estimated 2.6 million gallons per day (mgd) of raw water that will be delivered to the City’s Water Treatment Plant. Test drilling was done in 2012/13 and 2015/16. The 2016-17 Capital Improvements Plan budget includes \$518,000 for design/engineering and purchase of easements for the project, and the total budget for the project is \$5,561,000. Mr. Weiss added that the location for a new well field had been chosen using a detailed ground water hydraulic model. The three new wells are proposed to be constructed on land north of East 13<sup>th</sup> Street and east of the Skunk River.

Council Member Corrieri arrived at 6:40 p.m.

Mr. Weiss reviewed the scope of the project. He indicated that HDR Engineering had been retained to assist with the route study associated with the pipeline from the new well field to the new Water Treatment Plant. The study involved evaluating three alternative alignments for construction of a pipeline to transmit raw water to the Water Treatment Plant. The main disadvantage of the yellow alignment is the limited space on the north side of 13<sup>th</sup> Street and the main disadvantage of the blue alignment is the limited space along Stagecoach Road. Based on its evaluation, HDR recommended that the City pursue the red alignment for construction of the pipeline to connect the new wells to the Water Treatment Plant. That alignment best utilizes City property for constructing the water main. Overall, the red alignment will limit impacts to the public during construction and will offer accessibility for operation and maintenance after construction. There is space available on the south side of 13<sup>th</sup> Street that can be utilized to make the connection to the new raw water main.

According to Mr. Weiss, the entire pipeline can be constructed on City property. As for the wells, two of the proposed locations are located on City property and one well will require land to be acquired. In addition to the land acquisition for one well, construction easements may be needed for construction of the pipeline and the electrical power that will be brought to the site.

Regarding Project Involvement, Mr. Weiss stated that all potentially affected property owners had been invited to an open house on March 1, 2016. The primary purpose of the open house was to assist property owners in understanding the need for the project. It also allowed those potentially affected to ask questions and give feedback to the staff. In addition, staff met individually with each property owner where permanent easements will be needed. Staff has also contacted residents in areas where permanent easements will not be required, but where there will be construction-related disruptions. Although staff is hopeful the purchase of property/properties and easements required can be negotiated without condemnation, it is conceivable that an agreement for a voluntary sale or easement may not be reached, and condemnation might become necessary some time in the future.

Council Member Gartin asked if there was a reason why the Downtown wells were losing pressure. Christina Murphy, Assistant Director of Water and Pollution Control, stated that as the wells age, they lose pressure. She confirmed that it was not due to the aquifer.

Mayor Campbell opened the public hearing. The hearing was closed after no one requested to speak.

Moved by Beatty-Hansen, seconded by Nelson, to adopt RESOLUTION NO. 16-216 declaring the City's intent to fund the final site specific design and to acquire, by condemnation if necessary, property and easements for the construction of the North River Valley Well Field and Pipeline Project; and authorizing staff to pursue voluntary negotiations with property owners.

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

**ASPEN HEIGHTS (205 SOUTH WILMOTH AVENUE):** City Planner Karen Marren reported that Breckenridge Group Ames Iowa, LLC, had requested approval of a Major Site Development Plan for property located at 205 S. Wilmoth Avenue. The lot proposed for development contains 8.91 acres and is currently zoned Residential High Density.

According to Ms. Marren, the developer of the site proposes a residential and mixed-use residential and commercial development. Development of the property is required to be consistent with the Contract Rezoning Agreement for the property that allows for residential use of up to 422 beds and requires the development of between 15,000 and 40,000 square feet of commercial development with a mixed-use format. The property owner has also agreed to a three-story height limit for development of the site.

It was noted that, typically, development within an RH zoning district would not trigger a Major Site Development Plan review, but in this case, the inclusion of a mixed-use development in excess of 5,000 square feet requires a Major Site Development Plan approval. The property has also been designated as an Urban Revitalization Area with a plan for revitalization that includes standards that are above and beyond minimum zoning standards, which the project must accomplish to be eligible for future partial property tax abatement.

Ms. Marren further advised that the site abuts low-density zoned development to the south, a majority of the land to the west is low-density residential with one commercial site along Lincoln Way, to the north across Lincoln Way is split zoning of Low-Density Residential (®-L) and Highway-Oriented Commercial (HOC), and properties to the east are mostly Low-Density Residential with RH West University Impact zoning along Lincoln Way. There is one R-H parcel surrounded by the site along Lincoln Way.

The Council learned that the proposed Plan includes four buildings with parking located around each building. The total number of apartment units is 122 units totaling 422 bedrooms with approximately two-thirds of the units configured as four-bedroom units, one-fourth as three-bedroom units, and the remaining number as two-bedroom units. The mixed-use building along Lincoln Way includes approximately 15,000 square feet of commercial square footage on the ground floor and 20 apartment units above for a total of 64 bedrooms. The three apartment buildings are located in the middle of the property. Building B is located along Wilmoth Avenue and includes 36 units with 126 bedrooms. Building C is a centrally located apartment building and has 30 units and 106 bedrooms. Building D is the western apartment building and has 36 units and 126 bedrooms. Additionally there is a one-story 7,000 square foot clubhouse building with leasing offices and recreation space located at the corner of Wilmoth and Lincoln Way.

Ms. Marren stated that there is access into the development from Lincoln Way for the commercial mixed-use building with a driveway situated across from Colorado Avenue. This location was dictated by spacing requirements by the City's Traffic Engineer. Access from Wilmoth Avenue occurs near the clubhouse and also south of the apartment buildings across from Lettie Street. No access is provided from the dead-end street of Hilltop. Pedestrian access is provided to Wilmoth on the south side of the apartments, through to the clubhouse, and via the walkway along the commercial building. The apartment buildings are interconnected with an internal walkway system.

According to Ms. Marren, the developer has proposed a 20-foot easement along the south boundary of the site to accommodate a future bicycle facility in anticipation of the requirement as part of the City's missing infrastructure ordinance requirements of Chapter 5 and Chapter 22 of the *Ames Municipal Code*. It was noted, however, that actual construction of the bicycle facility will not occur with this development.

Ms. Marren briefly described the design of the buildings. The apartment buildings are similar to the commercial buildings in use of materials and design techniques. The buildings also include brick and horizontal cementitious board siding. Each apartment building is configured in a U-shape with an internal courtyard that is approximately 30 feet in width. However, the U-shaped pattern is only visible for the central apartment building as viewed from Lincoln Way. Each of the apartment buildings is separated from the adjacent building by 20 feet with a walkway between buildings. The mixed-use building is oriented with its main commercial frontage along Lincoln Way, but has access into the commercial tenant spaces and upper floor apartments from the rear parking lot located south of the building. The commercial tenant spaces may or may not have direct access to Lincoln Way and will be based on future tenant's desires. The individual apartment buildings will have access from both the north and south sides of the buildings with the eastern most building along Wilmoth also having an entrance to the street (east). The project includes a six-foot wood fence around the west and south perimeter of the site as part of a ten-foot wide L3 landscape buffer. Ms. Marren noted that the developer has proposed a decorative six-foot metal fence along the north and eastern perimeter. Access to the apartment area is secured with gates at all driveways and pedestrian walkways.

It was reported that the project has a requirement for 465 parking spaces by zoning standards; however, the Urban Revitalization Area Plan criteria require extra commercial parking that brings the minimum expectation up to 489 parking spaces. The project has a total of 492 parking spaces per the Plan dated "Revisions 4/20/16." The parking is designed to segregate the commercial parking from the majority of apartment parking. There are 72 spaces adjacent to the commercial area and an additional 63 spaces to the east for apartment occupants. The clubhouse has eight parking spaces and a drop-off area adjacent to it. The remaining 349 parking spaces are located around the apartments and behind the security fencing. The landscape design includes the standard parking lot screening requirements for 5-foot L2 shrubs and trees, placement of street trees, and inclusion of apartment foundation and front-yard landscape units (mix of trees and shrubs by linear footage). In addition, the proposed plan includes L3 plantings along the perimeter of the site in accordance with the URA criteria. The main features of the west buffer are the six-foot wood fence with an alternating pattern of shrubs and 10 to 15-foot tall evergreen juniper trees approximately every 35 feet. The intent of the design was to provide a screening that exceeds the fence height, but there were limitations due to existing overhead power lines. The south L3 buffer utilizes larger deciduous trees along with the fence due to the greater separation of the apartments from the homes.

Planner Marren reported that the developer requested a deviation from the parking lot landscaped median requirement. The Major Site Development Plan process allows for alternative landscape schemes to be approved for parking lot design when the intent of the ordinance has been met. In this

instance, the very southeast corner of the site triggers a requirement for a 15-foot landscape median due the presence of a third double loaded aisle of parking. Including the median would eliminate a minimum of seven parking spaces and run the total length of 63 feet. The developer believes the smaller area does not warrant such a median and that the overall landscape plan appropriately landscapes the parking lot along Wilmoth where the deviation is requested.

Planning and Housing Director Kelly Diekmann advised that, at its meeting of April 6, 2015, the Planning and Zoning Commission reviewed the proposed site development plan and discussed site layout, access, and design of the project. The Commission ultimately recommended approval of the project with a vote of 7-0, recommending that the City Council approve the Major Site Development Plan to explore adding an additional pedestrian connection to Lincoln Way and with the following conditions and stipulations as were recommended by staff:

- a. The developer shall enter into an agreement for the costs associated with the design and construction of the extension of a turn lane from Franklin Avenue to the east through the project driveway at Colorado Avenue. The developer would contribute funds to the City for the project construction and be completed by the City in the summer of 2017.
- b. Provide an easement as shown on the site plan for the reconstruction of the shared use path along Lincoln Way.
- c. Allow for the deviation of the 15-foot landscaped median with the southeast corner of the parking lot.
- d. Adjust the height of the front yard fence along Wilmoth to a height of four feet or move Building B to 25-foot setback line to keep the six-foot fence out of the front yard.
- e. Allowance for construction of carports primarily south of the apartments, subject to staff approval of a complimentary design to the apartment buildings in terms of colors and finishes and to include a sloped roof.
- f. Allow the landscaped corner within the parking lot of the mixed-use building to be hardscaped to function as outdoor space for seating, if desired by the developer.
- g. Provide additional parking lot screening for the northwest corner of the residential parking lot along Lincoln Way and include trees along the driveway landscape strip.
- h. Modify the location of the transformer along Wilmoth to meet Electric Department access requirements and zoning standards for location and screening.
- I. Allow for the shrub plantings between the mixed use building and Lincoln Way to be substituted with decorative grasses or flowering annuals in recognition of the ground-floor as commercial space rather than apartments.

- j. Continue to work with staff on includes enhancing the visual interest of the Building B along the Wilmoth facade to include a more substantial covered entry element and elements of roof variation or relief. The commercial storefront glazing shall not be covered by tenants as uncovered storage areas or with internal demising walls.

Tenants may use window coverings to treat window areas for the purpose of providing for privacy and screening of internal operations.

- k. Approval of signage program as a separate Major Site Development Plan application prior to the installation of signs.
- l. Determination of adequate sanitary sewer capacity by the Public Works Department prior to the issuance of a building permit.
- m. Proceed with revised elevations for the commercial building, Building A, as presented and discussed during the April 6, 2016 Planning and Zoning Commission meeting, and
- n. Explore the viability of one or more additional north/south pedestrian connections to Lincoln Way to improve access and travel throughout the site.

Ms. Marren reported that, since the Planning and Zoning Commission meeting, the applicant has made revisions to the Plan to address some of the site and building concerns noted at the meeting as well as in the staff recommended conditions for the project. The revised plans currently reflect the noted conditions of letters: d, f, g, portions of j, m, and n, as requested by the Planning and Zoning Commission. Staff believes the changes that have been incorporated by the applicant meet the intent of the conditions recommended by the Commission and staff.

Council Member Betcher asked about there not being doors in the front. She asked if a design similar to Somerset had been considered. Council Member Orazem noted that parking would not be allowed in the front of the buildings (Lincoln Way).

T. C. Selman, representing Aspen Heights, addressed two concerns:

1. Fences. Security is a top priority. Fences and a series of locks provide security for residents and their belongings.
2. Commercial Space Along Lincoln Way. With the requirement of parking being behind the buildings, the majority of the doors would be on the back side of the building. Until the commercial tenants are known, it is not possible to determine exactly where the doors would be located. It is possible to replace the windows in the front of building with doors.

The public hearing was opened by Mayor Campbell.

Jay Adams, 248 Village Drive, Ames, expressed his disapproval of this proposed development being located in the middle of the Low-Density Residential neighborhood. The majority of the buildings in the existing neighborhood are single-story and are single-family homes with a few duplexes in the area. He contends that the type of buildings being proposed do not fit in with the rest of the neighborhood. Mr. Adams expressed his desire that there be a much bigger buffer than a fence due to the density being proposed. In the opinion of Mr. Adams, if this development is allowed, there will be too much strain on the roads. He asked the Council to reconsider the zoning of this development. If that is not possible, he asked the City Council to consider widening the roads adjacent to the proposed development.

Sharon Guber, 2931 Northwestern Avenue, Ames, stated that one of the things that came up for the first time at the Planning and Zoning Commission was the construction of carports. It was stated that the carports would be rented; if a tenant doesn't rent one, they cannot park under a carport. That means if the tenant renting the carport is out of town, no one else can park under the carport. The construction of carports reduces the number of parking stalls. Ms. Guber noted that there are only two parking stalls over the number that was required. She also pointed out that there are only 11 parking spaces being allowed for the clubhouse. There is also very few spaces for guests of residents. According to Ms. Guber, the construction of private carports reduces the number of parking spaces by over 100. Ms. Guber believes that the carports are being included only as a means of financial gain for the developer.

Ms. Guber also expressed her concerns over the lack of trash receptacles and the location of the ones shown on the Plan. She also raised the issue of the two fire pits, which would be an attraction for large gathering spaces and parties. Ms. Guber did not feel there should be fire pits in this large development.

According to Ms. Guber, the developer was asking for a waiver of some of the requirements for landscaping so that carports could be constructed. She asked that there be no reduction in the landscaping requirements. The area needs trees and landscaping.

Joanne Pfeiffer, 3318 Morningside Street, Ames, informed the Council that she had three main concerns with the Plan:

1. Traffic. She does not feel that there has been an adequate accurate traffic study performed for this area.
2. Lack of green space. She is concerned about who is going to take care of the green spaces. Another concern is that there are no green spaces in the vast parking lots.
3. A representative of Aspen Heights had indicated, when asked, who would be the "go to" people, that it would be the cleaning people. She wondered if that would be sufficient. There will be a lot of assistance needed to the residents, at least when they first move in.

The Mayor closed the hearing after there was no one else wishing to speak on this matter.

Council Member Betcher shared her concern about the lack of access to the buildings from the front; there are no front doors. Council Member Beatty-Hansen stated that she has that same concern. She pointed out that one of the goals is to promote a pedestrian atmosphere and is hoping that the market will show that doors on the front of the commercial area were needed. According to Ms. Beatty-Hansen, it was somewhat encouraging to her to learn that the windows can be replaced by doors.

Council Member Betcher raised the concern about the inclusion of carports. She does not like the idea of designated rented spaces, which appears to cause a lessening of parking spaces. Ms. Betcher noted that there currently are no guidelines for carports, and she is concerned about their appearance.

Moved by Orazem, seconded by Gartin, to approve Alternative #1, approving the Major Site Development Plan for 205 S. Wilmoth Avenue, subject to the following conditions and allowances, noting that Stipulation A and K have been satisfied and can be removed, but adding that windows on the commercial space be convertible into doors, with staff approval.

- a. The developer shall enter into an agreement for the costs associated with the design and construction of the extension of a turn lane from Franklin Avenue to the east through the project driveway at Colorado Avenue. The developer would contribute funds to the City for the project construction and be completed by the City in the summer of 2017.
- b. Provide an easement as shown on the site plan for the reconstruction of the shared use path along Lincoln Way prior to the occupancy of any building.
- c. Allow for the deviation of the 15-foot landscaped median with the southeast corner of the parking lot.
- d. Allowance for construction of carports primarily south of the apartments, subject to staff approval of a complimentary design to the apartment buildings in terms of colors and finishes and to include a sloped roof.
- e. Modify the location of the transformer along Wilmoth to meet Electric Department access requirements and zoning standards for location and screening.
- f. Allow for the shrub plantings between the mixed use building and Lincoln Way to be substituted with decorative grasses or flowering annuals in recognition of the ground floor as commercial space rather than apartments.
- g. The commercial storefront glazing shall not be covered by tenants as uncovered storage areas or with internal demising walls. Tenants may use window coverings to treat window areas for the purpose of providing for privacy and screening of internal operations.



- h. Approval of signage program as a separate Major Site Development Plan application prior to the installation of signs.
- I. Finalize planting and lighting plans along the northwest corner of the site to meet CPTED principles with staff.
- j. Allow for minor adjustments to the building facades to ensure conformity to the URA clay brick percentage requirements, subject to staff approval of changes.
- k. Determination of adequate sanitary sewer capacity by the Public Works Department prior to the issuance of a building permit.

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. 16-218 accepting the Agreement Pertaining to Intersection and Roadway Improvements at Lincoln Way and Franklin Avenue.

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

Concerning the request for pre-approval of tax abatement for 205 S. Wilmoth, Director Diekmann explained three criteria that were in question. He described how the proposal either meets or does not meet the Urban Revitalization Area criteria. The criteria in question were:

- 1. Criterion #2: Buildings used solely for residential and accessory uses shall utilize hipped or gabled roofs. Mixed-use buildings are exempt from this standard.

The applicant is proposing mechanical wells on the roofs of all buildings on the property, which will cut into the typical pitch of the roof at its highest point and allow for the mechanical equipment to be sunk down into the roof structure, rather than place HVAC equipment at grade.

Staff believes that the minimal difference in visual appearance of the modified roof slope to accommodate the mechanical wells on the roofs of the buildings is balanced by the benefit of reducing the ground visibility of mechanical equipment and the potential for increased noise of the equipment if mounted at grade level for the property. Therefore, staff believes that this is still in compliance with the approved URA criterion.

- 2. Criterion #9: Primary entrances to residential buildings shall include covered entries with architectural enhancements increasing the buildings' visual interest and identifying the entrance.

In this project, only one residential building along Wilmoth Avenue has a visible entrance from the street frontage allowing for visibility of the residential entrance. Building entrances for the

other two residential buildings do not meet the general requirement of this criterion; however, the location of the buildings back from the street frontages of the site and the orientation of the buildings on the property do not allow for great visibility of the entrances from the street. Adding architectural detailing to these entrances would not enhance the visibility of the project from the street.

Staff believes that the applicant has met the general intent of the Criterion for creating an identifiable and protected entrance to the residential building along Wilmoth Avenue with the recess of the entrance and lobby area and has added some visual interest with the incorporation of the glass entry doors and windows into the common space of the building.

- 3, Criterion #11: The project shall provide landscape buffering with the L3 and F2 standards in a minimum of a ten-foot-wide planter along the perimeter property lines of the site.

The intent of this landscape screen requirement was to buffer the surrounding residential properties along the west and south property lines of the subject site. The applicant has provided the required screening along most of the south and west property lines of the site with the exception of the northwest corner of the property where the subject site abuts the neighboring commercially zoned property. In this area, the applicant has pulled the fence back to generally the southwest corner of the mixed-use building and has pulled the screening back to be in line with the front facade (northwest corner) of the mixed-use building. This change allows for additional visibility along the west side of the mixed-use building where a sidewalk has been added to help residents access the residential buildings of the site from Lincoln Way. The revision is in response to comments from the Planning and Zoning Commission regarding the concern about residents crossing Lincoln Way to the property from the westbound CyRide stops located along the north side of Lincoln Way.

Staff believes that since this area is not directly abutting residential property, the reduction in the screening is a reasonable accommodation of site planning desires and still maintains the goal of the URA criterion for buffering of the subject site to the residential neighborhoods.

Moved by Corrieri, seconded by Orazem, to approve Alternative 1 and grant pre-approval of eligibility for tax abatement for the proposed improvements for the Aspen Heights development at 205 S. Wilmoth Avenue..

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

**HEARING ON VOLUNTARY ANNEXATION OF 5871 ONTARIO STREET:** Justin Moore, City Planner, reported that the City had received a Petition for Annexation for the property located at 5871 Ontario Street. The property owner is D & R Furman LLC. The property is one parcel containing 34.25 acres on the north side of Ontario Street, west of South Dakota Avenue between Ontario Street and the Union Pacific Railroad line. The proposed annexation is 100% consenting. The property owner is seeking annexation in order to develop the property as single-family homes. Mr. Moore stated that the LUPP includes the subject parcel within the Southwest Allowable Growth

Area. It is designated as Urban Residential; lands within the Urban Residential designation are intended for future annexation into the city with development of urban densities and design standards. If the annexation is approved, the LUPP designation would be Village/Suburban Residential, which allows for a broad range of residential development types.

According to Planner Moore, the Planning and Zoning Commission, at its meeting of April 6, voted 7-0 to recommend that the City Council approve the request to annex 34.25 acres by finding that the proposed annexation is consistent with the LUPP and Urban Fringe Plan.

The Mayor opened the public hearing.

Alycia Carlsborg, 1264 N. 500<sup>th</sup> Avenue, Ames, stated that she and her husband own the property directly across the fence on the west side. They purchased the property in 1984 and developed their property with a horse stable. The east portion of their property has an electric fence. Clear Creek is quite close to the fence. The erosion of the Creek is creating a steep cliff right at the property line. The Carlsborgs have several concerns:

1. Will the developer of the property be willing to build a fence to prevent: access of children to the Creek, as the water is deep enough to be dangerous, and toys could roll into the Creek that would entice the children from going into the Creek without some barrier; children touching the electric fence, and interaction with the horses that are in the pasture.
2. Another issue is how they could legally combat problems that they have had with wild life control. In the past, they have hired a trapper. The trapper has informed them that he would not be able to help them if they are that close to city limits. The Creek is a normal pathway into the City of Ames. The Carlsborg need to control beaver dams, which could prevent the horses from crossing the Creek to the pasture. They wondered if they could tap into the resources that might be offered through the City of Ames to control the wild life.

Ms. Carlsborg said that going through the City of Ames is the only avenue they have had thus far to share their concerns with the developer.

Steven Poplin, 5426 Tennessee, Ames, asked if there were already plans as to what will be built, e.g., roads, number of homes, whether there will be any retail, etc. Mayor Campbell explained that there are several steps that must be taken before a design of the development is created; the first one is whether or not the property should be annexed to the City. Planning and Housing Director Diekmann informed Mr. Poplin about the various steps. He noted that at least one street will have to come off of Ontario.

Council Member Beatty-Hansen referenced an email that she had received from residents in the area who are concerned about what will happen to the trees that are on the property.

There being no one else wishing to speak, the hearing was closed.

Moved by Nelson, seconded by Corrieri, to adopt RESOLUTION NO. 16-219 approving the Voluntary Annexation of 5871 Ontario Street.

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

**HEARING ON REZONING, WITH MASTER PLAN, PROPERTY AT 896 SOUTH 500<sup>TH</sup> AVENUE (Continued from April 12, 2016):**

Mayor Campbell noted that the public hearing on this matter was continued from April 12, 2016. No one came forward to speak, and the Mayor closed the hearing.

Director Diekmann noted that the results of the Sanitary Sewer Study were now known. Staff was recommending approval of this rezoning with Master Plan.

Alex Galyon, 121 North Russell, Ames, said that he was representing the developer GW Land Holdings, LLC. Since the sanitary sewer issue had been resolved, Mr. Galyon requested that the Council pass all three readings and adopt the Ordinance at this meeting.

Moved by Orazem, seconded by Betcher, to pass on first reading an ordinance rezoning, with Master Plan, property at 896 South 500<sup>th</sup> Avenue from Agricultural (A) to Suburban Residential Low Density (FS-RL) and Suburban Residential Medium Density (FS-RM).

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

Council Member Gartin recalled that he has heard from realtors and others that Ames need more houses. There is a huge demand for residential development, and these homes would be in the Ames School District.

Moved by Gartin, seconded by Orazem, to suspend the rules necessary for the adoption of an Ordinance.

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

Moved by Corrieri, seconded by Orazem, to pass on second and third readings and adopt ORDINANCE NO. 4256 rezoning, with Master Plan, property at 896 South 500<sup>th</sup> Avenue from Agricultural (A) to Suburban Residential Low Density (FS-RL) and Suburban Residential Medium Density (FS-RM).

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

Moved by Beatty-Hansen, seconded by Corrieri, to adopt RESOLUTION NO. 16-220 approving the Zoning Agreement.

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

**HEARING ON VACATION OF PUBLIC UTILITY EASEMENT AT 108 SOUTH 5<sup>TH</sup> STREET:** The Mayor opened the public hearing and closed same after no one requested to speak.

Moved by Corrieri, seconded by Betcher, to adopt RESOLUTION NO. 16-221 vacating the Public Utility Easement at 108 South 5<sup>th</sup> Street.

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

**HEARING ON VACATION OF PUBLIC UTILITY EASEMENT AT 1126 FLORIDA AVENUE:** The public hearing was opened by Mayor Campbell. She closed the hearing after there was no one wishing to speak.

Moved by Corrieri, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 16-222 vacating the Public Utility Easement at 1126 Florida Avenue.

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

**HEARING ON PROPOSED ACTION TO INSTITUTE PROCEEDINGS FOR ISSUANCE OF HOSPITAL REVENUE REFUNDING BONDS IN AN AMOUNT NOT TO EXCEED \$68,000,000:** Mayor Campbell opened the public hearing. No one came forward to speak, and the hearing was closed.

Moved by Nelson, seconded by Corrieri, to adopt RESOLUTION NO. 16-223 authorizing issuance of Hospital Revenue Refunding Bonds in an amount not to exceed \$68,000,000.

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

**HEARING ON 2015/16 RIGHT-OF-WAY RESTORATION:** The hearing was opened by the Mayor. She closed same after no one requested to speak.

Moved by Nelson, seconded by Betcher, to adopt RESOLUTION NO. 16-224 approving final plans and specifications and awarding a contract to Green Tech of Iowa of Grimes, Iowa, in the amount of \$150,210.

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

**HEARING ON 2015/16 SHARED-USE PATH SYSTEM EXPANSION (SOUTH DAKOTA AVENUE):** The public hearing was opened by Mayor Campbell. It was closed after no one wished to speak.

Moved by Nelson, seconded by Corrieri, to adopt RESOLUTION NO. 16-225 approving final plans and specifications and awarding a contract to Con-Struct, Inc., of Ames, Iowa, in the amount of \$113,037.

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

**HEARING ON 2013/14 STORM SEWER IMPROVEMENTS, 2015/16 CONCRETE PAVEMENT IMPROVEMENTS PROGRAM #2, AND 2015/16 WATER SYSTEM IMPROVEMENTS #3 (NORTH 2<sup>ND</sup> STREET - NORTH RIVERSIDE DRIVE TO NORTH MAPLE AVENUE):** Mayor Campbell opened the public hearing. There was no one requesting to speak, and the Mayor closed the hearing.

Moved by Beatty-Hansen, seconded by Corrieri, to adopt RESOLUTION NO. 16-226 approving final plans and specifications and awarding a contract to Con-Struct, Inc., of Ames, Iowa, in the amount of \$730,171.10.

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

**HEARING ON WPC FACILITY CLARIFIER DRIVE REPLACEMENT PROGRAM:** The public hearing was opened by the Mayor. She closed the hearing after no one came forward to speak.

Moved by Betcher, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 16-227 approving final plans and specifications and awarding a contract to Woodruff Construction, LLC, of Ames, Iowa, in the amount of \$197,300.

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

The meeting recessed at 8:11 p.m. and reconvened at 8:16 p.m.

**LANDSCAPE ORDINANCE PROVISIONS (Postponed from April 12, 2016):** Director Diekmann reported that the City's Landscape Ordinance had been referred back to staff in 2011 with a directive to work with a stakeholder group to discuss the options to enhance the quality, aesthetics, and vitality of landscaping provided at the time of development. In 2015, the Council had prioritized staff time to work on the Ordinance update and to consider issues of sustainability in conjunction with parking along with the previously identified landscaping issues. Based on that direction, staff defined the goals of the Landscape Ordinance Update as creating more visually distinctive landscaping with visual accents of interest in color and texture and also promote a sustainable environment.

Mr. Diekmann said that staff is seeking direction on the intent and framework of a new ordinance before drafting a specific ordinance. Specifically, staff needs direction on three issues to formulate a draft ordinance: (1) the approach in how to design landscaping, (2) to review sustainability priorities, and (3) to consider changes to the site inspection process.

According to Director Diekmann, the City's defined landscaping requirements are essentially based on three concepts: (1) screening of parking lots, (2) internal parking lot landscaping, and (3) front yard or foundation plantings for apartment buildings.

Mr. Diekmann advised that staff needed direction on three issues to formulate a draft ordinance: (1) the approach in how to design landscaping, (2) to review sustainability priorities, and (3) to consider changes to the site inspection process. A detailed explanation of each issue was given.

According to Director Diekmann, feedback received from developers had indicated a desire for more flexibility due to the belief that practical issues have not been accommodated by the current standards and that the freedom to be creative is also restricted by the current requirements. Mr. Diekmann said that what is critical is that it not be a one-sided process used to diminish landscape value, but instead be a tool that promotes higher quality and interesting landscaping than has been accomplished under the existing prescription requirements.

Mr. Diekmann reported that an introductory workshop and outreach had been held on January 28. It was attended by developers, property managers, landscape designers, and civil engineers. They reviewed the scope of the update and discussed key interest and improvements to landscape standards. A second workshop was held on March 30. Discussion centered around flexibility versus predictability. Initial thoughts from staff on options for new standards were presented. A consensus was reached that current requirements were not meeting the interests of most people.

A presentation explaining the issues was given, and a summary of Ames landscape standards was provided.

According to Mr. Diekmann, staff reviewed and compiled landscape ordinance standards from various cities around Iowa and the Midwest. After comparing to other cities, it was obvious that Ames' standards are not onerous. Some of the improvements that can be addressed were listed by Mr. Diekmann.

Director Diekmann said that with the Council's direction on the three issues, staff would draft an ordinance with specific standards to review with the stakeholder group and then proceed through the public hearing process. Staff believes that an ordinance could be before the Planning and Zoning Commission and the City Council within the next two months.

Council Member Orazem offered that there should be a statement of what the goals should be for landscaping. He likes the idea of having flexibility - so there is an option of perhaps having a small park as well as green space - and also the concept of groundwater collection. Council Member Nelson said that he liked the possibility of flexibility and that the sustainability element would be included.

Council Member Betcher recommended partnering with Iowa State University and suggested that the City could perhaps work with graduate student interns from the Natural Resource Management Program.

Ms. Betcher also raised the issue of parking as it relates to pervious surfaces. She asked if incentives could perhaps be offered for using pervious surfaces.

Council Member Beatty-Hansen endorsed sustainability encompassing garden and local food options.

Council Member Nelson asked how the point system would work with the different zoning districts and if that would be problematic for staff. Mr. Diekmann advised that he did not see the point system as being particularly problematic for staff.

Council Member Orazem said he liked the point system because it already builds in flexibility.

Moved by Orazem, seconded by Gartin, to direct staff to develop a set of criteria and associated points to guide the evaluation of landscaping plans for development.

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

Director Diekmann advised that staff needs direction on third issue regarding site inspection and maintenance. Staff would like to consider alternatives for site inspection requirements as part of the landscape ordinance update in an effort to ease the administrative burden. Two options were presented for Council's review:

1. Allow the property owner to submit written confirmation verifying that landscaping has been completed or will be complete within 30 days with an allowance for seasonality. Upon receipt of the letter, the Inspection Division would be able to grant building occupancy. Staff would complete an inspection after receipt of the letter. Non-compliance with the landscape plan would then trigger a citation of a *Municipal Code* infraction with a corrective order to complete the requirements. This increases the property owner responsibility for compliance.
2. Adjust the financial incentive for completing landscaping based on creating a site inspection fee and an increase in the financial security amount to 150% of the estimated cost. This would be similar to the current system, but due to higher costs for not completing the work, it may motivate property owners to come into compliance more quickly.

Moved by Beatty-Hansen, seconded by Orazem, to direct staff to go with the citation method.

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

**AGREEMENT WITH XENIA CONCERNING CONTINUED WATER SERVICE FOR 3599 AND 3601 GEORGE WASHINGTON CARVER AVENUE:** Moved by Orazem, seconded by Gartin, to adopt RESOLUTION NO. 16-228 approve the Water Service Agreement with Xenia Rural



Water District confirming that the City of Ames will provide water service to the annexed property for Scenic Point development located at 3599 George Washington Carver Avenue.

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

**CAMPUSTOWN FACADE GRANTS:** Planner Karen Marren described the following grant applications:

1. 103 Stanton Avenue for the Cranford Building. The request is for \$15,000 in grant funds with an additional \$1,500 in design fees.
2. 116 Welch Avenue for Arcadia Café. The request is for \$15,000 in grant funds and an additional \$1,000 in design fees.

Moved by Nelson, seconded by Corrieri, to adopt RESOLUTION NO. 16-229 awarding a Grant for 103 Stanton Avenue (Cranford Building).

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 adopt RESOLUTION NO. 16-230 awarding a Grant for 116 Welch Avenue (Arcadia Café).

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

**PRELIMINARY PLAT FOR DOTSON DRIVE SUBDIVISION (601 AND 705 DOTSON DRIVE AND 4112 COCHRANE PARKWAY):** Planner Marren stated that the proposed Preliminary Plat includes 15 lots for single-family detached homes and three additional outlots for open space.

According to Ms. Marren, staff finds that the Preliminary Plat is consistent with the approved Master Plan proposed layout, number of proposed units, and unit types. The project meets the minimum density requirement of 3.75 units/acre and provides for 10% of the site as required open space.

The Planning and Zoning Commission, on April 6, 2016, recommended unanimously to approve the Preliminary Plan.

Moved by Gartin, seconded by Orazem, to adopt RESOLUTION NO. 16-231 approving the Preliminary Plat for Dotson Drive Subdivision (601 and 705 Dotson Drive and 4112 Cochrane Parkway).

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

**122 HAYWARD AVENUE:** Director Diekmann advised that Dean Jensen is the owner and developer of two properties proposed to be merged for redevelopment into a new mixed-use student housing development at 122 Hayward Avenue. The project would include 45 apartments totaling 145 bedrooms with approximately 3,300 square feet of commercial space on the ground floor. Plans for the new project are predicated on receiving vehicular access to private structured parking across the City's property (Welch Parking Lot X) located to the north and east of the site. The property owner would need to secure an easement to have perpetual access for the proposed project across the City property.

Mr. Diekmann said that based on City Council's direction to investigate use of Parking Lot X area for a variety of purposes, it appears that there is a conflict with granting a perpetual easement to the 122 Hayward project since it could diminish the opportunities for the use of the area in the future. There is a potential easement alignment to provide access to 122 Hayward at two points that fit the design of the project. The access from Welch would accommodate two-way traffic, while the route to Hayward is only 16 feet in width and would provide for one-way traffic existing onto Hayward.

Mr. Diekmann described two options available to the City Council:

1. Provide an easement within either a defined area or broadly in a manner that gives the City the ability to alter the path of travel in the future, but guarantees access to the property. That would require a formal easement document for Council's approval.

City Manager Schainker noted that that would reduce the range of options that would be desirable and feasible for either use of the space as currently configured or for redevelopment of the space in conjunction with other properties in the future.

2. Decline the easement and initiate a study of the area. City staff would complete the task identified for its Objective set at its Goal Update before deciding how to proceed with granting of a perpetual easement. The developer would be delayed in initiating the project and miss the construction cycle for occupancy in 2017. The developer could consider a redesign of the project and utilize access from Hayward to provide required parking.

Council Member Gartin asked City Attorney Parks about assessing if there is a right to use the Parking Lot. Ms. Parks said that the owner's representative is asserting prescriptive rights or by implication to use the alley for access. She does not believe those rights exist because of the ability of the property owner to access public streets due to the site's frontage along Hayward.

Council Member Orazem noted that there is currently parking located behind the private buildings. He is trying to determine whether that is by easement. City Attorney Parks said that vehicles have the right to access that area.

Director Diekmann showed a map of the affected area. He noted what properties were owned by the City of Ames, having been purchased around 1956. The 16 feet to the north and west was dedicated to the City as an alley in 1935.

Council Member Orazem said that there is evidence by looking at the map and seeing the cars parked behind the building that there is an implied use of the parking lot. He believes that the more density that is in the area, it raises the likelihood of continued investment in Campustown. There will be different uses for the properties, and it needs to be adaptive.

City Manager Schainker said that the City might be able to provide access, but not dictate that the access would occur at a certain point.

Council Member Beatty-Hansen advised that a concern she would have is for the heavy pedestrian traffic on Welch.

Luke Jensen, 2519 Chamberlain Street, Ames, said that he was representing RES Development. Mr. Jensen said that currently, there is an unsightly building at 120 Hayward. It has been 12 years since a major redevelopment has occurred on Welch/Chamberlain. It was shared by Mr. Jensen that the proposed project would consist of 45 units and 5,000 feet of commercial space. So far, they have secured one national retailer and one local business for the commercial space.

Council Member Gartin asked what would happen to the project if access may only be off of Hayward. Mr. Jensen said it would result in an entire reworking of the project. They would lose a great deal of commercial space. Council Member Orazem said it was crucial that there be flexibility for development options.

Brian Torresi, Davis-Brown Law Firm, representing Campus Plaza, said that they have easement rights, as do approximately 19 other owners, either by easement of implication or prescriptive rights. According to Mr. Torresi, the only reason the developer is here tonight is because during the Plat of Survey process, City staff said they knew the property owner has easement rights, but wanted it memorialized.

Council Member Betcher asked Mr. Jensen to confirm that the developers have no issue with restricting the out on Welch. Mr. Jensen identified the two access points as upper and lower. He believes that it would be possible in their design to have all the out onto Hayward. City Manager Schainker noted that the restriction would not just be placed on this development, but would have to be put on the others.

Director Diekmann said it would be best if the 16' easement would be wider. Mr. Jensen said that the developer would be willing to investigate whether that is possible.

Moved by Gartin, seconded by Corriero, to approve Option 1 with the addition that staff be directed to design this with flexibility in terms of location of the easement.

City Manager Schainker noted that the City had not yet talked to the others involved.

Upon being questioned regarding restricting the “out” on Welch, City Attorney Parks said that the City will design traffic controls.

Council Member Gartin offered that it is impossible to get a prescriptive easement on government land.

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

Request to Determine Equivalency of Meeting Criterion of the Campustown Urban Revitalization Plan. Director Diekmann explained the request of RES Development submitted applications for approval of a Minor Site Development Plan and Plat of Survey to combine two lots into a single parcel for redevelopment of the property located at 122 Hayward. The developer has asked that the City Council determine if its approach to provide natural lighting for the apartment unit living areas is equivalent to the criterion of the Campustown Urban Revitalization Area (URA). After the project is constructed, the developer intends to seek property tax abatement. Specifically, the developer is asking that the Council determine that although the approximately one-third of the bedrooms within the project do not have exterior windows, due to the degree of glazing on the residential facades and the proposed level of artificial lighting within each living area, the project can be found to be equivalent to the standard as described in the URA Plan. The language in question relates to a Building Code standard that articulates a requirement that occupied space must meet minimum lighting levels, either through the use of windows or artificial lighting. A building must provide natural light for habitable spaces, with the net glazed area to be not less than eight percent of the floor area of the room served by the window. The other approach is to use artificial light that is adequate to provide an average illumination of ten foot candles over the area of the room at a height of 30 inches above the floor level. Staff has interpreted the URA criterion for natural daylight requirements to mean that natural lighting, through the use of window glazing, is to be incorporated into the design of new buildings for all habitable spaces.

Developer Duane Jensen, Huxley, Iowa, said that the natural light does not have to be provided to all habitable spaces in the building to meet the URA criteria for lighting. They are proposing that artificial light can be provided in place of exterior windows for some of the rooms, provided that the rooms the rooms that do have exterior windows exceed the minimum glazed area for the entire apartment units that would be required by the International Building Code (IBC). Mr. Jensen said it is the developer’s belief that this approach achieves a higher standard for the building design than is required by the IBC and satisfies the URA criteria for natural daylight with exterior windows.

Council Member Gartin said he is baffled why the City would have created this seemingly undue burden on the developer. If there is justification for the requirement, he asked why the requirement isn’t for everyone. Council Member Betcher said she did not want the requirement loosened.

Council Member Gartin asked staff to explain the scope of the difference; is it a minor or significant change. Mr. Diekmann said it would mean that there would be rooms without windows.

Moved by Corrieri, seconded by Beatty-Hansen, to approve the developer's proposal of an equivalent alternative to meet the Campustown Urban Revitalization Criteria #10 for natural daylight requirements for the proposed mixed-use building at 122 Hayward Avenue.

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

**IMPLEMENTATION OF PUBLIC FACILITIES IMPROVEMENTS PROGRAM FOR NON-PROFIT ORGANIZATIONS:** Housing Coordinator Vanessa Baker-Latimer explained that this is a program that has been "on the books" for a couple years; however, it was secondary to some higher priority projects. This is the first time this program has been done at a level higher than \$5,000; thus, that kicks in a lot more requirements of the Department of Housing and Urban Development (HUD). It was noted that no pre-construction costs may be included as part of this Program. The overall goal of the Program is to assist local non-profit organizations that own facilities that serve and/or benefit limited clientele. She gave the major highlights of the Program. According to Ms. Baker-Latimer, staff is prepared to begin soliciting proposals next month with the intent to award grants this summer. She noted that in order to finance this Program, \$100,000 will need to be carried forward to the FY 2016/17 fiscal year, and therefore will be included as a program in the 2016/17 CDBG Annual Action Plan to allow for completion of projects that are awarded loans. The proposed Program is patterned after the prior 2008 Program, but reflects a substantial increase in the dollar value of an individual grant to \$70,000.

Moved by Betcher, seconded by Beatty-Hansen, to direct staff to proceed with implementation of the FY 2015/16 CDBG Public Facilities Improvements Program for Non-Profit Organizations.

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

**CITY COUNCIL GOALS:** Moved by Beatty-Hansen, seconded by Betcher, to amend Task No. 3, i.e., public/private usage of public land, to include the Campustown Square organization and community members as other stakeholders to involve in the conversation.

Ms. Beatty-Hansen believes the Campustown Square organization has put a lot of work into what it has looked at so far, and she believes it believes to be at the table.

Council Member Orazem noted that he was uncertain who comprised the Campustown Square group. He does not feel the process should be exclusive; however, he is not sure who exactly is the Campustown Square organization. Ms. Beatty-Hansen said she was not exactly sure.

Mayor Campbell suggested that the motion be to include community input and not single-out Campustown Square. Ms. Beatty-Hansen said she does not believe having the group at the table would hurt. She doesn't think there are any problems with being more inclusive.

Council Member Gartin felt the goal would be met if the Campustown Square group could participate if it wanted to, but participate as concerned citizens. He doesn't know who the organization is either.

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

Moved by Beatty-Hansen, seconded by Nelson, to adopt the City Council Goals, as amended, to be completed by December 31, 2017.

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

**ORDINANCE PERTAINING TO THE ENVIRONMENTALLY SENSITIVE AREA OVERLAY DISTRICT AND ITS APPLICABILITY TO ACTIVITIES WITHIN THE FLOODWAY:** Moved by Betcher, seconded by Beatty, to pass on second reading an ordinance making a zoning text amendment pertaining to the Environmentally Sensitive Area Overlay District and its applicability to activities within the Floodway.

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

**ORDINANCE ADDING ENVIRONMENTALLY SENSITIVE AREA OVERLAY TO PROPERTIES WITH A FEMA-DESIGNATED FLOODWAY:** Moved by Betcher, seconded by Betcher, to pass on second reading an ordinance making zoning map amendment to add Environmentally Sensitive Area Overlay to properties with a FEMA-designated Floodway.

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

**ORDINANCE PERTAINING TO ALLOWED ACTIVITIES AND PROCESS FOR SEEKING APPROVALS FOR DEVELOPMENT IN FLOOD PLAIN CONTAINED IN MUNICIPAL CODE CHAPTER 9 (FLOOD PLAIN ZONING REGULATIONS):** Moved by Betcher, seconded by Beatty-Hansen, to pass on second reading an ordinance making a zoning text amendment pertaining to allowed activities and process for seeking approvals for development in Flood Plain contained in *Municipal Code* Chapter 9 (Flood Plain Zoning Regulations).

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

**ORDINANCE PERTAINING TO MINIMUM FLOOR AREA RATIO AND BUILDING HEIGHT FOR INSTITUTIONAL USES REQUIRING SPECIAL USE PERMITS IN DOWNTOWN SERVICE CENTER AND CAMPUSTOWN SERVICE CENTER ZONING DISTRICTS:** Moved by Beatty-Hansen, seconded by Corrieri, to pass on third reading and adopt ORDINANCE NO. 4252 pertaining to minimum floor area ratio and building height for institutional uses requiring Special Use Permits in Downtown Service Center and Campustown Service Center Zoning Districts.

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

**ORDINANCE TO ADD FUNERAL HOMES AS AN INSTITUTIONAL USE ALLOWED IN DOWNTOWN SERVICE CENTER ZONING DISTRICT:** Moved by Nelson, seconded by Corrieri, to pass on third reading and adopt ORDINANCE NO. 4253 to add funeral homes as an institutional use allowed in Downtown Service Center Zoning District.

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

**ORDINANCE ESTABLISHING 3505 AND 3515 LINCOLN WAY URBAN REVITALIZATION AREA:** Moved by Nelson, seconded by Betcher, to pass on third reading and adopt ORDINANCE NO. 4254 establishing 3505 and 3515 Lincoln Way Urban Revitalization Area.

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

**ORDINANCE CORRECTING AN IOWA CODE REFERENCE IN SECTION 23.308 PERTAINING TO REVIEW PROCEDURES FOR PLATS OF SURVEY:** Moved by Betcher, seconded by Beatty-Hansen, to pass on third reading and adopt ORDINANCE NO. 4255 correcting an *Iowa Code* reference in Section 23.308 pertaining to review procedures for Plats of Survey.

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 Nelson, seconded by Corrieri, to refer to staff for placement on an upcoming Agenda the letter dated April 12, 2016, from Chuck Winkleblack (Hunziker Companies) pertaining to a project on the Lincoln Way Corridor.

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

Council Member Gartin referenced the memo to the City Council from Assistant City Manager Brian Phillips pertaining to the Emergency Residence Project (ERP) Client/Reporting Data.

Moved by Gartin, seconded by Orazem, to place the topic of the Emergency Residence Project (ERP) Client Reporting Data on a future Agenda with the following guidance to staff: (1) staff to provide options for the definition of an “Ames resident,” (2) staff to explain historically how money has been utilized for Ames residents, and (3) staff to visit with ERP Board Members and administrators with respect to the reporting mechanism.

Mr. Gartin clarified that the City has asked the ERP to provide services to Ames residents. In the course of the year, the ERP submits requests for draw-downs of that money. At some point, the ERP runs out of money, but doesn’t run out of need. Ames tax dollars have been used to provide services for homeless services for non-Ames residents, but there are Ames residents who subsequently need those services, and the funding has run out. Mr. Gartin noted that all the other agencies funded by are asked that the services go to those who are Ames residents. He feels it is the City Council’s duty to ask as a stewardship to Ames residents.

Assistant City Manager Brian Phillips explained that the ERP 2016/17 Contract has not yet been approved. Concerning the definition of “Ames resident,” Mr. Phillips said it will need to be determined at what point a person would be considered an “Ames resident.”

