

AGENDA
JOINT MEETING OF THE AMES CITY COUNCIL AND AMES HUMAN RELATIONS COMMISSION, MEETING OF THE AMES AREA METROPOLITAN PLANNING ORGANIZATION TRANSPORTATION POLICY COMMITTEE, AND REGULAR MEETING OF THE AMES CITY COUNCIL COUNCIL CHAMBERS - CITY HALL - 515 CLARK AVENUE
MAY 23, 2017

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.

**JOINT MEETING OF THE AMES CITY COUNCIL
AND THE AMES HUMAN RELATIONS COMMISSION**

CALL TO ORDER: 5:30 p.m.

1. Presentation of Ames Human Relations Commission Annual Report:
 - a. Discussion of Report
 - b. Discussion of request from Commission regarding Municipal Equality Index
 - c. Discussion of "Safety Community Resolution"

ADJOURNMENT:

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

*The AAMPO Meeting will immediately follow the Joint Meeting of the Ames City Council and the Ames Human Relations Commission.

1. Hearing on FY 2018 Transportation Planning Work Program (TPWP):
 - a. Motion approving Final FY 2018 TPWP
2. Motion approving Draft FY 2018-2021 Transportation Improvement Program and setting July 11, 2017, as date of public hearing
3. Motion approving amendment to AAMPO 2015-2019 Passenger Transportation Plan and setting June 13, 2017, as date of public hearing
4. Motion approving amendments to FY 2017-2020 Transportation Improvement Program and setting June 13, 2017, as date of public hearing
5. Motion approving Transit Asset Management (TAM) Performance Targets

POLICY COMMITTEE COMMENTS:

ADJOURNMENT:

REGULAR CITY COUNCIL MEETING*

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

PROCLAMATION AND PRESENTATION:

1. Proclamation for “Preeclampsia Awareness Month,” May 2017
2. Presentation of *SolSmart Silver* Award

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

3. Motion approving payment of claims
4. Motion approving Minutes of Regular Meeting of May 9, 2017, and Special Meeting of May 16, 2017
5. Motion approving Report of Contract Change Orders for May 1-15, 2017
6. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class B Liquor – Gateway Hotel & Conference, 2100 Green Hills Drive
 - b. Class C Liquor – Old Chicago, 1610 S. Kellogg Avenue
 - c. Class C Liquor – Fuji Japanese Steakhouse, 1614 S. Kellogg Avenue
 - d. Class C Liquor & B Wine – Della Viti, 323 Main Street, #102
 - e. Class C Liquor – The Sports Page Bar & Grill, 3720 Lincoln Way
7. Motion approving Outdoor Service Privilege for Della Viti, 323 Main Street #102
8. Motion approving 5-day (June 17 - 21) Special Class C Liquor License for Olde Main at ISU Alumni Center, 420 Beach Avenue
9. Motion approving 5-day (June 24 - 28) Special Class C Liquor License for Olde Main at ISU Alumni Center, 420 Beach Avenue
10. Motion approving 5-day (June 3 - 7) Special Class C Liquor License for Gateway Market MLK at ISU Alumni Center, 420 Beach Avenue
11. Motion approving new Class B Beer Permit & Outdoor Service for Grandpa Noodle Gallery, 926 S. 16th Street
12. Motion approving Encroachment Permit for a sign at 3500 University Boulevard (ISU Research Park)
13. Motion approving Encroachment Permit for an entrance sign at 1111 Duff (Mary Greeley Medical Center)
14. Requests from Iowa State Running Club for Mile on Main Street on September 16:
 - a. Motion approving blanket Temporary Obstruction Permit for the closed area
 - b. Resolution approving closure of Burnett Avenue from Main Street to 11th Street; Clark Avenue from 8th Street to 11th Street; and 8th Street, 9th Street, 10th Street, and 11th Street from Clark Avenue to Burnett Avenue, from 8:45 a.m. to 10:00 a.m.
 - c. Resolution approving closure of 21 metered parking spaces on Burnett Avenue and waiver of fees
 - d. Resolution approving the use of Tom Evans Plaza from 7:00 a.m. to 10:00 a.m.
15. Requests from Main Street Cultural District for Summer Sidewalk Sales on July 27-29:
 - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License for the Central Business District
 - b. Resolution approving suspension of parking regulations in Central Business District from 8:00 a.m. to 6:00 p.m. on Saturday, July 29
 - c. Resolution approving waiver of parking meter fees and fee for blanket Vending License

16. Requests from Main Street Cultural District for Firefly Country Nights:

- a. Friday, July 14:
 - i. Motion approving 5-day (July 14 - 18) Class B Beer Permit & Outdoor Service for Main Street Cultural District at Bandshell Park, 6th Street and Duff Avenue
 - ii. Resolution approving closure of E. 5th Street between Duff Avenue and Carroll Avenue from 6:00 a.m. to 11:59 p.m.
 - iii. Resolution approving closure of on-street parking spaces within the closed area
- b. Friday, July 14 Back-Up Location:
 - i. Motion rescinding approval of blanket Temporary Obstruction Permit and blanket Vending License granted to London Underground
 - ii. Motion approving blanket Temporary Obstruction Permit and blanket Vending License to Main Street Cultural District
 - iii. Resolution rescinding Resolution No. 17-106 approving closure of Main Street between Kellogg Avenue and Douglas Avenue from 6:00 a.m. to 11:59 p.m. granted to London Underground
 - iv. Resolution approving closure of Main Street between Kellogg Avenue and Douglas Avenue from 6:00 a.m. to 11:59 p.m. for Main Street Cultural District
 - v. Resolution rescinding Resolution No. 17-107 approving closure of 45 metered parking spaces within the closed area granted to London Underground
 - vi. Resolution approving closure of 45 metered parking spaces within the closed area for Main Street Cultural District
 - vii. Resolution approving waiver of 45 parking meter fees and fee for blanket Vending License for Main Street Cultural District
- c. Friday, September 8:
 - i. Motion rescinding approval of blanket Temporary Obstruction Permit and blanket Vending License granted to London Underground
 - ii. Motion approving blanket Temporary Obstruction Permit and blanket Vending License for the closed area for Main Street Cultural District
 - iii. Motion approving 5-day (Sept. 8 - 12) Class B Beer Permit & Outdoor Service for Main Street Cultural District for 400 block of Douglas Avenue
 - iv. Resolution rescinding Resolution No. 17-119 approving closure of Main Street between Kellogg Avenue and Douglas Avenue from 6:00 a.m. to 11:59 p.m. granted to London Underground
 - v. Resolution approving closure of Douglas Avenue between Main Street and 5th Street from 6:00 a.m. to 11:59 p.m. for Main Street Cultural District
 - vi. Resolution rescinding Resolution No. 17-120 approving closure of 45 metered parking spaces within the closed area granted to London Underground
 - vii. Resolution approving closure of 12 metered parking spaces within the closed area for Main Street Cultural District
 - viii. Resolution approving waiver of parking meter fees and fee for blanket Vending License for Main Street Cultural District

17. Requests from Main Street Cultural District for Ames Grand Prix Sidewalk Sales on June 10:

- a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License for the Central Business District from 1:30 p.m. to 9:00 p.m.
- b. Resolution approving waiver of fee for blanket Vending License

18. Requests from Ames Patriotic Council for Memorial Day Parade on May 29:

- a. Motion approving blanket Temporary Obstruction Permit for the closed area
- b. Resolution approving closure of Pearle Avenue and 5th Street from east of Pearle Avenue through the Clark Avenue intersection from 9:00 a.m. to 11:00 a.m. for parade line-up

- c. Resolution approving temporary closure of Clark Avenue from 5th Street to 9th Street from 10:30 a.m. to 11:00 a.m. for movement of the parade
 - d. Resolution approving temporary closure of 9th Street between Clark Avenue and Maxwell Avenue from 10:45 a.m. to 11:00 a.m. for movement of the parade
 - e. Resolution approving temporary closure of 6th Street at Clark Avenue and Duff Avenue at 9th Street, as the parade moves through those intersections
19. Ames Foundation Grant:
 - a. Motion authorizing Police Department to seek reimbursement from Ames Foundation for expenses associated with the purchase of Ballistic Plates and Community Policing training
 20. Resolution approving revisions to City of Ames addressing guidelines
 21. Program #1 - Water Service Transfer:
 - a. Resolution approving reimbursement to property owner at 818-8th Street for project unit cost for a Type B water service in the amount of \$3,500
 22. Resolution approving extension to the Palmer Group Employment Services Agreement in an amount not-to-exceed \$80,000
 23. Resolution approving extension of the Purchase Agreement with Habitat for Humanity of Central Iowa for the property at 306 Wellons Drive
 24. Resolution approving one-year lease extension for Welch Parking Lot T, 209 Welch Avenue
 25. Resolution proposing vacation of Bike Path Easement at Ames Middle School and setting date of public hearing for June 13
 26. Resolution awarding annual Software Services Agreement for MISO Market Participant Services to MCG Energy Solutions, LLC, of Minneapolis, Minnesota, in the amount of \$123,600 for Electric Services Department
 27. Resolution approving contract for rights to sell advertising on CyRide buses to Houck Transit Advertising of Shoreview, Minnesota
 28. Resolution approving purchase of four Police Patrol Units from Ames Ford Lincoln in the total amount of \$109,440
 29. 2015/16 West Lincoln Way Improvements (Franklin Avenue):
 - a. Resolution approving Purchase Agreement with KAH I, LLC
 - b. Resolution approving Purchase Agreement with Iowa Ice Company, LLC
 - c. Resolution approving Purchase Agreement with TOMCO, LLC
 - d. Resolution approving Purchase Agreement with Stonebrook Community Church, Ames, IA
 - e. Resolution approving Purchase Agreement with Dotson Family Trust - A
 - f. Resolution approving Purchase Agreement with TOMCO Partnership
 - g. Resolution approving Purchase Agreement with First National Bank
 - h. Resolution approving Purchase Agreement with Marcia M. Barber, and Jolene R. Beveridge and Richard D. Beveridge
 - i. Resolution approving Purchase Agreement with Clinic Building Company, Inc.
 - j. Resolution approving Purchase Agreement with Lincoln Park Co-Op, Inc.
 - k. Resolution awarding contract to Con-Struct, Inc., of Ames, Iowa, in the amount of \$1,797,793
 30. Resolution approving preliminary plans and specifications for Valve Maintenance, Related Services and Supplies for Power Plant; setting June 28, 2017, as bid due date and July 11, 2017, as the date of public hearing
 31. Resolution approving contract and bond for 2016/17 Cemetery Lane Improvements
 32. Resolution accepting completion of Power Plant Fuel Conversion – Mechanical Installation General Work Contract
 33. Resolution accepting completion of 2015/16 Clear Water Diversion Program (Duff Avenue, East 9th Street, McDonald Drive)

34. Water Pollution Control Biosolids Disposal Operations:
 - a. Resolution accepting completion of Year 1 Contract with NutriJect Systems, Inc.
 - b. Resolution approving renewal of contract with NutriJect Systems, Inc., for Year 2
35. Resolution approving partial completion of public improvements and reducing security for Crane Farm Subdivision
36. Resolution approving Plat of Survey for 2710 and 2714 White Oak Circle

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:

37. Miracle Field and Inclusive Playground:
 - a. Resolution approving design
 - b. Discussion of parking regulations for 24th Street and Broadmoor Avenue
38. Motion providing guidance to staff regarding Healthy Life Center Planning Study Request for Proposals

PLANNING & HOUSING:

39. Staff Report pertaining to request for amendment to Depot Development Agreement

HEARINGS:

40. Hearing on Major Site Development Plan for 5400 Mortensen Road:
 - a. Resolution approving Plan with landscaped common area to be located on Outlot A of Crane Farm Subdivision, First Addition
41. Hearing on Major Site Development Plan for 600 South Maple Avenue:
 - a. Resolution approving Plan to construct new monopole cell tower on City-owned land
42. Hearing on Zoning Text Amendments for definitions of “pre-existing” and “two-family dwelling, if pre-existing:”
 - a. First passage of ordinance
43. Hearing on Zoning Text Amendments to revise site landscape requirements for all uses:
 - a. First passage of ordinance
44. Hearing on Final Amendments to Fiscal Year 2016/17 Budget:
 - a. Resolution amending current budget for Fiscal Year ending June 30, 2017
45. Hearing on adoption, by reference, of 2015 Editions of International Building, Residential, Fire, Existing Building, Mechanical, and Fuel Gas Codes; and Uniform Plumbing Code, with local edits:
 - a. First passage of ordinance pertaining to *Municipal Code* Chapter 5
 - b. First passage of ordinance pertaining to *Municipal Code* Chapter 8
46. Hearing on Water Pollution Control Facility Structural Rehabilitation Project, Phase 1:
 - a. Resolution approving final plans and specifications and awarding contract to Western Specialty Contractors of Des Moines, Iowa, in the amount of \$419,000
47. Hearing on Water Pollution Control Primary Clarifier Blasting/Coating:
 - a. Resolution approving final plans and specifications and awarding contract to Mongan Painting Co., of Cherokee, Iowa, in the amount of \$538,431

48. Hearing on Specialized Wet Dry Vacuum, Hydro Blast, and Related Cleaning Services for Power Plant:
 - a. Motion accepting report of bids and delaying award
49. Hearing on Scaffolding and Related Services and Supplies for Power Plant:
 - a. Resolution approving final plans and specifications and awarding contract to All American Scaffold of Des Moines, Iowa, in an amount not to exceed \$75,000

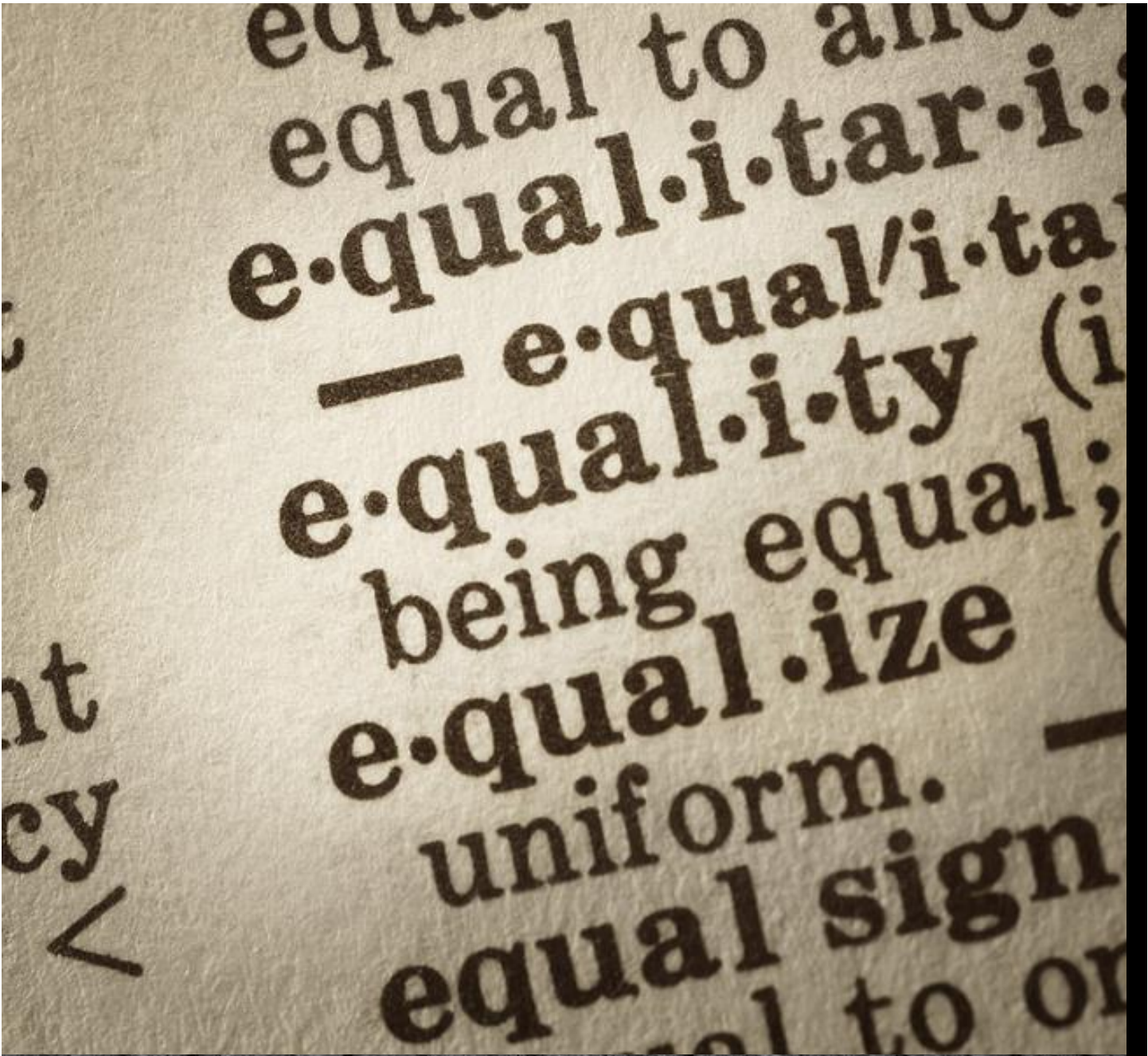
ORDINANCES:

50. First passage of Storm Water Utility Rates Ordinance
51. First passage of Electric Rate Ordinance
52. First passage of revised Fireworks Ordinance under *Municipal Code* Chapter 17.6
53. Second passage of ordinance rezoning property at 3505 South Duff Avenue from Agricultural (A) to Highway-Oriented Commercial (HOC)
54. Second passage of ordinance pertaining to on-street parking in Neighborhood Commercial Zoning District
55. Second passage of ordinance pertaining to building height and roof design for mini-storage warehouse facilities in Highway-Oriented Commercial Zoning District
56. Third passage and adoption of ORDINANCE NO. 4304 assigning recently approved annexed areas (Resolutions No. 16-686 and 17-126) to Wards and Precincts
57. Third passage and adoption of ORDINANCE NO. 4305 increasing compensation for Mayor and City Council

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*.**



2016 - 2017 ANNUAL REPORT

AMES HUMAN RELATIONS COMMISSION

2016 - 2017 ANNUAL REPORT

AMES HUMAN RELATIONS COMMISSION

STRATEGIC PLAN

To be completed by June 30, 2017

CITY OF AMES MUNICIPAL CODE, CHAPTER 14

The purpose of this chapter is to implement the provision of the Iowa Civil Rights Act and to further provide for the general welfare of persons in the City of Ames, Iowa, by prohibiting certain discriminatory practices, and to establish a commission for the investigation of complaints of discrimination; and, **to undertake projects of education to prevent discrimination**; and, to establish procedures for the conciliation of such complaints; and to enforce the provisions hereof.

Powers and Duties under Code: To issues such publications and reports of investigations and research as in the judgment of the Commission shall tend to promote good will among the various racial, religious, and ethnic groups of the state and which shall tend to minimize or eliminate discrimination in public accommodations, employment, apprenticeship and on-the-job training programs, vocational schools, or housing because of race, creed, color, sex, national origin, religion, ancestry, disability or sexual orientation.

The Human Relations Commission commits to undertake activities in the following areas:

Receive, investigate, and determine the merits of discrimination complaints

- Twice per year, meet with investigators to obtain a summary of complaints and discuss educational opportunities for the community.
- One to two times per year, request data from the Iowa Civil Rights Commission regarding complaints filed from the Ames area.

CONTENTS

2015-2016 Strategic Plan

Community Outreach Partnerships

Responses to Discriminatory Acts

Ames Civil Rights Complaints, 2014-16

Inclusive Ames Recommendations

2016 Human Rights Campaign Municipality Index

A Home for Everyone Award

Ames Human Relations Award

“Ahora es cuando”
“Now is when”

- Study information obtained from investigators and the Iowa Civil Rights Commission and develop actions to respond to areas of concern.

Study the existence, character, causes, and extent of discriminatory practices in the community; make legislative proposals to the City Council when deemed necessary.

- Identify individuals or groups who are willing to share experiences or unreported complaints related to:
 - Housing
 - Employment
 - Public Accommodation
 - Race or ethnic minority
 - Disabilities
 - Gender identity
- Use the information gained from the Commission's findings to plan educational and promotion efforts for the community.
- Attend conferences and symposiums and share with the Commission any information gained regarding state and national civil rights or discriminatory trends.

Issue reports, conduct educational activities, and participate in and/or sponsor community events which promote good will among various racial, religious, ethnic, disabled, age-oriented, or affectional orientated groups; minimize or eliminate discriminatory practices.

- Develop an annual calendar outlining the Commission's events, activities, and topics, including seminars, existing activities undertaken by the Commission, and activities taken on by partnering organizations.
- Develop a standard to recognize those in the community who have championed non-discrimination in the areas the Commission has chosen to focus its efforts (Housing, employment, public accommodation)
- Promote the Commission as a resource to the community through:
 - Maintaining a public presence (website, literature, events, speaking engagements)
 - Outreach via media outlets
 - Activities with community partners (organizations and individuals with aligned interests)
- Present findings of the commission's self-education efforts to the public.
- Develop materials and resources that educate the community about the Commission's efforts, resources, and topics of importance to accomplishing the Commission's charge.
- Develop a list of organizations and individuals that could partner with the Commission to accomplish its charge or that may find value in being apprised of the Commission's activities.

Prepare and submit an annual report to the Mayor and City Council describing its proceedings, investigations, hearings, studies, educational efforts, and other activities.

- Issue an annual report to the City Council in accordance with the requirements of the Commission ordinance.

COMMUNITY OUTREACH

To achieve the charge to “study the existence, character, causes, and extent of discriminatory practices in the community” and “projects of education to prevent discrimination” the Ames Human Relations Commission focused on outreach to the community.

- Community Conversations were held in May at ISU, the Library, and during Food at First. The purpose of these informal conversations were to create a presence and increased awareness of the Commission, and to meet with people in the community to obtain information about concerns and provide education in relation to community resources. Brochures and bookmarks were distributed.
- Outreach initiatives included participating in Farmers Market on Main Street August 13 and Reuse, Recycle, Repurpose Market in conjunction with the Main Street Cultural District August 28th. Bookmarks and brochures were distributed to educate the community on the focus of the Commission and how to submit concerns or participate in meetings. These events facilitated greater awareness of the Commission’s presence and purpose in the community.
- In September the Commissioners participated in the Iowa Resource for International Students (IRIS) Peace Walk at Ada Hayden Park and conducted three Know Your Rights orientation sessions to international ISU students. One was also provided in January.

Commissioners contacted with similar size cities Civil Rights Offices including Cedar Rapids, Davenport, Iowa City, Mason City, Sioux City, and Dubuque to understand strategies they have used to connect with their communities. It was noted that these cities all have at least one staff person committed to civil rights diversity relations and discrimination prevention. A Know Your Rights power point was obtained from Cedar Rapids and modified for use in Ames. Discrimination quizzes, games, and coloring books were used at community events to provide education. Amy Tehan-Harris created adult and youth quizzes to use at public events to foster discussion and education.

October 17, the Human Relations Commission collaborated with the Ames Library to host two Know Your Rights sessions presented by the Iowa Civil Rights Commission at the Ames Library and ISU. There were 15 participants at the Library and 40 at ISU.

PARTNERSHIPS

The Commission identified a need to understand not only potential and actual discriminatory issues in the community in addition to identifying community organizations to understand existing concerns and programs to prevent discrimination and establish partnerships. The goal of these partnerships is to undertake projects of education to prevent discrimination. These have included meeting with:

- Ames Chamber/Main Street Cultural District (August 16)
- Dr. Reg Stewart, Iowa State University Vice President for Diversity and Inclusion (August 25),
- Mr. Chuck Cychosz, Ames Chief of Police (October 22),
- Ames Library (October 26)
- Ames Progressive Alliance and KHOI (November 17)
- Ames Community School District was contacted but had no response.

Outcomes from these meetings have assisted the Commission with evaluating the Commission's purpose and mechanisms of action such as determining the questions to ask, and re-evaluating what the Commission's focus – Compliance vs. Advocacy and Education focus; creating partnerships with the Library to host Talk Race in January, and with the Ames Progressive Alliance and interested community members to implement a sub-committee, Inclusive Ames. The later partnership has been effective in bringing together many diverse voices to identify and discuss issues as well as identifying actions to improve community support and resources.

Chief Cychosz discussed arrests noting that they are predominantly white as opposed to African American in every category; however it is difficult to determine the percent of population secondary to the fluidity of a college community. Mental health related crises are a substantial concern secondary to decreased healthcare and community resources, police are the end of the line for response. They are collaborating with community partners to manage responses to and support for these individuals. Calls for these situations have increased from 200-300/year to 1,600. Transitional programs for support are a high area of need. The Police Department is meeting with the National Association for the Advancement of Colored People (NAACP) to discuss concerns and communicate activities.

Responses to Discriminatory Practices

August 1, the Commission formalized a response to Confederate Flag Display on Main Street and in October a response to racist fliers at ISU. These included a letter to the Ames Tribune, Iowa State Daily, and Des Moines Register. Responses were also posted on the Ames city website. In November it was determined that it was more important to discuss how these incidents impact the community climate rather than focusing on whether or not they have the right to discriminatory speech.

In December, the Ames Islamic Center received threats and the Commission Chair, reached out to discuss concerns with Imam Jaily and joined the Imam on a radio broadcast. The Commission invited the Imam, or a representative to attend a meeting to discuss concerns and understand how support may be provided.

Ames Civil Rights Complaints to the Iowa Civil Rights Commission 2014-December 2016

Ames has received no civil rights complaints in the past year. Citizens are able to initiate complaints to the city, or directly to the Iowa Civil Rights Commission. As a matter of procedure, reports made to the city will be sent to the State for investigation, but would be tracked by the Commission. Reports have been made to the Iowa Civil Rights Commission involving Ames that the Ames Human Relations Commission is not notified of. The Commission has initiated contact with the State to obtain aggregate summaries of this information for the purpose of understanding the areas of complaints and concerns identified.

The Areas of Discrimination (Figure 1), identify the predominant concerns to be related to employment (N=19) with a three year upward trend, of which only one in 2014 has been investigated by the Equal Employment Opportunity Commission (EEOC).

Figure1. Areas of Discrimination

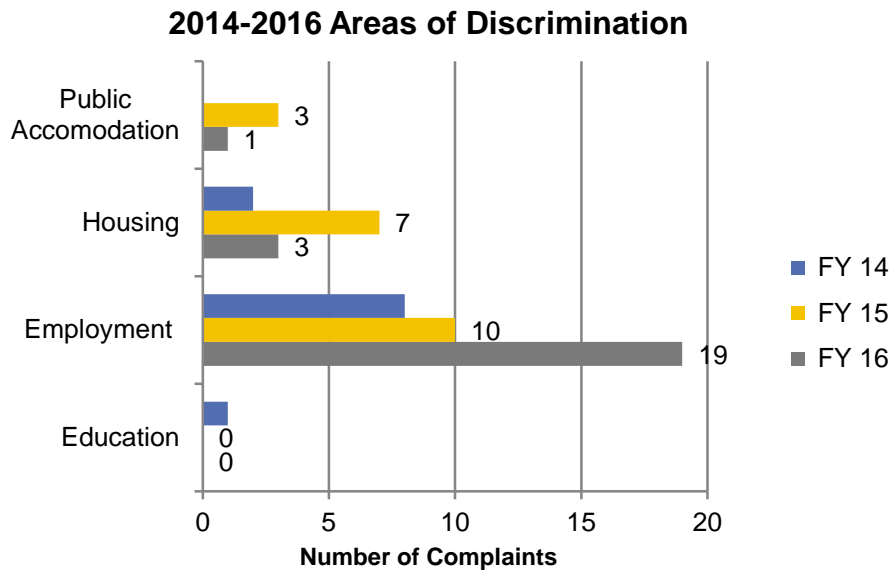
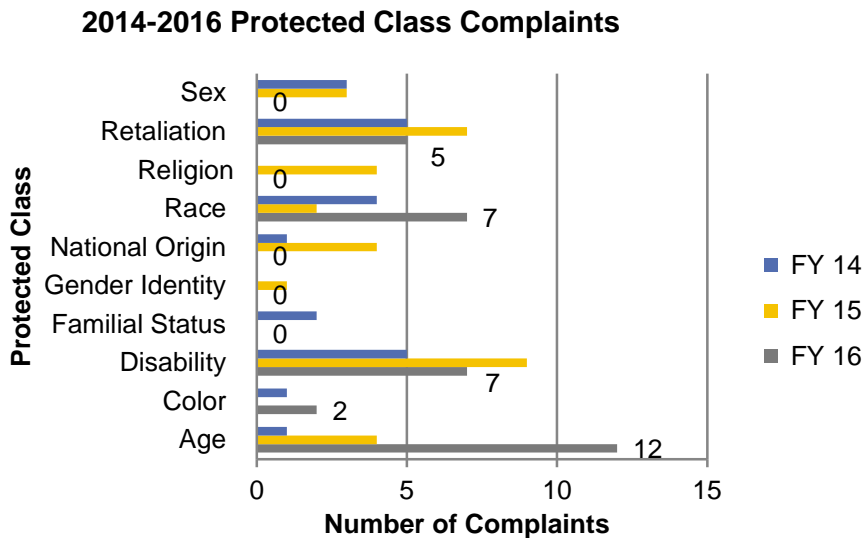


Figure2. Protected Class



The nature of the complaints was highest in protected class areas of age, disability, race, and retaliation (Figure 2). Age has seen a consistent upward trend with decreases seen in disability and retaliation categories. It is not clear from the report if age is related to youth or aging. Individuals may file complaints in more than one area. The Commission has shared this information with the Chamber and offered to assist with education related to sensitivity and diversity if desired. It will also be used in conjunction with information identified from community conversations for planning future education.

Inclusive Ames Subcommittee Recommendations

November 29, the Commission partnered with the Ames Progressive Alliance to host 300 participants at an Inclusive Ames event. Inclusive Ames plans to create a series of these types of discussions.

Recommendations from this event included:

- Establish a database/place to report witnessed events – the Commission established an email site on the city website HumanRelations@city.Ames.org for this purpose.
- Establish community training or intervention for people experiencing bullying or hate and de-escalation bystander training.
- Create specific purposeful gathering space in community, i.e. block parties with intentional discussions to bridge the gap on sensitive subjects.
- Understand the city's stance on providing sanctuary and public safety to citizens, and responsibilities and attitudes of local law enforcement in regard to assisting Immigrations and Customs Enforcement (ICE); collaborate with citizens, Ames and ISU police, and City Council.
- Encourage Junior and Senior High Student involvement in the Commission to engage them in discussions and develop future Commissioners and Leaders.
- Encourage City Council to develop an Intolerance Manifesto.
- Request the city to review all city publications for nondiscrimination language.

2016 Human Rights Campaign and Municipal Equality Index

The Commission reviewed the 2016 Human Rights Campaign Municipal Equality Index (MEI). Ames scored low on the index compared to what we know its services to be and in comparison to other cities surveyed in Iowa. The survey is sent to municipalities across the country and is compared to metrics established by the Human Rights Campaign (a LGBT civil rights organization). The index provides a roadmap to increasing welcomeness and equity to the Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ) Community as outlined by the metrics in the MEI. Opportunities for improvement include an LGBTQ liaison with the Mayor's or Manager's Office and with the police, offering transgender-inclusive health care benefits, clarity in relation to city contractor non-discrimination policy, and legislative or policy statements in support of LGBTQ legislation and advocacy. A taskforce was established with Commissioners, city, ISU, and the community to explore the current state and develop strategies to improve Ames score on the MEI. Recommendations have been provided to Council for review in hopes that Council will recommend looking at potential improvements and will send those recommendations to city staff for review.

A HOME FOR EVERYONE AWARD (2017)

The Commission discussed different ways to recognize individuals and organizations that have made a significant impact in Ames by having a strong commitment towards providing safe and equitable housing opportunities for the residents.

"A Home for Everyone" award was formed by the Commission to recognize such individuals and groups with the recipient being awarded a plaque during the month of April, which is also Fair Housing Month.



2017 Home for Everyone Award Recipients:
Rev. Eileen Gebbe, Jason Paull, Steve Ringlee, John Klaus, Chair, Ames Human Relations Commission.

At the meeting of the Ames City Council on April 11, 2017 three individuals were recognized for their work with the Story County Housing Trust Fund Task Force. The awards were presented by Mayor Ann Campbell. The recipients were Rev. Eileen Gebbe, Jason Paull, and Steve Ringlee. These individuals have collaborated for the purpose of incorporating and finding a local match for state funding. This is in response to identifying economic disparities that create challenges to finding affordable housing, a Mid-Iowa Organizing Strategy in March on affordable housing, and identifying a 2003 state housing trust fund to provide financial assistance for housing projects related to the development and preservation of affordable housing for low-income households.

In addition to incorporating and finding a total of \$68,000 in local funding for over two years, the task force is exploring with local developers and landlords possible initiatives that could be funded by the housing trust, such as a possible rent-buy-down, and submission of the application to the state for funding. The work of Rev. Gebbe, Jason Paull, and Steve Ringlee is instrumental to creating equitable and fair affordable housing opportunities in Ames and Story County.

AMES HUMAN RELATIONS HUMANITARIAN AWARD (2017)

The Commission selected Jamet Colton as the 2016-2017 recipient of the Ames Human Relations Commission Humanitarian Award. Jamet, a native of Chile and immigrant to Ames was identified as being a bridge to connect and bring people together across multiple areas of difference. Her immigration experience in becoming a U.S. citizen has developed her 16 year passion for advocacy. She assists new families in the Ames Community School District with her bilingual skills, has organized a LGBTQ inclusive community-wide potluck, volunteers at ACCESS to assist Spanish-speaking victims of domestic violence, organized a "Call for Action Rally against Hate and Gun Violence" in response to LGBTQ hate crimes as well as community conversations around criminal justice systems and violence against people of color.

During her acceptance speech, Jamet shared a saying in Chile “Ahora es cuando” “Now is when”. Jamet does not just give lip service, but models “now is when.” She does not hesitate to encourage others and to act herself to stand up to bullying, hatred, prejudice, to promote unity, solidarity, social justice, racial and cultural equity, inclusion and to love one another. Jamet embodies and acts in the true spirit of the Humanitarian Award. In her employment with the school district and in her life, Jamet accepts people and promotes that we “do not all have to match” and is recognized as someone who helps others navigate impassible systems.



Jamet Colton, 2017 Ames Humanitarian Award Recipient



CITY OF
Ames™

Caring People ♦ Quality Programs ♦ Exceptional Service

MEMO

AHRC B-1

To: Mayor and City Council
From: Brian Phillips, Assistant City Manager
Date: May 23, 2017
Subject: Municipal Equality Index Request

The Ames Human Relations Commission submitted the attached memo regarding the Municipal Equality Index to the City Council in February 2017. At the February 28, 2017 City Council meeting, the City Council directed that this memo be placed on the Council agenda when the Human Relations Commission delivered its annual report. Since the annual report is being discussed at the May 23rd City Council meeting, the memo from the Commission speaking to this Municipal Equality Index is attached.

To: Ames City Council

From: Ames Human Relations Commissioners

cc: Brian Phillips, Ames Assistant City Manager

Date: 2/23/2017

Re: Human Rights Campaign's Municipal Equality Index

In summer of 2016 the Human Rights Campaign (HRC) released their 2016 Municipal Equality Index (MEI) scores for cities across the country. Among the nine cities in Iowa surveyed, the City of Ames scored 68/100 points in the survey and was one of the lowest scoring cities. This survey provided the City with areas of improvement and serves as a roadmap to better the lives of LGBTQA+ people who live in and work for the City of Ames.

Over the last several months, Commissioners Joel Hochstein and Heidi Thompson have been working with representatives from Ames PFLAG, city and university employees, and citizens to review scores provided by the HRC related to the City of Ames. The recommendations below are a direct result of this collaboration. These recommendations are broken down into specific areas as identified in the MEI.

Section II. Municipality as Employer

Recommendation #1: We would request that Council refer to staff a directive to work with the city's health insurance provider, Wellmark, on ensuring that current insurance options provide for routine care that is gender-affirming. Examples include hormone replacement therapy, gender confirmation surgery, and other medically necessary care. Wellmark currently has a plan identified by the HRC as supportive of these benefits. That plan can be found [here](#) on the Wellmark website. We would request that this directive include an analysis of the above plan and its impact on employee health costs. Ultimately, we would recommend that this plan be added to city employee coverage.

It's worth noting that Cedar Rapids was the only city in Iowa that met the requirements in this area to receive full points. The action group reached out to Cedar Rapids to gather information regarding their ability to receive full points in this area. It was determined that the Cedar Rapids city healthcare plans would be changing on January 1, 2017 to include the above cited Wellmark plan. Cedar Rapids personnel reported that they did not expect to see any significant change in employee costs due to the addition of the plan.

Recommendation #2: We would request that Council refer to staff a directive to create a city non-discrimination ordinance that requires contractors to have inclusive non-discrimination policies that includes age, race, creed, color, sex, sexual orientation, gender identity, national origin, religion or disability (mental or physical).

The MEI states that “cities who take fair workplaces seriously also require city contractors to have inclusive non-discrimination policies.” While the city currently uses the “Special Conditions Affirmative Action Compliance” form as a requirement for contracts over \$25,000, this policy document does not include sexual orientation, gender identity or gender expression. The action group believes that businesses, organizations, and events supported by any amount of city funding should have a non-discrimination policy that includes sexual orientation, gender identity, and gender expression among other social identities. While this may increase administrative processing by city staff, we believe this change would be an accurate reflection of the values of the City of Ames.

Recommendation #3: We would request that the Council refer to staff a directive that they research LGBTQA+ venues in which the City can post job postings in an effort to directly recruit LGBTQA+ employees. Once identified, job postings for all full-time openings should be posted in these venues.

III. Municipal Services & Programs

Recommendation #4: We would request that the Council refer to staff a directive that would research and implement the creation of an Equity Advisor as a permanent, full time staff member. This Equity Advisor would be responsible for analyzing city services and policies to ensure equity. This Advisor would serve as a contact person for various targeted populations that are protected from discriminatory practices as outlined in Section 14 of the Ames Municipal Code. It is worth noting that most cities larger and some close to the same population size as Ames in Iowa have a similar full-time position as a part of city staff.

While the MEI only has points for an “LGBTQ Liaison in the Mayor’s Office,” conversation by commissioners indicated concern for having a liaison for only one group and not for others. This recommendation is reflective of the commission’s conversation for a position that can advocate for and include many diverse populations.

IV. Law Enforcement

Recommendation #5: We would request that the Council refer to the Chief of Police a directive to identify a LGBTQ+ Police Liaison. Conversation at the commission again was directed around including other marginalized populations in this type of liaison activity. It may be advantageous of the Ames Police Department to create a liaison program similar to one in its infancy at Iowa State University and partner with ISU PD staff on training and other outreach initiatives. Among the cities surveyed by the MEI four other cities (Cedar Rapids, Davenport, Des Moines, and Iowa City) received full credit in this area. Ames Police Department should consider outreaching to these departments to see how they have outreached and/or created liaison programs/task forces related to LGBTQA+ people and other marginalized populations.

V. Relationship with LGBTQ Community

Recommendation #6: We would request that the Mayor, City Council, and other city organizations and departments be more visible in supporting the LGBTQ+ community. Examples of the types of support could include a Pride Month designation by the Mayor/Council in June (typically celebrated as Pride Month across the country), proclamations or public

statements supporting LGBTQA+ protections in state law, public statements to state and national legislators when bills discriminating against LGBTQA+ people are introduced, etc. These public, visible, and intentional statements inform citizens of the support they receive by their elected local leaders and provides a sense of inclusion and belonging. According to the HRC, “four in 10 LGBTQ youth surveyed said the community in which they live is not accepting of LGBTQ people and 60% of the youth surveyed said they heard negative messages about being LGBTQ from elected leaders.” It is vital to provide all citizens with a sense of inclusion and belonging. It is especially important for marginalized communities of all types to be supported publicly, visibly, and intentionally by our elected leaders.

In closing, we believe that Ames is a good place for LGBTQA+ people to live, work, and go to school. We hope that the City Council will strongly consider the above recommendations and to continue to involve the local action group and the Commission in this work moving forward. We all have a role to play in the inclusion and sense of belonging of our citizens.

I. Non-Discrimination Laws

This category evaluates whether discrimination on the basis of sexual orientation and gender identity is prohibited by the city, county, or state in areas of employment, housing, and public accommodations.

| | STATE | COUNTY | CITY | AVAILABLE |
|-----------------------|---------------------|--------|------|-----------|
| Employment | 5/5 | 0/0 | 5/5 | 5/5 |
| Housing | 5/5 | 0/0 | 5/5 | 5/5 |
| Public Accommodations | 5/5 | 0/0 | 5/5 | 5/5 |
| SCORE | 30 out of 30 | | | |

II. Municipality as Employer

By offering equivalent benefits and protections to LGBTQ employees, and by awarding contracts to fair-minded businesses, municipalities commit themselves to treating LGBTQ employees equally.

| | CITY | AVAILABLE |
|--|---------------------|-----------|
| Non-Discrimination in City Employment | 6/6 | 6/6 |
| Transgender-Inclusive Healthcare Benefits | 0 | 6 |
| City Contractor Non-Discrimination Ordinance | 0/0 | 3/3 |
| SCORE | 12 out of 24 | |
| BONUS Municipality is a Welcoming Place to Work | +0 | +2 |

III. Municipal Services

This section assesses the efforts of the city to ensure LGBTQ constituents are included in city services and programs.

| | STATE | COUNTY | CITY | AVAILABLE |
|--|---------------------|--------|------|-----------|
| Human Rights Commission | | | 5 | 5 |
| LGBTQ Liaison in the Mayor's Office | | | 0 | 5 |
| Enumerated Anti-Bullying School Policies | 3/3 | 0/0 | 3/3 | 3/3 |
| SCORE | 11 out of 16 | | | |
| BONUS Enforcement mechanism in Human Rights Commission | +2 | | | +2 |
| BONUS City provides services to LGBTQ youth | +0 | | | +2 |
| BONUS City provides services to LGBTQ homeless | +0 | | | +2 |
| BONUS City provides services to LGBTQ elderly | +0 | | | +2 |
| BONUS City provides services to people living with HIV/AIDS | +0 | | | +2 |
| BONUS City provides services to the transgender community | +0 | | | +2 |

IV. Law Enforcement

Fair enforcement of the law includes responsible reporting of hate crimes and engaging with the LGBTQ community in a thoughtful and respectful way.

| | CITY | AVAILABLE |
|---|---------------------|-----------|
| LGBTQ Police Liaison or Task Force | 0 | 10 |
| Reported 2014 Hate Crimes Statistics to the FBI | 12 | 12 |
| SCORE | 12 out of 22 | |

V. Relationship with the LGBTQ Community

This category measures the city leadership's commitment to fully include the LGBTQ community and to advocate for full equality.

| | CITY | AVAILABLE |
|--|-------------------|-----------|
| Leadership's Public Position on LGBTQ Equality | 0 | 5 |
| Leadership's Pro-Equality Legislative or Policy Efforts | 1 | 3 |
| SCORE | 1 out of 8 | |
| BONUS Openly LGBTQ elected or appointed municipal leaders | +0 | +2 |
| BONUS Cities are pro-equality despite restrictive state law | +0 | +4 |

TOTAL SCORE 66 + TOTAL BONUS 2 = Final Score 68
CANNOT EXCEED 100

PTS FOR SEXUAL ORIENTATION — PTS FOR GENDER IDENTITY + BONUS PTS for criteria not accessible to all cities at this time.
FOR MORE INFORMATION ABOUT CITY SELECTION, CRITERIA OR THE MEI SCORING SYSTEM, PLEASE VISIT HRC.ORG/MEI.
All cities rated were provided their scorecard in advance of publication and given the opportunity to submit revisions. For feedback regarding a particular city's scorecard, please email mei@hrc.org.



Date: May 1, 2017
 To: Mayor Anne Campbell and the Ames City Council
 From: Ames Human Relations Commission (AHRC)
 Re: Safe City Resolution



Dear Mayor Campbell and Council Members,

Attached to this memo you will find a resolution designed to ease any anxiety experienced by the families and friends of undocumented immigrants by enacting a proposed resolution affirming that the Ames Police Department shall not undertake actions to detect the presence of unauthorized immigrants or devote any public resources to the enforcement of federal immigration laws and regulations.

The Ames Human Relations Commission is charged by ordinance of the City to:

“...promote good will among the various racial, religious, and ethnic groups...”

The Commission believes strongly that the attached resolution is in keeping with our mission. The resolution has wide community support and is a reflection of the City of Ames’ core values as a forward-thinking community “where everyone has opportunities to discover and thrive.”

The resolution proposed by the Ames Human Relations Commission is a nearly verbatim replication of the resolution adopted for the same purpose by the City Council for the City of Iowa City on January 17th of this year.

The protections against discrimination stated in the Ames Human Relations Ordinance (Chapter 14 Ames Municipal Code) are afforded to everyone present in our City, without regard to their status under federal immigration laws. The U.S. Supreme Court has ruled that, by virtue of the Tenth Amendment, state and local government agencies and employees cannot be commandeered to enforce federal laws. The Ames Human Relations Commission urges that the Ames City Council affirm an inclusive and welcoming policy by enacting the requested resolution.

Yours Truly,

John R. Klaus, Chair

Ames Human Relations Commission

**RESOLUTION REAFFIRMING THE PUBLIC SAFETY
FUNCTION OF LOCAL LAW ENFORCEMENT.**

WHEREAS, the City of Ames devotes resources to law enforcement for the purpose of assuring the safety of all persons who reside in or visit our community; and

WHEREAS, the power to regulate immigration is exclusive to the federal government and the enforcement of immigration law is a function of the federal government that currently resides with Immigration and Customs Enforcement (ICE) of the Department of Homeland Security; and

WHEREAS, no federal law compels the local police to participate in the enforcement of federal immigration law and any such requirement would raise significant anti-commandeering issues under the Tenth Amendment to the Constitution of the United States; and

WHEREAS, for as long as the City can remember, the Ames Police Department has not been involved in the enforcement of federal immigration law; and,

WHEREAS, any perception that the local police are involved in the enforcement of immigration law will undermine the police-community relationships that have been built up over the years, and thereby undermine the ability of the police to keep the community safe; and,

WHEREAS, it is essential to public safety that every person, regardless of immigration status, who is a victim of or a witness to a crime feel comfortable reporting crimes or aiding in the investigation of crimes.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF AMES, IN THE STATE OF IOWA:

1. Except as necessary for public safety as determined by the Police Chief or designee, or as otherwise required by state or federal law, the Ames Police Department shall not undertake any law enforcement action for the purpose of detecting the presence of undocumented persons or devote any public resources to the enforcement of federal immigration law.

2. This resolution addresses the discretionary use of legal city resources and does not:

(i) Prohibit, or in any way restrict, any official or employee of the City of Ames from sending to or receiving from ICE information regarding the citizenship or immigration status, lawful or unlawful, of any individual (8 U.S. C. Section 1373);

(ii) Affect or limit the enforcement of federal immigration law by federal authorities within the City of Ames;

(iii) Affect or limit ICE's Priority Enforcement Program (f/k/a Secure Communities) whereby all fingerprints of adults arrested, or juveniles taken into custody, for a crime other than a simple misdemeanor are automatically included in the federal automated fingerprint identification system and cross checked against the ICE database, such that ICE is notified of that person's arrest and detention in the jail; or

(iv) In any way condone, encourage or assist the violation of federal law which makes it a crime for any person to, "knowing or in reckless disregard of the fact that an alien has come to, entered, or remains in the United States in violation of law, conceal, harbor, or shield from detection, such alien in any place, including any building or any means of transportation." (8 U.S.C. Section 1324)

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

SUBJECT: FINAL FY 2018 TRANSPORTATION PLANNING WORK PROGRAM

BACKGROUND:

As a part of the Federal regulations governing Metropolitan Planning Organizations, the Federal Highway Administration and the Federal Transit Administration provide planning funds to reimburse these agencies for transportation planning activities. The Iowa Department of Transportation administers this program.

The Transportation Planning Work Program (TPWP) includes several work elements to ensure an integrated transportation system. These elements include administrative tasks for transportation planning, programming and development for the Transportation Improvement Program, comprehensive transportation planning and in-depth technical analysis, enhanced transit planning for coordination, accessibility, and efficiency, public participation enhancement and incorporation into the transportation planning process, committee support, and maintenance and development of the Long Range Transportation Plan. Some expected products in the FY 2018 TPWP includes the development of the Transportation Improvement Program, ongoing maintenance of the Long Range Transportation Plan and Passenger Transportation Plan.

Federal and State partners at the Iowa Department of Transportation, Federal Highway Administration, and the Federal Transit Administration were provided the opportunity to review the proposed TPWP for Ames. The draft document was found to conform to State and Federal regulations and includes appropriate activities to perform the regional transportation planning process. In addition, the Iowa Department of Transportation has requested for all MPOs in Iowa to include a Performance Management Agreement, outlining the roles and responsibilities of respective agencies in developing and sharing performance measurements for the transportation planning process. This new standard agreement has been included on pages 11, 12, and 13 of the final document.

ALTERNATIVES:

1. Approve the final FY 2018 Transportation Planning Work Program for submission to the Iowa Department of Transportation.
2. Approve the final FY 2018 Transportation Planning Work Program with Transportation Policy Committee modifications for submission to the Iowa Department of Transportation.

ADMINISTRATOR'S RECOMMENDED ACTION:

The Ames Area MPO Transportation Technical Committee has reviewed the FY 2018 TPWP and unanimously recommends approval. The Ames Area MPO staff received and addressed comments from the Iowa Department of Transportation, Federal Highway Administration, and Federal Transit Administration. During the public input period, no revisions were requested by the public.

Therefore, it is recommended by the Administrator that the Transportation Policy Committee adopt Alternative No. 1, thereby approving the final FY 2018 Transportation Planning Work Program for submission to the Iowa Department of Transportation.



FY18

**Transportation Planning
Work Program**



The Ames Area MPO prepared this report with funding from the U.S. Department of Transportation's Federal Highway Administration and Federal Transit Administration, and in part through local matching funds of the Ames Area MPO member governments. These contents are the responsibility of the Ames Area MPO. The U.S. government and its agencies assume no liability for the contents of this report or for the use of its contents. The Ames Area MPO approved this document on May, 23 2017. Please call (515) 239.5160 to obtain permission to use.

| | | | |
|--|----|---|----|
| Contents | | Budget Summary | 29 |
| Introduction | 3 | Revisions to the Transportation Planning Work Program..... | 30 |
| Area Background..... | 3 | Procedures | 30 |
| Definition of Area..... | 3 | Cost Allocation Plan | 31 |
| TPWP Development..... | 4 | Appendix A: Procurement and Consultant Selection Certification | |
| Private Sector Involvement..... | 4 | Appendix B: Minutes Approving FY 2018 Transportation Planning Work Program | |
| Organization | 5 | | |
| Transportation Policy Committee..... | 5 | | |
| Transportation Technical Committee | 6 | | |
| Planning Priorities | 7 | | |
| Air Quality | 8 | | |
| Performance-based Planning and Programming..... | 9 | | |
| Performance Measures | 10 | | |
| Performance Management Agreement Between Ames Area MPO and Iowa DOT | 11 | | |
| Work Elements..... | 14 | | |
| Task 1 – Administration and Support..... | 14 | | |
| Task 2 – Transportation Improvement Program..... | 17 | | |
| Task 3 – Comprehensive Planning..... | 20 | | |
| Task 4 – Transit Planning | 22 | | |
| Task 5 – Special Studies | 24 | | |
| Subtask 5.1: Alternatives Analysis Study | 24 | | |
| Subtask 5.2: Transit System Redesign Study | 25 | | |
| Task 6 – Long Range Transportation Planning..... | 27 | | |
| FY 2018 Budget and Funding Sources | 29 | | |

Introduction

The Fiscal Year 2018 Transportation Planning Work Program (FY 2018 TPWP) is the work plan for the fiscal year beginning July 1, 2017 and ending June 30, 2018. The TPWP is a requirement of 23 CFR 450.308(b) for metropolitan planning organizations to develop a document identifying work proposed for the next one-year period by major activity and task. The document should be in enough detail to indicate who will perform the planning activity, the schedule for completing the activity, what products should result from each activity, funding for each activity as well as a total program budget.

Area Background

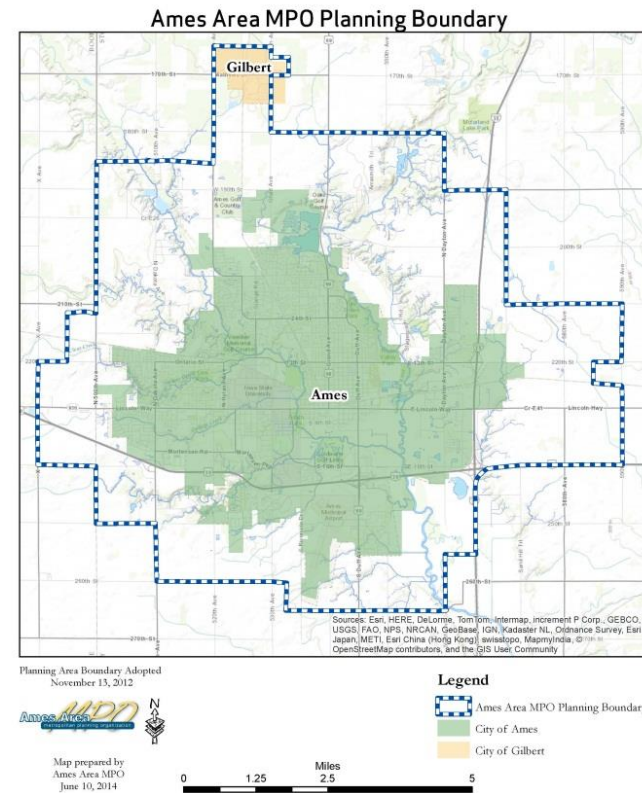
The Ames Area MPO was officially designated the MPO of the Ames urbanized area by the Governor of Iowa in March 2003. This designation was the result of the Ames urbanized area having a population of greater than 50,000 in the 2000 census. As a result of the 2010 Census, the urbanized areas of Ames and Gilbert were combined into one urbanized area, therefore requiring the Metropolitan Planning Area to be expanded to encompass this area in its entirety. The Ames Area MPO approved the current Metropolitan Planning Area boundary on November 13, 2012. The City of Gilbert and Iowa State University were added to the Transportation Policy Committee on March 26, 2013.

Definition of Area

Ames is located in central Iowa and is served by Interstate 35, U.S. Highway 30, and U.S. Highway 69. Surface transportation needs are met through over 248 centerline miles of streets. The community has a very progressive transit system, CyRide, which carries over six million bus passengers per year.

While the majority of transit users have Iowa State University ties, CyRide serves the entire Ames community.

The Ames Area MPO area includes the Ames Municipal Airport, which serves general aviation needs for business, industry, and recreation users. On average 119 aircraft operations occur per day at the Ames Municipal Airport. Railroad provides freight service to the area by dual east-west mainline tracks and a northern agricultural spur.



TPWP Development

The FY 2018 Transportation Planning Work Program was developed by input from the Ames Area MPO staff, members of the Transportation Technical Committee, the general public, and the Transportation Policy Committee. The following milestones describe the process in which the Transportation Planning Work Program was developed.

- **March 9, 2017 – Transportation Technical Committee**

The Transportation Technical Committee reviewed the draft FY 2018 Transportation Planning Work Program and made final recommendations.

- **March 10 – March 24, 2017 – Public Input Period**

A public comment period was open for the draft FY 2018 Transportation Planning Work Program from March 10 through March 24th.

The comment period opened on March 10, 2017. MPO staff were available for the general public to give input to staff in-person at the meeting held at Ames City Hall. Staff presented the activities outlined in the work program to attendees. There were no suggestions and/or comments regarding the activities presented made at the public input session.

The draft plan was also made available on the Ames Area MPO website (www.aampmo.org). Comments could be submitted via online form, e-mail, mail, and by phone.

- **March 28, 2017 – Transportation Policy Committee Meeting**

The Transportation Policy Committee approved the draft FY 2018 Transportation Planning Work Program and set a date, May 23, 2017, for a public hearing to consider and adopt the FY 2018 program.

- **April 2017 – Review from DOT Partners**

In April, the draft FY 2018 Transportation Planning Work Program was submitted to Federal and State partners for compliance review and comments. Comments shared with the MPO have been addressed and incorporated into the final document.

- **May 23, 2017 – Transportation Policy Committee Hearing**

The Transportation Policy Committee held a public hearing to consider adoption of the FY 2018 Transportation Planning Work Program with opportunities from the public to respond and present to the committee. No one from the public submitted comments at the public hearing.

Private Sector Involvement

Consultants will be used to perform the following subtasks:

- Alternatives Analysis Study (Task 5.1) to conduct feasibility of route from the Iowa State Center to Iowa State University campus corridor identified currently as the Orange Route, to identify as a potential Bus Rapid Transit corridor. *This subtask is funded with Federal funds through CyRide and not with MPO planning funds.*

Organization

The Ames Area MPO provides continuity of various transportation planning and improvement efforts throughout the Ames urban area. The City of Ames serves as the fiscal agent for the Ames Area MPO. The Ames Area MPO consists primarily of two standing committees: The Transportation Policy Committee and the Transportation Technical Committee.

Transportation Policy Committee

Voting membership on the Ames Area MPO Transportation Policy Committee is open to any county or city government located, wholly or partially, in the designated Metropolitan Planning Area. Currently the Ames Area MPO membership includes: City of Ames, City of Gilbert, CyRide, Boone County, and Story County. The Iowa Department of Transportation, the Federal Highway Administration, the Federal Transit Administration, and Iowa State University serve as advisory, non-voting, representatives.

| Transportation Policy Committee Membership | | |
|---|-----------------------|------------------------------------|
| <i>Representing</i> | <i>Name</i> | <i>Title</i> |
| City of Ames † | Ann Campbell | Mayor |
| City of Ames | Gloria Betcher | Council Member |
| City of Ames | Bronwyn Beatty-Hansen | Council Member |
| City of Ames | Tim Gartin | Council Member |
| City of Ames | Peter Orazem | Council Member |
| City of Ames | Chris Nelson | Council Member |
| City of Ames | Amber Corrieri | Council Member |
| Boone County | Bill Zinnel | Board of Supervisors |
| Story County | Lauris Olson | Board of Supervisors |
| Ames Transit Agency | Cole Staudt | CyRide Board Member |
| City of Gilbert | Jonathan Popp | Mayor |
| Iowa Dept. of Transportation ‡ | Garrett Pedersen | District Transportation Planner |
| Federal Highway Administration ‡ | Darla Hugaboom | Iowa Division |
| Federal Transit Administration ‡ | Mark Bechtel | Region 7 |
| Iowa State University ‡ | Cathy Brown | Campus Planning Assistant Director |

† Chair

‡ Advisory, Non-Voting Member

Transportation Technical Committee

The Transportation Technical Committee consists of technical personnel from various agencies involved in transportation issues within the planning area. The Transportation Technical Committee formulates the procedural details of the Transportation Planning Work Program. The committee reviews and monitors the output of various MPO activities identified in the work program and makes recommendations to the policy committee. The committee is also responsible for assisting in developing the short and long-range transportation plans. The Iowa Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration serve as advisory, non-voting, representatives.

| Transportation Technical Committee Membership | | |
|--|--------------------|------------------------------------|
| <i>Representing</i> | <i>Name</i> | <i>Title</i> |
| City of Ames † | Tracy Warner | Municipal Engineer |
| City of Ames †† | Damion Pregitzer | Traffic Engineer |
| City of Ames | Justin Clausen | Operations Manager |
| City of Ames | Kelly Diekmann | Director of Planning & Housing |
| City of Ames | Charlie Kuester | Planner |
| CyRide | Sheri Kyras | Transit Director |
| Iowa State University | Cathy Brown | Campus Planning Assistant Director |
| Boone County | Scott Kruse | County Engineer |
| Story County | Darren Moon | County Engineer |
| Ames Community School Dist. | Gerry Peters | Facilities Director |
| Ames Economic Development Commission | Drew Kamp | Government Relations Director |
| Iowa Dept. of Transportation ‡ | Phil Mescher | District Trans. Planner |
| Federal Highway Administration ‡ | Darla Hugaboom | Iowa Division |
| Federal Transit Administration ‡ | Mark Bechtel | Region 7 |

† Chair

††Vice-Chair

‡ Advisory, Non-Voting Member

Planning Priorities

The FY2018 TPWP addresses the planning goals of the Ames Area MPO, which are:

- Provide a connected transportation system that offers efficient and reliable mobility options for all modes of travel.
- Provide a safe transportation system.
- Consider and mitigate the impacts of the transportation system on the natural and built environment.
- Provide an accessible transportation system which fits within the context of its surroundings and preserves community character.
- Provide a transportation system that supports the regional economy and efficiently moves goods.
- Maintain transportation infrastructure in a state-of-good-repair.

The Federal Highway Administration and the Federal Transit Administration in a memorandum to Metropolitan Planning Organizations, dated March 18, 2015, jointly issued Planning and Emphasis Areas (PEAs). The PEAs are topical areas in planning that FHWA and FTA want to emphasize as MPOs develop work tasks associated with PEAs in the Transportation Planning Work Program. The 2016 PEAs include:

1. **FAST Act Implementation:** Transition to performance-based planning and programming.
2. **Regional Models of Cooperation:** Ensure regional approach to transportation planning by promoting cooperation and coordination across transit agency, MPO, and State boundaries.
3. **Ladders of Opportunity:** Access to essential services.

To address these priorities and challenges in the FY 2018 Transportation Planning Work Program, the Ames Area MPO will conduct the following activities to address these areas of emphasis:

- **FY 2019 – 2022 Transportation Improvement Program (Task 2)** – Develop a short-range transportation document in accordance with the Public Participation Process and address transportation programming using principals from the Ames Mobility 2040 Long Range Transportation Plan
- **Development of Performance Measures into Planning Processes (Task 1)** – Transition MPO planning activities to using performance measures in effort to implement FAST Act
- **Partnering with local organizations and host additional coordination meetings (Task 1)** – Ensuring a regional approach to our transportation planning activities.
- **Passenger Transportation Plan (PTP) (Task 4)** – Update and amend the 2015-2020 PTP to address access to essential services within the Ames region.

The following documents are developed, updated, or maintained by the Ames Area MPO:

- Transportation Planning Work Program
- Transportation Improvement Program
- Public Participation Plan
- Long Range Transportation Plan
- Passenger Transportation Plan

Air Quality

The Clean Air Act requires the United States Environmental Protection Agency to set limits on how much of a particular pollutant can be in the air anywhere in the United States. National Ambient Air Quality Standards are the pollutant limits set by the Environmental Protection Agency; they define the allowable concentration of pollution in the air for six different pollutants:

- Carbon Monoxide
- Lead
- Nitrogen Dioxide
- Particulate Matter
- Ozone
- Sulfur Dioxide

The Clean Air Act specifies how areas within the country are designated as either “attainment” or “non-attainment” of an air quality standard, and provides Environmental Protection Agency the authority to define the boundaries of nonattainment areas. For areas designated as non-attainment for one or more National Ambient Air Quality Standards, the Clean Air Act defines a specific timetable to attain the standard and requires that non-attainment areas demonstrate reasonable and steady progress in reducing air pollution emissions until such time that an area can demonstrate attainment. Each state must develop and submit a State Implementation Plan that addresses each pollutant for which it fails to meet the National Ambient Air Quality Standards. Individual state air quality agencies are responsible for defining the overall regional plan to reduce air pollution emissions to levels that will enable attainment and maintenance of the National Ambient Air Quality Standards. This strategy is articulated through the State Implementation Plan.

Regions which do not meet air quality standards are required to develop transportation plans in conformance with the State Implementation Plan (SIP), including more frequent updates to plans such the Long Range Transportation Plan.

The Ames Area MPO does not exceed the National Ambient Air Quality Standards and is considered an attainment area. The Ames area is therefore not subject to air quality conformity requirements, updating the Long Range Transportation Plan every five years. However, the Ames Area MPO will perform activities to monitor and promote air quality issues in the region. The State of Iowa provides grant opportunities through the Iowa Clean Air Attainment Program (ICAAP) to promote air quality in Iowa’s transportation system.

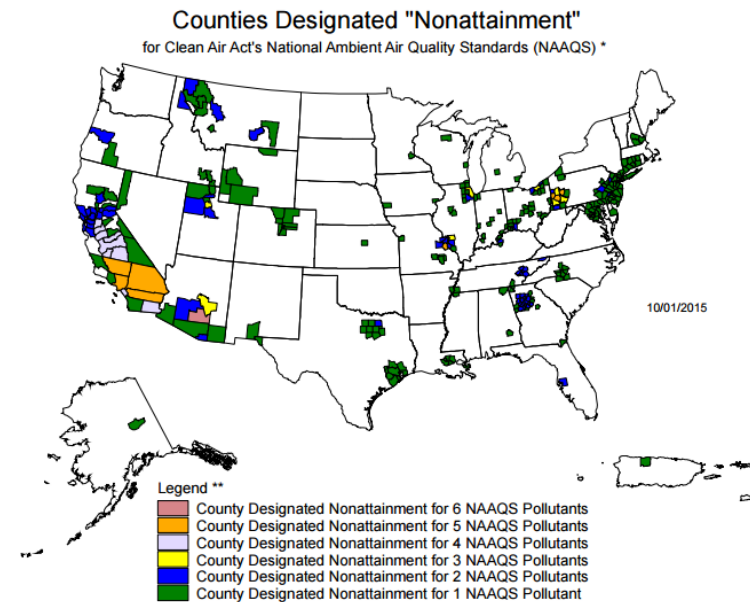


Figure 1 U.S. EPA Green Book

Performance-based Planning and Programming

The regional performance measures tie back to the six performance goals of the adopted Ames Mobility 2040 Plan:

1. Connected, Efficient, and Reliable
2. Safety
3. Environment
4. Accessibility
5. Economy and Goods Movement
6. Asset Management

Performance targets are shown that reflect challenging, yet achievable performance targets for the Ames area. The performance targets are shown as a way of assessing the level of consistency between Ames Mobility 2040 Plan outcomes with the regional transportation vision and goals. The performance measures do not reflect Ames Area MPO policy, and there are not positive or negative consequences to the Ames Area MPO or its member jurisdictions whether they are achieved or not achieved. The regional performance measures are desired outcomes that reflect the community vision and attempt to measure how the Ames Mobility 2040 plan compares to that vision. It is assumed that the Ames area's regional performance measures and targets will ultimately be modified when formal performance measurement rulemaking is finalized.

Performance Measures

| Goal Area | Performance Measure | Performance Measure Target for Ames Mobility 2040 |
|---------------------------------------|---|--|
| 1. Connected, Efficient, and Reliable | System Reliability / Reliability Index 80 (RI ₈₀) | Address reliability issues at the two (2) NHS segments with poorest reliability. |
| | Miles of On-Street Bicycle Facilities | Increase the segment-mileage of on-street bicycle facilities by 100% compared to current levels. |
| 2. Safety | Serious Injury / Fatal Crashes | Address safety issues at five (5) locations with highest crash rates or most serious injury / fatal crashes. |
| 3. Environment | VMT per Household | 2040 VMT per household grows by 10% or less compared to 2010 levels. |
| | VHT per Household | 2040 VHT per household grows 20% or less compared to 2010 levels. |
| | Transit Mode Share | 2040 transit mode share is higher than 2010 transit mode share. |

| Goal Area | Performance Measure | Performance Measure Target for Ames Mobility 2040 |
|-------------------------------|--|--|
| 4. Accessibility | Household and Employment Proximity to Transit | Maintain housing and jobs proximity (¼ mile walk distance) within 5% of 2010 levels. |
| | EJ Proximity to Transit | Maintain levels of transit proximity (within ¼ of a route) to EJ households within 5% of non-EJ households. |
| | Household and Employment Proximity to Bicycle Facilities | Increase the percentage of employment and households within ¼ mile of bicycle facilities by 25% by 2040. |
| | EJ Proximity to Bicycle and Pedestrian Facilities | Provide higher levels of bicycle facility proximity (within ¼ mile of a facility) to EJ households than non-EJ households. |
| 5. Economy and Goods Movement | LOS / Congested Miles of Primary Freight Corridors | 2040 Congested Miles of NHS system same/lower than 2010 levels. |
| 6. Asset Management | Pavement Condition Index (PCI) | Reconstruct federal-aid roadways rated poor. |
| | Bridge Condition (NBI) | Reconstruct structurally deficient bridges. |
| | Transit State of Good Repair | Maintain avg. fleet age at 15 years old or newer. |

Performance Management Agreement Between Ames Area MPO and Iowa DOT

On May 27, 2016, the final rule for statewide and metropolitan transportation planning was published, based on 2012's Moving Ahead for Progress in the 21st Century (MAP-21) Act and 2015's Fixing America's Transportation System (FAST) Act. As part of this final rule, 23 CFR 450.314 (h) was amended to state:

The MPO(s), State(s), and the providers of public transportation shall jointly agree upon and develop specific written provisions for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO (see §450.306(d)), and the collection of data for the State asset management plans for the NHS for each of the following circumstances: When one MPO serves an UZA, when more than one MPO serves an UZA, and when an MPA includes an UZA that has been designated as a TMA as well as a UZA that is not a TMA. These provisions shall be documented either as part of the metropolitan planning agreements required under paragraphs (a), (e), and (g) of this section, or documented it in some other means outside of the metropolitan planning agreements as determined cooperatively by the MPO(s), State(s), and providers of public transportation.

The phase-in deadline for this requirement is May 27, 2018. As of April 2017, rulemakings related to several FHWA and FTA performance management requirements have not yet been finalized, meaning that processes for performance management coordination and implementation are still being developed. Recognizing that the agreement and process outlined below may change based on future rulemakings and guidance, the following three-pronged approach was cooperatively developed to address 23 CFR 450.314 (h).

- Agreement between the Iowa DOT and MPOs on applicable provisions through documentation included in each MPO's TPWP.
- Agreement between the Iowa DOT and relevant public transit agencies on applicable provisions through documentation included in each public transit agency's consolidated funding application.
- Agreement between each MPO and relevant public transit agencies on applicable provisions through documentation included in the appropriate cooperative agreement(s) between the MPO and relevant public transit agencies.

Inclusion of the following language in an MPO's TPWP, and that TPWP's subsequent approval by Iowa DOT, constitutes agreement on these items.

The Iowa DOT and Ames Area Metropolitan Planning Organization agree to the following provisions. The communication outlined in these provisions between the MPO and Iowa DOT will generally be through the statewide planning coordinator in the Office of Systems Planning.

1) Transportation performance data

- a The Iowa DOT will provide MPOs with the statewide performance data used in developing statewide targets, and will also provide MPOs with subsets of the statewide data, based on their planning area boundaries.
- b If MPOs choose to develop their own target for any measure, they will provide the Iowa DOT with any supplemental data they utilize in the target-setting process.

2) Selection of performance targets

- a The Iowa DOT will develop draft statewide performance targets in coordination with MPOs. Coordination may include in-person meetings, web meetings, conference calls, and/or email communication. MPOs shall be given an opportunity to provide comments on statewide targets before final statewide targets are adopted.
- b If an MPO chooses to adopt their own target for any measure, they will develop draft MPO performance targets in coordination with the Iowa DOT. Coordination methods will be at the discretion of the MPO, but the Iowa DOT shall be provided an opportunity to provide comments on draft MPO performance targets prior to final approval.

3) Reporting of performance targets

- a Iowa DOT performance targets will be reported to FHWA and FTA, as applicable. MPOs will be notified when Iowa DOT has reported final statewide targets.
- b MPO performance targets will be reported to the Iowa DOT.
 - i For each target, the MPO will provide the following information no later than 180 days after the date the Iowa DOT or relevant provider of public transportation establishes performance targets, or the date specified by federal code.
 - 1 A determination of whether the MPO is 1) agreeing to plan and program projects so that they contribute toward the accomplishment of the Iowa DOT or relevant provider of public transportation performance target, or 2) setting a quantifiable target for that performance measure for the MPO's planning area.
 - 2 If a quantifiable target is set for the MPO planning area, the MPO will provide any supplemental data used in determining any such target.
 - 3 Documentation of the MPO's target or support of the statewide or relevant public transportation provider target will be provided in the form of a resolution or meeting minutes.
- c The Iowa DOT will include information outlined in 23 CFR 450.216 (f) in any statewide transportation plan amended or adopted after May 27, 2018, and information outlined in 23 CFR 450.218 (q) in any statewide transportation improvement program amended or adopted after May 27, 2018.

- d MPOs will include information outlined in 23 CFR 450.324 (g) (3-4) in any metropolitan transportation plan amended or adopted after May 27, 2018, and information outlined in 23 CFR 450.326 (d) in any transportation improvement program amended or adopted after May 27, 2018.
- e Reporting of targets and performance by the Iowa DOT and MPOs shall conform to 23 CFR 490, 49 CFR 625, and 49 CFR 673.

4) Reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO

- a The Iowa DOT will provide MPOs with the statewide performance data used in developing statewide targets, and will also provide MPOs with subsets of the statewide data, based on their planning area boundaries. Updates of this data will include prior performance data.

5) The collection of data for the State asset management plans for the NHS

- a The Iowa DOT will be responsible for collecting bridge and pavement condition data for the State asset management plan for the NHS.

Work Elements

Task 1 – Administration and Support

Objective:

To initiate and properly manage the “3-C” planning process, ensuring that it is continuous, cooperative, and comprehensive, and in compliance with applicable State and Federal laws and regulations. This document may be amended by the Policy Board from time to time, as needed.

Previous Work:

- Administer the FY 2017 Transportation Planning Work Program
- Develop and approve the FY 2018 Transportation Planning Work Program
- Complete annual Self Certification
- Attend Iowa DOT quarterly MPO meetings
- Quarterly submittals for planning funding reimbursement
- Filing and reporting routine items required by the Iowa Department of Transportation, Federal Transit Administration, and Federal Highway Administration
- Conducted six Transportation Policy Committee meetings on: July 12, 2016; September 27, 2016; October 11, 2016; November 22, 2016; March 21, 2017; and May 23, 2017.
- Conducted five Transportation Technical Committee meetings on: November 8, 2016; March 9, 2017; and May 18, 2017.
- Conducted three public meeting on September 20, 2016; March 10, 2017; and June 2, 2017.
- Published MPO related messages on social media
 - Facebook: [facebook.com/cityofames](https://www.facebook.com/cityofames)

- Twitter: @cityofames
- Updated meeting agendas, minutes, and materials on the MPO website: www.aampo.org

Description:

This task includes all administrative tasks which support activities of the MPO including the following: prepare and submit required documents to maintain the continuity and credibility of the planning process. Sponsor and conduct meetings and provide support to policy and technical committees. Prepare budgets, maintain financial records, and ensure monies are spent appropriately. Coordinate activities with participating agencies and other public and private interests.

Purchase/lease supplies, computer equipment and other equipment necessary to carry out planning efforts. Maintain software and purchase necessary upgrades when beneficial to the MPO.

Task also includes conducting informational meetings, as well as public hearings, to obtain public input and feedback on ongoing activities. The Public Participation Plan, along with other pertinent documents maintained and developed by the Ames Area MPO are posted online at www.aampo.org. The Public Participation Plan will be evaluated for modifications to evolve with communication preferences as warranted.

The MPO staff will participate in conferences, seminars, meetings, and other training opportunities to remain familiar with the latest regulations and techniques related to the transportation planning field as provided by the Federal Transit Administration, Federal Highway Administration, American Planning Association, Environmental Protection Agency, Iowa Department of Transportation, peer transportation planning organizations, and other agencies and professional organizations.

FY 2018 Products:

- Maintain records and files in accordance with retention requirements
- Complete reports, surveys, and other materials as requested by Federal, State, or other governmental agency
- Carry out Annual Certification and all matters required of the certification
- Administration of Transportation Planning Work Program
 - Implementation and maintenance of the FY 2018 Transportation Planning Work Program
 - Creation and implementation of the FY 2019 Transportation Planning Work Program
 - Administration of reimbursements, filings, and reports as required to carry out activities of the Transportation Planning Work Program
- Attend State and Federal workshops, meetings, or other organized events related for the proper administration of the Ames Area MPO
- Administer meetings of the Transportation Policy Committee and Transportation Technical Committee
- Continue marketing and outreach of MPO planning activities including
 - Updating content on the MPO website (www.aampo.org)
 - Advertising meetings and events in various outlets
 - Monitor outreach activities in accordance with the Public Participation Plan
- Participate and organize conferences, trainings, and coordination meetings pertinent to transportation planning hosted by Federal, State, professional organizations, or other agencies.
- Monitor, coordinate, and implement performance measures into MPO planning processes as required by Federal and State regulation

Schedule:

| Task | Description (work product) | 1 st Qtr (July – Sept.) | 2 nd Qtr (Oct. – Dec.) | 3 rd Qtr (Jan. – March) | 4 th Qtr (April – June) |
|-----------------------------------|--|--|---|--|--|
| Administration and Support | | | | | |
| | Maintain records and files in accordance with retention requirements | X | X | X | X |
| | Complete reports, surveys, and other materials as requested by Federal, State, or other governmental agency | X | X | X | X |
| | Carry out Annual Certification and all matters required of the certification | X | X | X | X |
| | Implementation and maintenance of the FY 2018 Transportation Planning Work Program | X | X | X | X |
| | Creation and implementation of the FY 2019 Transportation Planning Work Program | | X | X | X |
| | Administration of reimbursements, filings, and reports as required to carry out activities of the Transportation Planning Work Program | X | X | X | X |
| | Attend State and Federal workshops, meetings, or other organized events related for the proper administration of the Ames Area MPO | X | X | X | X |
| | Administer meetings of the Transportation Policy Committee and Transportation Technical Committee | X | X | X | X |
| | Updating content on the MPO website (www.aampo.org) | X | X | X | X |
| | Advertising meetings and events in various outlets | X | X | X | X |
| | Monitor outreach activities in accordance with the Public Participation Plan | X | X | X | X |
| | Participate and organize conferences, trainings, and coordination meetings pertinent to transportation planning hosted by Federal, State, professional organizations, or other agencies. | X | X | X | X |
| | Monitor, coordinate, and implement performance measures into MPO planning processes as required by Federal and State regulation | X | X | X | X |

Work Element Summary:

| Activity | Responsible Agency | MPO Staff Hours | Federal Funds | Local Funds | Total |
|-------------------|--------------------|-----------------|---------------|-------------|----------|
| 1. Administration | AAMPO | 1,060 | \$44,160 | \$11,040 | \$55,200 |

Task 2 – Transportation Improvement Program

Objective:

Develop and maintain a regional program of near-term projects that are consistent with the Ames Area MPO long range transportation plan.

Previous Work:

- Ames Area MPO FY 2017 – 2020 Transportation Improvement Program
 - Development and adoption of the FY 2017 – 2020 Transportation Improvement Program
 - Processed required amendments and administrative modifications in accordance with outline procedures
- Ames Area MPO FY 2018 – 2021 Transportation Improvement Program
 - Prepare resolutions supporting regional Iowa Clean Air Attainment Program (ICAAP) grant applications
 - Solicit and select list of local "Transportation Alternatives" (TA) projects for funding
 - Solicit and select list of local "Surface Transportation Block Grant" program (STBG) projects for funding
 - Develop draft program document for committee review and public participation process

Description:

The Ames Area MPO is responsible for developing the funding program of transportation projects which use Federal funds or are regionally significant. The MPO carries out a process for soliciting regional projects for the Surface Transportation Block Grant (STBG) and Transportation Alternatives program (TA). The MPO also reviews regional projects seeking Iowa Clean Air Attainment Program (ICAAP) funds.

Projects which are awarded Federal funding or are regionally significant will be included in the Ames Area MPO Transportation Improvement Program. The TIP will be developed in coordination with local governments, the State of Iowa, and transit operators. Consistent with the Public Participation Plan, opportunities for public review and comments will be provided for TIP amendments to the FY 2017 - 2020 TIP and during the development of the FY 2018 - 2021 TIP. Coordination with the Iowa DOT Statewide Transportation Improvement Program (STIP) will also be undertaken.

FY 2018 Products:

- Ames Area MPO FY 2017 – 2020 Transportation Improvement Program
 - Maintain program through processing formal amendments and administrative modifications as required
- Ames Area MPO FY 2018 – 2021 Transportation Improvement Program
 - Complete the development and successfully process the adopted program
 - Maintain program through processing formal amendments and administrative modifications as required
- Ames Area MPO FY 2019 – 2022 Transportation Improvement Program
 - Prepare resolutions supporting regional Iowa Clean Air Attainment Program (ICAAP) grant applications
 - Solicit and prioritize list of local "Transportation Alternatives" (TA) projects for funding
 - Solicit and select list of local "Surface Transportation Block Grant" program (STBG) projects for funding
 - Develop draft program document for committee review and public participation process

Schedule:

| Task | Description (work product) | 1 st Qtr (July – Sept.) | 2 nd Qtr (Oct. – Dec.) | 3 rd Qtr (Jan. – March) | 4 th Qtr (April – June) |
|--|---|---------------------------------------|--------------------------------------|---------------------------------------|---------------------------------------|
| Transportation Improvement Program | | | | | |
| Ames Area MPO FY 2017 – 2020 Transportation Improvement Program | | | | | |
| | Maintain program through processing formal amendments and administrative modifications as required | X | | | |
| Ames Area MPO FY 2018 – 2021 Transportation Improvement Program | | | | | |
| | Complete the development and successfully process the adopted program | X | | | |
| | Maintain program through processing formal amendments and administrative modifications as required | | X | X | X |
| Ames Area MPO FY 2019 – 2022 Transportation Improvement Program | | | | | |
| | Prepare resolutions supporting regional Iowa Clean Air Attainment Program (ICAAP) grant applications | X | | | |
| | Solicit and prioritize list of local "Transportation Alternatives" (TA) projects for funding | | | X | X |
| | Solicit and select list of local "Surface Transportation Block Grant" program (STBG) projects for funding | | | X | X |
| | Develop draft program document for committee review and public participation process | | | | X |

Work Element Summary:

| Activity | Responsible Agency | MPO Staff Hours | Federal Funds | Local Funds | Total |
|----------|--------------------|-----------------|---------------|-------------|----------|
| 2. TIP | AAMPO | 232 | \$8,400 | \$2,100 | \$10,500 |

Task 3 – Comprehensive Planning

Objective:

Integrate transportation planning and land use planning for Ames Area MPO member jurisdictions.

Previous Work:

- Attend and co-host the Central Iowa Bicycle-Pedestrian Roundtable meetings and Planning & Evaluation Subcommittee meetings to develop:
- Regional trail gap map and prioritization
- Regional bike count methodology and report
- Foster regional collaboration on bicycle and pedestrian projects connecting the Ames regional with Central Iowa
- Attend Midwest Transportation Model user Group quarterly meetings
- Attend Iowa Transportation Coordination Council meeting
- Performed model analysis for potential development scenarios
- Developed inventory of bike racks (bike parking) locations

Description:

Participate in regional activities which enhance the transportation network including data collection, collaboration with local transportation activities, technical assistance for member agencies, and other activities promoting a comprehensive approach.

FY 2018 Products:

- Participation in regional and state-wide coordination meetings related to transportation planning, including groups such as:
 - Central Iowa Bicycle-Pedestrian Roundtable
 - Iowa Transportation Coordination Council
 - Passenger Rail Advisory Group
 - Local organization and non-profit meetings and activities promoting transportation choice, safety, public health, land-use, and other complementary causes
- Prepare updates to the Safe Routes to School map as necessary in coordination with the Ames Community School District
- Provide technical assistance to local cities in incorporating regional transportation planning goals and objectives into comprehensive, sub-area, capital improvement, and other local plans
- Perform data collection and GIS data maintenance of community assets used in transportation planning analysis, including traffic and trail count data
- Traffic signal synchronization review
- Development of pavement management system
- Analyze potential alternative funding sources
- Maintain and update the Regional ITS Architecture as necessary

Schedule:

| Task | Description (work product) | 1 st Qtr (July – Sept.) | 2 nd Qtr (Oct. – Dec.) | 3 rd Qtr (Jan. – March) | 4 th Qtr (April – June) |
|-------------------------------|--|--|---|--|--|
| Comprehensive Planning | | | | | |
| | Participation in regional and state-wide coordination meetings related to transportation planning | X | X | X | X |
| | Prepare updates to the Safe Routes to School map as necessary in coordination with the Ames Community School District | X | X | X | X |
| | Provide technical assistance to local cities in incorporating regional transportation planning goals and objectives into comprehensive, sub-area, capital improvement, and other local plans | X | X | X | X |
| | Perform data collection and GIS data maintenance of community assets used in transportation planning analysis, including traffic and trail count data | X | X | X | X |
| | Traffic signal synchronization review | X | X | X | X |
| | Development of pavement management system | X | X | X | X |
| | Analyze potential alternative funding sources | X | X | X | X |
| | Maintain and update the Regional ITS Architecture | X | X | X | X |

Work Element Summary:

| Activity | Responsible Agency | MPO Staff Hours | Federal Funds | Local Funds | Total |
|---------------------------|--------------------|-----------------|---------------|-------------|----------|
| 3. Comprehensive Planning | AAMPO | 884 | \$30,400 | \$7,600 | \$38,000 |

Task 4 – Transit Planning

Objective:

Enhance a coordinated, accessible, and efficient transit system.

Previous Work:

- Human service/transportation provider coordination meetings and plan updates
- Alternatives Analysis Planning
- System Redesign Planning
- Equal Employment Opportunity (EEO) Program update
- Disadvantage Business Enterprise (DBE) Program update and reports
- Title VI Program Update
- Ames Alternative Analysis Study
- Transit Asset Management Performance Measures

Description:

Planning efforts will reflect prioritization of the following areas:

- Incorporating safety and security in transit (transportation) planning
- Transit asset management planning
- Participation of transit operators in metropolitan and statewide planning
- Coordination of non-emergency human service transportation
- Planning for transit system management and operation to increase ridership
- Make transit capital investment decisions through effective system planning

This item involves transit planning issues related to land use and development issues, ridership surveys and analyses, plans to manage transit agency in accordance to the Federal Transit Administration guidelines, and the study of student and commuter service. Meetings will be held to facilitate the locally developed coordinated public transit/human-services transportation plan to improve transportation services for the low-income, aging and disabled populations within the community. Efforts will concentrate on improving operating efficiencies of current services and eliminating gaps where and when transportation is not available. The Transportation Planner may conduct various planning and ridership studies throughout the year.

FY 2018 Products:

- Various transit plans, administration and audits of the following programs requiring annual certifications by the transit agency:
 - a) Equal Employment Opportunity Program (EEO)
 - b) Title VI Program
 - c) Limited English Proficiency (LEP),
 - d) Disadvantaged Business Enterprise (DBE)
 - e) Transit Asset Management Plan
 - f) Safety/Security Plan
 - g) Federal Audits/Reviews
- Amend/update Ames Area MPO Passenger Transportation Plan (PTP)
- Capital/Financial planning to analyze fleet and facility needs for five-year period
- Long-term facility expansion studies
- Bus stop amenities planning
- System-wide performance measure

- Bus Rapid Transit service planning
[Schedule](#)

| Task | Description (work product) | 1 st Qtr (July – Sept.) | 2 nd Qtr (Oct. – Dec.) | 3 rd Qtr (Jan. – March) | 4 th Qtr (April – June) |
|-------------------------|---|--|---|--|--|
| Transit Planning | | | | | |
| | Administration and audits of various transit plans: EEO, Title VI, LEP, DBE, Transit Asset Management Plan, Safety Plan | X | X | X | X |
| | Maintain and amend PTP | | | X | X |
| | Capital/Financial planning to analyze fleet and facility needs for 5 year period | X | X | X | X |
| | Corridor and facility expansion studies | X | X | X | X |
| | Bus stop amenities | X | | | X |
| | System-wide performance measures | X | X | X | X |
| | Administration of Ames Alternative Analysis Study | X | X | | |
| | Administration of Ames Alternative Analysis | X | X | X | |
| | Administration of Transit System Redesign Study | X | X | X | X |

Work Element Summary:

| Activity | Responsible Agency | MPO | Staff Hours | Federal Funds | Local Funds | Total |
|---------------------|--------------------|-----|-------------|---------------|-------------|----------|
| 4. Transit Planning | AAMPO CyRide | / | 973 | \$31,745 | \$7,937 | \$39,682 |

Task 5 – Special Studies

Objective:

To further the goals and objectives of the transportation planning process through special studies undertaken by MPO staff or consultants in support of existing or projected local needs.

Subtask 5.1: Alternatives Analysis Study

Previous Work:

- Complete Alternative Analysis Report
- Categorical Exclusion/NEPA Documentation
- Request Entry into FTA Project Development and Supporting Documentation

Description

An Alternatives Analysis (AA) Study was conducted of the Iowa State Center to Iowa State University campus corridor identified currently as the Orange Route. The Ames Transit Agency completed a smaller Transit Feasibility Study in June 2007 looking at seven corridors in the community that had either current transportation/growth issues or future identified growth. The study identified transportation options to resolve corridor problems of which the Orange Route is operating at near maximum capacity. It was determined through the Transit Feasibility Study that the Orange Route may qualify for Small New Starts funding to establish a Bus Rapid Transit corridor which would operate more like a light rail type system only using more cost-efficient buses. The AA study analyzed specific route options in more depth regarding transit-only corridors, provided detailed information on bus stop upgrades, and analyzed route speed increases that could be realized with extended-green technology. This study analyzed the financial capacity/needs of the Ames community to undertake a project such as Bus Rapid

Transit. At the conclusion of the AA Study, a locally preferred alternative – the “proposed action” – was determined which was Bus Rapid Transit.

The Alternative Analysis study began in January 2013 and is expected to conclude in the fall 2016 with a final report completed by winter 2016. The study has included data collection in the form of rider surveys, on/off boardings, gate access to ISU campus, class concentration, public input, etc. Public meetings occurred in the fall 2014 and spring 2015 when the majority of the students that utilize this route were living in Ames to attend university classes. The study and locally preferred alternatives will be finalized by fall 2016. The total budget is \$200,000 (\$160,000 federal) for the study but will cross fiscal years 2015 through 2017. The budget below assumes that remainder of the federal funds, approximately 17%, will be expended in FY2018. The funding for this project is exclusively for work completed by the consultant. Transit staff will charge their time toward the transit planning element.

FY 2018 Products:

- Project Complete

Subtask 5.2: Transit System Redesign Study

Previous Work

- Peer Analysis of University Transit Systems
- CyRide Data Detailed
- Customer Surveys
- Public Input Meetings (2) & Outreach
- Land Use and Multi-Family Development Analysis
- Service Concept Development (2-3 Options)
- Refine Final Service Delivery (preliminary schedules, ridership estimates, route alignments, bus stops, transfer locations, passengers per revenue hours, summer route/schedule changes, operational staffing needs, technology enhancements, disparity study, implementation timelines/phases)
- Development of Transit System Redesign Report

Description:

A Transit System Redesign Study will be conducted to analyze CyRide's current route structure/schedule to determine if its current service delivery method is the most efficient structure. CyRide has grown from 4 million annual rides to almost 7 million over the past decade. Questions as to whether the current route configuration and timetables/schedule are serving the community appropriately.

A consultant will be hired to conduct the work and analysis of this special one-time study. Staff time will charge their analysis and efforts to the transit planning element and therefore the funding within this element will be utilized exclusively for the consultant's participation.

Preliminary work tasks to be completed by the consultant, but yet to be finalized consist of the following:

1. Refine Goals and Objectives for the Study/ Kick-Off Meeting
2. Collect Stakeholders Input to Determine the Study's Parameters & future direction
3. Conduct a Peer Analysis of Similar University Transit Systems
4. Collect Current CyRide Data
5. Conduct Customer Surveys.
6. Conduct Civic Engagement Activities
7. Review of Current Land Use Plans and Multi-Family Development
8. Develop 2-3 Service Concepts and Final Recommendation
9. Refinement of the Final Service Delivery Method
10. Development of a Final Report

A Technical Committee comprised of City, ISU and CyRide staff; including AAMPO representation; would be established to oversee the study and recommend peer systems for comparison, civic engagement plans, passenger survey questions and a preferred service option.

The Transit System Redesign Study will begin in July 2016 and is expected to conclude in September 2017 with a final report completed by the consultant at that time. The total budget is \$150,000 (\$100,000 federal) for the study of which should be expended in FY2017. CyRide has another \$37,500 in 100 percent local funding that will complete the efforts of the study in the first quarter of FY 2018.

FY 2018 Products:

- Project Complete

Schedule:

| Subtask | Description (work product) | 1 st Qtr (July – Sept.) | 2 nd Qtr (Oct. – Dec.) | 3 rd Qtr (Jan. – March) | 4 th Qtr (April – June) |
|------------------------|-------------------------------|--|---|--|--|
| Special Studies | | | | | |
| 5.1 | Alternative Analysis Study | X | X | | |
| 5.2 | Transit System Redesign Study | X | | | |

Work Element Summary:

| Activity | Responsible Agency | Hours | *Federal Funds | Local Funds | Total |
|----------------------------------|--------------------|-------|----------------|-------------|----------|
| 5.1 Alternatives Analysis Study | #CyRide | - | \$39,682 | \$9,920 | \$49,602 |
| 5.2 Transit Route Redesign Study | #CyRide/ AAMPO | - | \$0 | \$37,500 | \$37,500 |

Funds used for private sector involvement

* Federal funds used for Subtask 5.1 are through CyRide and are not MPO Planning funds

Task 6 – Long Range Transportation Planning

Objective:

Provide framework for orderly, efficient growth of an integrated, multi-modal transportation network.

Previous Work:

- Review Lincoln Way corridor plan for alignment with the Long Range Transportation Plan
- Update transit data within model
- Evaluation of potential schedule for next Long Range Transportation Plan update

Description:

The 2040 Long Range Transportation Plan (titled: Ames Mobility 2040) became effective October 2015. To support activities of the Long Range Transportation Plan, the MPO will continue to monitor and update the plan as necessary. Both in support of the current plan and in anticipation of the update, plan elements will be monitored and data updated related to the transportation network, transportation activities, and modeling data.

FY 2018 Products:

- Update the LRTP as necessary to ensure compliance with transportation planning requirements.
- Develop tools and documents to support the implementation of long range transportation projects into local and regional plans
- Maintain data for the traffic model by monitoring changes in land use, developing housing and employment data, and other applicable means
- Perform model analysis related to long range transportation projects and potential impacts on the regional network
- Prepare preliminary schedule of activities for the 2020 LRTP Update

Schedule:

| Task | Description (work product) | 1 st Qtr (July – Sept.) | 2 nd Qtr (Oct. – Dec.) | 3 rd Qtr (Jan. – March) | 4 th Qtr (April – June) |
|---------------------------------------|---|---------------------------------------|--------------------------------------|---------------------------------------|---------------------------------------|
| Long Range Transportation Plan | | | | | |
| | Update the LRTP as necessary to ensure compliance with transportation planning requirements. | X | X | X | X |
| | Develop tools and documents to support the implementation of long range transportation projects into local and regional plans | X | X | X | X |
| | Maintain data for the traffic model by monitoring changes in land use, developing housing and employment data, and other applicable means | X | X | X | X |
| | Perform model analysis related to long range transportation projects and potential impacts on the regional network | X | X | X | X |
| | Prepare preliminary schedule of activities for the 2020 LRTP Update | X | X | X | X |

Work Element Summary:

| Activity | Responsible Agency | MPO Hours | Staff | Federal Funds | Local Funds | Total |
|---------------|--------------------|-----------|-------|---------------|-------------|---------|
| 6 LRTP Update | AAMPO | 115 | | \$5,200 | \$1,300 | \$6,500 |

FY 2018 Budget and Funding Sources

Budget Summary

| Activity/Work Element | Total Cost | Total Local Match | Federal Funds | | | | | | |
|-----------------------|-------------------|-------------------|----------------------|------------------|---------------|--------------|--------------|------------------|------------------|
| | | | Total Federal Amount | FTA 5305d New | FTA 5305d C/O | FHWA STP New | FHWA STP C/O | FHWA PL New | FHWA PL C/O |
| 1 - Admin | \$ 55,200 | \$ 11,040 | \$ 44,160 | \$ - | \$ - | \$ - | \$ - | \$ 11,375 | \$ 32,785 |
| 2 - TIP | \$ 10,500 | \$ 2,100 | \$ 8,400 | \$ - | \$ - | \$ - | \$ - | \$ 2,164 | \$ 6,236 |
| 3 - Comp | \$ 38,000 | \$ 7,600 | \$ 30,400 | \$ - | \$ - | \$ - | \$ - | \$ 7,831 | \$ 22,569 |
| 4 - Transit | \$ 39,682 | \$ 7,937 | \$ 31,745 | \$ 31,745 | \$ - | \$ - | \$ - | \$ - | \$ - |
| *5 - Special | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 6 - LRTP | \$ 6,500 | \$ 1,300 | \$ 5,200 | \$ - | \$ - | \$ - | \$ - | \$ 1,339 | \$ 3,861 |
| Total | \$ 149,882 | \$ 29,977 | \$ 119,905 | \$ 31,745 | \$ - | \$ - | \$ - | \$ 22,709 | \$ 65,451 |

Totals are rounded to the nearest dollar and summations may produce a rounding error

* Subtasks 5.1 & 5.2 utilize local and Federal funds outside of MPO Planning funds

| | FTA 5305d New | FTA 5305d C/O | FHWA STP New | FHWA STP C/O | FHWA PL New | FHWA PL C/O | TOTAL |
|---------------------------|---------------|---------------|--------------|--------------|-------------|-------------|-----------|
| Unobligated Federal Funds | \$ - | \$ - | \$ - | \$ - | \$ 72,658 | \$ - | \$ 72,658 |

Revisions to the Transportation Planning Work Program

Procedures

All work program changes require prior written Federal approval, unless waived by the awarding agency. The following table denotes the approving agency for various changes to work programs.

| Revision type | Approving Agency |
|---|-----------------------------------|
| Request for additional Federal funding | Federal |
| Transfer of funds between categories, projects, functions, or activities which exceeds 10 percent of the total work program budget when the Federal share of the budget exceeds \$150,000 | Federal |
| Revision of the scope or objectives of activities | Federal |
| Transferring substantive programmatic work to a third party (consultant) | Federal |
| Capital expenditures, including the purchasing of equipment | Federal |
| Transfer of funds allotted for training allowances | Federal |
| Transfer of funds between categories, projects, functions, or activities which do not exceed 10% of the total work program budget, or when the Federal share of the budget is less than \$150,000 | Iowa Department of Transportation |
| Revisions related to work that does not involve Federal funding | Ames Area MPO |

All necessary TPWP approvals are required to be in place prior to the commencement of activity, purchasing of equipment, or request for reimbursement. As it relates to procurement of equipment and services, there should be no notification of award, signed contract, placement of an order, or agreement with a contractor prior to receiving the necessary approval.

All revision requests should be submitted electronically to the Iowa DOT Office of Systems Planning and the agency's District Planner. If all necessary information is provided, the request will then be forwarded to the Federal Highway Administration and Federal Transit Administration for review and any necessary approvals. Notification by the approving agency will be in writing.

Revision requests shall, at a minimum, include:

- A resolution or meeting minutes showing the approval of the revision.
- Budget summary table with changes highlighted/noted.
- Modified section(s) of the plan's work elements with changes highlighted/noted.