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

Moved by Gartin, seconded by Orazem, to refer to staff for a memo the letter dated April 20, 2016, signed by Roger Wheeler, et al, concerning a text amendment that would create a transitional housing type of use in residential zoning districts.

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 Orazem, seconded by Gartin, to hold a Closed Session, as provided by Section 20.17(3), *Code of Iowa*, to discuss collective bargaining.

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

The meeting reconvened in Regular Session at 10:51 p.m.

Moved by Nelson, seconded by Betcher, to adopt RESOLUTION NO. 16-233 ratifying the contract with PPME, Local 2003 (Police Unit), for 7/01/16 to 6/30/17.

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

Moved by Beatty-Hansen, seconded by Gartin, to adopt RESOLUTION NO. 16-232 ratifying the contract with IBEW, Local 55 (Electrical Workers), for 7/01/16 to 6/30/17.

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

**ADJOURNMENT:** Moved by Corrieri to adjourn the meeting at 10:51 p.m.

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Ann H. Campbell, Mayor

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Diane R. Voss, City Clerk



AMES, IOWA

APRIL 28, 2016

The Ames Civil Service Commission met in regular session at 8:15 a.m. on April 28, 2016, in the Council Chambers of City Hall, 515 Clark Avenue, with Commission Members Pike and Ricketts present. Because it was impractical for Commission Member Crum to be present in person, he was brought into the meeting telephonically. Also in attendance was Human Resources Director Kaila Kenjar.

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

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

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

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

**APPROVAL OF MINUTES:** Moved by Pike, seconded by Crum, to approve the minutes of the March 24, 2016, Civil Service Commission meeting as written.

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

**CERTIFICATION OF PREFERRED LISTS FOR COAL HANDLER AND LEAD COAL HANDLER POSITIONS:** Moved by Crum, seconded by Pike, to approve the following certifications of the Preferred Lists for the Coal Handler and Lead Coal Handler positions:

Coal Handler: Keith E. Rothfus

Lead Coal Handler: Roger L. Casky

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

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

|                  |                     |    |
|------------------|---------------------|----|
| Principal Clerk: | Dena Flynn          | 84 |
|                  | Jennifer Keitges    | 82 |
|                  | Kirstin Fett        | 81 |
|                  | Pamela McDowell     | 79 |
|                  | Adanga Biddle-Roush | 78 |
|                  | Jayne Anderson      | 77 |
|                  | Amy Colwell         | 76 |
|                  | Alyssa Frandsen     | 76 |
|                  | Valerie Sheeder     | 76 |
|                  | Jessica Scott       | 75 |
|                  | Carlene Aspengren   | 73 |

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

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

|                                  |                |    |
|----------------------------------|----------------|----|
| Senior Heavy Equipment Operator: | Erick Hill     | 91 |
|                                  | Russ Dickerson | 90 |
|                                  | Jake Kraehling | 87 |
|                                  | John Anderson  | 85 |
|                                  | Jason Bohning  | 82 |
|                                  | Russell Moore  | 81 |

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

**COMMENTS:** The next regularly scheduled Civil Service Commission meeting was set for May 26, at 8:15 a.m.

**ADJOURNMENT:** The meeting adjourned at 8:20 a.m.

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Michael R. Crum, Chair

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Jill Ripperger, Recording Secretary



## REPORT OF CONTRACT CHANGE ORDERS

|                               |                                     |                                    |
|-------------------------------|-------------------------------------|------------------------------------|
| <b>Period:</b>                | <input type="checkbox"/>            | 1 <sup>st</sup> – 15 <sup>th</sup> |
|                               | <input checked="" type="checkbox"/> | 16 <sup>th</sup> – End of Month    |
| <b>Month &amp; Year:</b>      | April 2016                          |                                    |
| <b>For City Council Date:</b> | May 10, 2016                        |                                    |

| 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) |
|-------------------|---|---------------------|--------------------------|--------------------------------|------------------------------|--------------------------|--------------------|----------------------------|
| Fleet Services    | City Hall Custodial Services                                | 1                   | \$57,511.12              | Klean Rite of Central Iowa     | \$0.00                       | \$11,500.00              | D. Allen           | MA                         |
| Electric Services | GT1 Return to Service Project - Bid No. 2: Inlet Air System | 2                   | \$915,590.00             | MMC Contractors National, Inc. | \$4,798.76                   | \$601.70                 | D. Kom             | CB                         |
| Electric Services | GT1 Return to Service Project - Bid No. 3: Exhaust System   | 2                   | \$612,900.00             | MMC Contractors National, Inc. | \$4,027.19                   | \$11,239.35              | D. Kom             | CB                         |
| Electric Services | Precipitator Control Replacement                            | 2                   | \$91,843.00              | Stock Equipment Company        | \$19,414.08                  | \$15,495.76              | D. Kom             | CB                         |
|                   |   |                     | \$                       |                                | \$                           | \$                       |                    |                            |
|                   |   |                     | \$                       |                                | \$                           | \$                       |                    |                            |

*Caring People  
Quality Programs  
Exceptional Service*

**8a-h**

---

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

**FROM:** Lieutenant Dan Walter – Ames Police Department

**DATE:** May 3rd, 2016

**SUBJECT:** Beer Permits & Liquor License Renewal Reference City Council Agenda  
May 10th, 2016

The Council agenda for May 10th, 2016, includes beer permits and liquor license renewals for:

- Class E Liquor, C Beer, & B Wine – Walgreen’s #12108, 2719 Grand Avenue
- Class B Beer – Jeff’s Pizza Shop, 2402 Lincoln Way
- Class C Liquor – Mother’s Pub, 2900 West Street
- Class C Liquor – Bar La Tosca, 400 Main Street
- Class B Beer – Chicha Shack, 131 Welch Avenue
- Class C Beer & B Wine – Tobacco Outlet Plus #530, 204 South Duff Avenue
- Special Class C Liquor – Octagon Center for the Arts, 427 Douglas Avenue
- Class C Liquor and B Wine – Della Viti, 323 Main Street #102

A routine check of police records for the past twelve months found no violations for any of the above listed businesses. The police department recommends renewal of these licenses.



**% of Ownership:** 14.06%

**U.S. Citizen:** Yes

**Michelle Mathews**

**First Name:** Michelle

**Last Name:** Mathews

**City:** Des Moines

**State:** Iowa

**Zip:** 50309

**Position:** controller

**% of Ownership:** 0.00%

**U.S. Citizen:** Yes

**Insurance Company Information**

**Insurance Company:** Integrity Insurance

**Policy Effective Date:**

**Policy Expiration**

**Bond Effective**

**Dram Cancel Date:**

**Outdoor Service Effective**

**Outdoor Service Expiration**

**Temp Transfer Effective**

**Temp Transfer Expiration Date:**



**% of Ownership:** 14.06%

**U.S. Citizen:** Yes

**Michelle Mathews**

**First Name:** Michelle

**Last Name:** Mathews

**City:** Des Moines

**State:** Iowa

**Zip:** 50309

**Position:** Controller

**% of Ownership:** 0.00%

**U.S. Citizen:** Yes

**Insurance Company Information**

|  |                                       |
|--|---------------------------------------|
| <b>Insurance Company:</b> <u>Integrity Insurance</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> |



|  |                             |                          |
|--|-----------------------------|--------------------------|
| <b>Name of Applicant:</b> <u>Walgreen Co.</u>                |                             |                          |
| <b>Name of Business (DBA):</b> <u>Walgreens #12108</u>       |                             |                          |
| <b>Address of Premises:</b> <u>2719 Grand 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) 232-8284</u>                        |                             |                          |
| <b>Mailing</b> <u>Liquor Renewals-300 Wilmot Rd, MS 3301</u> |                             |                          |
| <b>City</b> <u>Deerfield</u>                                 | <b>State</b> <u>IL</u>      | <b>Zip:</b> <u>60015</u> |

**Contact Person**

|  |
|--|
| <b>Name</b> <u>Toni Franklin</u>   |
| <b>Phone:</b> <u>(847) 527-4402</u> <b>Email</b> <u>tonifranklin@walgreens.com</u> |

**Classification** Class E Liquor License (LE)

**Term:**12 months

**Effective Date:** 05/27/2016

**Expiration Date:**

**Privileges:**

Class E Liquor License (LE)

**Status of Business**

|   |
|---|
| <b>BusinessType:</b> <u>Publicly Traded Corporation</u>                               |
| <b>Corporate ID Number:</b> <u>51081</u> <b>Federal Employer ID</b> <u>36-1924025</u> |

**Ownership**

**John Mann**

**First Name:** John      **Last Name:** Mann  
**City:** Glenview      **State:** Illinois      **Zip:** 60025  
**Position:** Assistant Secretary  
**% of Ownership:** 0.00%      **U.S. Citizen:** Yes

**Mark Wagner**

**First Name:** Mark      **Last Name:** Wagner  
**City:** Lake Forest      **State:** Illinois      **Zip:** 60045  
**Position:** VP/Director  
**% of Ownership:** 0.00%      **U.S. Citizen:** Yes

**Alexander Gourlay**

**First Name:** Alexander      **Last Name:** Gourlay  
**City:** Glencoe      **State:** Illinois      **Zip:** 60014  
**Position:** President  
**% of Ownership:** 0.00%      **U.S. Citizen:** Yes



**TO:** Members of the City Council

**FROM:** Ann H. Campbell, Mayor

**DATE:** May 6, 2016

**SUBJECT:** Reappointment of GSB ex officio Student Liaison

I have recently been notified by Cole Staudt, President of the Government of the Student Body (GSB), that Sam Schulte has been appointed to serve another term as the ex officio student representative to the Ames City Council.

Therefore, I request that the Council confirm Mr. Schulte's reappointment as ex officio student liaison to the Ames City Council.

AHC/jlr

**TO:** Members of the City Council

**FROM:** Ann H. Campbell, Mayor

**DATE:** April 10, 2015

**SUBJECT:** Government of the Student Body (GSB) Appointments to Ames Transit Agency Board of Trustees

Due to upcoming expirations of GSB terms on the Ames Transit Agency Board of Trustees, the Council needs to confirm appointments to fill these vacancies. I have been notified that Steven Valentino, Senator, and Cole Staudt, Representative, have been appointed by the GSB to serve on the Board.

Therefore, I recommend that the City Council confirm the GSB appointments of Steven Valentino and Cole Staudt to the Ames Transit Agency Board of Trustees for a one-year term beginning May 15, 2016.

AHC/jlr

**COUNCIL ACTION FORM**

**SUBJECT: SETTING DATE OF HEARING FOR THE GRANTING OF AN UTILITY EASEMENT TO IOWA STATE UNIVERSITY ALONG SOUTH RIVERSIDE DRIVE**

**BACKGROUND:**

Staff was contacted by Iowa State University Facilities Planning and Management requesting that the City grant a utility easement along South Riverside Drive on the City's Airport property. **The easement is needed to install communication infrastructure to the Research Park Phase III expansion (currently under construction) and the future Phase IV expansion.**

Iowa State was unable to negotiate the purchase of all the properties along the west side of South Riverside Drive with the current phase, and was also unable to obtain easements along the west side of the street for the newly needed communication infrastructure.

Staff worked with the Airport Administrator and found no issues with the granting of this easement for the purpose of installing and maintaining the necessary communication infrastructure.

A map of the general easement area is shown on Attachment A.

**ALTERNATIVES:**

1. Approve the proposal to grant a utility easement along South Riverside Drive to Iowa State University and set the date of public hearing for May 24, 2016.
2. Direct staff or the property owner to pursue other options.

**MANAGER'S RECOMMENDED ACTION:**

This easement is needed to extend communication infrastructure to the next phases of the ISU Research Park expansion. The Airport Administrator has determined that this easement will not interfere with any current or future activities of the airport.

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



# Attachment A



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.



Proposed Easement Area



Scale: 1 in = 417 ft  
Date: 5/2/2016



**COUNCIL ACTION FORM**

**SUBJECT: REQUESTED PURCHASE OF ALLEY BETWEEN NORTH DAKOTA AVENUE AND DELAWARE AVENUE– NORTH OF TORONTO STREET**

**BACKGROUND:**

The property owner of 1501 North Dakota Avenue wishes to build a storage shed near the rear of the property. However, due to setback requirements the owner is unable to do so in the desired location. In March 2016 the Public Works Department received a request from the property owner regarding the possible purchase of the alley at the rear of their property in order to build the shed at the desired location.

Public Works staff explained the procedures to the property owner for purchasing as well as the policy of not creating “islands” of city property surrounded by private property. The property owner was also made aware that if the neighboring properties were not interested in purchasing their adjacent pieces of alley, 1501 would have the option to purchase those as well. Finally, it was explained to the property owner that public utility easements would be required over the areas to ensure the existing rights of the utilities in the area. The sale areas of interest are shown in Attachment A.

It should be noted that other portions of the alley have been previously sold to adjacent property owners. These areas are shown in Attachment B.

In accordance with City Policy, staff performed a valuation of the requested area as well as the adjacent areas within the alley. These valuations include a 25% deduction for quit claim deed and easement. These were then sent to all adjacent property owners along with an inquiry as to the property owners’ interest in purchasing the alley portions immediately adjacent to their property. **To date, all property owners are interested in the purchase of their respective portions of the alley.** These areas and the property valuations are shown in Attachment C.

**ALTERNATIVES:**

- 1a. Approve the process of vacating alley right-of-way between Toronto Street and Reliable Street, west of North Dakota, and set the date of public hearing as May 24, 2016, for first passage of the Ordinance.
- b. Initiate the process for the sale and conveyance of these parcels, set June 28, 2016, as the date of public hearing, and direct the City Clerk to publish notice of these proposed sales as follows:

- Piece A to Cheryl Kruger in the amount of \$1,989.75;
- Piece B to John Fisher and Kasandra Somers in the amount of \$1,705.50;
- Piece C to Le and Joan Lubka in the amount of \$1,705.50;

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

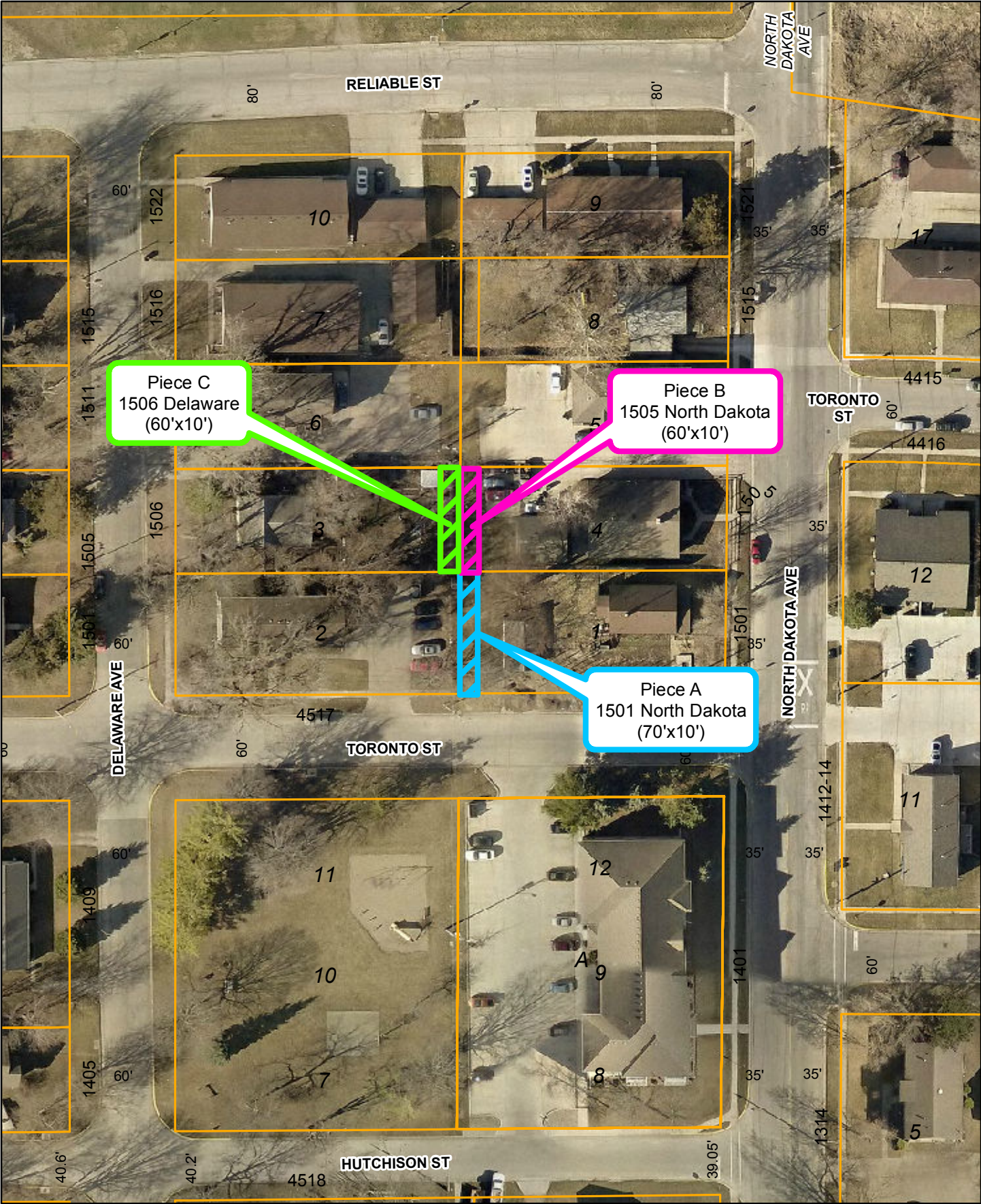
**MANAGER'S RECOMMENDED ACTION:**

These alley remnants no longer function as a connection between Toronto Street and Reliable Street. All of the adjacent property owners are willing to purchase their respective pieces, as well as provide easements for existing utilities. By approving Alternatives No. 1 a. and b., the final passage of the ordinance vacating the alley and the hearing on the sale of the land will both occur on June 28, 2016.

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



# Attachment A



Piece C  
1506 Delaware  
(60'x10')

Piece B  
1505 North Dakota  
(60'x10')

Piece A  
1501 North Dakota  
(70'x10')

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 and fitness for or the appropriateness for use rests solely on the User.

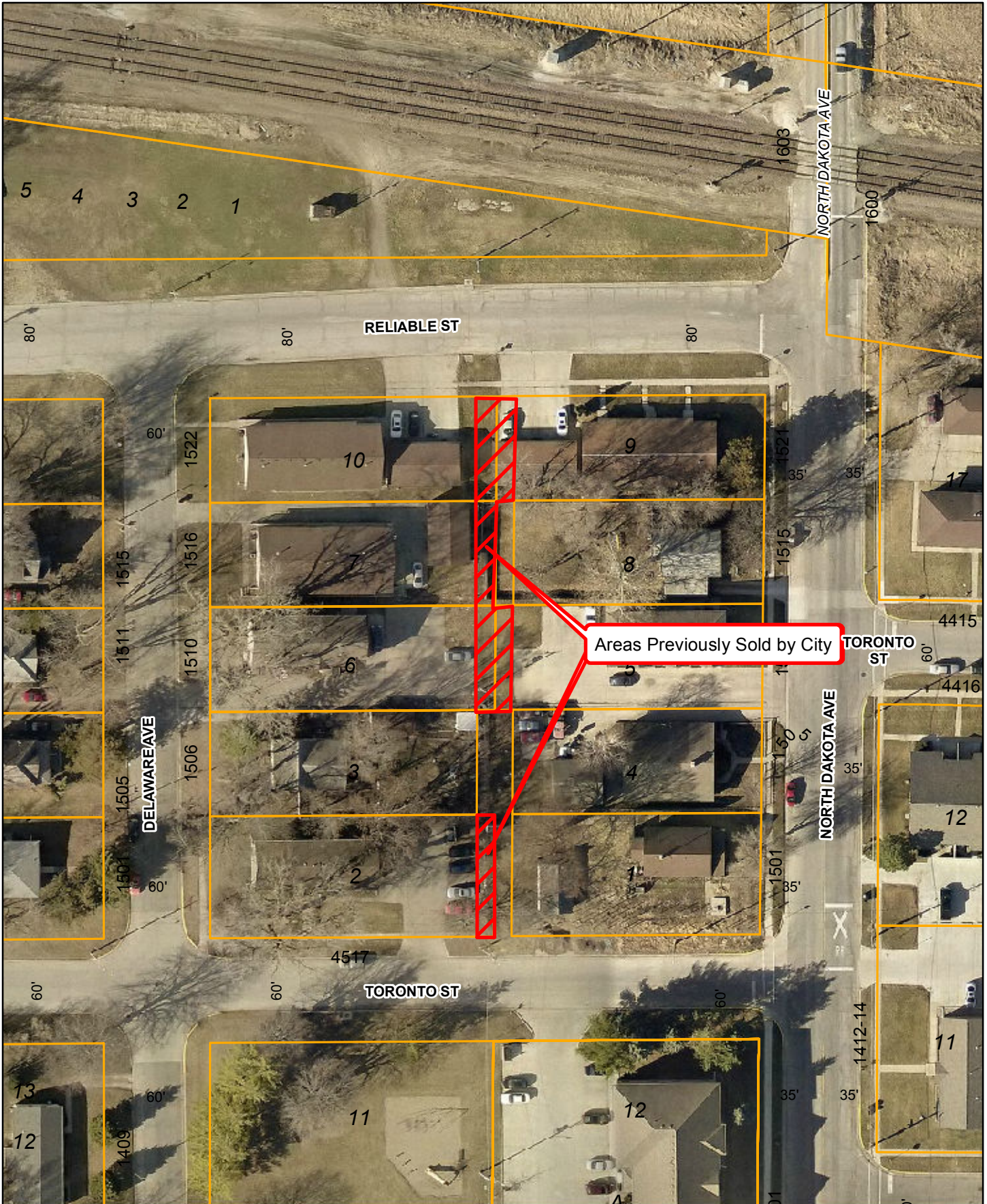


## Proposed Sale Areas



Scale: 1 in = 75 ft  
Date: 4/29/2016





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.



Toronto/Reliable Alley  
Previously Sold Areas



Scale: 1 in = 75 ft  
Date: 3/9/2016

**ATTACHMENT C**

**PROPOSED SALE OF CITY LAND  
ALLEY BETWEEN NORTH DAKOTA AND DELAWARE FROM TORONTO TO RELIABLE**

| <b>Piece</b> | <b>Address</b>    | <b>Assessed SF</b> | <b>Assessed Land Value</b> | <b>\$/SF</b> |
|--------------|-------------------|--------------------|----------------------------|--------------|
| A            | 1501 North Dakota | 10,590             | \$ 34,000                  | \$ 3.21      |
| B            | 1505 North Dakota | 8,400              | \$ 35,400                  | \$ 4.21      |
| C            | 1506 Delaware     | 9,000              | \$ 35,500                  | \$ 3.94      |

|                        |                |
|------------------------|----------------|
| <b>Average SF Cost</b> | <b>\$ 3.79</b> |
|------------------------|----------------|

| <b>Piece</b> | <b>Alley ROW Abutting Address</b> | <b>Sale Area</b> | <b>Value of Sale Area</b> | <b>Value Minus 25% Deed &amp; Easement</b> |
|--------------|-----------------------------------|------------------|---------------------------|--|
| A            | 1501 North Dakota (70' x 10')     | 700.0            | \$ 2,653.00               | \$ 1,989.75                                |
| B            | 1505 North Dakota (60'x 10')      | 600.0            | \$ 2,274.00               | \$ 1,705.50                                |
| C            | 1506 Delaware (60' x 10')         | 600.0            | \$ 2,274.00               | \$ 1,705.50                                |

**COUNCIL ACTION FORM**

**SUBJECT: AMES PATRIOTIC COUNCIL MEMORIAL DAY PARADE REQUESTS**

**BACKGROUND:**

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

The following requests for May 30, 2016, are presented for City Council approval in order to facilitate this year's Memorial Day observance:

- Closure of Fifth Street from east of Pearle Avenue through the Clark Avenue intersection from 9:00 a.m. to 11:00 a.m. for the line-up and start of the parade entries.
- Closure of Lot N, east of City Hall, for overflow staging if needed, from 9:00 a.m. to 11:00 a.m.
- Temporary closure of Clark Avenue from Fifth to Ninth Street (for movement of the parade) between 10:30 a.m. and 11:00 a.m.
- Temporary closure of Ninth Street between Clark Avenue and Maxwell Avenue (for movement of the parade) between 10:45 a.m. and 11:00 a.m.
- Temporary closure of Sixth Street at Clark Avenue and Duff Avenue at Ninth Street as the parade moves through those intersections

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

The Ames Police Department will provide a lead car for the parade and will assist participants through the Ninth Street and Duff Avenue intersections. Although Memorial Day is a City Holiday, any City Hall employees who still are working will be asked to park vehicles in the north half of Lot M that morning. The rain location for activities will be the Ames Municipal Auditorium. No lost parking meter revenue is anticipated due to the holiday.

**ALTERNATIVES:**

1. The City Council can approve the Ames Patriotic Council's requests for use of City facilities and services as outlined above for the Memorial Day observance on May 30, 2016.
2. The City Council can ask the Ames Patriotic Council to pursue alternate plans for the Memorial Day observance.
3. The City Council can deny the requests.

**MANAGER'S RECOMMENDED ACTION:**

The parade and memorial service at the Municipal Cemetery are an integral part of the community's annual Memorial Day commemoration.

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby approving the Ames Patriotic Council's requests for use of City facilities and services for Memorial Day activities on May 30, 2016.





## SUMMARY OF EVENT

### DESCRIPTION

**Event Name** Memorial Day Parade and Ceremony

**Description** Parade from City Hall to Municipal Cemetery, then Ceremony.

- Event Category**
- |   |  |
|---|--|
| <input type="checkbox"/> Athletic/Recreation                | <input type="checkbox"/> Concert/Performance               |
| <input type="checkbox"/> Exhibits/Misc.                     | <input type="checkbox"/> Farmer/Outdoor Market             |
| <input type="checkbox"/> Festival/Celebration               | <input checked="" type="checkbox"/> Other (please explain) |
| <input checked="" type="checkbox"/> Parade/Procession/March | Clark to 9th St to Cemetery                                |

**Anticipated Attendance** Total 100 Per Day \_\_\_\_\_

### DATE/TIME

|                          |                     |                      |                           |
|--------------------------|---------------------|----------------------|---------------------------|
| <b>Setup</b>             | Date <u>5/30/16</u> | Time <u>10:00 am</u> | Day of Week <u>Monday</u> |
| <b>Event Starts</b>      | Date <u>5/30/16</u> | Time <u>10:30 am</u> | Day of Week <u>Monday</u> |
| <b>Event Ends</b>        | Date <u>5/30/16</u> | Time <u>12:00 pm</u> | Day of Week <u>Monday</u> |
| <b>Teardown Complete</b> | Date <u>5/30/16</u> | Time <u>5:00 pm</u>  | Day of Week <u>Monday</u> |

**Rain Date, if applicable** 5/30/16

**Rain Location, if applicable** City Hall

## LOCATION

### Region

(Select one or more)

- Main Street Cultural District (Downtown)
- Campustown District
- Iowa State University Property
- City Parks
- Other (please explain) Clark to 9th St to Cemetery

**Please note** that events occurring in the Downtown, Campustown, in City parks, or on ISU property require prior approvals. A letter of support will be required from CAA if the event occurs in Campustown or from MSCD if the event occurs in Downtown. Please contact the appropriate office well in advance:

Downtown - Main Street Cultural District: (515) 233-3472

events@amesdowntown.org

Campustown - Campustown Action Association: (515) 450-8771

director@amescampustown.com

Iowa State University - Events Authorization Committee: (515) 294-1437

eventauthorization@iastate.edu

## CONTACTS

### Host Organization

Ames Patriotic Council

### Local Contact (Required)

*Must be present during event*

Name: Michael Deacon

Address: 317 9th St

Telephone: (     ) \_\_\_\_\_

Cell phone: ( 712 ) 221-9127

*Must be available by cell phone during event*

Email: naticmdr0405@hotmail.com

**At least ten business days prior to the event, Organizer must submit Emergency Contact List, including names and numbers of all coordinators, volunteers, and location assigned to each.**

### Yes No

Is this an annual event? How many years have you been holding this event? 51

Is this event open to the public?

Is your event being held in conjunction with another event (e.g. *Farmers' Market, 4th of July, etc.*)?

If yes, please list

**COUNCIL ACTION FORM**

**SUBJECT:** ART WALK REQUESTS FROM MAIN STREET CULTURAL DISTRICT

**BACKGROUND:**

The Main Street Cultural District (MSCD) is hosting its 22<sup>nd</sup> annual Art Walk on Friday, June 3, 2016. In order to facilitate this event, MSCD has requested Council approval for the following:

- Waiver of parking meter fees and enforcement in the MSCD from 3:00 p.m. to 6:00 p.m. to provide free parking to participants (estimated \$120 loss to the Parking Fund)
- Blanket Temporary Obstruction Permit for the Main Street Cultural District from 3:00 p.m. to 8:00 p.m.
- Blanket Vending Permit for Main Street Cultural District from 8:00 a.m. to 8:00 p.m. and waiver of fee (\$50 loss to the General Fund)
- Closure of 12 metered parking spaces in the Main Street Cultural District for food vendors
- Use of electricity in Tom Evans Plaza and use of the Plaza for live music

This year, MSCD has proposed hosting a chainsaw carving artist in a parking space on Kellogg Avenue. This activity has been proposed on Kellogg Avenue rather than Main Street to reduce the travel of noise, although this activity is likely to generate an increased level of noise for the Downtown. The Police Department will issue a Noise Permit for this activity.

**ALTERNATIVES:**

1. Approve the Art Walk requests as submitted by the MSCD for June 3, 2015, including the waiver of fees.
2. Approve the requests as submitted by MSCD, but require reimbursement for lost parking revenue and for the blanket Vending Permit.
3. Deny the requests.

**MANAGER'S RECOMMENDED ACTION:**

The Art Walk is a popular annual event that adds vitality to the Downtown. The event organizers have experience in hosting this and many other similar events throughout the year. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above, including the waiver of fees.





## SUMMARY OF EVENT

### DESCRIPTION

**Event Name** ArtWalk 2016

**Description**

The annual ArtWalk is a great event that showcases downtown businesses and community artists. This event is free of charge to the community and runs from 5 to 8 pm on Friday, June 3.

1. More than 40 local artists will be hosted by Main Street Cultural District businesses, both inside and outside on the sidewalk.
2. Artists include painters, jewelry makers, photographers, woodworkers, potters, sculptors, musicians, and much more.
3. There will be live music in Tom Evans Park that will require city electricity.
4. A self-guided walking tour brochure will be provided to participants.
5. Some artists will be performing demonstrations, others will be selling their artwork, there will be interactive art activities for adults and children.
6. There will be sidewalk cafés which will take up 10 to 12 city parking spots. The locations and food vendors are still to be determined.
7. Chainsaw carving artist will be located in the parking space directly south of meter 45D on the northeast corner of Kellogg and Main. This is a handicap space and may require special consideration.

**Event Category**

|  |   |
|--|---|
| <input type="checkbox"/> Athletic/Recreation     | <input type="checkbox"/> Concert/Performance    |
| <input type="checkbox"/> Exhibits/Misc.          | <input type="checkbox"/> Farmer/Outdoor Market  |
| <input type="checkbox"/> Festival/Celebration    | <input type="checkbox"/> Other (please explain) |
| <input type="checkbox"/> Parade/Procession/March | <input type="checkbox"/> Art/Cultural           |

**Anticipated Attendance**

Total 2,000 Per Day 1

### DATE/TIME

|                          |                    |                     |                           |
|--------------------------|--------------------|---------------------|---------------------------|
| <b>Setup</b>             | Date <u>6/3/16</u> | Time <u>3:00 pm</u> | Day of Week <u>Friday</u> |
| <b>Event Starts</b>      | Date <u>6/5/16</u> | Time <u>5:00 pm</u> | Day of Week <u>Friday</u> |
| <b>Event Ends</b>        | Date <u>6/5/16</u> | Time <u>8:00 pm</u> | Day of Week <u>Friday</u> |
| <b>Teardown Complete</b> | Date <u>6/5/16</u> | Time <u>8:30 pm</u> | Day of Week <u>Friday</u> |

**Rain Date, if applicable** \_\_\_\_\_

**Rain Location, if applicable** \_\_\_\_\_

## LOCATION

### Region

(Select one or more)

- Main Street Cultural District (Downtown)
- Campustown District
- Iowa State University Property
- City Parks
- Other (please explain) Art/Cultural

**Please note** that events occurring in the Downtown, Campustown, in City parks, or on ISU property require prior approvals. A letter of support will be required from CAA if the event occurs in Campustown or from MSCD if the event occurs in Downtown. Please contact the appropriate office well in advance:

-  
Downtown - Main Street Cultural District: (515) 233-3472

Campustown - Campustown Action Association: (515) 450-8771

Iowa State University - Events Authorization Committee: (515) 294-1437

events@amesdowntown.org

director@amescampustown.com

eventauthorization@iastate.edu

## CONTACTS

### Host Organization

Main Street Cultural Business

### Local Contact (Required)

*Must be present during event*

Name: Cindy Hicks

Address: 304 Main

Telephone: ( 515 ) 233-3472

Cell phone: ( 316 ) 871-0837

*Must be available by cell phone during event*

Email: director@amesdowntown.org

**At least ten business days prior to the event, Organizer must submit Emergency Contact List, including names and numbers of all coordinators, volunteers, and location assigned to each.**

### Yes No

Is this an annual event? How many years have you been holding this event? 20

Is this event open to the public?

Is your event being held in conjunction with another event (e.g. *Farmers' Market, 4th of July, etc.*)?

If yes, please list



April 27, 2016

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

RE: ArtWalk

Dear Honorable Mayor Campbell and City Council,

The Main Street Cultural District is planning to hold the annual ArtWalk on June 3<sup>rd</sup> from 5-8pm. Information about the event can be found on the Special Event Application we submitted. We would also request a waiver of fees for the Blanket Vendor Permit, electricity, and parking meters.

Thank you for your consideration of this request and continued support of the Main Street Cultural District. We look forward to seeing you on June 3, in downtown Ames.

Sincerely,

Cindy Hicks  
Executive Director  
Main Street Cultural District

**COUNCIL ACTION FORM**

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

**BACKGROUND:**

The annual Fourth of July celebration involves activities coordinated by two groups: City Staff coordinates the City Council's free pancake breakfast outside City Hall, while the Main Street Cultural District (MSCD) coordinates the parade and related activities.

**PANCAKE BREAKFAST:**

The City Council Community Pancake Breakfast will be held again this year in front of City Hall on Monday, July 4th. Staff is requesting that Clark Avenue be closed from Fifth Street to Sixth Street from 5:00 p.m. on Sunday, July 3rd for set-up until the conclusion of the parade on July 4th to provide a seating area for people attending the breakfast. Because City Hall Lot N can only be accessed from the pancake feed area or the parade route, the closure of that lot is required on July 4th. The breakfast will start at 8:30 a.m. and conclude at about 10:30 a.m. This will allow participants to attend the parade, which is scheduled to start at 11:00 a.m.

**PARADE:**

MSCD is coordinating the community parade. Parade staging will take place on Northwestern Avenue between Wheatsfield Grocery and Main Street, on Allan Drive, on Pearle Avenue, in City Hall Parking Lots M and MM, and in City Depot Lots TT and V. The Bill Riley Talent Search will take place at the intersection of Main Street and Burnett Avenue.

To facilitate parade staging and movement, street closures will be needed from 6:00 a.m. until the end of the parade for the following streets:

- Main Street, from the Central Business District (CBD) Lot entrance to the Grand Avenue overpass, continuing on Northwestern Avenue to Sixth Street (Wheatsfield customers will be allowed access at Sixth Street)
- Allan Drive
- Pearle Avenue
- Fifth Street, from Grand Avenue to Duff Avenue
- Clark Avenue, from the south driveway of the CBD Lot to Sixth Street
- Burnett Avenue, from Main Street to Fifth Street
- Kellogg Avenue, from just south of Main Street to Fifth Street
- Douglas Avenue, from Main Street to Fifth Street

The following parking lot areas will also need to be closed for parade staging from 6:00 a.m. to approximately 2:00 p.m.:

- Lot MM, to the west of City Hall
- The south portion of Lot M, adjacent to the west door of City Hall (City vehicles and cars of City employees who are on duty will be parked in the north portion of the lot)
- Depot Lots V and TT

Because July 4<sup>th</sup> is a City holiday, there will be no lost parking meter revenue from these closures. A blanket Temporary Obstruction Permit for the MSCD will be required from 8:00 a.m. to 2:00 p.m. on July 4<sup>th</sup>. MSCD has requested access to City electrical outlets at the intersection of Main Street and Burnett Avenue for the parade announcer stand. MSCD has also requested a blanket Vending License for the entire MSCD and a waiver of the license fee.

Public Works staff will provide barricades as needed to close the streets and control access to the parking lots. MSCD will have volunteers at each barricaded intersection, and the Police Department will have staff to assist at the busiest intersections. Organizers will be responsible for the replacement of any lost or damaged barricades.

**ALTERNATIVES:**

1. Approve the requests for activities on July 4th as requested above, including street and parking lot closures, a blanket Temporary Obstruction Permit, a blanket Vending License, use of City electrical outlets, and waiver of fees.
2. Request further information from event organizers.
3. Do not approve the requests for the 4<sup>th</sup> of July activities.

**MANAGER’S RECOMMENDED ACTION:**

The return of the 4<sup>th</sup> of July parade in 2004 provided a great opportunity to bring the citizens of Ames together to celebrate. With the addition of the City Council Community Pancake Breakfast, this event provides the City Council with a way to partner with the Main Street Cultural District to promote “one community” by supporting this worthwhile event.

Therefore, it is the recommendation of the City Manager that the City Council approve Alternative No. 1 as described above along with requested waiver of the fees.



## SUMMARY OF EVENT

### DESCRIPTION

**Event Name** 4th of July Parade and Bill Riley Talent Show

**Description**

The Bill Riley Talent Show will be held at Main and Burnett from 9am to 11am. The parade celebrating Independence day will start at Clark and Main at 11am. It will proceed to Kellogg where it will turn left, the parade will turn left again on 6th street, and end at city hall. Food and drink vendors will be set up on Kellogg and/or Burnett avenue between 5th street and Main Street. Downtown restaurants will also be invited to sell food in front of their brick and mortar locations. If construction on 5th is not complete, the alternate route will be on 6th street.

- Event Category**
- Athletic/Recreation
  - Exhibits/Misc.
  - Festival/Celebration
  - Parade/Procession/March
  - Concert/Performance
  - Farmer/Outdoor Market
  - Other (please explain)

**Anticipated Attendance** Total 4,000 Per Day \_\_\_\_\_

### DATE/TIME

|                          |                    |                      |                           |
|--------------------------|--------------------|----------------------|---------------------------|
| <b>Setup</b>             | Date <u>7/4/16</u> | Time <u>6:00 am</u>  | Day of Week <u>Monday</u> |
| <b>Event Starts</b>      | Date <u>7/4/16</u> | Time <u>9:00 am</u>  | Day of Week <u>Monday</u> |
| <b>Event Ends</b>        | Date <u>7/4/16</u> | Time <u>12:30 pm</u> | Day of Week <u>Monday</u> |
| <b>Teardown Complete</b> | Date <u>7/4/16</u> | Time <u>2:00 pm</u>  | Day of Week <u>Monday</u> |

**Rain Date, if applicable** \_\_\_\_\_

**Rain Location, if applicable** \_\_\_\_\_

## LOCATION

### Region

(Select one or more)

- Main Street Cultural District (Downtown)
- Campustown District
- Iowa State University Property
- City Parks
- Other (please explain)

**Please note** that events occurring in the Downtown, Campustown, in City parks, or on ISU property require prior approvals. A letter of support will be required from CAA if the event occurs in Campustown or from MSCD if the event occurs in Downtown. Please contact the appropriate office well in advance:

-  
Downtown - Main Street Cultural District: (515) 233-3472  
Campustown - Campustown Action Association: (515) 450-8771  
Iowa State University - Events Authorization Committee: (515) 294-1437

events@amesdowntown.org  
director@amescampustown.com  
eventauthorization@iastate.edu

## CONTACTS

### Host Organization

Main Street Cultural District

### Local Contact (Required)

*Must be present during event*

Name: Cindy Hicks

Address: 304 Main

Telephone: ( 515 ) 233-3472

Cell phone: ( 316 ) 871-0837

*Must be available by cell phone during event*

Email: director@amesdowntown.org

**At least ten business days prior to the event, Organizer must submit Emergency Contact List, including names and numbers of all coordinators, volunteers, and location assigned to each.**

### Yes No

Is this an annual event? How many years have you been holding this event? \_\_\_\_\_

Is this event open to the public?

Is your event being held in conjunction with another event (e.g. *Farmers' Market, 4th of July, etc.*)?

If yes, please list



May 3, 2016

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

RE: July 4<sup>th</sup> Parade and the Bill Riley Talent Show

Dear Honorable Mayor Campbell and City Council,

The Main Street Cultural District is in the process of planning the annual 4<sup>th</sup> of July Parade and the Bill Riley Talent Show. Information about the event can be found on the Special Event Application we submitted. We would also request a waiver of fees for the Blanket Vendor Permit and electricity fees for the Talent Show.

Thank you for your consideration of this request and continued support of the Main Street Cultural District. We look forward to seeing you on July 4<sup>th</sup>, in downtown Ames.

Sincerely,

Cindy Hicks  
Executive Director  
Main Street Cultural District



**COUNCIL ACTION FORM**

**SUBJECT: CITY HALL PARKING LOT RECONSTRUCTION  
(SOUTH SKUNK RIVER BASIN WATERSHED IMPROVEMENTS)**

**BACKGROUND:**

On February 24, 2015, City Council supported application of two state-funded grants that will facilitate storm water quality and quantity improvements in the downtown area. The City has successfully received \$100,000 from the Iowa Department of Agriculture and Land Stewardship (IDALS) for water quality improvements as proposed in the application. Funding from the State Revolving Fund (SRF) Sponsored Project Program has also been awarded in connection with two SRF funded sewer improvement projects. Essentially, the interest paid to the Iowa Department of Natural Resources (IDNR) on the SRF loans for those projects is being returned to the City for use on the storm water-related parking lot improvements.

Staff created a master plan for the project site within the Squaw Creek Watershed including the area between 5<sup>th</sup> Street and 6<sup>th</sup> Street, around City Hall, and within Parking Lots M, MM, and N. The scope for this specific project was defined to include the area around City Hall and Parking Lot M (lot west of City Hall). Work in the remaining areas will be reevaluated as additional funding is identified.

**This project will include soil quality restoration and replacing all standard lawn turf with native turf/landscape. In addition, permeable pavers and bio-retention cells will be constructed at various locations on the site. Other storm water best management practices (BMP's) will also be considered as the project is designed.**

Management of the water quality and quantity volumes of storm water runoff will be met, thereby satisfying the requirements of the City's Post Construction Ordinance, Chapter 5.B. **This project will serve as a model for others who develop residential and commercial properties within the City and who hope to achieve successful post-construction storm water management.**

An informational meeting was held for City Hall staff members to outline the parking displacement plan for those employees who will be temporarily displaced during the parking lot construction. The project will be staged to maintain access to Lot MM (the parking lot north of the Veterans Memorial) at all times and to reconstruct Lot M one half at a time and maintain access to the other half during construction. Staff will utilize Lot M, Lot N (the lot east of City Hall), and Lot TT (the lot west of Kosama on Main Street), as well as approximately 25 spaces made available by Fareway, for daily staff parking on a first come first served basis. Staff will not utilize the free public parking in Lot MM during construction. Staff has also coordinated with the 5<sup>th</sup> Street reconstruction so that

work will not begin on Lot M until 5<sup>th</sup> Street is complete (July 1) and after the July 4<sup>th</sup> Parade and Midnight Madness.

Revenue and expenses for the project are shown below:

|   | Available<br>Revenue | Estimated<br>Expenses |
|---|----------------------|-----------------------|
| <b>City Hall Parking Lot Reconstruction</b>   |                      | <b>\$ 989,939</b>     |
| City Hall Parking Lot Reconstruction Funding  | \$ 500,000           |                       |
| Savings from City Hall Roof Project*          | \$ 100,000*          |                       |
| IDALS Water Quality Grant                     | \$ 100,000           |                       |
| Iowa DNR SRF Sponsored Project Funding        | \$ 320,000           |                       |
| 15/16 Storm Water Quality Improvement Program | \$ 100,000           |                       |
| <b>Engineering/Administration</b>             |                      | <b>\$ 128,695</b>     |
|   | \$ 1,120,000         | \$ 1,118,634          |

\*The City Hall roof project was budgeted at \$700,000.  
The actual contract plus engineering/inspection will cost \$500,000.  
By using \$100,000 for this parking lot project, \$100,000 will still remain for any needed roof project change orders.

**ALTERNATIVES:**

1. Approve the City Hall Parking Lot Reconstruction (South Skunk River Basin Watershed Improvements) by establishing June 8, 2016, as the date of letting and June 14, 2016, as the date for report of bids.
2. Direct staff to revise the project.

**MANAGER’S RECOMMENDED ACTION:**

This demonstration project is a unique application of soil quality restoration and native landscape in an urban setting. By proceeding with this project, the City can be recognized statewide as an innovative community that is willing to construct demonstration storm water BMPs to address water quality and quantity concerns.

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

**COUNCIL ACTION FORM**

**SUBJECT: AMENDMENT TO FY 2014/15 WEST LINCOLN WAY INTERSECTION IMPROVEMENTS (LINCOLN WAY AND FRANKLIN AVENUE) ENGINEERING SERVICES AGREEMENT**

**BACKGROUND:**

On April 26, 2016, City Council approved the Major Site Development Plan for Aspen Heights, a development project located at 205 S. Wilmoth Avenue. This included an agreement for street improvements along Lincoln Way in which the developer is responsible to extend widening to create a left-turn lane through the intersection of Lincoln Way and Colorado. The agreement provided that the developer would pay for this as a part of the FY 2014/15 West Lincoln Way Intersection Improvements.

The agreement stipulated that the Developer will pay for the additional engineering services, construction, and inspection costs associated with the expanded project scope. In response to this, staff approached the consultant that had already been hired to design the FY 2014/15 West Lincoln Way Intersection Improvements project, Veenstra & Kimm, Inc. (V&K), and negotiated an amendment to their professional service agreement with the City to include the developer's portion of the Colorado intersection improvements.

This amendment with V&K specifies an additional fee in an amount not to exceed \$58,798 for engineering design to be paid by the developer. Staff will establish separate billing to account for this additional work to keep it isolated from the City's portion of the project. This will also be the case during construction, in which the City's and the developer's project quantities will be bid separately and billed to the developer as work is completed. The current design contract with V&K is \$76,700, so the updated total contact amount will be \$135,498.

**ALTERNATIVES:**

1. Approve the amendment to the engineering services agreement for the 2014/15 West Lincoln Way Intersection Improvements (Lincoln Way and Franklin Avenue) with Veenstra & Kimm of West Des Moines, Iowa, in an amount not to exceed \$135,498.
2. Direct staff to develop modifications to the project.

**MANAGER'S RECOMMENDED ACTION:**

This amendment is in response to approval of the project at 205 S. Wilmoth Avenue, and will ensure that the same safety improvements identified at the Lincoln Way and Franklin intersection will be extended along the entire frontage of this new development.

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

ITEM # 21  
 DATE: 5-10-16

**COUNCIL ACTION FORM**

**SUBJECT:     PARKING LEASE FOR WELCH LOT T**

**BACKGROUND:**

On May 12, 2015, City Council approved a one-year extension with Pizza Pit for the lease of Campustown Lot T located at 209 Welch Avenue. Welch Lot T contains 29 spaces including 10 rented and 19 metered spaces. The City receives revenue from this lot through 1) the leasing of the rental spaces and 2) from the coin revenue from the meters. **The lease will expire in May of 2016.**

Staff met with Tom Northrup, the owner of the property, and he has requested that the City approve another one-year extension keeping all terms and fees the same. Therefore, the lease would be for Welch Parking Lot T at the rate of \$15,142.05 per year, and for 44.9% of the annual property taxes, with financing from the City's Parking Fund through May of 2017. A brief history of previous leases and financial impacts are provided, below:

Previous Lease Terms:

| <b>Lease Period</b> | <b>Annual Amount</b> | <b>Monthly Lease</b> | <b>% of Property Tax</b> |
|---------------------|----------------------|----------------------|--------------------------|
| 1992-2002           | \$12,600             | \$1,050.00           | 44.9%                    |
| 2002-2012           | \$14,490             | \$1,207.50           | 44.9%                    |
| 2012-2015           | \$15,142             | \$1,261.84           | 44.9%                    |
| 2015-2016           | \$15,142             | \$1,261.84           | 44.9%                    |

Financial Summary:

| <b>Lease Period</b> | <b>Lease Period</b> | <b>Revenue</b> | <b>Expense</b> | <b>Net</b>         |
|---------------------|---------------------|----------------|----------------|--------------------|
| 1992-2002           | 10 years            | \$ 61,949      | \$ 181,789     | \$(119,840)        |
| 2002-2012           | 10 years            | \$ 83,541      | \$ 287,058     | \$(203,517)        |
| 2012-2015           | 3 years             | \$ 28,661      | \$ 88,622      | \$ (59,961)        |
| 2015-2016           | 1 year              | \$ 10,407      | \$ 27,550      | \$ (17,143)        |
| <b>Subtotal =</b>   |                     |                |                | <b>\$(400,460)</b> |

Staff has also spoken with Campustown Action Association (CAA) in order to determine their position regarding this lease renewal. Welch Lot T is used annually for several special events sponsored by CAA. It is also one of the few public parking areas in Campustown. A letter from CAA has been attached in support of extending the lease.

**ALTERNATIVES:**

1. Approve a 1-year lease extension for the Welch Parking Lot T at the rate of \$15,142.05 per year, and for 44.9% of the annual property taxes, with financing from the City's Parking Fund. The lease would expire in May 2017.
2. Do not approve a lease extension.

**MANAGER'S RECOMMENDED ACTION:**

The leasing of Lot T has created an annual net loss to the Parking Fund given the cost to rent the spaces, maintain the lot, and reimburse the cost of the City's portion of the property taxes compared to the combined revenue generated by parking meters and reserved stalls. **From a strictly business perspective, this arrangement has had a negative impact on the City's Parking Fund balance.** However, the public is accustomed to the availability of these spaces and the lot has been used for several special events during the year.

Also, staff will be working on an evaluation of the City's Parking Fund to bring back to City Council at a future date. This process is anticipated to take some time given the complexity of parking fund finances being shared across the Public Works, Police, and Customer Service departments. Once complete, staff will present a report to City Council with recommendations to the overall system that will support the long-term sustainability of the Parking Fund.

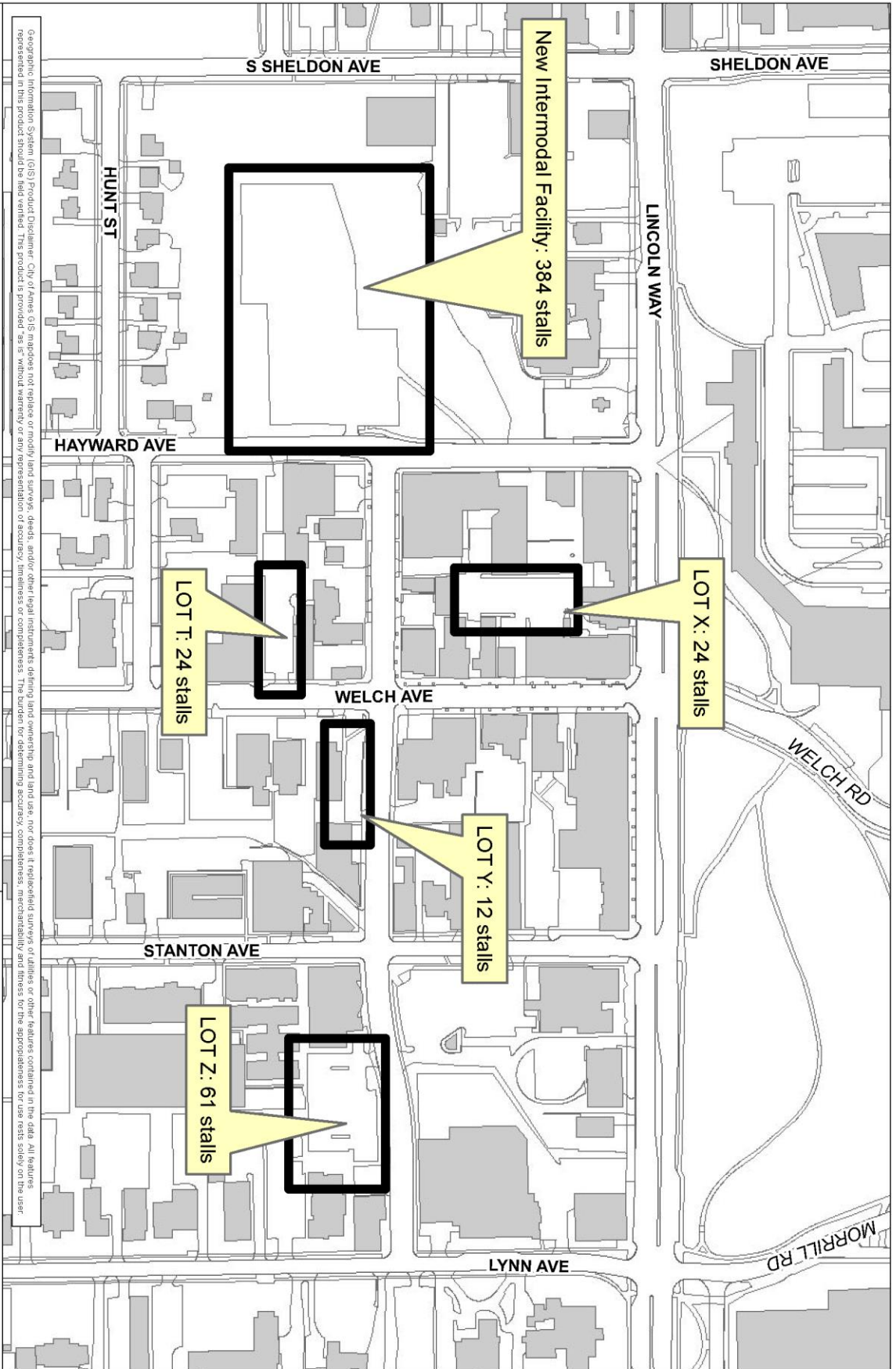
Because this long-term financial plan has not been completed, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.



# Campustown City Owned Parking



Scale:  
Date Saved: 5/17/2012





campustown  
action  
association

May 1, 201

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

Dear Honorable Mayor Campbell and City Council,

Damion Pregitzer from the City's Planning Department contacted me last week regarding the lease of Welch Lot T in Campustown.

The responses I received from the CAA Board and area businesses were in favor of Tom Northrup's request to extend his lease with the City for another year. We have consistently been in support of diversifying the use of space in the right of way for uses such as parklets, sidewalk extensions, sidewalk cafes and bike facilities, while encouraging people to use our underutilized parking lots and the Ames Intermodal Facility. As this lot provides almost the same amount of the spaces that both sides of Welch Avenue does, we are in favor of keeping it as Welch Lot T and available for public use.

Our organization also uses that space for our public community events and we are in favor of renewing the lease with the City for that reason as well.

Please let me know if you have any questions or concerns.

Sincerely,

Anne M. Taylor  
CAA Promotions Chair  
CAA Past President



**COUNCIL ACTION FORM**

**SUBJECT:**     **PEBBLE LIME PURCHASE FOR WATER TREATMENT**

**BACKGROUND:**

Pebble lime is used in the Water Treatment Plant's process to remove water hardness. Almost 3,000 tons are used annually, and it is the largest chemical cost for the Water Plant.

The contract period for this purchase starts on July 1, 2016 and continues through June 30, 2017. On April 23, 2015, bids were received for fiscal year 2015/16 with an optional extension for fiscal year 2016/17.

| BIDDER  | FY 15-16 Pricing<br>(Current Year) |                         | FY 16-17 Pricing<br>(Renewal Year) |                         |
|---|------------------------------------|-------------------------|------------------------------------|-------------------------|
|   | Price Per<br>Ton                   | Estimated<br>Total Cost | Price Per<br>Ton                   | Estimated<br>Total Cost |
| Graymont Western Lime Inc.<br>West Bend, WI                 | \$148.00                           | \$429,200               | \$154.00                           | \$446,600               |
| Mississippi Lime Company<br>St. Louis, MO                   | \$202.40                           | \$586,960               | \$212.40                           | \$615,960               |
| Lhoist North America of<br>Missouri, Inc. St. Genevieve, MO | \$251.00                           | \$729,350               | No bid                             |                         |

The total estimated cost shown above is based on a quantity of 2,900 tons per 12-month period. The actual quantity purchased will depend on water demand in the coming year. The quantity included in the bid proposal form is larger than the actual quantity projected to be needed in the coming year to ensure that the bid pricing covers the largest quantity that may possibly be needed. The FY 2016/17 operating budget estimates an actual usage of 2,509 tons at \$154.00 per ton for a total of \$386,386.

**ALTERNATIVES:**

- 1) Award a contract for the purchase of pebble lime to Graymont Western Lime Inc. of West Bend, WI at \$154.00 per ton for FY 2016/17.
- 2) Reject all bids and attempt to obtain the required services on an as-needed basis.

**MANAGER'S RECOMMENDED ACTION:**

The current year contract with Graymont Western Lime Inc. includes a provision for an optional one-year extension. Graymont has demonstrated the ability to dependably provide this product at a competitive rate.

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

**COUNCIL ACTION FORM**

**SUBJECT: LIQUID SODIUM HYPOCHLORITE PURCHASE FOR WATER TREATMENT**

**BACKGROUND:**

This contract is for the purchase of liquid sodium hypochlorite which is used for disinfection in the water treatment process at the City's Water Treatment Plant and for treatment of cooling tower water at the Power Plant. The 2016/17 Water Plant operating budget includes \$39,685 for sodium hypochlorite, and the 2016/17 Power Plant operating budget includes \$31,000 for this product; a combined budget total of \$70,685.

The following bids were received on April 21, 2016:

| <b>Bidder</b>                              | <b>Price/Gallon</b> | <b>Total Cost</b> |
|--|---------------------|-------------------|
| Hawkins Water Treatment Group, Slater, IA  | \$ .725             | \$ 72,500         |
| DPC Industries, Inc., Omaha, NE            | \$ .774             | \$ 77,400         |
| Acco Unlimited Corporation, Johnston, IA   | \$ .920             | \$ 92,000         |
| Rowell Chemical Corp., Hinsdale, IL        | \$ 1.10             | \$110,000         |
| Vertex Chemical Corporation, St. Louis, MO | \$ 1.25             | \$125,000         |
| Univar USA, Kent, WA                       | \$ 1.25             | \$125,000         |

The total estimated cost shown above is for the estimated quantity of 100,000 gallons for the 2016/17 contract period.

**ALTERNATIVES:**

1. Award a contract for the purchase of 2016/17 liquid sodium hypochlorite to Hawkins Water Treatment Group of Slater, IA in the amount of \$.725/gallon for an estimated total cost of \$72,500.
2. Reject all bids and attempt to obtain the required services on an as-needed basis.

**MANAGER'S RECOMMENDED ACTION:**

Liquid sodium hypochlorite is an essential treatment chemical that provides the final disinfectant barrier for keeping our drinking water and cooling tower water safe from microbial contaminants.

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

**COUNCIL ACTION FORM**

**SUBJECT: PURCHASE OF ROCK SALT FOR 2016/17 ICE CONTROL PROGRAM**

**BACKGROUND:**

This contract is to furnish rock salt for the City's 2016/17 Ice Control Program. Materials are to be delivered as requested by the Public Works Department throughout the winter season. The estimated total cost is based on 2,500 tons of material.

The following bids were received on April 21, 2016:

| <b><u>BIDDER</u></b>                             | <b><u>UNIT PRICE</u></b> | <b><u>ESTIMATED<br/>TOTAL COST</u></b> |
|--|--------------------------|--|
| Independent Salt Co., Kanopolis, KS              | \$70.30/ton              | \$175,750                              |
| Cargill Inc., North Olmsted, OH                  | \$85.69/ton              | \$214,225                              |
| Compass Minerals America Inc., Overland Park, KS | \$94.00/ton              | \$235,000                              |
| Morton Salt, Inc., Chicago, IL                   | NO BID                   |  |
| Central Salt LLC, Elgin, IL                      | NO BID                   |  |

The approved 2016/17 operating budget for Snow and Ice Control includes \$185,000 for snow and ice control chemicals. The estimated cost of this contract, based on a quantity of 2,500 tons, is \$175,750. If usage exceeds the budgeted amount, the operating budget will be amended using savings from other street activities.

**ALTERNATIVES:**

1. Award the contract for the 2016/17 rock salt requirements to Independent Salt Co., Kanopolis, KS, in the amount of \$70.30 per ton, to be delivered as requested by the City throughout the winter season.
2. Reject all bids and attempt to purchase rock salt on an as-needed basis.

**MANAGER'S RECOMMENDED ACTION:**

This contract will allow the City to guarantee a price and quantity of rock salt to help keep City streets safe during icy weather.

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

**COUNCIL ACTION FORM**

**SUBJECT: PURCHASE OF LED LUMINAIRES FOR ELECTRIC SERVICES**

**BACKGROUND:**

This bid is for the purchase of LED luminaires to replenish inventory for the Electric Services Department. These LED luminaires are kept on hand in order to ensure availability for the department's needs. Typically, these LED luminaires are used to provide lighting service for new residential subdivisions and roadway projects in addition to routine maintenance retrofits and are necessary to meet the anticipated needs of the Electric Services Department for new construction and maintenance projects.

It should be noted that the recently approved Capital Improvements Plan taking effect in July 2016 includes a city-wide LED conversion project. However, to meet current needs an order must be placed now. These lights are being ordered ahead of the new CIP project and will allow the conversion to LED to happen more quickly.

On April 25, 2016, a requisition for quotation (RFQ) document for 215 LED light fixtures, was issued to forty-eight companies. The RFQ was also advertised on the Current Bid Opportunities section of the Purchasing webpage.

On May 3, 2016, four bids were received as shown below:

| <b>BIDDER</b>                               | <b>TOTAL COST</b> |
|---|-------------------|
| Terry Durin Co<br>Cedar Rapids, Iowa        | \$51,263.00       |
| Van Meter Inc<br>Urbandale, Iowa            | \$51,790.78       |
| Kriz-Davis Co<br>Ames, Iowa                 | \$52,387.20       |
| Fletcher-Reinhardt Co<br>Cedar Rapids, Iowa | \$64,974.68       |

Staff reviewed the bids and concluded that the apparent low bid submitted by Terry Durin Co., Cedar Rapids, Iowa, in the amount of \$51,263.00 (inclusive of Iowa sales tax) is acceptable. These fixtures will be purchase as inventory and will be charges out to the individual projects when needed.

**ALTERNATIVES:**

1. Award a contract to Terry Durin Co., Cedar Rapids, Iowa, for the purchase of LED luminaires, in the amount of \$51,263.00 (inclusive of Iowa sales tax).

2. Reject all bids and attempt to purchase LED luminaires on an as needed basis.

**MANAGER'S RECOMMENDED ACTION:**

It is important to purchase LED luminaires at the lowest possible cost with minimal risk to the City. It is also imperative to have these LED luminaires available to meet customer needs, roadway projects, routine maintenance retrofits, and the anticipated needs of the Electric Services Department for new construction and maintenance projects.

Rather than wait until next fiscal year to begin this conversion, therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.

**COUNCIL ACTION FORM**

**SUBJECT: FLEET REPLACEMENT PROGRAM – ELECTRIC PRODUCTION  
 CRANE TRUCK REPLACEMENT**

**BACKGROUND:**

The City’s fleet has had one crane truck assigned for use by Electric Services’ Electric Production Division (Power Plant). The purchase of a replacement crane truck was approved in FY 15/16 with a similar unit. However, when evaluating the work performed by the crane, it is clear a larger unit is now needed. A boom with greater lift capability will allow today’s heavier motors, transformers and other equipment to be moved at the Plant and at other City facilities without the need to rent a specialized crane. The longer boom will also be useful in reaching the top of the new cooling towers, other locations in the power plant and the roof of the Resource Recovery Plant.

This bid is for the purchase of one truck chassis with a 26 ton rated crane on flatbed, and accessories. A crane truck is currently being rented on an interim basis, since the previous unit was taken out of service last year after being damaged.

The authorized budget to purchase this truck is \$275,000. The Equipment Replacement Fund’s accrued balance for Crane Truck #340 is currently \$277,435.

Bids for this truck were received as follows:

| <b>Company</b>                | <b>Chassis Make/Model</b>  | <b>Year</b> | <b>Crane Make/Model</b> | <b>Year</b>   | <b>Price</b>     |
|-------------------------------|----------------------------|-------------|-------------------------|---------------|------------------|
| <b>Harrison Truck Centers</b> | <b>Freightliner/M2-106</b> | <b>2017</b> | <b>Altec/AC26-103b</b>  | <b>2017</b>   | <b>\$241,061</b> |
| Nesco, LLC                    | Freightliner/108 SD        | 2016        | Elliot / 26105F         | 2016          | \$245,200        |
| Harrison Truck Center         | Freightliner/M2-106        | 2017        | National / 9103A        | 2014<br>(NEW) | \$249,935        |
| Aspen Equipment               | Kenworth / T440            | 2014        | National / 9103A        | 2014          | \$250,000        |
| RTL Equipment, Inc.           | Freightliner/M2-106        | 2017        | Terex / BT28106         | 2016<br>(NEW) | \$258,119        |
| Aspen Equipment               | Peterbilt / 567            | 2016        | National / 9103A        | 2015          | \$289,000        |
| Aspen Equipment               | Peterbilt / 567            | 2015        | National / 9103A        | 2015          | \$315,000        |

Harrison Truck Centers’ quote for the chassis, crane, flatbed & accessories was \$241,061. Adding applicable taxes of 5% brings the total cost to \$253,115. Evaluation of this bid determined that the equipment offered complies with the specifications required by the City. The base bid from Harrison Truck Center of Des Moines and accessories is acceptable.

**ALTERNATIVES:**

1. Award this contract to Harrison Truck Center of Altoona, Iowa, for purchase of one crane truck at \$241,061 plus 5% tax for the purchase price of \$253,115.
2. Reject the bid and re-bid.

**MANAGER'S RECOMMENDED ACTION:**

Purchasing this crane truck from Harrison Truck Centers will provide a quality machine to meet the Power Plant's established service requirements at a reasonable price.

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

**COUNCIL ACTION FORM**

**SUBJECT: CONTRACT RENEWAL FOR WATER METERS AND RELATED ACCESSORIES**

**BACKGROUND:**

On February 10, 2015, Itron, Inc. was awarded a contract for the procurement of an Automatic Meter Reading system which included hardware, software, meters, installation, and maintenance services. That contract also included up to four 12-month renewals, with the timing of each renewal to run with the City's fiscal years. The first annual renewal was awarded by Council on June 9, 2015 for FY 15/16. Itron has provided firm unit pricing for FY 16/17 with a 2% increase over the prior year.

Based on anticipated quantities to be purchased during the upcoming fiscal year, the FY 16/17 contract will be in an amount not to exceed \$500,000.

The operating budget is built around a baseline quantity of 1,000 meters per year for routine meter replacements and an additional 400 meters per year for new construction. Additional funds are included in the CIP so that the meter change out can be completed in a seven year period. The adopted FY 16/17 budget for this project is as follows.

|                           |                  |
|---------------------------|------------------|
| FY 16/17 Operating Budget | \$242,200        |
| FY 16/17 CIP Budget       | <u>\$277,000</u> |
| Total Available Budget    | \$519,200        |

**ALTERNATIVES:**

1. Award the second of four annual contract renewals with Itron, Inc. of Liberty Lake, WA to furnish radio units, meters, and related parts and services for the period of July 1, 2016 through June 30, 2017 at the unit cost quotation dated March 11, 2016 in an aggregate amount not to exceed \$500,000.
2. Do not renew the contract with Itron at this time.

**MANAGER'S RECOMMENDED ACTION:**

The City has entered into a project to install an Automatic Meter Reading system using equipment and meters provided by Itron, Inc. Staff has reviewed the pricing from Itron, Inc., for FY 15/16 and has concluded that the pricing still provides the best value for our customers. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.





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[www.itron.com](http://www.itron.com)

**Pricing Summary for  
City of Ames, IA**

BMR# 10381-16 Ver1 Apr  
April 29, 2016

| Item | Part Number | Description  | Qty | Unit Price | Extended Price | Notes |
|------|-------------|--|-----|------------|----------------|-------|
| 25   | Meter       | E-Series UltraSonic 316SS, 2", Elliptical, Less Connections, HRE-LCD Registration, Cubic Feet, Flow Rate GPM, 9 Dial - 0.01 Ft3, Itron 100W+ Series Endpoint, Programmed (ITRON Supplied), Indoor-Outdoor, Factory Pre-Wired, 5 ft, Year of MFG 8 Digit S/N Register, Year of MFG 8 Digit S/N Barcoded Cover Outside, No SN Inside Cover | TBD | \$482.00   | TBD            |       |
| 26   | Meter       | RCDL M25 LL Disc Meter (NSF 61-G), 5/8" (1/2 X 7 1/2), Cast Iron Bottom, Less Connections, Bare Meter  | TBD | \$50.00    | TBD            |       |
| 27   | Meter       | RCDL M25 LL Disc Meter (NSF 61-G), 5/8" X 3/4-3/4 Bore (3/4 X 7 1/2), Cast Iron Bottom, Less Connections, Bare Meter   | TBD | \$50.00    | TBD            |       |
| 28   | Meter       | RCDL M35 LL Disc Meter (NSF 61-G), 3/4" (3/4 X 9), Cast Iron Bottom, Less Connections, Bare Meter  | TBD | \$68.00    | TBD            |       |
| 29   | Meter       | RCDL M55 LL Disc Meter (NSF 61-G), 1" (1 X 10 3/4), Cast Iron Bottom, Less Connections, Bare Meter   | TBD | \$100.00   | TBD            |       |
| 30   | Meter       | RCDL M120 LL Disc Meter (NSF 61-G), 1 1/2", Elliptical Long Drilled, Less Connections, Bare Meter  | TBD | \$279.00   | TBD            |       |
| 31   | Register    | Registration for, RCDL M25 Disc Meter, 5/8", HRE Registration, Cubic Feet, 8 Dial - 0.01 Ft3, Plastic Shroud / Plastic Lid (Gray) Generic Connectivity, BMI Supplied, Pig-Tail (gel-cap), 10 ft Wire.<br><b>* Pricing good on 5/8" - 1 1/2" Disc Meters *</b>  | TBD | \$937.00   | TBD            |       |
| 32   | Meter       | RCDL Turbo Series Meter LL (NSF 61-G), 2", Round w/Test Plug, Without Integral Strainer, Less Connections, HRE Registration, Cubic Feet, 8 Dial - 0.1 Ft3, Plastic Shroud /Plastic Lid (Gray) Generic Connectivity, BMI Supplied, Pig-Tail (gel-cap), 10 ft Wire   | TBD | \$719.00   | TBD            |       |
| 33   | Meter       | RCDL Turbo Series Meter LL (NSF 61-G), 2", Round w/Test Plug, Without Integral Strainer, NL Round 316SS hw. Connections, HRE Registration, Cubic Feet, 8 Dial - 0.1 Ft3, Plastic Shroud / Plastic Lid (Gray) Generic Connectivity, BMI Supplied, Pig-Tail (gel-cap), 10 ft Wire  | TBD | \$937.00   | TBD            |       |
| 34   | Meter       | RCDL Turbo Series Meter LL (NSF 61-G), 3", Round w/Test Plug, Without Integral Strainer, Less Connections, HRE Registration, Cubic Feet, 8 Dial - 0.1 Ft3, Plastic Shroud /Plastic Lid (Gray) Generic Connectivity, BMI Supplied, Pig-Tail (gel-cap), 10 ft Wire   | TBD | \$868.00   | TBD            |       |
| 35   | Meter       | RCDL Turbo Series Meter LL (NSF 61-G), 3", Round w/Test Plug, Without Integral Strainer, NL Round 316SS hw. Connections, HRE Registration, Cubic Feet, 8 Dial - 0.1 Ft3, Plastic Shroud / Plastic Lid (Gray) Generic Connectivity, BMI Supplied, Pig-Tail (gel-cap), 10 ft Wire  | TBD | \$1,120.00 | TBD            |       |
| 36   | Meter       | RCDL Turbo Series Meter LL (NSF 61-G), 4", Round w/Test Plug, Without Integral Strainer, Less Connections, HRE Registration, Cubic Feet, 8 Dial - 0.1 Ft3, Plastic Shroud /Plastic Lid (Gray) Generic Connectivity, BMI Supplied, Pig-Tail (gel-cap), 10 ft Wire   | TBD | \$1,244.00 | TBD            |       |
| 37   | Meter       | RCDL Turbo Series Meter LL (NSF 61-G), 4", Round w/Test Plug, Without Integral Strainer, NL Round 316SS hw. Connections, HRE Registration, Cubic Feet, 8 Dial - 0.1 Ft3, Plastic Shroud / Plastic Lid (Gray) Generic Connectivity, BMI Supplied, Pig-Tail (gel-cap), 10 ft Wire  | TBD | \$1,661.00 | TBD            |       |
| 38   | Meter       | RCDL Turbo Series Meter LL (NSF 61-G), 6", Round w/Test Plug, Less Connections, HRE Registration, Cubic Feet, 8 Dial - 1 Ft3, Plastic Shroud / Plastic Lid (Gray) Generic Connectivity, BMI Supplied, Pig-Tail (gel-cap), 10 ft Wire   | TBD | \$2,965.00 | TBD            |       |
| 39   | Meter       | RCDL Turbo Series Meter LL (NSF 61-G), 6", Round w/Test Plug, NL Round 316SS hw. Connections, HRE Registration, Cubic Feet, 8 Dial - 1 Ft3, Plastic Shroud / Plastic Lid (Gray) Generic Connectivity, BMI Supplied, Pig-Tail (gel-cap), 10 ft Wire   | TBD | \$3,735.00 | TBD            |       |



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**Pricing Summary for  
City of Ames, IA**

BMR# 10381-16 Ver1 Apr  
April 29, 2016

| Item | Part Number | Description   | Qty | Unit Price | Extended Price | Notes |
|------|-------------|---|-----|------------|----------------|-------|
| 40   | Register    | Registration for, RCDL M25 Disc Meter, 5/8", HRE Registration, Cubic Feet, 8 Dial - 0.01 Ft3, Plastic Shroud /Plastic Lid (Gray) Itron 100W+ Series Endpoint, Programmed (ITRON Supplied), Integral, Factory Pre-Wired  | TBD | \$171.00   | TBD            |       |
| 41   | Register    | Registration for, RCDL M35 Disc Meter, 3/4", HRE Registration, Cubic Feet, 8 Dial - 0.01 Ft3, Plastic Shroud / Plastic Lid (Gray) Itron 100W+ Series Endpoint, Programmed (ITRON Supplied), Integral, Factory Pre-Wired   | TBD | \$171.00   | TBD            |       |
| 42   | Register    | Registration for, RCDL M55 Disc Meter, 1", HRE Registration, Cubic Feet, 8 Dial - 0.01 Ft3, Plastic Shroud / Plastic Lid (Gray) Itron 100W+ Series Endpoint, Programmed (ITRON Supplied), Integral, Factory Pre-Wired   | TBD | \$171.00   | TBD            |       |
| 43   | Register    | Registration for, RCDL M120 Disc Meter, 1 1/2", HRE Registration, Cubic Feet, 8 Dial - 0.1 Ft3, Plastic Shroud / Plastic Lid (Gray) Itron 100W+ Series Endpoint, Programmed (ITRON Supplied), Integral, Factory Pre-Wired   | TBD | \$176.00   | TBD            |       |
| 44   | Register    | Registration for, RCDL M170 Disc Meter, 2", HRE Registration, Cubic Feet, 8 Dial - 0.1 Ft3, Plastic Shroud / Plastic Lid (Gray) Itron 100W+ Series Endpoint, Programmed (ITRON Supplied), Integral, Factory Pre-Wired   | TBD | \$176.00   | TBD            |       |
| 45   | Meter       | E-Series UltraSonic 316SS, 5/8" (1/2 X 7-1/2), Less Connections, HRE-LCD Registration, Cubic Feet, Flow Rate GPM, 9 Dial - 0.001 Ft3, Generic Connectivity, BMI Supplied, for use with ITRON, Pig-Tail (gel-cap), 25 ft Wire, Year of MFG 8 Digit S/N Register, Year of MFG 8 Digit S/N Barcoded Cover Outside, No SN Inside Cover              | TBD | \$135.00   | TBD            |       |
| 46   | Meter       | E-Series UltraSonic 316SS, 5/8" X 3/4-3/4 Bore (3/4 X 7-1/2), Less Connections, HRE-LCD Registration, Cubic Feet, Flow Rate GPM, 9 Dial - 0.001 Ft3, Generic Connectivity, BMI Supplied, 4 use with ITRON, Pig-Tail (gel-cap), 25 ft Wire, Year of MFG 8 Digit S/N Register, Year of MFG 8 Digit S/N Barcoded Cover Outside, No SN Inside Cover | TBD | \$133.00   | TBD            |       |
| 47   | Meter       | E-Series UltraSonic 316SS, 3/4" (3/4 X 7-1/2), Less Connections, HRE-LCD Registration, Cubic Feet, Flow Rate GPM, 9 Dial - 0.001 Ft3, Generic Connectivity, BMI Supplied, for use with ITRON, Pig-Tail (gel-cap), 25 ft Wire, Year of MFG 8 Digit S/N Register, Year of MFG 8 Digit S/N Barcoded Cover Outside, No SN Inside Cover              | TBD | \$149.00   | TBD            |       |
| 48   | Meter       | E-Series UltraSonic 316SS, 3/4" (3/4 X 9), Less Connections, HRE-LCD Registration, Cubic Feet, Flow Rate GPM, 9 Dial - 0.001 Ft3, Generic Connectivity, BMI Supplied, for use with ITRON, Pig-Tail (gel-cap), 25 ft Wire, Year of MFG 8 Digit S/N Register, Year of MFG 8 Digit S/N Barcoded Cover Outside, No SN Inside Cover                  | TBD | \$159.00   | TBD            |       |
| 49   | Meter       | E-Series UltraSonic 316SS, 1" (1 X 10-3/4), Less Connections, HRE-LCD Registration, Cubic Feet, Flow Rate GPM, 9 Dial - 0.001 Ft3, Generic Connectivity, BMI Supplied, for use with ITRON, Pig-Tail (gel-cap), 25 ft Wire, Year of MFG 8 Digit S/N Register, Year of MFG 8 Digit S/N Barcoded Cover Outside, No SN Inside Cover                 | TBD | \$175.00   | TBD            |       |
| 50   | Meter       | E-Series UltraSonic EP, 5/8" (1/2 X 7-1/2), Less Connections, HRE-LCD Registration, Cubic Feet, Flow Rate GPM, 9 Dial - 0.001 Ft3, Generic Connectivity, BMI Supplied, for use with ITRON, Pig-Tail (gel-cap), 25 ft Wire, Year of MFG 8 Digit S/N Register, Year of MFG 8 Digit S/N Barcoded Cover Outside, No SN Inside Cover                 | TBD | \$102.00   | TBD            |       |
| 51   | Meter       | E-Series UltraSonic EP, 5/8" X 3/4-3/4 Bore (3/4 X 7-1/2), Less Connections, HRE-LCD Registration, Cubic Feet, Flow Rate GPM, 9 Dial - 0.001 Ft3, Generic Connectivity, BMI Supplied, for use with ITRON, Pig-Tail (gel-cap), 25 ft Wire, Year of MFG 8 Digit S/N Register, Year of MFG 8 Digit S/N Barcoded Cover Outside, No SN Inside Cover  | TBD | \$102.00   | TBD            |       |



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**Pricing Summary for  
City of Ames, IA**

BMR# 10381-16 Ver1 Apr  
April 29, 2016

| Item          | Part Number  | Description   | Qty | Unit Price | Extended Price | Notes |
|---------------|--------------|---|-----|------------|----------------|-------|
| <b>ERT's</b>  |              |   |     |            |                |       |
| 1             | ERW-1300-402 | 100W+, Encoder with Integral Connector & Antenna Connector  | TBD | \$63.24    | TBD            | (1)   |
| 2             | CFG-0151-010 | Standard 5' cable with In-Line connector with .167" diameter protective cover   | TBD | \$10.20    | TBD            |       |
| 3             | ERW-1300-313 | 100W-R+ ERT, Encoder Remote with 10 Inch Cable  | TBD | \$10.20    | TBD            | (1)   |
| 4             | CFG-0771-021 | 100W-R Mounting Kit for Remote Installations  | TBD | \$2.55     | TBD            |       |
| <b>Meters</b> |              |   |     |            |                |       |
| 5             | Meter        | Badger RCDL M25 LL Disc Meter (NSF 61-G), 5/8" (1/2 X 7 1/2), Cast Iron Bottom, Less Connections, HRE Registration, , Cubic Feet, 8 Dial- 0.01 Ft3, Plastic Shroud/Plastic Lid (Gray), Generic Connectivity, BMI Supplied, Pig-Tail (gelcap), 10 feet wire              | TBD | \$86.00    | TBD            |       |
| 6             | Meter        | Badger RCDL M25 LL Disc Meter (NSF 61-G), 5/8" X 3/4-3/4 Bore (3/4 X 7 1/2), Cast Iron Bottom, Less Connections, HRE Registration, Cubic Feet, 8 Dial- 0.01 Ft3, Plastic Shroud/Plastic Lid (Gray), Generic Connectivity, BMI Supplied, Pig-Tail (gelcap), 10 feet wire | TBD | \$86.00    | TBD            |       |
| 7             | Meter        | Badger RCDL M35 LL Disc Meter (NSF 61-G), 3/4" (3/4 X 9), Cast Iron Bottom, Less Connections, HRE Registration, Cubic Feet, 8 Dial- 0.01 Ft3, Plastic Shroud/Plastic Lid (Gray), Generic Connectivity, BMI Supplied, Pig-Tail (gelcap), 10 feet wire                    | TBD | \$108.00   | TBD            |       |
| 8             | Meter        | Badger RCDL M55 LL Disc Meter (NSF 61-G), 1" (1 X 10 3/4), Cast Iron Bottom, Less Connections, HRE Registration, Cubic Feet, 8 Dial- 0.01 Ft3, Plastic Shroud/Plastic Lid (Gray), Generic Connectivity, BMI Supplied, Pig-Tail (gelcap), 10 feet wire                   | TBD | \$140.00   | TBD            |       |
| 9             | Meter        | Badger RCDL M120 LL Disc Meter (NSF 61-G), 1 1/2", Elliptical Long Drilled, Less Connections, HRE Registration, Cubic Feet, 8 Dial- 0.01 Ft3, Plastic Shroud/Plastic Lid (Gray), Generic Connectivity, BMI Supplied, Pig-Tail (gelcap), 10 feet wire                    | TBD | \$315.00   | TBD            |       |
| 10            | Meter        | 2x17" Elster AMCO evoQ4 AL2 Electromagnetic meter with 8-digit Sensus encoder module with 25' Itron ILC   | TBD | \$1,383.00 | TBD            | (2-3) |
| 11            | Meter        | 3" Elster AMCO evoQ4 Electromagnetic meter with 8-digit Sensus encoder module with 25' Itron ILC  | TBD | \$1,658.00 | TBD            | (2-3) |
| 12            | Meter        | 4" Elster AMCO evoQ4 Electromagnetic meter with 8-digit Sensus encoder module with 25' Itron ILC  | TBD | \$1,887.00 | TBD            | (2-3) |
| 13            | Meter        | 6" Elster AMCO evoQ4 Electromagnetic meter with 8-digit Sensus encoder module with 25' Itron ILC  | TBD | \$2,640.00 | TBD            | (2-3) |



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**Pricing Summary for  
City of Ames, IA**

BMR# 10381-16 Ver1 Apr  
April 29, 2016

| Item                           | Part Number | Description   | Qty | Unit Price | Extended Price | Notes |
|--------------------------------|-------------|---|-----|------------|----------------|-------|
| <b>Alternate Meter Options</b> |             |   |     |            |                |       |
| 14                             | Meter       | E-Series UltraSonic 316SS, 1 1/2", Elliptical , Less Connections, HRE-LCD Registration, Gallons, Flow Rate GPM, 9 Dial - 0.1 Gallon, Generic Connectivity, BMI Supplied, 4 use with ITRON, Pig-Tail (gel-cap), 25 ft Wire, Year of MFG 8 Digit S/N Register, Year of MFG 8 Digit S/N Barcoded Cover Outside, No SN Inside Cover | TBD | \$408.00   | TBD            |       |
| 15                             | Meter       | E-Series UltraSonic 316SS, 2", Elliptical, Less Connections, HRE-LCD Registration, Gallons, Flow Rate GPM, 9 Dial - 0.1 Gallon, Generic Connectivity, BMI Supplied, 4 use with ITRON, Pig-Tail (gel-cap), 25 ft Wire, Year of MFG 8 Digit S/N Register, Year of MFG 8 Digit S/N Barcoded Cover Outside, No SN Inside Cover      | TBD | \$479.00   | TBD            |       |
| 16                             | Meter       | M5000 - Flanged Mag Meter, 2" (DN 50), Hard Rubber Liner, 150 lb Cast Steel Flanges, Standard Lay Length, Alloy C Electrodes, 316SS Grounding Rings, Meter Mounted Amplifier, Badger Certified Test   | TBD | \$1,472.00 | TBD            |       |
| 17                             | Meter       | M5000 -Flanged Mag Meter, 3" (DN 80), Hard Rubber Liner, 150 lb Cast Steel Flanges, Standard Lay Length, Alloy C Electrodes, 316SS Grounding Rings, Meter Mounted Amplifier, Badger Certified Test  | TBD | \$1,586.00 | TBD            |       |
| 18                             | Meter       | M5000 -Flanged Mag Meter, 4" (DN 100), Hard Rubber Liner, 150 lb Cast Steel Flanges, Standard Lay Length, Alloy C Electrodes, 316SS Grounding Rings, Meter Mounted Amplifier, Badger Certified Test   | TBD | \$1,699.00 | TBD            |       |
| 19                             | Meter       | M5000 -Flanged Mag Meter, 6" (DN 150), Hard Rubber Liner, 150 lb Cast Steel Flanges, Standard Lay Length, Alloy C Electrodes, 316SS Grounding Rings, Meter Mounted Amplifier, Badger Certified Test   | TBD | \$1,983.00 | TBD            |       |
| 20                             | Meter       | RCDL M25 LL Disc Meter (NSF 61-G), 5/8" (1/2 X 7 1/2), Cast Iron Bottom, Less Connections, HRE Registration, Cubic Feet, 8 Dial - 0.01 Ft3, Plastic Shroud / Plastic Lid (Gray), Itron 100W+ Series Endpoint (without exposed wire), Programmed (ITRON Supplied), Remote, Factory Pre-Wired, 10 ft Wire                         | TBD | \$152.00   | TBD            | (4)   |
| 21                             | Meter       | RCDL M25 LL Disc Meter (NSF 61-G), 5/8" X 3/4-3/4 Bore (3/4 X 7 1/2), Cast Iron Bottom, Less Connections, HRE Registration, Cubic Feet, 8 Dial - 0.01 Ft3, Plastic Shroud /Plastic Lid (Gray), Itron 100W+ Series Endpoint (without exposed wire), Programmed (ITRON Supplied), Remote, Factory Pre-Wired, 10 ft Wire           | TBD | \$152.00   | TBD            | (4)   |
| 22                             | Meter       | RCDL M35 LL Disc Meter (NSF 61-G), 3/4" (3/4 X 9), Cast Iron Bottom, Less Connections, HRE Registration, Cubic Feet, 8 Dial - 0.01 Ft3, Plastic Shroud / Plastic Lid (Gray), Itron 100W+ Series Endpoint (without exposed wire), Programmed (ITRON Supplied), Remote, Factory Pre-Wired, 10 ft Wire                             | TBD | \$174.00   | TBD            | (4)   |
| 23                             | Meter       | RCDL M55 LL Disc Meter (NSF 61-G), 1" (1 X 10 3/4), Cast Iron Bottom, Less Connections, HRE Registration, Cubic Feet, 8 Dial - 0.01 Ft3, Plastic Shroud / Plastic Lid (Gray) Itron 100W+ Series Endpoint (without exposed wire), Programmed (ITRON Supplied), Remote, Factory Pre-Wired, 10 ft Wire                             | TBD | \$205.00   | TBD            | (4)   |
| 24                             | Meter       | RCDL M120 LL Disc Meter (NSF 61-G), 1 1/2", Elliptical Long Drilled, Less Connections, HRE Registration, Cubic Feet, 8 Dial - 0.1 Ft3, Plastic Shroud / Plastic Lid (Gray), Itron 100W+ Series Endpoint (without exposed wire), Programmed (ITRON Supplied), Remote, Factory Pre-Wired, 10 ft Wire                              | TBD | \$380.00   | TBD            | (4)   |



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**Pricing Summary for  
City of Ames, IA**

BMR# 10381-16 Ver1 Apr  
April 29, 2016

| Item | Part Number | Description   | Qty | Unit Price | Extended Price | Notes |
|------|-------------|---|-----|------------|----------------|-------|
| 52   | Meter       | E-Series UltraSonic EP, 3/4" (3/4 X 9), Less Connections, HRE-LCD Registration, Cubic Feet, Flow Rate GPM, 9 Dial - 0.001 Ft3, Generic Connectivity, BMI Supplied, for use with ITRON, Pig-Tail (gel-cap), 25 ft Wire, Year of MFG 8 Digit S/N Register, Year of MFG 8 Digit S/N Barcoded Cover Outside, No SN Inside Cover | TBD | \$125.00   |                | TBD   |
| 53   | Register    | Registration for, RCDL Turbo Series Meter, 1-1/2", HRE Registration, Cubic Feet, 8 Dial - 0.1 Ft3, Plastic Shroud / Plastic Lid (Gray) Generic Connectivity, BMI Supplied, Pig-Tail (gel-cap), 10 ft Wire   | TBD | \$48.00    |                | TBD   |
| 54   | Register    | Registration for, RCDL Turbo Series Meter, 2", HRE Registration, Cubic Feet, 8 Dial - 0.1 Ft3, Plastic Shroud / Plastic Lid (Gray) Generic Connectivity, BMI Supplied, Pig-Tail (gel-cap), 10 ft Wire   | TBD | \$48.00    |                | TBD   |
| 55   | Register    | Registration for, RCDL Turbo Series Meter, 3", HRE Registration, Cubic Feet, 8 Dial - 0.1 Ft3, Plastic Shroud / Plastic Lid (Gray) Generic Connectivity, BMI Supplied, Pig-Tail (gel-cap), 10 ft Wire   | TBD | \$48.00    |                | TBD   |
| 56   | Register    | Registration for, RCDL Turbo Series Meter, 4", HRE Registration, Cubic Feet, 8 Dial - 0.1 Ft3, Plastic Shroud / Plastic Lid (Gray) Generic Connectivity, BMI Supplied, Pig- Tail (gel-cap), 10 ft Wire  | TBD | \$48.00    |                | TBD   |
| 57   | Register    | Registration for, RCDL Turbo Series Meter, 6", HRE Registration, Cubic Feet, 8 Dial - 1 Ft3, Plastic Shroud / Plastic Lid (Gray) Generic Connectivity, BMI Supplied, Pig- Tail (gel-cap), 10 ft Wire  | TBD | \$48.00    |                | TBD   |

**Notes and Assumptions**

- (1) Full warranty is consistent with the warranty terms in the Agreement for the first 10 years from date of shipment.  
For warranty claims in years 11 through 15, Itron's sole obligation will be to provide Customer with a discount on replacement product equal to 50 percent of its then-current list price for the replacement product.  
For warranty claims in years 16 through 20, Itron's sole obligation will be to provide Customer with a discount on replacement product equal to 25 percent of its then-current list price for the replacement product.
- (2) Elster - for meters with 8-digit Sensus encoder module with 30' bare cable, deduct \$20/meter.
- (3) Elster Meter Freight is not included; FOB Ocala, FL.
- (4) For pit integral configuration, add \$10.00 price from line 2 above.
- (5) Badger Meter Freight - Prepay/no charge for shipments > \$15,000.00.
- (6) Freight and taxes are not included. Prices are in US dollars. Prices are valid July 7, 2016 - July 10, 2017.



**COUNCIL ACTION FORM**

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

**BACKGROUND:**

This contract involves the removal, repair, and reinstallation of non-asbestos insulation of all types used at the City's Power Plant.

On January 13, 2015, City Council awarded a contract to Total Insulation Mechanical, Inc., Ames, IA, for the Non-Asbestos Insulation and Related Services and Supplies Contract Power Plant to be furnished as requested from award date through June 30, 2015. The contract was in an amount not-to-exceed \$90,000. The initial contract period was shortened to enable future renewals to coincide with the City's fiscal year.

The contract has the option for the City to renew in one-year increments for up to four additional years. Staff recommends renewing the agreement for FY 2016/17. **This is the second renewal out of four maximum. The rates which will be charged by Total Insulation Mechanical, Inc will be unchanged for this second renewal.**

**Staff recommends that these services continue to be outsourced on an annual renewable contract basis.** The benefits of having a contract for these services in place include the following:

- 1) Consistency of work and quality from a single contractor.
- 2) Reduction in the City's exposure to market forces regarding prices and availability for labor, travel, and supplies in preparation for a scheduled outage.
- 3) Rapid contractor mobilization to start emergency repairs, thus reducing generation downtime.
- 4) Saved City staff time obtaining quotes, evaluating bids and preparing specifications and other procurement documentation.

The approved FY2016/17 Power Plant operating budget includes \$100,000 for these services. Invoices will be based on contract rates for time and materials for services actually received.

**ALTERNATIVES:**

1. Approve the contract renewal with Total Insulation Mechanical, Inc., Ames, IA, for the Non-Asbestos Insulation and Related Services and Supplies Contract for the

one-year period from July 1, 2016, through June 30, 2017, and approve contract and bond. Total work in FY 2016/17 shall be an amount not-to-exceed \$100,000.

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

**MANAGER'S RECOMMENDED ACTION:**

This contract is needed to carry out emergency and routine non-asbestos insulation services at the Power Plant. The contract will establish rates for service and provide for guaranteed availability, thereby setting in place known rates for service. Funds will be expended only as work is required and in accordance with approved invoices.

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





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# MEMO

**To:** Mayor and Members of the City Council

**From:** City Clerk's Office

**Date:** May 6, 2016

**Subject:** Contract and Bond Approval

There are no Council Action Forms for Item Nos. 29 through 33. Council approval of the contract and bond for these projects is simply fulfilling a *State Code* requirement.