Federal Revision Approval

Revisions where FHWA/FTA is the designated approving agency shall require written approval by FHWA/FTA prior to commencement of activity, purchasing of equipment, or request for reimbursement.

Iowa DOT Office of Systems Planning Revision Approval

Revisions where the Iowa DOT Office of Systems Planning is the designated approving agency shall require written approval by the Iowa DOT Office of Systems Planning prior to commencement of activity or request for reimbursement.

Ames Area MPO Revision Approval

Revisions where the MPO or RPA is the approving agency shall be approved by the Policy Board.

Cost Allocation Plan

The local match for salaries and other expenses is a part of the City of Ames Program Budget adopted by the City of Ames City Council for all personnel and associated expenses. Costs billed will be for those specified. The main source of local-match funds will come from the City of Ames Road Use Tax allocation. New FY 2017 funds have been combined with the carryover amounts for expense allocations. Carryover funds will be used first before new allocations. The Ames Area MPO does not charge indirect costs.

Appendix A: Ames Area MPO Self Certification

AMES AREA METROPOLITAN PLANNING ORGANIZATION ANNUAL SELF-CERTIFICATION

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

- (1) 23 U.S.C. 134, 49 U.S.C. Section 5303, and 23 CFR Part 450;
- (2) In nonattainment and maintenance areas, Sections 174 and 176(c) and (d) of the Clean Air Act as amended (42 U.S.C. 7504, 7506(c) and (d) and 40 CFR 93);
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex or age in employment or business opportunity;
- (5) Section 1101(b) of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (Pub. L. 109-59) regarding the involvement of Disadvantaged Business Enterprises in FHWA and FTA funded planning;
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*) and 49 CFR parts 27,37, and 38, and USDOT implementing regulation;
- (8) Older Americans Act, as amended (42 U.S.C. 6101);
- (9) 23 U.S.C. 324, regarding prohibition of discrimination based on gender; and
- (10) Section 504 of the Rehabilitation Act of 1973 and 49 CFR Part 27, regarding discrimination against individuals with disabilities.

For AAMPO:


Ann Campbell, Chair
Transportation Policy Committee

3-28-17
Date

Appendix B: Transportation Policy Committee Meeting Minutes

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

SUBJECT: DRAFT FY 2018 - 2021 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

BACKGROUND:

In order to receive funds for transportation improvement projects, it is necessary for the projects to be part of the approved statewide plan. The initial step in this process is for the Ames Area MPO to develop a draft Transportation Improvement Plan (TIP). The attached draft plan provides for projects for street improvements, CyRide improvements, and trail projects.

In spring 2017, the Ames Area MPO distributed applications for new funding for Surface Transportation Block Grant (STBG) projects. Five applications were received. These projects have been incorporated into the Draft FY 2018 – 2021 Transportation Improvement Program. The Transportation Technical Committee reviewed the draft on May 18, 2017. The final FY 2018 – 2021 Transportation Improvement Program is due to the Iowa Department of Transportation by July 15, 2017.

| Program | Project Sponsor | Project Name | Federal Fund Request | Total Project Cost | Fiscal Year |
|----------------|------------------------|---|-----------------------------|---------------------------|--------------------|
| STBG | City of Ames | Grand Ave Extension | *\$1,200,000 | \$17,450,000 | FY 2018 |
| STBG | City of Ames | North Dakota Avenue (Ontario St. to RR) | #\$220,000 | \$1,480,000 | FY 2020 |
| STBG | CyRide | Vehicle Replacement | \$225,000 | \$539,035 | FY 2021 |
| STBG | City of Ames | Cherry Avenue (E Lincoln Way to SE 5 th St.) | \$1,890,000 | \$2,900,000 | FY 2021 |
| STBG | City of Ames | 13 th Street (Duff Ave. to Meadowlane Ave.) | \$1,600,000 | \$2,500,000 | FY 2021 |

*Grand Ave. Extension already awarded \$4,300,000 STBG funds in previous years.

Request this year is for additional \$1,200,000 for a total \$5.5 Million.

#North Dakota Ave. already awarded \$680,000 STBG funds in previous years.

Request this year is for additional \$220,000 for a total of \$900,000

Total New STP Requests: \$5,135,000

Total New TAP Requests: \$0

ALTERNATIVES:

1. Approve the Draft FY 2018-2021 Transportation Improvement Program and set July 11, 2017, as the date for the public hearing.
2. Direct modifications to the Draft FY 2018-2021 Transportation Improvement Program and set July 11, 2017, as the date for the public hearing.

ADMINISTRATOR'S RECOMMENDED ACTION:

It is the recommendation of the Administrator that the Transportation Policy Committee adopt Alternative No. 1, as noted above.



FY 2018 -
2021

Transportation Improvement Program

The Ames Area MPO prepared this report with funding from the U.S. Department of Transportation's Federal Highway Administration and Federal Transit Administration, and in part through local matching funds of the Ames Area MPO member governments. These contents are the responsibility of the Ames Area MPO. The U.S. government and its agencies assume no liability for the contents of this report or for the use of its contents. **The Ames Area MPO approved this document on July XX, 2017.** Please call (515) 239-5160 to obtain permission to use.

Ames Area
metropolitan planning organization

Contents

Federal Highway Administration Section 3

- Project Selection 3
 - Introduction 3
 - Surface Transportation Block Grant Program (STBG) 3
 - Transportation Alternative (TA) 3
 - Other 3
- FY 2017 Project Status Report 4
- Fiscal Constraint 5
 - Financial Constraint Summary Tables 5
- Network Operations and Maintenance 7
- Public Participation Process 7
- Title VI Compliance 7
- Self Certification 7
- Revising the TIP 8
 - Amendment 8
 - Administrative Modifications 8

Federal Transit Administration Section 9

- FY 2018 Transportation Improvement Program FTA Project Justification 9
 - General Operations 9
 - Contracted Paratransit (Dial-A-Ride) Service 9
 - Associated Transit Improvements 9
 - Heavy Duty Bus Replacement 9
 - Heavy Duty Bus Expansion 9
 - In-Ground Hoist Replacements 9

Blue Route (Sunday)..... 10
Brown/Green Route (Weekday) 10
Plum Route (Weekday) 10

Appendix A: FFY 2018 – 2021 TPMS Printouts

Appendix B: Ames Area MPO Self Certification

Appendix C: Approval

Federal Highway Administration Section

Project Selection

Introduction

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

Surface Transportation Block Grant Program (STBG)

Factors identified in the Long Range Transportation Plan (LRTP) are used as tools to help determine those projects selected and their respective priority. In addition to the LRTP tools, highway capacity improvement projects are selected using Level of Service criteria; rehabilitation and reconstruction projects are selected based upon pavement condition index and field review. A STBG application form shall be submitted along with all STBG projects to be considered to receive federal-aid funding. This form can be requested from the Ames Area MPO staff or downloaded from the Ames Area MPO website at www.aampo.org.

Transportation Alternative (TA)

Transportation Alternative consists mainly of greenbelt trails that have been identified during the public involvement process for the Long Range Transportation Plan update. Trail segments shown in the plan are sized proportionately based upon estimated construction costs.

A TA application form shall be submitted along with all TA projects to be considered to receive federal-aid funding. Submitted projects are then ranked with the following criterion:

- connectivity with existing facilities,
- cost in relation to public benefit,
- enhancement to existing transportation system, and
- identified in the long range transportation plan.

The ranked list is then discussed and may be revised during the TIP development process. This form can be requested from the Ames Area MPO staff or downloaded from the Ames Area MPO website at www.aampo.org.

Other

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

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

All projects are consistent with the approved Ames Mobility 2040 Long Range Transportation Plan.

FY 2017 Project Status Report

| <i>TPMS #</i> | <i>Project Number</i> | <i>Location</i> | <i>Type of Work</i> | <i>Status</i> | <i>Total Project Cost</i> | <i>Total Federal Aid</i> | <i>Sponsor</i> |
|----------------------|------------------------------|--|---|------------------------------------|----------------------------------|---------------------------------|-----------------------|
| 34214 | RGPL-PA22(RTP)--PL-00 | Transportation Planning | Trans Planning | Ongoing | \$ 113,000 | \$ 90,000 | AAMPO |
| 19961 | STP-U-0155(693)--70-85 | In the City of Ames, S 3rd St / S 4th St: From Squaw Creek to South Duff Avenue | Pavement Rehab | Authorized - Under Construction | \$ 2,422,000 | \$ 1,292,000 | City of Ames |
| 21260 | STP-E-0155(SE16TH)--8V-85 | In the City of Ames, Skunk River Trail: From SE 16th Street to East Lincoln Way | Ped/Bike Structures, Ped/Bike Miscellaneous | Rolled Over into Current TIP | \$ 835,000 | \$ 240,000 | City of Ames |
| 14980 | STP-E-0155(684)--8V-85 | In the City of Ames, Skunk River Trail, From Bloomington Road to Ada Hayden Park | Ped/Bike Grade & Pave | Rolled Over into Current TIP | \$ 544,000 | \$ 320,000 | City of Ames |
| 15628 | STP-E-C085(100)--8V-85 | Gilbert to Ames Trail: Trail connection from Gilbert, Iowa to Ames, Iowa | Ped/Bike ROW | Federal Funds Removed from project | \$ 983,000 | \$ - | Story CCB |

Fiscal Constraint

The Ames Area MPO FY 2018 programming targets are \$1,592,485 for STBG and \$66,545 for TAP Flex. The project costs shown in the TIP are in year of expenditure dollars. This is accomplished by developing an estimate of costs in the current bidding environment and then applying an inflation factor of 4% per year. The Ames City Council has programmed these projects in the City of Ames 2017-2022 Capital Improvement Program for the local funding allocation. These funds are generated from the City of Ames annual Road Use Tax Fund (RUTF) distribution, Local Option Sales Tax, and General Obligation (GO) Bonds. The transit program does not have targets, and thus the requests involve significant costs in the anticipation of maximizing the amounts received.

Financial Constraint Summary Tables

| Federal Aid Program | 2018 | | 2019 | | 2020 | | 2021 | |
|---|--------------|-------------|------------|-------------|-------------|-------------|-------------|-------------|
| | Total Cost | Federal Aid | Total Cost | Federal Aid | Total Cost | Federal Aid | Total Cost | Federal Aid |
| Surface Transportation Block Grant Program (STBG) | \$18,930,000 | \$6,560,000 | \$500,000 | \$400,000 | \$2,029,000 | \$1,125,000 | \$5,929,000 | \$3,715,000 |
| Highway Bridge Replacement (STP-HBP) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Transportation Alternatives Program (TAP) | \$1,900,000 | \$720,000 | \$0 | \$0 | \$448,000 | \$140,000 | \$0 | \$0 |
| National Highway Performance Program (NHPP) | \$3,812,000 | \$3,431,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Metropolitan Planning (PL) | \$119,000 | \$95,000 | \$119,000 | \$95,000 | \$119,000 | \$95,000 | \$119,000 | \$95,000 |
| Congestion Mitigation and Air Quality Improvement(CMAQ) | \$17,450,000 | \$395,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Primary Road Funds (PRF) | \$500,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

| | 2018 | 2019 | 2020 | 2021 |
|---------------------------------|--------------------|--------------------|--------------------|--------------------|
| Unobligated Balance (Carryover) | \$5,052,534 | \$151,564 | \$1,458,564 | \$2,073,564 |
| Region STBG Target | \$1,592,485 | \$1,639,000 | \$1,672,000 | \$1,712,000 |
| Region TAP Flex Target | \$66,545 | \$68,000 | \$68,000 | \$68,000 |
| Subtotal | \$6,711,564 | \$1,858,564 | \$3,198,564 | \$3,853,564 |
| Programmed STP Funds | \$6,560,000 | \$400,000 | \$1,125,000 | \$3,715,000 |
| Balance | \$151,564 | \$1,458,564 | \$2,073,564 | \$138,564 |

| Table 4 | | | | | | |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| Forecasted Operations and Maintenance (O&M) Costs on the Federal-Aid System Table | | | | | | |
| Source: 2016 City Street Finance Report | | | | | | |
| | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 |
| City of Ames Total Operations | \$1,300,776 | \$1,352,807 | \$1,406,919 | \$1,463,196 | \$1,521,724 | \$1,582,593 |
| City of Ames Total Maintenance | \$1,141,806 | \$1,187,478 | \$1,234,977 | \$1,284,376 | \$1,335,752 | \$1,389,182 |
| City of Gilbert Total Operations | \$9,169 | \$9,536 | \$9,917 | \$10,314 | \$10,726 | \$11,155 |
| City of Gilbert Total Maintenance | \$12,980 | \$13,499 | \$14,039 | \$14,601 | \$15,185 | \$15,792 |
| Total O&M | \$2,464,731 | \$2,563,320 | \$2,665,853 | \$2,772,487 | \$2,883,387 | \$2,998,722 |

| Table 5 | | | | | | |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Forecasted Non-Federal Aid Revenue Table | | | | | | |
| Source: 2016 City Street Finance Report | | | | | | |
| | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 |
| City of Ames Total RUTF Receipts | \$7,286,851 | \$7,578,325 | \$7,881,458 | \$8,196,716 | \$8,524,585 | \$8,865,568 |
| City of Ames Total Other Road Monies Receipts | \$8,530,756 | \$8,871,986 | \$9,226,866 | \$9,595,940 | \$9,979,778 | \$10,378,969 |
| City of Ames Total Receipts Service Debt | \$19,587,899 | \$20,371,415 | \$21,186,272 | \$22,033,722 | \$22,915,071 | \$23,831,674 |
| City of Gilbert Total RUTF Receipts | \$133,713 | \$139,062 | \$144,624 | \$150,409 | \$156,425 | \$162,682 |
| City of Gilbert Total Other Road Monies Receipts | \$30,436 | \$31,653 | \$32,920 | \$34,236 | \$35,606 | \$37,030 |
| City of Gilbert Total Receipts Service Debt | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total Non-Federal Aid Road Fund Receipts | \$35,569,655 | \$36,992,441 | \$38,472,139 | \$40,011,024 | \$41,611,465 | \$43,275,924 |

Network Operations and Maintenance

The capital investment and other measures necessary to preserve the existing transportation system, as well as operations, maintenance, modernization, and rehabilitation of existing and future transportation facilities are annually reviewed and programmed. Preservation, operating, and maintenance costs are included as a priority for funding. Maintenance and rehabilitation projects are also included in the AAMPO LRTP. In addition to STBG funding, the City of Ames utilizes RUTF, Local Option Sales Tax, and General Obligation funding for system preservation projects. A program is also included in the City of Ames 2017-2022 CIP to address shared use path maintenance. The LRTP and Land Use Policy Plan (LUPP) both use an intersection efficiency standard of Level of Service (LOS) C.

Public Participation Process

The draft Transportation Improvement Program follows a process of Transportation Technical Committee review on May 18, 2017; a public input session was held at the Ames City Hall on May 19, 2017; Transportation Policy Committee draft review on May 23, 2017; and a Transportation Policy Committee public hearing on July 13, 2017. Postings for meetings are performed in accordance with our approved Public Participation Plan.

Draft documents are available on the Ames Area MPO website at www.aampo.org and include a map of roadway projects by programmed fiscal year. Notice of meetings were posted at the Ames City Hall and on the Ames Area MPO website as 'News'. In addition, projects are available for public review and comment through the City of Ames Capital Improvement Program process.

Title VI Compliance

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

Self Certification

The AAMPO Policy Committee certified that transportation planning activities in the Ames metropolitan area are being carried out in accordance with governing Federal regulations, policies and procedures. This certification was at the meeting on March 28, 2017. A copy of the document is attached in Appendix C.

Revising the TIP

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

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

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

Amendment

Amendments are major changes involving the following:

- Project Cost – projects in which the recalculated project costs increase federal aid by more than 30 percent or increase total federal aid by more than \$2 million from the original amount.
- Schedule Changes – projects added or deleted from the TIP.
- Funding Source – projects receiving additional federal funding sources.
- Scope Changes – changing the project termini, project alignment, the amount of through traffic lanes, type of work from an overlay to reconstruction, or a change to include widening of the roadway.

Amendments are presented to the Policy Committee and a public comment period is opened, which lasts until the next Policy Committee meeting (the Policy Committee meets on an as needed basis, giving a 3-4 week public comment period). Public comments are shared at this meeting with the Policy Committee and action is taken to approve the amendment.

Administrative Modifications

Administrative Modifications are minor changes involving the following:

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

Administrative modifications and amendments are subject to different AAMPO Policy Committee and public review procedures. Administrative modifications are processed internally and are shared with the Policy Committee and the public as informational items

Federal Transit Administration Section

FY 2018 Transportation Improvement Program FTA Project Justification

The following transit projects identified within the draft FY2018-2021 TIP were included within the Passenger Transportation Plan (PTP) Update, meeting the requirements to have the Enhanced Mobility for Seniors and individuals with Disabilities formulized federal funding within an approved PTP prior to TIP approval. The following narrative describes the projects within the initial year of the plan.

General Operations

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

Contracted Paratransit (Dial-A-Ride) Service

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

Associated Transit Improvements

CyRide developed a Bus Stop Plan that recommended an implementation plan for bus stop amenities along CyRide's fixed-route system. From the prioritization of recommended stop improvements, concrete pads will be added for easier boarding/alighting during inclement weather as well as replacing bus shelters with lighted bus shelters to improve the

accessibility for patrons and CyRide's image throughout the Ames community. In February 2013, CyRide launched Nextbus allowing passengers to obtain real-time information of the next buses coming to a particular bus stop. The information can be obtained on CyRide's website, by texting or calling or via LED digital signs at the bus stop. CyRide envisions additional LED digital signage signs next to high ridership stops throughout the Ames community.

Heavy Duty Bus Replacement

Eight buses have exceeded FTA guidelines for useful life. Bus numbers are 00716, 00715, 00711, 00712, 00717, 00713, 00144, 00145. These units will be replaced with 40' heavy-duty buses, equipped with cameras. These replacement vehicles will be ADA accessible.

Heavy Duty Bus Expansion

The System Redesign that was recently adopted by the CyRide Board is adding new several new service routes including: 25 Gold, 11 Cherry, 12 Lilac where large buses would operate. It is not clear whether the current administration plans to provide an infrastructure package in the near future. If this comes to fruition, four new buses would provide additional expansion possibilities for these routes in lieu of CyRide purchasing "used" buses to expand service. These new vehicles would be ADA accessible if purchased.

In-Ground Hoist Replacements

Three new hoists would provide substantial benefit to CyRide in allowing continued maintenance of federal/state funded buses to keep them in a state of good repair. Two of the hoists are 34 years old and the third 28 years old. The useful life for in-ground hoists is typically 20 years and each have corrosion beyond

repair making it difficult to move the hoists into place to work on different size vehicles. Additionally, all three hoists rely on one central “trunk” line to supply its fluid. Therefore, a ruptured line or other failed parts on the hydraulic pump makes all three hoists inoperable. New hoist technology will be autonomous and operate independently so if something failed on one of the pumps, mechanics could still work on the other two hoists as each would have its own individual hydraulic system. Performing timely preventive maintenance on vehicles is a federal requirement therefore the replacement of these hoists is critical in the near future.

Blue Route (Sunday)

In 2014-2015, CyRide doubled its frequency on the Sunday Blue route to 20-minute intervals between 11:00 am and 5:00 pm. The route previously operated at 40-minute intervals. One bus was added on Sundays to serve a portion of the route between ISU campus and the Wal-Mart on South Duff Avenue. This additional frequency helps reduce overcrowding and on-time performance issues experienced on the route. Additionally, this change will improve service by decreasing wait times for customers. Many trips along this portion of the route on Sunday consistently exceeded 60 passengers per bus, which is standing capacity. The seated capacity is 39 passengers. CyRide is requesting the final year of funding this project through Iowa’s Clean Air Attainment Program (ICAA) funding.

Brown/Green Route (Weekday)

In 2014-2015, CyRide added two additional buses along the Brown Route and one bus to the Green route each weekday between 11:30am and 6:00pm. Ridership has grown on both

these corridors to the point where overcrowding occurs and buses are having a difficult time staying on time and buses are exceeding standing capacity. Ridership on the Brown route has grown by more than 45% over the past three years due to the influx of students to apartments north of Somerset and full utilization of the Wallace/Wilson Residence Halls. An added benefit of this change is that the Brown/Green routes will now be able to meet other buses (Red and Blue routes) to make transfers allowing customers to switch between buses to travel to other areas of campus or the city. Previously, the Brown route bus arrived several minutes after the other route buses have left, causing customers to wait almost 20 more minutes until their next bus arrives. CyRide is requesting the final year of funding this project through Iowa’s Clean Air Attainment Program (ICAA) funding.

Plum Route (Weekday)

CyRide added a new route in 2015-2016 called the #9 Plum Route operated 20-minute service on ISU class weekdays between S. 16th/Duff and Iowa State University campus. The #9 Plum route serves high residential areas (The Grove, Laverne, Pleasant Run and Copper Beech) along S. 16th Street. This route also provides access to the commercial district near the intersection of S. 16th/Duff including Mid-Iowa Community Action and Community and Family Resources just east of this intersection. The route travels as follows: 16th St – University Blvd – Wallace – Osborn – Bissell – Union (past the Memorial Union & Knoll) – Lincoln Way – University – S. 16th – Buckeye. CyRide is requesting a second year of funding for this project through Iowa’s Clean Air Attainment Program (ICAA) funding at 50 percent. ICAAP can potentially fund up to three years of funding for new transit projects.

Appendix A: FFY 2018 – 2021 TPMS Printouts

MPO-22 / AAMPO

2018 - 2021 Transportation Improvement Program








| TPMS Sponsor Appr. Status | Project # Location Funding Program | Length FHWA# S:TR | | Pgm'd Amounts in 1000's | | | | Total | STIP# |
|--|--|-------------------------|---|--------------------------|-------------------|---------------------|-------------------------|--------------------------|-------|
| | | | | FY18 | FY19 | FY20 | FY21 | | |
| STBG - Surface Transportation Block Grant Program | | | | | | | | | |
| Story - 85 | | | | | | | | | |
| 16032 Ames In Prep | STP-U-0155(690)--70-85 DOT Letting: 01/17/2018 In the city of Ames, On South Grand Ave, South 5th St, and Intersection of S 16th St and Duff Ave Grade and Pave,Bridge New | 0.652 MI -- -- | Project Total Federal Aid Regional FA | 17,450 5,896 5,500 | 0 0 0 | 0 0 0 | 0 0 0 | 17,450 5,896 5,500 | -- |
| PA NOTE: S Grand from 0.1 miles north of S. 16th Street to Squaw Creek Dr / S 5th St from S Grand Ave to S Duff Ave / S 16th & S Duff Ave Intersection Total Project Cost \$17,450,000 through FY19/20 | | | | | | | | | |
| 35644 Ames In Prep | STP-U-0155(--70-85 In the city of Ames, On 13th Street, from Ridgewood Avenue East 0.31 Miles to Harding Avenue Pavement Rehab | 0.29 MI -- -- | Project Total Federal Aid Regional FA | 1,480 1,060 1,060 | 0 0 0 | 0 0 0 | 0 0 0 | 1,480 1,060 1,060 | -- |
| 16103 MPO-22 / AAMPO Submitted | RGPL-PA22(LRTP)--ST-85 Ames MPO Planning: STP Funds for Transportation Planning Trans Planning | 0 MI -- -- | Project Total Federal Aid Regional FA | 0 0 0 | 500 400 400 | 0 0 0 | 0 0 0 | 500 400 400 | -- |
| 35616 Ames In Prep | STP-U-0155(--70-85 In the city of Ames, On North Dakota Avenue, from Ontario Street North 0.17 Miles to Union Pacific Railroad Tracks Pave | 0 -- -- | Project Total Federal Aid Regional FA | 0 0 0 | 0 0 0 | 1,500 900 900 | 0 0 0 | 1,500 900 900 | -- |
| 35617 MPO-22 / AAMPO Submitted | RGTR-PA22(--ST-85 CyRide: Vehicle Purchase Transit Investments | 0 -- -- | Project Total Federal Aid Regional FA | 0 0 0 | 0 0 0 | 529 225 225 | 0 0 0 | 529 225 225 | -- |
| 36919 Ames In Prep | STP-U-0155(--70-85 In the city of Ames, On Cherry Avenue, from E Lincoln Way South .4 Miles to Southeast 5th Street, Grade and Pave | 0.498 -- 0:0:00 | Project Total Federal Aid Regional FA | 0 0 0 | 0 0 0 | 0 0 0 | 2,900 1,890 1,890 | 2,900 1,890 1,890 | -- |
| 36927 Ames In Prep | STP-U-0155(--70-85 In the city of Ames, On East 13th Street, from Duff Avenue East .4 Miles to Meadowlane Avenue, Pavement Rehab | 0.356 -- 0:0:00 | Project Total Federal Aid Regional FA | 0 0 0 | 0 0 0 | 0 0 0 | 2,500 1,600 1,600 | 2,500 1,600 1,600 | -- |
| 36918 MPO-22 / AAMPO In Prep | RGTR-PA22(--ST-85 CyRide: Vehicle Replacement Transit Investments | 0 -- -- | Project Total Federal Aid Regional FA | 0 0 0 | 0 0 0 | 0 0 0 | 529 225 225 | 529 225 225 | -- |

| TPMS Sponsor Appr. Status | Project # Location Funding Program | Length FHWA# S:T:R | | Pgm'd Amounts in 1000's | | | | Total | STIP# |
|--|---|--------------------------|---|-------------------------|----------------|-------------------|----------------|---------------------|-------|
| | | | | FY18 | FY19 | FY20 | FY21 | | |
| NHPP - National Highway Performance Program | | | | | | | | | |
| Story - 85 | | | | | | | | | |
| 34019 DOT-D01-MPO22 Submitted | IMX--35()--02-85 I-35: US 30 TO CO RD E29 (NB) Pavement Rehab,Traffic Signs | 0 MI -- -- | Project Total Federal Aid Regional FA | 3,812 3,431 0 | 0 0 0 | 0 0 0 | 0 0 0 | 3,812 3,431 0 | -- |
| TAP - Transportation Alternatives | | | | | | | | | |
| Story - 85 | | | | | | | | | |
| 21260 Ames In Prep | STP-E-0155(SE16TH)--8V-85 In the City of Ames, Skunk River Trail: From SE 16th Street to East Lincoln Way Ped/Bike Structures,Ped/Bike Miscellaneous | 1.033 MI -- -- | Project Total Federal Aid Regional FA | 835 240 240 | 0 0 0 | 0 0 0 | 0 0 0 | 835 240 240 | -- |
| 14980 Ames In Prep | STP-E-0155(684)--8V-85 DOT Letting: 08/15/2017 In the city of Ames, Skunk River Trail, From Bloomington Road to Ada Hayden Park Ped/Bike Grade & Pave | 0.5 MI -- -- | Project Total Federal Aid Regional FA | 544 320 320 | 0 0 0 | 0 0 0 | 0 0 0 | 544 320 320 | -- |
| 14983 Ames In Prep | STP-E-0155(SE16th)--70-85 In the City of Ames, Skunk River Trail: From SE 16th Street to East Lincoln Way Ped/Bike Grade & Pave | 1 MI -- -- | Project Total Federal Aid Regional FA | 521 160 160 | 0 0 0 | 0 0 0 | 0 0 0 | 521 160 160 | -- |
| 17025 Ames In Prep | STP-E-0155()--8V-85 In the city of Ames, Skunk River Trail: River Valley Park to Bloomington Road Ped/Bike Grade & Pave | 0.75 MI -- -- | Project Total Federal Aid Regional FA | 0 0 0 | 0 0 0 | 448 140 140 | 0 0 0 | 448 140 140 | -- |
| PL - Metropolitan Planning | | | | | | | | | |
| Region Wide - 00 | | | | | | | | | |
| 34214 MPO-22 / AAMPO Submitted | RGPL-PA22(RTP)--PL-00 VARIOUS Trans Planning | 0 -- -- | Project Total Federal Aid Regional FA | 119 95 0 | 119 95 0 | 119 95 0 | 119 95 0 | 476 380 0 | -- |
| PRF - Primary Road Funds | | | | | | | | | |
| Story - 85 | | | | | | | | | |
| 36883 DOT-D01-MPO22 Submitted | STPN--69()--2J-85 US 69: KEN MARIL RD TO S OF JEWEL DR IN AMES (STATE SHARE) Pavement Rehab | 0 MI -- -- | Project Total Federal Aid Regional FA | 500 0 0 | 0 0 0 | 0 0 0 | 0 0 0 | 500 0 0 | -- |

FY 2018 - 2021 Transportation Improvement Program

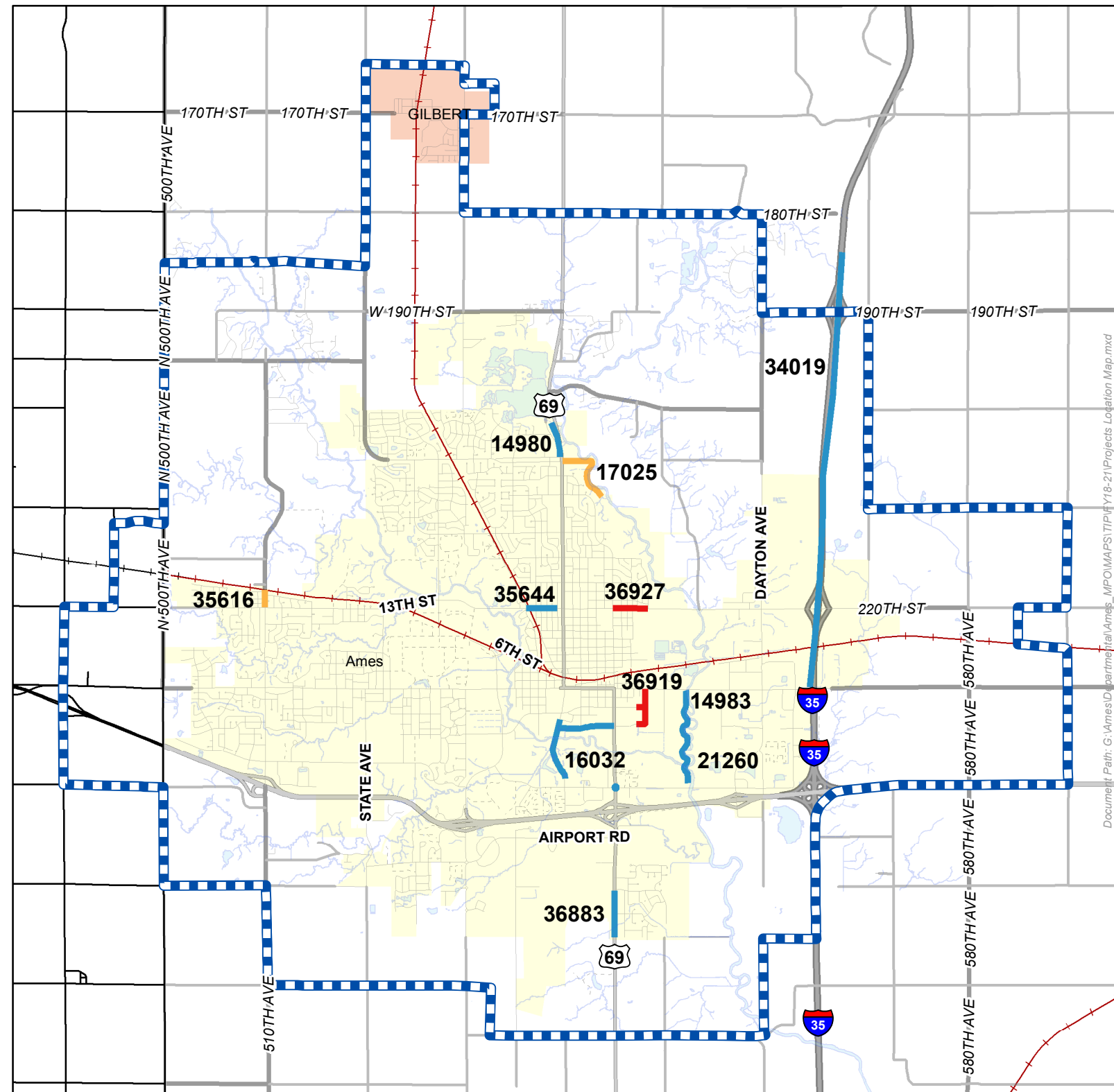
Project Location Map

Legend

-  Ames Area MPO Boundary
- Program Year**
-  2018
-  2019
-  2020
-  2021
-  City of Gilbert
-  City of Ames

Document Path: G:\Ames\Departments\Ames_MPO\MAPS\TIP\FY18-21\Projects Location Map.mxd








0 1 2 Miles



FY 2018 - 2021 Transportation Improvement Program

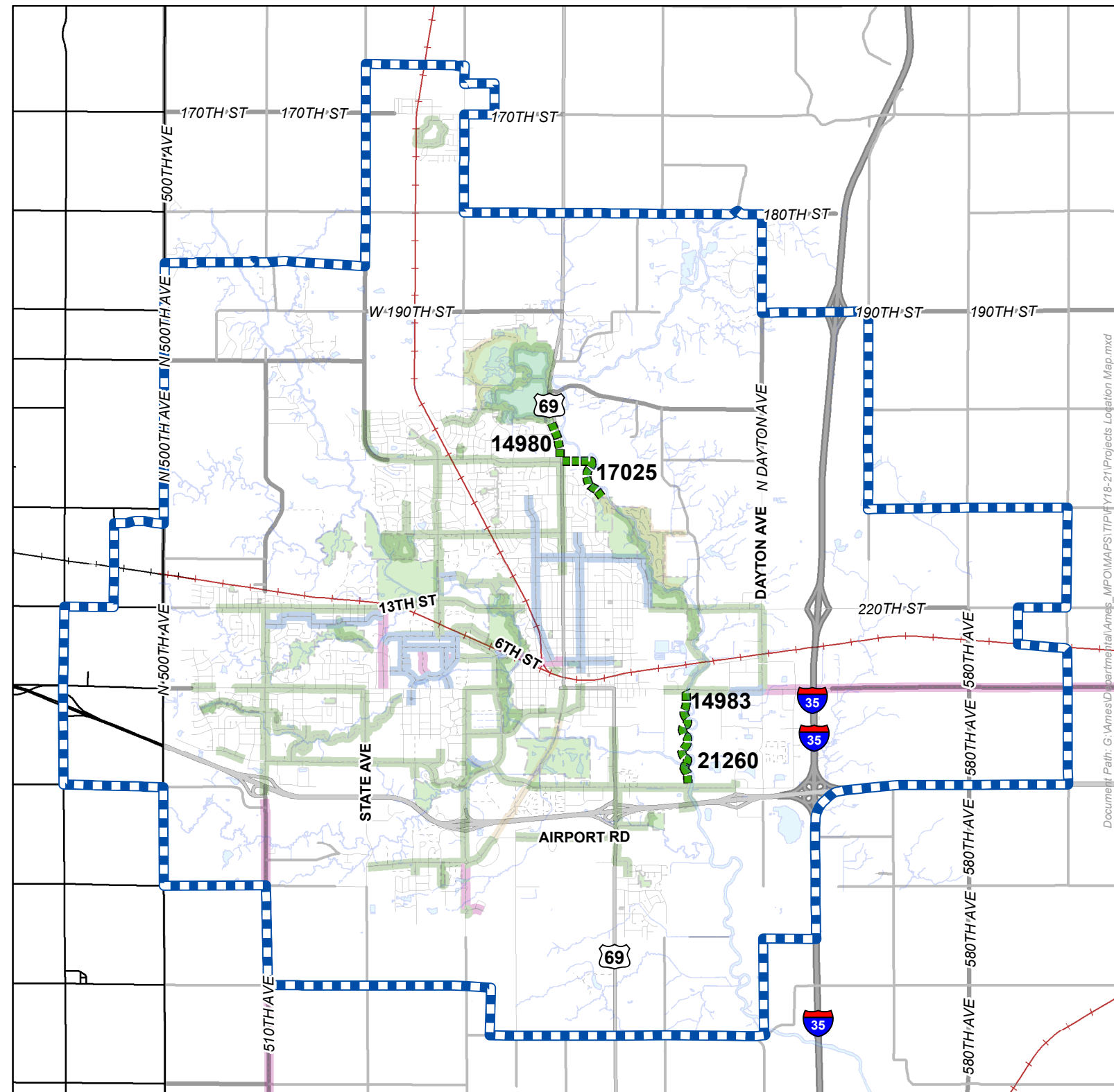
Project Location Map

Legend

-  Ames Area MPO Boundary
- TIP Cycle Facilities**
-  Future Shared Use Path
- Existing Cycle Network**
-  Nature Trail
-  Dedicated On Street Facility
-  Shared Lane Bike Facility
-  Shared Use Path
-  Parks

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0 1 2 Miles



MPO-22 / AAMPO (51 Projects)

| Fund | Sponsor | Transit # Expense Class Project Type | Desc / Add Ons / Addnl Info | | FY18 | FY19 | FY20 | FY21 |
|-----------|---------|--|--|--------------|------------|------------|------------|------------|
| STA, 5307 | Ames | 914 Operations Misc | General Operations | Total | 11,244,816 | 12,036,577 | 12,518,039 | 13,018,762 |
| | | | | FA | 2,200,000 | 2,288,000 | 2,379,520 | 2,474,701 |
| | | | | SA | 824,406 | 857,382 | 891,677 | 927,344 |
| 5310 | Ames | 919 Operations Misc | Contracted Paratransit Service | Total | 129,061 | 342,224 | 355,913 | 370,149 |
| | | | | FA | 103,249 | 273,779 | 284,730 | 296,119 |
| | | | | SA | | | | |
| 5310 | Ames | 920 Capital Replacement | Associated Transit Improvements | Total | 200,000 | 50,000 | 50,000 | |
| | | | | FA | 160,000 | 40,000 | 40,000 | |
| | | | | SA | | | | |
| 5339 | Ames | 1891 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00716 | Total | 479,200 | | | |
| | | | | FA | 407,320 | | | |
| | | | | SA | | | | |
| 5339 | Ames | 1894 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00715 | Total | 479,200 | | | |
| | | | | FA | 407,320 | | | |
| | | | | SA | | | | |
| 5339 | Ames | 1898 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00711 | Total | 479,200 | | | |
| | | | | FA | 407,320 | | | |
| | | | | SA | | | | |
| 5339 | Ames | 1900 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00712 | Total | 479,200 | | | |
| | | | | FA | 407,320 | | | |
| | | | | SA | | | | |
| 5339 | Ames | 2435 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00717 | Total | 479,200 | | | |
| | | | | FA | 407,320 | | | |
| | | | | SA | | | | |
| 5339 | Ames | 2436 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00713 | Total | 479,200 | | | |
| | | | | FA | 407,320 | | | |
| | | | | SA | | | | |
| 5339 | Ames | 2438 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00144 | Total | 479,200 | | | |
| | | | | FA | 407,320 | | | |
| | | | | SA | | | | |
| 5339 | Ames | 2444 Capital Expansion | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel | Total | 479,200 | | | |
| | | | | FA | 407,320 | | | |
| | | | | SA | | | | |
| 5339 | Ames | 2445 Capital Expansion | Heavy Duty Bus (40-42 ft.) VSS, Low Floor, BioDiesel | Total | 479,200 | | | |
| | | | | FA | 407,320 | | | |
| | | | | SA | | | | |
| 5339 | Ames | 2446 Capital Expansion | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel | Total | 479,200 | | | |
| | | | | FA | 407,320 | | | |
| | | | | SA | | | | |
| 5339 | Ames | 2447 Capital Expansion | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel | Total | 479,200 | | | |
| | | | | FA | 407,320 | | | |
| | | | | SA | | | | |
| ICAAP | Ames | 3664 Operations Expansion | 9 Plum Route Weekday | Total | 288,057 | | | |
| | | | | FA | 230,446 | | | |
| | | | | SA | | | | |

MPO-22 / AAMPO (51 Projects)

| Fund | Sponsor | Transit # Expense Class Project Type | Desc / Add Ons / Addnl Info | | FY18 | FY19 | FY20 | FY21 |
|---------------------|---------|--|--|--------------|---------|-----------|-----------|------|
| PTIG | Ames | 3668 Capital Replacement | Bus Wash | Total | 655,245 | | | |
| | | | | FA | | | | |
| | | | | SA | 524,196 | | | |
| PTIG | Ames | 4119 Capital Replacement | In-Ground Hoist Replacement | Total | 506,261 | | | |
| | | | | FA | | | | |
| | | | | SA | 405,009 | | | |
| ICAAP | Ames | 4667 Operations Expansion | Brown/Green Weekday | Total | 118,011 | | | |
| | | | | FA | 94,409 | | | |
| | | | | SA | | | | |
| ICAAP | Ames | 4668 Operations Expansion | Blue Sunday | Total | 9,198 | | | |
| | | | | FA | 7,358 | | | |
| | | | | SA | | | | |
| 5339 | Ames | 2841 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00145 | Total | 479,200 | | | |
| | | | | FA | 407,320 | | | |
| | | | | SA | | | | |
| PTIG, 5309, 5339 | Ames | 3314 Capital Expansion | Maintenance Facility Expansion | Total | | 8,175,000 | 2,986,200 | |
| | | | | FA | | 4,300,000 | 853,200 | |
| | | | | SA | | 800,000 | | |
| 5339 | Ames | 4672 Capital Replacement | Light Duty Bus (176" wb) Diesel, UFRC, VSS, BioDiesel Unit #: 00333 | Total | | 108,700 | | |
| | | | | FA | | 92,395 | | |
| | | | | SA | | | | |
| 5339 | Ames | 4673 Capital Replacement | Light Duty Bus (176" wb) Diesel, UFRC, VSS, BioDiesel Unit #: 00334 | Total | | 108,700 | | |
| | | | | FA | | 92,395 | | |
| | | | | SA | | | | |
| 5339 | Ames | 4674 Capital Replacement | Light Duty Bus (176" wb) Diesel, UFRC, VSS, BioDiesel Unit #: 00335 | Total | | 108,700 | | |
| | | | | FA | | 92,395 | | |
| | | | | SA | | | | |
| 5339 | Ames | 4675 Capital Replacement | Light Duty Bus (176" wb) Diesel, UFRC, VSS, BioDiesel Unit #: 00336 | Total | | 108,700 | | |
| | | | | FA | | 92,395 | | |
| | | | | SA | | | | |
| 5339 | Ames | 4678 Capital Replacement | Light Duty Bus (176" wb) Diesel, UFRC, VSS, BioDiesel Unit #: 00337 | Total | | 108,700 | | |
| | | | | FA | | 92,395 | | |
| | | | | SA | | | | |
| 5339 | Ames | 4679 Capital Replacement | Light Duty Bus (176" wb) Diesel, UFRC, VSS, BioDiesel Unit #: 00338 | Total | | 108,700 | | |
| | | | | FA | | 92,395 | | |
| | | | | SA | | | | |
| 5339 | Ames | 4659 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07117 | Total | | 497,937 | | |
| | | | | FA | | 423,613 | | |
| | | | | SA | | | | |
| 5339 | Ames | 2836 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00714 | Total | | 498,368 | | |
| | | | | FA | | 423,613 | | |
| | | | | SA | | | | |
| 5339 | Ames | 2837 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00956 | Total | | 498,368 | | |
| | | | | FA | | 423,613 | | |
| | | | | SA | | | | |

MPO-22 / AAMPO (51 Projects)

| Fund | Sponsor | Transit # Expense Class Project Type | Desc / Add Ons / Addnl Info | | FY18 | FY19 | FY20 | FY21 |
|------|---------|--|--|--------------|------|---------|---------|---------|
| 5339 | Ames | 2838 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00958 | Total | | 498,368 | | |
| | | | | FA | | 423,613 | | |
| | | | | SA | | | | |
| 5339 | Ames | 2839 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00954 | Total | | 498,368 | | |
| | | | | FA | | 423,613 | | |
| | | | | SA | | | | |
| 5339 | Ames | 2840 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00955 | Total | | 498,368 | | |
| | | | | FA | | 423,613 | | |
| | | | | SA | | | | |
| 5339 | Ames | 1901 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00957 | Total | | 498,368 | | |
| | | | | FA | | 423,613 | | |
| | | | | SA | | | | |
| 5339 | Ames | 1895 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00953 | Total | | 498,368 | | |
| | | | | FA | | 423,613 | | |
| | | | | SA | | | | |
| 5339 | Ames | 1899 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00948 | Total | | | 518,304 | |
| | | | | FA | | | 440,559 | |
| | | | | SA | | | | |
| 5339 | Ames | 4042 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00785 | Total | | | 518,304 | |
| | | | | FA | | | 440,559 | |
| | | | | SA | | | | |
| 5339 | Ames | 4043 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00762 | Total | | | 518,304 | |
| | | | | FA | | | 440,559 | |
| | | | | SA | | | | |
| 5339 | Ames | 4044 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00778 | Total | | | 518,304 | |
| | | | | FA | | | 440,559 | |
| | | | | SA | | | | |
| 5339 | Ames | 4045 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00763 | Total | | | 518,304 | |
| | | | | FA | | | 440,559 | |
| | | | | SA | | | | |
| 5339 | Ames | 4046 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00779 | Total | | | 518,304 | |
| | | | | FA | | | 440,559 | |
| | | | | SA | | | | |
| 5339 | Ames | 4047 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00793 | Total | | | 518,304 | |
| | | | | FA | | | 440,559 | |
| | | | | SA | | | | |
| 5339 | Ames | 4048 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00700 | Total | | | 518,304 | |
| | | | | FA | | | 440,559 | |
| | | | | SA | | | | |
| 5339 | Ames | 4049 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00792 | Total | | | | 539,035 |
| | | | | FA | | | | 458,180 |
| | | | | SA | | | | |
| 5339 | Ames | 4660 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07120 | Total | | | | 539,035 |
| | | | | FA | | | | 458,180 |
| | | | | SA | | | | |

MPO-22 / AAMPO (51 Projects)

| Fund | Sponsor | Transit # Expense Class Project Type | Desc / Add Ons / Addnl Info | | FY18 | FY19 | FY20 | FY21 |
|------|---------|--|--|--------------|------|------|------|---------|
| 5339 | Ames | 4661 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07118 | Total | | | | 539,035 |
| | | | | FA | | | | 458,180 |
| | | | | SA | | | | |
| 5339 | Ames | 4662 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07119 | Total | | | | 539,035 |
| | | | | FA | | | | 458,180 |
| | | | | SA | | | | |
| 5339 | Ames | 4663 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07121 | Total | | | | 539,035 |
| | | | | FA | | | | 458,180 |
| | | | | SA | | | | |
| 5339 | Ames | 4664 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 972 | Total | | | | 539,035 |
| | | | | FA | | | | 458,180 |
| | | | | SA | | | | |
| 5339 | Ames | 4665 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 974 | Total | | | | 539,035 |
| | | | | FA | | | | 458,180 |
| | | | | SA | | | | |
| 5339 | Ames | 4666 Capital Replacement | Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 971 | Total | | | | 539,035 |
| | | | | FA | | | | 458,180 |
| | | | | SA | | | | |

Appendix B: Ames Area MPO Self Certification

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

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

- (1) 23 U.S.C. 134, 49 U.S.C. Section 5303, and 23 CFR Part 450;
- (2) In nonattainment and maintenance areas, Sections 174 and 176(c) and (d) of the Clean Air Act as amended (42 U.S.C. 7504, 7506(c) and (d) and 40 CFR 93);
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex or age in employment or business opportunity;
- (5) Section 1101(b) of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (Pub. L. 109-59) regarding the involvement of Disadvantaged Business Enterprises in FHWA and FTA funded planning;
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*) and 49 CFR parts 27,37, and 38, and USDOT implementing regulation;
- (8) Older Americans Act, as amended (42 U.S.C. 6101);
- (9) 23 U.S.C. 324, regarding prohibition of discrimination based on gender; and
- (10) Section 504 of the Rehabilitation Act of 1973 and 49 CFR Part 27, regarding discrimination against individuals with disabilities.

For AAMPO:


Ann Campbell, Chair
Transportation Policy Committee

3-28-17
Date

Appendix C: Approval

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

SUBJECT: AMENDMENT TO THE AMES AREA MPO 2015 – 2019 FINAL PASSENGER TRANSPORTATION PLAN

BACKGROUND:

The federal government requires a locally-coordinated planning process for transportation issues between human/health service agencies and transportation providers. States and metropolitan planning organizations in turn, have been charged to carry out this process and as a result are required to develop a Passenger Transportation Plan (PTP). This plan provides needs-based justification for identifying passenger transportation priorities and/or strategies.

CyRide provides this coordination and works with both the Story County Human Service Council and the Transportation Collaboration groups. The PTP must be updated, at a minimum, every five years. The Ames Area MPO last approved their PTP in March 2014 and thus submit their next full PTP to the Iowa DOT in 2019. During the interim, there must be documentation of at least two coordination meetings to be submitted to the IDOT annually by July 31st of which the Ames Area MPO exceeds this requirement.

Projects funded with Enhanced Mobility for Seniors and Individuals with Disabilities (5310) formula funding must specifically be identified within the PTP in order to receive this funding. Any additional projects benefiting seniors or individuals with disabilities to be funded with 5310 funding require an amendment to the PTP plan.

Due to changes in the amount of shelters which are to be installed, transit stop amenities have been identified for increased Enhanced Mobility for Seniors and Individuals with Disabilities (5310) funding. This project was previously identified in the PTP to be funded at \$50,000 total annually and is proposed at \$200,000 total annually. This project inclusion has been added on the attached pages of the PTP highlighted in red.

| | FY2015 - FY2019 | |
|---|-----------------------------|---------------------|
| | <u>Federal (80%)</u> | <u>Total</u> |
| Transit Amenities/Bus Stop Improvements | \$160,000 | \$200,000 |

Timeline

Amendments can be submitted at any time if deemed necessary before the next required PTP is due. The PTP amendment is following the following schedule:

- May 18, 2017 – MPO Technical Meeting (draft PTP review)
- May 23, 2017 – MPO Policy Meeting (draft PTP review)
- May 23 – June 13, 2017 – Public Comment Period
- June 13, 2017 – MPO Policy Meeting (final PTP approval)

ALTERNATIVES:

1. Review the amendment to the Ames Area MPO 2015 – 2019 Final Passenger Transportation Plan and set June 13, 2017 as the date for the public hearing.
2. Review and direct modifications to the Ames Area MPO 2015 – 2019 Final Passenger Transportation Plan and set June 13, 2017 as the date for the public hearing.