/jr

**COUNCIL ACTION FORM**

**SUBJECT: POWER PLANT CHEMICAL TREATMENT PROGRAM – CHANGE ORDER NO. 1**

**BACKGROUND:**

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

**On May 26, 2015, Council awarded an initial contract for the Chemical Treatment Program to ChemTreat, Inc., Glen Allen, VA, for hourly rates and unit prices bid, in an amount not to exceed \$125,000.** That contract was to provide chemical treatment services for the period from July 1, 2015 through June 30, 2016.

The proposed Change Order No. 1 will add an additional \$60,000 to the current contract for FY2015/16, bringing the total contract amount to \$185,000. Staff determined that the \$125,000 amount originally awarded is not enough to cover all of the Plant's chemical requirements for the contract term, and that additional funds are needed. Historically the amount awarded on this contract matched the budgeted amount, which is \$260,000. **The Council should understand the additional funds authorized in this change order will not be spent unless needed.**

The approved FY2015/16 Power Plant operating budget includes \$260,000 for this contract. Invoices will be based on contract rates for time and materials for services actually received. Invoices will be based on contract rates for time and materials for services actually received.

**ALTERNATIVES:**

1. Approve contract Change Order No. 1 to ChemTreat, Inc. in the amount of \$60,000.
2. Do not approve the change order.

**MANAGER'S RECOMMENDED ACTION:**

The quality of chemicals and service received under this contract are critical to optimal operation of the Power Plant. Competent treatment of the water in the boiler and cooling

tower systems is essential to keeping the Plant in top operating condition. Approval of this change order will allow the Plant to continue achieving these goals.

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

**COUNCIL ACTION FORM**

**SUBJECT: LEGAL SERVICES FOR EMINENT DOMAIN COMPENSATION FOR  
161KV TRANSMISSION LINE**

**BACKGROUND:**

This project was to construct a 161kV transmission line from Ames' Ames Plant substation to Mid-American Energy Company's (MEC) 161kV switching station northeast of Ankeny. This project was the final phase of a 5 phase project to increase electric delivery into the City to provide reliable electric service to the utility's customers under many different outage scenarios.

Due to landowner challenges surrounding the City's installation of this transmission line, a substantial amount of outside legal services were needed. In 2008 the City Council approved a retainer agreement for legal services with the BrownWinick law firm of Des Moines.

After eight years of work on the tie line project, a final decision was issued by the Iowa Utilities Board (IUB) on September 24, 2012. The IUB granted the City a franchise which permitted construction of the tie line. Subsequent to the issuance of the IUB's final order, however, two of the objectors filed a petition for judicial review of the IUB order. The District Court ruled that the City was not able to place the poles in the road right-of-way, leaving the City with the options of either negotiating a purchase of an easement, or obtaining the easement through eminent domain.

After unsuccessful negotiations with the two landowners, the City started eminent domain proceedings. This process culminated in a decision by the Polk County Compensation Commission in the City's favor in the amount of \$14,900 damages to be paid by the City to the landowners for the easement.

The two landowners then appealed the Compensation Commission award to District Court. A jury trial was held on August 10-12, 2015. The jury awarded the plaintiffs \$290,000 in damages (as compared to the \$14,900 in damages awarded by the County Compensation Commission). Per the statute, the City is also required to pay the plaintiffs' attorneys fees. City staff has directed outside counsel to initiate the process of appealing the District Court decision to the Iowa Court of Appeals. However, the City Council has not yet approved funding for the costs of the appeal.

On March 13, 2014 staff approved a Purchase Order in the amount of \$30,000 for legal services to prepare and defend the initial suit. There have been three additional Change

Orders since. Staff approved an initial change order for \$18,000; on July 14, 2015 City Council approved a second change order for \$25,000; and on December 2, 2015 staff approved a third change order for \$23,000.

**Outside legal counsel is now performing work to appeal the District Court judgment to the Iowa appeals court. Staff is requesting that the City Council approve Change Order #4 in an amount of \$50,000. That action will increase the overall authorized amount to \$146,000.**

While the legal support expense is high, it should be noted that for nearly four years BrownWinick has provided excellent legal services before an Administrative Law Judge, the Iowa Utilities Board, and now the Iowa Court of Appeals. The amount and level of legal services required has grown considerably since 2008.

The FY 2015/16 CIP budget for 69 kV Transmission Reconstruction includes \$349,610 of unobligated funding which can be used to cover this additional \$50,000 expense.

**ALTERNATIVES:**

1. Approve Change Order #4 in an amount of \$50,000 to the professional services agreement with BrownWinick of Des Moines, Iowa, increasing the amount of the purchase order to \$146,000. The City will continue to be billed on an hourly basis for services incurred in accordance with the agreement.
2. Do not approve the proposed change order and ask staff for further information.

**MANAGER'S RECOMMENDED ACTION:**

Nearly \$275,000 is still at stake between the Compensation Commission's award and the jury's award. BrownWinick has provided excellent service to the Electric Utility throughout this process; and seeking other legal counsel at this point could seriously impair the results of this appeal.

Therefore, it is the recommendation of the City Manager that City Council adopt Alternative No. 1, thereby approving a change order to the professional services agreement with BrownWinick of Des Moines, Iowa, in the amount of \$50,000 and increasing the total authorized amount to \$146,000.

**COUNCIL ACTION FORM**

**SUBJECT: IOWA STATE UNIVERSITY RESEARCH PARK PHASE III –  
WATER MAIN AND SANITARY SEWER CONSTRUCTION**

**BACKGROUND:**

In support of the ISU Research Park Phase III expansion, the City designed needed utility and roadway improvements. The roadway improvements are primarily funded by a Revitalizing Iowa's Sound Economy (RISE) Grant, as approved by City Council on October 14, 2014. The water and sewer infrastructure is financed by creation of a tax increment financing (TIF) district.

On April 28, 2015 City Council awarded the utility project to J&K Contracting of Ames in the amount of \$798,589. Staff administratively approved Change Order No. 1 in the amount of \$5,225 for additional bat habitat evaluation and Change Order No. 2 in the amount of \$5,993.17 for a temporary access driveway. Change Order No. 3 (Balancing) in the amount of \$39,412.30 was issued to adjust the plan quantities to reflect actual field quantities which brings the total change order amount to \$50,630.47.

The project funding and estimated construction expenses are shown below:

|  | <u>Funding</u>      | <u>Expenses</u>      |
|--|---------------------|----------------------|
| TIF Abated GO Bonds<br>(utility portion) | \$ 1,528,200        |                      |
| Water Main (Actual)                      |                     | \$ 378,811.28        |
| Sanitary Sewer (Actual)                  |                     | \$ 409,116.19        |
| Engineering/Administration               |                     | \$ 157,500.00        |
| Total                                    | <u>\$ 1,528,200</u> | <u>\$ 945,427.47</u> |

Any unused TIF Abated General Obligation Bonds from this utility project will be utilized to cover any cost overruns from the roadway construction.

**ALTERNATIVES:**

1. Approve Change Order No. 3 (balancing) and accept the Iowa State University Research Park Phase III – Water Main and Sanitary Sewer as completed by J&K Contracting of Ames in the amount of \$787,927.47.
2. Direct staff to pursue modifications to this project.

**MANAGER'S RECOMMENDED ACTION:**

Accepting the project will accomplish the goal of installing and accepting the utility infrastructure ahead of the opening of the ISU Research Park Hub Building. The Engineer has certified that this project was completed in accordance with the approved plans and specifications.

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

**COUNCIL ACTION FORM**

**SUBJECT: PLAT OF SURVEY FOR 122 HAYWARD AVENUE**

**BACKGROUND:**

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

**This plat of survey is for a proposed consolidation of two existing tracts for Campus Plaza, LC for the purpose of constructing a new multi-use building for commercial uses on the street level facing Hayward Avenue, with structured parking behind, and structured parking on the second level with five levels of apartment units above. (See Attachment A - Location Map).** The site includes the property at 118 Hayward Avenue, which includes 16,770 square feet (0.38 acres), and the property at 120 Hayward Avenue, which includes 7,994 square feet (0.18 acres). The two properties together contain 0.57 acres, and are presently occupied by a building that is planned for demolition to make way for the new multi-use structure. The two tracts are made up of 4 platted lots. Both properties are zoned as Campustown Service Center (CSC). The site has recently had existing building demolished.

Boundary line adjustments do not trigger additional infrastructure improvements, unless partial infrastructure improvements exist and are required to be extend across a property. **The proposed parcel meets the requirements of having complete infrastructure along Lincoln Way, Sheldon, and Hayward as outlined in the Subdivision Code and does not trigger further extension of infrastructure.**

New easements for electric service lines has been included on the Plat to address staff's request for easement over existing infrastructure. No additional easements are included as part of the plat of survey. The ongoing discussion of easements and access through abutting city property are separate from the plat of survey request to combine lots.

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



**ALTERNATIVES:**

1. The City Council can adopt the resolution approving the proposed plat of survey.
2. The City Council can deny the proposed plat of survey if the City Council finds that the requirements for plats of survey as described in Section 23.308 have not been satisfied.
3. The City Council can refer this back to staff and/or the owner for additional information.

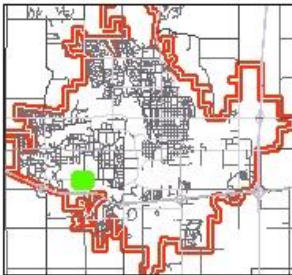
**MANAGER'S RECOMMENDED ACTION:**

Staff has determined that the proposed plat of survey satisfies all code requirements for the consolidation of the Campus Plaza, LC properties for the boundary line adjustment and has made a preliminary decision of approval.

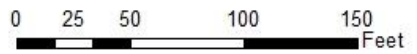
While the City Council has not yet approved the granting of an access easement to facilitate the construction of the project as proposed, the approval of the Plat of Survey has no relationship to the easement issue. Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby adopting the resolution approving the proposed plat of survey.



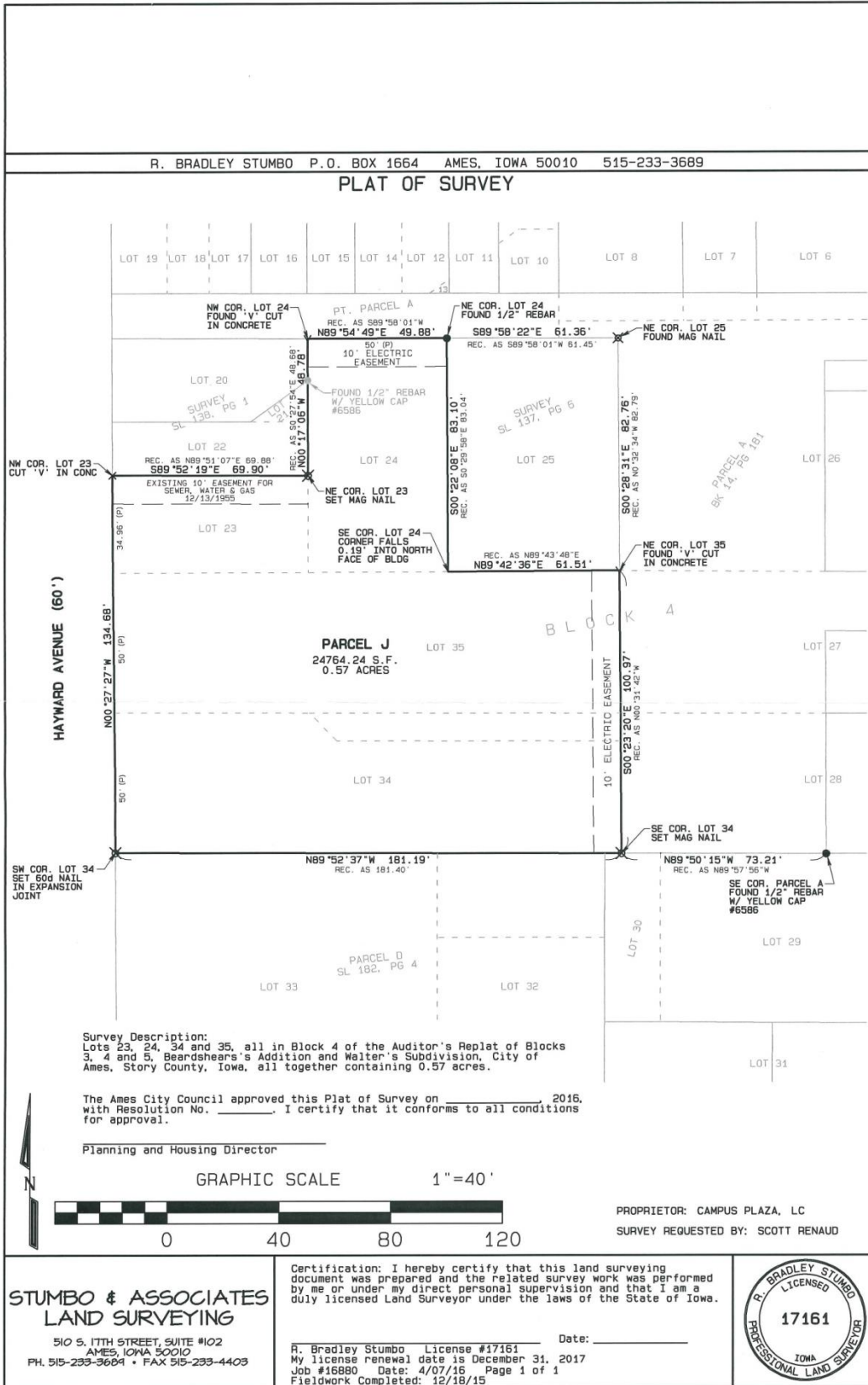
**ATTACHMENT A: LOCATION MAP**



**Location Map  
122 Hayward Avenue  
Plat of Survey**



# ATTACHMENT B: PROPOSED PLAT OF SURVEY



**COUNCIL ACTION FORM**

**SUBJECT: PLAT OF SURVEY (BOUNDARY LINE ADJUSTMENT) FOR 104 & 124 SOUTH HAZEL AVENUE**

**BACKGROUND:**

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

**This proposed plat of survey is for a boundary line adjustment of two existing parcels as shown on Attachment A. The parcels (a consolidation of four platted lots) have been in their present configuration since 2014 when a plat of survey was recorded by the County.**

The existing parcels are 0.82 and 0.84 acres and are zoned Airport/Government District (S-GA). The site contains an office building (formerly County Services), parking areas, and a residential facility all currently owned by Story County. After consolidation of these lots, Parcel A will consist of 1.24 acres with the office building and its associated parking and Parcel B will consist of .42 acres for the existing family home.

The site has access to all City utilities and only a 5' electric easement along the east property line is required to be shown in conjunction with the proposed plat of survey.

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

**ALTERNATIVES:**

1. The City Council can adopt the resolution approving the proposed plat of survey.
2. The City Council can deny the proposed plat of survey if the City Council finds that the requirements for plats of survey as described in Section 23.308 have not been satisfied.

3. The City Council can refer this back to staff and/or the owner for additional information.

**MANAGER'S RECOMMENDATION:**

Staff has determined that the proposed plat of survey satisfies all code requirements for a boundary line adjustment of existing lots and has made a preliminary decision of approval. The resulting two lots are designed to be conforming to underlying parking lot design standards and building setbacks.

**Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby adopting the resolution approving the proposed plat of survey.**

**ADDENDUM  
PLAT OF SURVEY FOR 104 & 124 S. HAZEL AVENUE**

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

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

The site is located at:

Owners: Story County  
Existing Street Address: 104 & 124 South Hazel Avenue  
Assessor's Parcel #: 0910202150 and 0910202140

Legal Description: Lots 1-6 in Block 1 of Lincoln Place Addition to the City of Ames, Story County, Iowa, all together being more particularly described as follows: Beginning at the Northwest Corner of said Lot 3; thence N89 24'09"E, 182.14 feet to the Northeast Corner of said Lot 1; thence S00 31'31"E, 295.92 feet to the Southeast Corner of said Lot 6; thence S89 27'38"W, 182.54 feet to the Southwest Corner thereof; thence N00 26'53"W, 295.74 feet to the point of beginning, containing 1.24 acres.

Lots 7 and 8 in Block 1 of Lincoln Place Addition to the City of Ames, Story County, Iowa, all together being more particularly described as follows: Beginning at the Southwest Corner of said Lot 8; thence N00 26'53"W, 100.01 feet to the Northwest Corner of said Lot 7; thence N89 27'38"E, 182.54 feet to the Northeast Corner thereof; thence S00 31'31"E, 99.96 feet to the Southeast Corner of said Lot 8; thence S89 26'43"W, 182.67 feet to the point of beginning, containing 0.42 acres.

**Public Improvements:**

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

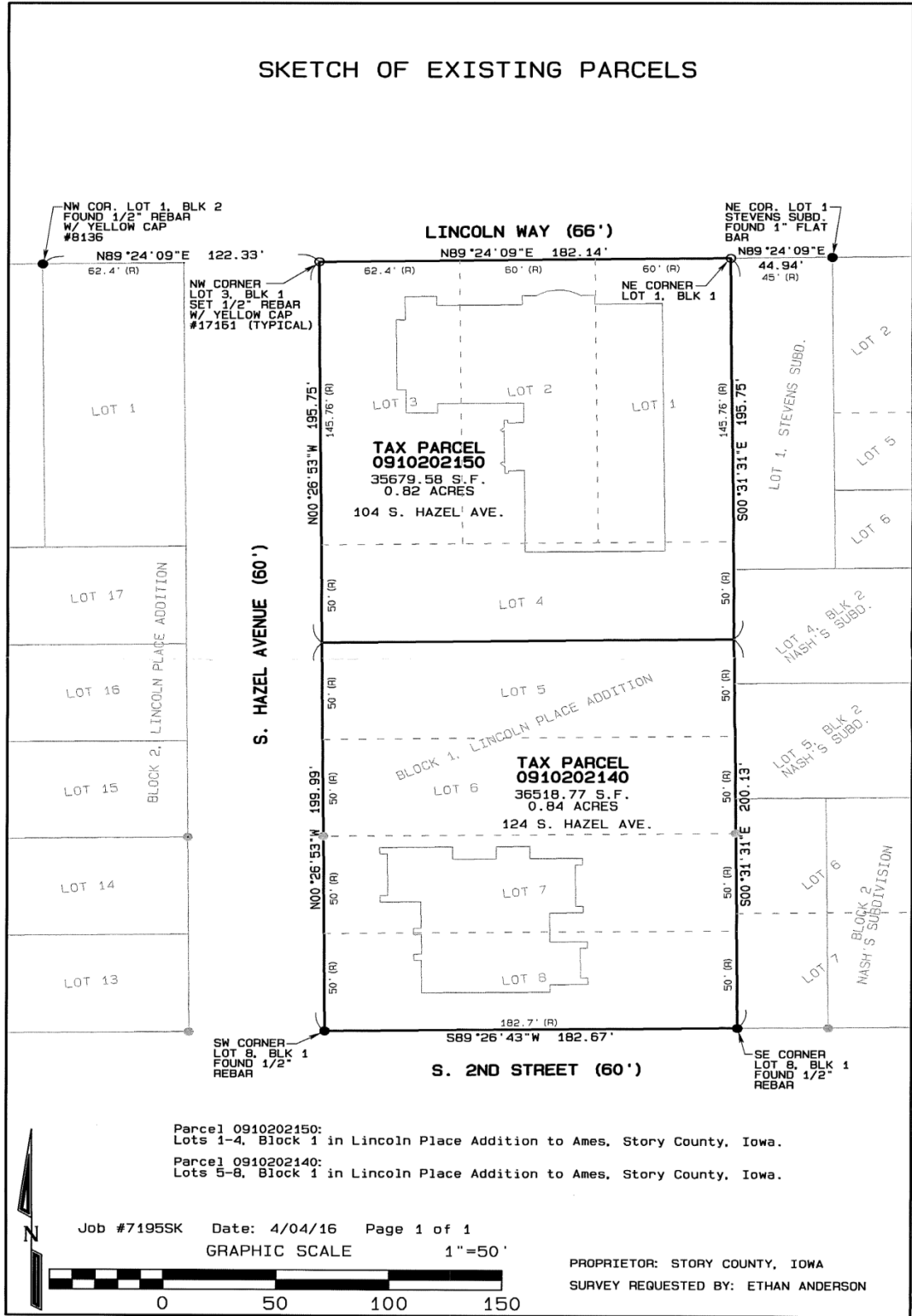
- Installed prior to creation and recordation of the official plat of survey and prior to issuance of zoning or building permits.
- Delayed, subject to an improvement guarantee as described in Section 23.409.
- Not Applicable. (no additional improvements required)

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



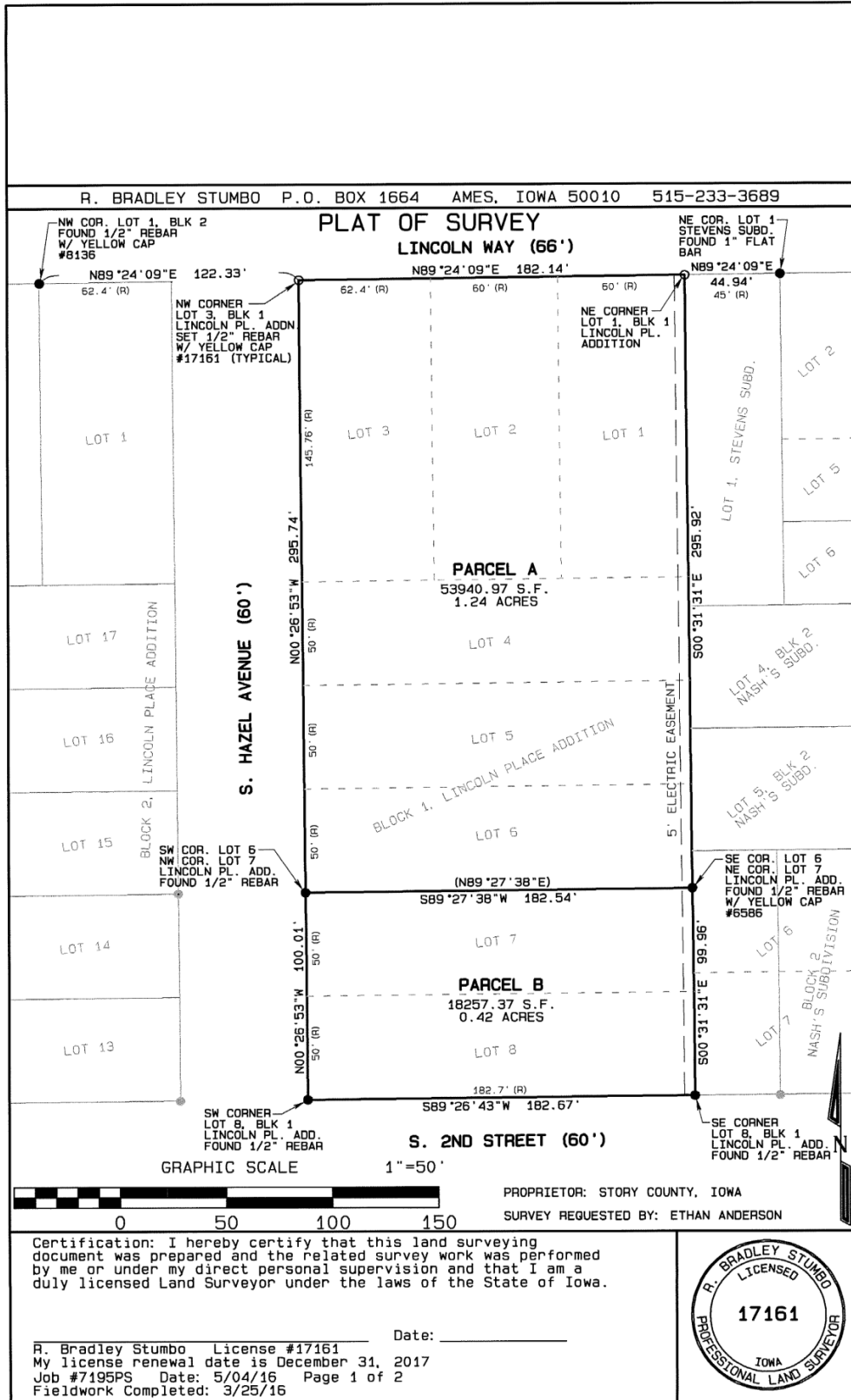
ATTACHMENT A

SKETCH OF EXISTING PARCELS





# ATTACHMENT B



Survey Description-Parcel 'A':

Lots 1-6 in Block 1 of Lincoln Place Addition to the City of Ames, Story County, Iowa, all together being more particularly described as follows: Beginning at the Northwest Corner of said Lot 3; thence N89°24'09"E, 182.14 feet to the Northeast Corner of said Lot 1; thence S00°31'31"E, 295.92 feet to the Southeast Corner of said Lot 6; thence S89°27'38"W, 182.54 feet to the Southwest Corner thereof; thence N00°26'53"W, 295.74 feet to the point of beginning, containing 1.24 acres.

Survey Description-Parcel 'B':

Lots 7 and 8 in Block 1 of Lincoln Place Addition to the City of Ames, Story County, Iowa, all together being more particularly described as follows: Beginning at the Southwest Corner of said Lot 8; thence N00°26'53"W, 100.01 feet to the Northwest Corner of said Lot 7; thence N89°27'38"E, 182.54 feet to the Northeast Corner thereof; thence S00°31'31"E, 99.96 feet to the Southeast Corner of said Lot 8; thence S89°26'43"W, 182.67 feet to the point of beginning, containing 0.42 acres.

The Ames City Council approved this Plat of Survey on \_\_\_\_\_, 2016, with Resolution No. \_\_\_\_\_. I certify that it conforms to all conditions for approval.

\_\_\_\_\_  
Planning and Housing Director

**COUNCIL ACTION FORM**

**SUBJECT: MAJOR FINAL PLAT FOR HAYDEN'S CROSSING SUBDIVISION,  
FIRST ADDITION**

**BACKGROUND:**

Hunziker Land Development Co., LLC, represented by Chuck Winkleblack, has submitted a final plat for Hayden's Crossing Subdivision, First Addition. The Hayden's Crossing development lies north of the western edge of Ada Hayden Heritage Park as shown on *Attachment A – Location Map*.

The final plat proposes 19 lots for single-family detached dwellings, two outlots for conservation areas (Outlots A and B), and two outlots for future development (Outlots XX and YY). A trail connection to Ada Hayden Park, through Outlot A, is also part of this First Addition of Hayden's Crossing.

**The developer has proposed a minor amendment to the Preliminary Plat for a reconfiguration of the 30-foot open space buffer along the park boundary.** The Preliminary Plat originally showed the open space area as a 30-foot outlot. The developer now proposes a 25-foot outlot with a 5-foot conservation easement on private property. This is to allow for the developer to have a larger buildable envelope on a lot once you factor in a rear yard setback from a property line. The conservation easement allows the five feet to be part of the setback, whereas if all of the area was in an outlot then the setback would not include any area of the outlot. **Staff is willing to support the change as it meets the Master Plan 30-foot open space specification and the planting requirements for the outlot and conservation easement are unchanged in how they will interface with the park.**

Public improvements, including streets, sidewalks, sanitary sewer, water, storm sewer system, street lights, trails, subdrains and seeding for storm water detention basins are required as part of this major subdivision. Public water mains, sanitary sewer mains, storm sewer, and the first layer of asphalt surfacing for Audubon Drive have been installed. Financial security, in the amount of \$178,881 has been provided to cover the cost of completing the remaining public improvements. All public improvements, including sidewalks 5 feet wide, must be installed within three years of final plat approval. Street trees can still be deferred until occupancy of each home.

The financial security allows the City to complete the improvements, including the sidewalks, after three years if necessary. The City Council is being asked to accept the signed Improvement Agreement with financial security for those improvements. Financial security can be reduced by the City Council as the required infrastructure is installed, inspected, and accepted by the City.

The City's subdivision regulations require financial security for the maintenance and operation costs of conservation areas for a two-year period at the time of approval of the final plat. However, following adoption of that section of the subdivision code, the City Council adopted Chapter 5B, Post Construction Stormwater Management regulations, which require the submittal of a maintenance performance security or bond for a minimum of four years. Since the language in Chapter 5B is more stringent, staff is applying it to the stormwater improvements instead of the requirement for two years of financial security for approval of the final plat. The four years of financial security will be submitted to the City upon completion of the stormwater improvements, not at the time of approval of the final plat.

This subdivision is the second to be submitted under the requirements of the Conservation Subdivision section of the subdivision regulations. The first was the Quarry Estates Subdivision. The Conservation Management Plan prepared by Bolton & Menk addresses existing conditions, the natural resource inventory, structure and cultural resource inventories, proposed landscape discussion, restoration measures and mitigation techniques. In addition, the Plan provides operation and management requirements for maintenance of the filtration basin, pretreatment basin, trees and shrubs, native plantings and lawns. An operations and management schedule is included, as well as a section on subdivision outreach and education. The City Engineer is in the process of reviewing the final details of the plan. A condition is included to allow approval of the final plat and for the City Engineer to complete the review of the Management Plan.

**Approval of the preliminary plat in September included a condition *“That the City Council approve a Developer’s Agreement to fund the pro rata share of costs of future intersection improvements necessary at the intersection of Grant Avenue and Audubon Drive.”*** Since approval of the preliminary plat, it has become apparent to staff that intersection improvements, including a left turn lane, will not be necessary at Audubon Drive, but rather at the intersection of a future street north of Audubon Drive, to align with a future intersection for the proposed Rose Prairie Subdivision abutting the west side of Grant Avenue. **Therefore, a Developer’s Agreement will not be necessary for the First Addition of Hayden’s Crossing, but will be required at the time of approval of a final plat for the Second Addition of Hayden’s Crossing.**

**After reviewing the proposed Final Plat, staff finds that it complies with the approved Master Plan, Preliminary Plat, and all other relevant design and improvement standards required by the Municipal Code.**

#### **ALTERNATIVES:**

1. The City Council can approve the Final Plat of Hayden’s Crossing Subdivision, First Addition, based upon the staff’s findings that the Final Plat conforms to relevant and applicable design standards, ordinances, policies, and plans with an Improvement Agreement and financial security. **The Final Plat would not be released for recording until the City Engineer has approved the Conservation Management Plan.**

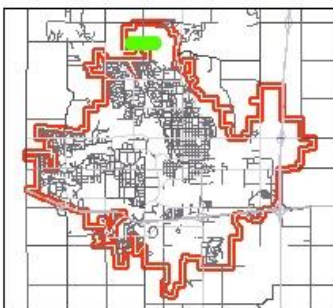
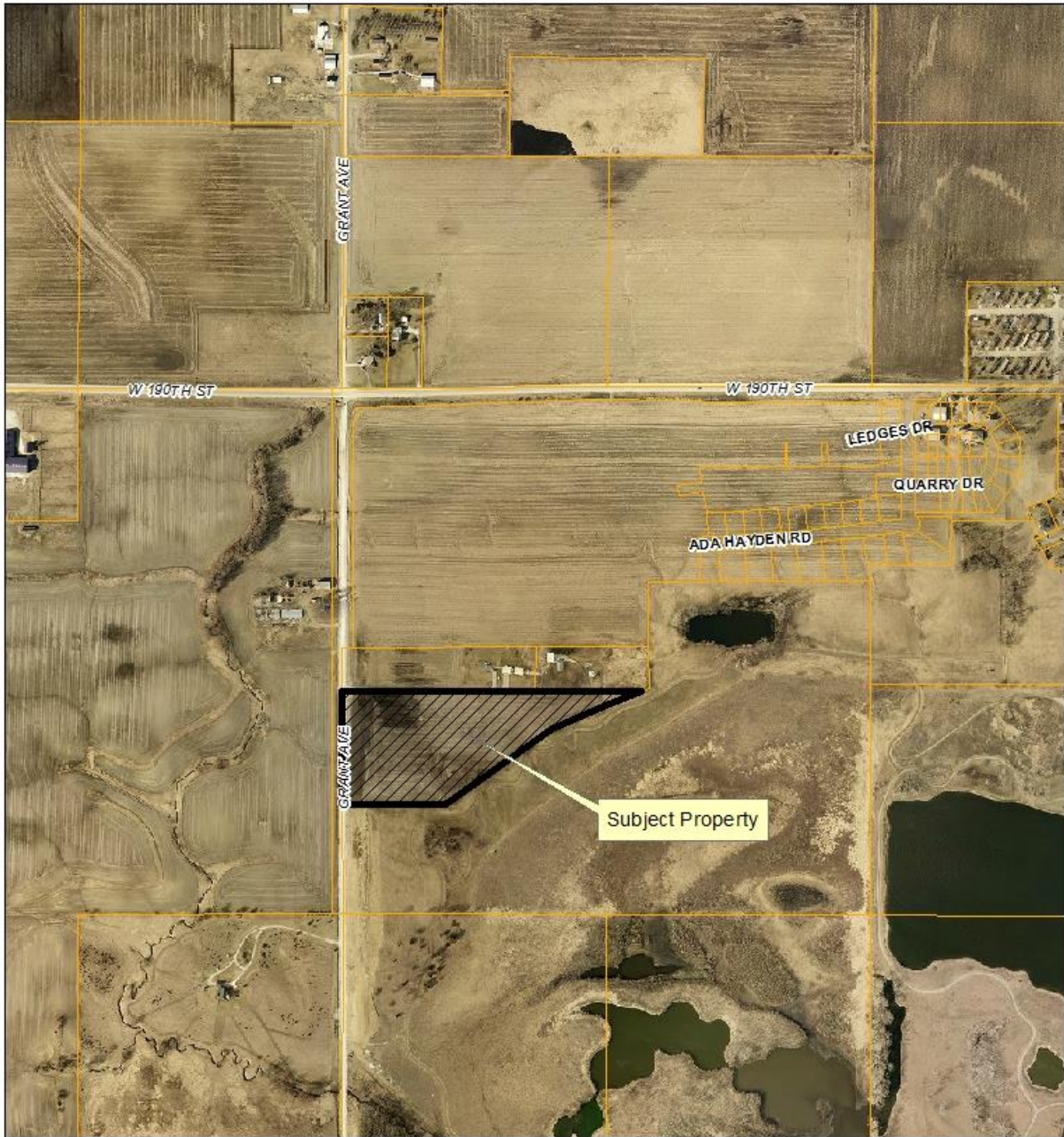
2. The City Council can deny the Final Plat for Hayden's Crossing Subdivision, First Addition, if it finds that the development creates a burden on existing public improvements or creates a need for new public improvements that have not yet been installed.
3. The City Council can refer this request back to staff or the applicant for additional information. (The *Municipal Code* requires that a final decision regarding final plat approval be rendered by the City Council within 60 days of the complete application for Final Plat approval of a Minor Subdivision. City Council must approve, approve subject to conditions, or disapprove this Final Plat application no later than June 24, 2016 to meet the 60-day deadline.)

**MANAGER'S RECOMMENDATION:**

City staff has evaluated the proposed final subdivision plat and determined that the proposal is consistent with the master plan and preliminary plat with a minor amendment and that the plat conforms to the adopted ordinances and policies of the City as required by Code. The City Engineer is in the process of reviewing the final details of the Conservation Management Plan and staff recommends withholding recording of the final plat until the Conservation Management Plan is approved by staff.

**Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby approving the final plat for Hayden's Crossing Subdivision, First Addition.**

# ATTACHMENT 1: LOCATION MAP



## Location Map Hayden's Crossing Subdivsiion, First Addition



0 250 500 1,000 1,500  
Feet





## Applicable Laws and Policies Pertaining to Final Plat Approval

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

### Ames *Municipal Code* Section 23.302

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

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

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

(c) The City Council may:

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

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

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

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

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



**COUNCIL ACTION FORM**

**SUBJECT:**      **PARKS AND RECREATION NAMING POLICY**

**BACKGROUND:**

On July 28, 2015, City Council referred to staff a request to name the City's Skate Park in honor of Georgie Tsushima, who passed away July 19, 2015. This item was then brought before the Parks and Recreation Commission at its August 20, 2015 meeting.

The City does not have a policy or formal guidelines related to naming parks, recreational facilities or amenities. This can be viewed as a positive from the standpoint that it allows City officials flexibility in making a decision. However, it can also be viewed as a negative since with no guidelines decisions could be inconsistent as Commission and Council members change.

On initial investigation, City staff noted a policy currently exists for naming City streets. Commissioners asked whether an adopted naming policy should encompass all City facilities and not just parks, recreational facilities, or amenities. Staff discussed this with the City Manager and it was determined to just focus on parks, recreational facilities, or amenities as these are the items having the greatest potential for naming opportunities. The Commission felt strongly that a policy was needed for direction when naming requests were brought before them. Staff was then directed to draft a policy to guide City officials in making a decision.

Staff researched multiple naming policies from departments throughout the country and brought a draft policy to the Commission at its February 18, 2016 meeting. Based on comments regarding the draft from Commissioners and the public, staff reviewed the input and brought a revised draft policy to the March meeting. At that meeting the Commission recommended that City Council approve the policy with a modification stating that preference will be given to a request in which the individual has a tie to the park being requested to be named.

The policy as approved by the Commission was presented to City Council on April 12, 2016. After hearing input from the public, the Council discussed multiple items related to the proposed policy. Staff was then directed to make changes and present a revised draft at a future Council meeting.

Council comments were shared with the Parks and Recreation Commission at its April 21, 2016 meeting. One Commissioner expressed disappointment the policy was not coming back to the Commission, felt that the detail was being taken out of the policy, and questioned whether that put us any further ahead than operating without a policy. Another Commissioner agreed with the process whereby the Commission's role would be a filter when requests are brought forth.

**POLICY OVERVIEW:**

The attached policy has been revised to reflect Council comments received on April 12. Below is a summary of the changes.

| <b><u>Section</u></b> | <b><u>Changes</u></b>  |
|-----------------------|--|
| 1                     | No changes   |
| 2                     | No changes   |
| 3                     | Included “and/or major features” to the first paragraph  |
| 3.a                   | No changes   |
| 3.b                   | No changes   |
| 3.c                   | No changes   |
| 4.a                   | No changes   |
| 4.b                   | Rewrote this entire section and deleted all waiting period requirements. Clarified the requirements for outstanding individuals include significant contributions to the Ames park system, City, State, or Nation and the moral character of the individual must be considered. In addition, the Commission wanted the statement regarding an individual having a connection to the place being requested to be named.   |
| 4.c                   | Included “and/or major feature” in the first paragraph.<br><br>Removed all references to requiring a percentage of project cost for naming rights. Replaced it with a statement giving Council discretion as to what dollar amount is worthy of naming rights for a particular project.<br><br>Reworded the paragraph related to naming rights for Major Donations, indicating that the principles outlined in 4.b should be followed when considering naming rights associated with a major donation.<br><br>The last paragraph does retain language related to not permitting the naming of parks and recreational facilities with a company name. However, it does allow company names to be considered for major features. |
| 4.d                   | Included “and/or major feature” to the paragraph.  |
| 4.e                   | Included “and/or major feature” to the first and fourth paragraphs. The second and third paragraphs are unchanged.   |
| 5.a.3                 | Included a requirement for “a certification of character” and proof support.   |

- 5.a.4 Added “If proposing to name a park”.
- 5.a.6 Included “and/or major feature”.
- 5.a.7 Deleted good reputation since a certification of character was added to 5.a.3.

**ALTERNATIVES:**

1. Approve the attached Parks and Recreation Naming Policy.
2. Direct staff to incorporate further changes into the Naming Policy.
3. Do not adopt a Naming Policy.

**CITY MANAGER’S RECOMMENDATION:**

City parks and facilities are commonly named for specific individuals. City staff believes that having a policy to guide the decision-making process would be a valuable tool for the Parks and Recreation Commission and the City Council in addressing not only the immediate request to rename the Skate Park, but in future situations where naming a park or facility is under consideration. Such a policy would also help maintain transparency for community members regarding the process and guidelines to name a space.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby approving the attached Parks and Recreation Naming Policy.

## PARKS AND RECREATION NAMING POLICY

### 1. INTRODUCTION

The naming or renaming of parks and recreational facilities is a complex and sometimes emotionally evocative since assigning a name is a powerful and permanent identity for a public place and/or facility. The naming and renaming of parks and/or recreational facilities often requires significant resources in terms of changing names on signs, maps, and literature. In addition, excessive and constant name changing can be the source of confusion to the public. The purpose of this policy is to provide guidance to those that have an interest in the naming and or renaming of the City's parks and/or recreational facilities.

### 2. DEFINITIONS

a. **Naming:**

The permanent name assigned by City Council to a given park or recreational facility.

b. **Parks:**

All traditionally designed parks, gardens, natural open spaces, woodlands, and specialized parks under the stewardship of the City of Ames Parks and Recreation Department.

c. **Recreational Facilities:**

Major structures such as community centers, swimming pools, and enclosed pavilions located within lands under the stewardship of City of Ames Parks and Recreation Department.

d. **Major Features:**

Major permanent components of park and recreational facilities, e.g. sports fields, tennis courts, playgrounds, shelters, fountains, artwork, or physical features (lakes). Rooms within buildings are considered to be Major Features.

e. **Amenities:**

Smaller furnishings and facilities in the parks and recreation system (e.g. benches, drinking fountains, tables, etc.). Amenities are not formally named. Recognition for donated amenities is possible.

f. **Donations:**

A donation of property, goods or cash generally with no expectation of return. If the gift is contingent upon a special request, it is made subject to "condition."

### 3. POLICY STATEMENT

It is the policy of the City of Ames Parks and Recreation Department to reserve the name or renaming of parks, recreational facilities, and/or major features for

circumstances that will best serve the interests of the city and ensure a worthy and enduring legacy for the City's park and recreation system.

To this end, the City of Ames Parks and Recreation Department supports consideration of naming requests within the following broad categories.

**a. Historic Events, People, and Places**

The history of a major event, place or person may play an important role in the naming or renaming of a park as communities often wish to preserve and honor the history of a city, its founders, other historical figures, its Native American heritage, local landmarks and prominent geographical locations, and natural and geological features through the naming of parks.

**b. Outstanding Individuals**

The City has benefited, through its evolution, from the contributions made by many outstanding individuals. This category is designed to acknowledge the sustained contribution that has been made by such individuals to the City and/or the development and management of the City's park and recreation system.

**c. Major Donations**

Over the years, the City of Ames Parks and Recreation Department has benefited from the generosity of some of its residents, businesses, and foundations. On occasion, the significance of such donations may warrant consideration being given to requests from either the donor or another party to acknowledge such donations by naming.

**4. GUIDING PRINCIPLES**

**a. Naming/renaming for Historic Events, People, and Places**

When considering naming a park, recreational facility, or major feature after events, people and places of historic, cultural or social significance, requests must demonstrate this significance through research and documentation and show there is continued importance to the city, region, state, and/or nation.

**b. Naming/renaming for Outstanding Individuals**

A park, recreational facility, or major feature may be named for an outstanding individual who has made a significant contribution to the Ames parks and recreation system, the City of Ames, the State of Iowa, or the nation. In addition to societal contributions, the moral character of the individual must be considered. When considering requests, it is preferred that the individual has a connection to the park, recreational facility, or major feature being requested to be named.

**c. Naming/Renaming for Major Donations**

From time to time, a significant donation may be made to the City that will add considerable value to the City's park and recreation system. On such occasions, recognition of this donation by naming/renaming a park, recreation facility, and/or major feature in honor of or at the request of the donor will be considered.

The City Council may use its discretion as to what dollar amount is worthy of naming rights for individual projects, on a case by case basis.

Donors seeking naming rights for major donations with respect to an individual should follow the principles outlined in 4.b. Exceptions to this will be considered on their own merits.

Naming parks and/or recreational facilities with a company name is not permitted, however, company names will be considered for Major Features. Corporate logos, insignias, brands or direct advertising text shall not be permitted

**d. Renaming a park, recreational facility, and/or major feature**

Proposals to rename parks, recreational facilities, and/or major features whether for a major gift or community request are not encouraged. Likewise, names that have become widely accepted by the community will not be abandoned unless there are compelling reasons and strong public sentiment from the broader community for doing so. Historical or commonly used place names will be preserved wherever possible.

**e. Other Considerations**

When naming/renaming a park, recreational facility, and/or major feature, does the proposed name engender a strong positive image, have historical, cultural or social significance for future generations, and have broad public support?

To minimize confusion, parks will not be subdivided for the purpose of naming unless there are readily identifiable physical divisions such as roads or waterways. However, naming of specific major recreational facilities within parks will be permitted; under these circumstances such names should be different to the park name to avoid user confusion.

All signs that indicate the name of a park and/or recreational facility shall comply with City of Ames graphic and design standards. Specialized naming signage will not be permitted.

City of Ames Parks and Recreation Department reserves the right to rename any park, recreational facility, and/or major feature if the person for whom it is named turns out to be disreputable or subsequently acts in a disreputable way.

## **5. PROCEDURES**

These procedures have been established to ensure that the naming or renaming of parks, recreational facilities, and/or major features is approached in a consistent manner.

### **a. Requests for naming/renaming of parks, recreational facilities and/or major features**

All requests for the naming or renaming of a park, recreational facility, and/or major feature shall be made by submitting a Naming Application to the Director of Ames Parks and Recreation.

The Naming Application will contain the following minimum information:

1. The proposed name
2. Reasons for the proposed name
3. Written documentation indicating a certification of character and community support for the proposed name (e.g. letters of support, petitions, etc.)
4. If proposing to name a park, include a description/map showing location and boundaries of the park
5. If proposing to name a recreational facility or major feature within a park, include a description/map showing the location of the facility.
6. If proposing to rename a park, recreational facility, or major feature, include justification for changing an established name.
7. If proposing to name a park, recreational facility, or major feature for an outstanding individual, include documentation of that individual's significant contribution in regards to the Ames park system, the City, State and/or Nation

### **b. Assessing and approving naming/renaming requests**

Upon receipt of a naming request by Ames Parks and Recreation, the Parks and Recreation Director shall:

1. Review the proposed request for its adherence to the Parks and Recreation Naming Policy.
2. Ensure that supporting information has been authenticated, particularly when an individual's name is proposed
3. Seek input from relevant neighborhood association(s), historical groups, and other organizations, if deemed appropriate

The Parks and Recreation Director will then present a recommendation regarding the naming request at a public meeting to the Parks and Recreation Commission. At this meeting, the Parks and Recreation Commission will develop their own recommendation regarding the request to be presented to City Council.

**c. Final decision by City Council**

The Parks and Recreation Commission's recommendation regarding the naming/renaming request, along with the Parks and Recreation Director's recommendation if different, will be presented to the City Council at a public meeting for a final decision.



**COUNCIL ACTION FORM**

**SUBJECT: U-HAUL SUBDIVISION, FIRST ADDITION MINOR SUBDIVISION FINAL PLAT WITH WAIVERS**

**BACKGROUND:**

Amerco Real Estate desires to purchase land adjacent to the 720 South Duff property to expand their operations. Amerco Real Estate owns the property on which the U-Haul business at 710 South Duff Avenue is already located. Amerco also owns the one-acre parcel to the rear at 720 South Duff Avenue on which a metal building formerly owned by Ames Rental is located. B & D Land Company owns a large 42-acre farm tract south and east of Amerco land, lying along the north bank of Squaw Creek. **Amerco seeks to acquire 3.34 acres of the B & D property and combine it with the one-acre parcel in order to allow an expansion of the U-Haul business.** A map showing the existing property lines and ownerships can be found in Attachment A.

The proposed plat would create three lots. Lot 1 would be for an expanded U-Haul site. Outlot A is the remaining agricultural land retained by B & D Land Company. Outlot B is a small piece at the far west that will be dedicated to the Iowa Department of Transportation for street right-of-way (it currently is an easement but the plat will deed that portion to the IDOT). A map showing the proposed property lines is found in Attachment B.