ADMINISTRATOR'S RECOMMENDED ACTION:

The Ames Area MPO Transportation Technical Committee has reviewed and now recommends approval of this amendment to the Ames Area MPO 2015 – 2019 Final Passenger Transportation Plan. Therefore, it is recommended by the Administrator that the Transportation Policy Committee adopt Alternative No. 1, thereby reviewing the amendment to the Ames Area MPO 2015 – 2019 Final Passenger Transportation Plan and setting June 13, 2017 as the date for the public hearing.

IV – PRIORITIES AND STRATEGIES

The following are passenger transportation priorities and strategies for the next five years, as recommended by the Story County Human Service Council. Please note, that any Enhanced Mobility for Seniors and individuals with Disabilities projects (Section 5310 funding) must be specifically included in the PTP. All other strategies/projects funded by other means are encouraged to include in the PTP but are not required. This process ensures a cooperative effort between human service agencies and transportation providers to focus on transportation services to achieve the best possible transportation service for the community focusing on the elderly and disabled populations.

The PTP committee, made up of transportation providers and human/health service agencies, provided consensus to forward the following priorities and strategies forward and recommends this plan to the Ames Area Metropolitan Planning Organization for formal approval. The AAMPO must review and approve the projects and overall PTP plan as amended for submittal to the Iowa Department of Transportation.

1. **Dial-A-Ride Service (Section 5310):** This need was identified as a base need for the community for those individuals that cannot ride the fixed-route system but can rather ride CyRide’s Dial-A-Ride door-to-door service operated under subcontract currently to Heart of Iowa Regional Transit Agency (HIRTA). CyRide is mandated by the federal government as part of the American’s With Disabilities Act (ADA), to provide this complementary fixed-route service for person’s with a disability. This demand response service operates the same hours and days as the CyRide’s fixed-route transit system. More demand will be warranted from the community in future years. Enhanced Mobility for Seniors and individuals with Disabilities funding (Section 5310 funds) can be utilized by transit agencies to subcontract out their ADA service however; they cannot provide the service themselves and receive the funding. Therefore, it is more economical to subcontract and coordinate with another provider. **Approximate annual funding = (\$237,500 total; \$190,000 federal)**

| | Dial-A-Ride (HIRTA) | | | |
|---------------------|--|-----------|-----------|-----------|
| | Provides door-to-door ADA service within the Ames city limits. | | | |
| Annual Numbers | FY2010 | FY2011 | FY2012 | FY2013 |
| # Revenue Hours | 2,551 | 2,503 | 2,665 | 3,204 |
| # Revenue Miles | 30,498 | 31,122 | 34,108 | 35,445 |
| # Days Provided/Yr. | 362 | 362 | 359 | 359 |
| # Riders (unlinked) | 9,745 | = 9,101 | 10,853 | 9,468 |
| # Elderly Rides | | | | |
| # Disabled Rides | 9,745 | 9,101 | 10,853 | 9,468 |
| Operating Costs | \$136,856 | \$142,717 | \$162,094 | \$144,023 |

- 2. Transit Amenities/Bus Stop Improvements (Section 5310):** Improving the accessibility of CyRide’s bus stops as well as CyRide’s image is of importance to CyRide and their Board of Trustees. Shelters have be prioritized within a bus stop plan for the community to be funded from this identified funding in the next few years as long as funding is available to improve accessibility. These improvements also include lighting within the bus stop improvement as only a few bus stops currently have lighting within the shelter. Many passengers result to lighting up the schedule display within the shelter in the evening hours with their cell phone or a street light. Future shelters would incorporate lighting.

In addition, real-time schedule information has been a request within the Ames community for many years. This technology was implemented in February 2013 with LED digital signage at certain major transfer points on Iowa State University campus. Additional LED signage for real-time bus information can be incorporated into CyRide’s system making it easier for seniors and the disabled know when their Next bus will be arriving. CyRide intends to place these signs at major transfer locations. ~~Approximate annual funding = (\$50,000 total; \$40,000 federal).~~ **Approximate annual funding = (\$200,000 total; \$160,000 federal)**

- 3. Small Light-Duty Bus Replacement/Expansion (Section 5310):** CyRide’s complementary Americans with Disabilities Act (ADA) service called Dial-A-Ride, is a door-to-door service serving individuals with a disability within the City of Ames. Passengers eligible for Paratransit service as defined by the (ADA) can ride this service. This service requires small light-duty accessible vehicles to operate door-to-door within the City of Ames. The useful life of these vehicles is four years as recommended by the Federal Transit Administration. CyRide currently leases one light-duty bus to its ADA contractor to help operate this service. The remaining vehicles are provided by the contractor directly as they also operate the regional public transit service for Story County. CyRide needs to systematically replace this vehicle leased to its contractor at a minimum of four years and maximum of every eight years.

Additionally, this funding may be utilized to purchase expansion vehicles as needed for its ADA service as ridership for Dial-A-Ride increases. Specifically, CyRide cannot deny Dial-A-Ride passengers a ride due to vehicle capacity issues. CyRide must ensure a ride to its passengers within a two hour window (one hour before/after requested pickup/drop off) of the passengers’ request. As of FY2013, Dial-A-Ride ridership has remained fairly stable. However, this may change as more and more disabled individuals turn to DialA-Ride for that “guaranteed ride” within the two-hour window. Section 5310 funds can be utilized by transit agencies to purchase replacement and/or expansion buses to operate its ADA

service. Expansion vehicles may be necessary within this next five-year period as demand increases and CyRide would need to respond and provide additional vehicles if required.

CyRide estimates up to two light-duty buses being purchased for either replacement/expansion within the PTP between FY2015 – FY2019 with the cost identified below. Approximate funding per bus = (\$90,000 total; \$76,500 federal) **OR Approximate maximum funding = (\$180,000 total; \$153,000)**

- 4. Van Replacement/Expansion (Section 5310):** In January 2015, a Demand Response Service Action Plan (<http://www.cityofames.org/modules/showdocument.aspx?documentid=20699>) and Communication Plan were finalized under the guidance of a task force to develop process improvements for the door-to-door public transit service to the general public within Story County/Ames. While, the plan identifies 23 specific actions to improve demand response county-wide public transit service, many of these improvements can also benefit CyRide's Dial-A-Ride service provided to ADA-eligible disabled individuals as both transit services are operated by the same transit provider.

Specifically under Action Item #23 in Appendix H, the Demand Response Service Action Plan identified dedicating one "unscheduled" vehicle each day to address unforeseen operational issues to ensure smooth operation of service. The need was to keep demand response public transit service on time alleviating concerns from passengers. Again, this service improvement need was seen as something to improve not only HIRTA's service but CyRide's Dial-A-Ride service as well. Therefore a possible funding source for the purchase of the vehicle is 5310 (elderly and disabled funding) impacting the demand response services within the Ames community. The vehicle would be operated to keep the service within the City of Ames on schedule as much as possible and/or assist where needed. Although the action plan identifies a bus to operate this service improvement, recent discussions have identified the unscheduled vehicle as an accessible van. The useful life of this vehicle is four years as recommended by the Federal Transit Administration and therefore, would need replaced within the life of this PTP.

CyRide estimates up to two accessible vans being purchased between FY2015 – FY2019 for either replacement/expansion within this PTP with the estimated costs identified below. CyRide and/or HIRTA would be required to fund the 25% local portion of the vehicle. **Approximate funding per van = (\$57,500 total; \$42,925 federal) OR Approximate maximum funding = (\$115,000 total; \$85,850)**

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

**SUBJECT: FY 2017 - 2020 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
AMENDMENT**

BACKGROUND:

In order to receive Federal funds for transportation improvement projects, it is necessary for the projects to be included in the approved Iowa Department of Transportation statewide program. The initial step in this process is for the Ames Area MPO to develop a Transportation Improvement Program (TIP). Regulations require the TIP to include transportation projects for four years. The TIP may be amended in accordance with prescribed amendment and public participation procedures.

The amendment to the Fiscal Year (FY) 2017 - 2020 Transportation Improvement Program involves changing the following:

TPMS Project Updates

- \$230,466 CMAQ - #9 Plum Weekday Route Expansion
 - ICAAP awarded by Iowa DOT on March 21, 2017. Project added to access ICAAP award
- \$101,767 CMAQ - #2 Green / #6 Brown / #3 Blue Service Expansion
 - ICAAP awarded by Iowa DOT on March 21, 2017. Project added to access ICAAP award.
- Increase 5310 funding for Transit Project 920 Associated Transit Improvements
 - PTP amendment processing to allocate additional 5310 funds to existing project
- Increase PTIG funding for Transit Project 4119 In-Ground Hoist Replacement
 - Increase in cost of In-Ground Hoist project requires TIP amendment.

Requirements to process an amendment to the TIP require an opportunity for public review and comment as well as approval by both the Technical and Policy Committees of the Ames Area MPO. The Transportation Technical Committee reviewed the amended on May 18, 2017. The public input period will be available from May 23, 2017 to June 13, 2017.

ALTERNATIVES:

1. Approve the draft FY 2017-2020 Transportation Improvement Program amendment and set June 13, 2017, as the date for the public hearing.
2. Direct modifications to the draft FY 2017-2020 Transportation Improvement Program and set June 13, 2017, as the date for the public hearing.

ADMINISTRATOR'S RECOMMENDED ACTION:

The Ames Area MPO Technical Committee has unanimously recommended approve of the FY 2017 – 2020 Transportation Improvement Program amendment.

Therefore, it is recommended by the Administrator that the Transportation Policy Committee adopt Alternative No. 1, thereby approving the FY 2017 - 2020 Transportation Improvement Program and setting June 13, 2017, as the date for the public hearing.

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

SUBJECT: ESTABLISH INITIAL TRANSIT ASSET MANAGEMENT (TAM) PERFORMANCE TARGETS

BACKGROUND:

On May 27, 2016, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) published final rule on the Statewide and Nonmetropolitan Transportation Planning and Metropolitan Planning. On July 26, 2016 the FTA published final rule on Transit Asset Management (TAM). On January 1, 2017, transit providers were required to set TAM initial targets.

At the December 2016 CyRide Transit Board meeting, the board approved performance targets to address the TAM requirement. Performance targets are required for the following CyRide assets:

- **Equipment** – Non-revenue support-service and maintenance vehicles over \$50,000 in acquisition value with an expected life of at least one year (maintenance trucks, maintenance equipment)
- **Rolling Stock** – Revenue vehicles (All current CyRide vehicles – minibuses, 40’ and articulated buses)
- **Facilities** – Maintenance and administrative facilities, passenger stations and parking facilities. (Facility at 601 N. University Boulevard, Intermodal Facility, turnaround at Ontario and California, and Ames Middle School)

The CyRide Transit Board approved the following targets:

| Category | Class | Performance Target |
|----------------------|-----------------------------|--|
| Rolling Stock | 40'-60' Buses | 34% of fleet exceeds CyRide's ULB of 15 yrs. |
| | Cutaways | 0% of fleet exceeds FTA ULB of 10 yrs. |
| Equipment | Shop Trucks | 0% of fleet exceeds CyRide's ULB of 10 yrs. |
| Facilities | Admin./Maintenance Facility | 0% of facilities rated under 3.0 on TERM scale |
| | Ames Intermodal Facility | 0% of facilities rated under 3.0 on TERM scale |
| | AMS Turnaround | 0% of facilities rated under 3.0 on TERM scale |
| | Ontario Turnaround | 0% of facilities rated under 3.0 on TERM scale |

The Ames Area MPO is required to establish performance targets to use in tracking progress toward attainment of critical outcomes for the Ames region by July 1, 2017. Starting October 1, 2018, the Ames Area MPO will be required to reflect the performance measures and targets in all Long Range Transportation Plans and Transportation Improvement Programs updated after this date. Each update to the Long Range Transportation Plan will report system performance measure progress towards

achieving these targets. The Transportation Improvement Programs will be required to describe how implementation of the TIP anticipates making progress towards achieving the targets.

Additionally, on October 1, 2018, transit agencies will also be required to have a TAM Plan developed and adopted. The TAM Plan is a four year document which will be shared with the Ames Area MPO and Iowa DOT, along with supporting documents of performance targets, investment strategies, and an annual condition assessment.

ALTERNATIVES:

1. Approve the presented transit asset management (TAM) performance measures.
2. Approve the presented transit asset management (TAM) performance measures with Transportation Policy Committee modifications.

ADMINISTRATOR'S RECOMMENDED ACTION:

The Ames Area MPO Transportation Technical Committee has reviewed the transit asset management (TAM) performance measures and unanimously recommend approval. These measures were adopted by the CyRide Board of Trustees and developed cooperatively with the Ames Area MPO.

Therefore, it is recommended by the Administrator that the Transportation Policy Committee adopt Alternative No. 1, thereby approving the presented transit asset management (TAM) performance measures.

MINUTES OF THE REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

MAY 9, 2017

The Regular Meeting of the Ames City Council was called to order by Mayor Ann Campbell at 6:00 p.m. on the 9th day of May, 2017, in the City Council Chambers in City Hall, 515 Clark Avenue. Council Members Gloria Betcher, Amber Corrieri, Tim Gartin, and Chris Nelson were present. Council Member Bronwyn Beatty-Hansen was brought in telephonically. Council Member Peter Orazem was absent. *Ex officio* Member Rob Bingham was also present.

Mayor Campbell announced the Council would be working from an Amended Agenda. She advised that Consent Item No. 8 pertaining to the request for a 5-day (May 16-20) Class C Liquor License for Olde Main Brewing Company at Reiman Gardens had been removed. In addition, several changes had been made to Item No. 51: a, b, d, and e, had been stricken; wording changes had been made to c and f; and an item added to adopt the Final Assessment Plan and Schedule.

PROCLAMATION FOR “PEACE OFFICERS’ MEMORIAL DAY,” MAY 15, 2017: Mayor Campbell proclaimed May 15, 2017, as “Peace Officers’ Memorial Day.” Accepting the Proclamation were Ames Police Chief Chuck Cychosz, Commander Jason Tuttle, and Sergeant Blake Marshall.

PROCLAMATION FOR “ECONOMIC DEVELOPMENT WEEK,” MAY 8-13, 2017: The week of May 8 -13, 2017, was proclaimed by the Mayor as “Economic Development Week.” Dan Culhane, Executive Director of the Ames Chamber of Commerce (Chamber); John Hall, City/Chamber Director of Business Development; and Drew Kamp, Chamber Director of Business Retention/Expansion and Government Relations, accepting the Proclamation.

CONSENT AGENDA: Moved by Gartin, seconded by Corrieri, to approve the following items on the Consent Agenda:

1. Motion approving payment of claims
2. Motion approving Minutes of Regular Meeting of April 25, 2017
3. Motion approving certification of civil service applicants
4. Motion approving Report of Contract Change Orders for April 16-30, 2017
5. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class E Liquor, C Beer, & B Wine – Walgreens #12108, 2719 Grand Avenue
 - b. Class B Beer – Jeff’s Pizza Shop LLC, 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 S. Duff Avenue
 - g. Special Class C Liquor – Octagon Center for the Arts, 427 Douglas Avenue
6. Motion approving 5-day (May 20-24) Special Class C Liquor License & Outdoor Service for Gateway Market MLK at ISU Alumni Center, 420 Beach Avenue
7. Motion approving ownership change for Class B Liquor License for Hilton Garden Inn Ames, 1325 Dickinson Avenue
8. Motion approving ownership change for Class C Liquor License for Chipotle Mexican Grill,

435 South Duff Avenue, Ste. #102

9. Motion approving placement of Internet Services Data Collection Survey on City's Web site
10. RESOLUTION NO. 17-256 approving appointment of Angie DeWaard to fill vacancy on Public Art Commission
11. RESOLUTION NO. 17-257 designating community leaders/members to serve as designees and alternate designees to Story County Economic Development Group
12. Aspen Business Park Subdivision. 3rd Addition:
 - a. RESOLUTION NO. 17-258 approving Agreement for Public Improvements
 - b. RESOLUTION NO. 17-259 approving Access Easement
13. RESOLUTION NO. 17-260 approving Agreement with Main Street Cultural District for Downtown Lighting
14. RESOLUTION NO. 17-261 awarding Professional Services Agreement to Strand Associates of Madison, Wisconsin, for Water Pollution Control Facility Digester Pumps, Valves, and Piping Replacement project in the amount of \$127,700
15. RESOLUTION NO. 17-262 awarding contract for two-year Water Quality Monitoring Study at Ada Hayden Heritage Park to State Hygienic Laboratory of Coralville, Iowa, in the amount of \$35,790.80
16. RESOLUTION NO. 17-263 awarding contract for purchase of 2017/18 Liquid Sodium Hypochlorite for Water Treatment Plant and Power Plant to DPC Industries, Inc., of Bellevue, Nebraska, in the amount of \$88,440
17. RESOLUTION NO. 17-264 awarding contract for purchase of Rock Salt for 2017/18 Ice Control Program to Independent Salt Company of Kanopolis, Kansas, in the amount of \$72.69/ton
18. RESOLUTION NO. 17-265 approving contract renewal with Itron, Inc., of Liberty Lake, Washington, for Year Three of Five-Year Agreement for purchase of Water Meters and Related Accessories
19. Maintenance Services Contract for Power Plant:
 - a. RESOLUTION NO. 17-266 approving renewal of contract with ProEnergy Services, LLC, of Sedalia, Missouri, in an amount not to exceed \$425,000
 - b. RESOLUTION NO. 17-267 approving contract and bond
20. Asbestos Maintenance Services for Power Plant:
 - a. RESOLUTION NO. 17-268 approving renewal of contract with ESA, Inc., of North Sioux City, South Dakota, in an amount not to exceed \$80,000
 - b. RESOLUTION NO. 17-269 approving contract and bond
21. Motor Repair Contract for Power Plant:
 - a. RESOLUTION NO. 17-270 approving renewal of contract with Electrical Engineering and Equipment Company of Windsor Heights, Iowa, in an amount not to exceed \$95,000
 - b. RESOLUTION NO. 17-271 approving contract and bond
22. Non-Asbestos Insulation and Related Services and Supplies Contract for Power Plant:
 - a. RESOLUTION NO. 17-272 approving renewal of contract with Total Insulation Mechanical, Inc., of Ames, Iowa, in an amount not to exceed \$80,000
 - b. RESOLUTION NO. 17-273 approving contract and bond
23. Underground Trenching for Electric Services:
 - a. RESOLUTION NO. 17-274 approving renewal of Primary Contract with Ames Trenching

- & Excavating, Inc., of Ames, Iowa, in an amount not to exceed \$276,250
- b. RESOLUTION NO. 17-275 approving contract and bond
- c. RESOLUTION NO. 17-276 approving renewal of Secondary Contract with Communication Technologies of Des Moines, Iowa, in an amount not to exceed \$48,750
- d. RESOLUTION NO. 17-277 approving contract and bond
- 24. Electrical Maintenance Services Contract for Power Plant:
 - a. RESOLUTION NO. 17-278 approving renewal of contract with Tri-City Electric Company of Iowa, of Davenport, Iowa, in an amount not to exceed \$140,000
 - b. RESOLUTION NO. 17-279 approving contract and bond
- 25. RESOLUTION NO. 17-280 approving renewal of contract for Chemical Treatment Program for Power Plant with ChemTreat, Inc., of Glen Allen, Virginia, in an amount not to exceed \$274,000
- 26. RESOLUTION NO. 17-281 approving renewal of contract for Electric Distribution Line Clearance Program with Wright Tree Services of Des Moines, Iowa, in an amount not to exceed \$308,639
- 27. RESOLUTION NO. 17-282 approving renewal of Diesel Fuel Supply Contract for Power Plant with Keck Energy of Des Moines, Iowa, in an amount not to exceed \$300,000
- 28. RESOLUTION NO. 17-283 approving contract and bond for North/South River Valley Parks Softball Infield Renovation
- 29. RESOLUTION NO. 17-284 approving contract and bond for 2017/18 Pavement Restoration Program - Contract 2: Slurry Seal Program
- 30. RESOLUTION NO. 17-285 approving Change Order No. 18 for New Water Treatment Plant - Contract 2
- 31. 2015/16 Asphalt Street Improvements and 2015/16 Water System Improvements:
 - a. RESOLUTION NO. 17-286 approving Change Order No. 1
 - b. RESOLUTION NO. 17-287 accepting completion
- 32. RESOLUTION NO. 17-288 accepting completion of WPC Switchgear Rehabilitation Project
- 33. RESOLUTION NO. 17-289 accepting completion of 2013/14 Storm Sewer Improvements, 2015/16 Concrete Pavement Improvements #2, and 2015/16 Water System Improvements Program #3 (North 2nd Street)
- 34. RESOLUTION NO. 17-290 accepting partial completion of public improvements and reducing security for Sunset Ridge, 7th Addition
- 35. RESOLUTION NO. 17-291 approving Plat of Survey for 3505 South Duff Avenue
- 36. RESOLUTION NO. 17-292 approving Plat of Survey for 2221-220th Street (Boone County) Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

PUBLIC FORUM: Mayor Campbell opened the Public Forum.

Dorothy Rust, Ames, said that she and her husband, Phil Rust, are Co-Coordiators of the Iowa Promise Walk for Preeclampsia. Ms. Rust shared information on preeclampsia, which is a dangerous condition of pregnancy that can, in its severest form, lead to maternal and/or infant mortality or premature birth with significant health risks for the mother and baby. According to Ms. Rust, the Promise Walk will be held at Ada Hayden on June 3 from 8:30 to 11:30 a.m., to help raise public

awareness of this condition.

Martin Edelson, 2417 Duff Avenue, Ames, said he had two issues that he wished to mention. The first issue deals with general communication from the City to the residents of the City. He referenced, in particular, the “things that are going on at Inis Grove Park.” According to Mr. Edelson, he is the Chairperson of the Inis Grove Neighborhood Association, and he receives communication from Neighborhood residents that they don’t know what’s going on. He believes that, if possible, the Council should talk to the people who are providing services and ask them to establish a checklist, which would include notifying residents of the activities of the area. The second item Mr. Edelson wanted the Council to be aware of was the issue of safety on Duff Avenue. He gave an example of a recent incident where a woman and two small children were trying to cross Duff Avenue. It was noted by Mr. Edelson that traffic studies had been done pertaining to safety on Duff, and the studies had indicated that there should be some protective crossways, but nothing gets done. He is unsure why that is, but he would like the Council to direct the relevant people to pay more attention to that and perhaps give it a higher priority. Mr. Edelson asked the Council to look specifically at the area south of 24th Street and between 24th and Northwood.

Richard Deyoe, 505-8th Street, Apartment #2, Ames, repeated his request to speak during Council Comments. Mr. Deyoe sang, “We are One Small Human Family.”

The meeting recessed at 6:22 p.m. and reconvened at 6:24 p.m.

Mayor Campbell asked Public Works Director John Joiner to give an update on the South Duff Safety Project, which has begun. Mr. Joiner advised that the Project is now underway from 5th Street to the Squaw Creek Bridge. He stated that the contractor called for locates; however, the Century Link lines were not as deep as was thought. As a result, a line was severed. According to Mr. Joiner, Century Link crews had been on site all day and were close to taking care of the problem by 5:00 p.m. and were going to stay with it until it was fixed. Mr. Joiner also shared that Traffic Engineer Damion Pregitzer had visited on site at Howe’s Welding to ensure that deliveries were able to be made. As a result, a slightly bigger opening to Howe’s driveway will be created to allow for the deliveries to be made with more ease. According to Director Joiner, Mr. Howe is still skeptical of the project; however, he is more comfortable with the turning radius for the trucks. It was also noted, at the inquiry of Council Member Betcher, that the Iowa Department of Transportation had originally required the construction to occur during the night-time hours; however, it is now allowing the construction to occur during the daytime hours. This should mean that it will be less expensive and the project will be able to be done quicker.

PRESENTATION OF LOCAL AMENDMENTS TO 2015 EDITIONS OF INTERNATIONAL BUILDING, RESIDENTIAL, EXISTING BUILDING, MECHANICAL, FIRE, AND FUEL GAS CODES; AND UNIFORM PLUMBING CODE: Fire Chief Shawn Bayouth introduced Plans Examiner Adam Ostert. Mr. Ostert provided the background on the Codes. The City of Ames typically adopts new Codes every three years, following the State process. According to Mr. Ostert, the Codes are utilized to provide requirements, consistency, and guidance for the Inspection Division to successfully assist customers with constructing safe, sustainable, affordable, and resilient

projects within the City of Ames.

Mr. Ostert outlined the City's process for adoption of the Codes. The first step in the process is an in-depth review of the 2015 Codes by Inspections staff. Inspections staff receives not only the 2015 Code books, but also reference materials that describe the significant changes between the 2012 and 2015 versions of the Codes. Research is also conducted with staff from other Iowa jurisdictions to understand their processes and any challenges encountered. The Inspection staff then sends the Codes to the City's legal staff for review. The process then moves on to the Building Board of Appeals for its review and approval. The Building Board of Appeals reviews the Codes as well as any proposed text amendments to the *Ames Municipal Code*. After review by the Board, a public hearing follows next. The process concludes with adoption by the City Council.

The major changes to the Codes were explained by Mr. Ostert. He requested that the City Council set the date of public hearing on the adoption of the Codes.

Moved by Corrieri, seconded by Gartin, proposing adoption of 2015 Codes by reference and with local edits and setting the date of public hearing for May 23, 2017.

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

OLD EDWARDS SCHOOL: Parks and Recreation Director Keith Abraham showed a map depicting the location of the former Edwards School site. The Edwards Neighborhood Association is requesting a Letter of Intent stating that the City will accept the property and maintain it as a City park, provided the property is turned over in a "clean and green" condition. The Neighborhood Association is currently fundraising to help offset a portion of the demolition costs; to date, over \$80,000 has been raised and given to the Ames Community School District (ACSD) for that purpose.

According to Mr. Abraham, the playground equipment that the City helped fund will remain. The City has requested that both existing parking lots remain to provide off-street parking as long as the lots are not damaged during the building demolition.

Mr. Abraham advised that one "sticking point" is the property line on the south edge of the School property. Currently, there is a fence that delineates the play area from the adjacent properties to the south. The item of concern is the School's property line is 26-29 feet south of the fence. However, over the years, the adjacent property owners have encroached onto School District property by installing sheds, fences, and landscaping. The City is asking that the School District address that issue prior to the City accepting the remaining land for use as a park.

A second issue of concern to staff involves the statement in the ACSD's Letter of Intent to sell the property to the City for use as a park. No specific dollar amount is listed in the document. Mr. Abraham noted that when the City accepted 1.3 acres of land that were redeveloped into Roosevelt Park, the City Council accepted the donated land from the ACSD. City staff assumes this same arrangement would be made with the School District for this transaction.

At the request of Council Member Gartin, Director Abraham relayed the planning process to be taken by the Parks and Recreation Department to prepare for the creation of the new park in this neighborhood. Mr. Abraham advised that, at its April 2017 meeting, the Parks and Recreation Commission recommended that the City Council agree to accept the Old Edwards School site at a future date if certain conditions were met.

Mr. Gartin asked how people could comment on the prospective park. Mr. Abraham replied that anyone wishing to comment now should email him.

David Martin, 339 Hickory Drive, Ames, said he was speaking on behalf of the Old Edwards Neighborhood Association. He said the Neighborhood Association had actually raised over \$100,000 now to help with the costs of demolition.

Moved by Gartin, seconded by Betcher, for the City to accept Old Edwards School site at future date for use as City park, with the following conditions:

- a. The site is provided to the City by the Ames Community School District is “clean and green.”
- b. The site is given to the City by the Ames Community School District at no cost.
- c. the land that is donated at no cost to the City by the Ames Community School District does not include the land on which provide sheds, landscaping, and fences currently exist.

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

NORTH GROWTH GAP AREA: City Planner Charlie Kuester provided the background of the North Growth Gap Area. He noted that the City Council had prioritized a review of the Area and the Ames Urban Fringe Plan designations as part of the 2015-16 Planning Division Work Plan. Mr. Kuester stated that the Gap Area includes approximately 160 net developable acres with a projected development density of 600 housing units at minimum density levels and 800 units at the LUPP estimated average density levels of the City. Within the Gap Area, Friedrich Land Development Company is interested in developing areas to the west of George Washington Carver Avenue. The primary question at that time was if the City were interested in pursuing Fringe Plan amendments to allow for annexation of some or all of the Gap Area located between the Northwest and North Allowable Growth Areas, rather than maintain its current Priority Transitional designation. Secondly, what are the general infrastructure needs to support urban development within the area.

According to Planner Kuester, the most significant finding from last spring was that urbanized development required upgrades to sanitary sewer infrastructure to support development on the west side of George Washington Carver Avenue. Additionally, preliminary traffic projects with urbanization of the area estimated approximately an eight percent increase in traffic in North Ames along George Washington Carver Avenue and Stange Road, according to the Long Range Transportation Plan. A detailed traffic study for any growth in this area would be needed to determine if specific transportation projects are needed. Mr. Kuester reviewed a list of issues that had been identified and presented to the City Council last spring. The Council had requested an additional sanitary sewer modeling analysis of a trunk line extension along Squaw Creek to provide additional information about a potentially broader service area that could also serve the Gap Area. That analysis provides a summary of findings of the Squaw Creek extension analysis and original

project specific options for additional sanitary sewer capacity. Site development details and project-specific engineering have not been completed for any site in the Gap Area.

According to Mr. Kuester, there are two distinct sanitary sewer watersheds to discuss in the Gap Area that are generally divided by George Washington Carver Avenue; the Borgmeyer/Ames Golf and Country Club to the east and the former Dankbar/Muench properties to the west. It was noted that Friedrich Land Development Company had purchased the Dankbar/Muench properties in 2016. Sanitary sewer service for the eastern portions, Borgmeyer and the Ames Golf and Country Club, will be provided by a main extension that will be a part of the Rose Prairie development and ultimately connect to the newly installed sanitary sewer along Hyde Avenue. Those areas were included in the sewer pipe sizing calculations for the Hyde Avenue sewer along the proposed single-family residential homes in Rose Prairie, Quarry Estates, Hayden's Crossing, and the proposed Auburn Trail on the west side of Hyde Avenue just north of the existing city limits. The Borgmeyer and Ames Golf and Country Club areas were included in the sanitary sewer connection district established in 2014 to recoup the City cost of the installation of the sanitary sewer along Hyde Avenue. The Gap Area sanitary sewer capacity improvements are not needed to serve the Borgmeyer and Ames Golf and Country Club areas since service will be provided by extensions from Hyde Avenue.

Planner Kuester stated that the western areas, including Dankbar and Muench properties, have challenges associated with being served by the City sanitary sewer. Those concerns were highlighted during the Council's Workshop held in May 2015 dealing with the Sanitary Sewer System Evaluation.

Public Works Director John Joiner said that, because of the sanitary sewer capacity issues, staff directed consultants Veenstra & Kimm to develop options to be able to serve the Dankbar and Muench properties. Three options were developed based on the expected densities provided by the developer, as follows:

1. Sewer Project 1: Squaw Creek Trunk Line Extension (\$14.5 million)
2. Sewer Project 2: Intercepting Somerset Subdivision (\$.5 million - \$.7 million)
3. Sewer Project 3: Intercept Northridge Heights, Somerset, Scenic Valley, and the Dankbar/Muench development (\$1.5 million - \$2 million)

Each of the options was explained by Director Joiner.

City Manager Schainker recalled that the Squaw Valley Homeowners Association had recently sent the City Council a letter asking for connection of its local system into the City's sanitary sewer system. The only scenario that enables connection of Squaw Valley is Sewer Project 1. That Project has a cost estimated at \$14.5 million and would need to be addressed as part of the Comprehensive Plan update. If the connection of Squaw Valley were to be constructed, it would take away growth capacity from the City's sewer extension. At the request of Council Member Gartin, Planner Kuester noted the "downsides" when a developer develops outside the City limits to rural subdivision standards.

Planner Kuester advised that, because the Gap Area is designated as Priority Transitional Residential, rather than an Urban Service Area, it can be developed without annexation. However, development would need to meet a minimum density of 3.75 units/acre and infrastructure must be installed to meet City specifications. Approval of a subdivision would require consistency with Story County zoning and subdivision requirements as well as the City's subdivision standards. The Fringe Plan also specifies that development would need to occur with common water and sewer sewers within the Priority Transitional Residential designation. The Gap Area is within Xenia Rural Water territory. Xenia has a water main already in place along George Washington Carver Avenue and Cameron School Road. Staff has not talked to Xenia about its capability or desire to serve homes in the area, but believes it has infrastructure capable of supporting rural development.

It was also noted by Planner Kuester that Friedrich Land Development has asked for the analysis of the sanitary sewer capacity to help inform their request for development of the Dankbar/Muench properties. Friedrich does not believe that it would develop the properties under the current Priority Transitional designation and would prefer to annex to the City and develop as a suburban development or to consider a lower density Rural Transitional development outside of the city limits. Mr. Kuester outlined three primary policy options for the Council to consider:

1. Maintain the Ames Urban Fringe Plan Priority Transitional Residential designation with no amendments to the Ames Urban Fringe Plan.
2. Initiate an Ames Urban Fringe Plan Amendment to Urban Services Area for all or a portion of the Gap Area. It was noted that an Urban Services designation mandates that a property must be annexed prior to development, but does not compel the City to annex property at any particular time.
3. Initiate an Ames Urban Fringe Plan Amendment for the area (Dankbar and Muench) to the west of George Washington Carver Avenue to Rural Transitional, which would allow lower densities of development without immediate annexation to the City.

According to Mr. Kuester, in the event the City Council wants to consider LUPP and Fringe Plan amendments at this time in support of potential annexation of the Dankbar/Muench properties, staff believes that the Gap Area should be categorized as a Non-Incentivized Growth Area as was the decision for the other Northern Grown Areas along Hyde Avenue and for Scenic Valley. That approach would assign development costs, including sanitary sewer improvements, to the developer through a Development Agreement at the time of annexation.

City Manager Schainker advised that the City has a way to deal with the Dankbar/Muench properties, rather than waiting for the entire LUPP to be reviewed.

Moved by Gartin, seconded by Corrieri, to direct staff to follow Policy Option 2: to allow the developer to apply for a LUPP Amendment to Urban Services Area.

Scott Renaud, FOX Engineering, said that he was speaking on behalf of the property owners. He

advised that Option 2 is their preference.

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

Moved by Corrieri, seconded by Nelson, to direct staff to respond to the Squaw Valley Neighborhood Association to inform them that the City can't offer any response to their request until the LUPP review is complete.

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

HEARING ON REZONING PROPERTY AT 3505 SOUTH DUFF AVENUE: Planner Justin Moore advised that the property owner is interested in rezoning approximately 3.03 acres at 3505 South Duff Avenue from Agricultural to Highway-Oriented Commercial to allow for improvements to the existing church and parking lot.

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

Moved by Nelson, seconded by Gartin, to pass on first reading an ordinance rezoning property at 3505 South Duff Avenue from Agricultural (A) to Highway-Oriented Commercial (HOC).

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

HEARING ON PROPOSED 2017/18 COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLAN: Housing Coordinator Vanessa Baker Latimer recalled that, on February 14, 2017, after taking into consideration input from the January public forums, the City Council approved the proposed 2017/18 Action Plan projects and the proposed budget, and staff was directed to prepare a Plan for public comment. The Plan was made available for public comment from April 5 through May 4, 2017. Ms. Baker Latimer noted that one public comment that had been received during the public comment period.

Ms. Baker Latimer advised that, within the last week, Congress approved a spending bill that will allow the government to continue operating until September 30, 2017, and with the approval of that bill, HUD programs, particularly the CDBG Program will continue to operate. However, Ms. Baker Latimer has now learned from the representative of the Department of Housing and Urban Development (HUD) that there will be a delay in announcing the City's 2017/18 CDBG allocation amount and entitlement cities cannot submit their Action Plans until the "exact" allocation amount has been awarded. Once the amounts are awarded, the Plans must be submitted within 60 days of that date. After consulting with HUD Field Staff, because the City is at the public hearing stage of the process, staff was advised to proceed with opening the hearing and continuing it to a date certain in order to be in a position to meet the 60-day submittal deadline.

The Mayor opened the public hearing.

Moved by Corrieri, seconded by Nelson, to continue the hearing to June 13, 2017.

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

HEARING ON ZONING TEXT AMENDMENT PERTAINING TO ON-STREET PARKING IN NEIGHBORHOOD COMMERCIAL ZONING DISTRICT: City Planner Julie Gould advised that the City Council had referred the request of Elliot Thompson requesting a text amendment to address the parking requirements in the Neighborhood Commercial Zoning District. The property owner is seeking relief from off-street parking requirements as they apply to uses within the Neighborhood Commercial District for a project that he would like to pursue for re-use of the Doboy Mill at 4625 Reliable Street. The proposed text amendment would allow on-street parking that is adjacent to a site and on the same side of the street as the use to count towards parking requirements.

The public hearing was opened by Mayor Campbell. She closed same after there was no one requesting to speak.

Moved by Nelson, seconded by Gartin, to pass on first reading an ordinance to allow on-street parking to count toward off-street parking requirements for commercial uses within the Neighborhood Commercial Zoning District.

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

HEARING ON ZONING TEXT AMENDMENT PERTAINING TO BUILDING HEIGHT AND ROOF DESIGN FOR MINI-STORAGE WAREHOUSE FACILITIES IN THE HIGHWAY-ORIENTED COMMERCIAL ZONING DISTRICT: Planner Moore stated that the property owner (U-Haul) had requested a text amendment to revise the building height and roof design requirements to facilitate construction of a three-story internally accessed mini-storage warehouse facility within the HOC Zoning District. This would allow the property owner to design the building in such a way as to be compatible with the surrounding architectural style of other commercial buildings along South Duff Avenue. The proposed text amendment would apply to all HOC-zoned properties within the City. The property owner seeks relief from the maximum 20-foot building height and minimum 6:12 roof pitch to allow for an interior access self-storage facility for the property at 710 and 722 S. Duff Avenue. The request is to review Section 29.1308(1)© and (d) to increase the maximum building height to 40 feet and revise the roof design requirements to reduce a pitched roof to a minimum 3:12 roof pitch and to permit flat roofs with parapets.

Mr. Moore advised that standards were developed in 2004 to allow for mini-storage warehouse facilities within the HOC zone when approved by Special Use Permit by the Zoning Board of Adjustment. At that time, mini-storage uses were a permitted use by-right only within general Industrial zoning. The 2004 requirements relied upon the Special Use Permit process and design standards to mitigate the industrial nature of the storage use.

Mayor Campbell opened the public hearing. No one asked to speak, and the hearing was closed.

Moved by Gartin, seconded by Nelson, to pass on first reading an ordinance pertaining to interior access mini-storage facilities to be limited to a maximum of three stories and that such buildings may have a flat roof.

Roll Call Vote: 4-1. Voting aye: Beatty-Hansen, Betcher, Gartin, Nelson. Voting nay: Corrieri.

Motion declared carried.

Council Member Gartin noted that the applicant had requested a suspension of the rules for the adoption of an Ordinance.

Randy Dixon, U-Haul, 6310 Douglas, Des Moines, Iowa, stated that the request to pass on all three readings and adopt the Ordinance at this meeting had been made because they would like to get construction started.

Planner Kuester advised the Mayor and Council that a site plan had not yet been submitted. According to Mr. Kuester, that usually takes three to four weeks to approve.

HEARING ON ZONING TEXT AMENDMENT PERTAINING TO SETBACKS FROM HOTELS FOR TEMPORARY BATCH PLANTS: Planner Kuester summarized the actions that were taken by the City Council at its meeting held April 25.

Mr. Kuester noted that this issue is time-sensitive, and a suspension of the rules and adoption of the Ordinance at this meeting had been requested. This issue is on the Agenda for the Zoning Board of Adjustment tomorrow.

Council Member Gartin asked if the staff had received any feedback from the hotels in the area or the public. Planner Kuester answered that staff had received no feedback at all.

The public hearing was opened. There was no one requesting to speak, and the Mayor closed the hearing.

Drew Kamp, representing the Ames Chamber of Commerce, 304 Main Street, Ames, spoke in support of the City Council waiving the rules and adopting the Ordinance at this meeting. He noted that, by doing so, it allows the City to be a good partner with the Iowa Department of Transportation on this project.

Moved by Gartin, seconded by Corrieri, to pass on first reading an ordinance pertaining to setbacks from hotels for Temporary Batch Plants within Highway-Oriented Commercial Zoning District. Roll Call Vote: 5-0. Motion declared carried unanimously.

Moved by Nelson, seconded by Gartin, to suspend the rules necessary for the adoption of an ordinance.

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

Moved by Betcher, seconded by Gartin, to pass on second and third readings and adopt ORDINANCE NO. 4303.

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

HEARING ON WATER PLANT FIVE-YEAR WELL REHABILITATION PROJECT: The Mayor opened the public hearing. No one came forward to speak, and the hearing was closed.

Moved by Corrieri, seconded by Gartin, to adopt RESOLUTION NO. 17-293 approving final plans and specifications and awarding first-year contract to Northway Well and Pump Company of Marion, Iowa, in the amount of \$97,500.

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

ALCOHOL SERVICE IN SIDEWALK CAFÉ AT DELLA VITI, 323 MAIN STREET, STE. 102: Assistant City Manager Brian Phillips stated that one of the major changes to the Sidewalk Café Ordinance was to allow for alcohol service in certain circumstances. Establishments that, under Section 17.16 of the *Municipal Code*, may allow minors on the premises are permitted to serve alcohol on their sidewalk cafes without prior special approval. These applications are approved by staff. Establishments that are not allowed to have minors on the premises under Section 17.16 of the *Municipal Code* must request approval from the City Council to serve alcohol at their sidewalk cafes.

The new Sidewalk Café regulations call for the City Council to consider requests from establishments in Della Viti's situation on a case-by-case basis. Mr. Phillips reviewed the considerations that have to be met by the establishment, including site conditions, compliance history/staff training, and any other factors that the Council deems relevant. It was stated by Mr. Phillips that Della Viti has an exceptional compliance record. According to Mr. Phillips, in addition to the above three specific considerations, the Council must take into consideration that the *Municipal Code* requires that any Sidewalk Café at which alcohol is served must operate with additional restrictions compared to those where alcohol is not served.

The Council was advised by Mr. Phillips that Della Viti at 323 Main Street had submitted a request to implement a sidewalk café and serve alcohol at it. Della Viti has a Class C Liquor License, and because a majority of its sales come from selling alcoholic beverages, may not have minors on the premises; therefore, specific approval from the City Council is required to allow alcohol service at its proposed sidewalk café.

The additional required restrictions that would apply to Della Viti are:

1. Patron ingress and egress shall be controlled and continually monitored by staff.
2. No alcoholic beverages may be sold or served later than 10 p.m.
3. Patrons may not bring their own beverages to consume on the premises.

Council Member Gartin said that if Della Viti was the only bar in town, he would not have an issue with this; however, he wondered how Council could differentiate between the bars that get approved and those that should not. Mr. Phillips said that not all bars would be able to meet the criteria that must be met before alcohol may be sold when a majority of the requesting establishment's sales come from alcoholic beverages. Other establishments might not have a good compliance record or have issues with the site conditions. Mr. Gartin shared his concern that the City is setting a precedent

tonight, and it will put the Council in a tough spot in the future to deny another establishment that might not have had compliance issues.

Beth DeVries, 1516 Illinois Avenue, Ames, owner of Della Viti, thanked the Council for its consideration of her request. She stated that another shift of employees has been added. Council Member Nelson noted that the request had said that training was going to be a priority. Ms. DeVries said that specific training sessions will be held, perhaps one hour prior to opening.

Moved by Corrieri, seconded by Betcher, to adopt RESOLUTION NO. 17-294 approving the exception to Section 22.32(c)(2)(v) to allow alcohol service in Sidewalk Café at Della Viti, 323 Main Street, Ste. 102, during the 2017 Sidewalk Café season, contingent upon Della Viti obtaining an Outdoor Service Privilege as part of its liquor license renewal.

Council Member Gartin stated that he cares very much about the Main Street environment. He believes there is value in keeping bar activities inside the bar and is concerned about how that will change Main Street. Council Member Beatty-Hansen commented that she believes approving the exception will make Main Street “cooler” and more vibrant.

Roll Call Vote: 4-1. Voting aye: Beatty-Hansen, Betcher, Corrieri, Nelson. Voting nay: Gartin. Resolution declared adopted, signed by the Mayor, and hereby made a portion of these Minutes.

ASSET AGENCY OUTCOMES: Mr. Phillips recalled that, at its April 25, 2017 meeting, the City Council referred to staff a letter from United Way of Story county (UWSC) regarding the Clear Impact Scorecard (CIS). The Clear Impact Scorecard is a tool used to develop outcomes for Human Services agencies and measure their progress towards them. The letter requested the participation of the City in financing CIS.

Mr. Phillips shared that it was one of the tasks under a goal set by the Council to implement a Human Services outcomes measurement system. According to Mr. Phillips, UWSC has purchased licenses for all ASSET agencies to use CIS in the current fiscal year. To set up the outcomes measures and review the information provided, licenses are also needed by each funder accessing the system (UWSC, City of Ames, and Story County); therefore, a total of 32 licenses are needed. The cost for the 2017/18 fiscal year is \$240/license for a total of \$7,680. This cost is on an annual basis, and it could be expected to increase incrementally each year. In April, the Story County Board of Supervisors agreed to contribute one-third of the cost of the 32 licenses (\$2,560).

According to Mr. Phillips, the City had already budgeted \$3,571 in FY 2017/18 for ASSET administrative expenses from the Local Option Sales Tax Fund, which is to cover the City’s share of costs to maintain the ASSET Website, print materials, and conduct other administrative activities. The City could allocate additional funds from the Local Option Sales Tax Fund to cover a share of the costs for the CIS.

According to Mr. Phillips, the City has not yet sent out the ASSET Agreements for the 2017/18 fiscal year. If the City Council wants to include a requirement in each Agreement that the agencies

participate in the system and require each to adopt at least one measurement. In future years, the City could work with each of its agencies to arrive at their outcomes. Council Member Corrieri noted that all of the City's agencies are also partners with United Way, so all would have to develop outcomes. At the inquiry of Council Member Corrieri, Mr. Phillips said that the Council will be meeting with its ASSET volunteers in June or July and could discuss whether their outcomes meet the City's priorities.

Jean Kresse, United Way of Story County, 315 Clark Avenue, Ames, said that this will be the first year that the CIS tool will be used and will be the year to work out the bugs. Council Member Gartin asked Ms. Kresse to explain why it is so important to have quantifiable outcomes. Ms. Kresse noted that there are 126 programs that ASSET funders fund collectively. This tool will create consistency in reporting.

Moved by Nelson, seconded by Corrieri, to adopt RESOLUTION NO. 17-295 allocating funds from Local Option Sales Tax Fund to cover a share of the costs for the CIS.

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

Moved by Nelson, seconded by Corrieri, to direct staff to incorporate Outcomes Reporting into FY 2017/18 ASSET Contracts.

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

GRANT AVENUE PAVING ASSESSMENT: City Attorney Judy Parks noted that on February 28, 2017, this matter came before Council for approval of some of the last remaining steps in assessing the costs, which the City fronted for paving the gravel portion of Grant Avenue (now Hyde Avenue) from Hyde Avenue north to West 190th Street.

Moved by Betcher, seconded by Gartin, to adopt RESOLUTION NO. 17-296 rescinding Resolution No. 17-073 adopting Final Plat and Schedule.

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

Moved by Betcher, seconded by Gartin, to adopt RESOLUTION NO. 17-297 adopting the Revised Preliminary Plat and Schedule.

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

Moved by Betcher, seconded by Gartin, to adopt RESOLUTION NO. 17-298 adopting the Final Assessment Plat and Schedule and levying assessments.

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

2016/17 CONCRETE PAVEMENT IMPROVEMENTS (DAWES DRIVE): Eric Cowles, Civil Engineer II, advised that this Program provides for construction of shared use paths on right-of-way

adjacent to streets and through greenbelts. This specific project is for construction of a shared use path from Bloomington Road to Ada Hayden. According to Mr. Cowles, the original concept location was to have the shared use path on the west side of U. S. 69 between the back of curb and the existing guard rail. As the project was being developed, the Iowa Department of Transportation provided direction that the proposed trail could not be located in the intended location. The path would need to be located west of the guard rail on Dawes Drive and to accommodate this, Dawes Drive would need to be shifted west in the existing right-of-way, and the shared use path would be required to be adjacent to the east of Dawes Drive. The cost impacts to the project made this fiscally challenging by increasing the project cost by \$193,000.

According to Mr. Cowles, the intent was to have the project bid over the Winter of 2016/17 with construction in Summer/Fall 2017. Staff had previously met with area residents regarding the original alignment and received some resistance to locating the path behind existing houses to the east, even though it would be in the Iowa Department of Transportation (DOT) right-of-way. Residents also expressed concerns over the current safety of cyclists and pedestrians who utilize Dawes Drive for access to Ada Hayden because there is no sidewalk along Dawes Drive. Concerns were expressed, as well, due to the number of trees that would be removed to construct the project as these provide a buffer from U.S.69.