Lot 1 (4.32 acres) includes the former metal storage building used by Ames Rental. It would include the long narrow 19-foot wide piece of land that extends to South Duff Avenue. This piece includes an access easement used by U-Haul, B & D Land Company, Boston Commons (the strip mall to the south), and the future Jimmy Johns to the north. Although this strip of land provides access to the property, it does not provide the required lot frontage to meet zoning requirements to allow for a subdivision. **The applicant is requesting a waiver from the 35-foot lot frontage requirement as part of the minor subdivision process (more information below).**

Lot 1 would also have a Floodway Easement to the City over that portion which lies in the Floodway. This easement restricts uses to only vegetative cover—no building or structure (including paving) can be placed within it. This easement is in response to City staff describing the concerns of development in the Floodway and the recent amendments to the Environmentally-Sensitive Areas Overlay and Flood Plain Regulations. The easement prevents any development on that site unless the City vacates the easement to allow it.

Lot 1 also proposes a north-south access easement extending from the Wal-Mart property to the B & D outlot to the south. This easement will be the basis for a 'backage' road system and allow the lots lying south to have access to the Wal-Mart property. With the acquiescence of Wal-Mart in the future, this will allow all these properties to have access

to the proposed new traffic signal in front of Wal-Mart. The existing and proposed easements are found in Attachment C.

The City Council, in February 2015, rezoned the one-acre parcel with the metal building to Highway Oriented Commercial (HOC). Once a subdivision is approved, Amerco will soon be seeking to have the remaining portion of the new Lot 1 rezoned to HOC.

Outlot A (39.25 acres) is the remainder of the B & D Land Company parcel. It has been used for row crops except for the stand of trees along the north bank of Squaw Creek. Almost the entire parcel lies within the Floodway. It is zoned Agriculture, which is consistent with the Land Use Policy Plan designation. There are no plans for a rezoning.

This parcel will have no frontage to a public right-of-way. **The applicant is requesting a waiver from this requirement as the site is an unbuildable outlot in its current configuration.**

**WAIVER REQUEST:**

The Ames Subdivision Code requires lots to be created that meet the development standards of the zoning ordinance. The standard at issue relates to the minimum requirement for street frontage. Agriculture zoned lots require 35 feet and lots zoned Highway-Oriented Commercial require 50 feet. The existing lots do not currently meet these standards as the current frontage is 19 feet.

Section 23.103 allows the City Council to grant a waiver if strict compliance with the ordinance creates a hardship or is found to be inconsistent with the purpose of the regulations due to unusual topography or other conditions (see Applicable Law in Attachment E).

The Amerco lot with the metal building currently has no frontage; the B & D Land Company parcel has the 19 foot wide frontage on S Duff Avenue. **The proposed plat does not increase the number of the non-conforming lots with inadequate frontage, but it does swap those non-conformities between the parcels.** The enlarged Amerco lot will have the 19-foot frontage on South Duff Avenue; the remaining B & D Land Company outlot will have no frontage. The outcome will be that the developable lot (the Amerco site) will have frontage, albeit only 19 feet and the B & D lot (the outlot retained for continued farming) will have no frontage (albeit it will have access via an easement). The proposed lot pattern does meet the subdivision code standard of insuring that each lot has access to a public way.

The City would not have approved such an arrangement and it appears that it may have been this way since at least annexation in 1962. Staff believes there are unusual historical development patterns, not the result of the current property owners, which make strict compliance impossible. The only alternative to meet the requirement would be for Amerco to acquire additional properties to provide that street frontage. Since the other parcels are developed with commercial uses, it would require the relocation of those businesses in order to accommodate the requirement for street frontage. **Staff believes that because**

**of this circumstance and limited level of proposed use for the properties, the proposal meets the extraordinary hardship requirement. Staff further believes the waivers, if granted, would allow for safe and convenient access to all properties in the manner that they currently enjoy.**

**ALTERNATIVES:**

1. The City Council can approve the Minor Final Plat for the U-Haul Subdivision First Addition, based upon findings that the Final Plat conforms to relevant and applicable design standards, ordinances, policies, and plans and by approving the waiver to the zoning ordinance requirements for minimum street frontages.
2. The City Council can deny the Minor Final Plat for the U-Haul Subdivision First Addition, based upon findings that the Final Plat does not conform to relevant and applicable design standards, ordinances, policies, and plans by failing to meet the zoning ordinance requirements for minimum street frontages.

**CITY MANAGER’S RECOMMENDED ACTION:**

U-Haul, in the name of Amerco, acquired the former Ames Rental properties in 2014. While there have been zoning, flood plain, and subdivision challenges, U-Haul has continued to move forward in an effort to expand their business. The approval of the subdivision will allow the purchase of about 3.32 acres from B & D Land Company to be finalized.

The proposed subdivision meets Minor Final plat requirements as it did not need additional public infrastructure. There is sewer and water to serve the site and sidewalks along the frontage of South Duff Avenue.

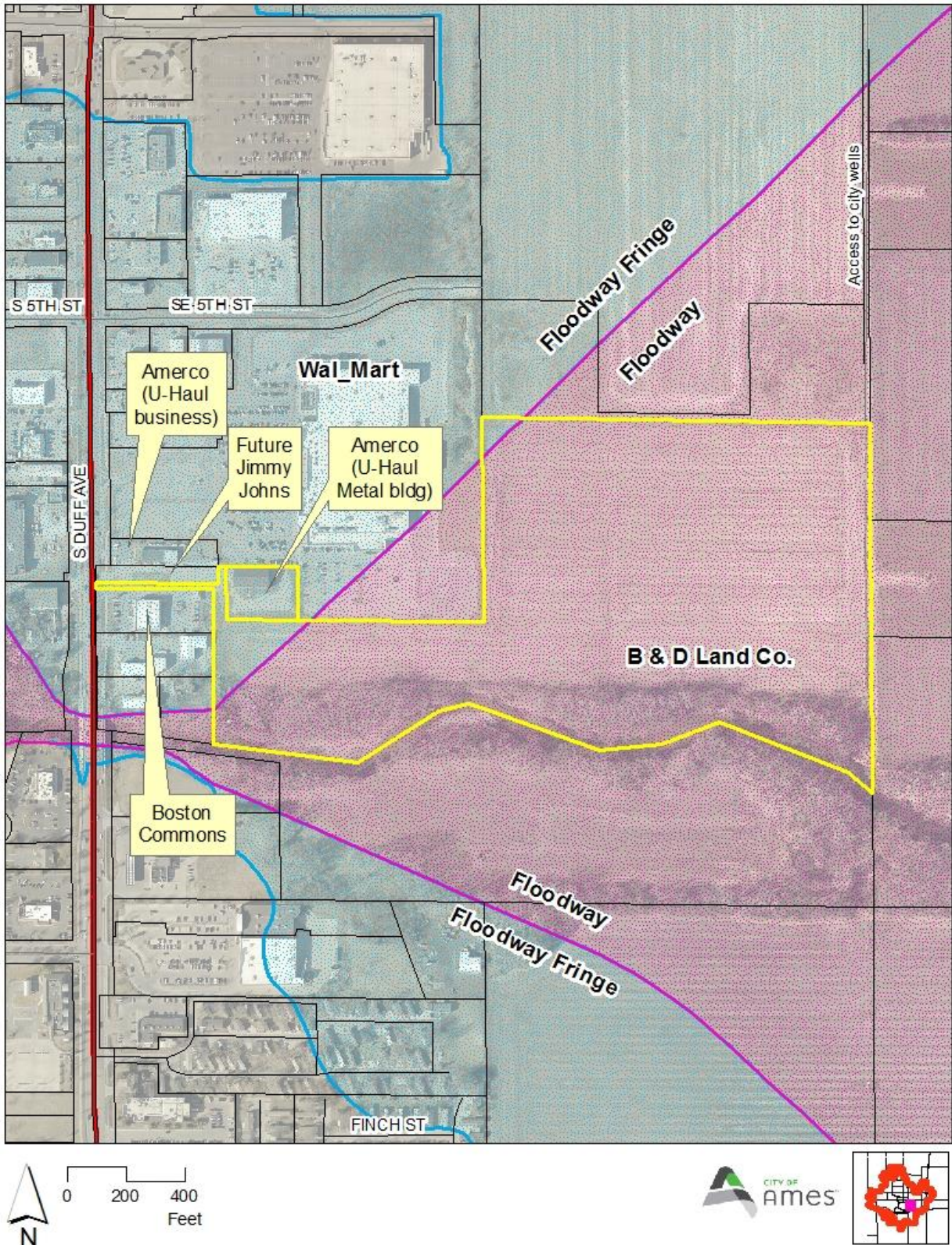
The granting of the floodway easement to the City ensures that this portion of the floodway will not be developed. And the granting of the new north/south access easement will assist other lots in obtain access to the proposed traffic signal once it is installed.

Staff supports the request to waive the zoning requirements for street frontage. The circumstances of the existing lot lines, businesses, and access easements preclude the proposed plat from meeting this requirement without acquisitions of significant properties on South Duff Avenue. These circumstances are not the result of any action taken by the two property owners involved in the plat and may have been an historical anomaly prior to annexation.

**Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, approving the Minor Final Plat for U-Haul Subdivision, First Addition by finding that all requirements of the City are met and with the granting of the waiver to the street frontage requirements of the zoning ordinance.**

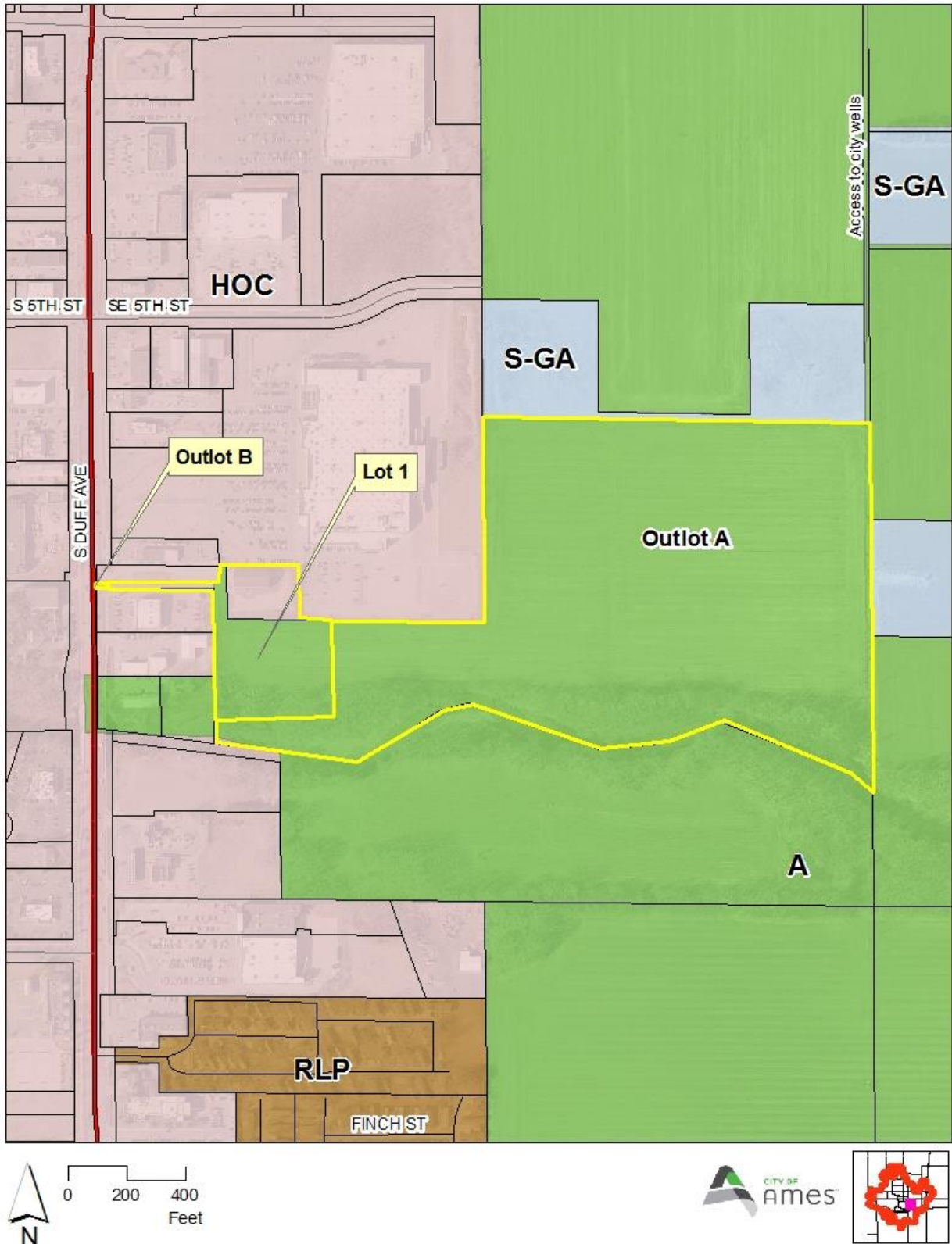


# ATTACHMENT A: LOCATION AND FLOOD PLAIN MAP

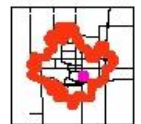
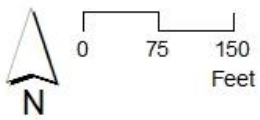
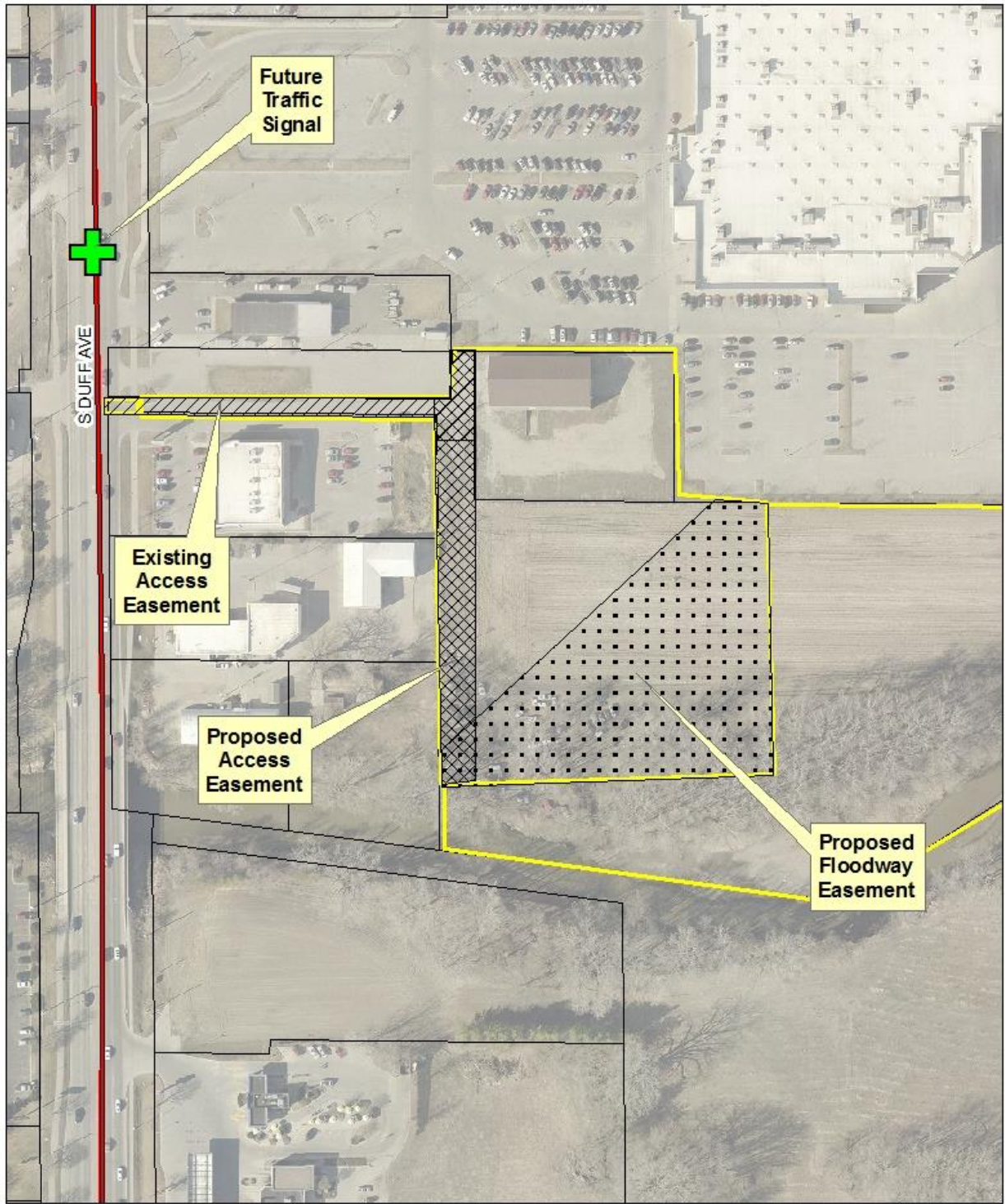




# ATTACHMENT B: PROPOSED LOTS AND ZONING

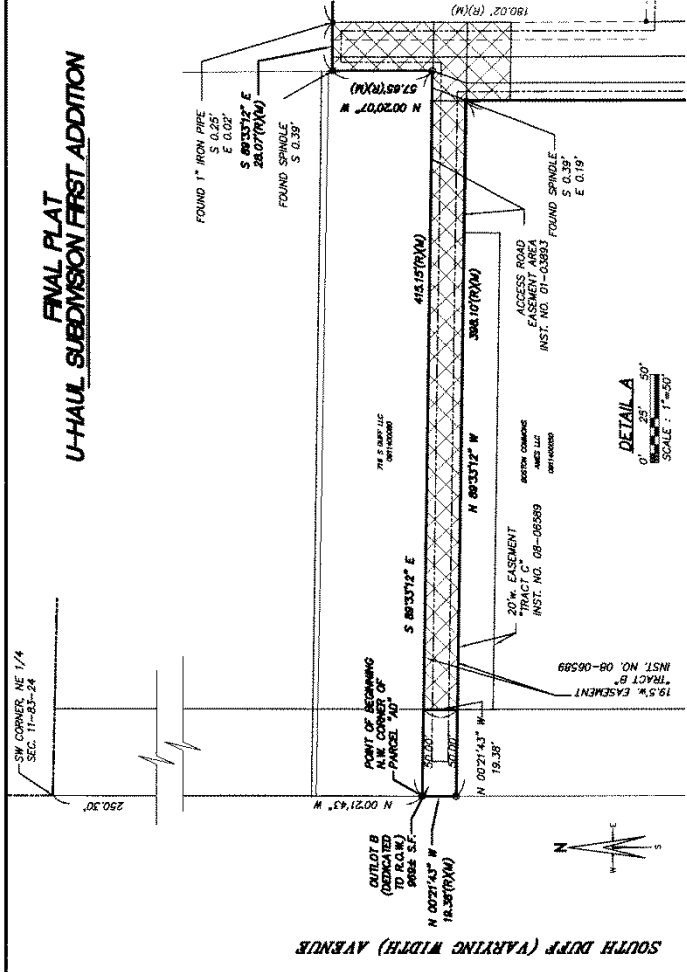


**ATTACHMENT C: EXISTING AND PROPOSED EASEMENTS**



# ATTACHMENT D: FINAL PLAT

## FINAL PLAT U-HAUL SUBDIVISION FIRST ADDITION



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

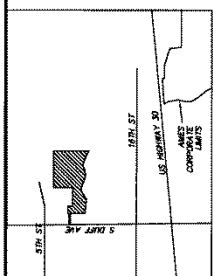


David J. Sherrill  
Land Surveyor Number: 12315  
in state of Iowa Exp. 12-31-2017  
Pages covered by this seal -- 3

**DISCLAIMER OF RESPONSIBILITY**  
I hereby specify that the documents intended to be authenticated by my signature and seal are the work of a duly qualified and licensed professional engineer, architect, or other professional, and that I am not responsible for the accuracy or completeness of the information contained therein, or for the results of any action taken thereon, or for the consequences of any error or omission in the engineering project or survey.

|     |         |      |     |
|-----|---------|------|-----|
| NO. | DATE    | REV. | BY  |
| 1   | 4-11-16 | 0    | WJC |
| 2   | 4-11-16 | 1    | WJC |

PROJECT NO. 4-1512-07  
DRAWN: JAC  
CHECKED: DJS  
DATE: 12-30-2015  
SHEET 1 OF 3



**LEGEND**  
 PREPARED BY: SHERRELL ASSOCIATES, INC.  
 1805 S. MAIN ST.  
 EDWARDS, IA 52525  
 (515) 658-9251  
 PREPARED ON: JULY 6, 2015

● IRON PIN FOUND  
 ○ IRON PIN SET  
 □ IRON PIPE FOUND  
 □ UNLASCURED  
 (R) RECORD

**BASIS OF BEARING**  
 BEARINGS ARE BASED ON THE EASTERLY RIGHT OF WAY LINE OF SOUTH DUFF AVENUE, SAID BEARING BEING NORTH 00 DEGREES 21 MINUTES 43 SECONDS WEST.

**STATEMENT OF ENCROACHMENTS**  
 NONE APPARENT AT TIME OF SURVEY

**OWNERS**  
 B & D LAND LC  
 AMERCO REAL ESTATE COMPANY  
 1322 NORTHWESTERN AVE  
 2727 N. CENTRAL AVE  
 AMES, IA 50010 PHOENIX, AZ 85004

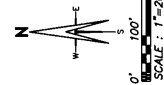
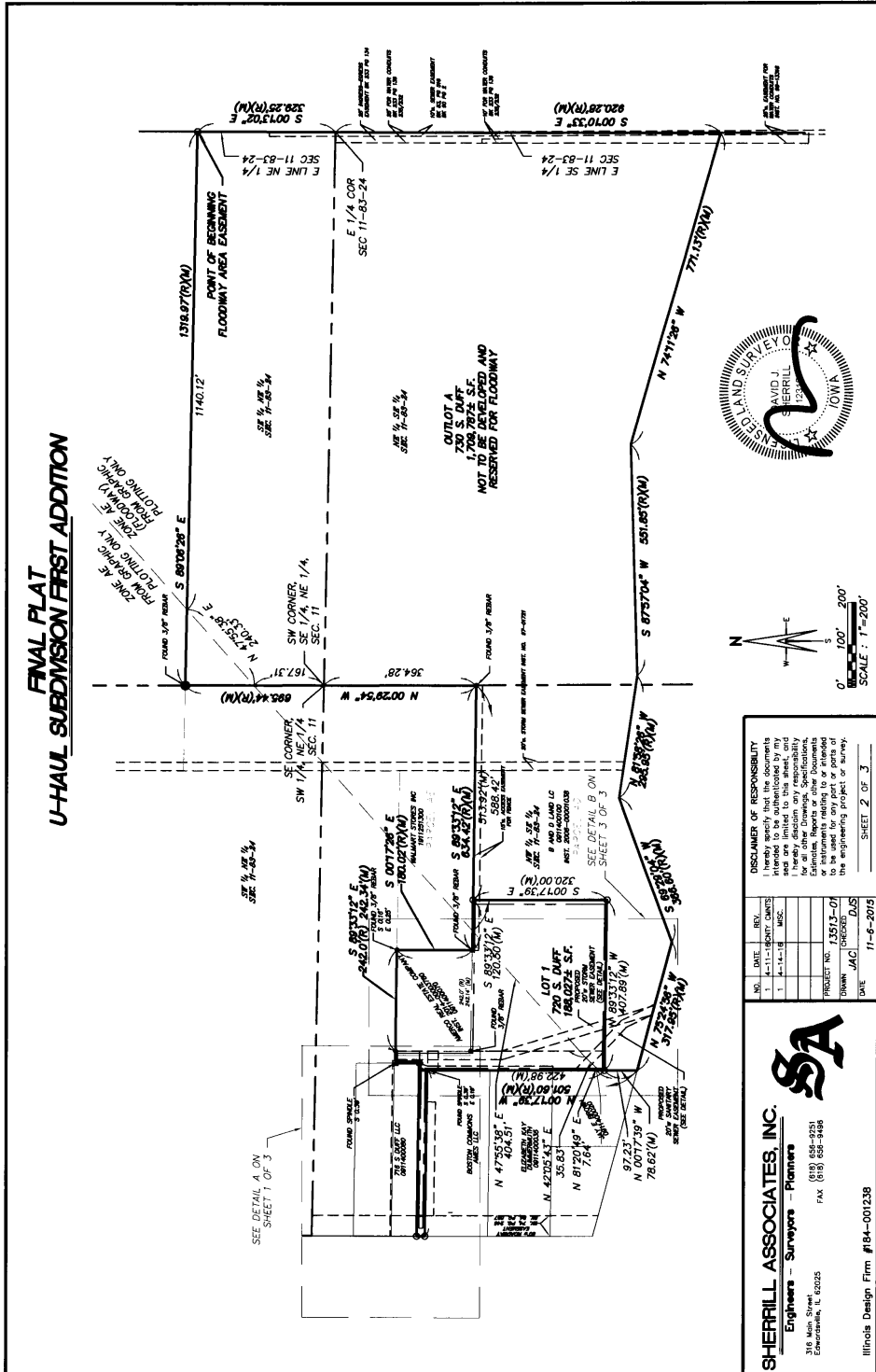
NOTE: INFORMATION REGARDING EASEMENTS, RESERVATIONS, RIGHTS AND INTERESTS IS CONTAINED IN THE COMPLETE INSTRUMENT. A TITLE OPINION OR COMMITMENT FOR TITLE INSURANCE SHOULD BE OBTAINED.

**SHERRELL ASSOCIATES, INC.**  
 Engineers - Surveyors - Planners

318 Main Street  
 Cambridge, IA 50025  
 (515) 658-9251  
 FAX (515) 658-9495

Illinois Design Firm #14-001238

**FINAL FLAT  
U-HAUL SUBMISION FIRST ADDITION**



**DISCLAIMER OF RESPONSIBILITY**  
 I hereby certify that the documents herein are true and correct copies of the original documents and are limited to this sheet, and are not to be used for any other purpose. I am not responsible for any errors or omissions in any other documents, specifications, estimates, reports or other documents prepared by me or my firm, or for any use of the same for any purpose or for any part of any project or survey, or for any consequences that may result therefrom.

| NO. | DATE    | REV.        |
|-----|---------|-------------|
| 1   | 4-11-18 | RENT DIMITS |
| 1   | 4-14-18 | MSC         |

PROJECT NO. 1513-07  
 DRAWN JAC. CHECKED DAS  
 DATE 11-6-2015 SHEET 2 OF 3

**SHERILL ASSOCIATES, INC.**  
 Engineers - Surveyors - Planners

36 N. Main St.  
 Edwardsville, IL 62025  
 (618) 652-3938  
 FAX (618) 652-3938

Illinois Design Firm #184-001238





## ATTACHMENT E: APPLICABLE LAW

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 23.103(1) states as follows:

Sec. 23.103. Waiver/Modification.

(1) Where, in the case of a particular subdivision, it can be shown that strict compliance with the requirements of the Regulations would result in extraordinary hardship to the Applicant or would prove inconsistent with the purpose of the Regulations because of unusual topography or other conditions, the City Council may modify or waive the requirements of the Regulations so that substantial justice may be done and the public interest secured provided, however, that such modification or waiver shall not have the effect of nullifying the intent and purpose of the Regulations. In no case shall any modification or waiver be more than necessary to eliminate the hardship or conform to the purpose of the Regulations. In so granting a modification or waiver, the City Council may impose such additional conditions as are necessary to secure substantially the objectives of the requirements so modified or waived.

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**

**REQUEST: REZONE PROPERTIES LOCATED AT 3535 S. 530<sup>TH</sup> AVENUE FROM A (AGRICULTURAL) TO FS-RM (SUBURBAN RESIDENTIAL MEDIUM DENSITY) AND RH (RESIDENTIAL HIGH DENSITY) WITH A MASTER PLAN**

**BACKGROUND:**

The owner/developer of this property, Hunziker Development Company LLC, is requesting rezoning of five parcels of land totaling approximately 20 acres located at 3535 S. 530<sup>th</sup> Avenue (to be renamed as University Boulevard). This land is west of the ISU Research Park and south of the Wessex apartment development. (*See Attachment A: Location Map*) The developer is seeking rezoning to develop the site with medium-density apartments along the west and north boundaries of the site and high-density apartments in the central portion of the site.

The rezoning request is for two separate zoning districts. Suburban Residential Medium Density (FS-RM) zoning is proposed for 13.36 acres along the perimeters of the site, and Residential High Density (RH) zoning is proposed for 6.48 acres on the interior of the site and extending to the south property line. (*See Attachment C: Existing Zoning; Attachment D: Proposed Zoning; Attachment E: Master Plan; and Attachment F: Rezoning Plat*) **It is anticipated that the number of units constructed in the FS-RM portion of the development will be within a range of a minimum of 100 units and a maximum of 120 units. A combination of two-story 8-unit buildings and two- and three-story 12-unit buildings are planned. The RH portion of the development is projected to include a range of 135 to 155 units in three-story buildings. Although not shown on the Master Plan, the developer has indicated that a variety of bedroom configurations will be provided with an emphasis on smaller units of 1 and 2 bedrooms. A note on the Master Plan states that “Buildings in RH will be limited to 3 stories and 36 units per building.”**

Following approval of the rezoning with a master plan, the developer will seek approval of a Preliminary Plat to divide the site into individual lots, and to extend Cottonwood Road through the site to connect with S. 530<sup>th</sup> Avenue (University Boulevard). Approval of the construction of apartment units in the FS-RM zone will require City Council approval of a Major Site Development Plan with a public hearing. Approval of apartment units in the RH zone requires approval by City staff without a public hearing.

This land was annexed by the City on July 14, 2015. Before annexation, the Ames Urban Fringe Plan identified these parcels as properties within the “Southwest II Allowable Growth Area.” Upon annexation, the parcels were designated as “Village/Suburban Residential.” On January 12, 2016, the City Council amended the Future Land Use Map, of the Land Use Policy Plan (LUPP) to designate approximately 50 percent of the property as High-Density Residential, with 50 percent of the property

remaining as “Village/Suburban Residential.” (See Attachment B: Land Use Policy Plan Map)

The Zoning Ordinance requires that a Master Plan be submitted as part of a rezoning petition for property with the FS zoning designations (See Attachment E: Master Plan). A Master Plan provides a broad view of the development concept by describing the intended uses, building types, access points, and protected areas. Approval of rezoning with a Master Plan binds subsequent development to the details included within the Master Plan. The proposed Master Plan includes:

1. FS-RM zoning for approximately 7.2 net acres located along the west and north property lines of the site for development of 100 to 120 apartment units. Total development density calculated within the FS-RM zone is approximately 13 to 17 units per net acre. This meets the minimum density requirement of 10 dwelling units per net acre while not exceeding 22.32 dwelling units per net acre.
2. RH zoning for approximately 5.5 net acres located on the interior of the site and extending to the southern property boundary. The developer proposes 135 to 155 units at a development density of approximately 25 to 28 units per net acre. This meets the minimum density requirement of 11.2 dwelling units and will not exceed the maximum density of 38.56 units per net acre. The Master Plan includes a note that buildings in RH will be limited to 3 stories and 36 units per building. The 36 unit building size would be the largest size of building that could be approved on the site.
3. The Master Plan identifies four areas on the site for open space and storm water management, the largest of which is along the eastern property line. **The 10% open space requirement for FS-RM has been applied as a requirement for an overall development and has not been applied on a site specific basis for each apartment building.** The percentage of open space will be documented during subdivision review to conform to the 10% open space requirement of FS zoning and to meet the City’s storm water control requirements.
4. A street connection is shown on the Master Plan to the east, west and south. The east/west connection will be an extension of Cottonwood Road through the site to connect with S. 530<sup>th</sup> Avenue (University Boulevard). A north/south public street right-of-way will be included as part of the new subdivision to connect Cottonwood Road and the southern boundary of the site.
5. A shared use path will follow the north side of Cottonwood Road as an extension of the trail system to be constructed in the Iowa State University Research Park, then south through the FS-RM open space to the south boundary of the site. Future extension of the trail south of Ames is planned to connect with the Heart of Iowa regional bike trail system. The developer intends for location for the shared use path through this open space to be separated from the former railroad right-of-way along the east boundary of the site by a storm water detention pond for the development. The developer has proposed this alignment in response to property owner concerns to the east of the site. A trail connection to Christofferson Park, north of the subject property, is also planned.

The attached addendum includes a full description of the Master Plan and analysis of the rezoning proposal, including conformance to the LUPP policies for “New Lands.” Additionally, the Apartment Development “RH” Checklist is attached for review of the proposed RH and FS-RM components of the project. Conclusions from the staff review of infrastructure demands are that adequate facilities are in place to serve the development.

**Staff concludes that the Master Plan identifies developable and undeveloped areas, range of uses and residential unit types consistent with the proposed FS-RM and RH zoning districts. Staff believes the rezoning proposal is consistent with the objectives and LUPP Future Land Use Map.**

**Planning and Zoning Commission Recommendation.** At its public hearing on April 20, 2016, the Planning and Zoning Commission recommended approval (6-0) of the proposed rezoning from Agricultural (A) to Suburban Residential Medium Density (FS-RM), and Residential High Density (RH), as proposed by the rezoning request, including the Master Plan. Members of the public spoke concerning the arrangement and density of use, with specific comments about the trail location on the east side of the site and their desire for it to not be along the former railroad right-of-way. The Commission discussed what rezoning would allow to be built, including the types of units, density and building height. There was also discussion concerning the option of developing the entire site as FS-RM, instead of a combination of FS-RM and RH zoning.

**ALTERNATIVES:**

1. The City Council can approve the request for rezoning from Agricultural (A) to Suburban Residential Medium Density (FS-RM), and Residential High Density (RH), as proposed by the rezoning request, including the Master Plan, with the signed Zoning Agreement.
2. The City Council can deny the request for rezoning from Agricultural (A) to Suburban Residential Medium Density (FS-RM) and Residential High Density (RH), including the Master Plan, if the Council finds that the City’s regulations and policies are not met.
3. The 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:**

At the time of the LUPP Amendment, staff focused on the discussion of housing variety, building types, and transitions to adjacent properties during the evaluation of the site. Staff believes the proposed rezoning and its master plan have met the interest of establishing the housing types that are intended for development on the site, the desired transportation connections, and planned open spaces and transitions. Staff believes supporting rezoning of the site is appropriate based upon the Land Use Policy Plan goals, objectives and policies, and land use designations. The rezoning will allow

for needed multi-family housing options to be developed near large employment areas of the City in the nearby Research Park and the College of Veterinary Medicine Campus.

**Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1**, thereby approving the request for rezoning from Agricultural (A) to Suburban Residential Medium Density (FS-RM), and Residential High Density (RH), including the Master Plan, with the signed Zoning Agreement.

## **ADDENDUM**

**Existing Land Use Policy Plan.** Prior to annexation of the property, the Land Use Policy Plan (LUPP) identified these parcels within the “Southwest II Allowable Growth Area” and designated as Urban Residential. Upon annexation, which was approved by City Council on July 14, 2015, the property was designated as “Village/Suburban Residential”, allowing for a broad range of residential development types. Areas annexed to the City are also categorized as New Lands within the LUPP.

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

| <b>Direction from Subject Property</b> | <b>Existing Land Uses</b>                      |
|--|--|
| Subject Property                       | Vacant Land and Farmland                       |
| North                                  | Apartment Complex (Wessex)/Christofferson Park |
| East                                   | Single-Family Homes(outside the city)          |
| South                                  | Farmland/Rural Residential(outside the city)   |
| West                                   | Farmland/Rural Residential(outside the city)   |

**Existing/Proposed Zoning.** The land was automatically zoned as Agricultural upon annexation. The land is located west of S. 530<sup>th</sup> Avenue (University Boulevard) and the ISU Research Park, and south of the Wessex apartment development (*See Attachment A: Location Map*). Property to the north of the subject property is zoned as “Government/Airport District (S-GA), and “Planned Residence District” (F-PRD). Property to the east is zoned as “Research Innovation District” (RI), and “Planned Industrial” (PI). (*See Attachment C: Existing Zoning*)

The developer is seeking rezoning to “Suburban Residential Medium Density” (FS-RM), which is a residential zoning district consistent with the Village/Suburban Residential land use designation, and “Residential High Density” (RH), which is consistent with the “High Density Residential. The proposed area for rezoning is reflected in *Attachment D*.

**Proposed “FS” (Floating Suburban Residential) Zoning.** The developer has requested “FS” (Suburban Residential) zoning as an alternative to Village Residential Zoning, as described within the LUPP. “FS” (Suburban Residential) zoning is an option that may be selected by an applicant to create a more homogenous development type as compared to the heterogeneous development pattern of Village Residential. With “FS” (Suburban Residential) zoning there is an option for “Residential Low” or “Residential Medium” density zoning. Suburban Residential Medium Density (FS-RM) zoning allows for apartment dwellings with 12, or less dwelling units. The developer proposes to construct a combination of 8-unit and 12-unit buildings in the area of the site proposed for zoning as FS-RM.

**Development within FS-RM zoning must reach a minimum density of 10 units per net acre, and shall not exceed 22.31 units per net acre.** FS-RM zoning allows for



multi-family housing types at a medium-density range. Allowed uses include apartments buildings (12 units or less), attached single-family homes and independent senior living. **Development within the FS-RM zoning district must achieve a minimum density of 10 units per net acre and shall not exceed 22.31 units per net acre. The 12 unit building size limit of FS-RM is a key design component and distinction between High Density Residential zoning districts.** Additionally, blending of net density between the “FS” (Suburban Residential) zoning districts is not permitted as each “FS” (Suburban Residential) type must stand on its own.

When considering the needs for multi-family dwelling types there are a number of factors to consider. The City has adopted a policy to evaluate all apartment development requests with the RH matrix (*See Attachment H: RH Matrix Checklist*), which addresses service levels and compatibility of the higher density uses with their surroundings. The RH Matrix Checklist was also provided to the Commission and City Council as part of the consideration of the LUPP Future Land Use Map Amendment for this property. Another question to consider is the market need for multi-family and how does a request compare to the housing policies of the City and distribution of opportunities across the City. The LUPP describes apartment housing in New Lands as being accommodated through smaller building types at lower densities than the developments found within the core of the City and in RH developments. FS-RM zoning standards embody this vision through the site design standards and building size limits.

**Additionally, the LUPP under Chapter 2, New Lands Policy Options, identifies an expected mix of land area as 80% single-family and 20% medium density for areas designated as New Lands. No one project must meet this mix, but continued evaluation of growth and development trends by the City is needed to track our growth and meet our targeted mix.** As a whole, the City has achieved the targeted mix with approximately 13% (approx. 74 of 580 acres) to date, if the figures are updated to reflect the proposed Crane Rezoning in west Ames and this site, then approximately 17.5% (114 of 650) of “New Lands/Near Term Lands” will be developed with apartment uses. While there has been a significant increase in apartments across the City in the past 15 years, this has mostly occurred as RH development outside of the New Lands areas.

### Spring 2016 Apartment Project Estimate

|  | Unit Estimates & Year Open   | 2017 | 2018 | 2019 |
|--|--|------|------|------|
| <b>Pending Rezoning Requests</b>       |  |      |      |      |
| 1                                      | Crane Property on Mortenson<br>(proposed FS-RM 23 acres-352 units)                             | 180  | 88   | 84   |
| 2                                      | Village Park Cottonwood/S. 530 <sup>th</sup> Avenue<br>(proposed RH/FS-RM 20 acres- 250 units) | 110  | 70   | 70   |
| 3                                      | Rose Prairie (proposed FS-RM 13 acres)   |      | ?    | ?    |
| <b>Pending LUPP Amendment Requests</b> |  |      |      |      |
| 4                                      | S. Duff LUPP Amendment Brick Towne<br>(proposed 40 acres- 700 units)                           | 150  | 250  | 300  |
| 5                                      | Sheldon/Hyland Campustown LUPP (proposed<br>1.5 acres-160 units)                               |      | 160  |      |
| <b>Site Plan Approvals</b>             |  |      |      |      |
| 6                                      | Stadium View (approved 198 units total)  | 80   |      |      |
| 7                                      | 122 Hayward (Campustown)   | 45   |      |      |
| 8                                      | Aspen Heights (205 Wilmoth 10 acres)   | 135  |      |      |
| <b>Vacant Zoned Land</b>               |  |      |      |      |
| 9                                      | S. 17 <sup>th</sup> (12 vacant RH acres, limited 525 beds)                                     | ?    | ?    | ?    |
| 10                                     | Quarry Estates (10 acres FS-RM, 80-100 units)  |      | ?    | ?    |
| 11                                     | North Dakota/Lincoln Way (3 acres RH, est. 50<br>units)  | ?    | ?    |      |
|  | Estimated Total  | 700  | 558  | 454  |

*\*Does not include all projects that will be complete in 2016, e.g. The Edge, ISU Dorm, Campus Avenue, Walnut Ridge, 1<sup>st</sup> Phase Stadium View, etc.*

Staff presented the above table to City Council in a memo dated April 8<sup>th</sup>. **The table is to be regarded as the best estimate available for the number of apartments that may be approved and constructed in the near term. The annual projections of units are quite high and above recent market absorption.** Included in the projected estimates of apartment construction is development of the property proposed for rezoning, known as “Village Park”. Estimated totals from Village Park for the years 2017, 2018 and 2019 are 110, 88 and 84 units, respectively.

Recent development trends of the past 6 years have yielded an average of building permits issued for 295 units and 725 bedrooms per year. The highest single year of construction was 2014 with building permits for 416 units and 1190 bedrooms. When considering our apartment construction it is important to note that student housing generally has a much higher ratio of bedrooms to units compared the standard multi-family housing that is built with mostly one and two-bedroom units. Building more typical apartment units would then increase the number of units built to yield the same number of bedrooms as compared to prior years. This is the case with this project as the developer indicates that there will be a substantial number of 1 and 2 bedroom units, rather than larger units with more bedrooms as commonly configured for student housing.

Based upon staff’s prior assessment of apartment development trends; vacancy rates;

economic development; and university enrollment increases, there appears to be a sustainable near term demand for multi-family housing options at levels similar to recent years. Staff specifically believes that multi-family housing targeted to the workforce or the general housing needs of community, beyond student specific housing, has lagged in the past few years and that these types of multi-family housing are needed within the community. The proposed rezoning and development meets these identified interest in how the buildings are planned and its location oriented towards access to employment areas.

**While there is continued demand for single family homes that could be developed within the alternative zoning district of FS-RL, staff believes this location is well suited to meeting multi-family housing needs. Staff reiterates that in their assessment of the remaining area to the west and south of this site, the expectation should be for FS-RL to meet our housing interests beyond providing for apartments.**

**Master Plan.** A Master Plan is intended to provide a general description of the intended development of a property. A Master Plan must address natural areas, buildable areas, building types, range of uses and basic access points, as described in zoning requirements of Section 29.1507(4) (*see Attachment F – Applicable Regulations*).

The property has been in agricultural use, and is the location of a single-family home, which also served as a “Bed and Breakfast” for many years in Story County, outside the City limits. The submitted Master Plan proposes areas for residential development on 12.7 acres of the property. The remaining 7.14 acres of the site is planned to accommodate open space, including storm water detention areas, and the east/west extension of Cottonwood Road through the site to University Boulevard, as well as the construction of a north/south public street intersecting with Cottonwood Road and extending to the southern boundary of the site. Open space is required under the FS (Suburban Residential) zoning regulations to meet a minimum of 10% of the gross area of the site, and will need to be accommodated at the time of subdivision approval.

The Master Plan proposes a development pattern with distinct areas of apartment housing to include 8-unit and 12-unit structures, for a total of 100 to 120 units, in the FS-RM portion of the development, and structures with no more than 36 units per building, for a total of 135 to 155 units, in the RH portion of the site

The minimum density for the area to be rezoned as FS-RM, is 10 dwelling units per net acre. The Master Plan proposes a net density for the FS-RM area of approximately 17.6 dwelling units per net acre. The minimum density standard for the area to be rezoned to RH 11.2 is 10 dwelling units per net acre. The Master Plan proposes a net density for the RH area of approximately 26.2 dwelling units per net acre. Full review of net acreage will occur with the subsequent preliminary plat subdivision review.

The Master Plan identifies three small and one larger area of open space for the development on the Master Plan. The larger area will be the location of a storm water detention area that separates the larger apartment buildings from the single-family homes abutting the east property line of the development. Suburban Residential (FS)

zoning requires a minimum of 10 percent of the gross area of the development be devoted to common open space. While this is not a requirement of the Master Plan, such open space areas will be required to meet the minimum standard at the time of subdivision of the property.

The apartment buildings in the RH zone will require an administrative site development plan review, with approval by City staff; whereas apartments in the FS-RM zone will require a Major Site Development Plan review, with approval by the City Council, following approval of the Final Plat.

Based on discussions with the applicant, it is anticipated that full build out of the development would take place over multiple phases. The developer intends to subdivide the site into lots for each of the FS-RM apartment buildings and allow for separate site development and building construction by individual interests. Staff believes it would take approximately 2 to 3 years to fully build out the site.

**Access.** The Master Plan includes three access points to the site. An extension of Cottonwood Road through the site will provide access to existing and future single-family development to the west, and University Boulevard to the east, through a roundabout constructed in 2015, adjacent to the ISU Research Park. No permanent access is planned to the existing Wessex apartment development to the north; however, future access to the south is proposed through the construction of a north/south street that intersects with the Cottonwood Road extension through the site.

A shared use path will follow the north side of Cottonwood Road as an extension of the trail system to be constructed in the Iowa State University Research Park, then south through the FS-RM open space continuing to the south boundary of the site. This location for the shared use path would allow for the path to be located adjacent to the RH apartments and away from the eastern property line along the former railroad right-of-way adjacent to a property owner to the east. Final trail designs would be part of a preliminary plat or Major Site Development Plan review. Future extension of the trail south of Ames is planned to connect with the High Trestle Trail, a regional bike trail system. A trail connection to Christofferson Park, north of the subject property at 2130 Oakwood Road, is also planned. Internal site circulation for vehicles, bicycles and pedestrians will be reviewed at the time of subdivision and site development plan approvals.

**Infrastructure.** Paving of University Boulevard street extension, and the installation of water and sanitary sewer mains to serve the annexation of this development site, as well as the expansion of the ISU Research Park, are in place.

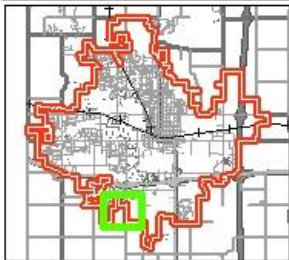
**CyRide.** CyRide currently circulates a route to the south terminus of Wessex Drive located approximately 1,000 feet to the north of the residential development area of the site. CyRide does not plan to continue the route further south at this time.

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



# Attachment A

## Location Map



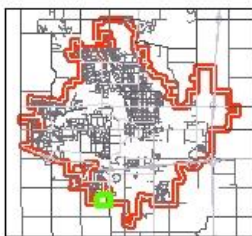
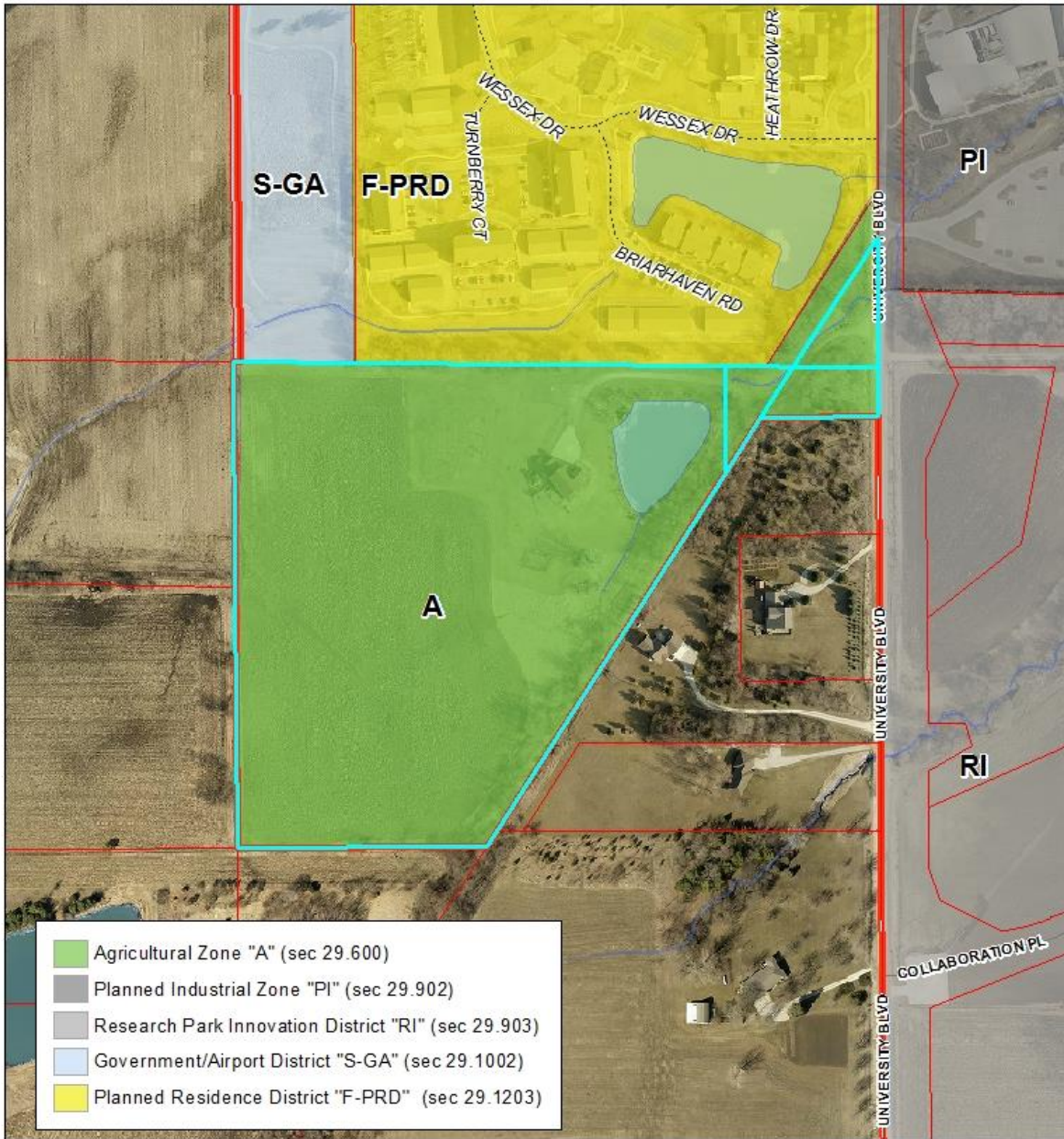
**Location Map**  
**3535 S. 530th Avenue**

**Attachment B**  
*Land Use Policy Plan Map*

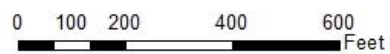


# Attachment C

## Existing Zoning

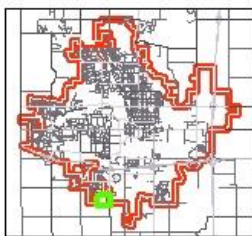
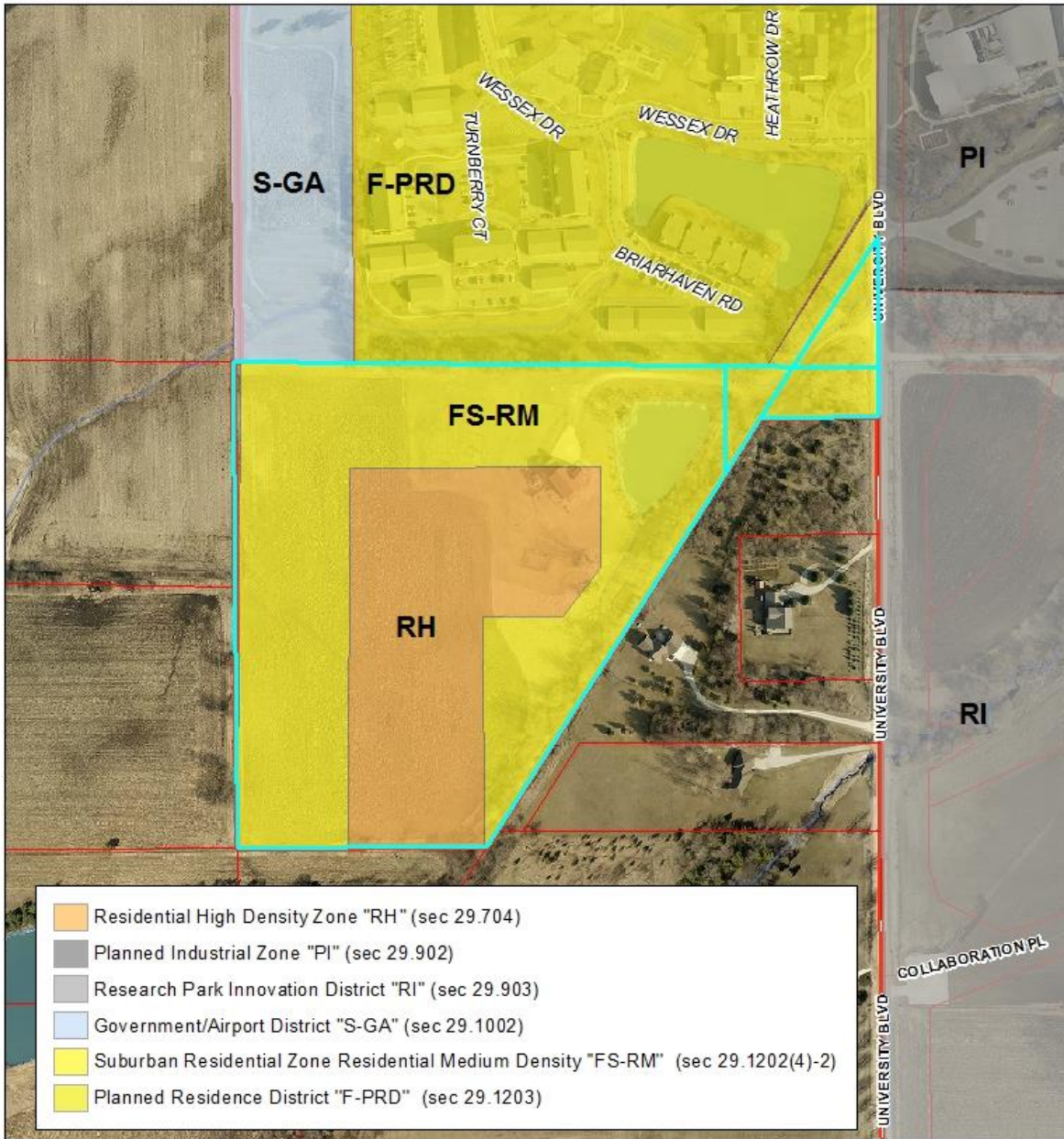


**Existing Zoning Map**  
**3535 S. 530th Avenue**



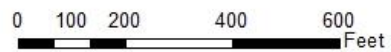
# Attachment D

## Proposed Zoning



### Future Zoning Map

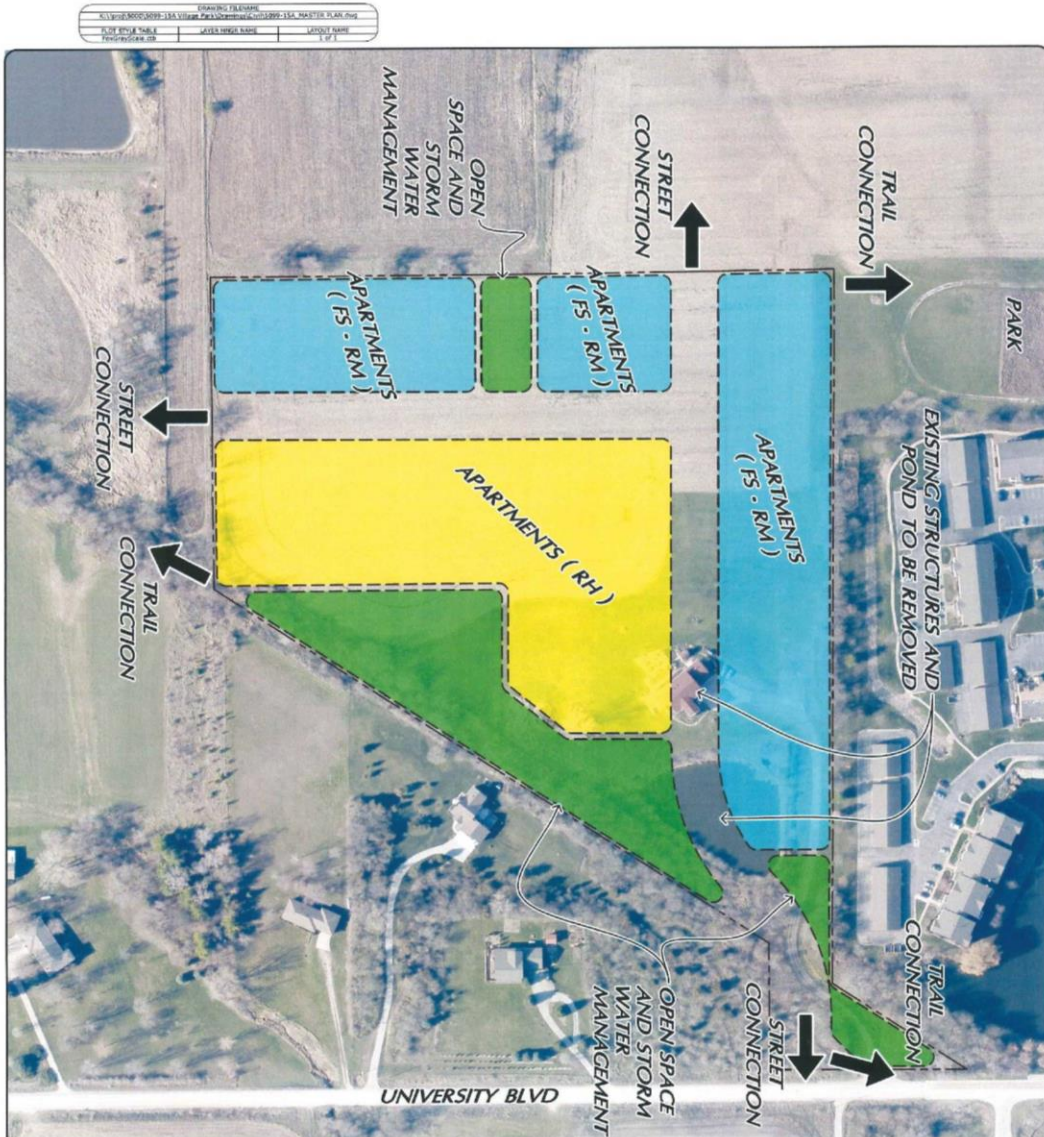
### 3535 S. 530th Avenue





# Attachment E

## Master Plan



### VILLAGE PARK SUBDIVISION MASTER PLAN

OWNER / APPLICANT  
 HUNZIKER DEVELOPMENT CO. LLC.  
 105 S. 16TH STREET  
 SUITE A  
 AMES, IA 50010

PREPARED BY  
 FOX ENGINEERING  
 414 S. 14TH STREET  
 SUITE 107  
 AMES, IA 50010

ZONING  
 EXISTING - AGRICULTURAL (A1)  
 PROPOSED - RESIDENTIAL MEDIUM DENSITY (FS-RM)  
 AND RESIDENTIAL HIGH DENSITY (RH)  
 AS SHOWN

LEGAL DESCRIPTION  
 PARCEL C IN SECTION 16, T33N, R24W, AND PARCELS B, G, H, AND N IN SECTION 21, T33N, R24W, ALL IN THE CITY OF AMES, STORY COUNTY, IOWA

### RESIDENTIAL USE SUMMARY

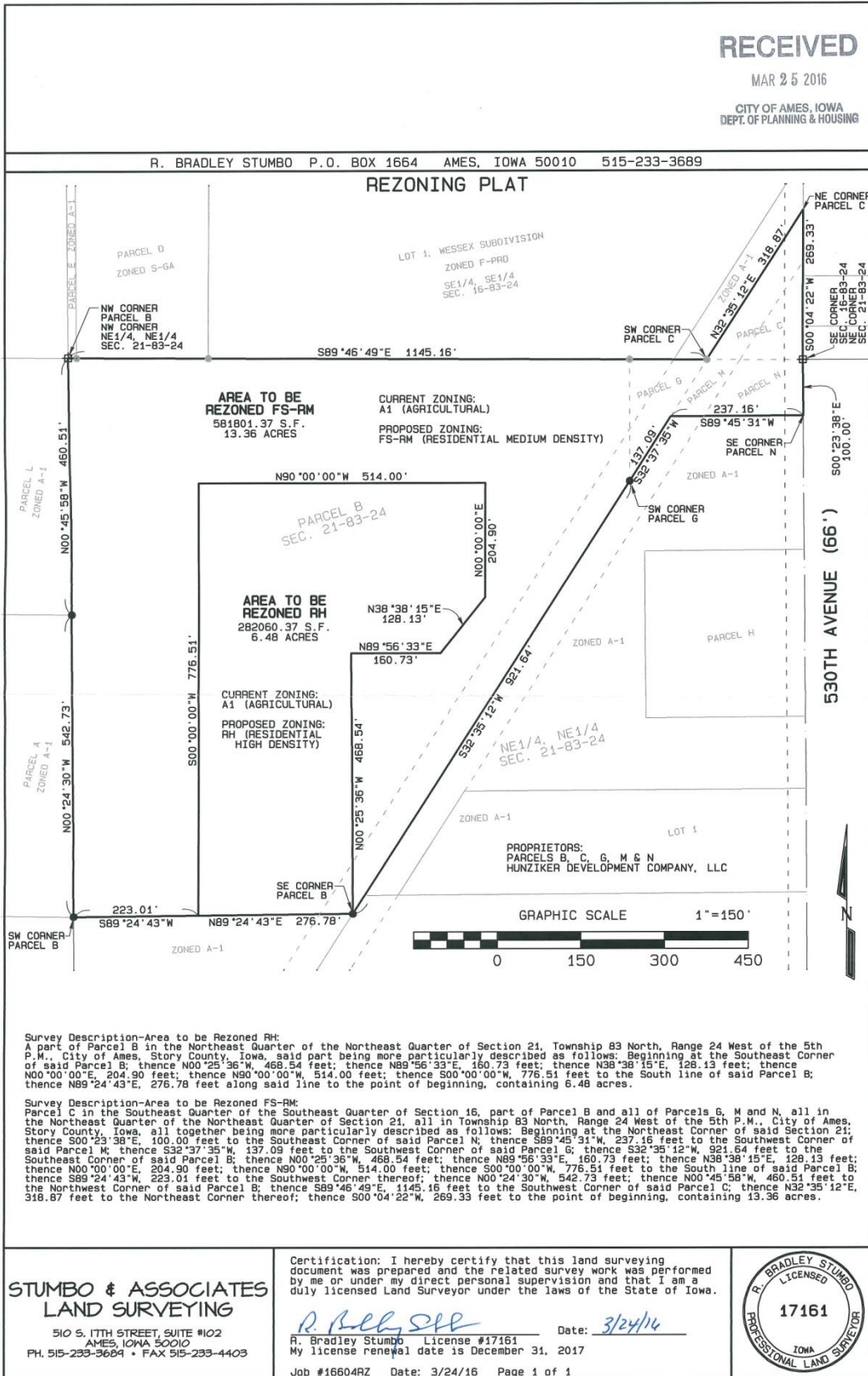
|                    | APPROX NET AREA (AC) | APPROX # OF UNITS | APPROX DENSITY |
|--------------------|----------------------|-------------------|----------------|
| APARTMENTS (FS-RM) | 7.2                  | 100 - 120         | 13 - 17        |
| APARTMENTS (RH)*   | 5.5                  | 135 - 155         | 25 - 28        |

\* NOTE: BUILDINGS IN RH WILL BE LIMITED TO 3 STORIES AND 36 UNITS PER BUILDING

| <p>MASTER PLAN<br/>                 VILLAGE PARK SUBDIVISION<br/>                 HUNZIKER DEVELOPMENT CO<br/>                 AMES, IOWA</p> |          | <p>FOX Engineering Associates, Inc.<br/>                 414 South 17th Street, Suite 107<br/>                 Ames, Iowa 50010<br/>                 Phone: (515) 233-0000<br/>                 Fax: (515) 233-0103</p> | <table border="1"> <tr> <th>DATE</th> <th>REVISION</th> <th>BY</th> <th>DATE</th> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table> | DATE | REVISION | BY | DATE |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| DATE  | REVISION | BY  | DATE  |      |          |    |      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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# Attachment F

## Rezoning Plat



**Survey Description-Area to be Rezoned RH:**  
 A part of Parcel B in the Northeast Quarter of the Northeast Quarter of Section 21, Township 83 North, Range 24 West of the 5th P.M., City of Ames, Story County, Iowa, said part being more particularly described as follows: Beginning at the Southeast Corner of said Parcel B; thence N00°25'36"W, 468.54 feet; thence N89°56'33"E, 160.73 feet; thence N38°38'15"E, 128.13 feet; thence N90°00'00"E, 514.00 feet; thence S00°00'00"W, 776.51 feet to the South line of said Parcel B; thence N89°24'43"E, 276.78 feet along said line to the point of beginning, containing 6.48 acres.

**Survey Description-Area to be Rezoned FS-RM:**  
 Parcel C in the Southeast Quarter of the Southeast Quarter of Section 16, part of Parcel B and all of Parcels G, M and N, all in the Northeast Quarter of the Northeast Quarter of Section 21, all in Township 83 North, Range 24 West of the 5th P.M., City of Ames, Story County, Iowa, all together being more particularly described as follows: Beginning at the Northeast Corner of said Section 21; thence S00°23'38"E, 100.00 feet to the Southeast Corner of said Parcel N; thence S89°45'31"W, 237.16 feet to the Southwest Corner of said Parcel M; thence S32°37'35"W, 137.09 feet to the Southwest Corner of said Parcel G; thence S32°35'12"W, 921.64 feet to the Southeast Corner of said Parcel B; thence N00°25'36"W, 468.54 feet; thence N89°56'33"E, 160.73 feet; thence N38°38'15"E, 128.13 feet; thence N90°00'00"E, 514.00 feet; thence S00°00'00"W, 776.51 feet to the South line of said Parcel B; thence S89°24'43"W, 223.01 feet to the Southwest Corner thereof; thence N00°24'30"W, 542.73 feet; thence N00°45'58"W, 460.51 feet to the Northwest Corner of said Parcel B; thence S89°46'49"E, 1145.16 feet to the Southwest Corner of said Parcel C; thence N32°35'12"E, 318.87 feet to the Northeast Corner thereof; thence S00°04'22"W, 269.33 feet to the point of beginning, containing 13.36 acres.

**STUMBO & ASSOCIATES**  
LAND SURVEYING

510 S. 11TH 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* Date: 3/24/16

R. Bradley Stumbo License #17161  
My license renewal date is December 31, 2017

Job #16604RZ Date: 3/24/16 Page 1 of 1

# **Attachment G**

## ***Applicable 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.

- *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 1200, Floating Zones, includes a list of uses that are permitted in the Village Residential, Suburban Residential and Planned Residential zoning districts and the zone development standards that apply to properties in those zones.

### **Per Section 29.1507(4): Master Plan Submittal Requirements:**

- a. Name of the applicant and the name of the owner of record.
- b. Legal description of the property.
- c. North arrow, graphic scale, and date.
- d. Existing conditions within the proposed zoning boundary and within 200 feet of the proposed zoning boundary: Project boundary; all internal property boundaries; public rights-of-way on and adjacent to the site, utilities; easements; existing structures; topography (contours at two-foot intervals); areas of different vegetation types; designated wetlands; flood plain and floodway boundaries; areas designated by the Ames Land Use Policy Plan as Greenways and Environmentally Sensitive Areas
- e. Proposed zoning boundary lines.
- f. Outline and size in acres of areas to be protected from impacts of development
- g. Outline and size in acres of areas proposed of each separate land use and for each residential unit type
- h. Pattern of arterial streets and trails and off-site transportation connections
- i. For proposed residential development provide the number of unit type for each area, expressed in a range of the minimum to maximum number to be developed in each area
- j. For proposed residential development provide a summary table describing all uses of the total site area, including the number of units per net acre for each unit type and each zoning area.

# Attachment H

## RH and FS-RM Matrix Checklist

| RH Site Evaluation Matrix  | Project Consistency |         |     |
|--|---------------------|---------|-----|
|  | High                | Average | Low |
| <b>Location/Surroundings</b>   |                     |         |     |
| Integrates into an existing neighborhood with appropriate interfaces and transitions<br>High=part of a neighborhood, no significant physical barriers, includes transitions;<br>Average=adjacent to neighborhood, some physical barriers, minor transitions;<br>Low=separated from an residential existing area, physical barriers, no transitions available |                     | X       |     |
| Located near daily services and amenities (school, park ,variety of commercial)<br>High=Walk 10 minutes to range of service;<br>Average=10 to 20 minutes to range of service;<br>Low= Walk in excess of 20 minutes to range of service.<br>*Parks and Recreation has specific service objectives for park proximity to residential                           |                     | X       |     |
| Creates new neighborhood, not an isolated project (If not part of neighborhood, Does it create a critical mass or identifiable place, support to provide more services?)   |                     | X       |     |
| Located near employment centers or ISU Campus (High=10 minute bike/walk or 5 minute drive; Average is 20 minute walk or 15 minute drive; Low= exceeds 15 minute drive or no walkability)   | X                   |         |     |
| <b>Site</b>  |                     |         |     |
| Contains no substantial natural features on the site (woodlands, wetlands, waterways)  |                     | X       |     |
| Located outside of the Floodway Fringe   | X                   |         |     |
| Separated adequately from adjacent noise, business operations, air quality (trains, highways, industrial uses, airport approach)   |                     | X       |     |
| Ability to preserve or sustain natural features  |                     | X       |     |
| <b>Housing Types and Design</b>  |                     |         |     |
| Needed housing or building type or variety of housing types  |                     | X       |     |
| Architectural interest and character   |                     |         | X   |
| Site design for landscape buffering  |                     | X       |     |
| Includes affordable housing (Low and Moderate Income))   |                     |         | X   |
| <b>Transportation</b>  |                     |         |     |



## Attachment H

### RH and FS-RM Matrix Checklist

|   |   |   |   |
|---|---|---|---|
| Adjacent to CyRide line to employment/campus<br>High=majority of site is 1/8 miles walk from bus stop;<br>Average= majority of site 1/4 mile walk from bus stop;<br>Low= majority of site exceeds 1/4 miles walk from bus stop.   |   | × |   |
| CyRide service has adequate schedule and capacity<br>High=seating capacity at peak times with schedule for full service<br>Average=seating capacity at peak times with limited schedule<br>Low=either no capacity for peak trips or schedule does not provide reliable service                          |   |   | × |
| Pedestrian and Bike path or lanes with connectivity to neighborhood or commute  | × |   |   |
| Roadway capacity and intersection operations (existing and planned at LOS C)  | × |   |   |
| Site access and safety  |   | × |   |
| <b>Public Utilities/Services</b>  |   |   |   |
| Adequate storm, water, sewer capacity for intensification<br>High=infrastructure in place with high capacity<br>Average=infrastructure located nearby, developer obligation to extend and serve<br>Low=system capacity is low, major extension needed or requires unplanned city participation in cost. | × |   |   |
| Consistent with emergency response goals<br>High=Fire average response time less than 3 minutes<br>Average=Fire average response time within 3-5 minutes<br>Low=Fire average response time exceeds 5 minutes, or projected substantial increase in service calls  |   | × |   |
| <b>Investment/Catalyst</b>  |   |   |   |
| Support prior City sponsored neighborhood/district investments or sub-area planning   |   |   | × |
| Creates character/identity/sense of place   |   |   | × |
| Encourages economic development or diversification of retail commercial (Mixed Use Development)   |   |   | × |
|   |   |   |   |

**Attachment I**  
**Applicant's Narrative – Page 1**

**Suburban Residential (F-S) Development**  
**Supporting Information for Property Developed**  
**According to the F-S Requirements**

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

Property that is developed according to the F-S requirements shall create a development pattern that adheres to the following development principles, as set forth in Section 29.1202(2) of the Zoning Ordinance, which are listed below:

(Note: The applicant's explanation of how the request meets each development principle may be attached on a separate sheet if sufficient space is not provided.)

**1. Development Principles.**

- (a) **A development pattern that contains generally distinct and homogeneous land uses to occur in the remaining in-fill areas and the targeted growth areas where Village Residential development is not selected by the property owner.**

Explain how the proposal meets this Development Principle.

Our project will have a similar theme throughout the entire project pulling together the individual buildings. We will also have consistency with the Iowa State Research Park through a shared use path and water features.

- (b) **An economic and efficient subdivision design with respect to the provision of streets, utilities, and community facilities with limited focus on building and development design integration and a greater emphasis on vehicular mobility.**

Explain how the proposal meets this Development Principle.

Our project will meet Staff's recommendations for streets and their placement and layout while planning for future growth of abutting property owners. We will also incorporate community facilities into our design with the shared use path connecting to the High Trestle Trail, water features and connection to the abutting City park.

**Attachment I**  
**Applicant's Narrative – Page 2**

**(c) Effective landscaped buffers between distinctly different land uses.**

Explain how the proposal meets this Development Principle.

We will incorporate effective landscaping into our plan to minimize vehicular lighting extending between buildings. All of the current neighbors are either residential or agricultural, so we don't have a distinctly different land use. We have also created a water feature between our denser buildings and the established East Neighbors to assist with buffering.

**(d) The provision of common open space in residential areas where the maintenance of the open space is the responsibility of those directly benefiting.**

Explain how the proposal meets this Development Principle.

We will establish an association that will be responsible for the maintenance of the common areas. All of the property owners in Village Park will be part of this association.

**(e) A development pattern that ensures compatibility in the design of buildings with respect to placement along the street, spacing and height of buildings, and provides for spaciousness and effective vehicular pedestrian circulation.**

Explain how the proposal meets this Development Principle.

Our project will have consistency between the buildings, however, we expect each building to have its own unique features. Spacing and setbacks for buildings will meet the expectations set forth in the code. Sidewalks connecting buildings and the shared-use path will be in the right of way to help with pedestrian traffic while keeping the streets for vehicular traffic.



# Attachment I

## Applicant's Narrative – Page 3

- (f) **A development pattern that is compatible with surrounding neighborhoods and is consistent with the Goals and Objectives of the Land Use Policy Plan.**

Explain how the proposal meets this Development Principle.

Our project is consistent with the Land Use Policy Plan. We will have a similar use to the Neighbor to the North in Wesssex. We have planned for a transition to the West into intended single-family detached residences as Staff recommended through our 2-story buildings and their buffer with garages and landscaping. We have added additional buffering to the East neighbors with our water feature - currently single family residences. Our neighbor to the South is currently agricultural, but the assumption is that their developed use will be comparable to Village Park development.



**Attachment I**  
**Applicant's Narrative – Page 4**

**Suburban Residential (F-S) Development**  
**Supporting Information for Rezoning**

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

As part of the process of rezoning property to F-S, the City Council must make the following findings. Please explain how the rezoning proposal meets each of the items listed below.

(Note: The applicant's explanation of how the rezoning request meets each of the items listed below may be attached on a separate sheet if sufficient space is not provided.)

**1. The designation is consistent with the Land Use Policy Plan (LUPP).**

Explain how the proposal meets this requirement for rezoning.

This proposal is consistent with the LUPP. We have situated FS-RM zoning on the North quarter of the property as well as the Western third of the property. The balance is proposed as RH. This mirrors the Land Use Policy Plan.

**2. The development complies with the requirements of Section 29.1202, "F-S" Suburban Residential Zone.**

Explain how the proposal meets this requirement for rezoning.

This question has been answered on pages 9, 10 + 11 when our project was evaluated against the <sup>development</sup> ~~design~~ principles in 29.1202 (2) a through f.

# Attachment I

## Applicant's Narrative – Page 5

3. **The existing infrastructure system to be utilized by the land proposed to be zoned F-S has the capacity to support the development contemplated.**

Explain how the proposal meets this requirement for rezoning.

Our world-class engineers have assured us our storm water will all be managed on site and discharge at a rate the City will approve into a beehive near University Avenue. Our sanitary sewer will connect onto City of Ames property to the Northwest of Village Park development and will have the required fall to service all of the intended buildings. Water will be supplied to this site by the City of Ames.

**The following additional information must be submitted with a Request for Rezoning to Suburban Residential (F-S):**

1. **Current zoning** of the subject property: Agricultural
2. The **land area** (measured in square feet and/or acres) proposed for rezoning: 19.84 Acres
3. A **map** (Please attach.) that includes the following:

- Drawn to scale;
- Date of submittal;
- North arrow;
- Boundaries of the property proposed for rezoning.
- Label the areas of the proposed development to be rezoned as Suburban Residential Low Density (FS-RL), and as Suburban Residential Medium Density (FS-RM).

---

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

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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 3535 South 530<sup>th</sup> Avenue, is rezoned, with Master Plan, from Agricultural (A) to Suburban Residential Medium Density (FS-RM) and Residential High Density (RH).

**Real Estate Description:**

**To be Rezoned FS-RM:**

Parcel C in the Southeast Quarter of the Southeast Quarter of Section 16, part of Parcel B and all of Parcels G, M and N, all in the Northeast Quarter of the Northeast Quarter of Section 21, all in Township 83 North Range 24 West of the 5th P.M., City of Ames, Story County, Iowa, all together being more particularly described as follows: Beginning at the Northeast Corner of said Section 21; thence S00°23'38"E, 100.00 feet to the Southeast Corner of said Parcel N; thence S89°45'31"W, 237.16 feet to the Southwest Corner of said Parcel M; thence S32°37'35"W, 137.09 feet to the Southwest Corner of said Parcel G; thence S32°35'12"W, 921.64 feet to the Southeast Corner of said Parcel B; thence N00°25'36"W, 468.54 feet; thence N89°56'33"E 160.73 feet; thence N38°38'15"E 128.13 feet; thence N00°00'00"E, 204.90 feet; thence N90°00'00"W, 514.00 feet; thence S00°00'00"W, 776.51 feet to the South line of said Parcel B;

thence S89°24'43"W, 223.01 feet to the Southwest Corner thereof; thence N00°24'30"W, 542.73 feet; thence N00°45'58"W, 460.51 feet to the Northwest Corner of said Parcel B; thence S89°46'49"E, 1145.16 feet to the Southwest Corner of said Parcel C; thence N32°35'12"E, 318.87 feet to the Northeast Corner thereof; thence S00°04'22"W, 269.33 feet to the point of beginning, containing 13.36 acres.

To be Rezoned RH:

A part of Parcel B in the Northeast Quarter of the Northeast Quarter of Section 21. Township 83 North, Range 24 West of the 5<sup>th</sup> P.M., City of Ames, Story County, Iowa, said part being more particularly described as follows: Beginning at the Southeast Corner of said Parcel B; thence N00°25'36"W, 468.54 feet; thence N89°56'33"E, 160.73 feet; thence N38°38'15"E, 128.13 feet; thence N00°00'00"E, 204.90 feet; thence N90°00'00", 514.00 feet; thence S00°00'00"W, 776 .51 feet to the south line of said Parcel B; thence N89°24'43"E, 276.78 feet along said line to the point of beginning, containing 6.48 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

**TO:** Mayor and City Council

**FROM:** Kelly Diekmann, Planning & Housing Director

**DATE:** May 6, 2016

**SUBJECT: HEARING ON ZONING TEXT AMENDMENT TO RESIDENTIAL LOW-DENSITY PARK ZONE MINIMUM BUILDING SETBACK AT EXTERIOR BOUNDARY LINE**

City Council authorized Flummerfelt's Shady Grove M.H.C in February 2016 to apply for a text amendment to the Zoning Ordinance to change the exterior boundary setback within the RLP zoning district. A public hearing was noticed for May 10<sup>th</sup> to have City Council consider the draft ordinance for the proposed change. In conversation with the applicant, Mike Flummerfelt, requested that consideration of the amendment be postponed to allow for more time to prepare for the City Council hearing.

**Therefore, staff requests on behalf of the applicant that on Tuesday night, May 10, the Council continue the hearing to June 14, 2016.** Although City Council has another meeting scheduled for May 24, a substantial number of items are already planned for the May 24 agenda and Mr. Flummerfelt has indicated he can wait for the consideration of his request until a later date.

COUNCIL ACTION FORM

**SUBJECT: PUBLIC HEARING ON SUBMITTAL OF COMMUNITY DEVELOPMENT  
BLOCK GRANT PROGRAM FY 2016-2017 ANNUAL ACTION PLAN**

**BACKGROUND:**

The City must submit and Annual Action Plan to the federal Department of Housing and Urban Development (HUD) to receive Community Development Block Grant (CDBG) funds. The Annual Action Plan outlines program activities that will be undertaken to address or meet those goals and priorities outlined in the five-year Consolidated Plan. The City's third Consolidated Plan was approved by HUD for the period of July 1 2014 through June 30, 2018. An Annual Action Plan can address one or all of the goals and priorities of the identified housing and community development needs.

The regulations require that the Annual Action Plan be submitted for HUD's approval within 45 days before the beginning of the program fiscal year, which is by May 17. Additionally, the regulations also require that the Action Plan be published for 30 days to allow for citizen review of the proposed Annual Action Plan project(s) for the utilization of the funds before it is approved by the local government.

On March 1, 2016, after taking into consideration input from the February public forums, the City Council approved the proposed 2016-17 Action Plan projects **as outlined in the attached Executive Summary (see attachment A)** and directed staff to prepare the plan for public comment. The Plan was made available for public comment from April 5 through May 5, 2016. No comments were received during this timeframe.

The City was notified by HUD that its FY 2016-17 CDBG allocation will be \$490,986, which is approximately \$6,000 more than the FY 2015-16 allocation. The City allocates 20% of its annual allocation for administration and makes the remainder of funding available for programming. Therefore, approximately \$988,492 will be available in FY 2016/17, which includes \$490,986 (FY 2016/17 allocation), \$337,000 (FY 2015/16 anticipated rollover), and \$160,506 (anticipated program income). Of this total, \$870,295 will be directed towards programming as outlined below and \$118,197 will be used for administering the program.

The City Council will note that the largest percent of the anticipated budget (89%) has been allocated to address affordable housing.

|   |            |
|---|------------|
| Homebuyer Assistance Program  | \$ 50,000  |
| Single-Family Housing Improvements Program  | \$132,506  |
| Acquisition/Reuse Program for Affordable Housing                                      | \$155,000  |
| Public Infrastructure Improvements Program for State Ave. (Old Middle School Site)    | \$392,789  |
| Public Facilities Improvement Program for Non-Profits                                 | \$100,000  |
| Renter Affordability (Deposits, Rent & Transportation, Childcare Assistance) Programs | \$40,000   |
| Total Programming   | \$870,295  |
| 2016-17 Program Administration  | \$ 118,197 |
| Total   | \$988,492  |

The entire 2016-17 Annual Action Plan document is available on the City's web page at: [www.cityofames.org/housing](http://www.cityofames.org/housing)

**ALTERNATIVES:**

1. The City Council can approve the FY 2016-2017 Annual Action Plan in connection with the City's Community Development Block Grant Program.
2. The City Council can modify, and then approve, the FY 2016-2017 Annual Action Plan.

**MANAGER'S RECOMMENDED ACTION:**

CDBG funds offer the City a unique opportunity to continue to use federal funding to address local community development priorities. In order to qualify for receipt of these funds over the next fiscal year, the FY 2016/17 Annual Action Plan must be approved.

**Staff recommends that the following implementation sequence be utilized: Renter Affordability Programs, Public Facilities Improvement Program, Acquisition/Reuse Program, Single-Family Housing Improvement, Public Infrastructure Improvements and Homebuyer Assistance Program. In addition, staff will be working on the disposition and redevelopment of the 6<sup>th</sup> properties.**

The City's required timeliness test by HUD will still occur on May 2, 2017, which means the approximately \$400,000 will need to be expended by April 25, 2017. Staff, therefore, must concentrate its initial efforts on activities that can be accomplished by this timeframe to meet draw down requirements of HUD.

The project activities being recommended are consistent with the public forum suggestions and the goals and priorities adopted in the City's 2014-18 Consolidated Plan.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby approving the submittal of the FY 2016-17 Annual Action Plan Program and projects, and authorizing submittal of the plan to HUD by on or before June 12, 2015.

# ATTACHMENT A



## CITY OF AMES Community Development Block Grant Program (CDBG)

## PROPOSED 2016-2017 ANNUAL ACTION PLAN





## **Executive Summary**

### **AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)**

#### **1. Introduction**

The City of Ames Planning & Housing Department has prepared a Consolidated Housing and Community Development Plan for the years 2014 through 2018 that provides a strategic vision for the community. The Plan has been approved by HUD. The Executive Summary and other materials can be found on the U.S. Department of Housing and Urban Development web site at <http://www.hud.gov/>, and on the City of Ames web site at: <http://www.city.ames.org/housing>. Please contact the City of Ames, Planning & Housing Department at (515) 239-5400 for additional information.

The process for development of the Plan included identifying priority needs, establishing goals to address the needs, and then identifying projects to achieve the goals. Priority needs were determined through analysis of data and an extensive public involvement process.

The goals set forth in the 2014-18 Strategic Plan and in the various Annual Action Plans will be in keeping with the overall mission of HUD's Community Planning and Development (CPD) Programs: Community Development Block Grants (CDBG).

The City of Ames has a long standing history of having as one of its primary missions to identify, address, and implement solutions and programs that serve the needs of the elderly, disabled, homeless, extremely low-income, low-income, and moderate-income, households and families in its community. In identifying the needs, the City of Ames has continued to conduct and/or partner in commissioning reports and studies to collect data to assist in determining the needs and the actions that should be taken to address those needs.

Below you will find a Summary of the objectives and outcomes identified in the Plan and the activities that will be implemented in the 2016-17 program year to address these objectives and outcomes. (see Appendix 1 for the 2016-17 Proposed Action Plan Projects).

The rationale for determining the above priority objectives and outcomes are as follows:

- The proposed project activities are consistent with the 2014-18 Adopted Consolidated Plan goals and address the following two barriers that were outlined in the 2013 Impediments to Fair Housing Analysis Study 1) the "lack of available, decent rental units in affordable price ranges" and 2) the "cost of housing" for both renters and home buyers.
- The proposed project activities are consistent with the needs outlined in the Comprehensive Housing Affordability Strategy (CHAS) Data, American Community Survey (ACS) and Analysis to Impediments to Fair Housing Study (ASI) data for the City of Ames.
- The proposed implementation sequence for the project activities should help meet HUD's timely expenditure requirements.

- Funds will be used continue to contract for additional staff to accomplish the proposed project activities in FY 2015-16.
- All of the activities proposed would be of 100% benefit to low- and moderate-income persons.

Additionally, these objectives and outcomes will provide the most positive impacts on addressing the needs of homeless, extremely low-, low- and moderate-income households in the community and will be the area of focus anticipated for the Annual Action Plans over the next five (5) years in utilizing CDBG, and other local and/or state funds to address these objectives and outcomes. As the City of Ames approaches its third 5-year Consolidated Plan period, we have been very successful in implementing the program activities over the last ten years, which has led to having exceeded the 70% low- and moderate-income benefit expenditure threshold required by HUD.

## **2. Summarize the objectives and outcomes identified in the Plan**

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

As part of the 2014-18 Consolidated Planning process, the City of Ames's strategies toward serving the needs of homeless, extremely low-income, low-income, and moderate-income families and households are to continue to seek public input; to continue to invest resources both physical and financial; and to continue to implement programs that will address the community's priority needs. With community participation, the following Priority Goal Objectives and Outcomes were derived:

### **Goal 1: Utilize and leverage CDBG Funds for Low and Moderate Income Persons through private and public partnerships as follows:**

#### **A1. Objective: To create, expand and maintain Affordable Housing for Homeless and Low-income persons.**

##### **Outcomes:**

- i. Increase the supply of affordable rental housing
- ii. Improve the quality of affordable rental housing
- iii. Increase the availability of affordable owner-occupied housing
- iv. Maintain the supply of affordable owner-occupied housing
- v. Provide temporary rental assistance
- vi. Increase the supply of mixed-use development
- vii. Expand and maintain the supply of emergency shelter and transitional housing

#### **A2. Objective: To maintain the Community Development Services of the Community**

##### **Outcomes:**

- i. Continue provision of the Public Service Needs for homeless, special populations, and low income households (utilities, rent, deposits, childcare, transportation, employment training, substance abuse, health services, legal services, other public service needs) and reduce duplication of services.

- ii. Continue provision of Public Facilities Needs for homeless, special populations and low income households (senior centers, homeless facilities, child care centers, mental health facilities, neighborhood facilities, and other public facilities' needs).
- iii. Continue provision of Public Infrastructure Needs in low-income census tracts (water, street, sidewalk improvements).

**Goal 2: Utilize and leverage CDBG Funds for NON Low and Moderate Income Persons through private and public partnerships as follows:**

**A1. Objective: Address Housing Needs in Non-Low and Moderate Income Census Tracts**

**Outcomes:**

- i. Integrate affordable and market rate residential developments
- ii. Remove blight and deteriorated housing to reuse into new housing
- iii. Support and address code enforcement of deteriorated housing
- iv. Remove blight and deteriorated housing in flood plain and other hazardous areas.

**3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The preparation of the 2014-18 Consolidated Plan and now the subsequent Annual Action Plans will represent the City's third 5-year period as an Entitlement Community. Based on reviews and monitoring by the HUD Area Field Office of the City's performance over the last ten years, the City has been very successful in not only meeting the regulatory and statutory requirement of the CBDG programs, but also more specifically the timely expenditures of funds within the required time period. Through the administration of the various housing, public service, public infrastructure, and public facility activities implemented, the City has achieved a 100% cumulative benefit to low- and moderate-income persons for each of the three 5-year periods, which exceeds the regulatory standard of 70%. Additionally, as a result of a monitoring review by HUD, the City had no findings or concerns. This was noted to be extremely rare.

**4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The City of Ames has a *Citizen Participation Plan* that details the public involvement process. The Plan is available at [www.cityofames.org/housing](http://www.cityofames.org/housing). Public participation is an annual on-going process, not only in preparation of the Consolidated or Action Plans but as an on-going part of the City of Ames's commitment to solicit community involvement and participation.

Prior to the required public hearings, the public is encouraged to participate in public forums each year to be educated about the program and to give input on the activities being proposed to address the needs of the community. For the 2016-17 program year, like previous years, human service agencies, neighborhood associations, non-profit housing providers, Section 8 participants, faith-based organizations, and other community groups and businesses receive direct mailings inviting them to attend these public forums.

This is in addition to ads in the area free newspaper, press releases, Facebook postings, and Twitter announcements.

## **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The 30-day public comment period will begin on Tuesday, April 5, 2016, and will end on Thursday, May 5, 2016.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

Will be completed after public hearing on May 10, 2016

## **7. Summary**

Below is a summary of the major areas addressed in the Strategic Plan for the City of Ames based on the data from the 2006-2012 American Community Survey (ACS) data, the Comprehensive Housing Affordability Strategy (CHAS) data supplied by HUD, intensive public input, 2013 Impediments to Fair Housing Analysis Study, area human service agencies, ASSET, City Departments, the State of Iowa, and other market analyses and influences.

### **Geographic Priorities**

The City of Ames will focus a majority of its CDBG resources from a city-wide approach. The majority of the determined benefit will be based on individual income eligibility, low- and moderate-income limited clientele benefit, and low- and moderate-area benefit, (based on census tracts containing concentrations of 51% or more low- to moderate-income persons, as established by HUD). The City is seeking a Neighborhood Revitalization Strategy Area (NRSA) designation for a 10 acre parcel of land that was acquired in 2015-16. A NRSA designation will allow for the focusing of various eligible CDBG activities to occur such as has public services, public improvements, housing rehabilitation, economic development, etc.

### **Priority Needs**

The City of Ames has identified affordable housing, community development, homelessness, and public service as priority needs to address over the next five years. High priorities for fiscal year 2015-16 will continue to include the development of affordable housing for renters and homeowners, the maintenance of affordable housing for homeowners and renters, public services, and public facility improvements for non-profit organizations.

### **Influence of Market Conditions**

The high cost and lack of available housing units and land continue to be the biggest influence of market conditions for the city of Ames.

## Anticipated Resources

The City of Ames anticipates the following financial resources for Fiscal Year 2016-17:

|                                    |                |
|------------------------------------|----------------|
| 16-17 CDBG Allocation              | \$ 490,986     |
| 15-16 Anticipated Program Rollover | 337,000        |
| 16-17 Anticipated Program Income   | <u>160,506</u> |
| Total 2016-17                      | \$ 988,492     |

2015-2018 CDBG Allocations \$1,464,834\*

\*Anticipate receiving an average of \$488,278 over the remaining 3 years of the Consolidated Plan period.

**COUNCIL ACTION FORM**

**SUBJECT: FY 2015/16 DOWNTOWN STREET PAVEMENT IMPROVEMENTS  
 (CLARK AVENUE)**

**BACKGROUND:**

The annual Downtown Street Pavement Improvements program rehabilitates or reconstructs streets within the City's downtown area. **The FY 2015/16 program location is Clark Avenue from Main Street to Lincoln Way.** This project will include removal and replacement of the existing pavement, installing storm and sanitary sewer improvements, constructing sidewalk improvements, and designating on-street bicycle facilities. The project will also include a ribbon of colored sidewalk concrete to match the previously reconstructed areas of downtown.

On May 4, 2016, bids for the project were received as follows:

| <i>Bidder</i>       | <i>Bid Amount</i> |
|---------------------|-------------------|
| Engineer's Estimate | \$591,000.00      |
| Con-Struct, Inc.    | \$669,611.80      |

Cost items exceeding the engineer's estimate include mobilization of the contractor's equipment and labor forces, replacement of an in-line water main valve, and pavement markings specified to provide on-street bicycle facilities.

The table reflected below summarizes the FY 2015/16 Downtown Street Pavement Improvements program funding sources, funding distribution and expense breakdown for this project.

| <i>Program Funding Summary</i>                       |   | Clark Ave         |
|--|---|-------------------|
| 2015/16 Downtown Street Pavement Improvement Program |   |                   |
|  | G.O. Bonds  | \$ 800,000        |
|  | Electric Utility Fund                             | \$ 50,000         |
|  | <b>Total Funding</b>                              | <b>\$ 850,000</b> |
| <i>Program Expense Summary</i>                       |   |                   |
|  | Engineering & Contract Administration (estimated) | \$ 100,442        |
|  | Construction Costs (estimated)                    | \$ 669,612        |
|  | <b>Total Expenses</b>                             | <b>\$ 770,054</b> |

**ALTERNATIVES:**

1. a. Accept the report of bids for the 2015/16 Downtown Street Pavement Improvements (Clark Avenue).  
  
b. Approve the final plans and specifications for this project.  
  
c. Award the 2015/16 Downtown Street Pavement Improvements (Clark Avenue – Lincoln Way to Main Street) to Con-Struct, Inc. of Ames, Iowa, in the amount of \$669,611.80.
2. a. Accept the report of bids for the 2015/16 Downtown Street Pavement Improvements (Clark Avenue).  
  
b. Reject award and direct staff to modify the project for a future letting.
3. Do not proceed with the project at this time.