Mr. Cowles advised that staff reconsidered the path in the context of the upcoming 2016/17 Concrete Pavement Improvements project on Dawes Drive to determine if there were any opportunities to coordinate both projects. The consultant determined that there is adequate space within the right-of-way to accommodate the installation of a separated/protected shared use path along the west side of Dawes Drive and that initial cost estimates look favorable for the installation.

Mark Gansen, City Civil Engineer, stated that one of the options identified would be the installation of shared use path that would be protected alongside the roadway. Staff and the consultant identified a way to increase the roadway width to current design standards and install a ten-foot-wide shared use path adjacent to the street with a two-foot-wide median to protect and separate the users of the path. One goal was to keep within the existing roadway easement. The roadway easement was passed down through a Quit Claim Deed from the road formerly being U. S. 69. If that option is approved, it is anticipated that the on-street path could be constructed requiring only the local match amount.

Mr. Gansen said that staff met with area residents on March 28, 2017, at Northwood School to discuss the upcoming roadway project and to receive feedback on the option of installing an on-street, separate shared use path facility. After being noticed, several residents adjacent to the proposed project submitted a petition in support of the newly proposed on-street separate option. Mr. Gansen also noted that the vast majority of those in attendance were in support of the new option as well. During that public meeting, concerns were expressed regarding the current slope of Dawes Drive and that it would be too steep for cyclists and pedestrians. It was noted that staff found that the slope of Dawes Drive is in the range of 5%, which meets acceptable slope criteria for ADA pedestrian facilities. The proposed original path alignment along U. S. 69 is 11.75% for just over 500 feet; that slope would require a design exception, which has been approved through the DOT.

Another concern expressed was whether people would use the path in its original alignment in lieu of using the street for access.

Staff was now seeking direction from the City Council regarding the preferred design option.

Council Member Nelson thanked staff for researching the options. He noted that the original plan more closely matches what he believed was the intent of the entire trail system from Ada Hayden to Hunziker Youth Sports Complex. It is a shared use off-road trail. Mr. Cowles noted that that plan would necessitate the shifting of Dawes Drive and cost an additional \$193,000.

Council Member Gartin shared that there will still be safety concerns if the path were to be built according to the original alignment.

Council Member Betcher noted her concerns about the safety of pedestrians on the separated path, especially with the steep grade. Mr. Gansen reiterated that the slope on Dawes Drive is within the grades allowed; it is about 5%. With the other option, the grade is approximately 11.75%.

Lori Layman, 3906 Dawes Drive, Ames, stated that her property will be directly impacted by the original alignment. They are concerned about the amount of traffic that would be adjacent to their backyard. The path would require cutting down many mature trees or damage the root systems if it would be adjacent to Highway 69. Ms. Layman noted that with that option, safety would still be compromised if you were to step off to the east as there would still be a steep downhill grade. Her preference is to have the path directly adjacent to Dawes Drive.

Roger Berger, 4121 Dawes Drive, Ames, stated that he is very excited about the possibility of a bike path built on the west side of Dawes Drive. It would enhance the neighborhood. He stated that he had lived at his address for 44 years. He said he knew that the original plan was to build a path between Dawes Drive and Highway 69, going behind the properties, and he would find either plan acceptable, but he personally prefers the path to be built on the west side of Dawes Drive.

Kay Berger, 4121 Dawes Drive, Ames, said she is mainly concerned about the safety of the people. She feels the bike path built on the west side of Dawes Drive would be a wonderful amenity. It would be the most economical as well.

Dena Kiser and her mother, Dorothy Kiser, came forward. Dena stated that her mother had lived at 3919 Dawes Drive for 51 years. The Council was told that Dena had gathered 25 signatures of people who are opposed to having the path built on the west side of Dawes Drive. She said that she did not feel that the map shown by staff as to whom was in favor and was a fair representation. She had taken a survey of the neighborhood and found people opposed. It was also her opinion that a path on the west side of Dawes Drive would be very disrespectful of the people who live there because it would go right through their front yards.

Aaron Eischeid, 4011 Dawes Drive, said his home is on the smallest property. He said he has some

concerns about the path on the west side, but he is in favor of it in general. He believes if Dawes Drive were to be widened, people would still use that even if the path is built to the original route. Mr. Eischeid said he thinks that the path along 69 would be dangerous with such a steep grade.

Nick Windhorst, 3721 Dawes Drive, Ames, advised, as a point of clarification, there are century-old trees in the vicinity. There was a comment formerly made that those trees won't be touched. He asked if the power will be buried or if there will be poles again. If poles are needed, it will essentially cut out a third of the trees. Mr. Windhorst also asked if any consideration had been given to installing lights. Mr. Gansen replied that there has been \$50,000 budgeted for Electric; however, he is not exactly sure what is planned. As far as the tree locations, that would be identified during the final design phase. On the west side, there is an existing ditch that has been identified for utilities. He said he would be happy to meet with any of those property owners so that they can prevent impacting the trees. According to Mr. Gansen, adding street lights to a rural section like this changes the feel pretty drastically. More information and input will need to be received.

Natalie Brecht, 920 Dawes Drive, Ames, shared that she is in favor of the path going down the west side. She is concerned that people would not use a path along 69; they would still use Dawes. Ms. Brecht said that she doesn't want more people using Dawes to access a path along 69. She is concerned about people cutting through their yard.

Council Member Betcher commented that she is struggling with this because she wonders why there is no sidewalk. She also is aware of the type of recreational trail that bikers might be expecting. Ms. Betcher see this as being two different uses and two different paths: a trail with recreational use and Dawes Drive, which is conveying people who want to get to Ada Hayden. She is concerned about safety if the bike path is on the west side of Dawes Drive because of the intersections and curb cuts.

Council Member Nelson concurred with Ms. Betcher that the recreational path would be a community-wide amenity as opposed to the neighborhood need, which is a sidewalk.

Moved by Gartin, seconded by Nelson, to approve Option 2, which is the original plan: construct the 2016/17 Concrete Pavement Improvements Project (Dawes Drive) with no on-street separated/protected shared use path facility and construct the shared use path as originally planned in the 2007/08 Shared Use Path System Expansion (Bloomington to Ada Hayden).

Council Member Betcher said that if the Council supports the trail, she doesn't want them to forget the need for something else, i.e., a sidewalk.

Mr. Gansen noted that installing a sidewalk would be a major impact for the property owners on the west side. Mayor Campbell noted that if a sidewalk were to be installed, the property owners would be assessed for construction and be responsible for maintenance.

Mr. Windhorst again spoke, stating that this is a very dangerous spot: the narrowness and the way

curbs play out are very dangerous. He noted that improvements are needed sooner than later.

Council Member Gartin explained that there are many safety concerns in the redesign of Dawes., and that is the main reason why he supports the path next to U. S. Highway 69.

Council Member Betcher added that if the motion on the table is supported by the Council, that means that the City would lose the opportunity to combine a shared use path with the reconstruction of Dawes Drive.

Council Member Nelson asked if staff had looked at the possibility of installing a sidewalk along Dawes Drive. Mr. Gansen said that more research will have to be done on other alternatives. Bigger impact aesthetically for the properties on Dawes because it would be closer to their homes. Installing a sidewalk from the area from Adams north to Ada Hayden would cause a significant impact to the property owners on Dawes.

Council Member Nelson noted that the ten-foot-wide shared use path would fix the neighborhood transportation problem, and the City would be responsible for construction and maintenance.

Council Member Betcher reiterated that she saw this as trying to use one thing to solve two different problems.

Council Member Gartin commented that he thought the Council needs a little more time to think through this.

Council Member Gansen reviewed the construction schedule. He said that the project could start in the Spring 2018, instead of Fall 2017.

Council Member Corrieri would like to find out the costs of find money to fund a bike path on the west side of Dawes.

Motion withdrawn

Moved by Corrieri, seconded by Gartin, to go with the original alignment for the bike path and get costs on adding an on-street separated/protected shared use path on Dawes.

Council Member Corrieri clarified that she wanted to see costs on pertaining to the “yellow.” She does not think the Council wants to wait on the “red.” Mr. Cowles advised that, because of the requirement to shift Dawes over, staff can’t really go forward with the “red,” until it knows what it is doing on the “yellow.”

Council Member Beatty-Hansen said that this was a tough one for her. As a biker, she sees benefits to both. She commented that she likes the concept of doing both, but that is costly.

If the project is changed a lot, Mr. Gansen said he would want to have another public outreach meeting with the property owners, especially if it involves sidewalks and possible assessments.

Motion withdrawn.

Moved by Corrieri to table this item.

City Manager Schainker commented that he does not know how long it will take, so he would prefer that the Council not set a date certain.

Council Member Corrieri said that she would like to have more information from the Ames Bicycle Coalition on the alternatives.

ORDINANCE ASSIGNING RECENTLY APPROVED ANNEXED AREAS (RESOLUTIONS NO. 16-686 AND 17-126) TO WARDS AND PRECINCTS: Moved by Betcher, seconded by Corrieri, to pass on second reading an ordinance assigning recently approved annexed areas (Resolutions No. 16-686 and 17-126) to Wards and Precincts.

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

ORDINANCE INCREASING COMPENSATION FOR MAYOR AND CITY COUNCIL: Moved by Betcher, seconded by Nelson, to pass on second reading an ordinance increasing the compensation for the Mayor and City Council.

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

ORDINANCE RELATED TO SOLAR ENERGY SYSTEMS IN GENERAL INDUSTRIAL ZONED AREAS: Moved by Corrieri, seconded by Betcher, to pass on third reading and adopt ORDINANCE NO. 4302 relating to solar energy systems in General Industrial zoned areas.

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

COUNCIL COMMENTS: Moved by Betcher, seconded by Nelson, to direct staff to place on a future agenda the request for an amendment to the Depot Development Agreement regarding parking.

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

Moved by Gartin, seconded by Betcher, to place the matter of the Human Relations Commission memo regarding the “Safe City” Resolution on a future agenda when the Council meets jointly with the Human Relations Commission.

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

Assistant City Manager Phillips reported that the Commission’s Annual Report followed by a discussion of a “Safe City” Resolution and the Municipal Equality Index will be placed on the Council Agenda for May 23, 2017.

Council Member Corrieri referenced the memo the Council received from City Manager Schainker regarding his meeting with School District and Ames Cyclone Aquatics Club. The School District now believes that the 25 x 33 stretch pool would fit its needs. Ms. Corrieri said that she believed that the Healthy Life Center would be coming back to the Council on May 23 for concepts for the feasibility study .

Moved by Corrieri, seconded by Nelson, to include the 33-meter stretch pool as part of the concepts for the feasibility study for the Healthy Life Center on May 23.

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

Moved by Corrieri, seconded by Gartin, to refer to staff the request of Heartland Senior Services to sublease space in its building.

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

ADJOURNMENT: Moved by Betcher to adjourn the meeting at 9:26 p.m.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

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

AMES, IOWA

MAY 16, 2017

The Ames City Council met in special session at 6:00 p.m. on the 16th day of May, 2017, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with Mayor ProTem Orazem presiding and the following Council members present: Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, and Chris Nelson. *Ex officio* Member Rob Bingham was also present. Mayor Campbell was absent.

CAMPUSTOWN/DOWNTOWN BUSINESS DISTRICT, INTERMODAL FACILITY, AND SURROUNDING NEIGHBORHOOD PARKING REVIEW: City Manager Steve Schainker recalled that the City Council established as one of its objectives (under the goal to Strengthen Downtown and Campustown) to re-examine the parking regulations and fees in the Campustown Business District and surrounding neighborhoods. The Council then made a referral to the staff requesting a review of the parking requirements in the Downtown Business District. Mr. Schainker noted that the discussions at this Workshop would center around four areas: Downtown, Campustown, the neighborhoods around Campustown, and the neighborhoods around Downtown. With the extensive redevelopment that is occurring in Campustown and the recent interest being expressed in the redevelopment in the Downtown, the issue of parking is a critical topic. The intent of this Workshop was to provide the City Council a comprehensive review of the following parking issues:

1. Inventory of Public Parking Spaces
2. Parking Fee and Fine Structures
3. Enforcement/Violation Trends
4. Estimated Utilization of the Public Parking System
5. Off-Street Parking Requirements in the Business Districts
6. On-Street Parking Regulations in the Neighborhoods Surrounding the Business Districts

Also present were Mark Miller, who is in charge of the Intermodal Facility; Damion Pregitzer, CityTraffic Engineer; John Joiner, City Public Works Director; Kelly Diekmann, City Planning and Housing Director; Chuck Cychosz, Ames Police Chief; and McKinlee Ritter, Public Works Analyst.

Traffic Engineer Damion Pregitzer shared the philosophies that should guide development of the Parking System. These included:

1. Minimize Spillover/Storage of Vehicles
2. Encourage Turnover
3. Breakeven (Operations vs. Capital)
4. Business and/or Neighborhood-Friendly
5. Prioritize Customers
6. Simplicity and Clarity
7. Ease of Payment

Council Member Gartin would like to make handicapped-accessible parking a priority.

Council Member Beatty-Hansen asked to add that the parking system should encourage the use of the Intermodal Facility.

A discussion ensued about the philosophy of breaking even. It was noted that revenue from parking fees

is used for parking lot maintenance. There is nothing budgeted for capital. City Manager Schainker said that improvements to parking lots are deferred as long as possible; patching is done, as needed. Ms. Betcher noted that changing regulations might require additional enforcement costs. She pointed out that the breakeven point is not really known.

Mr. Pregitzer noted that parking options within the Downtown/Campustown Business Districts that offer a variety of parking options for users, including on-street metered parking with time limits of one, two, four, and ten hours; off-street metered parking with four and ten hours; off-street free parking limited to two or four hours; and reserved parking rented by the month. The types of parking, quantity, restrictions, utilization, and fees were summarized by Mr. Pregitzer for the Downtown Business District and Campustown Business District.

Mr. Miller reviewed the quantity and fees for the Intermodal Facility. Council Member Orazem said that the costs of parking at the Intermodal Facility are higher than meter fees in the area. He sees that as a disincentive to parking there versus elsewhere on Campus. Mr. Orazem suggested that perhaps City meter fees needed to be increased.

At the inquiry of Council Member Gartin, Mr. Miller explained the philosophy behind the pricing structure at the Intermodal Facility. He advised that capital costs are built into the fee structure.

Council Member Orazem asked about the utilization of the 40 covered metered parking. Mr. Miller advised that those are full on the weekends, but not during the weekdays. It was noted that even though the Facility is only approximately a block and a-half from Campus, complaints have been received that it is too far away. Mr. Miller also commented that University staff can park right on Campus for \$170/year. Council Member Corrieri added that Council members had also heard comments that it was too far away from the businesses. Mr. Miller said that if credit cards can be used to pay the fees, the utilization of the Facility increases.

City Manager Schainker pointed out that the City and Iowa State University entered into a partnership to build the Intermodal Facility; breaking even is the desired result. If it doesn't break even, the City and University have to contribute equally to cover any deficit.

Police Chief Chuck Cychosz reviewed parking regulations and enforcement. The fines are set by Ordinance. There is one full-time Enforcement Officer and nine part-time Community Safety Officers. Chief Cychosz stated that much of the illegal parking outside of Campustown and Downtown is complaint-driven.

Chief Cychosz said that the most notable change in the Downtown is the increase in citations on the east end. A majority of this change came from increases in Lot S, Lot Q, and Lot Z. Most of that is attributed to decreased parking activity around the Public Library during the construction period. Beyond that, there continues to be a relatively stable level of Downtown parking violations. Neighborhood violations were relatively stable through that period.

Council Member Gartin said he would like the City to look at the availability of parking for employees who work in Downtown and Campustown and might not get off until after 2 AM.

Concerning parking in surrounding neighborhoods, Chief Cychosz said that parking in neighborhoods can be affected by activity in nearby businesses, entertainment, or other commuter activities. It can also become a scarce resource when residents own more vehicles than the available supply of parking. Chief Cychosz noted that many residents adjacent to Campustown have expressed concerns with parking in

their neighborhoods and have worked with previous City Councils to develop a wide variety of parking regulations; that variety has led to very complex rules that often change from block to block. The complexity of the regulations has made it difficult for visitors to interpret the regulatory signs. The regulations have evolved as various stakeholders sought priority access to parking, particularly in those areas adjacent to their residences.

Chief Cychosz also commented that there have been occasional discussions of Neighborhood Permit Parking (NPP). He noted that in other communities in the Midwest, NPPs have been used as a tool to manage parking in neighborhoods; however, that strategy can be viewed as adding an additional layer of regulation for parking users. According to Chief Cychosz, the options being employed in other college communities vary tremendously, in large part due to differing philosophies about parking and differences in customer demand for parking. Other permit systems allow overnight parking only for neighborhood residents in order to accommodate on-street parking for residents with insufficient parking at their residences. It was emphasized by Chief Cychosz that permit systems do not expand available parking nor do they eliminate competing demands for parking. Permit systems also come with the overhead costs of determining eligibility, issuing permits, canceling or renewing permits, issue visitor or utility passes, and responding to complaints about the permit system.

Off-street zoning requirements for parking were reviewed by Planning and Housing Director Diekmann. He noted that all new developments must meet off-street parking requirements, which are determined by the size of the use and the zoning district. Existing buildings that are enlarged or have a change of use are required to provide additional parking if those changes trigger a ten-percent increase in their parking requirements. Parking requirements in the Downtown Service Center (DSC) and Campustown Service Center (CSC) are the same. Residential uses require one parking space per dwelling unit. Parking for apartments is based on the number of bedrooms. In the DSC and CSC, commercial uses (offices, retail, restaurants, bars) do not require any parking. Hotels, auditoriums, theaters, and sports practice facilities do have parking requirements. University-Impacted zoning districts are overlay districts that are combined with the High-Density Residential districts adjacent to Campustown. Those residential overlay zones require 25% more parking than High-Density Residential (RH). The RH zone requires one parking space per bedroom for units over two bedrooms while the overlay district requires 1.25 parking spaces per bedrooms for units over two bedrooms. Both RH and overlay districts require 1.5 parking spaces for one-bedroom units.

According to Director Diekmann, all uses in all zones have to provide all required parking on their own lot. There are two provisions that allow a development to provide fewer than their required number of spaces. Two possibilities are to enter into a Joint Use Parking Agreement and a Remote Parking Agreement; both have to be approved by the Council.

Council Member Gartin pointed out that there has been a lot of redevelopment in Ames. The developers have had to meet the requirements and have spent a great deal of money doing so. Mr. Gartin noted that there appears to be a cultural shift in the usage of vehicles. He asked if Ames requirements are in concert with those in its peer communities in the Midwest. Director Diekmann answered that he had not reviewed that in detail; however, for the most part, they are. An exception would be the University-Impacted Area.

Discussion ensued over the number of citations issued in neighborhoods. Council Member Betcher shared that she had found in an on-line source of the best college towns to have a car that Ames had been listed No. 4 because the parking fines are so cheap. Ms. Betcher stated that she would like Ames to not be on that list as she would like to encourage more usage of the Intermodal Facility.

City Manager Schainker told the Council members that, after reviewing the information presented at this

meeting, they might want to consider changing current fee and/or regulations. Some of the possible policy changes that the Council might want to direct were described as:

1. Increase on-street meter fees in the Campustown Business District to influence more use of the Intermodal Facility.
2. Increase on-street meter fees in both the Downtown or Campustown Business Districts to generate sufficient revenue to cover operating costs, to cover repairs/renovation of the existing parking lots, to accumulate funds to assist with the construction of new parking ramps in the Business Districts, or to influence parking demand/prioritize customer demand.
3. Standardize and simplify on-street parking regulations in the surrounding Campustown neighborhoods to make them easier to understand.
4. Reduce the off-street parking requirements for dwelling units in the Campustown and/or Downtown Business Districts.
5. Allow the residential and commercial parking spaces in Campustown and Downtown business Districts to be shared.
6. Other issues to be identified by the City Council.

Council Member Betcher asked if parking could be offered for public parking if it is found that there is an area with excess parking. Director Diekmann noted that there are parking requirements based on use. Ms. Betcher stated that it is evident that there are spaces in apartment buildings that are obviously not being used. The only way that could occur, according to Director Diekmann, is to still have the parking requirement with new development, but not make it exclusive to the property.

Ms. Betcher raised the possibility of creating a Parking Benefit District. She said that the concept is that the District is less likely to be concerned of the higher rates, as long as they get the benefits. City Manager Schainker said that the City is having a hard enough time to have sufficient fees to cover the City's costs of the parking system.

Barbara Pleasants, 516 Lynn Avenue, Ames, said that she is the President of the South Campustown Neighborhood Association (SCAN). She said that she is a 32+-year resident of Lynn Avenue. Ms. Pleasants noted that parking violations on Lynn Avenue have increased; parking problems have been increasing since the University increased its enrollment. Her neighborhood has become a parking lot for students. It is clear that it is the students parking on the street because when classes are over, the cars are gone. Ms. Pleasants said that her street has alternate-side parking. There is also a four-hour limit; however, that is never enforced. The alternate-side parking regulation needs to remain or the cars would never move. According to Ms. Pleasants, safety is also an issue. Council Member Betcher asked Ms. Pleasants if she had a feel for how her neighborhoods would feel about one-side parking only or Parking Permits. Ms. Pleasants said she had brought that up before; she believes there should be neighborhood meetings.

Martha Atkins, 419 Pearson, Ames, believes that there are fewer citations on Pearson because it is only a two-block street. Police have been very responsive when they have called in violators; however, that requires residents to get up at 4 AM and see if the cars have moved.

1. Signage needs to be consistent all over the low-density neighborhoods.

2. There must be no overnight parking from Midnight to 6 AM all over the low-density neighborhoods. She noted that the University added a large dorm, but it took no responsibility to include parking.
3. Must have alternate-side parking with four-hour parking, and the money to enforce the restrictions.

At the inquiry of Council Member Beatty-Hansen, Ms. Atkins said they don't want the parking only to be on one side; they want it to be alternating. Some residents do not want the cars parked on their side of the street every day. Alternating sides is fair to the residents. Ms. Atkins commented that six-hour parking is worthless because it is seldom enforced.

Ms. Atkins said that it is the City's responsibility to recognize that this is a residential neighborhood; it is not a parking storage area for the University. She asked the Council to seriously consider the three recommendations she has made.

Sarah Cady, 2812 Arbor Street, Ames, noted that she lives very closely to the 2700 Lincoln Way project. She noted that Arbor and Hyland have the alternate-side parking restriction and four-hour limit. Her primary concern is regarding storage parking in her neighborhood for the residents of the 2700 Lincoln Way project. There is not enough parking for that project. Residents will park in her neighborhood rather than pay the fee for parking at 2700 Lincoln Way. Ms. Cady said that she has noticed that the Intermodal Facility does not seem to be utilized, yet her neighborhood is full of vehicles. According to Ms. Cady, it is not just students parking on the street. Ms. Cady stated that Arbor, Wood, Hunt, Hyland all allow overnight parking. She suggested making a time shift in the alternate-side parking restriction to morning hours, instead of 9 PM. There is a need for residents to be allowed to park their vehicles on the street overnight in her neighborhood. Ms. Cady said that, in general, she is in favor of a permit system.

Ryan Jeffrey, 116 Welch Avenue, Ames, said that he was speaking on behalf of the Campustown Action Association. He said one subject that has been the topic of discussion is the variability of meters in the District. There should be consistency in the time and fees. Personally, he believes that increasing the parking meter rates in Campustown could be done. Mr. Jeffrey noted that the rates in Campustown are cheaper today than what was charged in Iowa City when he was there over a decade ago. Also, he believes that most people are in favor of having the ability to utilize unused spaces in apartment complexes for others, but he wants neighborhoods to be protected first. Mr. Jeffrey pointed out that if people have cars, they are going to use them.

Nitin Gadia, 2124 Main Street, Apartment 1, Ames, asked what it meant by breaking event. He said that he looked into this a couple years ago, and he believes that what the City is really saying is that because the money is being spent, they are breaking even. He gave an example that if there is \$100,000 in meter revenue, \$50,000 is spent on parking, \$20,000 is spent on administration, and \$30,000 is spent on residential. City Manager Schainker noted that the parking revenues do not always cover expenses break even; the revenues are spread over all parking areas, not just certain areas.

Mr. Gadia asked the Council if it would consider abolishing the minimum parking requirement in Downtown and Campustown. He believes that fewer people are owning cars and not as much parking is needed. Mr. Gadia said that he lives in an area where almost no one lives because of the parking requirements; there are dozens of apartments on Main Street that are empty. He asked if there was something that could be done. Ms. Beatty-Hansen noted that some people have opted not to have vehicles, but that is not the desire of everyone. Mr. Gadia commented that the addiction to vehicles will not change as long as it is made easy. Council Member Orazem referenced the new ISU dormitory, stating that there was an "experiment with 800 beds without any parking provided," and it is not working.

Shelby Ebel, 327-22nd Street, Ames, noted that she likes to ride her bike and is frustrated by the lack of bicycle parking. She encouraged the Council to require bicycle parking. Ms. Ebel noted that in a community she formerly lived had a requirement for one bicycle parking space for every ten parking spaces.

Council Member Orazem suggested that the City make it more expensive to violate the law with stepped-up fines.

Council Member Corrieri requested to know the cost to convert all meters to smart meters.

Council Member Betcher said she would like to know how much it would take to enforce the four-hour limit in Campustown. She would like to know what the breakeven cost would be.

City Manager Schainker asked if the Council liked the idea of differential pricing (directly in front of a business, rather than a few blocks away).

Moved by Beatty-Hansen, seconded by Nelson, directed staff to investigate increasing on-street and parking lot meter fees in the Campustown and Downtown Districts with the goals of increased revenue for capital and increased enforcement efforts and altering the relationship with how people use the Intermodal Facility.

City Manager Schainker clarified that this was to help prepare for next year's budget.

Council Member Gartin noted that there were no representatives of the University. The City should reach out to the University, Main Street Cultural District, and Campustown Action Association at this meeting.

Vote on Motion: 6-0.

Moved by Corrieri, seconded by Betcher, to direct staff to investigate increasing the cost of parking violations.

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

Moved by Betcher, seconded by Beatty-Hansen, requested that Chief Cychosz provide an estimate in the near future on what it would cost to enforce the regulations that are already in place in the Campustown neighborhoods.

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

Moved by Corrieri would like to have a discussion scheduled about the use of a Permitting Process and other options. Council Member Orazem said that he would have serious reservations about a Permitting Process. Council Member Nelson noted that there are many steps to take before it would get to that point, by doing some of these other things first, perhaps a change in behavior will be seen.

Council Member Betcher said that she would like this to go to the Campus and Community Commission for creation of a Task Force. Assistant City Manager Brian Phillips advised that appointment to that Commission had not yet been made.

Moved by Beatty-Hansen, seconded by Gartin, to direct staff to investigate and provide a memo back to Council on what other cities have done as far as requirements for bicycle parking.

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

Moved by Betcher, seconded by Beatty-Hansen, to adopt the philosophies outlined by staff to be used as guidelines for the Parking System with the addition of encouraging multi-modal transportation as (h) and find a means of incorporating the disability accommodation issue as part of the philosophies.
Vote on Motion: 6-0. Motion declared carried unanimously.

Regarding the neighborhood issue, Ms. Betcher said that once the Campus and Community Commission is operating, she plans to bring forward a motion to refer this discussion to that Commission. Council Member Corrieri said she was fine with that, but felt that they had to be given a specific task and a time line.

Moved by Gartin, seconded by Beatty-Hansen, to ask staff to engage with the Main Street Cultural District and Campustown Action Association to weigh in on whether the hours of enforcement are appropriate or need to be adjusted.

Mr. Gartin explained that he wanted that to take into consideration those who have to work shift hours that extend into the early-morning hours, and to ensure that they have safe access to their cars in the area.

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

The meeting recessed at 8:50 p.m. and reconvened at 8:56 p.m.

DISCUSSION OF NEW STATE FIREWORKS LAW: City Attorney Judy Parks explained that the City has been getting inquiries and receiving comments about the new fireworks legislation (SF 489).

Assistant City Attorney Mark Lambert advised that the new legislation allows cities to have ordinances prohibiting or limiting the use of consumer fireworks. The state law also specifies that using fireworks in violation of a city ordinance prohibiting or limiting fireworks use is a simple misdemeanor with a \$250 minimum fine. Mr. Lambert noted that the City already has an Ordinance (Section 17.6) that makes it unlawful for people to use fireworks in Ames. He advised the Council that the first question is whether the Council wants to stay with the current Ordinance in light of the new law or if it wants to repeal it. If Council decides to retain the Ordinance, it is recommended that:

1. The municipal infraction language needs to be removed because the new state law states that violations are a simple misdemeanor. The state law now says that the fine for violating carries a minimum fine of \$250; that would have to be added.
2. The *Municipal Code* reference to the 1987 *Code of Iowa* definition of fireworks needs to be updated. This would ensure that the City's definition matches the new state law, which has new definitions of categories of fireworks.
3. Remove language in the Ordinance that allows consumer fireworks use with a permit from the City, but retain the provision for displaying fireworks. The Ordinance was really written with permission to display fireworks.

According to Mr. Lambert, if the Council wants to repeal the Ordinance, it would need to decide if there are safety requirements and/or zoning regulations that it would like to put in place.

Council Member Betcher asked if any of the towns that are considering ordinances are college towns.

Mr. Lambert said he was not aware of all the cities that are considering ordinances. He noted that Sioux City, West Des Moines, Urbandale, and Newton had taken the steps to adopt or strengthen fireworks ordinances.

Shelby Ebel, 327-22nd Street, Ames, asked the Council to change the ordinance and allow fireworks. She said that she moved here from California and was disappointed that they are not allowed to be sold or shot off in Ames. They return to California over the 4th of July for the past four years for her family's fireworks. She noted that, in living in California for 30 years, she never got hurt or even came close to getting hurt. Ms. Ebel said she was a Planner and explained the fireworks process used by the city where she had worked. She would be fine if the Council put some restrictions on them, but would like the Council to change the Ordinance to allow fireworks.

Mike Warnick, 610 S. Main, Roland, Iowa, said that at the heart of this issue is safety. He noted that Iowa is coming out of over 80 years of not allowing fireworks, so education is key. In states that have had legalized fireworks, the education is passed down from parents to their children. Mr. Warnick said he and his partner are starting up a fireworks business; however, they do not really want to sell fireworks in a community where they cannot be shot off. Mr. Warnick believes that if fireworks are not allowed to be shot off in Ames, people will skate around the law, go outside the City limits away from emergency services, and shoot off the fireworks. He believes that that would cause more problems. Since 1980, injuries from fireworks have been going down while fireworks usage is going up. Council Member Gartin asked Mr. Warnick why so many doctors and medical groups are raising concerns about the safety of children around fireworks. Mr. Warnick said he felt that there is a stigma about fireworks. Mr. Gartin asked if it is a stigma or if it is fact. Doctors and medical groups unanimously oppose this, so do the statistics on injuries represent facts or fiction. Mr. Warnick answered that the injuries occur because they misuse the product or because they don't have the education. He stated that if fireworks are used improperly, accidents can occur, but he doesn't believe that banning fireworks is the answer; people will just go to where they are able to shoot them off.

David Hohbach, 4901 Waller Street, Ames, said that he grew up on a farm about an hour away from South Dakota. He said he has lived in Ames for 25 years, and in Ames, he sees fireworks being shot off illegally in his neighborhood. Mr. Hohbach would like the Ordinance changed to allow fireworks, but with a limited time period, i.e., July 1 to July 7; not used by people while intoxicated; and no children. Mr. Hohbach said he sees fireworks as being similar to firearms; they should be treated the same way.

Tam Lorenz, 311 South Maple, Ames, has a concern that in some years, it would be too dry to shoot off fireworks; she is very concerned about fire hazards. If Ames decides to allow fireworks, she would like the City to restrict the use during exceptionally dry years. She also has pets. Ms. Lorenz said that she enjoys the fireworks display every year, but doesn't appreciate the after-effects - the smoke left from fireworks; that is a health hazard.

Council Member Betcher said that she did not have any will to change the Ordinance, except to update the reference to the *Iowa Code*. She pointed out that she lives in Campustown and is concerned about the noise. She has already received complaints from neighborhood residents about the many Fireworks Permits that the Council has approved for display in her neighborhood. The noise in her neighborhood will go up exponentially if Council repeals its Ordinance. Ms. Betcher is also concerned about fireworks being shot off when alcohol is being consumed.

Council Member Gartin said it was about safety to him, particularly children. When the healthcare

community is uniformly concerned about this, he believes their concerns are genuine; they are not making those things up. Over time, he said he might change his mind, but since this is in the first year, he would like to wait and see how this goes.

Council Member Corrieri noted that statistics show that as communities have relaxed their laws, more injuries result. She also stated that statistics show that more than one-third of the injuries seen in emergency rooms are to children under the age of 15. Ms. Corrieri said that it is even worse when fireworks are mixed with alcohol and by those who are inexperienced in using them. She believes that there is just too much risk involved.

Council Member Orazem said he believes that if fireworks are legalized, it would result in more, not less, responsibility. He also feels that people will go outside the city limits to shoot fireworks.

Moved by Gartin, seconded by Beatty-Hansen, to adopt the proposals of the Legal Department, as follows:

1. Remove municipal infraction language. Specify that violations are a simple misdemeanor
2. Update the reference to the 1987 *Code of Iowa* definition of fireworks
3. Clarify that consumer fireworks get a Permit from the City. Retain the language in the Ordinance that allows the display of fireworks use with a Permit from the City.

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

Moved by Corrieri, seconded by Nelson, to adopt the following:

1. Require a setback from temporary fireworks stands from nearby buildings

Mr. Lambert said he is unsure at this time how much setback should be required. He will check with the Fire Chief. The Ordinance will be brought back to the Council for its review.

2. Require fireworks retailers to inform customers that exploding fireworks within the City limits is prohibited and is a simple misdemeanor with a \$250 minimum fine.

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

Council Member Beatty-Hansen, said that, in general, she is not sure how she feels about fireworks. She believes that this topic might be worth revisiting in a year's time.

Council Member Corrieri thinks that the Council should discuss fireworks and zoning. She asked if it would be legal to sell fireworks in all zoning districts. Director Diekmann said that fireworks would be viewed a Retail Sales and Service Trade Use. Retail Sales is permitted within all commercial zoning districts, and in limited industrial areas, with the exception of the Research Park. Mr. Diekmann also stated that residential zones would not permit retail sales; however, someone could request Zoning Board of Adjustment approval of a Special Home Occupation, although it would be difficult to meet the performance standards for a home occupation. Duff Avenue, HOC, allows for outdoor sales. Fireworks could be sold in a building almost anywhere, except in the Research Park.

Council Member Corrieri said she would like to limit temporary outdoor tent-like sales. She noted that West Des Moines just passed an ordinance limiting sales to a certain area.

Mr. Lambert told the Council that there was also a timing issue here. He advised that the new state law

says that fireworks may be sold in buildings on June 1, and on June 13 in temporary locations. Director Diekmann noted that the Ordinance cannot be adopted and published before those dates.

Moved by Gartin, seconded by Nelson, to request a memo from the Legal Department to provide options for how to zone temporary outdoor locations for sales and establish setbacks.

Mr. Lambert pointed out that the temporary stands will already be in place before an Ordinance could be adopted. Council Member Betcher noted that the opportunity has been lost.

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

COUNCIL COMMENTS: Moved by Orazem, seconded by Beatty-Hansen, in reference to the request of Aspen Heights Partners, to direct staff to initiate a text amendment to the Sign Code for commercial signs in residential zones.

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

ADJOURNMENT: Moved by Beatty-Hansen to adjourn the meeting at 9:54 p.m.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor



REPORT OF CONTRACT CHANGE ORDERS

| | | |
|-------------------------------|-------------------------------------|------------------------------------|
| Period: | <input checked="" type="checkbox"/> | 1 st – 15 th |
| | <input type="checkbox"/> | 16 th – End of Month |
| Month & Year: | May 2016 | |
| For City Council Date: | May 23, 2017 | |

| Department | General Description of Contract | Contract Change No. | Original Contract Amount | Contractor/ Vendor | Total of Prior Change Orders | Amount this Change Order | Change Approved By | Purchasing Contact (Buyer) |
|---------------------|--|---------------------|--------------------------|----------------------------|------------------------------|--------------------------|--------------------|----------------------------|
| Ames Transit Agency | CyRide 2016 Security Entry System, Phase 1 | 1 | \$58,300.00 | Electronic Engineering Co. | \$0.00 | \$1,973.00 | R. Leners | MA |
| Public Works | Replace Tipping Floor Concrete at C-1 Area at Resource Recovery | 1 | \$129,929.00 | Con-Struct, Inc. | \$0.00 | \$16,829.91 | J. Joiner | MA |
| Public Works | 2014-15 Low Point Drainage Improvements (Northwood Ravine Stabilization) | 1 | \$332,881.00 | J & K Contracting LLC | \$0.00 | \$2,450.00 | J. Joiner | MA |
| Electric Services | Unit #7 Crane Repair | 5 | \$373,360.45 | Kistler Crane and Hoist | \$20,773.77 | \$12,710.00 | B. Kindred | CB |
| Planning & Housing | CDBG Parking Lot Improvements - Mainstream Living | 2 | \$84,763.90 | Con-Struct, Inc. | \$0.00 | \$420.90 | V. Baker-Latimer | MA |
| Public Works | 2016-17 Accessibility Enhancement (Ramps) | 1 | \$77,550.00 | TK Concrete, Inc. | \$0.00 | \$-(1,429.00) | J. Joiner | MA |

| | | | | | | | | |
|---------------------|---|---|-------------|----------------------------|------------|------------|-----------|----|
| Electric Services | South Kellogg Vault and U.S. Bank West Manhole Lid Replacements | 1 | \$59,350.00 | Minturn, Inc | \$0.00 | \$9,683.00 | D. Kom | CB |
| Ames Transit Agency | CyRide 2016 Security Entry System, Phase 1 | 2 | \$58,300.00 | Electronic Engineering Co. | \$1,973.00 | \$682.50 | R. Leners | MA |

*Caring People
Quality Programs
Exceptional Service*

6a-e

TO: Mayor Ann Campbell and Ames City Council Members

FROM: Lieutenant Dan Walter – Ames Police Department

DATE: May 16th, 2017

SUBJECT: Beer Permits & Liquor License Renewal Reference City Council Agenda

The Council agenda for May 23rd, 2017, includes beer permits and liquor license renewals for:

- Class B Liquor - LB0002080 - Gateway Hotel & Conference, 2100 Green Hills Drive
- Class C Liquor - LC0033923 - Old Chicago, 1610 S. Kellogg Avenue
- Class C Liquor - LC0041831 - Fuji Japanese Steakhouse, 1614 S. Kellogg Avenue
- Class C Liquor & B Wine - LC0039291 - Della Viti, 323 Main Street #102
- Class C Liquor - LC0042657 - The Sports Page Bar & Grill, 3720 Lincoln Way

A routine check of police records for the past twelve months found no liquor law violations for the above listed business. The police department recommends renewal of licenses for all of the above business.

| | | |
|---|-----------------------------|--------------------------|
| Name of Applicant: <u>Crucoli, LLC</u> | | |
| Name of Business (DBA): <u>Della Viti</u> | | |
| Address of Premises: <u>323 Main Street #102</u> | | |
| City <u>Ames</u> | County: <u>Story</u> | Zip: <u>50010</u> |
| Business <u>(515) 232-0241</u> | | |
| Mailing <u>323 Main Street #102</u> | | |
| City <u>Ames</u> | State <u>IA</u> | Zip: <u>50010</u> |

Contact Person

| |
|--|
| Name <u>Bethany</u> |
| Phone: <u>(515) 708-0014</u> Email <u>dellaviti.ames@gmail.com</u> |

Classification Class C Liquor License (LC) (Commercial)

Term:12 months

Effective Date: 06/18/2016

Expiration Date: 06/17/2017

Privileges:

Class C Liquor License (LC) (Commercial)

Outdoor Service

Status of Business

| |
|--|
| BusinessType: <u>Limited Liability Company</u> |
| Corporate ID Number: <u>413199</u> Federal Employer ID <u>27-5559099</u> |

Ownership

Bethany DeVries

First Name: Bethany

Last Name: DeVries

City: Ames

State: Iowa

Zip: 50014

Position: Member

% of Ownership: 100.00%

U.S. Citizen: Yes

Insurance Company Information

| | |
|---|---------------------------------------|
| Insurance Company: <u>Illinois Casualty Co</u> | |
| Policy Effective Date: | Policy Expiration |
| Bond Effective | Dram Cancel Date: |
| Outdoor Service Effective | Outdoor Service Expiration |
| Temp Transfer Effective | Temp Transfer Expiration Date: |

| | | |
|---|-----------------------------|--------------------------|
| Name of Applicant: <u>LJPS Inc.</u> | | |
| Name of Business (DBA): <u>Olde Main Brewing Company</u> | | |
| Address of Premises: <u>420 Beach Ave</u> | | |
| City <u>Ames</u> | County: <u>Story</u> | Zip: <u>50011</u> |
| Business <u>(515) 232-0553</u> | | |
| Mailing <u>PO Box 1928</u> | | |
| City <u>Ames</u> | State <u>IA</u> | Zip: <u>50010</u> |

Contact Person

| |
|--|
| Name Matt Sinnwell |
| Phone: (505) 400-5981 Email mattombc@gmail.com |

Classification Class C Liquor License (LC) (Commercial)

Term: 5 days

Effective Date: 06/17/2017

Expiration Date: 01/01/1900

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

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

Ownership

Scott Griffen

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

Daniel Griffen

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

Susan Griffen

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

Insurance Company Information

| | |
|----------------------------------|---|
| Insurance Company: | <u>Illinois Union Insurance Company</u> |
| Policy Effective Date: | Policy Expiration |
| Bond Effective | Dram Cancel Date: |
| Outdoor Service Effective | Outdoor Service Expiration |
| Temp Transfer Effective | Temp Transfer Expiration Date: |

Applicant License Application ()

| | | |
|---|-----------------------------|--------------------------|
| Name of Applicant: <u>LJPS Inc.</u> | | |
| Name of Business (DBA): <u>Olde Main Brewing Company</u> | | |
| Address of Premises: <u>420 Beach Ave</u> | | |
| City <u>Ames</u> | County: <u>Story</u> | Zip: <u>50011</u> |
| Business <u>(515) 232-0553</u> | | |
| Mailing <u>PO Box 1928</u> | | |
| City <u>Ames</u> | State <u>IA</u> | Zip: <u>50010</u> |

Contact Person

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

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

Term: 5 days

Effective Date: 06/24/2017

Expiration Date: 01/01/1900

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

Status of Business

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

Ownership

Scott Griffen

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

Daniel Griffen

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

Susan Griffen

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

Insurance Company Information

| | |
|----------------------------------|---|
| Insurance Company: | <u>Illinois Union Insurance Company</u> |
| Policy Effective Date: | Policy Expiration |
| Bond Effective | Dram Cancel Date: |
| Outdoor Service Effective | Outdoor Service Expiration |
| Temp Transfer Effective | Temp Transfer Expiration Date: |

Applicant License Application ()

| | | |
|--|----------------------------|--------------------------|
| Name of Applicant: <u>Orchestrate Management V, LLC</u> | | |
| Name of Business (DBA): <u>Gateway Market MLK</u> | | |
| Address of Premises: <u>ISU Alumni Center</u> | | |
| City <u>Ames</u> | County: <u>Polk</u> | Zip: <u>50011</u> |
| Business <u>(515) 331-1753</u> | | |
| Mailing <u>130 E 3rd St., Ste 201</u> | | |
| City <u>Des Moines</u> | State <u>IA</u> | Zip: <u>50309</u> |

Contact Person

| | |
|-------------------------------------|---|
| Name <u>Michelle Mathews</u> | |
| Phone: <u>(515) 331-1753</u> | Email <u>mmathews@ohospitality.com</u> |

Classification Special Class C Liquor License (BW) (Beer/Wine)**Term:** 5 days**Effective Date:** 06/03/2017**Expiration Date:** 01/01/1900**Privileges:**Special Class C Liquor License (BW) (Beer/Wine)**Status of Business**

| | |
|---|--|
| BusinessType: <u>Limited Liability Company</u> | |
| Corporate ID Number: <u>339740</u> | Federal Employer ID <u>20-8201459</u> |

Ownership**Paul Rottenberg**

First Name: Paul **Last Name:** Rottenberg
City: Des Moines **State:** Iowa **Zip:** 50315
Position: Partner
% of Ownership: 14.06% **U.S. Citizen:** **Yes**

LADCO Development, Inc

First Name: LADCO **Last Name:** Development, Inc
City: West Des Moines **State:** Iowa **Zip:** 50266
Position: Partner
% of Ownership: 14.06% **U.S. Citizen:** **Yes**

REB Development, LLC

First Name: REB **Last Name:** Development, LLC
City: Clive **State:** Iowa **Zip:** 50325
Position: Partner
% 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: <u>Integrity Insurance</u> | |
| Policy Effective Date: | Policy Expiration |
| Bond Effective | Dram Cancel Date: |
| Outdoor Service Effective | Outdoor Service Expiration |
| Temp Transfer Effective | Temp Transfer Expiration Date: |

Applicant License Application ()

| | | |
|--|-----------------------------|--------------------------|
| Name of Applicant: <u>Shuyu llc</u> | | |
| Name of Business (DBA): <u>Grandpa Noodle gallery</u> | | |
| Address of Premises: <u>926 S 16 street</u> | | |
| City <u>Ames</u> | County: <u>Story</u> | Zip: <u>50010</u> |
| Business <u>(515) 441-6490</u> | | |
| Mailing <u>926 s16 street</u> | | |
| City <u>Ames</u> | State <u>IA</u> | Zip: <u>50010</u> |

Contact Person

| |
|--|
| Name <u>Lu Li</u> |
| Phone: <u>(515) 441-6490</u> Email <u>Grandpanoodlegallery@gmail.com</u> |

Classification Class B Beer (BB) (Includes Wine Coolers)
Term: 12 months
Effective Date: 04/27/2017
Expiration Date: 01/01/1900
Privileges:
Class B Beer (BB) (Includes Wine Coolers)
Outdoor Service
Sunday Sales
Status of Business

| |
|--|
| BusinessType: <u>Limited Liability Company</u> |
| Corporate ID Number: <u>47-4557784</u> Federal Employer ID <u>47-4557784</u> |

Ownership
Lu Li

| | | |
|-------------------------------------|--------------------------------|--------------------------|
| First Name: <u>Lu</u> | Last Name: <u>Li</u> | |
| City: <u>Boone</u> | State: <u>Iowa</u> | Zip: <u>50036</u> |
| Position: <u>Spouse</u> | | |
| % of Ownership: <u>0.00%</u> | U.S. Citizen: <u>No</u> | |

Shuyu Wang

| | | |
|---------------------------------------|--------------------------------|--------------------------|
| First Name: <u>Shuyu</u> | Last Name: <u>Wang</u> | |
| City: <u>Boone</u> | State: <u>Iowa</u> | Zip: <u>50036</u> |
| Position: <u>Owner</u> | | |
| % of Ownership: <u>100.00%</u> | U.S. Citizen: <u>No</u> | |

Insurance Company Information

| |
|---|
| Insurance Company: <u>Illinois Union Insurance Company</u> |
|---|

Insurance Company: Illinois Union Insurance Company

Policy Effective Date: 04/27/2017

Policy Expiration 04/27/2018

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

COUNCIL ACTION FORM

**SUBJECT: ENCROACHMENT PERMIT FOR A SIGN AT 3500 UNIVERSITY BLVD.
(ISU RESEARCH PARK)**

BACKGROUND:

The owner of the property at 3500 University Blvd. is seeking approval for an encroachment permit that would allow a sign to be placed in the public way. The proposed sign is a monument style ground sign. The sign will cover 46 square feet of area within the right-of-way.

The sign permit application for the proposed sign has been reviewed by the Inspection Division and complies with all regulations regarding signage. The sign permit application is pending approval contingent on the approval of the encroachment permit.

Chapter 22.3(3) of the Ames Municipal Code requires approval of the Encroachment Permit Application by the Ames City Council before a permit can be issued. By signing the application, the Owner has agreed to hold harmless the City of Ames against any loss or liability as a result of the encroachment, to submit proof of insurance, and to pay a fee for the encroachment. The Owner also understands that this approval may be revoked at any time by the City Council. Upon receipt of proof of insurance, a payment of \$25.00, and Council approval, the Inspection Division will issue a permit for the encroachment.

ALTERNATIVES:

1. Approve the application allowing the applicant to erect the sign once the permit has been issued.
2. Modify the application allowing the applicant to erect the sign, with modifications, once the permit has been issued.
3. Deny the application prohibiting the applicant from placing the proposed sign within the public way.

MANAGER'S RECOMMENDED ACTION:

It is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby granting the encroachment permit for this sign.



515 Clark Avenue
Ames, IA 50010
515.239.5153 Phone
515.239.5261 Fax

ENCROACHMENT PERMIT APPLICATION/AGREEMENT

Address of Encroachment: 3500 UNIVERSITY BLVD

Type of Encroachment: GROUND SIGN

Total Square Feet of the Area to Encroach: 141 → 46 (See attached submittal guidelines)

Applicant is: Property Owner Tenant Contractor

Applicant Name: ISU Research Park Phone: 515-296-7275

Mailing Address: 1805 Collaboration Place, Ste. 1250 Email: neaster@ias.tate.edu

Property Owner Name: SAME AS APPLICANT

Phone: SAME Mailing Address: SAME

By signing this application, the Building Owner agrees to the following conditions, upon approval:

1. The Owners do hereby indemnify and hold harmless the City of Ames, its officers and employees, against any loss or liability whatsoever made by any and all persons whomsoever, resulting from or arising out of the location and maintenance of the encroachment.
2. The Owners shall submit and maintain, through the period of the encroachment, comprehensive general liability insurance coverage in the amount of not less than \$500,000 combined single limit and a current copy of Endorsement CG 2013, naming the City of Ames and its employees and assigns, as an additional insured on the policy. The Owner will supply the City Clerk's Office annually with a current copy of the insurance and the endorsement.
3. The City Council may revoke the permit at any time.
4. This agreement shall run with the land and be binding upon the successors and assignees of the parties hereto.
5. The Owners shall notify the City Clerk at the time that the encroachment ceases to exist, or before making any modification to the encroachment.
6. The encroachment will be built and erected in the same manner as shown on the attached sketch.
7. To pay a one-time encroachment fee of \$25 or \$1 for every square foot that encroaches, whichever is larger.

Property Owner Signature [Signature] Date 4/25/17

FOR OFFICE USE

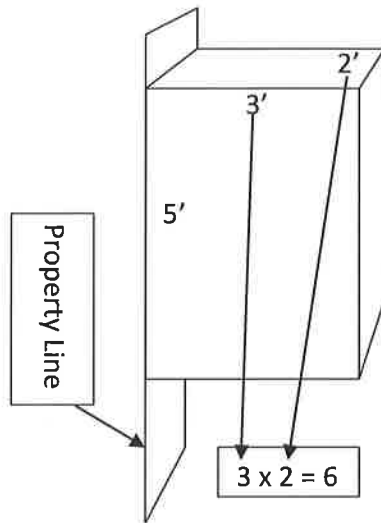
- | | |
|---|--|
| <input type="checkbox"/> Fee Received | <input type="checkbox"/> Sketch of Encroachment Received |
| <input type="checkbox"/> Insurance Received | <input type="checkbox"/> Approved by City Council on |
| <input type="checkbox"/> Insurance Approved by HR | Date: _____ |

Approved by: _____ Date: _____ Permit No: _____

ENCROACHMENT PERMIT SUBMITTAL GUIDELINES

The following documents are needed upon application:

1. Encroachment Permit Application/Agreement, including property owner's signature
2. Dimensioned sketch/drawing of proposed encroachment and location of encroachment
-The total square feet of area to encroach as referenced on the application should be calculated by multiplying the length (3) x width (2) = 6 square feet. This will determine the area that is in the public way. It is not necessary to calculate height (5' - the vertical dimension). Please see the diagram below:

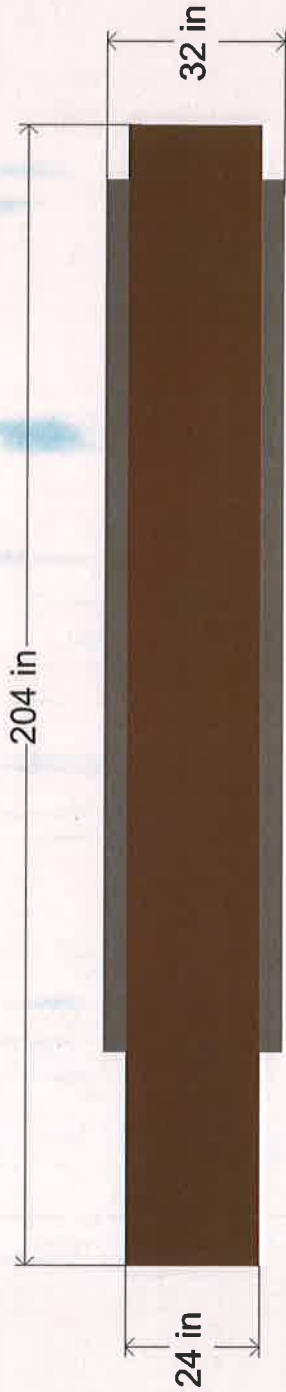


The following documents are needed before final approval of the application:

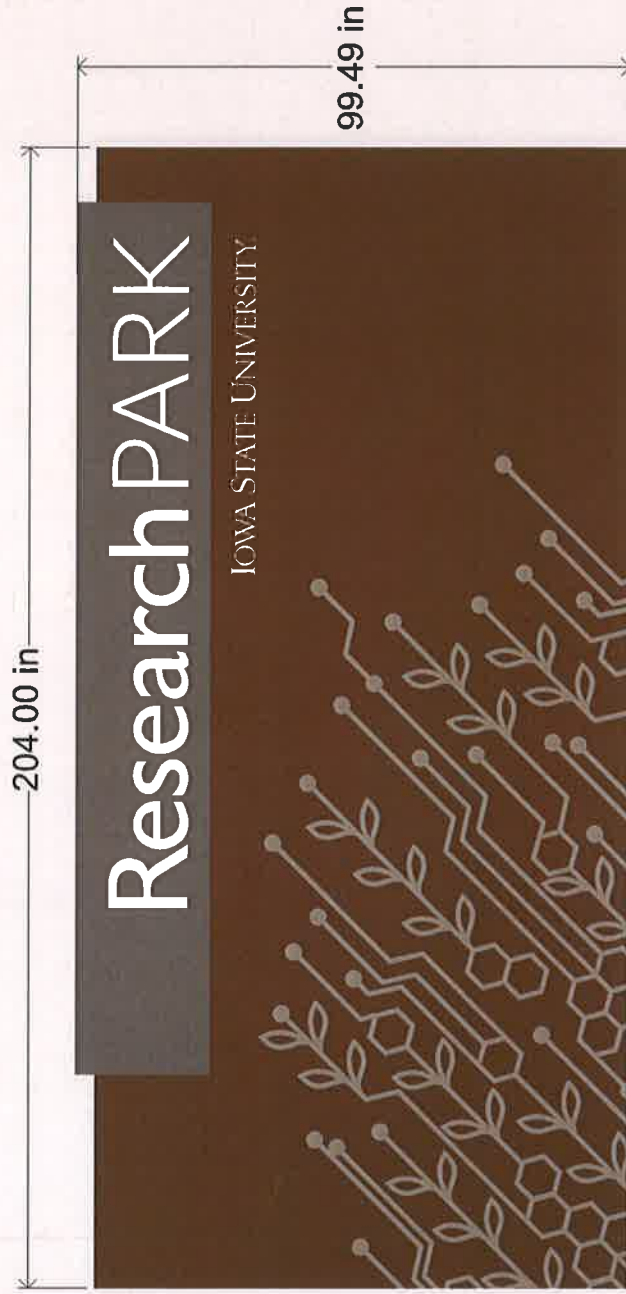
1. Application fee of \$25 or \$1 for every square foot that encroaches, whichever is larger
2. Comprehensive general liability insurance coverage in the amount of not less than \$500,000 combined single limit and a current copy of Endorsement CG 2013, naming the City of Ames and its employees and assigns, as an additional insured on the policy.

ADDITIONAL INFORMATION

1. If the encroachment is a sign or a structure, it may require additional permits.
2. City Council approval is needed in order to approve the application. This application will be placed on the next City Council consent agenda.
3. Proof of insurance may be submitted at any time before final approval. The applicant may want to confirm City Council approval before adding additional insurance to their policy.
4. Once all documents have been received and approved, a permit will be issued and sent to the property owner.
5. The property owner is required to send an updated copy of their insurance to the City Clerk's Office annually. Failure to do so may result in revocation of the encroachment permit.



Top View



Gateway Sign Type B3

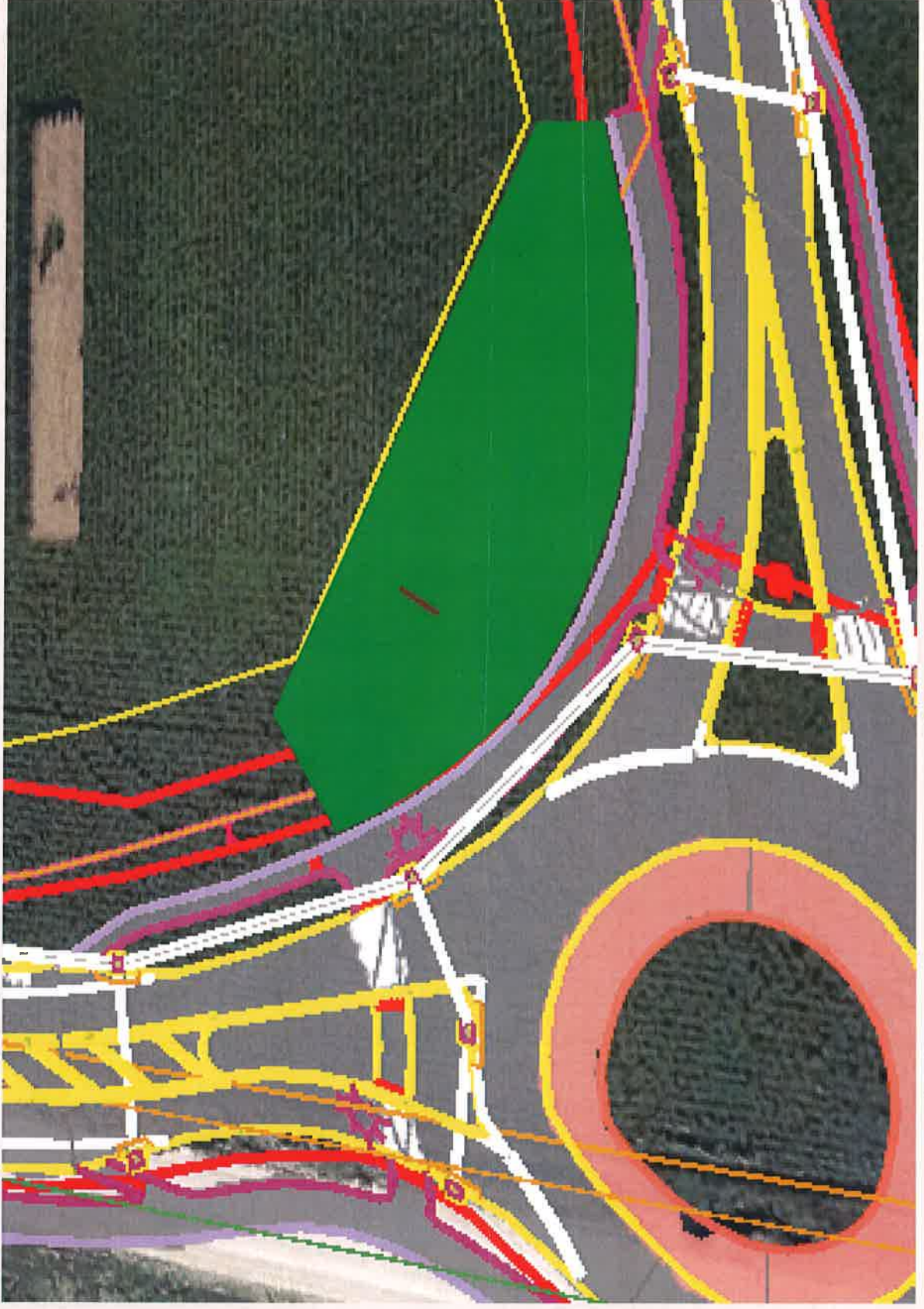
First Class Signs

720 EAST LINCOLN WAY, AMES, IA 50010 | 515-232-4738 | FIRSTCLASSSIGNS.NET



NE Corner: Collaboration Dr & University Blvd

Contact: Scott Tanner
Email: scott@firstclasssigns.net



NE Corner: Collaboration Dr & University Blvd

COUNCIL ACTION FORM

SUBJECT: ENCROACHMENT PERMIT FOR A SIGN AT 1111 DUFF (MARY GREELEY MEDICAL CENTER – ENTRANCE SIGN)

BACKGROUND:

It was recently determined that Mary Greeley Medical Center's newly erected entrance sign was placed partially within the right-of-way. The landscaping around the base of the sign was placed against the sidewalk, creating a five foot encroachment into the right-of-way. Mary Greeley is seeking an Encroachment Permit to allow the existing sign to remain in its current location, which will not affect use of the sidewalk.

The sign permit application for the proposed sign has been reviewed by the Inspection Division and complies with all regulations regarding signage. The sign permit application is pending approval contingent on the approval of the encroachment permit.

Chapter 22.3(3) of the Ames Municipal Code requires approval of the Encroachment Permit Application by the Ames City Council before a permit can be issued. By signing the application, the Owner has agreed to hold harmless the City of Ames against any loss or liability as a result of the encroachment, to submit proof of insurance, and to pay a fee for the encroachment. The Owner also understands that this approval may be revoked at any time by the City Council. Upon receipt of proof of insurance, a payment of \$25.00, and Council approval, the Inspection Division will issue a permit for the encroachment.

ALTERNATIVES:

1. Approve the application allowing the applicant to keep the sign in its current location.
2. Modify the application allowing the applicant to keep the sign in its current location, but to make changes to the sign.
3. Deny the application requiring the applicant to remove the sign from its current location.

MANAGER'S RECOMMENDED ACTION:

It is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby granting the encroachment permit for this sign.



Mary Greeley
MEDICAL CENTER

Main Entrance

Emergency 

West Entrance/
Patient Discharge

Parking



515 Clark Avenue
Ames, IA 50010
515.239.5153 Phone
515.239.5261 Fax

ENCROACHMENT PERMIT APPLICATION/AGREEMENT

Address of Encroachment: 1111 Duff Avenue

Type of Encroachment: Right of Way

Total Square Feet of the Area to Encroach: 5 (See attached submittal guidelines)

Applicant is: Property Owner Tenant Contractor

Applicant Name: Lynn Whisler Phone: 515-239-2105

Mailing Address: 1111 Duff Avenue, Ames, Iowa Email: whisler@mgmc.com

Property Owner Name: Mary Greeley Medical Center

Phone: 515-239-2011 Mailing Address: 1111 Duff Avenue, Ames, Iowa

By signing this application, the Building Owner agrees to the following conditions, upon approval:

1. The Owners do hereby indemnify and hold harmless the City of Ames, its officers and employees, against any loss or liability whatsoever made by any and all persons whomsoever, resulting from or arising out of the location and maintenance of the encroachment.
2. The Owners shall submit and maintain, through the period of the encroachment, comprehensive general liability insurance coverage in the amount of not less than \$500,000 combined single limit and a current copy of Endorsement CG 2013, naming the City of Ames and its employees and assigns, as an additional insured on the policy. The Owner will supply the City Clerk's Office annually with a current copy of the insurance and the endorsement.
3. The City Council may revoke the permit at any time.
4. This agreement shall run with the land and be binding upon the successors and assignees of the parties hereto.
5. The Owners shall notify the City Clerk at the time that the encroachment ceases to exist, or before making any modification to the encroachment.
6. The encroachment will be built and erected in the same manner as shown on the attached sketch.
7. To pay a one-time encroachment fee of \$25 or \$1 for every square foot that encroaches, whichever is larger.

Property Owner Signature Lynn Whisler Date 5/12/2017

FOR OFFICE USE

Fee Received

Sketch of Encroachment Received

Insurance Received

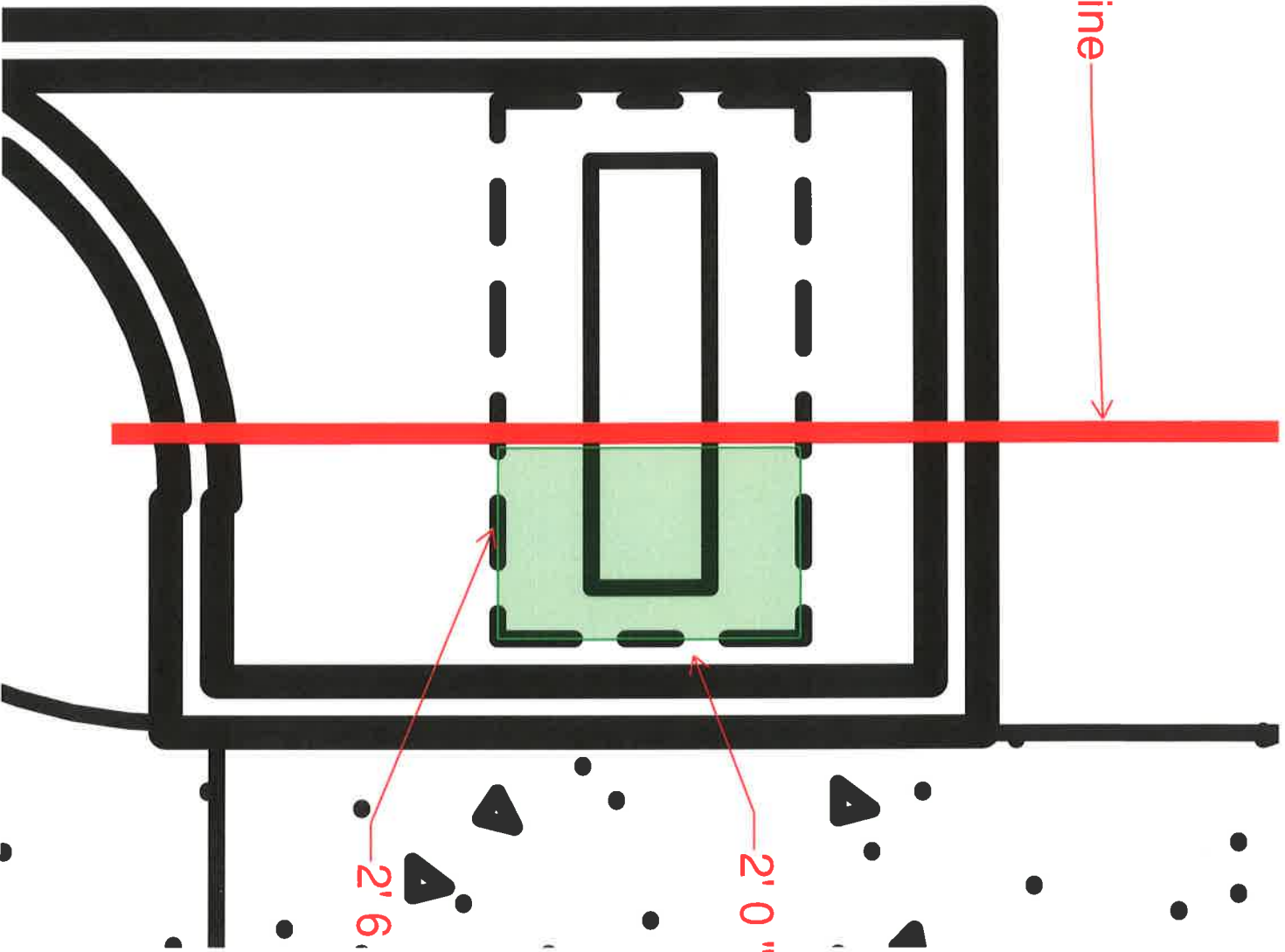
Approved by City Council on

Insurance Approved by HR

Date: _____

Approved by: _____ Date: _____ Permit No: _____

5' right of way line



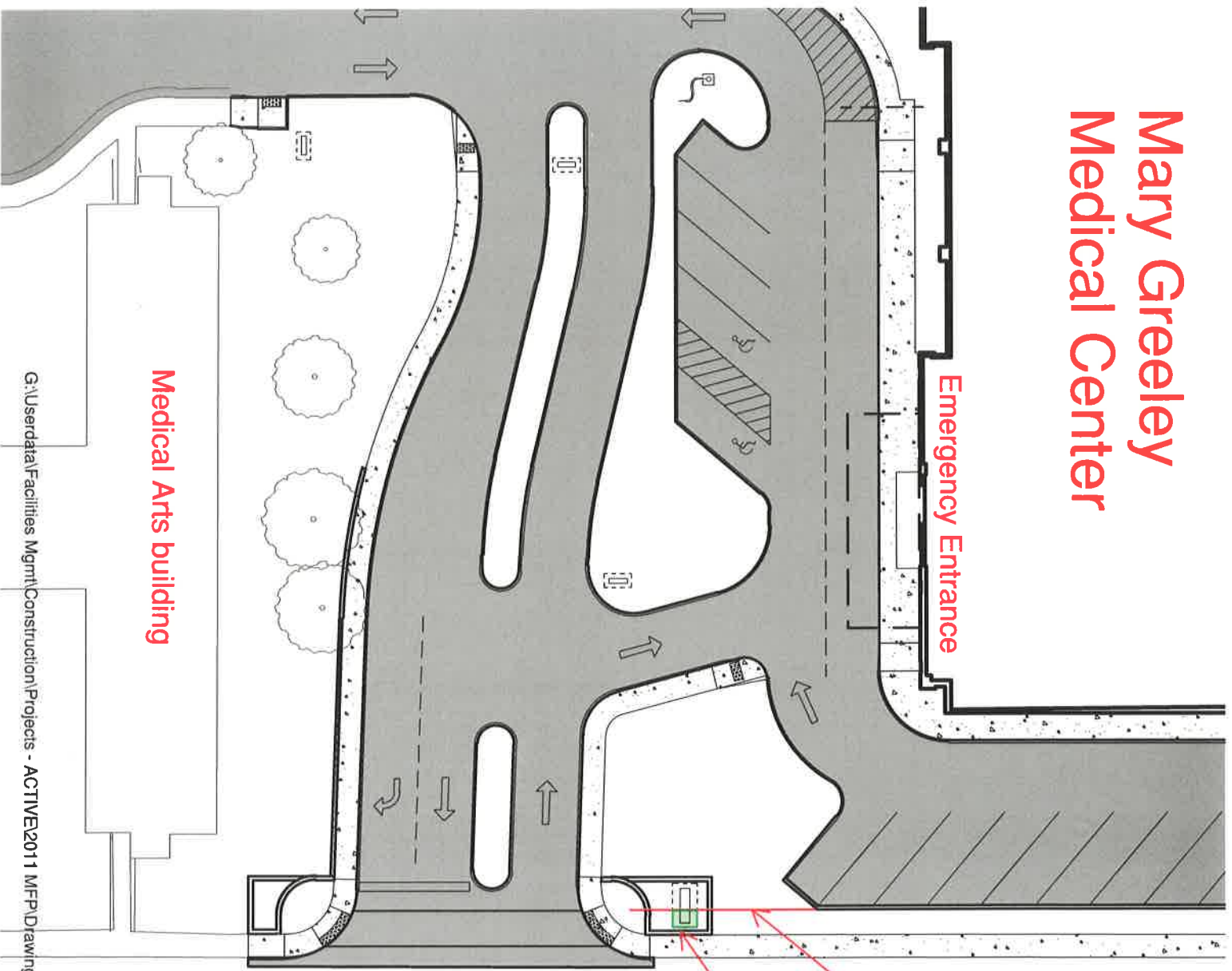
2' 0"

2' 6"

2' x 2.5' = 5 sf
17' tall

Mary Greeley Medical Center

Emergency Entrance



Medical Arts building

Duff Avenue

5' right of way line

Green highlighted area is the location of the main entry sign encroachment

11th Street



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/23/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | |
|--|--|------------------------------------|
| PRODUCER Jester Insurance Services, Inc 303 Watson Powell, Jr. Way P. O. Box 4779 Des Moines, IA 50305-4779 Janelle I. Friedman, CPCU | CONTACT NAME: Janelle I. Friedman, CPCU | FAX (A/C, No): 515-243-6862 |
| | PHONE (A/C, No, Ext): 515-243-2707 | E-MAIL ADDRESS: |
| INSURER(S) AFFORDING COVERAGE | | NAIC # |
| INSURER A: Chubb Group of Ins. Co. | 41386 | |
| INSURER B: MMIC Insurance, Inc. | | |
| INSURER C: | | |
| INSURER D: | | |
| INSURER E: | | |
| INSURER F: | | |

INSURED **Mary Greeley Medical Center**
Atten: Tara Wirth
1111 Duff Avenue
Ames, IA 50010

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|----------|---|-----------|----------|---------------|-------------------------|-------------------------|---|--------------|
| B | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | X | | MHP000100 | 07/01/2016 | 07/01/2017 | EACH OCCURRENCE | \$ 1,000,000 |
| | | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) | \$ 100,000 |
| | | | | | | | MED EXP (Any one person) | \$ 5,000 |
| | | | | | | | PERSONAL & ADV INJURY | \$ Included |
| | | | | | | | GENERAL AGGREGATE | \$ 3,000,000 |
| | | | | | | | PRODUCTS - COMP/OP AGG | \$ Included |
| | | | | | | | | \$ |
| A | <input checked="" type="checkbox"/> AUTOMOBILE LIABILITY ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS | | | 7325-73-09 | 07/01/2016 | 07/01/2017 | COMBINED SINGLE LIMIT (Ea accident) | \$ 1,000,000 |
| | | | | | | | BODILY INJURY (Per person) | \$ |
| | | | | | | | BODILY INJURY (Per accident) | \$ |
| | | | | | | | PROPERTY DAMAGE (Per accident) | \$ |
| | | | | | | | | \$ |
| | <input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$ | | | | | | EACH OCCURRENCE | \$ |
| | | | | | | | AGGREGATE | \$ |
| | | | | | | | | \$ |
| | <input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | PER STATUTE | OTH-ER |
| | | | | | | | E.L. EACH ACCIDENT | \$ |
| | | | | | | | E.L. DISEASE - EA EMPLOYEE | \$ |
| | | | | | | | E.L. DISEASE - POLICY LIMIT | \$ |
| A | Property Section | | | 3535-76-99 | 07/01/2016 | 07/01/2017 | Blk Bd/BP | 327,147,947 |
| | | | | | | | Businc EE | 135,996,527 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Additional insured as their interest appears as building owners.

[Signature]
 15 May 2017

CERTIFICATE HOLDER

CANCELLATION

City of Ames
 515 Clark Street
 Ames, IA 50010

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

[Signature]

COUNCIL ACTION FORM

SUBJECT: REQUESTS FROM IOWA STATE RUNNING CLUB FOR MILE ON MAIN STREET

BACKGROUND:

The Iowa State Running Club plans to hold its second “Mile on Main Street” run on Saturday, September 16. The race will begin at 9:00 a.m. Race organizers have coordinated this event with the Downtown Farmer’s Market organizers. Approximately 130 runners are anticipated to participate in the run.

To facilitate this event, the organizers have made the following requests for Saturday, September 16th:

- Closure of Burnett Avenue from Main Street to 11th Street; Clark Avenue from 8th Street to 11th Street; and 8th Street, 9th Street, 10th Street, and 11th Street from Clark Avenue from Burnett Avenue, from 8:45 a.m. to 10:00 a.m.
- Approval of a blanket Temporary Obstruction Permit for the closed area
- Closure of 21 metered parking spaces on Burnett Avenue (\$5.25 loss to the Parking Fund)
- Use of Tom Evans Plaza from 7:00 a.m. to 10:00 a.m. for packet pick-up and medical tent

Because of the short duration of the event and the small number of runners involved, organizers have not requested that parking be suspended along the race route. Therefore, vehicles may be parked in the race area during the event. CyRide will detour buses affected by the race. Streets will re-open as runners clear the race route.

The remainder of the race area has been approved for closure that day for the Farmer’s Market, and the race’s start and finish area will be coordinated with the Farmer’s Market. Due to the small anticipated loss of parking revenue, it is City staff’s request that the City Council waive the requirement that this revenue be reimbursed.

Race organizers will go door-to-door in the affected areas with race information 3-4 weeks in advance of the race and then will follow-up again with affected residents the week before the event. The organizers have received a letter of support from the Main Street Cultural District.

ALTERNATIVES:

1. Approve the requests for the closure of streets and parking spaces, use of Tom Evans Plaza, issue a blanket Temporary Obstruction Permit as indicated above, and waive the requirement for reimbursement for lost parking meter revenue.
2. Approve the requests for the closure of streets and parking spaces, use of Tom Evans Plaza, issue a blanket Temporary Obstruction Permit as indicated above, but require reimbursement for lost parking meter revenue.
3. Do not approve the requests.

MANAGER'S RECOMMENDED ACTION:

This event was successfully held last year. Because it involves a smaller group of runners, and vehicles do not need to be moved out of the race area, there will be less disruption to residents in this area compared to a larger race.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests for the closure of streets and parking spaces, use of Tom Evans Plaza, issuing a blanket Temporary Obstruction Permit as indicated above, and waiving the requirement for reimbursement for lost parking meter revenue.



May 10, 2017

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

Dear Mayor Ann Campbell and City Council,

The Ames Main Street Cultural District supports the closure of Burnett Street for the ISU Running Club Mile on Main run. This one-hour street closure, from 8:45 – 9:45 am September 16, 2017, happens prior to most of the businesses opening and in an area with few retail businesses. Organizers have also advised they will let vehicles through the area as needed. We appreciate the club's selection of Downtown Ames for this event and welcome the opportunity to have students and spectators for the run visiting and shopping downtown Ames.

Sincerely,

A handwritten signature in blue ink, appearing to read "Paul Livingston".

Paul Livingston
2017 MSCD Board President

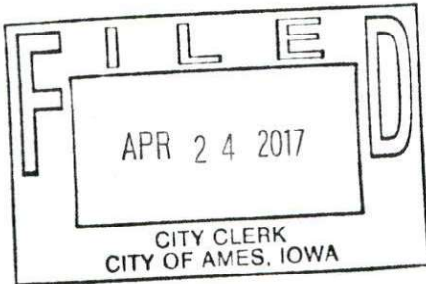


SUMMARY OF EVENT

DESCRIPTION

Event Name Mile on Main Street

Description The 2nd annual Mile on Main Street is a one mile road race in downtown Ames hosted by the Iowa State Running Club. The race is scheduled to take place on Saturday, September 16, 2017, at 9:00 AM (exact start time is flexible depending on Cyride schedules). The event will be coordinated around and in partnership with the Ames Main Street Farmers' Market. The Tom Evans Park will be used as a central hub on race day for packet pick-up, a medical tent location, start/finish line, etc. A portion of the proceeds will be donated to NephCure Kidney International. The course map is attached.



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

Anticipated Attendance Total 130 Per Day 130

DATE/TIME

| | | | |
|--------------------------|---------------------|----------------------|-----------------------------|
| Setup | Date <u>9/16/17</u> | Time <u>7:00 am</u> | Day of Week <u>Saturday</u> |
| Event Starts | Date <u>9/16/17</u> | Time <u>9:00 am</u> | Day of Week <u>Saturday</u> |
| Event Ends | Date <u>9/16/17</u> | Time <u>10:00 am</u> | Day of Week <u>Saturday</u> |
| Teardown Complete | Date <u>9/16/17</u> | Time <u>10:45 am</u> | Day of Week <u>Saturday</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

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

Iowa State Running Club

Local Contact (Required)

Must be present during event

Name: Keith Carlson

Address: 2910 West Street, Ames, IA 50014

Telephone: () _____

Cell phone: (847) 271-7544

Must be available by cell phone during event

Email: keithc@iastate.edu

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? 1

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

Ames Main Street Farmers' Market

COUNCIL ACTION FORM

SUBJECT: SUMMER SIDEWALK SALES REQUESTS FROM MAIN STREET CULTURAL DISTRICT

BACKGROUND:

The Main Street Cultural District (MSCD) is again hosting its annual Summer Sidewalk Sales from July 27th through July 29th. At this event, downtown businesses display merchandise on the sidewalks for pedestrians to browse.

To facilitate this event, organizers are requesting suspension of parking regulations and enforcement for the entire Central Business District from 8:00 a.m. to 6:00 p.m. on Saturday, July 29. Because the Main Street Farmer's Market will take place Saturday morning, parking will already be closed for a large portion of the Downtown area from 8:00 a.m. to 1:30 p.m. that day. Therefore, the lost revenue to the Parking Fund from the waiver of meter fees for the Sidewalk Sales will be \$1,007.10.

A blanket Temporary Obstruction Permit and blanket Vending License have also been requested for July 27th-29th. MSCD also has asked that the Vending License fee (\$50) be waived.

ALTERNATIVES:

1. Approve the requests for Sidewalk Sales as requested by the Main Street Cultural District, including the waiver of fees for parking and the Vending License
2. Approve the requests for Sidewalk Sales, but require reimbursement for the lost parking meter revenue and vending license fee
3. Deny the requests

MANAGER'S RECOMMENDED ACTION:

Sidewalk Sales are successful events held twice each year in the MSCD. Since these events bring shoppers downtown, these requests further the City Council's goal to strengthen downtown. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests for Sidewalk Sales as requested by the Main Street Cultural District, including the waiver of fees for parking and the Vending License.



April 11, 2017

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

RE: Summer Sidewalk Sales

Dear Honorable Mayor Campbell and City Council,

The Main Street Cultural District is planning to hold the annual Summer Sidewalk Sales July 27th through July 29th. 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 for free parking of city meters in the entire Main Street Cultural District on Saturday, July 29th.

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

Sincerely,

Edana Delagardelle
Events Coordinator
Main Street Cultural District



SUMMARY OF EVENT

DESCRIPTION

Event Name Summer SideWalk Sale

Description

The Summer Sidewalk Sale is a semi-annual sale held in Downtown Ames. The event will be held July 27-July 29 and merchants will display their sale items on the sidewalks - leaving the appropriate amount of walking room for pedestrians. The purpose of the sale is to attract people to the Main Street Cultural District and it promotes shopping local in the streets of Downtown Ames. On Saturday, July 29th we would like shoppers to have free parking in the entire Main Street Cultural District area.

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

Anticipated Attendance Total 2,000 Per Day 1

DATE/TIME

| | | | |
|--------------------------|---------------------|---------------------|-----------------------------|
| Setup | Date _____ | Time _____ | Day of Week _____ |
| Event Starts | Date <u>7/27/17</u> | Time <u>8:00 am</u> | Day of Week <u>Thursday</u> |
| Event Ends | Date <u>7/29/17</u> | Time <u>8:00 pm</u> | Day of Week <u>Saturday</u> |
| Teardown Complete | Date _____ | Time _____ | Day of Week _____ |

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: Edana Delagardelle

Address: 304 Main Street

Telephone: (515) 233-3472

Cell phone: (515) 231-0697

Must be available by cell phone during event

Email: events@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

COUNCIL ACTION FORM

SUBJECT: REQUESTS TO MODIFY LOCATIONS, APPLICANTS FOR FIREFLY COUNTRY NIGHTS (JULY 14 AND SEPTEMBER 8)

BACKGROUND:

At the March 7, 2017 meeting, the City Council approved requests from London Underground to host Firefly Country Nights on July 14th and September 8th on Main Street in Ames. Following the approval of these events, the Main Street Cultural District (MSCD), which had organized the Firefly Country Nights in prior years, received feedback from affected property owners regarding the events. While some feedback was positive, a significant amount of negative feedback was received. Therefore, MSCD has proposed the following key changes to these events:

- MSCD will assume responsibility for both Firefly Country Night events from London Underground
- The July 14th Country Night will be moved to Bandshell Park, and will therefore be under the rules adopted by the Parks and Recreation Commission. With the new location, MSCD is requesting the closure of East 5th Street between Duff Avenue and Carroll Avenue from 6:00 a.m. to 11:59 p.m. on July 14th. This will also close on-street parking spaces and requires a Temporary Obstruction Permit
- MSCD requests that it retain the ability to use the original Main Street location for the July 14th event, but only if turf conditions make it impossible to use Bandshell Park. In the event of rain the day of the concert, the contract with the Parks and Recreation Department specifies the concert will be moved to the City Auditorium. Staff therefore requests that the City Council modify its original permission to use Main Street on July 14th by indicating it is only to be used if weather makes the turf conditions unsuitable to host the concert at the Bandshell. MSCD has requested a waiver of the \$81 in parking fees and \$50 in blanket Vending License fee required for this location.

MSCD has indicated that beer sales for the Main Street backup location on July 14th will be facilitated by issuing an Outdoor Service Privilege on the London Underground's existing Class C Liquor License. An application for this license will be made at a later date. **Although this license would allow the service of beer, wine, and liquor, staff recommends that the permission to use the street for the event would be conditioned on allowing beer as the only alcoholic beverage in the event area.**

- The September 8th Country Night will now be held on Douglas Avenue between Main Street and 5th Street. This section of Douglas will be closed from 6:00 a.m. to 11:59 p.m. on Friday, September 8th. Additionally, 12 metered parking spaces will be closed during these hours (\$21.60 loss to the Parking Fund). A Temporary Obstruction Permit and blanket Vending License (\$50 fee) have been requested for the area. MSCD has requested a waiver of these costs.
- Because the September 8th Country Night will no longer be held on Main Street, City staff requests that the City Council rescind the authorization it granted under Resolutions 17-119 and 17-120, approving the use of Main Street, closure of parking spaces, a Temporary Obstruction Permit, and blanket Vending License.

When approved on March 7th, it was City staff's recommendation that since the MSCD was not directly organizing the event and it was being undertaken as a private business activity open to the public, the organizers should be required to reimburse the City for lost parking meter revenue and the Vending License. At the time, the staff report noted that these costs had been waived in the past when MSCD organized the event. MSCD has informed staff that although MSCD is taking over the organization of the event, the business owners who had originally intended to take on the responsibility for the event are being paid by MSCD as event planners. However, MSCD has indicated that there is a history of MSCD paying other individuals to act as event organizers.

MSCD staff has indicated that the businesses on Douglas have been consulted with regard to the proposed change in venue for the September 8th Country Night, and they are supportive. MSCD staff indicated that business owners on the 200 block of Main Street would be informed of the City Council discussion regarding this change in venue.

City staff has reviewed the security plan for the new September 8th Country Night location and finds the plan to be consistent in scope with the security plan for the original location.

MSCD has now applied for 5-day Class B Beer Permits with Outdoor Service Privilege for the July 14th Country Night at Bandshell Park and the September 8th Country Night on Douglas Avenue. These permits are now ready to be presented to the City Council for approval.

ALTERNATIVES:

1. Approve the following requests from the Main Street Cultural District and City staff:
 - a. From 6:00 a.m. to 11:59 p.m. on July 14th, authorize closure of East 5th Street between Duff Avenue and Carroll Avenue, closure of on-street parking spaces, and issuance of a Temporary Obstruction Permit

- b. Rescind the motions and resolutions adopted by the City Council on March 7th granting London Underground permission to use the 200 block of Main Street for the July 14th Country Night, and instead grant approval for the MSCD to use the 200 block of Main Street on July 14th as a backup location only. This includes closure of metered parking spaces, issuance of a blanket Vending License and issuance of a blanket Temporary Obstruction Permit, and this approval is conditioned upon allowing beer as the only alcoholic beverage allowed within the closed area
 - c. Approve the request from MSCD to waive parking fees (\$81) and blanket Vending License fee (\$50) for the July 14th Country Night rain location
 - d. Rescind the motions and resolutions adopted by the City Council on March 7th granting London Underground permission to use the 200 block of Main Street for the September 8th Country Night, and instead grant approval for the MSCD to use the 400 block of Douglas Avenue on September 8th from 6:00 a.m. to 11:59 p.m. This includes closure of metered parking spaces, issuance of a blanket Vending License and issuance of a blanket Temporary Obstruction Permit
 - e. Waive the requirement for reimbursement for lost parking revenue (\$21.60) and the cost of the blanket Vending License (\$50) for the September 8th Country Night
 - f. Approve a 5-day Class B Beer Permit with Outdoor Service Privilege for Bandshell Park on July 14-18
 - g. Approve a 5-day Class B Beer Permit with Outdoor Service Privilege for the 400 block of Douglas Avenue on September 8-12
2. Approve the requests as indicated above, but require reimbursement for lost parking revenue and the Vending License.
 3. Do not approve the requests.

MANAGER’S RECOMMENDED ACTION:

Following the original approval of the Firefly Country Night events earlier this spring, the MSCD has re-evaluated how these events are proposed to take place. The requested changes bring the “ownership” of the events back under the Main Street Cultural District and provide venues for the event that are smaller than the originally planned venue. These new venues will directly affect fewer downtown businesses than the original plan. City staff has reviewed the security plan for the revised September 8th event and it appears consistent with the security efforts proposed for the original Main Street location.

Therefore, it is therefore the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests as indicated above.



SUMMARY OF EVENT

DESCRIPTION

Event Name Firefly Country Nights

Description

Firefly Country Nights a music festival featuring live country music, in a street dance style format, in the 400 block of Douglas. This year the concert will be held from 5pm- 9pm on Friday, September 8. Canaan Smith will be the headline act. There will also be one or two opening acts. There will be four food vendors and beer sales. We will need to close the 400 block of Douglas Street at 7pm on Thursday evening to begin set up. Security will be provided by CSC. *See attached security plan.

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

Anticipated Attendance Total 1,500 Per Day _____

DATE/TIME

| | | | |
|--------------------------|--------------------|----------------------|-----------------------------|
| Setup | Date <u>9/7/17</u> | Time <u>7:00 pm</u> | Day of Week <u>Thursday</u> |
| Event Starts | Date <u>9/8/17</u> | Time <u>5:00 pm</u> | Day of Week <u>Friday</u> |
| Event Ends | Date <u>9/8/17</u> | Time <u>9:00 pm</u> | Day of Week <u>Friday</u> |
| Teardown Complete | Date <u>9/8/17</u> | Time <u>11:59 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)

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 Street

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? 3

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 11, 2017

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

Dear Mayor Ann Campbell and City Council,

We are writing this letter to request the City Council rescind the event permit obtained by Bill Malone, Café Diem, and Jess Clyde, London Underground, for Firefly Country Nights scheduled to be held on September 8, 2017, **pending approval of the new permit**, which relocates the event to the 400 block of Douglas Ave. All businesses in the new effected area have been notified in person about the relocation, and are in support. The Main Street Cultural District will now be responsible for all permits, licenses, and insurance for the event, while Bill Malone and Jess Clyde will be retained as event managers. This event will be held as a fundraiser for the Main Street Cultural District. This will alleviate the need to close the 200 block of Main Street for that day, and ease the burden on businesses in the area.

Sincerely,

A handwritten signature in blue ink that reads "Cindy Hicks".

Cindy Hicks
Executive Director MSCD

A handwritten signature in blue ink that reads "Bill Malone".

Bill Malone
Event Manager

A handwritten signature in blue ink that reads "Jess Clyde".

Jess Clyde
Event Manager



May 5, 2017

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

RE: Firefly Country Nights

Dear Honorable Mayor Campbell and City Council,

In response to business owner concerns from the 200 block of Main Street, the Main Street Cultural District is requesting a change of venue for Firefly Country Night, 5-9pm on Friday, September 8, 2017. The new venue will be the 400 block of Douglas. Since the crowd for this event will deliberately be kept smaller, we feel the small area will work well for the purpose. Information about the event can be found on the new Special Event Application we submitted with this letter.

- Businesses in the affected block have been contacted in person and agree with holding the event in this location, on this day.
- With the change of venue, the MSCD will also be obtaining all permits and licenses for the event.
- We have slightly modified the security plan to fit the new venue.

We would also request a waiver of fees for the Blanket Vendor Permit, noise ordinance permit fees, 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 September 8, in downtown Ames.

Sincerely,

Cindy Hicks
Executive Director
Main Street Cultural District

Applicant License Application ()

| | | |
|---|-----------------------------|--------------------------|
| Name of Applicant: <u>Ames Chamber of Commerce</u> | | |
| Name of Business (DBA): <u>Main Street Cultural District</u> | | |
| Address of Premises: <u>Ames Bandshell Park</u> | | |
| City <u>Ames</u> | County: <u>Story</u> | Zip: <u>50010</u> |
| Business | <u>(515) 233-3472</u> | |
| Mailing | <u>304 Main Street</u> | |
| City <u>Ames</u> | State <u>IA</u> | Zip: <u>50010</u> |

Contact Person

| | |
|-------------------------------------|---|
| Name <u>Cindy Hicks</u> | |
| Phone: <u>(515) 233-3472</u> | Email <u>director@amesdowntown.org</u> |

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

Term: 5 days

Effective Date: 07/14/2017

Expiration Date: 01/01/1900

Privileges:

Class B Beer (BB) (Includes Wine Coolers)

Outdoor Service

Status of Business

| | |
|--|--|
| BusinessType: <u>Municipality</u> | |
| Corporate ID Number: | Federal Employer ID <u>42-0623975</u> |

Ownership

Cynthia Hicks

First Name: Cynthia

Last Name: Hicks

City: Ames

State: Iowa

Zip: 50010

Position: Executive Director

% of Ownership: 0.00%

U.S. Citizen: Yes

Insurance Company Information

| | |
|----------------------------------|---------------------------------------|
| Insurance Company: | |
| Policy Effective Date: | Policy Expiration |
| Bond Effective | Dram Cancel Date: |
| Outdoor Service Effective | Outdoor Service Expiration |
| Temp Transfer Effective | Temp Transfer Expiration Date: |

Applicant License Application ()

| | | | | | |
|--------------------------------|--------------------------------------|----------------|--------------|-------------|--------------|
| Name of Applicant: | <u>Ames Chamber of Commerce</u> | | | | |
| Name of Business (DBA): | <u>Main Street Cultural District</u> | | | | |
| Address of Premises: | <u>400 Block of Douglas</u> | | | | |
| City | <u>Ames</u> | County: | <u>Story</u> | Zip: | <u>50010</u> |
| Business | <u>(515) 233-3472</u> | | | | |
| Mailing | <u>304 Main Street</u> | | | | |
| City | <u>Ames</u> | State | <u>IA</u> | Zip: | <u>50010</u> |

Contact Person

| | | | | | |
|---------------|-----------------------|--------------|----------------------------------|--|--|
| Name | <u>Cindy Hicks</u> | | | | |
| Phone: | <u>(515) 233-3472</u> | Email | <u>director@amesdowntown.org</u> | | |

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

Term:5 days

Effective Date: 09/08/2017

Expiration Date: 01/01/1900

Privileges:

Class B Beer (BB) (Includes Wine Coolers)

Outdoor Service

Status of Business

| | | | | | |
|-----------------------------|---------------------|----------------------------|-------------------|--|--|
| BusinessType: | <u>Municipality</u> | | | | |
| Corporate ID Number: | | Federal Employer ID | <u>42-0623975</u> | | |

Ownership

Cindy Hicks

First Name: Cindy

Last Name: Hicks

City: Ames

State: Iowa

Zip: 50010

Position: Executive Director

% of Ownership: 0.00%

U.S. Citizen: Yes

Insurance Company Information

| | | | | | |
|----------------------------------|---|---------------------------------------|--|--|--|
| Insurance Company: | <u>Illinois Union Insurance Company</u> | | | | |
| Policy Effective Date: | | Policy Expiration | | | |
| Bond Effective | | Dram Cancel Date: | | | |
| Outdoor Service Effective | | Outdoor Service Expiration | | | |
| Temp Transfer Effective | | Temp Transfer Expiration Date: | | | |

COUNCIL ACTION FORM

SUBJECT: REQUEST FROM MAIN STREET CULTURAL DISTRICT FOR BLANKET VENDING LICENSE IN CONJUNCTION WITH AMES GRAND PRIX BICYCLE RACES (JUNE 10)

BACKGROUND:

The City Council has approved permits for the Ames Grand Prix bicycle races to be held by the Ames Velo organization in the downtown area on June 10th. **In conjunction with that event, the Main Street Cultural District (MSCD) has now requested approval for a blanket Vending License to be issued for the downtown area to allow downtown businesses to set up displays and sell merchandise on the sidewalks during the event.** In addition to the blanket Vending License, a blanket Temporary Obstruction Permit would need to be issued to facilitate this request.

MSCD has requested a waiver of the fee (\$50) for the blanket Vending License. Because the Downtown Farmer's Market has a blanket Vending License for the downtown area until 1:30 p.m. that day, the requested blanket Vending License would extend from 1:30 p.m. until 9:00 p.m., when the streets are returned to normal operation.

ALTERNATIVES:

1. Approve a blanket Vending License for the downtown area on June 10th from 1:30 p.m. until 9:00 p.m., issue a blanket Temporary Obstruction Permit, and waive the Vending License fee
2. Approve a blanket Vending License for the downtown area on June 10th from 1:30 p.m. until 9:00 p.m., issue a blanket Temporary Obstruction Permit, but require reimbursement of the \$50 Vending License fee
3. Do not approve the request.

MANAGER'S RECOMMENDED ACTION:

The Ames Grand Prix bicycle races are an opportunity to bring a large number of visitors to the downtown area. The display and selling of merchandise on downtown sidewalks during the event enhances the vibrancy of the Main Street Cultural District.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving a blanket Vending License for the downtown area on June 10th from 1:30 p.m. until 9:00 p.m., issue a blanket Temporary Obstruction Permit, and waive the Vending License fee.



May 16, 2017

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

RE: Velo Bike Race Blanket Vending Permit

Dear Honorable Mayor Campbell and City Council,

The Main Street Cultural District is excited to welcome the Velo Bike Race to downtown Ames on June 10. This is an opportunity for downtown businesses to showcase what they have to offer to hundreds of visitors who will be in town for the race by having a sidewalk sale. We like to request a waiver of fees for the Blanket Vendor Permit for this event.

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

Sincerely,

Cindy Hicks
Executive Director
Main Street Cultural District

COUNCIL ACTION FORM

SUBJECT: AMES PATRIOTIC COUNCIL REQUESTS FOR MEMORIAL DAY PARADE

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 29, 2017, are presented for City Council approval in order to facilitate the Memorial Day observance:

- Closure of Pearle Avenue and 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.
- 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
- Approval of a blanket Temporary Obstruction Permit for the closed area

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 only for 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 intersection.

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 29, 2017.
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 approve Alternative #1, thereby approving the Ames Patriotic Council's requests for use of City facilities and services for Memorial Day activities on May 29, 2017.



SUMMARY OF EVENT

DESCRIPTION

Event Name Memorial Day Parade and Ceremony

Description

Parade from City Hall to Municipal Cemetery then Ceremony.

Event Category

- Athletic/Recreation
- Exhibits/Misc.
- Festival/Celebration
- Parade/Procession/March

- Concert/Performance
- Farmer/Outdoor Market
- Other (please explain)

Clark to 9th St to Cemetery

Anticipated Attendance

Total 100 Per Day _____

DATE/TIME

Setup Date 5/29/17 Time 10:00 am Day of Week Monday

Event Starts Date 5/29/17 Time 10:30 am Day of Week Monday

Event Ends Date 5/29/17 Time 12:00 pm Day of Week Monday

Teardown Complete Date 5/29/17 Time 5:00 pm Day of Week Monday

Rain Date, if applicable 5/29/17

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 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) | Name | <u>Anita Elliott</u> |
| | Address | <u>1005 Stafford Ave</u> |
| | Telephone | <u>515.232.4057</u> |
| | Cell Phone | <u>515.290.3516 (preferred)</u> |
| | Email | <u>anita.elliott@iawgcap.com</u> |

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

NOTE 1: Years holding event - 50.