**MANAGER'S RECOMMENDED ACTION:**

This project represents the City Council's continuing commitment to reinvest in downtown infrastructure. **Staff worked extensively with Ames Bicycle Coalition and area businesses to develop a design that includes on-street bicycle facilities while balancing the many other varied roadway needs along this street.** By not awarding this project, this could delay the start of this project until at least the fall of 2016.

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

**COUNCIL ACTION FORM**

**SUBJECT: 2015/16 TRAFFIC SIGNAL PROGRAM (UNIVERSITY BLVD. & HWY 30 WESTBOUND OFF-RAMP)**

**BACKGROUND:**

The Capital Improvement Plan's Traffic Signal Program provides for replacing older traffic signals and for constructing new traffic signals in the City. Program goals include improved traffic flow and safety, as well as improved visibility, reliability, and signal aesthetics. **This specific project is for installation of a new traffic signal at the intersection of University Boulevard and the Highway 30 Westbound Off-Ramp.** The need for this project was identified in a traffic impact study for the ISU Research Park Phase III expansion. The cost of the signal is to be split 50/50 between ISU and the City.

Staff has completed plans and specifications for this contract with a base bid (all work except purchasing backup equipment) plus one add alternate bid. The alternate bid is included to potentially purchase backup replacement equipment for the pedestrian push buttons and the vehicle radar detection systems.

On May 4, 2016, bids for the project were received as follows:

| <i>Bidder</i>              | <i>Base Bid</i>     | <i>Bid Alternate</i> | <i>Total Bid (Base + Alternate)</i> |
|----------------------------|---------------------|----------------------|-------------------------------------|
| <b>Engineer's Estimate</b> | <b>\$176,700.00</b> | <b>\$ 19,500.00</b>  | <b>\$ 196,200.00</b>                |
| Iowa Signal Inc.           | \$165,150.66        | \$ 18,920.00         | \$ 184,070.66                       |
| Baker Electric             | \$164,989.40        | \$ 19,658.00         | \$ 184,647.40                       |
| K&W Electric               | \$167,968.28        | \$ 19,000.00         | \$ 186,968.28                       |
| Voltmer Inc.               | \$174,071.13        | \$ 18,865.00         | \$ 192,936.13                       |

Currently, the 2015/16 Capital Improvements Plan includes Road Use Tax funding of \$125,000 and ISU funding of \$125,000 for this project, bringing total project funding to \$250,000.

**The City staff has received word that the Iowa DOT desires to provide U-STEP funding to replace the City's portion of this project. In turn, DOT would like those same Road Use Tax dollars to instead be used as matching funds for a signal project the Iowa DOT has identified as high-priority at the Northbound I-35 off-ramp at East 13<sup>th</sup> Street. The Iowa DOT determined that the off-ramp was in need of signalization after conducting their annual count program for calendar year 2015.**

Under their proposal, the Iowa DOT would use U-STEP funding to pay for 50% of the University Blvd./Highway 30 signal, as well as 50% of the Northbound I-35 off-ramp/East 13<sup>th</sup> Street signal, including design, construction and inspection. ISU would continue to have a 50% share of project costs for the signal at University Boulevard as originally planned. ISU staff is aware of this proposal and have agreed that the



alternative funding arrangement with the Iowa DOT will not change ISU's contribution to the signal at University Boulevard/Highway 30.

Staff is working with Iowa DOT to develop agreements for both signal installations so that both agreements can be presented for Council approval at the same time as bid letting for this project. Staff is hopeful it can come back to City Council with these two agreements and with a recommendation for funding and award of the project at the May 24, 2016 Council meeting.

**ALTERNATIVES:**

1. a. Accept the report of bids for the 2015/16 Traffic Signal Program (University Boulevard & Highway 30 Westbound Off-Ramp).  
  
b. Approve the final plans and specifications for this project.  
  
c. Delay award of this project until a future date when the source of funding is confirmed.
2. Do not proceed with the project at this time.

**MANAGER'S RECOMMENDED ACTION:**

Delaying the award of this project will provide the time necessary for staff to finalize discussions with the Iowa DOT and to prepare funding agreements for funding of the project at University and Highway 30, as well as for the future project at E. 13<sup>th</sup> Street and I-35.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above and thereby accept the report of bids and delay award of bid until a future date.

# Development Process Survey

2015 Results

# Introduction

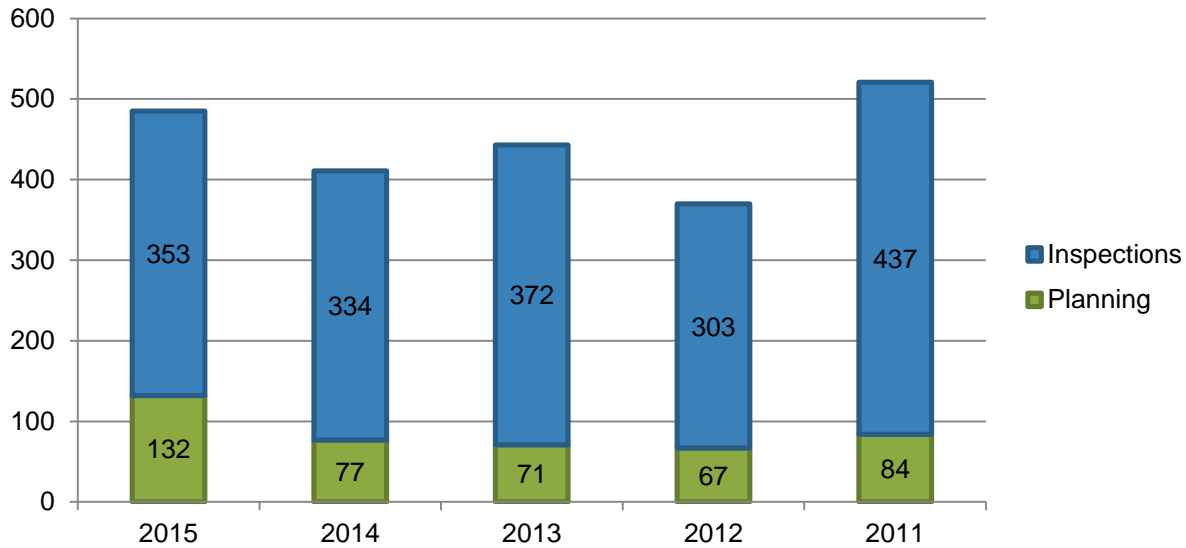


- Fifth year this survey has been conducted
- Responses are very positive
- Snapshot of Results
- Responses are anonymous
- Overview of Process

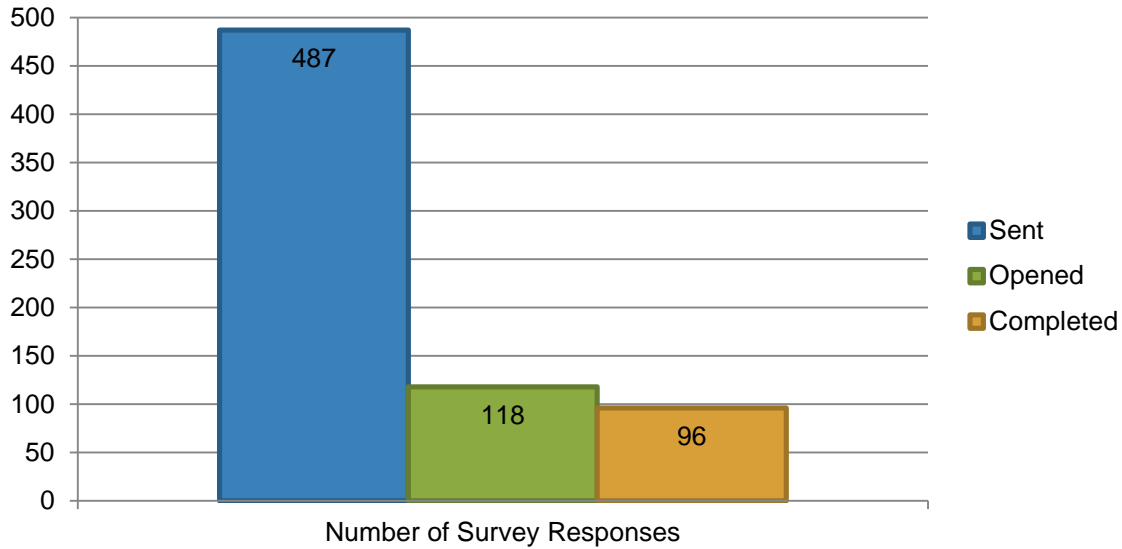
# Overview



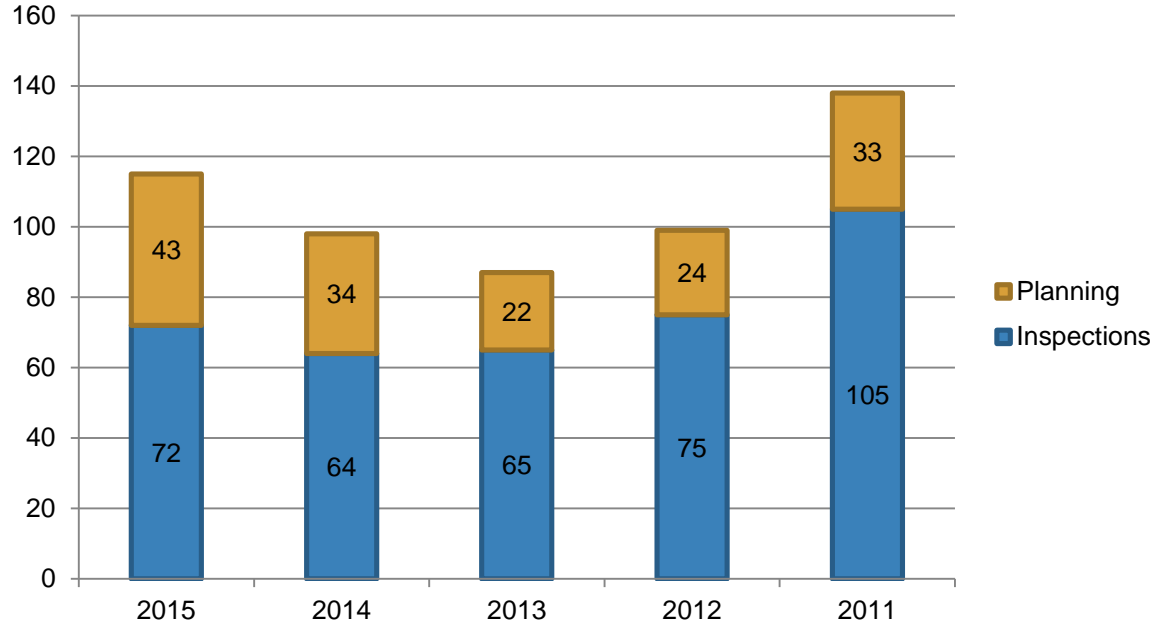
# Surveys Sent Per Year



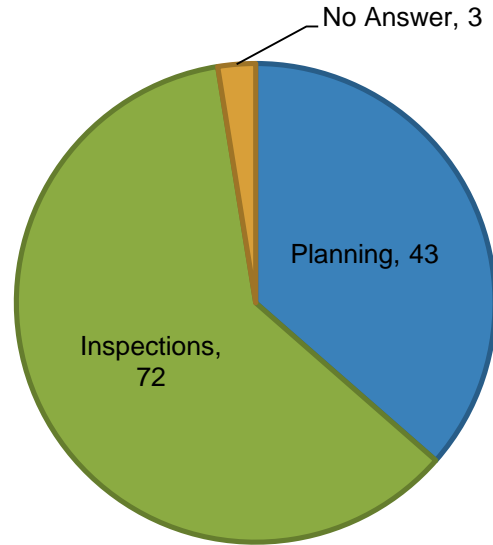
# Response Summary



# Survey Responses Per Year

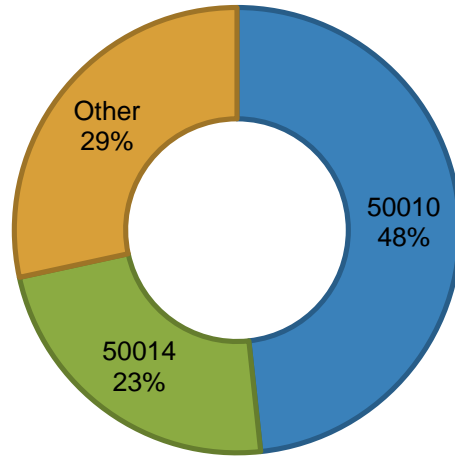


# Primary Department Interaction





# Business Location by Zip Code



# Inspection Division

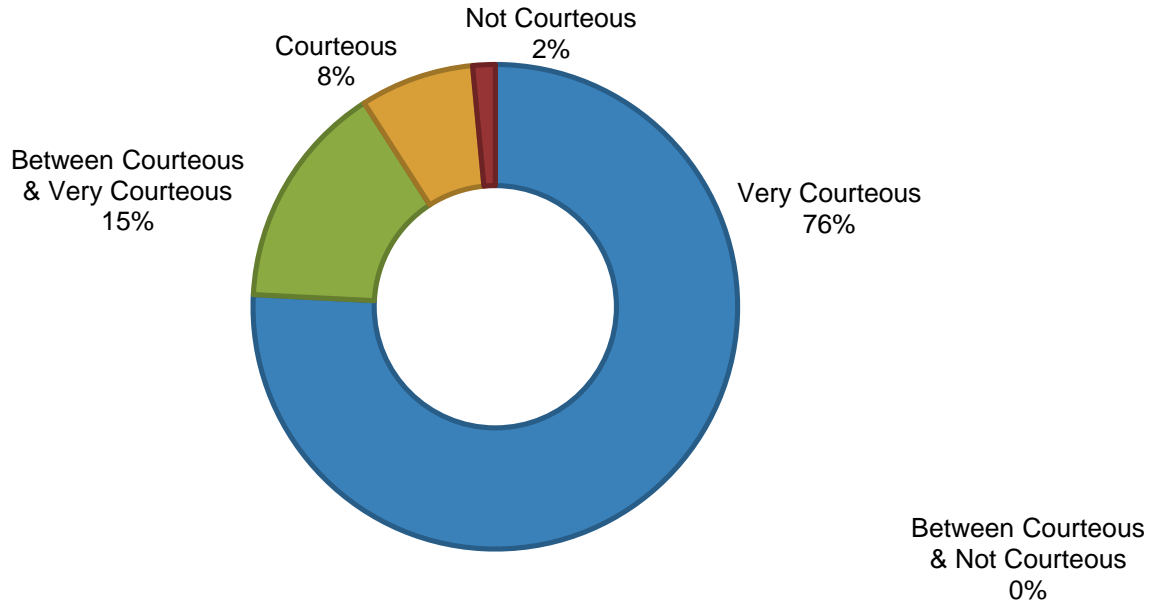


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# Inspection Service Quality



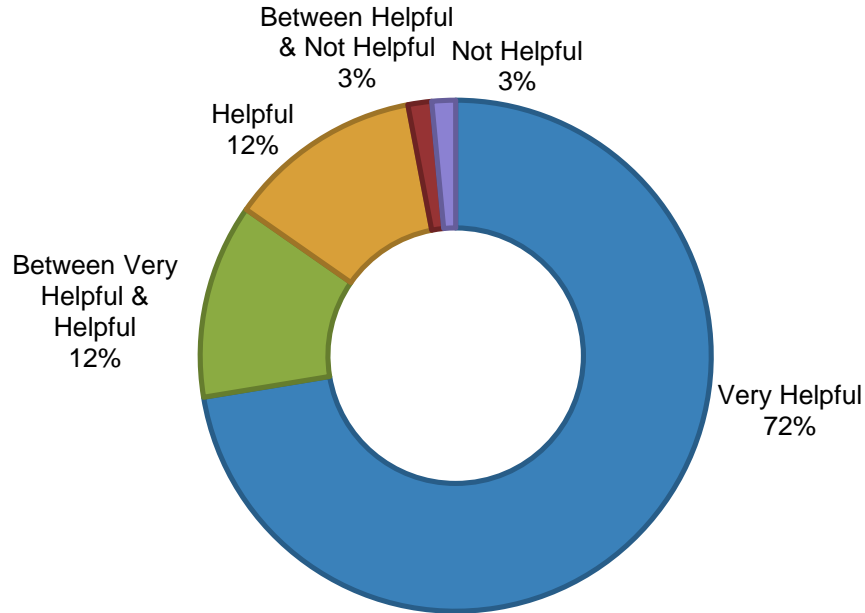
## Staff Courtesy



# Inspection Service Quality



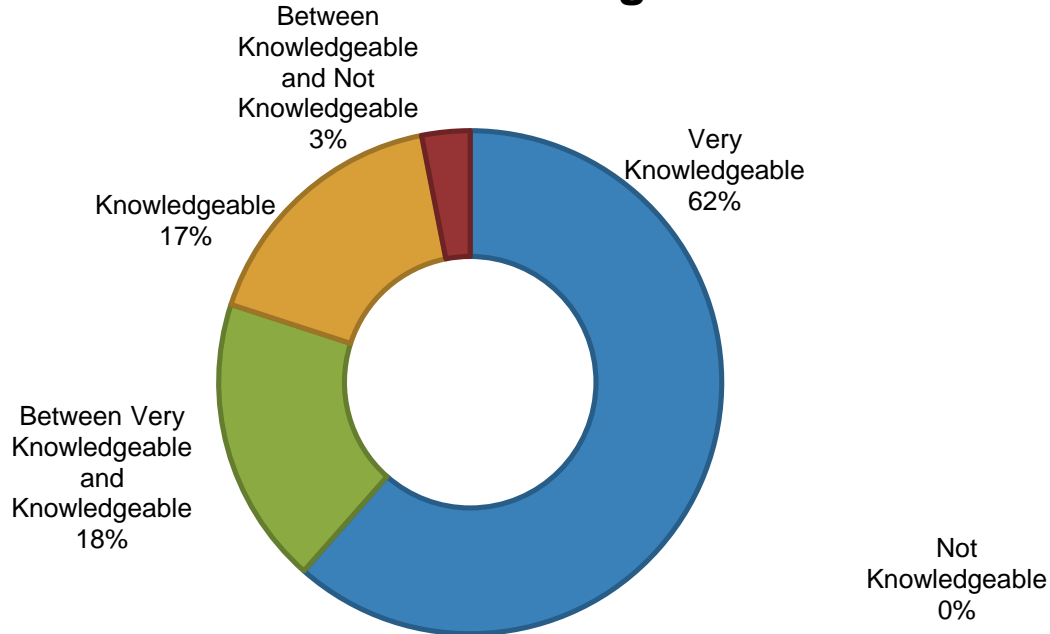
## Staff Helpfulness



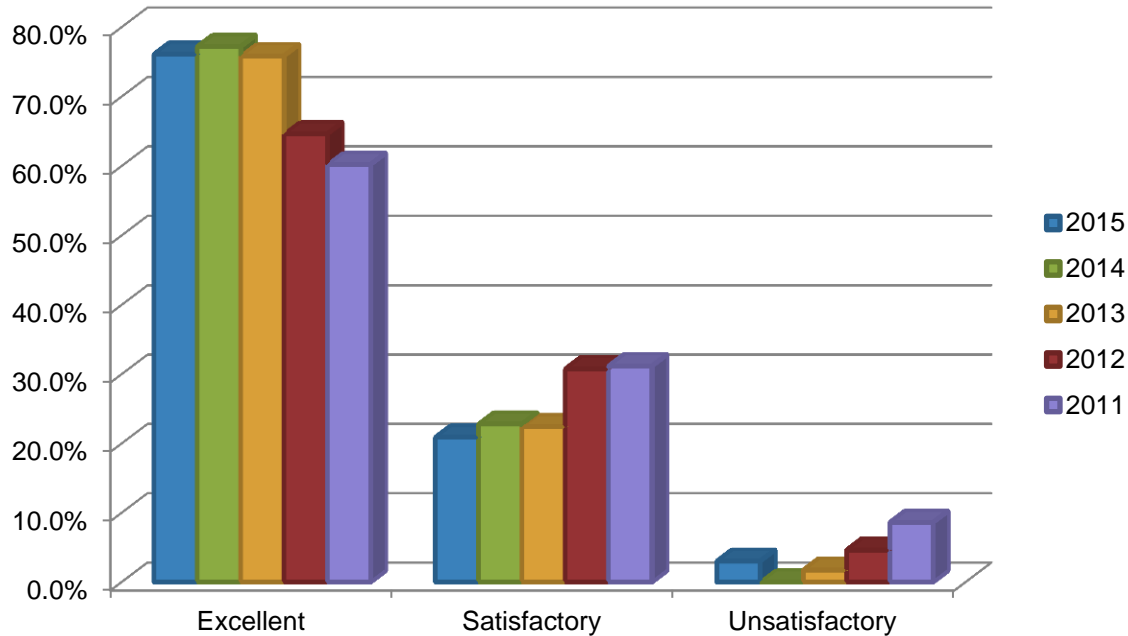
# Inspection Service Quality



## Staff Knowledge



# Inspection Division Overall Rating



# Inspection Division Customer Service Comments



- “The inspectors were professional”
- “Very, very helpful”
- “All inspection staff, starting with front counter help, to the inspectors treats me very courteously as well as very helpful and professional”
- “Always there to help with the permit process”
- “Clearly explained what needed to be done”
- “Very knowledgeable and has a high standard for work to be inspected”
- “If they don’t know an answer they find it out”

# Inspection Division Improvement Comments



- “Accept credit cards for payments”
- “Many years ago the staff gave me (or maybe I bought it) a small pamphlet called “Code Check”, that had the basic codes to follow....I wish the City has something simple like that where I could go to find answers to questions.”
- “Ability to pay for permits/fees with a credit card or online”
- “Be consistent, show more willingness to identify potential solutions...When a new policy gets implemented or something that has not been enforced previously, tell everyone more formally”
- “keep personal opinions to yourself”



# Planning Division

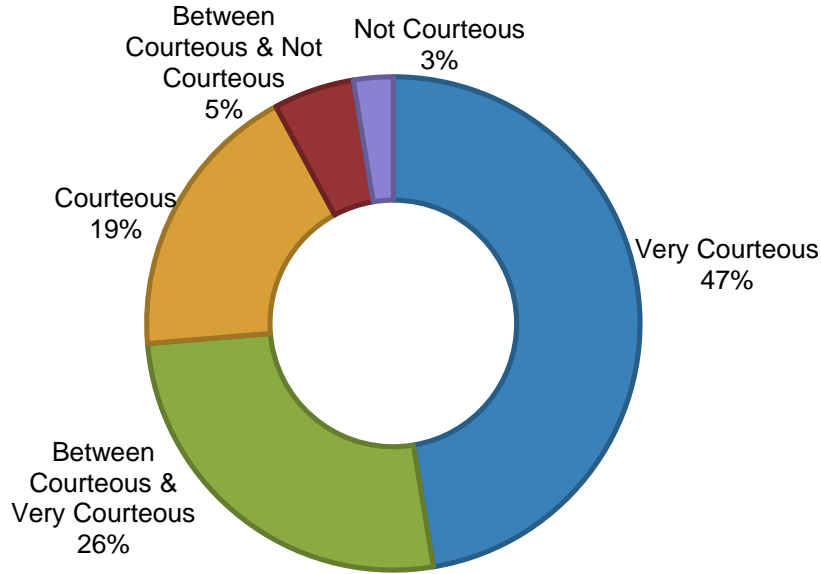


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# Planning Service Quality



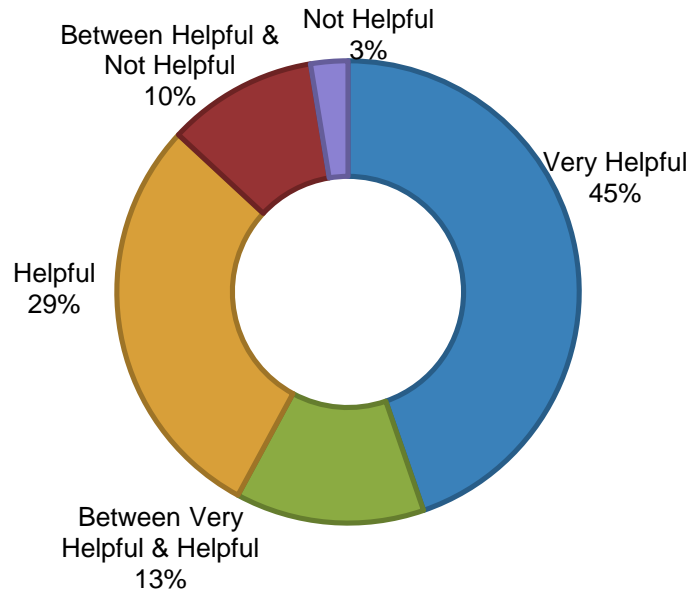
## Staff Courtesy



# Planning Service Quality



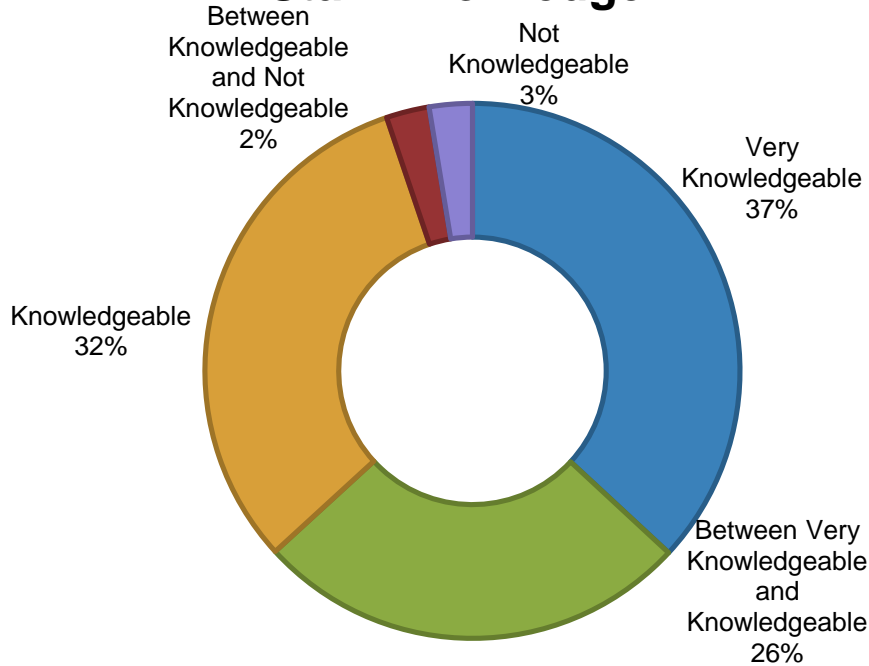
## Staff Helpfulness



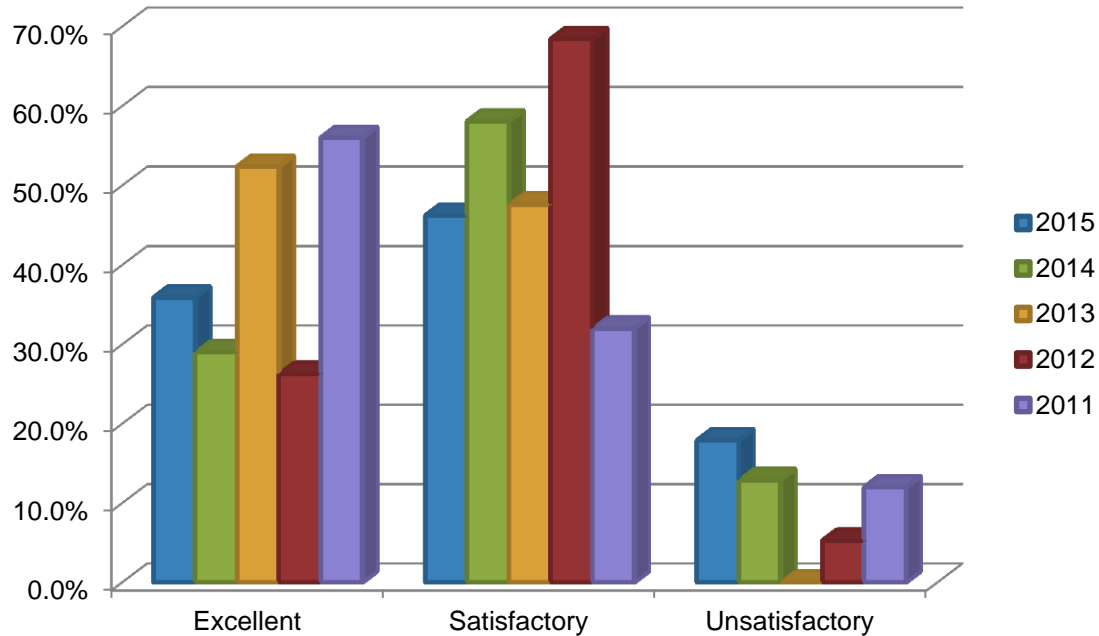
# Planning Service Quality



## Staff Knowledge



# Planning Division Overall Rating



# Planning Division Customer Service Comments



- “Very helpful and seemed glad to offer input”
- “I called about placement of solar panels and any restriction, if they didn’t know the exact answer they researched it and guided me through the code.”
- “Answered several phone calls and questions and patiently explained answers”
- “One of the best City Halls I have ever worked with, Excellent”

# Planning Division Improvement Comments



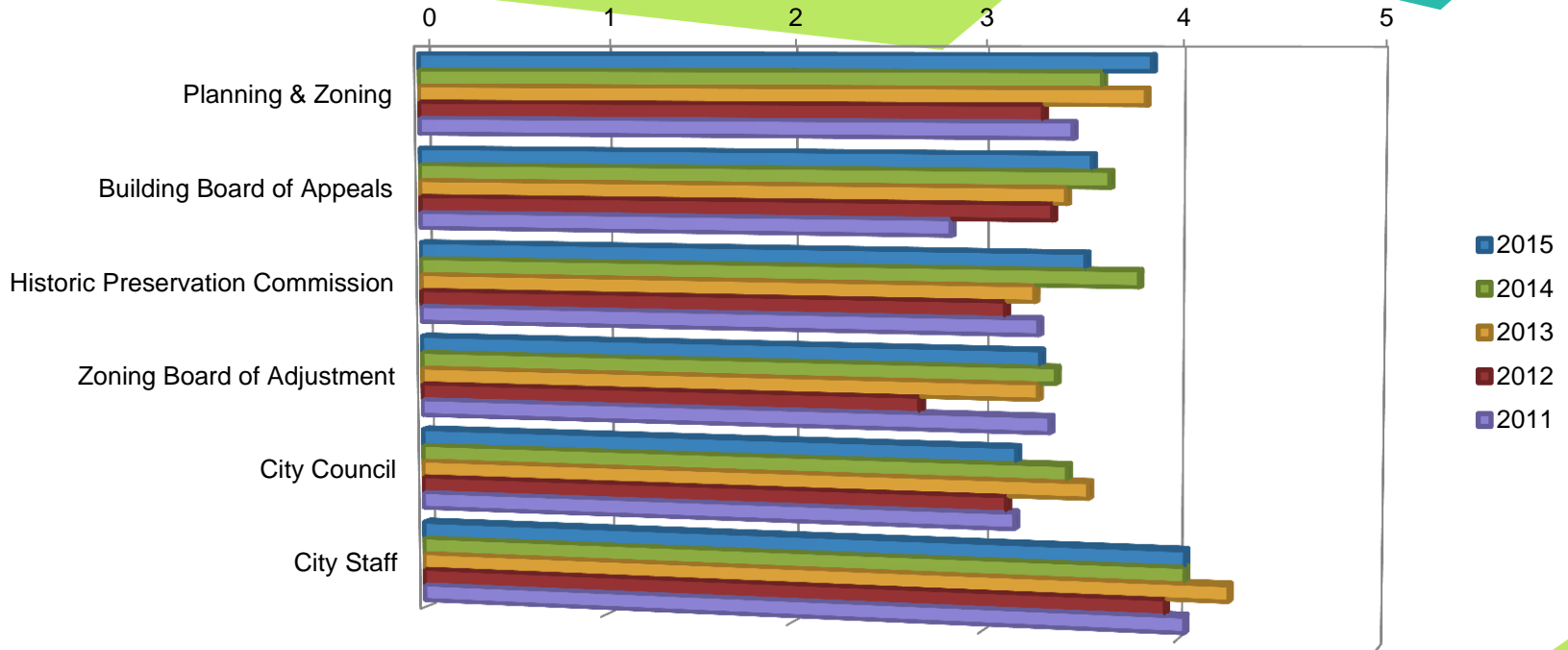
- “Have clear answers to questions and answer questions with real answers not more questions”
- “Work to improve timing of responses to days instead of weeks”
- “Improve communication among departments. Determine correct applications earlier in the process”
- “There may be rules regarding sending plan review comments via email, but we did have a slight delay due to never receiving a mailed hard copy of comments....if they were automatically emailed to begin with that might streamline things a bit.”
- “Planning needs to work on timelines of responses. Emailed responses prior to sending out letters by mail would be helpful....being reasonable with the application of ordinances would help development.”
- “There are also burdensome landscaping requirements, as well as instances of sidewalk requirements that are not warranted in certain areas.”

# Overall Rating of City





# How Well did we accomplish a "can-do" attitude and promote Ames as a welcoming place to do business? (Rating Scale of 1 to 5 with 5 being a high or good rating.)



# Closing



- We continue to see a similar number of responses year after year.
- The majority of comments submitted were very positive
- Good feedback on some areas where improvements are being and can be made.
- Overall, very positive response with a limited number of below average ratings.



**Thank You  
Questions**

# CITY OF AMES



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2015 Development Survey  
Planning Department and Inspection Division

## Table of Contents

|   |    |
|---|----|
| Purpose .....   | 3  |
| Methods.....  | 3  |
| Results.....  | 3  |
| I. Respondent characteristics.....  | 3  |
| II. Inspection Division Results .....                                     | 5  |
| Inspector’s Courteousness, Helpfulness and Professional Knowledge .....   | 5  |
| Front Counter Staff’s interaction/welcoming attitude and helpfulness..... | 9  |
| Outcome of proposal(s)/project(s) .....                                   | 10 |
| Experience with the Inspection Division.....                              | 11 |
| Comments or Suggestions for Improvements of Inspection Division.....      | 12 |
| III. Planning Department Results .....                                    | 15 |
| Planner’s Courteousness, Helpfulness and Professional Knowledge .....     | 15 |
| Front Counter Staff’s interaction/welcoming attitude and helpfulness..... | 18 |
| Type of proposal(s)/project(s) .....                                      | 19 |
| Outcome of proposal(s)/project(s) .....                                   | 20 |
| Experience with the Planning Department.....                              | 21 |
| Comments or Suggestions for Improvements of Planning Department .....     | 22 |
| Application Packet .....  | 24 |
| City displayed a “can-do” attitude .....                                  | 25 |
| Process Improvements .....  | 28 |
| Inspection Division.....  | 28 |
| Planning Department.....  | 28 |

## Purpose

The following report presents selected findings from an online survey of Planning Department and Inspection Division customers (n=118). The purpose of the survey was to evaluate the economic development process within the Planning Department and Inspection Division.

The results of the survey will be used to better understand the economic development process from the perspective of the inspection and planning customers based upon their most recent experience. The information will provide valuable insights that will help the Inspection Division and Planning Department implement process improvements to enhance the economic development experience for customers.

## Methods

The electronic survey was developed by the City of Ames. The survey was developed using Survey Monkey and was fielded from November 20, 2015 to December 4, 2015.

The survey instrument was designed to evaluate customer satisfaction for both the Planning Department and Inspection Division related to the economic development process. Planning and Inspection customers within the last year (November 2014 – October 2015) were invited to complete the survey. A survey link and an email introducing the survey were distributed by the Mayor of the City of Ames to planning and inspection customers as identified in Table 1. The email introducing the survey identified the customer as either a Planning Department or Inspection Division customer within the last year (see Appendix A). The two customers identified as both planning and inspection customers were instructed to provide their overall impressions to the survey questions. A reminder email message was sent to all 487 customers two weeks after the initial email message to encourage those who have not yet responded to do so.

Table 1. Customer distribution of survey

| Type of Customer                           | Number of Customers Contacted |
|--|-------------------------------|
| Inspection Division Customer               | 353                           |
| Planning Department Customers              | 132                           |
| Combined Inspection and Planning Customers | 2                             |
| <b>TOTAL</b>                               | <b>487</b>                    |

## Results

### I. Respondent characteristics

#### *Zip Code of business*

Respondents were asked to identify the zip code where their business is located. A total of 116 respondents answered this question and two respondents skipped this question. Nearly half (48.3%) of the respondents reported that their business was located within the 50010 zip code.

Table 2. Zip Code distribution

| Zip Code                 | Response Percentage | Response Number |
|--------------------------|---------------------|-----------------|
| 50010                    | 48.3%               | 56              |
| 50014                    | 23.3%               | 27              |
| Other                    | 28.4%               | 33              |
| <b>Answered Question</b> | 116                 |                 |
| <b>Skipped Question</b>  | 2                   |                 |

Respondents who answered other were asked to identify the zip code where their business is located. The responses are given below:

|       |       |       |       |
|-------|-------|-------|-------|
| 50124 | 66214 | 50236 | 50317 |
| 50156 | 50208 | 50266 | 48065 |
| 50111 | 50201 | 50134 | 50211 |
| 50056 | 50313 | 50021 | 50613 |
| 52404 | 75013 | 50201 | 63017 |
| 50248 | 50322 | 50321 | 50023 |
| 50322 | 50111 | 50327 |       |
| 46375 | 50248 | 50322 |       |
| 68801 | 50158 | 50310 |       |

***Department/Division primarily working with on proposal(s)/project(s)***

Respondents were asked to identify which department or division they were primarily working with on their most recent proposal(s) and/or project(s). There were 115 responses to this question; 43 respondents identified the Planning Department, 72 respondents identified the Inspections Division and 3 respondents skipped this question.

Table 3. Primary department/division

| Answer Choice            | Response Percentage | Response Count |
|--------------------------|---------------------|----------------|
| Planning                 | 37.4%               | 43             |
| Inspections              | 62.6%               | 72             |
| <b>Answered Question</b> | 115                 |                |
| <b>Skipped Question</b>  | 3                   |                |

## II. Inspection Division Results

### Inspector's Courteousness, Helpfulness and Professional Knowledge

#### *Assisted with proposal(s)/project(s)*

Respondents were asked to identify which inspection staff member(s) assisted them with their most recent proposal(s) and/or project(s). A total of 66 respondents answered this question; many respondents identified multiple staff members who assisted them with their proposal(s)/project(s). There were a total of 52 respondents who skipped this question.

Table 4. Inspection staff member(s) who assisted with proposal(s) and/or project(s)

| Answer Choices                                   | Responses Percentage | Response Count |
|--|----------------------|----------------|
| <b>Seana Perkins (Building Official)</b>         | 3.0%                 | 2              |
| <b>Bruce Kinkade (Plumbing/Mechanical)</b>       | 40.9%                | 27             |
| <b>Craig Hageman (Building)</b>                  | 22.7%                | 15             |
| <b>Adam Ostert (Plans)</b>                       | 21.2%                | 14             |
| <b>Travis VerSteegt (Building)</b>               | 12.1%                | 8              |
| <b>Nick Patterson (Electrical)</b>               | 34.9%                | 23             |
| <b>Scott Ripperger (Asst. Building Official)</b> | 10.6%                | 7              |
| <b>Tom Henriksen (Fire)</b>                      | 10.6%                | 7              |
| <b>Unknown</b>                                   | 10.6%                | 7              |
| <b>Other (please type name below)</b>            | 7.6%                 | 5              |
| <b>Answered Question</b>                         | 66                   |                |
| <b>Skipped Question</b>                          | 52                   |                |

Respondents who selected "other" were asked to identify the name of the inspection staff member(s) who assisted with their most recent proposal(s) and/or project(s). The responses are given below:

*Sarah Elia*

*Holly & Natalie w/Rental Inspections*

*Sara, Holly and Natalie*

*Sara Van Meeteren*

*Water Department*



### *Courteousness of inspection staff*

Respondents were asked how they would describe the Inspection staff's courteousness while assisting them with the proposal(s) and/or project(s). There were 66 responses to this question. The majority of respondents felt the inspection staff was very courteous (75.8%) and one person felt they were not courteous. There were a total of 52 respondents who skipped this question.

Table 5. Inspection staff member(s) courteousness while assisted with proposal(s) and/or project(s)

| Answer Choice       | Very Courteous | (no label) | Courteous | (no label) | Not Courteous | Total | Weighted Average |
|---------------------|----------------|------------|-----------|------------|---------------|-------|------------------|
| Response Percentage | 75.8%          | 15.1%      | 7.6%      | 0.00%      | 1.5%          | 100%  | 4.64%            |
| Response Count      | 50             | 10         | 5         | 0          | 1             | 66    |                  |
| Answered Question   |                |            |           | 66         |               |       |                  |
| Skipped Question    |                |            |           | 52         |               |       |                  |

Respondents were asked to explain their choice for selecting the inspection staff's courteousness while assisting them with the proposal(s) and/or project(s). The responses are given below:

*Very professional in interactions of inspection process*

*Seemed to help through the process*

*Very helpful and knowledgeable, he returned my phone call and answered every question I had.*

*Both were more than happy to answer any questions to help in any way possible.*

*The inspectors were professional*

*We spoke on the phone*

*Very, very helpful*

*Professional, on time when making appointments*

*Inspectors were excellent to work with and very helpful*

*They have been great to work with!*

*All inspection staff, starting with front counter help, to the inspectors treats me very courteously as well as very helpful and professional.*

*I have found them very professional in their attitudes.*

*Everyone gets further with courtesy, but nobody wants a courteous bomb*

### *Helpfulness of inspection staff*

Respondents were asked how they would describe the inspection staff’s helpfulness while assisting them with their proposal(s) and/or project(s). There were 65 responses to this question. The majority of respondents (47) felt the inspection staff was “very helpful “(72.4%) and one person felt they were “not helpful”. There were a total of 53 respondents who skipped this question.

Table 6. Inspection staff member(s) helpfulness while assisted with proposal(s) and/or project(s)

| Answer Choice       | Very Helpful | (no label) | Helpful | (no label) | Not Helpful | Total | Weighted Average |
|---------------------|--------------|------------|---------|------------|-------------|-------|------------------|
| Response Percentage | 72.4%        | 12.3%      | 12.3%   | 1.5%0      | 1.5%1       | 100%  | 4.52%            |
| Response Count      | 47           | 8          | 8       | 1          | 1           | 65    |                  |
| Answered Question   |              |            |         | 65         |             |       |                  |
| Skipped Question    |              |            |         | 53         |             |       |                  |

Respondents were asked to explain their choice for selecting the inspection staff’s helpfulness while assisting them with the proposal(s) and/or project(s). The responses are given below:

*Very professional in interactions of inspection process*

*Always there to help with the permit process*

*I didn’t need help. They performed the inspection professionally*

*Clearly explained what needed to be done*

*Helped me take my garage project from plan stage to issuing permits in a very timely and professional manner*

*I have found electrical and building guys real helpful, not expecting you to know it all*

*Seem reluctant to answer questions before installed. Seem to have requests that are not consistent*

*Did not return emails*

*Took time to understand the project and talk about new requirements*

### *Professional knowledge of inspection staff*

Respondents were asked how they would describe the inspection staff’s professional knowledge while assisting them with their proposal(s) and/or project(s). There were 65 responses to this question. The majority of respondents felt the inspection staff was very knowledgeable (61.5%) or knowledgeable (18.5%) whereas no one felt the inspection staffs was not knowledgeable (0%). There were a total of 53 respondents who skipped this question.

Table 7. Inspection staff member(s) professional knowledge while assisted with proposal(s) and/or project(s)

| Answer Choice       | Very Knowledgeable | (no label) | Knowledgeable | (no label) | Not Knowledgeable | Total | Weighted Average |
|---------------------|--------------------|------------|---------------|------------|-------------------|-------|------------------|
| Response Percentage | 61.5%              | 18.5%      | 16.9%         | 3.1%       | 0%                | 100%  | 4.38%            |
| Response Count      | 40                 | 12         | 11            | 2          | 0                 | 65    |                  |
| Answered Question   |                    |            |               | 65         |                   |       |                  |
| Skipped Question    |                    |            |               | 53         |                   |       |                  |

Respondents were asked to explain their choice for selecting the inspection staff’s professional knowledge while assisting them with the proposal(s) and/or project(s). The responses are given below:

*Very professional in interactions of inspection process*

*Very knowledgeable and has a high standard for work to be inspected*

*They were professional and appeared to know the codes*

*He had us included in fire stops*

*If they don’t know an answer they find it out*

*Very professional and knowledgeable*

*In our field (Fireplaces) inspectors are not up on most items*

*Could not make decisions before hand, had to see whole installation, and then made us correct issues instead of talking through it first*

*Very knowledgeable and always helpful to solve difficult issues that are subject to interpretation*

*These guys know stuff*

## Front Counter Staff's interaction/welcoming attitude and helpfulness

### *Interaction with front counter staff at City Hall*

Respondents were asked if they had interaction with the front counter staff at City Hall. There were a total of 67 responses to this question. Over half of the respondents (55.2%) reported “yes” to having interaction with the front counter staff at City Hall There were a total of 51 respondents who skipped this question.

Table 8. Interaction with the front counter staff at City Hall

| Answer Choice     | Response Percentage | Response Count |
|-------------------|---------------------|----------------|
| Yes               | 55.2%               | 37             |
| No                | 44.8%               | 30             |
| Answered Question | 67                  |                |
| Skipped Question  | 51                  |                |

### *Welcoming attitude by front counter staff*

Respondents were asked if they were met with a “welcoming” attitude by the front counter staff. There were a total of 35 responses to this question. The overwhelming response was “yes” (97.1%) and one respondent responded “no” that they were not met with a “welcoming” attitude by the front counter staff. There were a total of 83 respondents who skipped this question.

Table 9. Met with a “welcoming” attitude by the front counter staff

| Answer Choice     | Response Percentage | Response Count |
|-------------------|---------------------|----------------|
| Yes               | 97.1%               | 34             |
| No                | 2.9%                | 1              |
| Answered Question | 35                  |                |
| Skipped Question  | 83                  |                |

Respondents were asked to explain their choice for selecting if they were met with a “welcoming” attitude by the front counter staff. The responses are given below:

*Very professional*

*Very polite and courteous*

*All of the front counter staff, both over the phone and in person treat me very courteously and professional with a welcoming attitude*

*Always ready to help*

*They were quick to greet me when I arrived*

### *Helpfulness of front counter staff*

Respondents were asked how they would describe the helpfulness of the front counter staff. There were a total of 35 responses to this question. The majority (23) rated the front counter staff as “very helpful” (65.7%) whereas one respondent rated the front counter staff as “not helpful” (2.9%). There were a total of 83 respondents who skipped this question.