NOTE 2: Would like to have 6th St blocked off Clark to Pearl.

COUNCIL ACTION FORM

SUBJECT: REIMBURSEMENT FROM THE AMES FOUNDATION FOR POLICE DEPARTMENT PROJECTS

BACKGROUND:

Recently, the City was informed that a number of generous residents in our community wished to donate funds to the Police Department. In order to assure these donations would be tax deductible, the Ames Foundation agreed to receive and disseminate these funds to the City upon request. On April 11, 2017, the Council approved an agreement between the City and the Ames Foundation to provide support to Police Department projects. The agreement stipulates that these projects can include the purchase of equipment, police outreach programs, officer safety projects, and training enhancements. Currently, there are approximately \$32,800 available under this program.

The Police Department has identified two projects that would be an appropriate use of the funds:

1. The first project would purchase new Level 4 ballistic plates to replace the aging body armor currently used by the Department's Emergency Response Team. The plates currently used by the ERT entry team were acquired years ago through a federal government equipment sharing program. A few years ago the Department was able to replace similar plates in the body armor worn by the Department's marksman. The replacements proved both effective in their role and cost efficient. Replacing the plates allows the officer to continue to use the existing carriers. The proposed replacements have been tested by the US Department of Justice, National Institute of Justice and are certified at a Level 4 (highest protection). The cost for the sixteen new plates will be \$3,260.
2. The second project will send two officers to a training opportunity entitled "Community Policing: Winning Back Your Community." This training presents practical solutions for improving citizen satisfaction, citizen confidence, and citizen support for law enforcement officers. The methods are based on research, empirical data, and actual practice. The anticipated expenses for this out-of-state training is \$2,536 for two officers.

Pursuant to the agreement with the Ames Foundation, the Police Department will expend funds for these two unbudgeted projects and then seek reimbursement for funds currently held by the Foundation.

ALTERNATIVES:

1. Approve both the ballistic plates and training opportunity projects and authorize the Police Department to seek reimbursement from the Ames Foundation for expenses related to the projects.
2. Approve only the ballistic plates project and authorize the Police Department to seek reimbursement from the Ames Foundation for expenses related to this project.
3. Approve only the training opportunity project and authorize the Police Department to seek reimbursement from the Ames Foundation for expenses related to this project.
4. Approve neither of the two projects at this time.

MANAGER'S RECOMMENDED ACTION:

The Ames Foundation agreement, and the donations made to the Foundation on the Police Department's behalf, were established to promote officer safety, community outreach, and training enhancements. Both of these project are appropriately related to these objectives.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving both the ballistic plates and training opportunity projects and authorizing the Police Department to seek reimbursement from the Ames Foundation for expenses related to the projects.

COUNCIL ACTION FORM

SUBJECT: UPDATES TO THE ADMINISTRATIVE PROGRAM FOR STREET NAMING AND ADDRESSING

BACKGROUND:

For more than 40 years, one Senior Engineering Technician had been responsible for assigning street addresses. The methodology was based on a few simple rules and experience working with the Post Office. At that time, an informal policy was used to assign themes for street naming to various areas in the City, including establishing formal naming themes for growth areas. When this employee retired, it was quickly discovered that an addressing policy guide needed to be developed to provide consistency and accuracy in the addressing system.

This need prompted the formulation of an addressing team consisting of employees from Police, Fire, Inspections, Customer Service, Information Services, Planning and Housing, and Public Works. The draft policy program was reviewed by the Ames Post Master, the City Attorney, the City Manager, and the Assistant City Manager. A public information meeting was then held to review the draft and gain input from members of the local design/development community. The program was well received by those attending the meeting. City Council approved the original program on June 24, 2003.

After implementing and applying the program and gaining feedback from our customers involved with the program, updates have been identified during the most recent review of the program. These updates will enhance the applicability and accuracy of the program. All those involved in the development of the program have been consulted on the updates. The guide with proposed changes is shown in Attachment A.

ALTERNATIVES:

1. Adopt the updated Administrative Program for Street Naming and Addressing.
2. Direct staff to further amend the Program.
3. Reject updates to the Program.

MANAGER'S RECOMMENDED ACTION:

The Administrative Program for Street Naming and Addressing document (attached) is designed to assist not only the person responsible for assigning addresses, but it will

benefit a wide range of citizens. With these guidelines in place, emergency personnel will be able to find apartments faster because of a consistent number system. Developers will have guidelines to assist them in assigning street names for new subdivisions. By using street naming themes the general public, as well as emergency personnel, will be able to locate a particular area in a timely manner. These updates will assure the most effective and responsive application of the Program.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby adopting the updated Administrative Program for Street Naming and Addressing.

CITY OF AMES, IOWA

ADMINISTRATIVE PROGRAM

FOR

STREET NAMING AND ADDRESSING

Adopted by City Council on
June 24, 2003

Revisions Adopted by City Council on
November 28, 2006

Revisions Adopted by City Council on
_____, __, 2017

TABLE OF CONTENTS

| | |
|--|----------|
| CITY OF AMES, IOWA----- | 1 |
| SECTION ONE - INTRODUCTION AND PURPOSE----- | 4 |
| A. PURPOSE----- | 4 |
| B. GOALS AND OBJECTIVES----- | 4 |
| C. LEGAL AUTHORITY----- | 4 |
| SECTION TWO - STREET NAMING POLICY ----- | 5 |
| A. STREET REQUIRING NAMES----- | 5 |
| B. STREET NAME SELECTION----- | 5 |
| C. DIRECTIONAL PREFIXES----- | 5 |
| D. SUFFIXES----- | 5 |
| E. MUNICIPAL ANNEXATION OF STREETS----- | 6 |
| F. NAMING NEW ROADS----- | 6 |
| G. NEW STREET NAMES FOR NEW DEVELOPMENT----- | 6 |
| H. RENAMING EXISTING STREETS----- | 6 |
| 1. <i>Eliminating Conflicting Street Names</i> ----- | 6 |
| 2. <i>Notification of Name Change</i> ----- | 7 |
| 3. <i>Ordinance and Signs</i> ----- | 7 |
| I. EFFECTIVE DATE OF CHANGE----- | 7 |
| SECTION THREE - ADDRESSING POLICY----- | 8 |
| A. ADDRESSING AGENCY----- | 8 |
| B. ADDRESSING METHODOLOGY----- | 8 |
| <i>Frontage Interval Addressing System</i> ----- | 8 |
| 1. <i>The Frontage Interval</i> ----- | 8 |
| 2. <i>Odd/Even Number Location</i> ----- | 8 |
| 3. <i>Beginning Point</i> ----- | 8 |
| 4. <i>Fractional, Alphanumeric, Hyphenated Addresses</i> ----- | 8 |
| 5. <i>Diagonal Streets</i> ----- | 9 |
| 6. <i>Street Orientation</i> ----- | 9 |
| 7. <i>Street Naming</i> ----- | 9 |
| 8. <i>Circular Streets</i> ----- | 9 |
| 9. <i>“L” Shaped Streets</i> ----- | 9 |
| 10. <i>“S” Shaped Streets</i> ----- | 9 |
| 11. <i>“U” Shaped Streets</i> ----- | 9 |
| 12. <i>Cul-de-sacs</i> ----- | 10 |
| 13. <i>Corner Lots</i> ----- | 10 |
| 14. <i>Crossing County Lines</i> ----- | 10 |
| 15. <i>Stacked Addresses</i> ----- | 10 |
| 16. <i>Apartments, Condos, and Cooperative Housing, and Rooming Houses, and Multi-Tenant Structures.</i> 10 | 10 |
| 17. <i>Townhouses</i> ----- | 11 |
| 18. <i>Businesses</i> ----- | 11 |
| 19. <i>Shopping Malls and Strip Malls</i> ----- | 11 |
| 20. <i>Mezzanines</i> ----- | 11 |
| 21. <i>Mini Warehouse/Self Storage Facilities</i> ----- | 11 |
| 22. <i>Outlying Structures</i> ----- | 11 |
| 23. <i>Mobile Home Parks</i> ----- | 11 |
| 24. <i>Structures</i> ----- | 11 |
| 25. <i>Preplanning Subdivisions</i> ----- | 12 |
| 25. <i>Plats of Survey</i> ----- | 12 |
| 26. <i>Buildings on Leased Land (BOLL)</i> ----- | 12 |
| C. EXEMPT BUILDINGS AND USES----- | 12 |

| | |
|---|-----------|
| D. CHANGING ADDRESS NUMBERS----- | 12 |
| E. ADDRESSING NEW CONSTRUCTION AND DEVELOPMENT----- | 13 |
| 1. <i>Building Permit Requirements</i> ----- | 13 |
| 2. <i>Subdivision Requirements</i> ----- | 13 |
| F. RESPONSIBILITY FOR DISPLAY OF ADDRESS NUMBERS----- | 13 |
| G. SIZE AND LOCATION OF STREET ADDRESS NUMBERS----- | 13 |
| 1. <i>Residences, Townhouses and Businesses</i> ----- | 13 |
| 2. <i>Private Lane and Long Driveways</i> ----- | 14 |
| 3. <i>Industrial and Commercial Structures</i> ----- | 14 |
| 4. <i>Apartment Buildings, High-rises, and Multi-tenant Buildings</i> ----- | 14 |
| H. NOTICE TO COMPLY----- | 14 |
| SECTION FOUR - EXECUTIVE SUMMARY OF RESPONSIBILITIES----- | 15 |
| A. MUNICIPAL OFFICIALS----- | 15 |
| B. UNITED STATES POSTAL SERVICE----- | 15 |
| C. PROPERTY OWNERS AND RESIDENTS----- | 16 |
| D. DEVELOPERS/BUILDERS----- | 16 |
| E. IOWA STATE UNIVERSITY ----- | 16 |
| SECTION FIVE - SOURCE GUIDES----- | 17 |

SECTION ONE - INTRODUCTION AND PURPOSE

A. *PURPOSE*

The purpose of this Administrative Program for Street Naming and Addressing is to establish standards for naming roadways and assigning numbers to all dwelling, principal buildings, businesses and industries; and to assist emergency service agencies, the United States Postal Service and the public in the timely and efficient provision of services to residents and businesses of Ames, Iowa.

B. *GOALS AND OBJECTIVES*

The primary goal of this policy is to provide emergency service agencies with a complete set of addresses, so that emergency victims can be located with greatest efficiency.

Secondary goals include:

1. to improve the quality of life for residents of Ames through easier delivery of mail and services,
2. to make it easier to locate various facilities and businesses of Ames.
3. to provide an accurate address in a timely manner.

The project objective is to provide and maintain a consistent and accurate street naming and addressing system.

C. *LEGAL AUTHORITY*

It is the duty of the City Manager to prepare a plan for the numbering of buildings and to enforce the provisions of the municipal code related to building numbering, respecting the duty of owners, agents, or lessees to number buildings as provided by Code sections 22.6(6).

Based on this authority, the City of Ames shall have the right and responsibility to assign addresses to all addressable buildings, as set forth herein.

SECTION TWO - STREET NAMING POLICY

A. STREET REQUIRING NAMES

A roadway will be named if it meets at least one of the following conditions:

1. If two or more dwelling units or business related buildings exist, or are proposed to be constructed, that are accessed off a private roadway that is served by the public right-of-way.
2. If the roadway is maintained by the City.

B. STREET NAME SELECTION

The following standards will be used:

1. A street name should be appropriate and easy to read (so that children can use the name in an emergency situation).
2. Names with the same theme (i.e., flowers, states) are suggested for naming streets in an entire subdivision, as a means of general identification. (Refer to the Street Naming Theme Map and List.)
3. Historically used road names should be retained where possible.
4. Names tending to be confused as homonyms, having the same or similar pronunciation but with different spellings, shall not be used within the City (e.g., Smith, Smyth or Smythe; Ellis or Allice; Allen or Alan).
5. Names which may be offensive (slang, double meanings, etc.) shall be avoided.
6. Use of frivolous or complicated words or unconventional spellings in road names is discouraged.
7. Avoid sound-alike names (e.g. Bay View DR, Bayview DR or Brainard LN, Barnard LN).
8. Do not use special characters in road names such as hyphens, apostrophes or dashes.
9. Avoid the use of standard suffixes or directional suffixes or prefixes as road/street names (e.g. North BLVD, Court ST, Avenue of Pines).

C. DIRECTIONAL PREFIXES

All those portions of any and all streets running east and west and extending east of Duff Avenue shall be known and designated by the prefix **East**, ~~and~~ all those portions of any and all streets running north and south and extending south of Lincoln Way shall be designated by the prefix **South**, and any and all streets south of East Lincoln Way and east of South Duff Avenue shall be designated by the prefix **Southeast**.

D. SUFFIXES

The following suffixes are suggested for naming a type of roadway. Other suffixes not listed below may be considered at the discretion of the City providing they meet valid street suffix abbreviations, as defined by the United States Postal Service (USPS) official suffix guidelines (USPS, Postal Addressing Standards, ~~August 1995~~, Publication 28, **most current edition**).

Alley (ALY) – A narrow lane between or behind a row of buildings
Avenue (AVE) – thoroughfares that run north-south
Boulevard (BLVD) – A street with a grassy median
Circle (CIR) – A cul-de-sac that runs south or east off a major street
Court (CT) – a cul-de-sac that runs north or west off a major street
Drive (DR) – A winding thoroughfare, curvilinear streets that end in a dead-end or a cul-de-sac, cul-de-sacs that run in a direction other than north-south or east-west, or a loop street (a minor street that starts and ends on the same major street).
Highway (HWY) – A primary state or federal route, suitable for heavy traffic volume
Lane (LN) – usually short streets
Parkway (PKWY) – A street with a grassy median
Place (PL) – usually short streets
Road (RD) – Limited thoroughfares that are heavily used. Two-way traffic can go in any direction.
Street (ST) – thoroughfares that run east-west
Way (WAY) – usually short streets

E. MUNICIPAL ANNEXATION OF STREETS

When the City annexes an existing roadway, the City may change the name of the annexed roadway to conform with the guidelines outlined herein.

F. NAMING NEW ROADS

New streets will be named during the subdivision process. In case the requirements of the subdivision ordinance contradict this policy, the more restrictive requirements will apply.

G. NEW STREET NAMES FOR NEW DEVELOPMENT

The developer shall refer to the City’s Street Naming Theme Map for recommended themes. The developer may choose a different theme, subject to approval by the Public Works Department. The developer shall propose the naming of all streets within a new subdivision at the time of filing the preliminary plat. The City of Ames Public Works Department will review all subdivisions for conformance with this street naming policy at the time of preliminary plat review.

Street name(s) become final upon recording of the final plat.

H. RENAMING EXISTING STREETS

If the City of Ames determines an existing street needs to be renamed, then the following procedures are recommended:

1. Eliminating Conflicting Street Names

In the case of two or more conflicting street names, the City of Ames will use the following conditions to determine which street name should be changed.

- Condition**
 Older recognized name (if known)
 Greater number of addresses
 Arterial street
 Historical relevance
 Existing street signs
 Relatedness of town/subdivision names

2. Notification of Name Change

The City of Ames will notify the affected property owners, the United States Postal Service (USPS), utility companies, Story County, and emergency services of street name changes.

3. Ordinance and Signs

The City shall pass a resolution adopting the new street name and the appropriate signing, in accordance with the policies established herein. If an existing street name that was named by ordinance needs to be changed, established procedures will be followed to repeal the ordinance prior to adoption of the new street name. The sign installation shall take place within sixty (60) days of resolution passage.

I. EFFECTIVE DATE OF CHANGE

Any street name change will become effective when ~~accepted~~ approved by the City Council.

SECTION THREE - ADDRESSING POLICY

A. ADDRESSING AGENCY

The City **Public Works Department** shall establish and assign street address numbers in accordance with the guidelines set forth herein. All buildings used for residential, commercial, industrial, institutional or governmental purposes shall be provided with an address identifying the building. Refer to Section 3.B for additional explanation of specific uses. Refer to Section 3.C “Exempt Buildings and Uses” for buildings that do not need an address.

B. ADDRESSING METHODOLOGY

Frontage Interval Addressing System

The Frontage Interval Addressing System is based on the measurement of the intervals between the beginning of a road and the structures along the road. The frontage interval system will follow an interval guideline or measurement increment.

The frontage interval system includes rules for the point of beginning of the road, the location of odd and even numbers along a road, the “take-off” point for semi-circular roads and numbering cul-de-sacs, numbering of diagonal roads, numbering of apartments and duplexes, numbering of businesses, trailer parks and stacked addresses.

The following list is a description of the generally acceptable numbering standards.

1. The Frontage Interval

Assign numbers every 25 feet. The address closest to the center of each lot shall be used as the street address.

2. Odd/Even Number Location

Even numbers shall be assigned to buildings fronting on the east side of streets running north and south and on the south side of streets running east and west. Odd numbers shall be assigned to buildings fronting on the west side of streets running north and south and on the north side of streets running east and west.

3. Beginning Point

Duff Avenue and an imaginary line extended north from 20th Street through the center of subsequent sections constitutes the base line for the numbering system as applied to streets running east and west. Lincoln Way constitutes the base line for the numbering system as applied to streets running north and south. Numbering should ascend away from the beginning point in either direction. In the case of a dead-end road, the beginning point will be at the point of departure from the main road, regardless of direction.

4. Fractional, Alphanumeric, Hyphenated Addresses

There should be no use of fractional addresses, decimal addresses, alphanumeric address numbers, nor hyphenated address numbers (e.g. 34 ½ Ash St, 4710.2 Mortensen Rd, 123A Main St, 41-656 Bell St).

Rules B.1 through B.4 shall apply unless the city numbering scheme is continuing, as in leaving a city or subdivision where other numbers are being used. In this case, the existing system in place will dictate the beginning, odd/even number.

Recommendations for specific numbering situations are below. The general logical order of address elements should follow United States Postal Service (USPS) conventions: road number, pre-directional (if any), primary road name, suffix, post-directional (if any), and secondary number (if any) (e.g. 110 S Main St, Apt 304).

5. Diagonal Streets

Diagonal streets should be treated as either north-south or east-west streets. ~~Arbitrary decisions on the direction are acceptable, but the primary direction should be chosen.~~ The street direction shall be determined based on the overall street orientation. See Section 3.B.6.

6. Street Orientation

For the purpose of determining which block a structure is addressed, the orientation of the street must be determined. The average direction will be determined by drawing a line from one endpoint of the street to the other to determine its orientation relative to North and South. A street that has an average direction of travel north and south will be considered an avenue. Otherwise it will be considered a street.

7. Street Naming

Use of existing street names for street extensions will be to the maximum extent possible. Streets with a curve or turn up to and including $90^\circ \pm 15^\circ$ will retain a single street name so long as one segment is less than 600 feet. Except where absolutely necessary to fit the overall street network, platting of streets with significant turns (greater than 45°) with significant lengths (greater than 600 feet) is prohibited.

8. Circular Streets

Circular streets and roads begin at the low numbered intersection and are numbered with the even numbers on the inside of the circle. The outside of the circle is numbered first and consecutively. The inside is then numbered to match and mix with the outside. This will result, in some cases, in fewer numbers on the inside of the circle, and also with spaces between the numbers.

9. "L" Shaped Streets

An "L" shaped street, one that has two segments of significant length (greater than 600 feet) separated by a significant curve (greater than 45°), shall have different names for each segment. Numbering will be in accordance with the Standard City Grid.

10. "S" Shaped Streets

If the intermediate segment of an "S" shaped street is less than 600 feet, then the entire street will have the same name. Otherwise, that segment will have a separate name. Any segment less than 600 feet will have the same name as its adjacent segment. Numbering will be in accordance with the Standard City Grid.

11. "U" Shaped Streets

In order to retain the same name throughout, a "U" shaped street must have a total length of less than 1200 feet. However, if one segment (separated by a $90^\circ \pm 15^\circ$ turn) is greater than 600 feet, the street will have at least two names. The segment between two $90^\circ \pm 15^\circ$ turns, if less than 600 feet, may retain the name of one of the other segments or have a separate name. If all three segments are greater than 600 feet, then each segment must have a separate name. Numbering of the "U" shaped streets containing more

than one name will be in accordance with the Standard City Grid. Numbering of single named “U” shaped streets will start with the street endpoint closest to the Point of Origin. Structure numbers will begin with “01” or “02” and increase in increments of 6 until the end of the street. Odd and even addresses will be based on the orientation of the street at the starting point. The block number will be the block number of the street adjoining the starting point. If all three lengths are less than 600 feet and the total length is less than 600 feet, the Street Orientation rule shall apply.

12. Cul-de-sacs

The numbering begins from the intersection of the main road and ascends toward the cul-de-sac. Once in the cul-de-sac the numbers proceed odd around the left side of the circle and even around the right side of the circle progressing in the direction that the numbers increase. Odd and even numbers meet at mid-point or the back of the cul-de-sac.

On rare occasions there may be structures inside the cul-de-sac. When this occurs, number the structure or structures in the way that will fit best. Generally there are no houses in the middle ground.

13. Corner Lots

When assigning numbers to corner lots, the shortest street frontage or the main entrance location, if known, shall be used. Developers/owners may request a change of address when the main entrance location has been determined.

14. Crossing County Lines

When annexing across county lines, the municipal addressing system will prevail.

15. Stacked Addresses

Structures behind other structures facing the road, sharing a common driveway, should be numbered following the rules for distance and direction herein. Use of a hyphenated, alphanumeric or fractional number will not be allowed.

16. Apartments, Condos, ~~and Cooperative Housing, and Rooming Houses, and Multi-Tenant Structures.~~

Apartment complexes shall have a street address assigned to each building. Apartments and other multi-tenant structures should be numbered with the main building and then assigned ~~apartment~~ three-digit unit numbers as secondary location indicators (e.g. 202 Main St, ~~Apt~~ Unit 303). If possible, use ~~apartment~~ three-digit unit numbers to indicate the floor location (e.g. Apt 303 is the third ~~apartment~~ unit on the third floor).

Basements, or sub-levels, shall be assigned a two-digit unit number as a secondary location indicator (e.g. Unit 12 is in the first sub-level where as Unit 22 is in the second sub-level).

~~Rooming houses (also referred to as Boarding Houses), shall have a room number assigned to each bedroom and shall be in accordance with the unit number scheme as described for apartments.~~

17. Townhouses

Townhouse addressing will be in accordance with the Standard City Grid with the exception of the interval, which will be 4 instead of 6.

18. Businesses

Businesses and business districts shall have a street addressed assigned to each building, with the offices or businesses in the building being numbered as suites (e.g. 225 Oak Dr, Suite 101). This rule may also be applied to “office parks” where each business has its own small building.

19. Shopping Malls and Strip Malls

Shopping malls shall have one address for all units accessible from the interior hallway. All interior units shall be assigned a four-digit unit number as a secondary location indicator with the first number indicating the level number (e.g. 2801 Grand Ave, Suite 1025). Exterior doors to interior units shall be labeled with either the unit number or occupant name to assist emergency personnel in finding the unit should it be necessary to access the unit from the exterior. Exterior units shall have a separate street address and shall be treated as a strip mall.

Strip malls will use an increment of 4 per bay. For a one-for-one exchange of old and new tenants, there will not be a need to change the address between tenants. Where there is a change of tenants but not a one-for-one exchange, new addresses may be assigned. If a tenant moves out and a neighboring tenant expands into the vacated bay, there will be no change of address. If the neighbor decides to change entrances, there still will be no change of address.

20. Mezzanines

Any mezzanine used as a separate unit shall be assigned a unit number in sequence to the floor directly below it.

21. Mini Warehouse/Self Storage Facilities

Mini warehouses and/or self storage facilities shall have a street address assigned to each building, with the spaces within the building being numbered.

22. Outlying Structures

The numbering sequence of outlying structures will be determined as if they were physically located within the strip mall building itself. For new outlying structures added to existing strip malls, the increment of 4 will be used. If the increment of 4 is in use, then an increment of 2 will be used.

23. Mobile Home Parks

Mobile home parks should name the road(s) in the park and number the homes as single family dwellings following the rules for distance and direction herein (e.g. 45 Forest Ln). An alternative is to number the homes just like apartments with the homes being designated as lots instead of apartments (e.g. 334 Elm St., Lot 23). In either case, the number will be displayed on the mobile home in accordance with the municipal guidelines.

24. Structures

When assigning numbers to structures that are not a dwelling or business, the middle of the structure should determine the address assigned. Structures should always be numbered according to the road they

face. An exception to this is when the structure is obscured or if the structure is best reached for emergency purposes by the driveway. In such cases, the address should be assigned where the driveway falls on the road.

25. Preplanning Subdivisions

New subdivisions will require street naming and address assignments to the lots prior to final approval. The City of Ames Development Review Committee must review the plan for compliance with the various sections of this policy, as they relate to street naming and the assignment of address numbers. Refer to Section 2.G “New Street Names for New Development” regarding proposed street names.

25. Plats of Survey

All plats of survey shall be reviewed by the Public Works Department for address changes. If the plat of survey consists of splitting (creating additional) or combining (deleting) lots, new addresses shall be assigned.

26. Buildings on Leased Land (BOLL)

Any building on leased land shall have an address assigned. Garages on leased land in Four Seasons Mobile Home Park shall typically be assigned two numbers higher or lower than dwelling the garage is for. Any new manufactured home parks with garages on leased land shall be addressed the same as Four Seasons. Garages in Creekside and Meadow Lane mobile home parks shall have the same address and/or unit/lot number as the dwelling the garage is for.

C. EXEMPT BUILDINGS AND USES

The following buildings and uses do not require an address, but may be addressed at the request of the property owner and will be provided in accordance with the municipal guidelines.

1. Farm buildings which are not residential or commercial
2. Accessory buildings which have uses that are accessory to the primary use of a residential, commercial, industrial, institutional, or governmental buildings. Such structures may include but not limited to garages, garden sheds, storage buildings, and covered patios. Accessory buildings with separate utility services and buildings on leased land shall have separate addresses. See Section 3.B.21 for Mini Warehouse/Self Storage Facilities.

D. CHANGING ADDRESS NUMBERS

If an address number is changed for any reason, the City Public Works Department shall be responsible for assigning the new address number. ~~An application requesting the change shall be filed with the Public Works Department.~~

When such a change is made, the City Public Works Department shall notify the building owner to make the change, and notify the United States Postal Service (USPS), Story County, utility companies, and emergency services.

The owner of the building shall cause the posted address numbers to be changed within thirty (30) days of receipt of such notice. The resident of the building will be responsible for notifying all suppliers and others of the address change. **See Section 3.B.25 for exceptions to responsibility of posting new address numbers.**

E. ADDRESSING NEW CONSTRUCTION AND DEVELOPMENT

1. Building Permit Requirements

Prior to beginning new construction, property owners shall submit an application for a building permit. Municipal building permit ordinances shall require that an address be assigned to the new building(s) before a building permit is awarded. For multi-family or business use, unit numbers shall be assigned prior to beginning new construction. **All addresses and unit numbers shall be reviewed by the Public Works Department.**

2. Subdivision Requirements

No residential, commercial or industrial subdivision or land development shall be approved or recorded unless it has been assigned address numbers and a street name. Current municipal subdivision ordinances and/or regulations shall be followed, if different from guidelines set forth herein.

F. RESPONSIBILITY FOR DISPLAY OF ADDRESS NUMBERS

It shall be the responsibility of each and every property owner, trustee, lessee, agent and occupant of each residence, apartment building, business or industry to purchase, post and maintain address numbers as required under this policy at all times.

It shall be the duty of the above mentioned, upon affixing a new address number, to remove any conflicting number.

It shall be unlawful to cover any address number with any sign, drapery, or other obstruction tending to conceal such number.

G. SIZE AND LOCATION OF STREET ADDRESS NUMBERS

1. Residences, Townhouses and Businesses

It shall be the duty of each and every property owner, trustee, lessee, agent and occupant of each residence, apartment building or business to display the assigned address number according to the guidelines set forth herein. The address number shall be made up of numbers and/or letters which are not less than four inches in height, contrasting in color with the background on which they are affixed, as near to the front entrance as possible and practical, so that the number is legible from the sidewalk (if any), the road and the opposite side of the street day or night.

2. Private Lane and Long Driveways

If any residence, apartment building or business (except malls or shopping centers) is located so that the address number is not clearly visible from the street, an additional address number shall be posted at the intersection of the driveway with the public street. The additional address number shall be made up of numbers and/or letters which are not less than four inches in height, contrasting in color with the background on which they are affixed, visible day or night, and placed upon a post or other structure which displays the number at least forty-eight inches above the ground. The property owner is responsible for the installation of these additional sets of address identifiers.

3. Industrial and Commercial Structures

All industrial and commercial structures located in areas in which small residential style address numbers are not visible from the road, shall display address numbers of not less than ten inches in height. The number shall contrast in color with the background on which it is affixed and shall be visible day or night, from the street. When possible, the number shall be displayed beside or over the main entrance of the structure.

4. Apartment Buildings, High-rises, and Multi-tenant Buildings

All apartment buildings, high-rises, and multi-tenant buildings shall display address numbers above or to the side of the primary entrance to the building. Address numbers shall contrast with the color of the background to which they are affixed, and shall be at least six inches in height to be visible day or night from the opposite side of the street facing the main entrance.

Apartment numbers for individual units within the complex shall be displayed on, above, or to the side of the doorway of each unit and shall not be less than 2 ½" in height.

H. NOTICE TO COMPLY

Municipal officials shall be authorized to enter upon private property for the purposes of inspection and to give notice by personal service or by certified mail to persons in violation of this policy directing them to abate the situation within thirty (30) days after issuance of such notice. Refusal to number a building or failure to abate after notice and a period of 30 days constitutes a municipal infraction with a penalty of \$30 for a first violation, \$100 for a second violation, and \$200 for subsequent repeat violations in accordance with Municipal Code Section 1.9.

SECTION FOUR - EXECUTIVE SUMMARY OF RESPONSIBILITIES

A. MUNICIPAL OFFICIALS

Municipal officials are responsible for:

1. resolving road name duplications within a municipality in compliance with municipal policy
2. having a building permit ordinance requiring that the applicant have an address assigned prior to receiving a building permit and to enforce this ordinance
3. having a subdivision ordinance requiring that the applicant have approved street names for all proposed roads prior to receiving approval of preliminary plat and to enforce this ordinance
4. passing ordinances to adopt names for all roads within the municipality
5. in the case that a street name must be changed, the City will inform property owners along the street
6. fabricating and installing street name signs at the intersections of all new public roads in accordance with the current federal guidelines
7. maintaining street name signs at the intersections of all existing public roads in accordance with the current federal guidelines
8. require posting of address numbers consistent with the policy
9. administering this policy
10. maintaining a city database of street names
11. reviewing subdivision requests for conformance with this policy
12. reviewing requests for street name changes for compliance with this policy
13. notifying the United States Postal Service (USPS), Story County, utility companies, and emergency services of street name changes
14. establishing, assigning and when necessary, changing address numbers in accordance with this policy
15. maintaining a database of address changes, approved and denied
16. maintaining an addressing point file

Municipal officials will have the responsibility of notifying persons who are in violation of this policy.

B. UNITED STATES POSTAL SERVICE

The United States Postal Service (USPS) is responsible for:

1. maintaining a dual addressing system, delivering mail addressed to either address for a period of twelve months

2. keeping a record of address change notifications as they are received from the City

C. PROPERTY OWNERS AND RESIDENTS

Each and every property owner, trustee, lessee, agent and occupant of each residence, apartment building, business, industry or institution are responsible for:

1. purchasing, posting and maintaining assigned address numbers in conformance with the guidelines set forth herein
2. removing old address numbers when new numbers are posted
3. in the case of private lanes, purchasing and installing a street name sign in compliance with current City requirements.

D. DEVELOPERS/BUILDERS

Developers shall be responsible for:

1. obtaining approval from the Public Works Department for street names prior to receiving approval of preliminary plats
2. obtaining an address before receiving a building permit or approval of a subdivision final plat

E. IOWA STATE UNIVERSITY

Iowa State University shall be responsible for:

1. assigning addresses on ISU property in compliance with these guidelines
2. notifying the City of Ames of any address changes, additions, deletions
3. naming streets on ISU property
4. maintaining an addressing point file of all ISU addresses
5. share addressing point file updates with the City of Ames Public Works Department

SECTION FIVE - SOURCE GUIDES

~~A. The Elk County Street Naming and Addressing Guide, Elk County, Pennsylvania~~

~~B. The Abilene Interim Addressing Directive, Abilene, Kansas~~

A. The National Emergency Number Association's book Addressing Systems: A Training Guide for 9-1-1, 1995, ISBN 1-883119-18-9, **or most current edition.**

B. The United States Postal Service publication: Addressing Conventions, July 1989, filing number DM-940-89-03, **or most current edition.**

C. The United States Postal Service publication: Postal Addressing Standards, ~~August 1995~~, Publication 28, **current edition.**

~~D. Federal Geographic Data Committee United States Thoroughfare, Landmark and Postal Address Standard, current edition.~~

COUNCIL ACTION FORM

SUBJECT: REIMBURSEMENT FOR 818 8TH STREET WATER SERVICE EXPENSES

BACKGROUND:

During winter 2016, Public Works staff investigated running water behind the curb on 8th Street. Through the investigation, it was found that there was not a public water main break, but instead a private water service that was leaking. On February 23, 2016, the homeowner at 818 8th Street was notified that their water service was leaking between the curb stop and the main. Section 28.214 of the Municipal Code was referenced in the notification letter, stating that if the owner or consumer does not act to correct the defect within fourteen (14) calendar days after notice, water service may be discontinued. The water service was lead between the old 4" water main under the street and the curb box, with galvanized pipe running from the curb box to the house. This material required that a new copper line be installed from the newer 8" water main under the street into the house.

In March 2016, City Council adopted the FY 2016-17 budget that included funding for the 2016/17 Water System Improvements. **The Water System Improvements included the costs to transfer all water services along the 8th Street project corridor between Northwestern Avenue and Duff Avenue, which includes the subject property.**

Upon being notified, the homeowner hired Benjamin Franklin Plumbing of Ames, Iowa to install a new water service on April 21, 2016. The work was completed for a total price of \$6,098.

At the beginning of the 16/17 fiscal year, Public Works staff began the design of the 2016/17 Water System Improvements Program #1 – Water Service Transfer (8th Street, Hayward Ave, Little Street) project, as noted, to abandon the old 4" water main along 8th Street and transfer water services to the newer 8" water main from Northwestern Avenue to Duff Avenue. **The cost to transfer the water services are completely covered as part of the project. Had the homeowner not already installed a new service in April, replacement of her service would have been included in the project.**

On January 24, 2017, City Council awarded the project to Ames Trenching of Ames, Iowa. The contract unit price for a Type B water service, the same style of service as was previously installed at 818 8th Street, is \$3,500.

Upon receiving notification of the upcoming project, the homeowner at 818 8th Street called staff to explain that she recently installed a new water service from the 8" water main and inquired if any reimbursement would be available for the water service expenses due to the unfortunate timing of the break and start of the project.

ALTERNATIVES:

1. Reimburse the property owner for the 2016/17 Water System Improvements Program #1 – Water Service Transfer (8th Street, Hayward Ave, Little Street) project unit cost for a Type B water service, totaling \$3,500. This is the amount the City would have paid our contractor to replace her service line under our program.
2. Reimburse the property owner for all expenses incurred for the installation of a new water service, totaling \$6,098.
3. Do not reimburse property owner for water service expenses.

MANAGER'S RECOMMENDED ACTION:

The City Council approved the Water Service Transfer program in March 2016. Shortly thereafter, the homeowner replaced her leaking water service which would have been replaced by the City under our Water Service Transfer program. Because the program was already approved, although not yet under contract, it seems fair and reasonable to reimburse the property owner for the amount the City would have spent for replacing her water service line under our program. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.

COUNCIL ACTION FORM

SUBJECT: PALMER GROUP CONTRACTUAL SERVICES FOR HR STAFFING

BACKGROUND:

The City has been contracting with the Palmer Group since November 2016 to provide employment services for the City's Human Resources Department. During the staffing transition within the HR department, Palmer Group has provided two human resource professionals to work for the City on a full-time, temporary basis. These two individuals have provided needed HR expertise and have allowed for the City's HR department to continue to support the City's needs while the department searches for individuals to permanently fill these vacancies.

Approved expenses to date under this agreement with Palmer Group are \$49,460. City staff anticipates the expenses incurred to exceed this amount by the time the May 23rd City Council meeting takes place. The contractual services arrangement has now reached a level where Council authority is needed to continue these key HR services.

City staff is pleased to report some success with this temporary arrangement. One of the temporary employees participated in a competitive, open recruitment for one of the City's vacancies, passed the civil service test, and has accepted a conditional offer of employment. One unique aspect of the City's contract with Palmer Group is that since this individual was formerly employed by Palmer Group, the City is required to pay a conversion fee to Palmer, which is a percentage of the candidate's first-year salary. This expense is estimated at approximately \$4,914.

Once this conversion fee is paid, expenses owed to the Palmer Group will slow. It is important to note, however, that three HR department positions remain unfilled at this time. Therefore, City staff anticipates temporary staffing will continue to be needed for one contract employee through August. Estimated expenses from now until that time are \$1,380 per week, for a total estimated cost of \$22,080.

Including pending expenses, City staff estimates that total expenses owed to the Palmer Group under the agreement will not exceed \$80,000 before the end of August. It should be noted that staff vacancies in the current fiscal year will generate savings in salary and benefits totaling at least \$84,000. Staff anticipates that additional salary and benefit savings will extend into the 2017/18 fiscal year.

ALTERNATIVES

1. Authorize staff to increase the payment to Palmer Group for its staffing services in an amount-not-to-exceed \$80,000.
2. Authorize staff to pay expenses incurred to date with the Palmer Group, but do not authorize additional expenses to be incurred.
3. Direct staff to seek other options for providing HR support to departments.

MANAGER'S RECOMMENDED ACTION:

The proposed extension of the Palmer Group's employment services agreement allows for a continuation of critical HR resources to support the department's work for other departments within the City organization. Palmer has provided excellent service thus far, and continuing support is anticipated to be needed into the summer to effectively support the City's needs. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.

COUNCIL ACTION FORM

SUBJECT: EXTENSION OF THE PURCHASE AGREEMENT WITH HABITAT FOR HUMANITY OF CENTRAL IOWA FOR THE PROPERTY AT 306 WELLONS DRIVE UNTIL AUGUST 31, 2017

BACKGROUND:

At the City Council meeting on June 28, 2016 the City Council, adopted a resolution for the sale of the City-owned property at 306 Wellons Drive to Habitat for Humanity of Central Iowa (HHCI) for \$30,000. The sale of the land was part of the City's 2015-16 Community Development Block Grant (CDBG) Neighborhood Sustainability Program. The proposed closing was scheduled to occur on or before July 31, 2017, if all conditions of the purchase agreement for the rehabilitation and sale of the property were satisfied.

The City has approved Habitat's family selected to purchase the property at 306 Wellons Drive. Although the rehabilitation work began promptly, there are additional areas on the home that are deteriorating and are in need of repair or replacement, such as windows, siding, soffit and fascia. **The repair or replacement of these items will take additional time and therefore will cause a delay in the original completion schedule. Therefore, Habitat is requesting a time extension for the rehabilitation and closing as outlined below:**

- **Rehabilitation to be completed on or before July 31, 2017;**
- **Closing to a qualified homebuyer to be completed on or before August 31, 2017**

The time extension of this agreement still requires Habitat to be responsible for the care and maintenance of the property until closing.

Attached for Council review and approval is a time extension Amendment.

ALTERNATIVES:

1. The City Council can approve a resolution approving a time extension Amendment to the Agreement between the City of Ames and Habitat for Humanity of Central Iowa to rehabilitate and sale the City-owned property located at 306 Wellons Drive for affordable housing.
2. The City Council can deny approval of the time extension.
3. The City Council can modify the time extension.

MANAGER'S RECOMMENDED ACTION:

In order to accommodate Habitat's need to perform additional repairs on the house at 306 Wellons Drive, it is the recommendation of the City Manager that the City Council approve Alternative #1. This alternative approves a resolution approving a time extension Amendment to the Agreement between the City of Ames and Habitat for Humanity of Central Iowa to rehabilitate and sale the City-owned property located at 306 Wellons Drive for affordable housing.

**AMENDMENT TO AGREEMENT BETWEEN THE CITY OF
AMES AND HABITAT FOR HUMANITY OF CENTRAL
IOWA, INC., FOR PURCHASE AND REHABILITATION OF
PROPERTY AT 306 WELLONS DRIVE, AMES, IOWA**

THIS IS AN AMENDMENT to an Agreement made by and between the City of Ames, Iowa and Habitat for Central Iowa, Inc., upon the following terms and conditions:

1 DEFINITIONS. When used in this Amendment, unless otherwise required by the context:

- 1.1 “City” means the City of Ames, Iowa, an Iowa Municipal Corporation, the seller of the property herein.
- 1.2 “Habitat” means Habitat for Humanity of Central Iowa, Inc., an Iowa Nonprofit Corporation.
- 1.3 “Agreement” means the recorded Agreement presently in force between the City and Habitat dated August 23, 2016, and filed in the office of the Recorder of Story County, Iowa, on August 29, 2016, as Instrument No. 16-08392, governing the construction of certain improvements upon the Real Property by Habitat and the sale by the City and the purchase by Habitat of the Real Property.
- 1.4 “Amendment” means this instrument as signed by the City and Habitat.
- 1.5 “Real Property” means the real property (together with all easements and servient estates appurtenant thereto) situated in Story County, Iowa, locally known as 306 Wellons Drive, Ames, Iowa, and legally described as follows:

Lot 14, Cochrane’s First Addition to Ames, Story County, Iowa.

2 AMENDMENT. The Agreement is hereby amended by deleting therefrom Part II, paragraph (A)(3), the second full sentence in its entirety and by substituting in lieu thereof the following:

All property improvements shall be completed on or before July 31, 2017.

3 AMENDMENT. The Agreement is further amended by deleting therefrom Part II, paragraph (D), in its entirety and by substituting in lieu thereof the following:

D. Completion Date and Terms. Habitat shall be permitted to commence construction upon payment to the City of the down payment required under the Agreement. Habitat shall complete construction of the property on or before July 31, 2017. At such time as title to the Real Property transfers to Habitat, Habitat shall reimburse to the City the cost of recording this Amendment. Habitat shall promptly set a closing date and convey the Real Property to qualified home buyers on or before August 31, 2017. No later than thirty (30) days after the closing of permanent financing and sale to qualified homebuyers, Habitat, at its expense, shall record any mortgage, security agreement, financing statement, purchase contract or similar recordable document(s) required by the City. Habitat agrees to comply with all

applicable federal, state and local laws and regulations governing the funds provided under this Agreement.

4 **CONTINUED FULL FORCE.** The Agreement shall continue to have full force and effect in accordance with the terms thereof, subject, however, to this Amendment.

IN WITNESS WHEREOF, the City and Habitat have executed this Amendment on this _____ day of _____, 2017.

CITY OF AMES, IOWA

**HABITAT FOR HUMANITY OF
CENTRAL IOWA, INC.**

By _____
Ann H. Campbell, Mayor

By _____
Annette Forbes, Board President

Attest _____
Diane R. Voss, City Clerk

By _____
Sandi Risdal, Executive Director

STATE OF IOWA, STORY COUNTY, ss:

STATE OF IOWA, STORY COUNTY, ss:

On this _____ day of _____, 2017, before me, a Notary Public in and for the State of Iowa, personally appeared Ann H. Campbell and Diane R. Voss, to me personally known, and who, by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Ames, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation; and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as contained in Resolution No. _____ adopted by the City Council on the _____ day of _____, 2017, and that Ann H. Campbell and Diane R. Voss acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

On this _____ day of _____, 2017, before me, a Notary Public in and for the State of Iowa, personally appeared Annette Forbes and Sandi Risdal, to me personally known, who being by me duly sworn, did say that they are the Board President and Executive Director, respectively, of said corporation, that the seal affixed to said instrument is the seal of said corporation, or no seal has been procured by the said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its Board of Directors, and the said Annette Forbes and Sandi Risdal acknowledged the execution of said instrument to be the voluntary act and deed of said corporation by it voluntarily executed.

Notary Public in and for the State of Iowa

Notary Public in and for the State of Iowa

COUNCIL ACTION FORM

SUBJECT: PARKING LEASE FOR WELCH LOT T

BACKGROUND:

On May 10, 2016, City Council approved a one-year extension to the lease of the lot located at 209 (known as the Welch Avenue Campustown Lot T) which is owned by Tom Northrop (Pizza Pit). Welch Lot T contains 29 spaces including ten 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 current lease will expire at the end of May 2017.**

It previously directed by City Council that the City approve one-year extensions keeping all terms and fees the same until such time that there is a clear direction as to what changes are needed to the overall parking system in Campustown, which the study is currently underway. Therefore, the annual lease would be \$15,142.05, and for 44.9% of the annual property taxes, with financing from the City's Parking Fund through May 2018. A brief history of previous leases terms are below:

| Lease Period | Payment to Owner | Property Tax, City Share | Revenue to City | Net Loss¹ |
|-----------------------|-------------------------|---------------------------------|------------------------|-----------------------------|
| 1992-2002 | \$126,000 | 44.9% (\$42,471) | \$61,949 | (\$106,522) |
| 2002-2012 | \$144,900 | 44.9% (\$105,081) | \$83,541 | (\$166,440) |
| 2012-2015 | \$45,426 | 44.9% (\$31,637) | \$28,661 | (\$48,402) |
| 2015-2016 | \$15,142 | 44.9% (\$8,815) | \$10,407 | (\$13,550) |
| 2016-2017 | \$15,142 | 44.9% (\$8,302) | \$10,674 ² | (\$12,770) ² |
| Total Net Loss | | | | (\$347,684) |

1. Net Loss amounts do not account for annual minor maintenance expenses.
 2. Estimated for 16/17 as it's not entirely through the lease period.

Campustown Action Association (CAA) has heretofore supported keeping the lease for Welch Lot T because it is used annually for several special events sponsored by CAA. It is also one of the few public parking areas in Campustown.

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 2018.
2. Do not approve a lease extension.

MANAGER'S RECOMMENDED ACTION:

The leasing of Lot T has led to the public being accustomed to the availability of these spaces. The lot has also been used for several special events during the year. Staff is

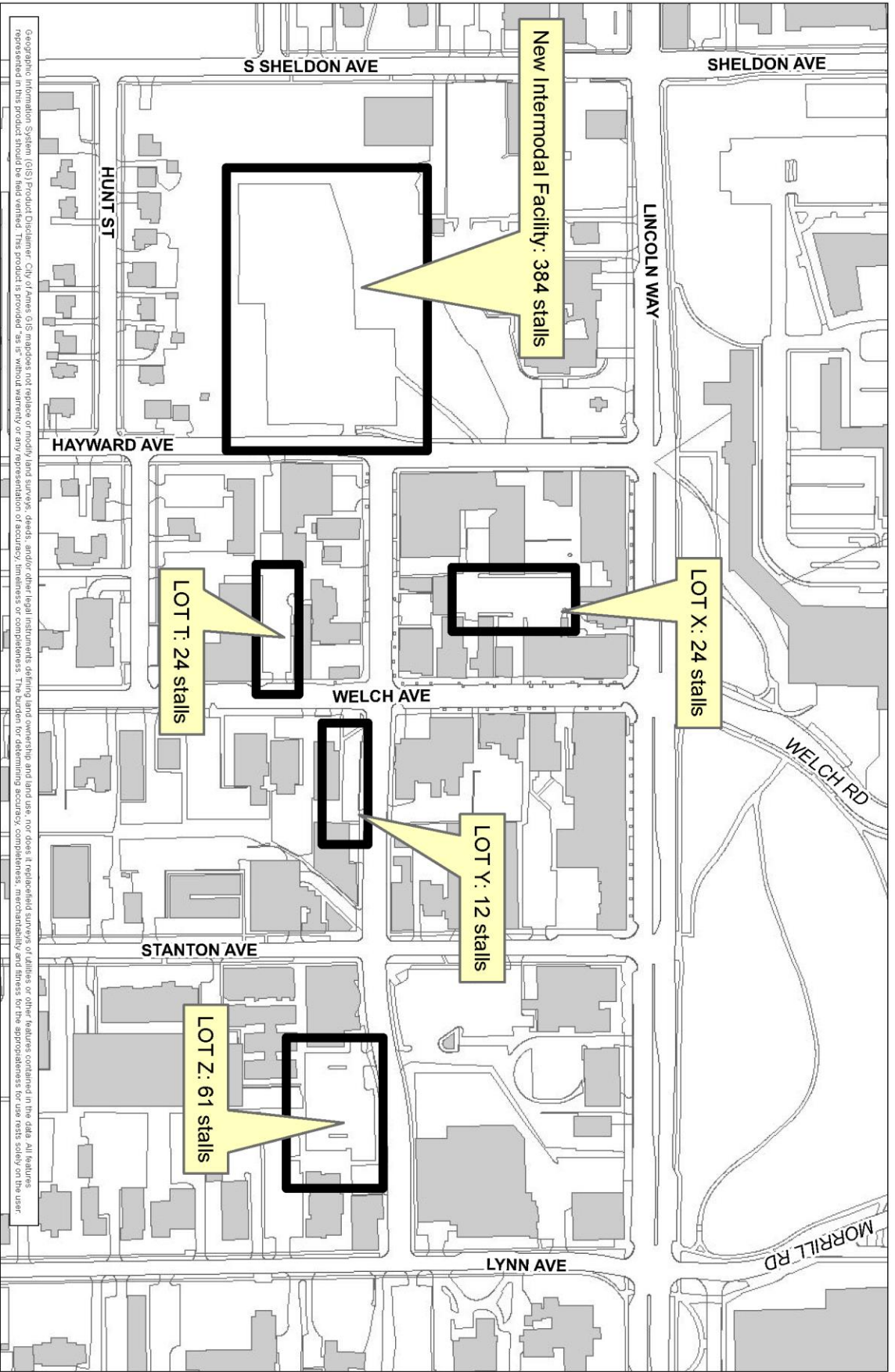
currently working at City Council's direction on several parking issues related to Campustown and Downtown areas. Because the parking study is still on-going, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.