Table 10. Front counter staff’s helpfulness

| <b>Answer Choice</b>       | <b>Very Helpful</b> | <b>(no label)</b> | <b>Helpful</b> | <b>(no label)</b> | <b>Not Helpful</b> | <b>Total</b> | <b>Weighted Average</b> |
|----------------------------|---------------------|-------------------|----------------|-------------------|--------------------|--------------|-------------------------|
| <b>Response Percentage</b> | 65.7%               | 17.1%             | 8.6%           | 5.7%              | 2.9%               | 100%         | 4.37%                   |
| <b>Response Count</b>      | 23                  | 6                 | 3              | 2                 | 1                  | 35           |                         |
| <b>Answered Question</b>   |                     |                   |                | 35                |                    |              |                         |
| <b>Skipped Question</b>    |                     |                   |                | 83                |                    |              |                         |

Respondents were asked to explain their choice for selecting the front counter staff’s helpfulness. The responses are given below:

*Very professional*

*Helped me understand the permit process and who to contact*

*The front desk staff who you have to call for an inspection cannot schedule a time for the inspection. Everyone at the city has a calendar to schedule things, other city’s can schedule when I call the front desk.*

*It would be better if they could answer some basic questions, rather than have to give you the inspector’s voice mail*

*They always do a quick scan for errors on the papers I provide*

### **Outcome of proposal(s)/project(s)**

#### *Final outcome of proposal(s)/project(s)*

Respondents were asked to describe the final outcome of their proposal(s)/project(s). A total of 64 respondents answered this question; several respondents selected more than one answer for this question. The majority of the respondents indicated that their proposal(s)/project(s) were approved by City Staff (96.9%). There were a total of 54 respondents who skipped this question.

Table 11. Outcome of proposal(s)/project(s)

| Answer Choices                        | Response Percentage | Response Count |
|---------------------------------------|---------------------|----------------|
| Approved by City staff                | 96.9%               | 62             |
| Approved by Building Board of Appeals | 0.00%               | 0              |
| Approved by City Council              | 0.00%               | 0              |
| Denied by City staff                  | 1.6%                | 1              |
| Denied by Building Board of Appeals   | 1.6%                | 1              |
| Denied by City Council                | 0.00%               | 0              |
| Other (please specify below)          | 3.1%                | 2              |
| Answered Question                     | 64                  |                |
| Skipped Question                      | 54                  |                |

Respondents who selected “other” were asked to specify the final outcome of their proposal(s) and/or project(s). The responses are given below:

*Approved by inspector*

*We have not completed yet*

### Experience with the Inspection Division

#### Overall experience

Respondents were asked to describe their overall experience with the Inspection Division. There were a total of 67 responses to this question. The majority of the respondents described their overall experience with the Inspection Division as “excellent” (76.1%), a small number described their experience with the Inspection Division as “satisfactory” (20.9%) and only two described their overall experience with the Inspection Division as “unsatisfactory” (3.0%). There were a total of 51 respondents who skipped this question.

Table 12. Overall experience with Inspection Division

| Answer Choices    | Responses Percentage | Response Count |
|-------------------|----------------------|----------------|
| Excellent         | 76.1%                | 51             |
| Satisfactory      | 20.9%                | 14             |
| Unsatisfactory    | 3.0%                 | 2              |
| Answered Question | 67                   |                |
| Skipped Question  | 51                   |                |

***Satisfaction level with Inspection Division***

Respondents were asked to select (all that apply) from a list which contributed to their satisfaction level with the Inspection Division. A total of 48 respondents answered this question; many respondents selected multiple items for this question. The responses to this question are provided below in Table 13. There were a total of 70 respondents who skipped this question.

Table 13. Contributions to satisfaction with Inspection Division

| <b>Answer Choices</b>  | <b>Response Percentage</b> | <b>Response Count</b> |
|--|----------------------------|-----------------------|
| <b>Clearly written local ordinances</b>  | 20.8%                      | 10                    |
| <b>City staff's helpful attitude</b>   | 77.1%                      | 37                    |
| <b>Reasonable cost of permit(s)</b>  | 41.7%                      | 20                    |
| <b>Timeliness of response</b>  | 79.2%                      | 38                    |
| <b>Clear policies and/or procedures</b>  | 43.8%                      | 21                    |
| <b>Accurate billing process</b>  | 43.8%                      | 21                    |
| <b>Early communication of expectations</b>   | 45.8%                      | 22                    |
| <b>City staff's willingness to help identify solutions to help facilitate your project</b> | 62.5%                      | 30                    |
| <b>Other (please specify below)</b>  | 4.2%                       | 2                     |
| <b>Answered Question</b>   | 48                         |                       |
| <b>Skipped Question</b>  | 70                         |                       |

Respondents who selected “other” were asked to specify what contributed to their satisfaction level with the City of Ames Inspection Division. The responses are given below:

*Myself and others would appreciate having the meetings of the Building Board of Appeals and Property Maintenance Appeals Board televised on Channel 12. We are often busy during the meeting times, but would still like to take in the meetings and the decisions that are made at them.*

*Always cooperates with on site activities*

**Comments or Suggestions for Improvements of Inspection Division**

***Comments or Suggestion to improve next overall experience with Inspection Division***

Respondents were asked to share their comments or suggestions to help the Inspection Division improve their next overall experience. There were a total of 7 responses to this question and 110 respondents skipped this question. The responses are given below:

*Accept credit cards for payments*

*Very pleasant experience, I don't see any need for improvements*

*I probably should have a better grasp on how to find codes that I am unsure of. Many years ago, the staff gave me (or maybe I bought it) a small pamphlet called "Code Check", that had the basic codes to follow. I know that it is now out of date. I wish the City had something simple like that where I could go to find answers to questions. But always, if I am unsure I call Craig Hageman and he is always very helpful.*

*I do not feel the furnace installers should have to line a chimney when only the water heater goes into it. I do not mind lining it but when there is an existing high efficiency furnace and the water heater was already the only appliance connected to the chimney, the water heater installer should have to install the line instead of getting a pass.*

*They do a great job!*

*Ability to pay for permits/fees with a credit card or online*

*It is difficult to reach any inspection people from 7:30 to 9:00 a.m.*

### ***Improve Satisfaction with Inspection Division***

Next respondents were asked to select all that apply from a list of options that could help improve their satisfaction level with the Inspection Division. A total of 10 respondents answered this question; many respondents selected multiple answers for this question and 108 respondents skipped this question (See Table 14).

Table 14. Item that could help improve satisfaction with Inspection Division

| Answer Choices  | Responses Percentage | Response Count |
|---|----------------------|----------------|
| Change the local ordinances                           | 20.0%                | 2              |
| Display a more helpful attitude                       | 30.0%                | 3              |
| Reduce the cost of permit(s)                          | 40.0%                | 4              |
| Improve the timeliness of response                    | 30.0%                | 3              |
| Add clarity to the policies or procedures             | 50.0%                | 5              |
| Increase accuracy in the billing process              | 0.0%                 | 0              |
| Show more willingness to identify potential solutions | 40.0%                | 4              |
| Early communications of expectations                  | 50.0%                | 5              |
| Other (please specify below)                          | 10.0%                | 1              |
| Answered Question                                     | 10                   |                |
| Skipped Question                                      | 108                  |                |



Respondents who selected “other” were asked to specify what could help improve their satisfaction level with the Inspection Division. The response is given below:

*None really*

### ***Suggestions for improvements of Inspection Division***

Respondents were asked to share their comments as to how the Inspection Division can improve their next overall experience. There were a total of 4 responses to this question and 113 respondents skipped this question. The responses are given below:

*None, I am satisfied with the staff*

*It was good*

*Be consistent, show more willingness to identify potential solutions, find rough-in inspection issues at rough-in not at the final inspection. When a new policy gets implemented or something that has not been enforced previously, tell everyone more formally, rather than just decide one day to start enforcing things.*

*Give respect to everyone and keep personal opinions to yourself. Don't share them with others.*

### III. Planning Department Results

#### Planner’s Courteousness, Helpfulness and Professional Knowledge

##### *Assisted with proposal(s)/project(s)*

Respondents were asked to identify which planning staff member(s) assisted them with their most recent proposal(s) and/or project(s). A total of 38 respondents answered this question; many respondents identified multiple staff members who assisted them with their proposal(s)/project(s). There were a total of 80 respondents who skipped this question.

Table 15. Planning staff member(s) who assisted with proposal(s) and/or project(s)

| Answer Choices                 | Responses Percentage | Response Count |
|--------------------------------|----------------------|----------------|
| Ray Anderson                   | 36.8%                | 14             |
| Jeff Benson                    | 26.3%                | 10             |
| Charlie Kuester                | 55.3%                | 21             |
| Kelly Diekmann                 | 36.8%                | 14             |
| Justin Moore                   | 18.4%                | 7              |
| Karen Marren                   | 29.0%                | 11             |
| Unknown                        | 5.3%                 | 2              |
| Other (please type name below) | 7.9%                 | 3              |
| Answered Question              | 38                   |                |
| Skipped Question               | 80                   |                |

Respondents who selected “other” were asked to identify the name of the planning staff member(s) who assisted with their most recent proposal(s) and/or project(s). The responses are given below:

*Various*

*Sara Kramer*

*Kris Evans, Lyle Hanes, Neil Weiss*

##### *Courteousness of planning staff*

Respondents were asked how they would describe the planning staff’s courteousness while assisting them with the proposal(s) and/or project(s). There were 38 responses to this question. The majority of respondents felt the planning staff was very courteous (47.4%). There were a total of 80 respondents who skipped this question.

Table16. Planning staff member(s) courteousness while assisted with proposal(s) and/or project(s)

| Answer Choice       | Very Courteous | (no label) | Courteous | (no label) | Not Courteous | Total | Weighted Average |
|---------------------|----------------|------------|-----------|------------|---------------|-------|------------------|
| Response Percentage | 47.4%          | 26.3%      | 18.4%     | 5.3%       | 2.6%          | 100%  | 4.11%            |
| Response Count      | 18             | 10         | 7         | 2          | 1             | 38    |                  |
| Answered Question   |                |            |           | 38         |               |       |                  |
| Skipped Question    |                |            |           | 80         |               |       |                  |

Respondents were asked to explain their choice for selecting the planning staff’s courteousness while assisting them with the proposal(s) and/or project(s). The responses are given below:

*Did not respond to our request and kept putting our questions off*

*Charlie is very professional*

*Very helpful and seemed glad to offer input*

*They try to smile*

***Helpfulness of planning staff***

Respondents were asked how they would describe the planning staff’s helpfulness while assisting them with their proposal(s) and/or project(s). There were 38 responses to this question. The majority of respondents (17) felt the planning staff was “very helpful “(44.7%) and one person felt they were “not helpful”. There were a total of 80 respondents who skipped this question.

Table 17. Planning staff member(s) helpfulness while assisted with proposal(s) and/or project(s)

| Answer Choice       | Very Helpful | (no label) | Helpful- | (no label) | Not Helpful | Total | Weighted Average |
|---------------------|--------------|------------|----------|------------|-------------|-------|------------------|
| Response Percentage | 44.7%        | 13.2%      | 29.0%    | 10.5%      | 2.6%        | 100%  | 3.87%            |
| Response Count      | 17           | 5          | 11       | 4          | 1           | 38    |                  |
| Answered Question   |              |            |          | 38         |             |       |                  |
| Skipped Question    |              |            |          | 80         |             |       |                  |

Respondents were asked to explain their choice for selecting the planning staff’s helpfulness while assisting them with the proposal(s) and/or project(s). The responses are given below:

*We had talked to Planning before starting the project and were told one thing and then were told something else later. The “rules” change and depend on who you are*

*He’s knowledgeable about city requirements and is able to explain them well. What he is not completely clear on he will investigate and promptly get back to me*

*Answered several phone calls and questions and patiently explained answers*

*The Planning Department has been taking more and more time to help with answers intermediate points of a project*

*Once an issue was settled, staff had to think really hard to come up with another issue to stop all progress. Time and time again*

*The submittal process for site plans and plats continued to be drawn out and has an overabundance of paperwork and approvals. Staff is also pressing their personal preference on projects that are outside of the required code.*

*See above*

*Emails were not answered or even acknowledged*

### ***Professional knowledge of planning staff***

Respondents were asked how they would describe the planning staff's professional knowledge while assisting them with their proposal(s) and/or project(s). There were 38 responses to this question. The majority of respondents felt the planning staff was very knowledgeable (36.9%), or knowledgeable (31.6%) and one person felt the planning staff was not knowledgeable (2.6%). There were a total of 80 respondents who skipped this question.

Table 18. Planning staff member(s) professional knowledge while assisted with proposal(s) and/or project(s)

| <b>Answer Choice</b>       | <b>Very Knowledgeable</b> | <b>(no label)</b> | <b>Knowledgeable</b> | <b>(no label)</b> | <b>Not Knowledgeable</b> | <b>Total</b> | <b>Weighted Average</b> |
|----------------------------|---------------------------|-------------------|----------------------|-------------------|--------------------------|--------------|-------------------------|
| <b>Response Percentage</b> | 36.9%                     | 26.3%             | 31.6%                | 2.6%              | 2.6%                     | 100%         | 3.92%                   |
| <b>Response Count</b>      | 14                        | 10                | 12                   | 1                 | 1                        | 38           |                         |
| <b>Answered Question</b>   |                           |                   |                      | 38                |                          |              |                         |
| <b>Skipped Question</b>    |                           |                   |                      | 80                |                          |              |                         |

Respondents were asked to explain their choice for selecting the planning staff’s professional knowledge while assisting them with the proposal(s) and/or project(s). The responses are given below:

*While staff was very knowledgeable on process the issues we ran into was their knowledge of what the City’s existing infrastructure was at the site. As a result of this the project experienced significant cost increases due to field conditions that varied from the direction/information proved by staff. The City’s inspectors knew exactly what was in the field but planning never consulted with them and as a result the info they provided us and what they approved on our plans was incorrect. Recommendation moving forward would be planning involve the inspections during site plan review so these issues don’t happen again.*

*Talking to other homeowners and based on what planning told them and told us, each group is told something different. Ames is known in outside of the City of Ames for making up interpretations. Some contractors outside the area do not want to do work in Ames and talking with our cities about their zoning ordinances and asking questions, they asked what city the dispute is in and when told Ames they say they are not surprised with what they have heard.*

*The staff does not always know the code which then takes extra time to get an answer*

*Occasionally the correct process is not known and causes wasted time and money*

*Too many regulations to be fully knowledgeable about all of them*

*What he didn’t know he found the answer right away*

**Front Counter Staff’s interaction/welcoming attitude and helpfulness**

***Interaction with front counter staff at City Hall***

Respondents were asked if they had interaction with the front counter staff at City Hall. There were a total of 40 responses to this question. Over half of the respondents (55%) reported “yes” to having interaction with the front counter staff at City Hall. There were a total of 78 respondents who skipped this question.

Table 19. Interaction with the front counter staff at City Hall

| <b>Answer Choice</b>     | <b>Response Percentage</b> | <b>Response Count</b> |
|--------------------------|----------------------------|-----------------------|
| <b>Yes</b>               | 55.0%                      | 22                    |
| <b>No</b>                | 45.0%                      | 18                    |
| <b>Answered Question</b> | 40                         |                       |
| <b>Skipped Question</b>  | 78                         |                       |

***Welcoming attitude of front counter staff***

Respondents were asked if they were met with a “welcoming” attitude by the front counter staff. There were a total of 20 responses to this question. The overwhelming response was “yes” (100%). There were a total of 98 respondents who skipped this question.

Table 20. Met with a “welcoming” attitude by the front counter staff

| Answer Choice            | Response Percentage | Response Count |
|--------------------------|---------------------|----------------|
| Yes                      | 100%                | 20             |
| No                       | 0%                  | 0              |
| <b>Answered Question</b> |                     | 20             |
| <b>Skipped Question</b>  |                     | 98             |

Respondents were asked to explain their choice for selecting if they were met with a “welcoming” attitude by the front counter staff. The responses are given below:

*Always, I've not been in town long and they call me by name every time I'm in*

#### **Helpfulness of front counter staff**

Respondents were asked how they would describe the helpfulness of the front counter staff. There were a total of 20 responses to this question. The majority (12) rated the front counter staff as “very helpful” (60%). There were a total of 98 respondents who skipped this question.

Table 21. Front counter staff’s helpfulness

| Answer Choice              | Very Helpful | (no label) | Helpful | (no label) | Not Helpful | Total | Weighted Average |
|----------------------------|--------------|------------|---------|------------|-------------|-------|------------------|
| <b>Response Percentage</b> | 60.0%        | 10.0%      | 30.0%   | 0.00%      | 0.00%       | 100%  | 4.30%            |
| <b>Response Count</b>      | 12           | 2          | 6       | 0          | 0           | 20    |                  |
| <b>Answered Question</b>   |              |            |         | 20         |             |       |                  |
| <b>Skipped Question</b>    |              |            |         | 98         |             |       |                  |

Respondents were asked to explain their choice for selecting the front counter staff’s helpfulness. The responses are given below:

*They are knowledgeable about the workings of the city and always point me in the right direction*

*One of the best City Halls I have ever worked with, Excellent*

#### **Type of proposal(s)/project(s)**

Respondents were asked to select the type of application they submitted. A total of 36 respondents answered this question; many respondents selected multiple types of applications. The responses are provided below in Table 22. There were a total of 82 respondents who skipped this question.

Table 22. Type of application submitted

| Answer Choices  | Response Percentage | Response Count |
|---|---------------------|----------------|
| <b>Certificate of Appropriateness (historic preservation)</b> | 5.6%                | 2              |
| <b>Major Site Plan or Planned Residential Development</b>     | 33.3%               | 12             |
| <b>Special Use Permit</b>                                     | 11.1%               | 4              |
| <b>Minor Site Plan</b>  | 52.8                | 19             |
| <b>Preliminary or Final Plat</b>                              | 36.1%               | 13             |
| <b>Flood Plain Development Permit</b>                         | 16.7%               | 6              |
| <b>Rezoning</b>   | 25.0%               | 9              |
| <b>Land Use Policy Plan Change</b>                            | 16.7%               | 6              |
| <b>Other (please specify below)</b>                           | 13.9%               | 5              |
| <b>Answered Question</b>                                      | 36                  |                |
| <b>Skipped Question</b>                                       | 82                  |                |

Respondents who selected “other” were asked to identify the type of application they submitted. The responses are given below:

*Interpretation/enforcement*

*Permitted Home Occupation*

*Sign Permit*

*Preparing to submit building and electrical permit request*

*Demo permit*

### **Outcome of proposal(s)/project(s)**

#### ***Final outcome of proposal(s)/project(s)***

Respondents were asked to describe the final outcome of their proposal(s)/project(s). There were a total of 32 responses to this question. The majority of the respondents indicated that their proposal(s)/project(s) were approved by City Staff (50%). There were a total of 86 respondents who skipped this question.

Table 23. Outcome of proposal(s)/project(s)

| Answer Choices                                   | Response Percentage | Response Count |
|--|---------------------|----------------|
| Approved by City staff                           | 50.0%               | 16             |
| Approved by Zoning Board of Adjustments          | 15.7%               | 5              |
| Approved by the Historic Preservation Commission | 0.00%               | 0              |
| Approved by City Council                         | 25.0%               | 8              |
| Denied by City staff                             | 3.1%                | 1              |
| Denied by Zoning Board of Adjustments            | 0.00%               | 0              |
| Denied by Historic Preservation Commission       | 3.1%                | 1              |
| Denied by City Council                           | 3.1%                | 1              |
| Answered Question                                | 32                  |                |
| Skipped Question                                 | 86                  |                |

#### **Experience with the Planning Department**

Respondents were asked to describe their experience with the Planning Department. There were a total of 39 responses to this question. Almost half (46.2%) of the responses rated their experience with the Planning Department as “satisfactory” and 35.9% rated their experience with the Planning Department as “excellent” and 17.9% rated their experience with the Planning Department as “unsatisfactory”. The responses are provided below in Table 24. There were a total of 79 respondents who skipped this question.

Table 24. Overall experience with Planning Department

| Answer Choices    | Responses Percentage | Response Count |
|-------------------|----------------------|----------------|
| Excellent         | 35.9%                | 14             |
| Satisfactory      | 46.2%                | 18             |
| Unsatisfactory    | 17.9%                | 7              |
| Answered Question | 39                   |                |
| Skipped Question  | 79                   |                |

#### **Contributed to satisfaction with Planning Department**

Respondents were asked to select from a list which contributed to their satisfaction level with the Planning Department. A total of 29 respondents answered this question; many respondents selected multiple answers for this question. The responses to this question are provided below in Table 25. There were a total of 89 respondents who skipped this question.



Table 25. Contributions to satisfaction with Planning Department

| Answer Choices  | Response Percentage | Response Count |
|---|---------------------|----------------|
| Well written local ordinances   | 10.3%               | 3              |
| City staff's helpful "can do" attitude  | 41.4%               | 12             |
| Timeliness of response  | 55.2%               | 16             |
| Clear policies and/or procedures  | 27.6%               | 8              |
| Early communication of expectations   | 41.4%               | 12             |
| City staff's willingness to help identify solutions to help facilitate your project | 41.4%               | 12             |
| Other (please specify below)  | 17.2%               | 5              |
| Answered Question   | 29                  |                |
| Skipped Question  | 89                  |                |

Respondents who selected "other" were asked to specify what contributed to their satisfaction level with the Planning Department. The responses are given below:

*I think city staff is poor at all the above items. They are helpful and nice but cannot get things done. They are not willing to find solutions but rather want to find ways to stop development from occurring.*

*I received paperwork I needed*

*Many requirements for submittals seemed very unclear*

*The outcome was satisfied, eventually*

*Acceptance of document sheets larger than 24x36 or that is just reduced to 24x36 for records was great!  
Reworking sheet layouts for City submittals is a huge time commitment*

### **Comments or Suggestions for Improvements of Planning Department**

#### ***Improve next overall experience with Planning Department***

Respondents were asked to share their comments as to how the Planning Department can improve their next overall experience. There were a total of 7 responses to this question and 111 respondents skipped this question. The responses are given below:

*Have clear answers to questions and answer questions with real answers not more questions*

*Work to improve timing of responses to days instead of weeks*

*Keep doing what you're doing*

*Improve communication among departments. Determine correct applications earlier in the process*

*There may be rules regarding sending plan review comments via email, but we did have a slight delay due to never receiving a mailed hard copy of comments. We ended up speaking with staff and got the comments scanned and emailed, but if they were automatically emailed to begin with that might streamline things a bit.*

*You are doing a good job, if you don't know the answer you research it and call me back.*

*Planning needs to work on timelines of responses. Emailing responses prior to sending out letters by mail would be helpful. Also in some instances, being reasonable with the application of ordinances would help development. The City of Ames often claims they are pro development, yet they have THE most restrictive and costly storm water ordinance in the metro. There are also burdensome landscaping requirements, as well as instances of sidewalk requirements that are not warranted in certain areas. All of these requirements add 10s of thousands, if not 100s of thousands of dollars to projects. This adversely affects affordable housing and development in the Ames community. If Ames truly wants to be pro development and pro growth some of these policies should be reviewed.*

***Improve Satisfaction with Planning Department***

Respondents were asked to select all that apply from a list of options that could help improve their satisfaction level with the Planning Department. A total of 5 respondents answered this question; many respondents selected multiple answers for this question. The responses to this question are provided below in Table 26. There were a total of 113 respondents who skipped this question.

Table 26. Contributions to satisfaction with Planning Department

| <b>Answer Choices</b>  | <b>Response Percentage</b> | <b>Response Count</b> |
|--|----------------------------|-----------------------|
| <b>Change the local ordinances</b>                           | 20.0%                      | 1                     |
| <b>Display a more helpful, “can-do” attitude</b>             | 40.0%                      | 2                     |
| <b>Improve the timeliness of response</b>                    | 100.00%                    | 5                     |
| <b>Add clarity to the policies or procedures</b>             | 40.0%                      | 2                     |
| <b>Show more willingness to identify potential solutions</b> | 80.0%                      | 4                     |
| <b>Early communication of expectations</b>                   | 40.0%                      | 2                     |
| <b>Other (please specify below)</b>                          | 60.0%                      | 3                     |
| <b>Answered Question</b>                                     | 5                          |                       |
| <b>Skipped Question</b>                                      | 113                        |                       |

Respondents who selected “other” were asked to specify what could help improve their satisfaction level with the Planning Department. The responses are given below:

*Follow the law, not play games, don't lie, and yeah, follow state law*

*Still not resolved; have heard nothing from the city for over a month*

*We moved to Ames and bought a home in the historic district but never informed of the restrictions on changes to our house. Better education of new residents would have saved us many thousands of dollars in wasted expenditure.*

***Comments or Suggestions for improvements of Planning Department***

Respondents were asked to share their comments or suggestions as to how the Planning Department can improve their next overall experience. There were a total of 3 responses to this question and 115 respondents skipped this question. The responses are given below:

*Change the staff because the current staff has a way of doing things and they won't change. Sometimes people have been doing a job for too long that they will do anything to protect their prior work and opinions. Fresh people that don't have the taint of the prior closed minded ways.*

*Time of response must be improved*

*Don't tell people that issues will be resolved soon when you really expect they will take months or perhaps years*

***Application Packet***

Respondents were asked if the application packet was useful, clear, and understandable. There were a total of 35 responses to this question. The majority (71.4%) responded “yes” the application packet was useful, clear, and understandable. There were a total of 83 respondents who skipped this question.

Table 27. Application packet useful, clear, and understandable

| <b>Answer Choice</b>     | <b>Response Percentage</b> | <b>Response Count</b> |
|--------------------------|----------------------------|-----------------------|
| <b>Yes</b>               | 71.4%                      | 25                    |
| <b>No</b>                | 8.6%                       | 3                     |
| <b>N/A</b>               | 20.0%                      | 7                     |
| <b>Answered Question</b> | 35                         |                       |
| <b>Skipped Question</b>  | 83                         |                       |

Respondents were asked to explain their choice for selecting if they found the application packet useful, clear, and understandable. The responses are given below:

*Not needed for this type of project*

*There are instances where completing the application is only the first round of questions-save us all time and revise the application to reflect everything needed rather than the back and forth. Comment pertains to Public Works more than Planning.*

***Project follow the processing schedule***

Respondents were asked if the project followed the processing schedule that was included in the Planning Application packet. There were a total of 30 responses to this question. The majority of respondents (73.3%) responded “yes” their project followed the processing schedule that was included in the Planning Application. There were a total 88 respondents who skipped this question.

Table 28. Project followed the processing schedule that was included in the Planning Application

| Answer Choice            | Response Percentage | Response Count |
|--------------------------|---------------------|----------------|
| Yes                      | 73.3%               | 22             |
| No                       | 26.7%               | 8              |
| <b>Answered Question</b> |                     | 30             |
| <b>Skipped Question</b>  |                     | 88             |

Respondents were asked to explain their choice for selecting if their project followed the processing schedule that was included in the Planning Application. The responses are given below:

*No application required for project*

*Not even close. Months delays and no one seems to care. Staff is always “too busy” with “other things”.*

*The schedule for each submittal was timely; the coordination of multiple applications for the same project added a significant amount of coordination to keep the project moving forward.*

*It has not been resolved yet. I am still waiting on information from the City.*

*Most of the time straight forward projects follow the schedule.*

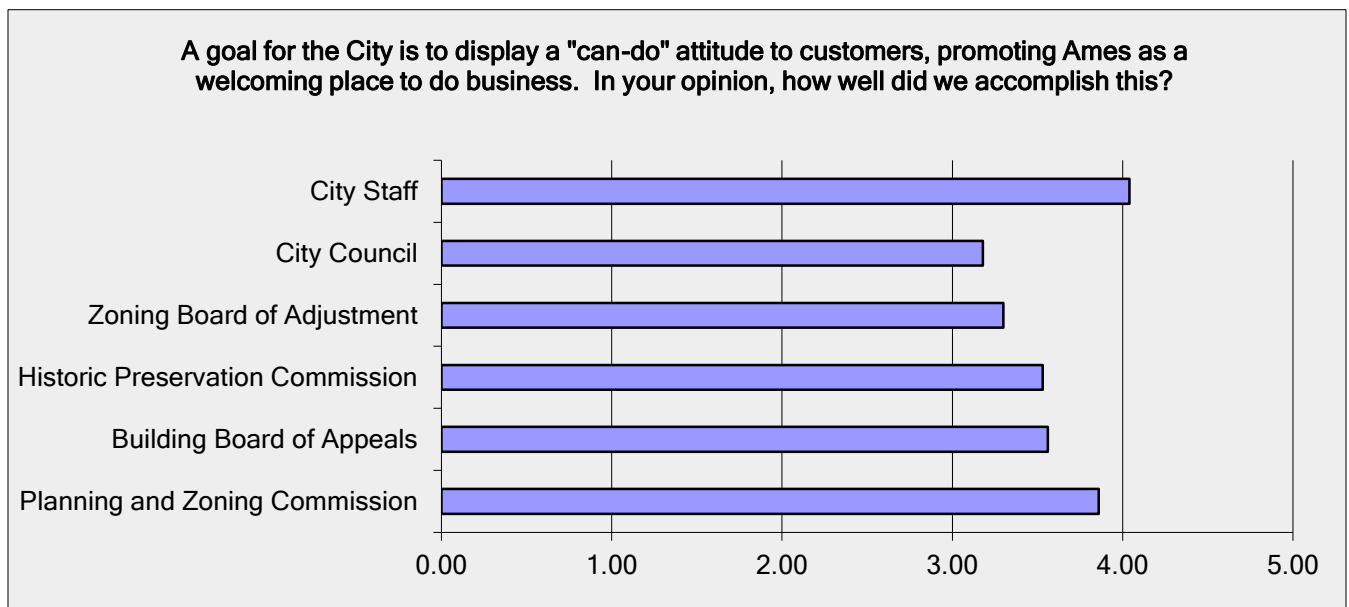
*With all of the hoops and processes of the City, it is challenging to bring a new project in and have it completed in the same year. The process needs to be streamlined and noticing times need to be shortened to allow projects to happen timely.*

#### **City displayed a “can-do” attitude**

Respondents were given a list of six items (See Table 29) and asked to rate (Excellent to Unsatisfactory) their opinion to the following question: *A goal of the City is to display a “can-do” attitude to customers, promoting Ames as a welcoming place to do business. In your opinion, how well did we accomplish this goal?* There were a total of 91 responses to this question and 27 respondents skipped this question.

Table 29. Accomplishment of “can-do” attitude to customers, promoting Ames as a welcoming place to do business

| Answer Choices                   | Excellent | (no label) | Satisfactory | (no label) | Unsatisfactory | N/A       | Total | Weighted Average |
|----------------------------------|-----------|------------|--------------|------------|----------------|-----------|-------|------------------|
| Planning and Zoning              | 24.4%/ 19 | 21.8%/ 17  | 9.0%/ 7      | 6.4%/ 5    | 3.8%/ 3        | 34.6%/ 27 | 78    | 3.86%            |
| Building Board of Appeals        | 6.1%/ 4   | 6.1%/ 4    | 7.6%/ 5      | 4.5%/ 3    | 0.00%/ 0       | 75.7%/ 50 | 66    | 3.56%            |
| Historic Preservation Commission | 6.0%/ 4   | 10.4%/ 7   | 3.0%/ 2      | 3.0%/ 2    | 3.0%/ 2        | 74.6%/ 50 | 67    | 3.53%            |
| Zoning Board of Adjustment       | 7.4%/ 5   | 13.4%/ 9   | 3.0%/ 2      | 3.0%/ 2    | 7.5%/ 5        | 65.7%/ 44 | 67    | 3.30%            |
| City Council                     | 5.9%/ 4   | 17.6%/ 12  | 11.8%/ 8     | 8.8%/ 6    | 5.9%/ 4        | 50.0%/ 34 | 68    | 3.18%            |
| City Staff                       | 47.1%/ 41 | 25.3%/ 22  | 10.3%/ 9     | 8.1%/ 7    | 5.7%/ 5        | 3.5%/ 3   | 87    | 4.04%            |
| <b>Answered Question</b>         |           |            |              | 91         |                |           |       |                  |
| <b>Skipped Question</b>          |           |            |              | 27         |                |           |       |                  |



Respondents were asked to provide suggestions for how the City of Ames can better display a “can-do” attitude. The responses are given below:

*Respond to letters, not play games, follow state and federal laws, etc.*

*Work toward how to get the project done, not how to not get work done*

*None keep up the good work*

*Just keep what you guys have been doing. My experience has been very good*

*The Planning staff and the DRC process I found to be unsatisfactory as far as the “can-do” process. The DRC I imagine as a vehicle to expedite and coordinate the process of building in the City. That was not the case. The process took approximately 4 months and several items surfaced during construction that I felt were covered at these meetings. City workers in the field seemed not to be aware of the information that was covered.*

*I feel the City only wants high tech industries in Ames and makes it very hard on anyone else.*

*This past year, it has appeared to us in the local construction community how a particular Ames contractor can leverage his influence on City management to put unnecessary pressure on City inspection staff in their efforts to fairly carry out their duties. To many of us, this has really deteriorated our trust in upper City management.*

*For inspections: Keep your personal feelings on people and contractors to yourself*

*Planning and Zoning is an appointed committee that does not reflect the views of the entire community, it is a step that adds unnecessary time to the process as everything is repeated again at the Council level.*

*Understand the project and have solutions that are acceptable to the department. Be willing to consider different than normal solutions.*

*I was working on getting a permit for a cell tower. These are generally very difficult and they draw a lot of local and vocal opposition. Karen, the Planning Department and the ZBA were all very professional and the process followed the requirements as outlined in your code. I was very pleased by the way this was handled in Ames.*

## Process Improvements

### Inspection Division

The Inspection Division customers provided a number of suggestions for improvements. Some possible process improvements suggested were:

- Televise the Building Board of Appeals meetings on Channel 12
- Improve customer discussions by keeping personal opinions to yourself
- Improve communication with customers by returning/answering telephone calls between 7:30 to 9:00 a.m. and returning email messages promptly
- Provide a “Code Check” pamphlet of basic codes
- Accept credit card payments and on-line payments
- Improve communication with building and trade professionals to provide consistent messaging

### Planning Department

The Planning Department customers provided a number of suggestions for improvements. Some possible process improvements suggested were:

- Improve response time to customers by returning/answering telephone calls and email messages promptly
- Improve efficiency for processing applications (i.e. email comments instead of US mail)
- Provide consistent answers to customers
- Improve the clarity of the requirements for submittals
- Improve communication among departments (Public Works, Inspection, Planning)
- Communicate information from DRC to inspectors in the field

## **APPENDIX A: EMAIL MESSAGES SENT TO INSPECTION/PLANNING CUSTOMERS**

### **THE FOLLOWING EMAIL IS USED FOR THE INSPECTION DIVISION CUSTOMERS [Total email 353]:**

Dear Customer,

The City of Ames thanks you for your business! To support the City Council's goal of promoting economic development to create a stable and vibrant community, we need your feedback. Candid comments about the process can help us continue to maintain our high standards and progress in areas that need improvement.

As a customer of our Inspection Division in the last year, we would appreciate a few minutes of your time in answering an anonymous survey. If you have been involved in more than one project in the last year, please provide your overall impressions. The survey will allow space where you can provide more specific examples.

Please click on the link below (or type the address into your browser), fill in your answers to the questions, and submit them electronically by December 4, 2015.

We appreciate your participation.

Ann H. Campbell, Mayor

[https://www.surveymonkey.com/r/2015\\_Development\\_Process\\_Survey](https://www.surveymonkey.com/r/2015_Development_Process_Survey)

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### **THE FOLLOWING EMAIL IS USED FOR THE PLANNING AND HOUSING DEPARTMENT CUSTOMERS [Total email 132]:**

Dear Customer,

The City of Ames thanks you for your business! To support the City Council's goal of promoting economic development to create a stable and vibrant community, we need your feedback. Candid comments about the process can help us continue to maintain our high standards and progress in areas that need improvement.

As a customer of our Planning & Housing Department in the last year, we would appreciate a few minutes of your time in answering an anonymous survey. If you have been involved in more than one project in the last year, please provide your overall impressions. The survey will allow space where you can provide more specific examples.

Please click on the link below (or type the address into your browser), fill in your answers to the questions, and submit them electronically by December 4, 2015.

We appreciate your participation.

Ann H. Campbell, Mayor

[https://www.surveymonkey.com/r/2015\\_Development\\_Process\\_Survey](https://www.surveymonkey.com/r/2015_Development_Process_Survey)



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**THE FOLLOWING EMAIL IS USED FOR THE COMBINED PLANNING & HOUSING AND INSPECTION DIVISION CUSTOMERS [Total email 2]:**

Dear Customer,

The City of Ames thanks you for your business! To support the City Council's goal of promoting economic development to create a stable and vibrant community, we need your feedback. Candid comments about the process can help us continue to maintain our high standards and progress in areas that need improvement.

As a customer of our Planning & Housing Department and our Inspection Division in the last year, we would appreciate a few minutes of your time in answering an anonymous survey. If you have been involved in more than one project in the last year, please provide your overall impressions. The survey will allow space where you can provide more specific examples.

Please click on the link below (or type the address into your browser), fill in your answers to the questions, and submit them electronically by December 4, 2015.

We appreciate your participation.

Ann H. Campbell, Mayor

[https://www.surveymonkey.com/r/2015\\_Development\\_Process\\_Survey](https://www.surveymonkey.com/r/2015_Development_Process_Survey)

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**THE FOLLOWING REMINDER EMAIL MESSAGE WILL BE SENT TO ALL CUSTOMERS THAT RECEIVED THE ORIGINAL EMAIL MESSAGE [Total 487]**

We value your feedback!

On November 20, 2015, you should have received an email inviting you to participate in the City of Ames Planning & Housing Department/Inspection Division Survey.

If you have not already done so, please click the link below (or type the address into your browser) to complete the survey by December 4, 2015.

[https://www.surveymonkey.com/r/2015\\_Development\\_Process\\_Survey](https://www.surveymonkey.com/r/2015_Development_Process_Survey)

If you have already completed the survey, thank you for your participation and please disregard this email.

Your views and insights are critical to helping us provide better service to the citizens of Ames.

Thank you for completing the survey!

Ann H. Campbell, Mayor

**COUNCIL ACTION FORM**

**SUBJECT: 2016 STORM WATER UTILITY RATE ADJUSTMENTS**

**BACKGROUND:**

The development of land in the City has resulted in an expanded amount of impervious surface which has increased the cost of both operations and capital for the Storm Water utility. The increased expenditures will help to reduce overland flooding and maintain compliance with storm water runoff regulations.

On February 2, 2016, staff presented City Council with an overview of the Storm Water Drainage Utility Fund. At the end of the discussion, City Council directed staff to prepare a rate increase ordinance. The increase would be effective for utility bills mailed on and after July 1, 2016. The attached rate table from Ordinance Section 28.802 accomplishes the City Council's direction and supports the CIP projects previously approved by the City Council.

The proposed rate changes in the ordinance were reviewed in several steps of the budget process including the budget public hearing. **City staff presented several options to Council and direction was provided to maintain the established rate tier structure and proceed with a single rate increase. While the percentage increase in rates will be over 30%, the dollar impact and percentage increase associated with a customer's total City utility bill will be small.**

**ALTERNATIVES:**

1. Approve the attached rate ordinance on first reading, thereby increasing storm water utility rates effective July 1, 2016.
2. Direct staff to make modifications to the rate ordinance.
3. Do not take any action to adjust storm water utility rates at this time.

**MANAGER'S RECOMMENDED ACTION:**

The proposed rate increases are necessary to fund the on-going operations and maintenance budget plus the anticipated capital improvements projects. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving on first reading the attached rate ordinance increasing storm water utility rates effective July 1, 2016.

**ORDINANCE NO.**

**AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY REPEALING CHAPTER 28, SECTION 802(1) AND ENACTING A NEW SECTION 28.802 (1) THEREOF, FOR THE PURPOSE OF STORM WATER DRAINAGE UTILITY RATE ADJUSTMENTS ; REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; AND ESTABLISHING AN EFFECTIVE DATE.**

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

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by repealing Section 28.802(1) enacting a new Section 28.802(1) as follows:

**“SEC. 28.802. RATES ESTABLISHED.**

(1) The rate charged for the storm water drainage system provided to customers of City utility services to be billed on or after July 1, 2016, is as follows: for each utility account which is billed for one or more City utility services, a monthly rate shall be charged, paid and collected as a rate for a storm water drainage system according to the following table:

| Tier | Impervious Area/Account Range (SF) | Charge per Account |
|------|------------------------------------|--------------------|
| 1    | 150 - 10,000                       | \$4.70             |
| 2    | 10,000.01 - 30,000                 | \$9.40             |
| 3    | 30,000.01 - 90,000                 | \$14.10            |
| 4    | 90,000 and above                   | \$42.25            |

”

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

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

Passed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Diane R. Voss, City Clerk

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

**COUNCIL ACTION FORM**

**SUBJECT: REVISIONS TO ELECTRIC ENERGY COST ADJUSTMENT (ECA)**

**BACKGROUND:**

Section 28, Division 1 of the City of Ames Municipal Code covers the general conditions for electric rates and charges. Section 28.102, titled Energy Cost Adjustment reflects the method used to adjust rates caused by fluctuations in the fuel cost. This section is necessary to avoid constant changes to the City Electric rates.

The existing language was originally included in the Municipal Code in 1985 and was last modified November 12, 2012. The current language functioned well when the City purchased coal, because coal was contracted to the City on a “delivered basis”, meaning that all delivery costs were included in the base fuel cost. **The transition to natural gas results in daily price volatility for this fuel and its delivery which now requires a change in how the Energy Cost Adjustment is calculated. In order to correctly account for the fluctuations in natural gas and its separated delivery costs, the language of Section 28.102 must be updated to account for this change.**

It is worth noting that the ECA is a “look back” calculation, meaning that the adjustment is calculated using costs that were charged during the previous 12 months. By adopting this revision to the ordinance, the ECA will be updated going forward. To properly calculate the ECA, all costs for natural gas and its delivery incurred to date, will be captured in the new ECA calculation.

In addition, since the time the ECA was first adopted, other cost variables have been included in the ECA calculation such as transmission credits, the cost of wind energy, and energy market purchases and sales. The proposed Code revision does not change the overall rate methodology, but updates the language to align with current and planned future operating conditions.

As previously report to Council, the natural gas conversion is expected lead to fuel costs that are higher than coal and result in an increased ECA of around 4% higher than the current rate. This higher cost of natural gas is offset by improved ability to purchase power off the grid when prices are favorable, and lower long-term capital costs related to air quality making the conversion the best long-term option for our customers.

**ALTERNATIVES:**

1. Approve first passage of the revision to the Electric Rate Ordinance by deleting Section 28.102 in its entirety and replacing it with the attached language.

2. Deny the revision and begin work on an Electric Rate increase.

**MANAGER'S RECOMMENDED ACTION:**

The Energy Cost Adjustment is the preferred method to capture certain variable costs that are difficult to project in rates. Without the ability to adjust to the every changing energy market, rate making will be more difficult and will likely lead to more over and under collecting of revenue.

Therefore, it is the recommendation of the City Manager that City Council adopt Alternative No. 1, thereby approving first passage of the revision to the Electric Rate Ordinance.

**It should be noted that, during budget hearings, the staff emphasized that while there will be no electric rate increase in FY 2016/17, because of the increased cost for natural gas, customers might see up to a 4% increase with their electric bills due to a higher ECA.**

The current Section language is in red and the proposed language is in blue. Staff is proposing striking all of the existing language in the Section (in the red ~~strikethrough~~) and replacing it with new language found in blue below.

**Sec. 28.102. ENERGY ~~COST ADJUSTMENT~~ BILLING (ENERGY UNIT RATE, ENERGY COST ADJUSTMENT, & ENERGY RATE ADJUSTMENT).**

~~The net monthly billing based on rates will be increased or decreased by an amount corresponding to the increase or decrease in the average cost to the Ames Municipal Electric System for power plant fuel in the preceding month. The incremental charge will be computed by multiplying the number of kilowatt hours used by the customer times the difference between the base fuel cost and the average fuel cost of the preceding month. The base fuel cost is \$0.0495 per kilowatt hour. The average fuel cost shall be determined by multiplying the unit fuel cost in the previous month times the quantity of fuel used in the twelve (12) month period prior to the previous month divided by the actual kilowatt hour sales during the same period.~~

The net monthly billing based on rates will be increased or decreased according to the Energy Unit Rate and Energy Cost adjustment, calculated as of the prior month. For purposes of this section, the following definitions apply:

“Energy Unit Rate” means the portion of the retail electric rates that produces revenue to offset fuel and electrical energy related expenses. The Energy Unit Rate for all retail rate schedules shall be \$0.0495 per kilowatt-hour (kWh).

“Energy Cost Adjustment (ECA)” means the amount the customer’s billed energy charges are adjusted to compensate for variations in the cost of energy to the Ames Municipal Electric System. The ECA shall be adjusted monthly for variations in the utility’s net cost of energy associated with electrical energy purchases/sales, transmission expenses/revenues, and adjustments; fuel purchases/sales, delivery expenses, and adjustments; and fuel waste disposal expenses/revenues and adjustments. The ECA shall be determined by multiplying the customer’s billed energy consumption (kWh) times the Energy Rate Adjustment (\$/kWh).

“Energy Rate Adjustment” means the Energy Unit Rate (\$/kWh) subtracted from the quotient of the Utility’s net cost of energy (\$), as defined in the ECA, invoiced for the prior twelve-month period divided by the total retail energy (kWh) sales for the corresponding twelve-month period.

*(Ord. No. 2921, Sec. 2, 4-9-85; Ord. No. 2975, Sec. 1, 5-19-87; Ord. No. 2977, Sec. 1, 6-9-87; Ord. No. 3199, Sec. 1, 9-24-92; Ord. No. 4130, 11-27-12)*

**ORDINANCE NO.**

**AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY REPEALING CHAPTER 28, SECTION 102 AND ENACTING A NEW CHAPTER 28 SECTION 102 THEREOF, FOR THE PURPOSE OF ENERGY COST ADJUSTMENT; REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; AND ESTABLISHING AN EFFECTIVE DATE.**

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

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by repealing Chapter 28, Section 102 and enacting a new Chapter 28, Section 102 as follows:

**“Sec. 28.102. ENERGY BILLING (ENERGY UNIT RATE, ENERGY COST ADJUSTMENT, & ENERGY RATE ADJUSTMENT).**

The net monthly billing based on rates will be increased or decreased according to the Energy Unit Rate and Energy Cost Adjustment, calculated as of the prior month. For purposes of this section, the following definitions apply:

“Energy Unit Rate” means the portion of the retail electric rates that produces revenue to offset fuel and electrical energy related expenses. The Energy Unit Rate for all retail rate schedules shall be \$0.0495 per kilowatt-hour (kWh).

“Energy Cost Adjustment (ECA)” means the amount the customer’s billed energy charges are adjusted to compensate for variations in the cost of energy to the Ames Municipal Electric System. The ECA shall be adjusted monthly for variations in the utility’s net cost of energy associated with electrical energy purchases/sales, transmission expenses/revenues, and adjustments; fuel purchases/sales, delivery expenses, and adjustments; and fuel waste disposal expenses/revenues and adjustments. The ECA shall be determined by multiplying the customer’s billed energy consumption (kWh) times the Energy Rate Adjustment (\$/kWh).

“Energy Rate Adjustment” means the Energy Unit Rate (\$/kWh) subtracted from the quotient of the Utility’s net cost of energy (\$), as defined in the ECA, invoiced for the prior twelve-month period divided by the total retail energy (kWh) sales for the corresponding twelve-month period.  
*(Ord. No. 2921, Sec. 2, 4-9-85; Ord. No. 2975, Sec. 1, 5-19-87; Ord. No. 2977, Sec. 1, 6-9-87; Ord. No. 3199, Sec. 1, 9-24-92; Ord. No. 4130, 11-27-12).”*

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

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

Passed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Diane R. Voss, City Clerk

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