Campustown City Owned Parking



Scale:
Date Saved: 5/17/2012



COUNCIL ACTION FORM

SUBJECT: BIKE PATH EASEMENT VACATION – AMES MIDDLE SCHOOL

BACKGROUND:

The Ames School District, as a part of the platting process Ames Middle School provided an easement on the public bike path within the Middle School site. With the expansion of the Middle School track/football field area, the site was required to conform to the City's Post-Construction Storm Water Ordinance. In order to meet those requirements, the existing storm water facility was extended into the existing bike path. The Ames School District will be relocating the path as part of this project in order to accommodate the expansion of the storm water facility. The new path will have a new easement placed over it and the current easement needs to be vacated.

A map of the area is shown in Attachment A.

ALTERNATIVES:

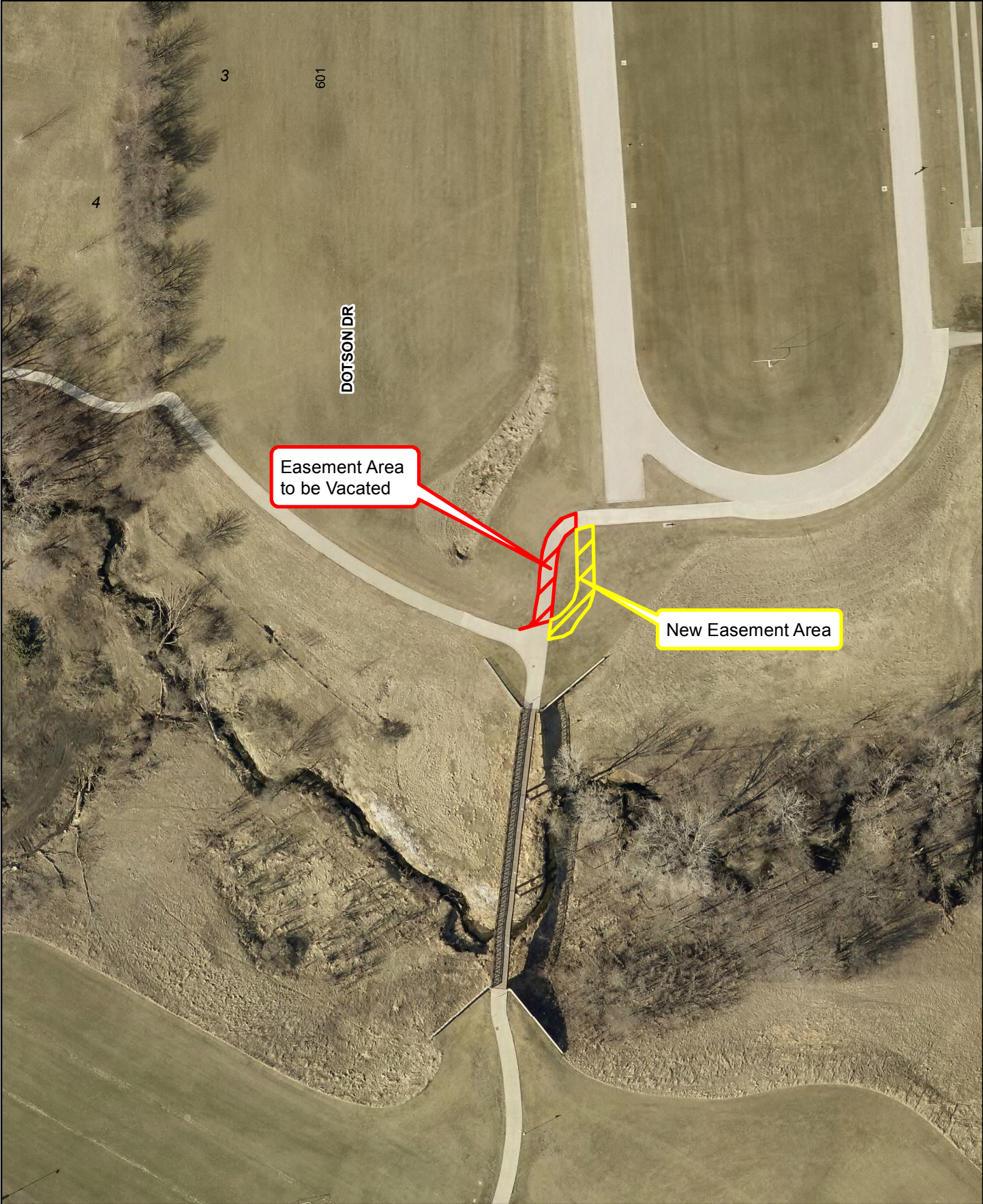
1. Set a date of public hearing for June 13, 2017 to approve vacation of the bike path easement at the Ames Middle School.
2. Do not set the date of public hearing to vacate the existing bike path easement.

MANAGER'S RECOMMENDED ACTION:

A small portion of the existing bike path easement will no longer be needed with the new easement that will be recorded. The new section of path will be completed this summer (2017). At that time, the new easement will be granted to the City and recorded along with the vacation of the old section. Thus, the City will maintain continual easement rights along the path as the construction is completed.

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



Ames Middle School
Bike Path Easement Vacation



Scale: 1 in = 100 ft
Date: 5/8/2017

COUNCIL ACTION FORM

SUBJECT: ELECTRIC MARKET PARTICIPANT SERVICES SOFTWARE

BACKGROUND:

This action involves a subscription for market specific software that provides the necessary tools to electronically communicate and conduct transactions with the Midcontinent Independent Transmission System Operator (MISO) Energy Market. This software will assist Electric Services in managing the load (the electrical demand of our customers), the generation from the City’s Power Plant, our wind resources, plus the imported power from the MISO market to satisfy customer’s electrical consumption. The use of this software will allow staff to make informed decisions on how to engage in the MISO market, and will enable staff to check the accuracy of MISO’s very complex billing system. Rather than purchasing the software, the City will lease the product.

This contract is to provide MISO Energy Market software service for the period from July 1, 2017 through June 30, 2018. The contract includes a provision that would allow the City to renew the contract for up to two additional one-year terms.

On February 24, 2017, a Request for Proposal (RFP) document was issued to four firms for proposals. The RFP was advertised on the Current Bid Opportunities section of the Purchasing webpage and was sent to two plan room.

On March 24, 2017, staff received proposals from three firms, which were then sent to a staff committee for evaluation. The committee members independently evaluated and scored the proposals based on price, software design, software support, and software training. After their review of the proposals they independently scored the proposals in a matrix formula using the criteria stated previously.

Based on the matrix, the average scores were as follows:

| Offerors | Average Score | Amount | Price Escalator for Renewal Terms |
|--|----------------------|---------------|--|
| MCG Energy Solutions, LLC Minneapolis, MN | 821 | \$123,600 | 2.5% |
| Power Costs, Inc. Norman, OK | 791 | \$113,750 | 0%** |
| Power Settlements Consulting and Software, LLC. Glendora, CA | 760 | \$65,000* | 0% |

*Prorated amount. Future 12 months contract periods will be \$97,500.

**0% based on awarding three year contract

Each score was based on a scale of 1 to 10, with the highest scored response for each criterion receiving the highest score. Overall, 1,000 possible points were available cumulatively for each company.

Based on the average scores and a unanimous decision by the evaluation committee, staff is recommending that a contract be awarded to MCG Energy Solutions, LLC, Minneapolis, MN, in the amount of \$123,600. **The decision to recommend the firm that was more expensive than the other two bidders was based on the following additional considerations:**

- The apparent low bidder does not have a strong presence in the MISO environment; having acquired their first customer only recently.
- MCG Energy Solutions, LLC is the current provider of service and the staff has been very satisfied with the performance of their software.
- To move to another vendor will take considerable training time for City staff involved in the day-to-day use and configuration of the software.
 - Considerable staff time, both at Electric and in the IT group would be needed to reconfigure communication.
- MCG Energy Solutions has provided no-cost customization of its software reports specific to the City's needed.

The approved FY2017/18 operating budget includes \$150,000 for this software and related support services. For the current year, the City contracts with MCG Solutions, LLC for this service at a cost of \$121,187.88.

ALTERNATIVES:

1. Award the contract to MCG Energy Solutions, LLC, Minneapolis, MN, for MISO Market Participant Services in the amount of \$123,600. The contract includes a provision that would allow the City, at its option, to renew the contract for up to two additional one-year terms with a required 2.5% per year.
2. Award the contract to one of the other two companies that submitted bids.
3. Reject all proposals and purchase and use the existing software on an annual basis.

MANAGER'S RECOMMENDED ACTION:

This contract will provide MISO Energy Market software service for Electric Services that assures fixed pricing, continuity of integration and service, and reduced administrative burden.

This software in particular, aids the City in determining energy bidding, wind utilization, and power plant operations. Price is one consideration point in deciding which vendor to select. Based on the other considerations listed above, the Electric Services staff is recommending that we continue with the current vendor.

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

COUNCIL ACTION FORM

SUBJECT: AWARD OF CONTRACT FOR TRANSIT ADVERTISING SERVICES TO HOUCK TRANSIT ADVERTISING OF SHOREVIEW, MINNESOTA

BACKGROUND:

CyRide contracts with a private company for exclusive rights to sell advertising space on the inside and outside of its public transit buses. Revenue generated from this advertising is then divided between the two organizations. CyRide's existing contract provides the transit system with:

- 52% of the gross revenues generated from sales
- A minimum guarantee of \$104,000 (year 1), \$105,000 (year 2) and \$106,000 (years 3-5)

Revenues generated from this contract have provided CyRide with \$121,000 to \$161,000 annually. The current contract expires on June 30, 2017 (after three years and one, one-year extension). The Transit Board of Trustees directed staff to not exercise the final, one-year extension, but to instead rebid the contract.

CyRide distributed a Request for Proposal for Transit Advertising Services for a three-year period, with the possibility of two, one-year extensions, and received proposals from two firms – Houck Transit Advertising and Adsposure. The results of these bids are as follows:

| Firm | Percent of Gross Rev. | Yr. 1 Guarantee | Yr. 2 Guarantee | Year 3-5 Guarantee | Total 3 Year Revenue Guarantee |
|---------------------------|------------------------------|------------------------|------------------------|---------------------------|---------------------------------------|
| Houck Transit Advertising | 60.0% | \$250,000 | \$265,000 | \$280,000 | \$795,000 |
| Adsposure | 55.5% | \$165,000 | \$172,500 | \$180,000 | \$517,500 |

Based on these results, Houck Transit Advertising would generate more revenue for CyRide over the course of the original three-year contract, as well as the highest percent of gross revenue.

The Transit Board of Trustees approved a contract award to Houck Transit Advertising at its March 28, 2017 meeting.

ALTERNATIVES:

1. Award a contract to Houck Transit Advertising of Shoreview, Minnesota for exclusive rights to sell advertising on CyRide buses for a three-year period, with the possibility of two, one-year extensions.
2. Reject the bids and extend the existing contract with Houck Transit Advertising of Shoreview, Minnesota for one additional year, exercising a one-year extension on CyRide's existing contract, and re-bid the contract next year.
3. Award a contract to Adsplosure for exclusive rights to sell advertising on CyRide buses for a three-year period, with the possibility of two, one-year extensions.
4. Reject the bids and evaluate in-house transit advertising services.

MANAGER'S RECOMMENDED ACTION:

Awarding a new contract to Houck Transit Advertising will maximize advertising sales revenue for CyRide. The firm is familiar with CyRide's buses and advertising policies and has provided a quality service to CyRide in the past.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby awarding a contract to Houck Transit Advertising for exclusive rights to sell advertising on CyRide buses.

COUNCIL ACTION FORM

SUBJECT: FLEET REPLACEMENT PROGRAM – POLICE UTILITY PATROL VEHICLES

BACKGROUND:

Several Police patrol vehicles are nearing their scheduled replacement. A request for bids was advertised by the City to replace three standard patrol vehicles and the Patrol Commander’s vehicle. This will allow the Patrol Commander to drive a vehicle identical to the rest of the patrol, allowing for greater flexibility for the Police Department.

Bids were received from dealers as follows:

| Bidder | Description | Price per Unit | Total |
|--------------------------|--|-----------------------|------------------|
| Ames Ford Lincoln | Ford Police Interceptor Utility | \$27,360 | \$109,440 |
| Stiver’s Ford Lincoln | Ford Police Interceptor Utility | \$28,084 | \$112,336 |
| Charles Gabus Ford | Ford Police Interceptor Utility | \$28,365 | \$113,460 |

The low bid for the four Ford Interceptor Utilities was Ames Ford Lincoln of Ames, Iowa in the amount of \$109,440.

Funding for the four police vehicles is available in Fleet Replacement Fund. The Patrol Commander’s existing car will be rotated to replace one of the vehicles in the investigation unit which will be sold.

ALTERNATIVES:

1. Approve and award this contract to Ames Ford Lincoln of Ames, for four Ford Interceptor Utilities for \$109,440
2. Reject award of bid.

MANAGER’S RECOMMENDED ACTION:

These vehicle purchases are consistent with the recommendations that were developed after evaluating the use of Utility vehicles for Police patrol. The upgrading of the Patrol Commander's car will provide uniformity and flexibility to the Police patrol fleet.

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 WEST LINCOLN INTERSECTION IMPROVEMENTS
 (FRANKLIN AVENUE)**

BACKGROUND:

This project is for constructing left-turn lanes and installing redesigned traffic signals at the Franklin Avenue/Lincoln Way intersection. A traffic impact report for the South Fork Subdivision justified these improvements. Since the project was first introduced in the 2014/15 Capital Improvements Plan (CIP), the project scope was expanded to include widening Lincoln Way to a 5-lane section eastward to South Wilmoth Avenue. This was done in response to the City’s development agreement with the Aspen Heights housing development being constructed at 205 S. Wilmoth Avenue. Also, this project will widen Lincoln Way westward to Marshall Avenue, which will make Lincoln Way a continuous 5-lane section from S. Wilmoth Avenue through Dakota Avenue.

Bids for the project were received as follows:

| Bidder | Bid Amount |
|---------------------|-------------|
| Engineer’s Estimate | \$1,835,254 |
| Con-Struct, Inc. | \$1,797,793 |

Project costs have been divided into three divisions to delineate the financial responsibilities of the parties involved: 1) The City of Ames, 2) the developer of the South Fork Subdivision, and 3) the developer of the Aspen Heights project. After receiving bids, the revised revenues and expenses for this project are estimated to be as follows:

| <u>Revenues</u> | | <u>Expenses</u> | | | | |
|-------------------------|--------------------|-----------------|------------------------------|-------------------------------------|-----------------------------|--------------------|
| Fund | Amount | Activity | West Expansion Division 1 | Franklin Intersection Division 2 | Aspen Heights Division 3 | Subtotal |
| Road Use Tax | \$160,000 | Design | \$43,896 | \$76,700 | \$58,798 | \$179,394 |
| Developer Contributions | \$842,874 | Land | \$11,080 | \$169,721 | \$62,120 | \$242,921 |
| Iowa DOT TSIP | \$500,000 | Construction | \$301,059 | \$1,104,475 | \$392,259 | \$1,797,793 |
| G.O. Bonds | \$900,000 | Administration | \$21,075 | \$77,314 | \$27,459 | \$125,848 |
| Total | \$2,402,874 | Total | \$377,110 | \$1,428,210 | \$540,636 | \$2,345,956 |

Contingency = \$56,917 ≈ 9% (City funded construction activities only, Developers pay their own overages)

The financial table above now reflects accepted land offers from all affected property owners. It should be noted that on April 11, 2017, staff met with TOMCO’s owners to finalize the offer. The owners were very cooperative and the meeting was a positive step towards better understanding their issues with the project as it affects their two properties along Lincoln Way. The result of that meeting was mutually agreeable where

TOMCO accepted the \$102,000 purchase offer while the City agreed to certain project details, among which included individual accesses along the north side of Lincoln Way to maintain their truck deliveries as well as maintaining visibility for their business sign on the south. A detailed breakdown of land costs has been provided below:

| Owner/Business Name | Address | Accepted Offering |
|--|--|--------------------------|
| KAH I, LLC (Family Video, DoctorsNow) | 3407 Lincoln Way | \$30,614.00 |
| Iowa Ice Company, LLC | 3339 Lincoln Way | \$9,000.00 |
| TOMCO, LLC (Uni Mart, Papa John's) | 3335 Lincoln Way | \$41,241.00 |
| Stonebrook Community Church | 3329 Lincoln Way | \$46,467.00 |
| Dotson Family Trust - A | 104 Colorado Avenue/103 Wilmoth Avenue | \$8,293.20 |
| TOMCO Partnership (Phillip 66) | 3406 Lincoln Way | \$60,759.00 |
| First National Bank | 3334 Lincoln Way | \$28,107.20 |
| Breckenridge Group Ames Iowa, LLC ¹ | 205 S. Wilmoth Avenue | \$0.00 |
| Marcia M. Barber, and Jolene R. Beveridge and Richard D. Beveridge | 3316 Lincoln Way | \$7,360.00 |
| Clinic Building Company, Inc. (McFarland) | 3600 Lincoln Way | \$6,800.00 |
| Lincoln Park Co-Op, Inc. | 3502 Lincoln Way | \$4,280.00 |
| Total Land Cost | | \$242,921.40 |

1. Land for ROW is to be dedicated as part of development agreement

ALTERNATIVES:

1. For the 2015/16 West Lincoln Intersection Improvements (Franklin Avenue) project:
 - a. Approve purchase agreement with KAH I, LLC
 - b. Approve purchase agreement with Iowa Ice Company, LLC
 - c. Approve purchase agreement with TOMCO, LLC
 - d. Approve purchase agreement with Stonebrook Community Church, Ames, IA
 - e. Approve purchase agreement with Dotson Family Trust - A
 - f. Approve purchase agreement with TOMCO Partnership
 - g. Approve purchase agreement with First National Bank
 - h. Approve purchase agreement with Marcia M. Barber, and Jolene R. Beveridge and Richard D. Beveridge
 - i. Approve purchase agreement with Clinic Building Company, Inc.
 - j. Approve purchase agreement with Lincoln Park Co-Op, Inc.
 - k. Award the project to Con-Struct, Inc. of Ames, IA in the amount not to exceed \$1,797,793.

2. Reject bids and do not proceed with the project at this time.

CITY MANAGER’S RECOMMENDED ACTION:

Now that all land purchase agreements have been successfully negotiated within the project budget the project can move forward with an anticipated completion in fall 2017.

Awarding the project will also meet the expectations of the developers of the South Fork Subdivision and Aspen Heights that this project will be completed in 2017.

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

COUNCIL ACTION FORM

SUBJECT: POWER PLANT VALVE MAINTENANCE SERVICES CONTRACT

BACKGROUND:

The Power Plant's two coal-fired, high-pressure steam generation units are referred to as Units No. 7 and 8. These units require regular professional maintenance and repair. This consists of emergency service, as well as regularly scheduled planned repairs and services during scheduled outages. Services include a large variety of boiler and pressure vessel maintenance and repairs, structural steel, pump and piping work, coal handling system, coal pulverizer work, and other miscellaneous mechanical Power Plant work.

Due to these operational conditions, numerous valves are used to operate the Power Plant. These include isolation, control, check, relief and safety valves, which must be professionally repaired, tested, installed, replaced and maintained. Specially trained personnel perform this work.

Even though the City currently has an annual renewable contract in place with Dowco Valve for these services, staff is recommending that the existing contract not be renewed. Staff believes more competitive bids could be secured through rebidding these services at this time rather than taking advantage of the second of four renewal options.

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 FY2017/18 Power Plant operating budget includes \$110,000 for this contract. Invoices will be based on contract rates for time and materials for services actually received.

ALTERNATIVES:

1. Approve preliminary plans and specifications for the Valve Maintenance, Related Services and Supplies Contract for Power Plant, and set June 28, 2017 as the

due date for bids and July 11, 2017 as the date of public hearing and award of contract.

2. Direct staff to renew the contract with the existing contractor.
3. Purchase valve maintenance services on an as-needed basis.

MANAGER'S RECOMMENDED ACTION:

This work is necessary to ensure that a qualified professional firm will respond to both scheduled and emergency needs for valve maintenance, and will also control costs by having established billing rates. Funds will be expended only as work is required and in accordance with approved invoices. Rebidding these services now will hopefully secure more competitive bids for these services.

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



CITY OF
Ames™

Caring People ♦ Quality Programs ♦ Exceptional Service

MEMO

To: Mayor and Members of the City Council

From: City Clerk's Office

Date: May 19, 2017

Subject: Contract and Bond Approval

There is no Council Action Form for Item No. 31. Council approval of the contract and bond for this project is simply fulfilling an *Iowa Code* requirement.

/drv

COUNCIL ACTION FORM

**SUBJECT: POWER PLANT FUEL CONVERSION – MECHANICAL INSTALLATION
GENERAL WORK CONTRACT - CONTRACT COMPLETION**

BACKGROUND

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

On September 22, 2015, City Council awarded a contract to TEI Construction Services, Inc., Duncan, SC for the Mechanical Installation General Work Contract in the amount of \$1,572,019.

There were eleven change orders to this contract.

Change Order No. 1 for \$8,750 was for TEI to procure Nordstrom valves.

Change Order No. 2 for \$156,131 was for TEI to supply natural gas control and on-off valves.

Change Order No. 3 for \$187,984 was for TEI to provide and modify platforms, stairs, grating, toe plates, railings, etc. on four levels associated with the installation of natural gas burners and igniters on Unit 8 boiler and to provide Unit 7 & 8 Steam turbine front standard installation work including probe removal, worm gear removal, disconnecting linkages, and valve installation.

Change Order No. 4 for \$9,785.37 was for TEI to provide material, equipment, and labor necessary to fabricate and install structural steel angle frames onto the outside of the burner windboxes on three burner levels of Unit 8 boiler to facilitate the mounting of nine burners.

Change Order No. 5 for \$3,032.17 was for TEI to remove & reinstall operating cylinder pump at the direction of the GE representative.

Change Order No. 6 for \$7,725.98 was for TEI to provide the necessary material, equipment, and labor to remove the existing burner support rings and replace them with rings at Elevation 127'-3" on Unit 8 boiler.

Change Order No. 7 for \$3,032.16 was for TEI to provide equipment and labor to remove, inspect, adjust, and reinstall the pilot valve on Unit 8 turbine.

Change Order No. 8 for \$21,673.58 was for TEI to cut the piping and weld flanges in each of the nine (9) natural gas igniter valve assemblies to facilitate the maintenance and removal (if necessary) of the gas control valves, plus install fittings along with shutoff valves to be able to isolate pressure gauges for maintenance and removal without having to shut down the system to perform the work.

Change Order No. 9 for \$175,496.89 was for TEI to supply and install the refractory that is required around the nine new natural gas burners for Unit 8.

Change Order No. 10 for \$48,486.22 was for TEI to: 1) provide and set-up a stud welder for welding refractory horns onto the Unit 8 burner locations; 2) deduct the net price remaining in the base bid that had been allocated for the installation of refractory around the burners of Unit 8 boiler; 3) provide the necessary material, labor, and equipment to supply and weld install twelve new 3" to 2" reducers to accommodate the new 2" valves on the Ignitor Air System; 4) drill holes and align (shim) the linear actuators on the damper tube assemblies as requested by Alstom; 5) provide material, labor, and equipment necessary to modify the structural steel columns supporting the weather shelter (canopy) over the Power Plant's natural gas gate station; 6) provide labor to install additional horns around Unit 8's natural gas burners to securely hold in place the refractory necessary to shape the natural gas flames emanating from each burner; 7) provide material, labor, and equipment necessary to provide and install specialized equipment to support the piping and equipment of the new steam sealing system for Unit 8 turbine-generator; and 8) to be reimbursed for remobilization of labor and rental of equipment due to the delay in the completion of the gas conversion of Unit 8 requiring Unit 7 to stay online, which prevented TEI from being able to transition and work on Unit 7 after completing their work on Unit 8.

Change Order No. 11 for \$12,539.88 was for reimbursing TEI for sales taxes paid on materials they purchased to fulfill their obligations of their contract with the City.

The total contract amount including these eleven change orders is \$2,206,656.25.

The Engineer's estimate of the cost for this phase of the project was \$5,115,000.

The current approved Capital Improvements Plan includes \$18,473,011 for the Unit 7 and Unit 8 fuel conversion. The complete project budget to date is shown on page 4.

All of the requirements of the contract have been met by TEI Construction Services, Inc., and the Engineer has provided a certificate of completion.

ALTERNATIVES:

- 1) Accept completion of the contract with TEI Construction Services, Inc., Duncan, SC for the Power Plant Fuel Conversion - Mechanical Installation General Work Contract at a total cost of \$2,206,656.25, and authorize final payment to the contractor.
- 2) Delay acceptance of this contract.

MANAGER'S RECOMMENDED ACTION:

The contractor for the Power Plant Fuel Conversion - Mechanical Installation General Work Contract has completed all of the work specified under the contract. The Engineer has issued a certificate of completion on the work, and the City is legally required to make final payment to the contractor.

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

PROJECT BUDGET

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

| | |
|---------------------|---|
| \$18,473,011 | Current Project Budget |
| | <u>Sargent & Lundy, LLC</u> |
| \$1,995,000 | Encumbered not-to-exceed amount for Engineering Services |
| \$2,395,000 | Engineering Services Contract Change Order No. 1 |
| \$174,000 | Engineering Services Contract Change Order No. 2 |
| \$154,000 | Engineering Services Contract Change Order No. 3 |
| | <u>GE Power Inc.</u> |
| \$3,355,300 | Contract cost for Natural Gas Conversion Equipment |
| \$29,869 | Equipment Contract Change Order No. 1 |
| (-\$321,600) | Equipment Contract Change Order No. 2 |
| (-\$51,000) | Equipment Contract Change Order No. 3 |
| \$1,620 | Equipment Contract Change Order No. 4 |
| \$0 | Equipment Contract Change Order No. 5 |
| \$19,857 | Equipment Contract Change Order No. 6 |
| \$62,310 | Equipment Contract Change Order No. 7 |
| \$121,360 | Equipment Contract Change Order No. 8 |
| | <u>Emerson Process Management Power & Water Solutions, Inc.</u> |
| \$1,595,000 | Contract cost for DCS equipment |
| \$39,377 | DCS Contract Change Order No. 1 |
| \$12,611 | DCS Contract Change Order No. 2 |
| \$0 | DCS Contract Change Order No. 3 |
| \$326,067.31 | DCS Contract Change Order No. 4 |
| | <u>GE Energy Control Solutions, Inc.</u> |
| \$814,920 | Contract cost for TCS equipment Bid 1 |
| \$244,731 | TCS Bid 1 Contract Change Order No. 1 |
| \$34,000 | TCS Bid 1 Contract Change Order No. 2 |
| \$0 | TCS Bid 1 Contract Change Order No. 3 |
| \$16,854 | TCS Bid 1 Contract Change Order No. 4 |
| \$41,760 | TCS Bid 1 Contract Change Order No. 5 |

General Electric International, Inc.

| | |
|------------|---|
| \$186,320 | Contract Cost for Turbine Steam Seal System - TCS Bid 2 |
| \$24,536 | TCS Bid 2 Contract Change Order No. 1 |
| \$150,000 | TCS Bid 2 Contract Change Order No. 2 |
| \$0 | TCS Bid 2 Contract Change Order No. 3 |
| \$9,208.42 | TCS Bid 2 Contract Change Order No. 4 |

Henkel Construction Co.

| | |
|-------------|---|
| \$898,800 | Contract cost for Control Room Installation General Work Contract |
| \$66,782 | Control Room Contract Change Order No. 1 |
| \$17,683.54 | Control Room Contract Change Order No. 2 |

TEI Construction Services, Inc.

| | |
|--------------|---|
| \$1,572,019 | Contract cost for Mechanical Installation General Work Contract |
| \$8,750 | Mechanical Contract Change Order No. 1 |
| \$156,131 | Mechanical Contract Change Order No. 2 |
| \$187,984 | Mechanical Contract Change Order No. 3 |
| \$9,785.37 | Mechanical Contract Change Order No. 4 |
| \$3,032.17 | Mechanical Contract Change Order No. 5 |
| \$7,725.98 | Mechanical Contract Change Order No. 6 |
| \$3,032.16 | Mechanical Contract Change Order No. 7 |
| \$21,673.58 | Mechanical Contract Change Order No. 8 |
| \$175,496.89 | Mechanical Contract Change Order No. 9 |
| \$48,486.22 | Mechanical Contract Change Order No. 10 |
| \$12,539.88 | Mechanical Contract Change Order No. 11 |

FPD Power Development, LLC

| | |
|--------------|---|
| \$3,145,149 | Contract cost for Electrical Installation General Work Contract |
| \$12,044.24 | Electrical Contract Change Order No. 1 |
| \$41,265.65 | Electrical Contract Change Order No. 2 |
| \$123,893.91 | Electrical Contract Change Order No. 3 |
| \$64,743.87 | Electrical Contract Change Order No. 4 |

Graybar Electric

| | |
|------------|--|
| \$98,560 | Contract cost for UPS System |
| (-\$1,010) | UPS System Contract Change Order No. 1 |

Hertz Equipment Rental Corporation

| | |
|---------------------|---|
| <u>\$166,835.50</u> | Contract cost for Portable Electric Space Heaters |
|---------------------|---|

\$18,272,504.69

Costs committed to date for conversion

\$200,506.31

New Project Balance to cover miscellaneous equipment and modifications to the power plant needed for the fuel conversion

COUNCIL ACTION FORM

SUBJECT: 2015/16 CLEAR WATER DIVERSION PROGRAM

BACKGROUND:

Clear water from footing drains causes overloading and backups in the sanitary sewer system, and also increases the volume of clean water that must be treated at the Water Pollution Control facility. The Clear Water Diversion program involves diverting footing drain discharge from sanitary sewers into storm sewers. This diversion results in lower volumes of clean water needing treatment at the WPC facility, thereby decreasing operating and maintenance costs of that facility. In addition, the program addresses locations where sump pump water discharges directly over the back of curb where no storm sewer exists in the area. In winter conditions, those sump pump discharges can cause ice build-up in the curb and gutter. The 2015/16 program addresses these types of situations.

The locations for the 2015/2016 Clear Water Diversion Program include Duff Avenue (5th Street to 6th Street), East 9th Street (Duff Avenue to Carroll Avenue) and McDonald Drive (Lincoln Way to the north).

On February 23, 2016 City Council awarded this project to Ames Trenching of Ames, Iowa in the amount of \$68,496. Change Order No. 1, in the amount of \$23,980.00 to install additional collector line on Ash Avenue, was approved by City Council at the March 28, 2017 meeting and Change Order No. 2 (Balancing) in the amount of \$984.00 was administratively approved by Staff. Construction was completed in the amount of \$93,740. Engineering and contract administration were \$14,050, bringing total project costs to \$107,790.

Revenue and expense for the project are summarized below:

| | <u>Revenue</u> | <u>Expenses</u> |
|--|----------------|-----------------|
| 12/13 Clear Water Diversion | \$ 9,000 | |
| 13/14 Clear Water Diversion | \$ 25,000 | |
| 14/15 Clear Water Diversion | \$ 25,000 | |
| 15/16 Clear Water Diversion | \$ 25,000 | |
| 16/17 Clear Water Diversion (Additional Funds) | \$ 25,000 | |
| Construction | | \$ 93,740 |
| Engineering and Administration | | \$ 14,050 |
| | \$ 109,000 | \$ 107,790 |

Any remaining funds will be utilized on future projects.

ALTERNATIVES:

1. Accept the 2015/16 Clear Water Diversion Program as completed by Ames Trenching. of Ames, Iowa, in the amount of \$93,460.
2. Direct staff to pursue modifications to the project.

MANAGER'S RECOMMENDED ACTION:

This project was completed in accordance with the approved plans and specifications. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.

COUNCIL ACTION FORM

**SUBJECT: WPC FACILITY BIOSOLIDS DISPOSAL OPERATIONS –
ACCEPTANCE OF FIRST YEAR’S WORK AND AWARD OF SECOND
YEAR OF CONTRACT**

BACKGROUND:

On April 12, 2016, City Council awarded a \$60,406.25 contract to Nutri-Ject Systems, Inc. of Hudson, Iowa to complete the first year of a contract for biosolids disposal at the Water Pollution Control Facility. The contract is renewable annually for up to a total of three years, dependent upon successful performance by the contractor each year. Unit rates for annual renewals are pegged to changes in the Consumer Price Index (CPI) and the Construction Cost Index (CCI). For this renewal period, the price adjustment is 2.5%.

All work on the first year’s contract was completed to the satisfaction of staff and in accordance with the requirements of the contract. Staff recommends that Council accept completion of the work under the first year’s contract. Staff also recommends award to Nutri-Ject Systems, Inc. for the second year of the agreement in the amount of \$50,400. **The FY 17/18 operating budget includes an allocation of \$100,000 for this work.**

ALTERNATIVES:

1. Accept completion of the first year’s contract and award a contract in the amount of \$50,400 to Nutri-Ject Systems, Inc. of Hudson Iowa for year two of a three-year agreement for biosolids disposal.
2. Do not accept completion of the first year’s contract and do not award a contract at this time and direct staff to solicit new bids for biosolids disposal.
3. Do not award a contract and direct staff to pursue equipment purchases to allow staff to perform this operation using city resources.

MANAGER’S RECOMMENDED ACTION:

Disposal of biosolids at the WPC Facility is necessary for uninterrupted operation of the facility and continued compliance with the facility’s NPDES permit. Nutri-Ject System, Inc. has demonstrated their ability to complete the work under this project by successfully completing prior biosolids hauling work for the City of Ames. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.



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

ITEM NO. 35

May 18, 2017

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

Ladies and Gentlemen:

The developer originally submitted cash as financial security for the public improvements. The developer has now decided to provide a payment/performance bond for financial security, which is an allowable method of financial security.

The amount of the financial security will remain at \$834,286.00 to cover installation of the street paving, storm sewer, sanitary sewer, street lighting, COSESCO, storm water management, street trees, landscaping and public sidewalks/pedestrian ramps.

Sincerely,

John C. Joiner, P.E.
Director

JJ/jc

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

Crane Farm Subdivision

May 18, 2017

Page 2

| Description | Unit | Quantity |
|---|------|----------|
| Mobilization | LS | 1 |
| Subgrade Preparation, 12" | SY | 11,280 |
| Subbase, Modified, 12" | SY | 11,280 |
| Subdrain, Perforated Polyethylene, 6" | LF | 4,600 |
| Pavement, PCC 9" | SY | 10,240 |
| Sanitary Sewer Gravity Main, Trenched, PVC, 8" | LF | 175 |
| Sanitary Sewer Gravity Main, Trenched, PVC, 12" | LF | 1,770 |
| Storm Sewer, Trenched, RCP, 18" | LF | 480 |
| Storm Sewer, Trenched, RCP, 24" | LF | 895 |
| Storm Sewer, Trenched, RCP, 30" | LF | 735 |
| Water Main, Trenched, 8" | LF | 205 |
| Manhole Type SW-301, 48" | EA | 8 |
| Manhole Type SW-401, 48" | EA | 5 |
| Intake Type SW-501 | EA | 8 |
| Intake Type SW-503 | EA | 8 |
| Excavation, Class 13 | CY | 19,000 |
| Storm Sewer Trenched, Polyethylene 4" | LF | 110 |
| Storm Sewer Trenched, RCP 24" | LF | 230 |
| Intake Type SW-513, Modified | EA | 2 |
| Rip Rap, Class D | Ton | 900 |
| Seeding | ACRE | 2.25 |
| Street Lighting | LS | 1 |
| Erosion Control | ACRE | 27 |
| Sidewalk, 4", PCC | SY | 1,145 |

COUNCIL ACTION FORM

SUBJECT: PLAT OF SURVEY (BOUNDARY LINE ADJUSTMENT) FOR 2710 & 2714 WHITE OAK CIRCLE

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 existing lots 27 and 28 in the Oakwood Subdivision First Addition. The parcels have been in their present configuration since 1977 when Oakwood First Addition was platted. The sites are zoned R-L and have single-family homes on each lot. The proposed change shifts the common side property line approximately 15 feet at the rear of the two sites. Approximately 0.02 acres of land will be affected by the change. Each of the existing structures will conform to required setbacks and lot development standards with the proposed change.

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 23.309 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 design standards and building setbacks of R-L zoning.

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 2710 & 2714 White Oak Circle

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: Lot 27; Adam M. & Colleen M. Humphery
Lot 28; James M. Strohmman & Kristin M. Peyton

Existing Street Address: 2710 & 2714 White Oak Circle

Assessor's Parcel #: 0916403040 and 0916403050

Legal Description: A part of Lot 27 in Oakwood 1st Addition to the City of Ames, Story County, Iowa, said part being described as follows: Beginning at the Southwest Corner of said Lot 27; thence northerly, 41.82 feet along a curve concave to the west, having a radius of 55.00 feet, a central angle of 43°33'46" and being subtended by a chord which bears N00°15'27"E, 40.82 feet to the Northwest corner of said Lot 27; thence N68°23'52"E, 22.00 feet along the north line thereof; thence departing said line N76°54'37"E, 101.25 feet to a corner on the northeasterly line thereof; thence S00°11'16"W, 120.05 feet along the east line of said Lot 27 to the Southeast Corner thereof; thence N67°55'38"W, 128.27 feet to the point of beginning, containing 0.22 acres.

Lot 28 and a part of Lot 27, all in Oakwood 1st Addition to the City of Ames, Story County, Iowa, all together being described as follows: Beginning at the Southwesterly Corner of said Lot 28; thence N25°08'08"E, 105.79 feet to the Northerly Corner thereof; thence S73°30'31"E, 45.10 feet to a corner on the northeasterly line of said Lot 28; thence S35°43'39"E, 100.42 feet along the easterly line of said Lots 28 and 27 to a corner on the northeasterly line of said Lot 27; thence S76°54'37"W, 101.25 feet to a point on the northerly line of said Lot 27; thence S68°23'52"W, 22.00 feet to the Northwest Corner of said Lot 27 and a point on a curve concave to the southwest having a radius of 55.00 feet, a central angle of 43°16'00" and being subtended by a chord which bears N43°09'26"W, 40.55 feet; thence northerly and northwesterly, 41.53 feet along said curve to the point of beginning, containing 0.24 acres.

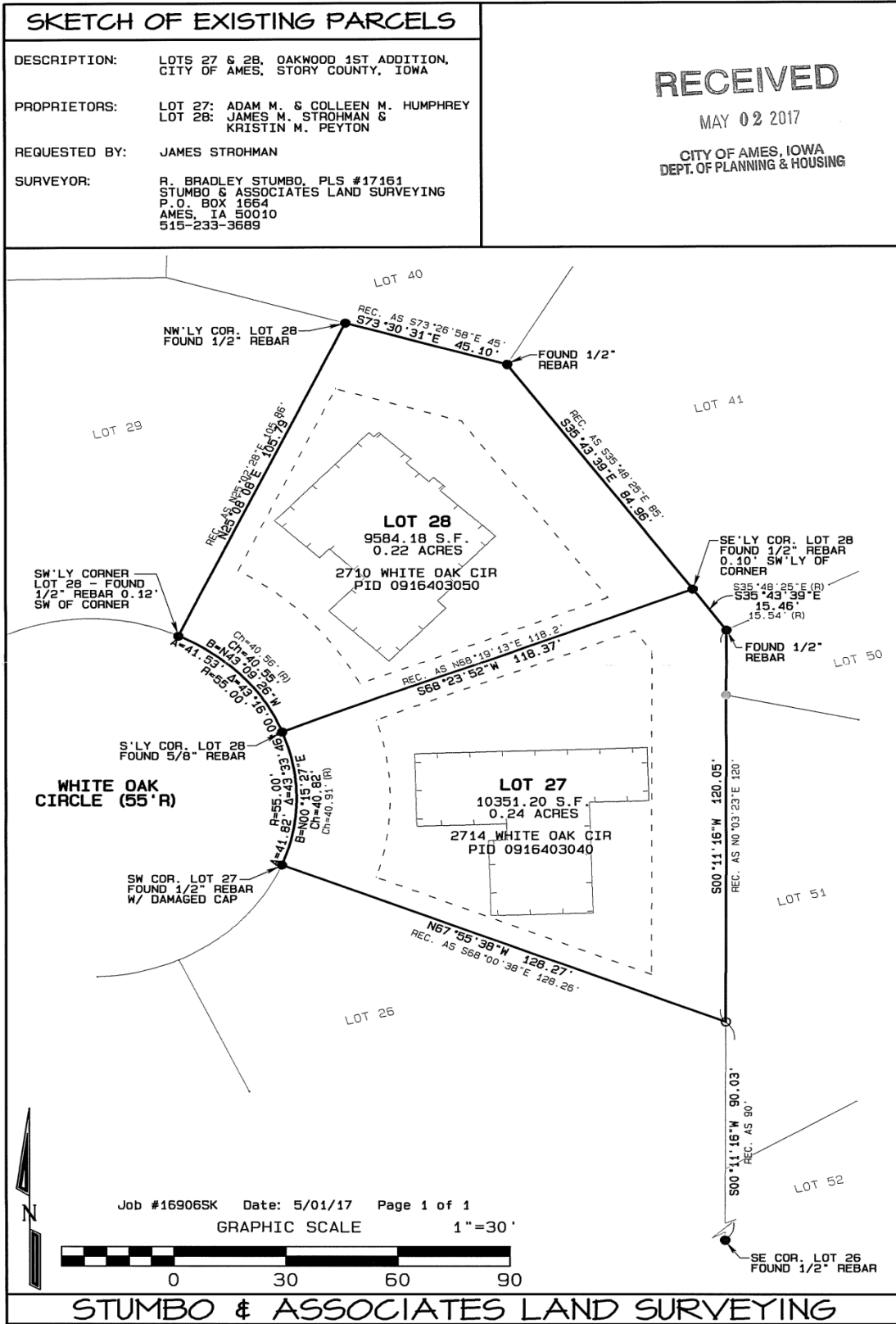
Public Improvements:

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)

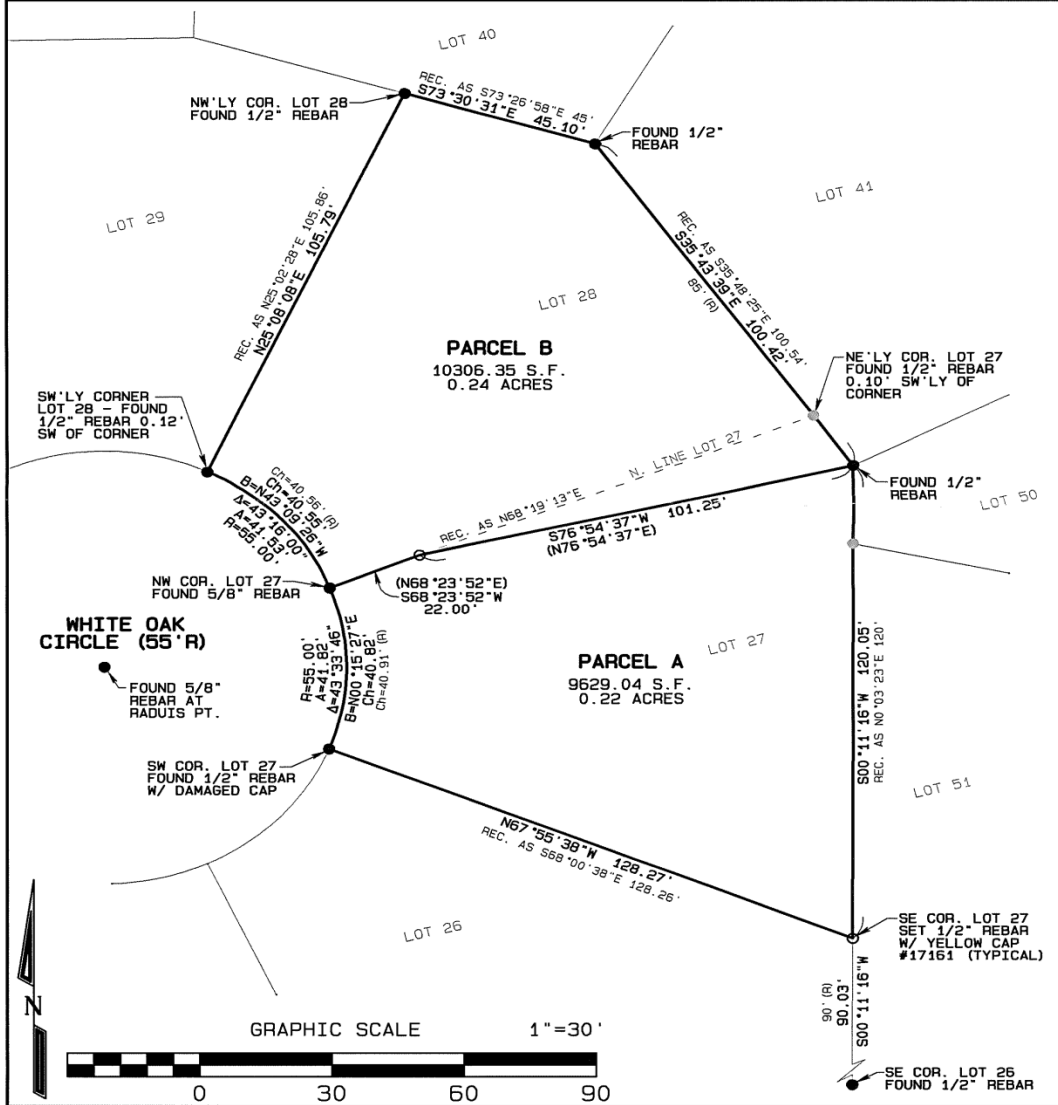
Note: The official plat of survey is not recognized as a binding plat of survey for permitting purposes until a copy of the signed and recorded plat of survey is filed with the Ames City Clerk's office and a digital image in Adobe PDF format has been submitted to the Planning & Housing Department.

Attachment A- Existing Conditions



Attachment B- Plat of Survey

| | | |
|-----------------------|--|---|
| PLAT OF SURVEY | | <div style="font-size: 2em; font-weight: bold; margin-bottom: 5px;">RECEIVED</div> <div style="font-size: 1.2em; margin-bottom: 5px;">MAY 02 2017</div> <div style="font-size: 0.8em;">CITY OF AMES, IOWA DEPT. OF PLANNING & HOUSING</div> |
| LOCATION: | LOTS 27 & 28, DAKWOOD 1ST ADDITION, CITY OF AMES, STORY COUNTY, IOWA | |
| PROPRIETORS: | LOT 27: ADAM M. & COLLEEN M. HUMPHREY LOT 28: JAMES M. STROHMAN & KRISTIN M. PEYTON | |
| REQUESTED BY: | JAMES STROHMAN | |
| SURVEYOR: | R. BRADLEY STUMBO, PLS #17161 STUMBO & ASSOCIATES LAND SURVEYING P.O. BOX 1664 AMES, IA 50010 515-233-3689 | |



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

Date: _____

R. Bradley Stumbo License #17161
My license renewal date is December 31, 2017
Job #16906POS Date: 5/01/17 Fieldwork Completed: 2/01/17 Page 1 of 2

R. BRADLEY STUMBO
LICENSED
17161
PROFESSIONAL LAND SURVEYOR
IOWA

STUMBO & ASSOCIATES LAND SURVEYING

Survey Description-Parcel 'A':

A part of Lot 27 in Oakwood 1st Addition to the City of Ames, Story County, Iowa, said part being described as follows: Beginning at the Southwest Corner of said Lot 27; thence northerly, 41.82 feet along a curve concave to the west, having a radius of 55.00 feet, a central angle of 43°33'46" and being subtended by a chord which bears N00°15'27"E, 40.82 feet to the Northwest corner of said Lot 27; thence N68°23'52"E, 22.00 feet along the north line thereof; thence departing said line N76°54'37"E, 101.25 feet to a corner on the northeasterly line thereof; thence S00°11'16"W, 120.05 feet along the east line of said Lot 27 to the Southeast Corner thereof; thence N67°55'38"W, 128.27 feet to the point of beginning, containing 0.22 acres.

Survey Description-Parcel 'B':

Lot 28 and a part of Lot 27, all in Oakwood 1st Addition to the City of Ames, Story County, Iowa, all together being described as follows: Beginning at the Southwesterly Corner of said Lot 28; thence N25°08'08"E, 105.79 feet to the Northerly Corner thereof; thence S73°30'31"E, 45.10 feet to a corner on the northeasterly line of said Lot 28; thence S35°43'39"E, 100.42 feet along the easterly line of said Lots 28 and 27 to a corner on the northeasterly line of said Lot 27; thence S76°54'37"W, 101.25 feet to a point on the northerly line of said Lot 27; thence S68°23'52"W, 22.00 feet to the Northwest Corner of said Lot 27 and a point on a curve concave to the southwest having a radius of 55.00 feet, a central angle of 43°16'00" and being subtended by a chord which bears N43°09'26"W, 40.55 feet; thence northerly and northwesterly, 41.53 feet along said curve to the point of beginning, containing 0.24 acres.

The Ames City Council approved this Plat of Survey on _____, 2017,
with Resolution No. _____. I certify that it conforms to all conditions for approval.

Planning and Housing Director